

BEDA MEETING  
TUESDAY AUGUST 16, 2022  
6:30 AM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920

*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) CALL TO ORDER
- 2) APPROVE AGENDA
- 3) CONSENT AGENDA
  - 3.a [BEDA Minutes - April 19, 2022](#)
- 4) COMMUNICATIONS, REPORTS & PETITIONS
  - 4.a [SMIF Presentation](#)
  - 4.b [BEDA July Update](#)
  - 4.c [Byron Community Newsletter; FYI](#)
  - 4.d [City Council Minutes; FYI](#)
  - 4.e [Park Board Minutes; FYI](#)
  - 4.f [P&Z Minutes; FYI](#)
  - 4.g [Monthly Budget; FYI](#)
- 5) PUBLIC HEARING - *None*
- 6) GENERAL BUSINESS
- 7) UNFINISHED BUSINESS
- 8) NEW BUSINESS
  - 8.a [Comprehensive Plan Discussion](#)
- 9) PUBLIC COMMENTS
- 10) ADJOURN



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** BEDA Minutes - April 19, 2022

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Kelli Cheney

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**ATTACHMENTS:**  
[EDA Minutes 4.19.22.pdf](#)

ECONOMIC DEVELOPMENT AUTHORITY  
TUESDAY, APRIL 19, 2022  
6:00 AM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) CALL TO ORDER - Chair Domaille called the meeting to order at 6:30am on April 19, 2022.  
  
Members Present: Chris Ryan, Kelly Domaille, Staci Kaltenbach, Mickey Elias, Daryl Glassmaker, Dan Mesenburg  
  
Member Absent: Brian Jordahl  
  
Also Present: Chad Behnken, Ari Koles, Gretta Becay, Interim City Administrator Janna Monosmith
- 2) APPROVE AGENDA - Motion made by Member Ryan, seconded by Member Kaltenbach to approve the agenda. Motion carried unanimously.
- 3) CONSENT AGENDA
  - 3.a. BEDA Minutes - March 8, 2022 - Motion made by Member Ryan, seconded by Member Domaille to approve the minutes as written. Motion carried unanimously.
- 4) COMMUNICATIONS, REPORTS & PETITIONS
  - 4.a. BEDA March Updates
  - 4.b. Byron Community Newsletter - March; FYI
  - 4.c. City Council Minutes - March 8, 2022
  - 4.d. Park Board Minutes - February 28, 2022
  - 4.e. P&Z Minutes - February 1, 2022
  - 4.f. Monthly Budget
- 5) PUBLIC HEARING - *None*
- 6) GENERAL BUSINESS - *None*
- 7) UNFINISHED BUSINESS
  - 7.a. Hamilton Real Estate Update - Chad Behnken, Hamilton Real Estate representative, explained their proposal. Behnken stated that in 2020 Bear Path Apartments bids came in at 6.9 million dollars and the bids coming in for the same exact construction are coming in at 8.5 million dollars. At the meeting with city staff, they propose for another land subsidy but it would be difficult to have the rent control for the 60% of units at the income limit set by the MN housing standards with today's costs. Would like to know what support EDA would be willing to do.  
Member Kaltenbach stated that the EDA is more interested in getting businesses and employees in our town and asked what the demand is for rental housing and how they measure the demand. Behnken stated there is no good strategy on how to tell what the demand is as they are relying on the management side of the business and what they are telling them.

Member Domaille asked if there are other avenues other than abatements. TIF is an option but Hamilton is not interested due to finding qualified renters and the potential for empty units.

Member Ryan asked what kind of abatement they would be looking for. Behnken stated they would look for the same abatement as they did with Bear Path Apartments. Member Ryan stated that he would expect a decrease in subsidies for subsequent projects.

Glassmaker brought up his concern about subsidizing the project due to costs increasing as all developers have the same hardship.

Mesenburg asked if it would be possible to get more than fifty percent subsidy on the land. Monosmith clarified that the city paid about a dollar per foot and their offer was 250k for the land and 125k back as a grant which makes it about \$1.14 per square. Past practices for the city have been to at least break even and the land will also still have to be rezoned. However, since the EDA does own the property in question, they can charge as they see fit for the land.

Mesenburg feels we need to be cautious on the residential side of things due to all the growth with the City. The EDA focus in the past has been jobs. Stonehaven offered a quick construction time frame as well as the completion of 12th Avenue. Byron 47 filled a lot that was a difficult sell due to the three street sides. Hamilton should be able to tell the EDA what they offer the city in addition to additional housing stock.

It was the consensus of the EDA that the project was not the right fit at this time, but the EDA could consider a similar project in the future.

- 8) NEW BUSINESS - *None*
- 9) PUBLIC COMMENTS - Chair Domaille called for public comments three times.
- 10) ADJOURN - Motion made by Member Kaltenbach, second by Member Elias to adjourn the meeting at 7:06am. Motion carried unanimously.



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** BEDA

**Introduction:** SMIF Presentation

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:** SMIF will be present to do an annual update regarding their programs.

**Preparer:** Janna Monosmith

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**ATTACHMENTS:**  
[SMIF August Newsletter](#)

# You're making a difference!

SMIF Donor News | August 2022

Dear Ms. Monosmith and EDA members,

I can't believe we are already into our final full month of warm weather here in southern Minnesota. Time is moving quickly, and we are busy as ever at Southern Minnesota Initiative Foundation (SMIF). Because of you, fiscal year 2022 was a huge success. We were able to provide training to over 1,000 child care professionals and 400 entrepreneurs. We also assisted communities in retaining wealth for future generations. Our entire staff is looking forward to doing even more in fiscal year 2023!



Thank you for your support of SMIF. Below are a few updates made possible because of you. Please reach out with any questions or comments. I hope you take time to enjoy the sunshine and this beautiful region we get to call home!

With gratitude,

A handwritten signature in blue ink that reads "Alissa Oeltjenbruns".

Alissa Oeltjenbruns  
Philanthropy Officer  
[alissao@smifoundation.org](mailto:alissao@smifoundation.org) | 507.214.7023

## Your Impact

### Two Paint the Town projects completed

We recently had two recipients of our Paint the Town grants finish their public art. Recipients in Montgomery finished their first set of wings. This was a joint effort between TCU High School ARTeam, the Montgomery Community Foundation, and the Arts and Heritage Center of Montgomery. Spring Valley unveiled their beautiful new mural. The

mural was a community effort that was painted inside the Community Center, offering the participants a chance to see bits and pieces of it as the project progressed. The finished piece now hangs on the side of the S&S Bait Shop, located downtown.



### Successful Child Care Healthy Homes Class in Owatonna

We held the Child Care Healthy Homes Class in Owatonna, and it was a great success. Seventeen in-home child care providers learned about radon, mold and moisture, carbon monoxide and more, helping them to offer a safer environment in their home based child care programs. They also developed strategies to identify and reduce these hazards in their home.



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** BEDA

**Introduction:** BEDA July Update

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Janna Monosmith

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**ATTACHMENTS:**  
[July 2022 BEDA Monthly update.pdf](#)

# Byron Economic Development Association

## July 2022 Monthly update

### PERSPECTIVE BEDA PROJECTS:

Highway 14 Signage- Lighting being worked on!

### PROSPECTIVE BUSINESSES:

Brew Pub

Doggie Daycare/Boarder

Multiple calls regarding potential lots south of the Highway

### PERSPECTIVE LAND DEVELOPMENT:

### MEETINGS ATTENDED:

Attended Council workshop regarding Comprehensive Plan and Moratorium

Attended ground breaking at the school

Attended two virtual seminars regarding TIF

Attended SEMLM meeting in Blooming Prairie

### ADDITIONAL INFO:

Hand delivered Tax Abatement checks to Fareway + Early Advantage Child Care.

Byron Commercial Park is recorded

Sale for RMS will hopefully take place the week of August 15.

Al Roder beginning on August 22.

Culligan opened their Byron facility on July 18.

O'Reilly's broke ground for their new business.

If you would like more specific information please ask.



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** Byron Community Newsletter; FYI

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Kelli Cheney

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**ATTACHMENTS:**

[April Community Newsletter 2022.pdf](#)  
[May Community Newsletter 2022.pdf](#)  
[June Community Newsletter 2022.pdf](#)  
[July Community Newsletter 2022.pdf](#)



## BYRON COMMUNITY NEWS

BROUGHT TO YOU BY BYRON EDA AND CITY HALL

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### Morris Concrete stays busy all year round



■ Story & Photo by Gretta Becay

Morris Concrete, Inc. has been in business and headquartered in Byron since 1997. They stay busy all year round - even in the winter months - with the regional building boom. Butch Morris has been doing concrete since 1983. In 1995 he and his wife, Peggy decided it was time to open their own business. They started in Claremont and then in 1997, they moved to Byron. In 2015, they built a new shop in Byron on High Point Drive NE.

The business has changed a lot in the years they've been laying concrete in southeast Minnesota. Now, it's common for concrete to be put down in the winter as well as during the 'regular' construction season when the weather warms up. With the explosive growth in the area, builders can't wait for concrete flatwork to be done only during the warmer months. With ground-heating technology, tarps to keep the curing concrete at constant tempera-

tures, and hardy workers, they stay busy all year round, said Peggy. She explained that they do mainly residential flat work like basement floors, garage floors, driveways, patios, and sidewalks. They also do decorative patterned concrete on request. Most of the company's work comes in through local builders who are putting up new homes, but they also do work for private individuals when needed.

For more information, the phone number is 507-258-5452, and the email address is [morrisconcreteinc@yahoo.com](mailto:morrisconcreteinc@yahoo.com)

### WE WANT TO HEAR from YOU

The City of Byron is updating its Comprehensive Plan and we want your input for the future of Byron! Please take a moment to fill out the survey or give your ideas for the future of Byron at: <https://hkgi.mysocialpinpoint.com/byron2040/>




Jeff Ihrke is retiring as a Byron firefighter after serving the city and Kalmar and Salem Townships for 22 years. He was honored at the April 12 Byron City Council meeting. Acting Mayor Matt Brekke (left) presented him with a gift on behalf of the city. All council and staff members present thanked him for his service.

Fire Chief Matt Grant said, "He will be greatly missed. Jeff was very involved with the department's Relief Association, and he was a great asset to the department."

City Administrator Mary Blair-Hoeft commented that Jeff and his daughter designed the Byron flag. The story behind the design will be in an upcoming post.

## COMMUNITY BLOOD DRIVE

APPOINTMENT REQUIRED



**City of Byron Blood Drive**

May 25th from 8 AM - 3 PM  
680 Byron Main Ct NE, Byron

CALL 507-284-4475 TO SCHEDULE A DONATION APPOINTMENT

The City of Byron is hosting a community blood drive! Please consider being a blood donor - all the blood collected is used locally.  
Call **507-284-4475** today to set up an appointment.

# TRAFFIC PATTERNS, COMPREHENSIVE PLAN AND INTERCHANGES DISCUSSED

■ Story by Gretta Becay

At a special city council meeting March 22, updating the city's comprehensive plan was talked over and the established locations of future interchanges on Highway 14 to access Byron were discussed. Possible future traffic patterns were also reviewed.

In 2019, a study was launched to determine how to improve the traffic flow on Highway 14 between Kasson and Rochester. Participating in the study were representatives from Olmsted and Dodge Counties, the cities of Byron and Kasson and the Minnesota Department of Transportation. The study cost about \$250,000. During the study, the representatives met numerous times and held public meetings to obtain public input.

The seven intersections on that stretch of road were analyzed and crash data was reviewed.

At the end of the study, the group decided - and each of the entities represented approved - that the new interchanges servicing Byron will be at County Road 5 and County Road 3.

At a special city council meeting March 22 - which had been scheduled to discuss updating the Byron Comprehensive Plan - the interchange locations were discussed. Participants were reminded of the planning that had gone into the interchange choices and of the fact that if 10th Avenue had been selected for the interchange location, in the future, Byron would only have one interchange instead

of two. MnDOT has guidelines about the distance between interchanges and placing the interchange on 10th Ave. would have prevented interchanges being built at County Road 5 or County Road 3 because they would be too close to 10th Ave.

In addition, the cost of an interchange is shared by the entities that have jurisdiction over the road. If 10th Ave. had been selected; Byron taxpayers would have to pay millions of dollars as part of their share in the interchange construction because that is a city street. Olmsted County is shouldering portions of the funding needed for the County Road 3 and County Road 5 interchanges.

The money for these interchanges is not in any budget in the near future.

In the interim, MnDOT is planning to build J-turns at the intersections of County Road 3 and the intersection of County Road 104 with Highway 14 to make those highway access points safer.

When the interchanges are built at County Road 5 and County Road 3, sometime in the future, the question has arisen, will drivers turn Fourth Ave. into a heavily traveled road, and will Frontage Road businesses lose their traffic because there will be no exit from Highway 14 to 10th Ave.?

It is anticipated that those who live in the northeast part of town or who may be going to the Byron Community Recreation Center will turn left off County

Road 3 onto Fourth St NE. Others who live west of 10th Ave. will likely drive to the intersection of Seventh St NE and County Road 3 as Seventh St NE has a higher speed limit and fewer driveways. It also provides a safer alternative at the intersection with 10th Ave. because of the roundabout. The interchange plans at County Road 5 include moving a portion of Highway 14 south so that the off-ramps would touch down to allow for traffic to turn right or left on the Frontage Road to access businesses.

For more information about the comprehensive plan update or to contribute ideas, please visit [www.byronmn.com](http://www.byronmn.com)

to take a community survey, post on the idea wall and/or view updates.



As a reminder, with warmer weather quickly approaching, the City of Byron's water conservation practices are still in effect indefinitely. City water should only be used for irrigation or other non-essential tasks every other day, on dates based on your house number.

On odd days, those in odd-numbered homes and businesses can water outside and on even days, those in even-numbered homes can water their landscaping.

**All water users are urged to conserve in any way they can.**

**We're Hiring!**

The City of Byron is hiring seasonal staff and lifeguards!! For more information or for an application please visit:

[www.byronmn.com/employment](http://www.byronmn.com/employment)



**CAMPFIRE SEASON IS COMING UP!**

As a reminder, recreational fires cannot exceed 3 feet in diameter. Residents should only burn dry, clean wood. Inside the city limits, do not burn green wood, wood that still has leaves or needles attached or wood that has preservatives, yard waste or trash of any kind.

## Mary Blair-Hoeft thanked for her years of service in Byron

Mary Blair-Hoeft attended her final city council meeting as the Byron City Administrator on April 12. Acting Mayor Matt Brekke presented her with a desk clock and thanked her for her 24 years of service to the residents of Byron. Mayor Darrel Glassmaker was unable to attend the meeting and asked that Matt thank Mary on his behalf for the excellent job she has done over the years working for the city of Byron. Darrel commented, "It's a tough job balancing between what's in the city's best interest and what the citizens have requested. Plus, throw in the fact that she has dealt with numerous councils and council members over this time period. Her work ethic and her dedication to the city have been an inspiration to me in my six years as mayor."

He wished her luck in her future endeavors and closed with, "You took care of Byron, and we thank you."

Every council member and employee that attended the meeting thanked Mary and praised her many contributions to the city that have helped make it a thriving community.

Mary will be the new Director of Property Records and Licensing for Olmsted County.



Photo & caption by Gretta Becay

Photos & captions by Gretta Becay



Byron Historical Society, 11 Fourth St. NW is a great place to learn about Byron history and see relics preserved from our town's past. The building is open the first Saturday of each month from 10 a.m. to 1 p.m. or by appointment. There is no entrance fee. Members of the board include (l to r) David Dubbels, Tricia Cutting, Bob Nickel, Tom Larsen and Jane Cabaya, (not pictured). For more information, visit [www.byronmn.com/history](http://www.byronmn.com/history)



One of the many displays in the museum includes U.S. military uniforms from World War I, World War II, and the Korean and Vietnam Conflicts.

**FREE!**

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HOME TOWN NEWS

ARTICLES & PHOTOS  
BY GRETTA BECAY

## BYRON COMMUNITY NEWS

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Volume 4 | Issue 5 | May 2022

### Bear Paw Coffee opened May 20

Angie and Gerritt Clark and their children Andrew and Gracie are ready for their long-awaited dream to become a reality. The family-owned drive-through coffee shop, Bear Paw Coffee at 190 High Point Pl. NE, opened on May 20. Their menu can cater to almost every preference in their customer base.

"We'll have drinks for caffeine-drinkers, non-caffeine drinkers, and for anyone wanting to refuel after their workout with a protein coffee or smoothie. We'll also have kids' drinks - see our Cub Menu - and of course we'll have Pawpaccinos for our four-legged friends." The coffee shop will serve breakfast sandwiches and will have bakery items provided by Roasted Bliss Bakery. Roasted Bliss is owned by Stephanie Donovan of Byron and Ali Johnson of Rochester. Angie explained there will be seasonal and other different drinks to celebrate community events. "We'll be relying on our talented baristas to create and name our upcoming specialty and seasonal drinks," she said.

What prompted the Clarks to take this giant step into entrepreneurship? "We believe Bear Paw Coffee will fill a long-awaited void in Byron. Who doesn't love high quality coffee with friendly, efficient service? We are excited to partner with our community neighbors, Trail Creek Coffee Roasters for their craft roasted specialty coffee," commented Angie. Trail Creek Coffee Roasters is in Kasson and is owned by Jim and Crystal Whitmarsh.

Bear Paw Coffee will stand out in other ways, too. "We aim to be locally sourced and community inspired," said Angie. "Our menu was developed from the results of a community survey asking what our future customers wanted us to serve. As many products as possible will be sourced from local small businesses and we will seek community involvement whenever possible."

The Clarks have experience in the service industry at a few different locations and Gerritt has worked in his family's business, Clark Concrete, for many years. "We also really got a sense of business ownership through a family bar business in Rochester where we held management positions. We were sad to see that family-owned business go as we had made so many friends and connections there."

The family had moved to Byron in 2007 and, "...we've noticed repeated requests to have a coffee shop in our town and we wanted to fill that void in the community. Over a year ago we started really looking into the details of what it would take. One thing led to another, things



Angie and Gerritt Clark of Byron and their children, Andrew and Gracie are excited to announce their family-owned drive-through coffee shop in central Byron between Subway and Anytime Fitness opened on May 20. Bear Paw Coffee at 190 High Point Pl. NE, will be offering a variety of coffee drinks, smoothies, shakes, and non-coffee drinks as well as pastries and breakfast sandwiches.

continued to align, and here we are!" Angie explained that the barista team will be led by general manager Britni Webber and assistant manager Emily Nack. The two women bring years of combined service in the coffee industry to the new shop.

To contact the Clarks, email [BearPawCoffeeByron@hotmail.com](mailto: BearPawCoffeeByron@hotmail.com) or visit the Facebook page [www.facebook.com/bearpawcoffeebyronmn](http://www.facebook.com/bearpawcoffeebyronmn)

### CITY PARTNERS WITH MIDDLE SCHOOL CLASSES TO RENOVATE MINI GOLF COURSE



A large group of Byron middle school students worked hard on cleaning up the miniature golf course on the south side of Highway 14 across from the west Kwik Trip in late April.

When teachers at the middle school and city officials talked about ways students could give back to the community, the idea of helping renovate the mini golf course was born. Students in two STEM classes and the Industrial Technology class at the school are working to make marker signs for the different holes and bridges and steps for the course. The city owns the course and Public Works Superintendent Tom Ricke said city officials are very pleased with the students' efforts. "It's great to have this type of partnership with the Byron schools," he said. The city acquired the course when it purchased the land from the former owners of 'Links of Byron.'

City workers have worked many hours since the acquisition to clear the land of the structures, brush and trees that were there. Having the students help with the cleanup is a real bonus to the city, said Tom.

The Minnesota Department of Transportation plans to build an interchange at that location sometime in the future. Therefore, the land must remain undeveloped. Plans for the interchange include moving that portion of Highway 14 south of its present route onto the golf course land. This interchange plan causes the least amount of disruption to the developed property on the north side of Highway 14. The remainder of the land the city purchased - approximately 10 acres - is under contract to be sold to a construction equipment company.



Byron firefighters inspected and tested firehoses and completed the annual firehall maintenance on May 7. Every spring, the firefighters test each firehose by unrolling it and running water through it. The hoses must be able to stand up to high water pressure when they are needed in the field, so the firefighters inspect each hose carefully for any signs of weakness. They also do a deep spring cleaning of the firehall, and they inspect each truck and all equipment to be sure everything is ready to roll when an emergency call comes in.

#### CITY OF BYRON MISSION STATEMENT:

To provide valued public service and guide the City with innovative thinking toward smart growth.

# Sirens mean seek shelter now

Each Wednesday at 10 a.m. between April 1 and Oct. 1, outdoor warning sirens in Olmsted County are sounded for three minutes to test the emergency alert system. The four sirens serving Byron are at Third Ave NE and Fourth St.; 600 Third Ave. NW, the Byron High School; and 1291 Seventh St. NW.

If the sirens go off at any other time and it is not a special test, that's the signal to get inside, move to an interior room away from doors and windows and listen to a NOAA Weather Radio, or to a local radio or TV station for current information. Those broadcasts will also notify the public when the warning has expired. As summer approaches, warmer weather will bring more thunderstorms and sometimes tornadoes to Minnesota. The peak tornado months include May, June, July, and August. Although there are tornadoes in earlier and later months; historically, those are the months when the most tornado damage occurs.

Captain Jonathan Jacobson, Olmsted County Emergency Management Director said, "Before making plans for outdoor activities or travel, please check your local forecasts. If severe weather is forecasted, please remain weather aware, as severe weather can strike quickly. There is not an 'All Clear' signal given via the outdoor warning sirens. It is important to remember the outdoor warning sirens are meant to warn residents that are outside of an occupiable structure (meaning a building

with plumbing and electricity). Outdoor warning sirens were never intended to be heard indoors, although depending on how close you live to one, they certainly can be."

He also explained that Olmsted County has an extensive storm spotter network when big storms are headed this way. That network of volunteers, law enforcement, and fire department personnel feed active weather information to Olmsted County Emergency Management personnel, who then relay that information to representatives at the National Weather Service (NWS) in LaCrosse, WI. NWS personnel are also continually monitoring weather systems in the region. Personnel from that office notify the Emergency Management Division of the Olmsted County Sheriff's Office of impending dangerous storms and Olmsted County Emergency Management personnel activate the outdoor warning sirens in the communities that could be at risk.

The Storm Prediction Center website is at <https://www.spc.noaa.gov/>

## The 2021 Water Quality Report is now available.

To obtain a paper copy, please contact City Hall at 507-775-3400.

To view the report online please visit [www.byronmn.com/waterquality](http://www.byronmn.com/waterquality)

## Byron Veterans Memorial groundbreaking was May 30

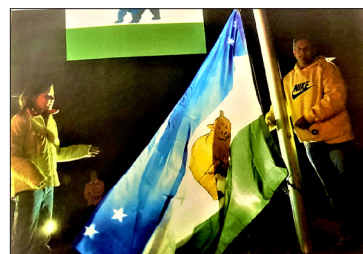
Groundbreaking for the Byron Veterans Memorial was held on May 30 at the site of the future memorial just east of McDonalds and west of the bear at the roundabout on 10th Ave. NE and Frontage Road. The Byron American Legion Sumner R. Hair Post 119 is sponsoring the construction of the Memorial. The Byron Community Foundation has been receiving the donations.

More than half of the money needed for the completed memorial has already been collected. Donations are still needed to complete the monument. If you'd like to make a tax-deductible donation to this project, please make checks out to: Byron Community Foundation with 'Byron Veterans Memorial' in the memo blank. Donations can be mailed to: Byron Community Foundation, P.O. Box 551, Byron, MN 55920

Online donations will also be accepted at: [www.byroncf.org](http://www.byroncf.org) Click the Give Now tab. Select the amount you would like to donate. Type 'Byron Veterans Memorial' in the Special Instructions box.

Pavers for the memorial are also available. These may be purchased for any Active or Honorably Discharged military personnel regardless of where and when they served. Each paver will be engraved with the name, rank, branch of the military, and conflict – if applicable.

## Ihrke family designed Byron's flag



Jeff Ihrke and his daughter Allison designed the Byron city flag. Their simple, striking design won the design contest in 2006.

In 2006, the city of Byron held a contest to design a city flag. Many people entered the competition but Jeff Ihrke and his daughter Allison won the contest with their simple, clear design of a three-striped flag. The blue stripe on top has five stars, the bear in the middle is on a white stripe and a green stripe is on the bottom.

Jeff explained, "Alli and I sat down together and thought of different things that pertained to Byron. One of the versions we created used black and gold for the school colors. We wanted to expand beyond the school's colors, so we did a little research about Byron. We found out that originally, the village that became Byron was called Bear Grove. We thought the flag should bring Byron back to its roots.



Mark your calendars for Byron's Good Neighbor Days, July 14 - 17, 2022. Learn more online at [www.byrongnd.com](http://www.byrongnd.com)

## Garbage hauling companies limited to two in Byron

After July 1, only two trash hauling companies will be licensed to pick up garbage and recycling on scheduled routes in Byron. The two haulers are Hometown Haulers and Waste Management. Scheduled route customers of Sunshine Sanitation will be serviced by Hometown Haulers. Pricing will remain the same. The pick-up day had been changed to Tuesdays. Sunshine Sanitation is contacting their Byron customers with more information about the change.

Garbage trucks are heavy, huge trucks that cause traffic snarls and a lot of wear and tear to city streets. Years ago, Byron had five trash haulers licensed to haul trash on scheduled routes. Quiet residential streets could have up to five different companies picking up trash in their neighborhoods on many weekdays.

After lengthy discussions, members of the city council decided to limit the number of haulers within city limits to two. The reduction in the number of companies would occur through attrition. The council approved an ordinance in late 2019 stating that the existing trash hauler companies could continue to be licensed to haul in Byron. However, as companies were sold or closed, the licenses would not be transferable. Through this process of attrition, the number of trash haulers has decreased until there are now only two haulers licensed in Byron.

In March of this year, Sunshine Sanitation - one of the remaining three trash haulers in town - sold and is therefore no longer a licensed hauler in Byron. City officials are allowing the business the opportunity to haul trash until July 1.

Once we decided on a bear, we then added the green for grass, and the blue for the sky. We went through a few different versions and then added the white as a third stripe. We thought 'Byron is a five-star city,' so that's where the stars came from. We wanted to keep it simple and hone in on the basic pieces. Lee Herold of Herold Flags helped judged the entrants. The contest was something fun to do together and we were lucky enough to have our flag picked to represent Byron."

## BYRON'S NEW STREET SWEEPER HAS DUAL CONTROLS

When spring arrives, city workers begin the rounds of sweeping all public streets and parking lots. With the new sweeper, purchased late in 2020, the job is easier. Byron's old street sweeper was 26 years old, explained Lead Foreman of Public Works, John Bausman.

"The new sweeper has dual brushes and dual controls in the cab and has a lot better dust control both for the inside the cab and out. It is also equipped with better warning lights and the drivers have a better range of vision. The new sweeper has dual controls – yes two steering wheels - and dual brushes. So, we are also able to sweep islands now without going against traffic."



Street sweeping is one of the many activities staff members of Byron's Public Works Department schedule in the spring. The city was able to purchase a new street sweeper late in 2020 and it has many advantages over the previous one.

City workers sweep all public streets and parking lots at least twice a year. In the spring, sand that was spread at intersections to help drivers navigate icy stops is still on the roads and it works its way into the gutters. Sweeping the gutters and streets with this machine helps keep this debris out of the storm sewer system which saves the city money because it cuts down on the costs to clean that system and to dredge the settling ponds. The entire storm sewer system is designed to allow only clean water to flow into streams and rivers. In the fall, the city sweeps to keep leaves out of the drains and storm sewer system.

John also explained that the city sweeps for special events such as the big parking lot at the Byron Community Recreation Complex before the Good Neighbor Days activities and the parade route both before and after the Good Neighbor Days Parade.

The sweeper has a loud back-up beeper and visibility triangles. Please give the machine a wide berth as it cleans up our streets.

Water rationing is now in effect in Byron. If your house or business address is an odd number, water your landscape only on odd days and if your address is an even number, water only on even days. No watering between noon and 6 p.m.

**FREE!**

STAY INFORMED ON  
THE LATEST  
HOME TOWN NEWS

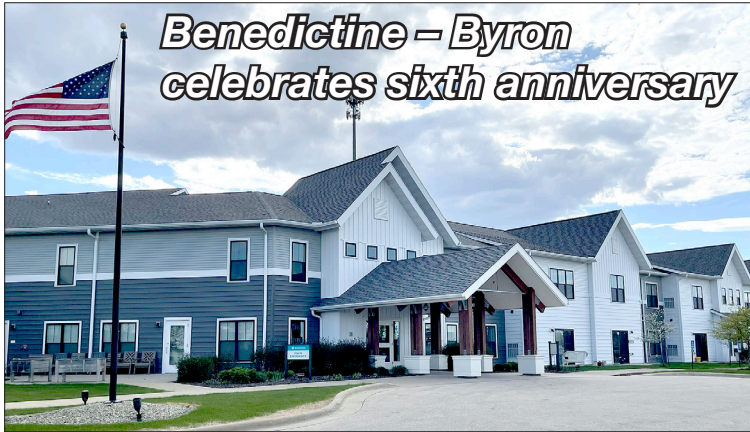
ARTICLES & PHOTOS  
BY GRETTA BECAY

## BYRON COMMUNITY NEWS

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Volume 4 | Issue 6 | June 2022



### *Benedictine – Byron celebrates sixth anniversary*

The Benedictine Living Community - Byron is celebrating its sixth anniversary and from the very beginning, the facility has offered a peaceful, clean, caring environment for its residents and visitors. The facility has integrated into the community seamlessly and hosted numerous activities with its community partners including local schools and service clubs. Most recently, young ladies dressed for the high school prom came by and showed their finery to residents so they could witness their own mini-grand march.

The facility, at 551 Byron Main Ct. NE, opened in 2016. The campus is part of the Benedictine Health System of Duluth, which has more than 40 senior care communities in five states. Since opening, the facility and its residents have become an important part of the community. Many activities have been hosted including reading with students from local schools, car shows, seminars about healthy living habits, and veterans' breakfasts and lunches.

Before COVID, members of the local high school football team visited residents every Saturday and helped with small tasks. One group of students bought over flower arrangements they had made for the residents and another

group brought over that year's competition robot and put it through its paces. Licensed Assisted Living Director Marie Peterson is anxious for such activities with community members to start up again.

The Byron campus has 20 independent living apartments with one or two bedrooms; 16 assisted living apartments all with one bedroom; and 14 memory-care studio apartments. The building is 53,000 square feet in size. There are some garage spaces available for residents.

Within the building, there are dining areas and common spaces for each level of care and there is a multipurpose room - which also serves as the chapel - a fitness area, a salon, a therapy room, and both private patios and patios off the common areas. Each year, community gardens are available for residents to use for their own plants. The independent living apartments have stackable washer/dryer units and electric ranges with wall hoods.

**Inquiries for more information can be directed to Marie at: (507) 315-3608, email:**

**marie.peterson@benedictineliving.org**  
The facility's website is  
[www.benedictineliving.org](http://www.benedictineliving.org)



The 2020 census lists Byron's population as 6,312 and that is the number that will be on Byron's population sign until after the 2030 census. That's about a 28% increase from the 2010 census when 4,914 residents were counted. At their meeting June 14, city council members learned that as of April 1, 2021, the state demographer estimated Byron's population to be 6,553, an increase of 3.82% from the 2020 census.

## Byron Veterans Memorial groundbreaking draws a crowd

Well over 100 people attended the groundbreaking ceremony for the Byron Veterans Memorial held on Memorial Day at the future monument's location near the bear roundabout. Byron city leaders dug up shovels-full of dirt at the site to launch the construction which will begin this summer. They were Jim Prechel, Jose Perez, Daryl Glassmaker, Aaron Miller and Carl DeWaard.

The event began promptly at noon with the traditional raising of the American flag to full staff for the ceremony. Isaac Pries sang the National Anthem.

Aaron Miller, chair of the fundraising committee for the memorial, told the crowd that in one year, more than half the money needed for the memorial had been raised. The outpouring of support has been phenomenal. He thanked the Byron City Council, the Chamber of Commerce, the Lions Club, the Byron American Legion, the Southern Minnesota Initiative Foundation, the Byron Community Foun-

ation, and the many individuals who have donated their time and money to bring this dream into reality. He explained that the granite for the monument was from a quarry in Minnesota.

Byron Mayor Daryl Glassmaker commented on the "great turnout and the great day." He said that the memorial was not only for the fallen but for past, present and future veterans to visit and reflect on their service.

Byron American Post Commander, Carl DeWaard, talked about the origins of the idea for a memorial in Byron and said the location was selected after the bear roundabout was completed. He wanted the monument to be in a very visible location. He wanted it to be inviting, to draw people in, and to urge them to, "come take a look at this country's local heroes."

Carl thanked the men on the committee who have worked tirelessly to bring this project to fruition. They include Travis Nemechek, Bob Pries, Jose Perez,



Jim Prechel, Chad Bielen and Brian MacGregor.

Donations are still needed to complete the monument. Donations can be mailed to: Byron Community Foundation, P.O. Box 551, Byron, MN 55920 or online at: [www.byroncnf.org](http://www.byroncnf.org)

CITY OF BYRON MISSION STATEMENT:

To provide valued public service and guide the City with innovative thinking toward smart growth.

# BYRON HAS THREE NEW VOLUNTEER FIREFIGHTERS



Drew Thorson, Preston Satzke, and Luis Lujan are new firefighters in Byron. The department serves the city of Byron and the townships of Kalmar and Salem.

Drew Thorson, Preston Satzke, and Luis Lujan have joined the Byron fire department as its newest volunteers. These three men had various reasons for volunteering their time to such a worthy pursuit.

Drew Thorson, 31 graduated from Rochester Century High School and from St. Mary's University in Winona with a bachelor's degree in criminal justice. He worked at the Olmsted County Sheriff's Office in the Adult Detention Center as a Detention Deputy for the past 6+ years. He recently accepted a new position with the Olmsted County Attorney's Office as an administrative assistant. He and his wife, Rachel – who serves as a Byron First Responder – and their Doberman Niko, moved to Byron in 2020. Drew is the son of Kristy and Barry Thorson of Rochester.

Drew explained that he has been interested in volunteering and public service all his life. He served as a firefighter with Pickwick Fire and Rescue when he attended St. Mary's University, and he appreciated the teamwork and the brotherhood of the fire service. He admires the fact that the volunteers are from all walks of life, but they come together and work as a team during training and calls. He also highly values helping people, the goal of all firefighters.

Preston Satzke graduated from Byron High School last year. He has served as a cadet in the fire department and was glad to be able to join as a firefighter after he graduated. He enjoys being able to serve his community in this way. "I joined the fire department to be able to help people," he said.

Preston is graduating with a two-year associates degree from Winona State University in June. He is starting a new position with the Rochester Police Department as a Public Safety Communications Dispatcher in June also.

Luis Lujan, 47, moved to Byron in 2012. He has his masters and doctoral degrees in Biomedical Engineering from Case Western Reserve University in Cleveland. He works at the Mayo Clinic as a Senior Associate Consultant II Scientist in the departments of Neurosurgery, and Physiology and Biomedical Engineering. He is also the program director for multiple diversity training programs in the Mayo Clinic College of Medicine and Science as part of the Office for Education Diversity, Equity, and Inclusion. He is also the Associate Dean of Student Affairs at the Mayo Clinic Graduate School of Biomedical Sciences.

Luis is married to Wendy and the couple has four children, Jordan, Brian, Evan, and Emily. Luis is a volunteer firefighter because, he said, "I have always admired the selflessness and altruism of everyone who has the honor to wear that uniform. I love helping people, but I never thought I had what it took to have the privilege of putting on that uniform." But with his family's approval and support, Luis applied to the department and when he received the call that he was accepted, he said, "I could not believe it and it took me a few seconds to process it. I almost cried. I guess I had not fully realized how much it meant to me until that moment." He said he did not fully grasp the meaning of, "When you join, you become part of a family." But after one of his first training sessions, the concept became crystal clear. He described it.

"I was learning how to use one of our tools, my foot was slipping on a muddy hill, and I started to be pushed back due to force of the tool I was using and the resistance of the material I was pushing against. Before I knew it, I felt multiple hands on my back helping me keep my balance and multiple boots underneath my feet, preventing my foot from slipping and allowing me to complete the task. That is a feeling I cannot describe. It is pure selflessness and the pursuit of team goals that I had never experienced. People had my back even before I knew I needed help. I am extremely privileged to work with this group of individuals where there is no "me". It does not matter who is the strongest, the fastest, or who gets recognition. There is no hidden agenda. We are a family, and our goal is to be there for each other and for everybody who needs us during what could be their worst day."



The first group of advertising banners have been installed on the out-field fences at the Byron Community Recreation Complex at 1650 Fourth St. NE and at Old Towne Park at 126 Byron Ave. N. The banners are made of a finely woven mesh that allows wind to pass through but are opaque enough so the printing stands out. There is room left on the fences for more banners. Applications are available at city hall and on the city's website. Revenue from the banners will be used to help purchase a scoreboard at BCRC.

**Swimming Lessons are now available for sign up!**  
 The first session of lessons begins July 12 and the second session will begin August 2. Registration for the second session will open approximately two weeks before classes start. The link to register for swimming lessons is:  
[https://byron.cr3.rschoolday.com/.../getc.../program\\_id/13](https://byron.cr3.rschoolday.com/.../getc.../program_id/13)



On June 4, the new Bear Paw Coffee, 190 High Point Pl. NE, was the site of a pop-up vendors' fair in Byron. It was the coffee shop's grand opening and an opportunity for the public to meet 'Brewtus' bear, who saunters around the corner of the building. Rain showers didn't slow down the action as the vendors had set up canopies over their wares. Owners Angie and Gerritt Clark said the event was very successful.



Many Byron senior citizens attended a get together at city hall on June 15. The group has not met since Feb. 2020. Members voted to make the regular meeting date the third Wednesday of each month. Every other month, lunch will be catered, and the lunches in between will be potluck. There will be entertainment at each event.

The next potluck lunch will be at noon July 20 in the basement of city hall. Byron Community Education Director Jennifer Dole will talk about remodeling plans for the District Administration and Community Services Building at 630 First Ave. NW. Designs include a specific section set aside for a Senior Center. For more information about the group or meetings, please contact Joni Prigge at 507-319-4306.



## BYRON COMMUNITY NEWS

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Volume 4 | Issue 7 | July 2022



Al Roder has accepted the position of city administrator for Byron. At their meeting July 12, Byron city council members voted unanimously to offer him the position. Al was the candidate unanimously chosen by a search committee that interviewed 13 candidates. Byron's former administrator, Mary Blair-Hoeft, left the city to become the Director of Property Records and Licensing for Olmsted County. She had served as the Byron city administrator since 2009. Al will begin his duties in a few weeks and a complete biography will be published then. *Submitted Photo*



O'Reilly Auto Parts and Road Machinery and Supplies Co. are two businesses building new facilities in Byron this summer. The O'Reilly building will be between Subway and Dollar General on Frontage Road. The Road Machinery and Supplies Co. building will be on the south side of Highway 14 east of County Road 5 on 10 acres the company is purchasing from the city. The land was part of the property that held the former Links of Byron mini golf course. More details about the businesses will be forthcoming.

## Culligan Ultrapure facility opened

■ Story & Photo by Gretta Becay



The new 12,000 square-foot Culligan Ultrapure facility at 993 Frontage Road NW opened in July. The building accommodates 17 staff members from the Kasson and Rochester Culligan sites. Pure water is available 24/7/365 through a vending set up on the building. Customers will soon be able to purchase 'Lake and Loon' coffee - a special sustainable blend - from the company.

Two years ago, officials at the Culligan Ultrapure headquarters in Owatonna decided to combine the Kasson and Rochester offices into a new building in a more central location. After some research, the management team chose Byron as the ideal location for the new building and, as Director of Sales & Marketing Scott Schiesser explained, "The city of Byron was phenomenal in helping us get the project going."

The new state-of-the-art building will contain the operations and staff from both the former Kasson and Rochester Culligan Ultrapure sites. Scott said personnel from both locations are looking forward to the move.

Culligan Ultrapure is family owned and has 24 branches in 9 states. It is the third largest Culligan franchise in North America. The company provides water softeners, drinking water systems, ultraviolet water treatment and whole home filters all of which help solve water problems for homes and businesses. This Culligan franchise services many of the largest businesses in the region.

The company is branching out and will soon begin offering ground coffee for sale. "After all," said Scott, "What's better than a cup of coffee brewed with pure fresh water?" The brand is called Lake and Loon Coffee and is from an eco-friendly roaster in the Twin Cities. That company has committed funds to reforestation in South America for every pound of coffee they roast.

The company will also soon be offering

text notifications of route deliveries to its thousands of customers.

Scott explained that the franchise was started in 1962 in Waseca by Gene and Kate Driessen. Kate was the daughter of Emmet Culligan; the founder of Culligan, Inc. The General Manager of this franchise is Kevin Krippner, Gene and Kate's grandson.

The company's mission is, "To enhance the lives of everyone we serve," said Scott.



Olmsted County Sheriff's Deputy Adam Hennen and Byron Mayor Daryl Glassmaker stand near the Night to Unite banner (also known as National Night Out across the United States) at Byron City Hall July 20. The celebration is a statewide event that builds community bonds amongst citizens, businesses, and public safety organizations, including the Olmsted County Sheriff's Office. This annual celebration is on the first Tuesday in August and gathers neighborhoods and public safety personnel together for an evening to promote safe communities. Register your party online at [RochOlmstedUnite.com](http://RochOlmstedUnite.com). You can apply for neighborhood sponsorships with the Sheriff's Office's Night to Unite partner Custom Alarm at [Custom-Alarm.com](http://Custom-Alarm.com). For questions call 507-328-6777 *Submitted Photo*



The parade route for the 2022 Good Neighbor Days' parade was completely filled with spectators who cheered for the participants and children who scrambled excitedly for treats thrown from the entries. Members of the Byron American Legion, Sumner R. Hair Post 119 led the parade with the American Flag and the Legion's flag. *Photo by Gretta Becay*

## AUGUST 9 is both a special election day and a primary election day in Olmsted County.



The special election is to choose a replacement for District 1 Congressional Representative Jim Hagedorn, who died in February. The primary election is to choose which candidates will be on the November 8 general election ballot. The offices open for election on the primary ballot are: Governor, Lieutenant Governor, Attorney General, and Secretary of State.

Also on the primary ballot, Byron voters may choose between three nonpartisan candidates for Olmsted County Commissioner, District 5.

**To view your ballot visit: [www.mnvotes.org](http://www.mnvotes.org)**



Shiny chrome, rumbling engines, sunshine, and lots of spectators made a perfect mid-summer car show on July 17 during the Good Neighbor Days celebration. *Photo by Gretta Becay*



The weather was perfect for the Family Fun Day at the Byron Community Recreation Center on July 18 during Byron's annual summer festival, Good Neighbor Days. A band of dedicated volunteers have made this event more successful every year. *Photo by Gretta Becay*



Marker signs for each hole at the mini golf course across Highway 14 from the west Kwik Trip were made by Byron middle school students during this school year. Public Works Superintendent Tom Ricke and Lead Parks Jeremy Kaup picked up the posts and signs on the last day of school from the Industrial Technology classroom. The men explained that the signs will be installed when renovation of the mini golf course nears completion at the end of October.

The partnership to work on the mini golf course between the school and the city was highly valued by both entities as the students gained hands-on experience and the city got help with the big job of renovating the course. Students in two other classes were also part of the project. Some students designed the signs, and some students prepared a documentary of the work. To view the video, visit [www.facebook.com/watch/?v=496236365571992](https://www.facebook.com/watch/?v=496236365571992)

## COMMUNITY BLOOD DRIVE



**City of Byron - Byron City Office**

**APPOINTMENT REQUIRED**

August 24th from 8 AM - 3 PM  
680 Byron Main Ct NE, Byron, MN

**CALL 507-284-4475 TO SCHEDULE A DONATION APPOINTMENT**

## Want to run for city office?

The city of Byron will have two Council seats available for the November election. The two-week filing period opens at 8 a.m. Aug. 2 and ends at 5 p.m. Aug. 16. There is a \$2 fee per candidate. To get the form, visit Byron City Hall or click on our website at:

[www.byronmn.com](http://www.byronmn.com)

Call the Byron City Hall at 775-3400 to have the latest edition of the Byron Community News sent to your inbox OR pick up a copy at City Hall.

• Byron Community News layout by Mind to Message Print Design •



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** City Council Minutes; FYI

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Kelli Cheney

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**ATTACHMENTS:**

[3.22.22 Special Council Meeting Minutes .pdf](#)  
[4.12.22 Council Minutes.pdf](#)  
[5.10.22 Council Minutes.pdf](#)  
[6.14.22 Council Minutes.pdf](#)  
[6.28.22 Special Council Meeting.pdf](#)  
[7.12.22 Council Minutes.pdf](#)  
[7.26.22 Council Workshop Minutes.pdf](#)

BYRON CITY COUNCIL MEETING  
TUESDAY, MARCH 22, 2022  
5:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

***A notice is hereby given of a potential quorum of the Planning and Zoning Commission, BEDA, and Park Board, along with the City Council, to be present with a possible discussion of the Comprehensive Plan update.***

- 1) **CALL TO ORDER** - Acting Chair Brekke called the meeting to order at 5:02 pm on Tuesday, March 22, 2022.

Members Present: Dan Mesenburg, Daryl Glassmaker (virtual), Justin Blom, Matt Brekke, Steven Cook,

Also Present: Gretta Becay, Mickey Elias, Brian Jordahl, Kelly Domaille, Staci Kaltenbach, Duane Quam, Brian Frank, Melissa Frechette, William Clark, Lance Bernard, Natalie Strait, Bill Angerman, Kelli Cheney, Doyle Jorgenson, Cami Reber, Tiffany Grzanek, Jeremy Kaup, John Bausman, Tom Ricke, Mary Blair-Hoeft, Janna Monosmith, Matt Prigge, Jen Doyle, Mike Neubeck, Matt Bashaw, Jeremy Aagard

- 2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.
- 3) **APPROVE AGENDA** - Motion made by Member Mesenburg, seconded by Member Cook to approve the agenda. Motion carried unanimously.
- 4) **GENERAL BUSINESS**
- 3.a. 2nd Ave Sanitary Sewer Force Main & Lift Station - Motion made by Member Cook, seconded by Member Blom to approve advertising for bids for the 2nd Avenue sanitary sewer force main and lift station. Motion carried unanimously.
- 3.b. Resignation of City Administrator - Motion made by Member Cook, seconded by Member Mesenburg to approve the resignation of Mary Blair-Hoeft. Motion carried unanimously.
- 3.c. Select a Firm to Assist in Hiring New City Administrator - Motion made by Member Mesenburg, second by Member Blom to accept the Personnel Committees recommendation to hire South Central Service Cooperative to assist with hiring a city administrator at a contracted price of \$10,305.00. Motion carried unanimously.
- 3.d. Byron Comprehensive Plan Presentation - A presentation was given by representatives of HGKI. A discussion was held between members and HKGI to help plan for the future of Byron.
- 5) **PUBLIC COMMENTS** - Acting Mayor Brekke called for public comments three times.
- 6) **ADJOURN** - Motion made by Member Cook, seconded by Member Mesenburg to adjourn the meeting at 6:53 pm. Motion carried unanimously.

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Daryl Glassmaker, Mayor

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Mary Blair-Hoeft, City Administrator

BYRON CITY COUNCIL MEETING  
TUESDAY, APRIL 12, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Acting Chair Brekke called the meeting to order at 6:00pm on Tuesday, April 12, 2022

Members Present: Dan Mesenburg, Matt Brekke, Steven Cook, Justin Blom

Members Absent: Daryl Glassmaker

Also Present: Gretta Becay, Matt Grant, Harvey Bergh, Jeff Ihrke, City Administrator Mary Blair-Hoeft, Public Works Superintendent Tom Ricke, Community Development Planner Janna Monosmith, Finance Director Cami Reber, Deputy Clerk Kelli Cheney

- 2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.

Acting Mayor Brekke brought forward a parting gift for Hoeft and read a note from the Mayor. He thanked Hoeft for her years of service.

- 3) **APPROVE AGENDA** - Motion made by Member Mesenburg, seconded by Member Cook to approve the agenda. Motion carried unanimously.
- 4) **APPROVE CONSENT AGENDA** - Motion made by Member Cook, seconded by Member Blom to approve the consent agenda. Motion carried unanimously.
- 4.a. City Council Minutes - March 8, 2022
  - 4.b. Special City Council Meeting Minutes - March 22, 2022
  - 4.c. Park Board Minutes - February 28, 2022
  - 4.d. Approval After Payment - \$111,852.47
  - 4.e. Warrant List - \$806,564.54
  - 4.f. Updated Emergency Action Plan
  - 4.g. LMCIT Liability Coverage Waiver
  - 4.h. 2 AM Liquor License
  - 4.i. Field Usage Policy Annual Review
  - 4.j. Secondary Digester Cover Replacement Final Pay - Magney Construction - \$12,910.94
  - 4.k. 20th Street ROW Easement
- 5) **COMMUNICATIONS, REPORTS AND PETITION**
- 5.a. Byron Community Newsletter - March; FYI
  - 5.b. Incidents and Calls for Byron; FYI
  - 5.c. 2022 Fee Schedule - Final Version; FYI
  - 5.d. First Quarter 2022 Financial Report; FYI
  - 5.e. Fire Chief Grant - Brekke recognized Jeff Ihrke for 22 years on the Fire Department
  - 5.f. Public Input on ROCOG Public Involvement Policy; FYI
  - 5.g. Gambling Fund Donation; FYI
- 6) **PUBLIC HEARING** - *None*

7) **GENERAL BUSINESS**

- 7.a. Designate Interim City Administrator - Motion made by Member Cook, seconded by Member Blom to approve designating Monosmith as the interim administrator as recommended with the salary increase. Motion carried unanimously.
- 7.b. Designate ROCOG Representative - Motion made by Member Cook, seconded by Member Blom to approve appointing Bill Angerman as a ROCOG representative through 2022. Motion carried unanimously.
- 7.c. Delinquent Utilities - Motion made by Member Cook, second by Member Mesenburg to approve the delinquent utilities. Motion carried unanimously.
- 7.d. City Administrator Updated Ordinance & Position Description - Motion made by Member Mesenburg, seconded by Member Blom to approve the job description as written and move forward with the ordinance changes. Motion carried unanimously.

8) **UNFINISHED BUSINESS**

- 8.a. Follow up on the Flanco Title Process; Hoeft stated that REAGEN had until the 20th to remove their signs.
- 8.b. Fire Hall Ownership; the Townships have signed, waiting on the Mayor's return for his signature.
- 8.c. Update on Mapping Process; Hoeft wanted to have a brief history available when the County did come forward with Mapping so she documented it in Granicus.

9) **NEW BUSINESS**

- 9.a. Non-Contract Annual Wage Review - Motion made by Member Cook, seconded by Member Blom to approve the non-contract annual wage request as submitted to begin June 1. Motion carried unanimously.
- 9.b. IOUE 49 Union Contract - Cook asked if the accounting system can handle the new comp time process. Reber stated she believed it could. Brekke asked if we have compared our comp time accrual with other cities as he is concerned how much comp time we allow the staff to have. Staff has not done this yet, but will look into this in the future. Motion made by Member Mesenburg, seconded by Member Blom to approve the IOUE 49 Union Contract as presented. Motion carried unanimously.
- 9.c. Biosolids Tank Cleaning - Accept the bids and award the contract - Motion made by Member Cook, seconded by Member Mesenburg to approve to accept the bids and award the contract to Fergus Pump to haul out and clean the biosolids tank and to Great Plains Structures to do the inspection. Motion carried unanimously.

10) **PUBLIC COMMENTS** - Acting Chair Brekke called for public comments three times

11) **COMMITTEE BOARD REPORTS/OPEN DISCUSSION** - Cook mentioned how busy the City will be for the next couple of years with all the projects coming down the pipe. Blom updated at the park board meeting the soccer group is needing more space with how much they are growing. It will continue to be a discussion this year. Ricke added that staff is concerned about our fields getting too specialized and will look into making our fields more universal for different sports. He met with the school a couple times getting updates from the students who are helping with the frisbee golf course.

Hoelt explained to the council that the policies that they put in place need to be reviewed by City Council and concerns need to be discussed prior to approval. She stated that by the time people come to council to complain, staff have already been trying to uphold the policy that Council has approved. So please be respectful of the staff when considering changes as their job is hard. Hoelt also strongly recommends having a procedure in place for public speaking and keeping the time limit to minutes. She has been working with staff on having a timer on the screen. Allowing people to speak longer tends to lead to things that shouldn't be said. Everyone thanked Mary for her service and appreciates all she has done for the city of Byron.

- 12) **ADJOURN** - Motion made by Member Cook, seconded by Member Mesenburg to adjourn the meeting at 6:58pm. Motion carried unanimously.

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Daryl Glassmaker, Mayor

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Janna Monosmith, Interim City Administrator

BYRON CITY COUNCIL MEETING  
TUESDAY, MAY 10, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Mayor Glassmaker called the meeting to order at 6:00pm on Tuesday, May 10, 2022  
  
Members Present: Dan Mesenburg, Daryl Glassmaker, Steven Cook, Justin Blom,  
  
Members Absent: Matt Brekke  
  
Also Present: Brandon Theobald, Brenda DeCook, Harvey Bergh, Pat Mason, Adam Hennen, Tim Chesterman, Public Works Superintendent Tom Ricke, Interim City Administrator Janna Monosmith, Deputy City Clerk Kelli Cheney, City Engineer Bill Angerman, City Attorney Melanie Leth
- 2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.
- 3) **APPROVE AGENDA** - Motion made by Member Cook, seconded by Member Mesenburg to approve the agenda. Motion carried unanimously.
- 4) **APPROVE CONSENT AGENDA** - Motion made by Member Cook, seconded by Member Blom to approve the consent agenda. Motion carried unanimously.
  - 4.a. City Council Minutes - April 12, 2022
  - 4.b. BEDA Minutes - March 8, 2022
  - 4.c. P&Z Minutes - April 5, 2022
  - 4.d. Approval After Payment - \$165,055.86
  - 4.e. Warrant List - \$153,446.50
  - 4.f. Resolution 2022-17 - ROCOG Organization Bylaws
  - 4.g. Resolution 2022-24 - MnDOT Master Partnership Contract
- 5) **COMMUNICATIONS, REPORTS AND PETITION**
  - 5.a. Byron Community Newsletter - April; FYI
  - 5.b. Incidents and Calls for Byron; FYI - Deputy Hennen updated the council of law enforcement items they are addressing.
- 6) **PUBLIC HEARING - 6:00pm** - Motion made by Member Cook, seconded by Member Mesenburg to open all the public hearings at 6:04pm. Motion carried unanimously.
  - 6.a. **Resolution 2022-21 - IUP for 101 Country Club Road SE** - Mayor Glassmaker called for public comments three times.  
Motion made by Member Cook, seconded by Member Blom to close the public hearing for Resolution 2022-21 - IUP for Country Club Rd SE at 6:06pm. Motion carried unanimously.  
Motion made by Member Cook, second by Member Mesenburg to approve the Interim Use Permit for 101 Country Club Road SE, RMS. Motion carried unanimously.
  - 6.b. **Resolution 2022-23 - Delinquent Utility Billing Assessments** - Mayor Glassmaker called for public comments three times.  
Motion made by Member Cook, second by Member Blom to close the public hearing for the Delinquent Utility Billing Assessment at 6:07pm. Motion carried unanimously.

Motion made by Member Cook, seconded by Member Blom to approve the Delinquent Utility Billing Assessments. Motion carried unanimously.

- 6.c. **Ordinance 2022-03 - Chapter 30 Ordinance Repeal and Amendment-** Mayor Glassmaker called for public comments three times.

Motion made by Member Cook, seconded by Member Blom to close the public hearing for Ordinance 2022-03 - Chapter 30 Ordinance Repeal and Amendment at 6:09pm. Motion carried unanimously.

Motion made by MemberCook, seconded by Member Blom to approve the repealing Chapter 30 Ordinance and replacing in its entirety. Motion carried unanimously.

- 6.d. **Ordinance 2022-04 - Interim Ordinance -** Monosmith explains the reason staff is suggesting calling a moratorium. Staff is recommending hiring HKGi to undergo the interim ordinance with city staff with a cost of up to \$62,500. Glassmaker asked how often do we do this going forward after this is complete. Cook explained how it is dependent on staff time. HKGi will begin with an audit and staff will have a better understanding of how much work this will really be. Mayor Glassmaker called for public comments three times.

Motion made by Member Cook, seconded by Member Blom to close the public hearing on Ordinance 2022-04 - Interim Ordinance at 6:18pm. Motion carried unanimously.

Motion made by Member Cook, seconded by Member Blom to approve the interim ordinance and the contract with HGKi up to \$62,500. Motion carried unanimously.

7) **GENERAL BUSINESS**

- 7.a. **Resolution 2022-22 - Summary of Publication -** Motion made by Member Cook, seconded by Member Blom to approve the summary of publication. Motion carried unanimously.

- 7.b. **Resolution 2022-25 - 20th Street Reconstruction - Approve Plans & Specs and Solicit Bids -** Motion made by Member Mesenburg, seconded by Member Cook to approve the the 20th Street Reconstruction plans and specs and to allow to staff advertise for bids as soon as items are complete. Motion carried unanimously.

- 7.c. **Resolution 2022-26 - Country Club Road Extension - Approve Plans & Specs and Solicit Bids -** Motion made by Member Cook, seconded by Member Mesenburg to approve Country Club Road plans and specs and allow staff to advertise for bids as soon as the items are complete. Motion carried unanimously.

- 7.d. **Resolution 2022-27 -2nd Ave Sanitary Sewer Forcemain & Lift Station - Receive Bids -** Motion made by Member Cook, seconded by Member Blom to receive all the bids and award the contract to DeCook Excavating Inc in the amount of \$1,557,100.50. Motion carried unanimously.

- 7.e. **Delinquent Utilities -** Motion made by Member Mesenburg, seconded by Member Cook to approve the delinquent utilities. Motion carried unanimously.

8) **UNFINISHED BUSINESS - None**

9) **NEW BUSINESS**

- 9.a. **Resolution 2022-18 - Metes and Bounds - Belvior at Somerby Block 8, Lots 1-3 -** Motion made by Member Cook, seconded by Member Mesenburg to approve the Metes and Bounds request for Belvior at Somerby Block 8, Lots 1-3. Motion carried unanimously.

- 9.b. **Resolution 2022-19 - The East Village Rezone -** Motion made by Member Cook, seconded by Member Mesenburg to approve the East Village Rezone from commercial to planned residential development (PRD-R2). Motion carried unanimously.

- 9.c. **Resolution 2022-20 - Somerby Golf Course Easement Vacation -** Motion made by Member Cook, seconded by Member Blom to approve the Somerby Golf Course Easement Vacation. Motion carried unanimously.

- 9.d. **Byron Commercial Park Preliminary and Final Plat** - Motion made by Member Cook, seconded by Member Blom to approve Byron Commercial Park Preliminary and Final Plat contingent on all the items presented by the planning and engineering staff being met. Motion carried unanimously.
- 9.e. **Somerby Golf Community West First Addition Final Plat** - Member Cook asked why they moved the park. Pat Mason explained how there were a lot of upfront costs that weren't originally accounted for so they wanted to move the park to the next phase. Motion made by Member Cook, seconded by Member Mesenburg to approve the Somerby Golf Community West First Addition Final Plat contingent upon all items presented by planning and engineering staff being met. Motion carried unanimously.
- 9.f. **The East Village Fourth Final Plat** - Motion made by Member Cook, seconded by Member Blom to approve The East Village Fourth Final Plat contingent on all items presented by planning and engineering staff being met. Motion carried unanimously.

10) **PUBLIC COMMENTS** - Mayor Glassmaker called for public comments three times.

11) **COMMITTEE BOARD REPORTS/OPEN DISCUSSION** - Member Mesenburg gave an update on the City Administrator Position. It is now closed and the consultant group felt they had a couple strong candidates. Mayor Glassmaker stated all the Good Neighbor Day plans are coming together and how we are still working with middle school for the park land south of highway. He is very grateful for the opportunity and how awesome the kids have been to work with. Monsmith mentioned that the Olmsted County Sheriff's office has requested to use space in the Fire Hall to write reports, so you may see an increase of deputy presence there. Monsmith mentioned how staff has been getting a lot of inquiries on No Mow May and the city's participation. Staff feels it is too late to participate this year, but if the council is interested, we can look into it next year. The final brick on the welcome signs should be able to be finished up soon, weather dependent. The lighting for the signs will go up once the stone work is complete. Member Cook asked about the trees blocking the sign on the east side of town. Ricke was going to take care of them. Ricke also gave an update on the sump pump inspection project and has just over 700 completed. Monsmith also stated a reminder of the Special Primary Election that will be held on May 24th. Polls are open from 7:00am to 8:00pm at Byron City Hall.

Motion made by member Cook, seconded by member Blom to Close the public session at 6:57pm. Motion carried unanimously.

- 12) **CLOSED SESSION** - Motion made by Member Cook, second by Member Blom to open the closed session at 7:02pm. Motion carried unanimously.
  - 12.a. Billboards - A discussion was held regarding the billboards and staff was given direction on how to proceed.Motion made by Member Cook, seconded by Member Blom to close the closed session at 7:25pm. Motion carried unanimously.

Motion made by Member Cook, seconded by Member Mesenburg to open the public meeting at 7:26pm. Motion carried unanimously.

- 13) **ADJOURN** - Motion made by Member Cook, seconded by Member Blom to adjourn the meeting at 7:27pm. Motion carried unanimously.

BYRON CITY COUNCIL MEETING  
TUESDAY, JUNE 14, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Mayor Glassmaker called the meeting to order at 6:00pm on Tuesday, June 14, 2022.

Members Present: Daryl Glassmaker, Steven Cook, Justin Blom

Members Absent: Dan Mesenburg, Matt Brekke

Also Present: Gretta Becay, Harvey Bergh, Matt Bashaw, Matt Grant, Adam Hennen, Brad Falteysek, Interim City Administrator Janna Monosmith, Finance Director Cami Reber, Deputy Clerk Kelli Cheney, Public Works Superintendent Tom Ricke.

- 2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.
- 3) **APPROVE AGENDA** - Motion made by Member Cook, seconded by Member Blom to approve the agenda. Motion carried unanimously.
- 4) **APPROVE CONSENT AGENDA** - Motion made by Member Blom, seconded by Member Cook to approve the minutes as written. Motion carried unanimously.
- 4.a. City Council Minutes - April 12, 2022
  - 4.b. Park Board Minutes - March 28, 2022
  - 4.c. Approval After Payment - \$94,151.32
  - 4.d. Warrant List - \$253,662.29
  - 4.e. New Fireman - Brady Nelson
  - 4.f. Resolution 2022-28 - Accepting Donation
  - 4.g. Byron Main Court NE/12th Ave NE Pay Request 6 - Snow Contracting, LLC; \$19,102.84
  - 4.h. Employee Assistance Program (EAP) Annual Agreement
  - 4.i. 2022 EMS Township Contracts
  - 4.j. GND One Day Liquor License
- 5) **COMMUNICATIONS, REPORTS AND PETITION.**
- 5.a. 2021 Annual Audit Presentation - An overview of the audit was presented by Brad Falteysek. Motion made by Member Cook, seconded by Member Blom to accept the audit as presented. Motion carried unanimously.
  - 5.b. Sheriff Torgerson - was unable to make it to the meeting
  - 5.c. Byron Community Newsletter - May; FYI
  - 5.d. Incidents and Calls for Byron; FYI - Deputy Hennen gave an update to the council
  - 5.e. Byron Solar Information; FYI
  - 5.f. State Demographer Population Est 2021; FYI
- 6) **PUBLIC HEARING** - *None*

7) **GENERAL BUSINESS**

- 7.a. June 28 Meeting - Monosmith stated that we will need to hold a second meeting to accept the bids for the 20th Street and Country Club Road projects.
- 7.b. Links of Byron Property - Verbal Update - Monosmith was hoping to have an update by the meeting but our attorney has still not heard anything. Will hope to have an update by the next meeting.
- 7.c. Delinquent Utilities - Motion made by Member Cook, seconded Member Blom to approve the delinquent utilities. Motion carried unanimously.

8) **UNFINISHED BUSINESS**

- 8.a. Update Interim Use Ordinance - FYI - Staff had a meeting with the consultant to review the concerns that staff has found with the zoning ordinance. The consultant is still working on the audit but would like to have a meeting on July 26 or August 23. The council all agreed that both dates would work but would prefer the July date if it is going to be ready by then. Monosmith will follow up with the consultant on what time works better for them.

9) **NEW BUSINESS - None**

10) **PUBLIC COMMENTS** - Mayor Glassmaker called for public comments three times.

11) **COMMITTEE BOARD REPORTS/OPEN DISCUSSION** - Ricke gave an update on all the projects. Contractors are having a hard time finding supplies so staff is working through various options. The 20th Street Project may have to extend the completion date until next year. For the 2nd Ave Force Main project, they were able to find an alternative piping that is actually better, but also more expensive. Ricke asked Council if there were any concerns with RMS accessing their lot through the golf course land and Council was in agreement to allow them to do that. The 2021 railroad permit was finally approved and staff is still working on the 2022 permit. Ricke had an individual reach out to mow our larger lots for hay. He would like him to mow the golf course one time and a couple vacant city lots throughout the summer. This will help with staff time from having to mow and he would make sure that there is an agreement signed to remove liability from the city. Council gave permission to Ricke to move forward. Ricke also informed the Council that the City was not awarded the trail grant that was applied for. Monosmith updated council of a variance and replat item that will be coming forward in the July meeting and that school has submitted their permits for the new construction. Harvey Bergh thanked Glassmaker for coming to the school board meeting to update the board on everything happening in the city. They hope to have that continue going forward as it provides great communication between the city and school. Glassmaker updated that stone work is complete on the welcome signs. Ricke stated they will be putting in the lights next and working on an option for the trees blocking the east welcome sign.

12) **ADJOURN** - Motion made by Member Cook, second by Member Blom to adjourn the meeting at 6:53 pm. Motion carried unanimously.

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Daryl Glassmaker, Mayor

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Janna Monosmith, Interim City Administrator

SPECIAL CITY COUNCIL MEETING  
TUESDAY, JUNE 28, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Mayor Glassmaker called the meeting to order at 6:00pm on Tuesday, June 14, 2022.

Members Present: Dan Mesenburg, Daryl Glassmaker, Matt Brekke, Steven Cook, Justin Blom,

Also Present: Gretta Becay, Harvey Berg, Mike Humpal, Interim City Administrator Janna Monosmith, Public Works Superintendent Tom Ricke, Finance Director Cami Reber, City Engineer Bill Angerman, Deputy Clerk Kelli Cheney, City Attorney Melanie Leth

- 2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.
- 3) **APPROVE AGENDA** - Member Mesenburg requested on behalf of the personnel committee to move item 6.e. City Administrator Hiring to the closed session. Ricke requested to pull item 4.c. Motion made by Member Cook, seconded by Member Brekke to approve the agenda with the requested changes. Motion carried unanimously.
- 4) **APPROVE CONSENT AGENDA** - Motion made by Member Brekke, second by Member Blom to approve the consent agenda. Motion carried unanimously.
- 4.a. City Council Minutes - June 14, 2022
- 4.b. Warrant List - \$109,774.75
- 4.c. Pay Request - Fergus Power Pump - Biosolids storage cleaning - \$83,610.00 - PULLED
- 4.d. Olmsted County Equipment Maintenance Agreement
- 5) **GENERAL BUSINESS**
- 5.a. **GND Parade** - Monosmith was inquiring on which council members were planning on participating in the Byron Good Neighbor Days parade. Mayor Glassmaker, Member Mesenburg and Member Blom all stated they will be participating.
- 5.b. **Legion Donation** - Monosmith wanted to follow up with making a donation to the Legion. Council inquired on how much was donated through the Gambling Fund. The amount was around \$35,000. Council was in agreement to wait a little longer before donating any more money.
- 6) **NEW BUSINESS**
- 6.a. **Resolution 22-29 LRIP Agreement Terms and Conditions** - Ricke explained part of the requirements for the grant that was received for the 20th Street Improvement project, council has to pass a resolution accepting the terms and conditions. Motion made by Member Brekke, second by Member Cook to approve the resolution to accept the terms and conditions of the LRIP agreement for the 20th Street Improvement project. Motion carried unanimously.

- 6.b. **Accepting the bids and awarding the Contract for 20th Street NW/NE Improvements** - Ricke explained we had a total of 11 contractors bid on the project and the engineering estimate was 4.2 million dollars. Jensen Excavating and Trucking was the low bidder in the amount \$3,567,671.60. Due to not working with the contractor before, they received a list of references which were contacted and received good feedback. Motion made by Member Cook, seconded by Member Blom to accept the bids and approve the contract with Jensen Excavating and Contracting LLC in the amount of \$3,567,671.60. Motion carried unanimously.
- 6.c. **Accepting the bids and awarding the contract for Country Club Road Extension** - Ricke explained how they are working in conjunction with the RMS project to make sure the completion dates correlate with their opening date. Motion made by Member Blom, seconded by Member Cook to accept the bids and award the contract to DeCook Excavating in the total amount of \$1,444,491.00. Motion carried unanimously.
- 6.d. **Project Funding; FYI** - Reber gave an update to the council on how the projects are being funded and they will see a reimbursement resolution next month that will allow the council to reimburse back funds through bonding that we are paying out in cash.
- 6.e. **City Administrator Hiring** - Moved to the closed session due to contract negotiation.

7) **PUBLIC COMMENTS** - Mayor Glassmaker called for public comments three times.

Motion made by Member Cook, seconded by Member Brekke to close the public meeting at 6:14pm. Motion carried unanimously.

Motion made by Member Cook, seconded by Member Brekke to open the closed meeting at 6:15pm. Motion carried unanimously.

8) **CLOSED SESSION**

- 8.a. **BillBoards** - a discussion was held
- 8.b. **City Administrator Hiring** - a discussion was held

Motion made by Member Cook, seconded by Member Blom to close the closed session meeting at 7:18pm. Motion carried unanimously.

Motion made by Member Cook, seconded by Member Blom to open the public meeting at 7:19pm. Motion carried unanimously.

Motion made by Member Mesenburg, seconded by Member Blom to direct Mike to make an offer to the candidate and terms discussed in the closed session. Motion carried unanimously.

9) **ADJOURN** - Motion made by Member Cook, seconded by Brekke to adjourn the meeting at 7:20pm. Motion carried unanimously

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Daryl Glassmaker, Mayor

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Janna Monosmith, Interim City Administrator

BYRON CITY COUNCIL MEETING  
TUESDAY, JULY 12, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

1) **CALL TO ORDER**

Members Present: Daryl Glassmaker, Matt Brekke, Steven Cook, Justin Blom,

Members Absent: Dan Mesenburg

Also Present: Gretta Becay, Nick Stageberg, Harvey Bergh, John Hogan, Bryan Petzel, Tom O’Leary, Peter Schuller, Ed Ester, Bob Ester, City Engineer Bill Angerma, Deputy Clerk Kelli Cheney, Interim City Administrator Janna Monosmith

2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.

3) **APPROVE AGENDA** - Motion made by Member Cook, seconded by Member Blom to approve the agenda. Motion carried unanimously.

4) **APPROVE CONSENT AGENDA** - Motion made by Member Cook, seconded by Member Brekke to approve the consent agenda. Motion carried unanimously.

4.a. **Special City Council Minutes - June 28, 2022**

4.b. **Approval After Payment - \$83,761.88**

4.c. **Warrant List - \$187,825.47**

4.d. **WHKS Professional Services Agreement - 2nd Avenue Forcemain/Lift Station**

4.e. **Pay Request - Fergus Power Pump - Biosolids storage cleaning - \$83,610.00**

4.f. **2022 GND Parade**

4.g. **Byron Homecoming Parade**

4.h. **Resolution 2022-30 - Approving Election Judges**

4.i. **Resolution 2022-33 - Accepting a Donation**

4.j. **Resolution 2022-34 - Reimbursement Resolution**

4.k. **GND Beer Run Mile**

5) **COMMUNICATIONS, REPORTS AND PETITION**

5.a. **Byron Fire Relief Financial Statements: Scott Wilde - virtually** - Did not attend

5.b. **Byron Community Newsletter - June; FYI**

5.c. **Incidents and Calls for Byron; FYI** - Deputy Hennen mentioned how there were 2 fires in town and how the Fire Dept and First Responders did an excellent job assisting with rendering aid and helping deputies pass out resources to the families. The Sheriff’s Office wanted to send a thanks to them for their hard work.

5.d. **July 26 & August 10 Meetings; FYI** - Member Cook may be a little late to the July 26th meeting. Monosmith recommended moving the meeting to 5:30pm. All members were ok with the new time. Member Blom will not be able to make the August 10th meeting.

5.e. **Quarter 2 Financial Reports; FYI**

- 6) **PUBLIC HEARING - 6:00pm** - Motion made by Member Cook, seconded by Member Blom to open the public hearing at 6:06 pm. Motion carried unanimously.
  - 6.a. **Resolution 2022-31 - RMS Variance 101 Country Club Road SE** - Peter Schuller with AB Systems introduced himself. He was there on behalf of RMS and summarized why they needed the variance. Public comments called for three times. Motion made by Member Cook, seconded by Member Blom to approve the variance request for a building height of 36 feet 8 inches. Motion carried unanimously.
  - 6.b. **Resolution 2022-32 - Stone Haven Rezone** - Monosmith clarified that this does not change the density and just a formality for the parcel. Public comments called for three times. Motion made by Member Brekke, second by Member Blom to approve the rezone request from R2 and PRD-R2. Motion carried unanimously.

Motion made by Member Brekke, seconded by Member Blom to close the public hearing at 6:12pm. Motion carried unanimously.

- 7) **GENERAL BUSINESS**
  - 7.a. **Delinquent Utilities** - Motion made by Member Cook, seconded by Member Blom to approve the delinquent utilities. Motion carried unanimously.
  - 7.b. **Resolution 2022-35 - Accepting the Bids and Awarding the Contract for 20th Street Reconstruction** - Angerman explained this was approved at the last council meeting, but the State would like it in resolution format. Nothing has changed with the contract or bids. Motion made by Member Cook, seconded by Member Brekke to accept the bids and award the contract for 20th Street Reconstruction. Motion carried unanimously.
- 8) **UNFINISHED BUSINESS - None**
- 9) **NEW BUSINESS**
  - 9.a. **Public Works Projects Change Orders 1 & 2** - Angerman explained the change orders. Change Order 1 is adding one block east and one block west of 9th Street NW to replace the sanitary sewer and water and put a new road in. Change Order 2 is changing the type of pipe to be used for a portion of the project. Motion made by Member Brekke, seconded by Member Blom to approve change orders 1 and 2 as written for the lift station project. Motion carried unanimously.
  - 9.b. **Stone Haven III Replat** - Motion made by Member Cook, seconded by Member Blom to approve the Stone Haven III replat. Motion carried unanimously.
  - 9.c. **Firehall Purchase - FYI** - Monosmith gave an update on how the townships are allowed to exit any responsibilities if they gave notice. Both townships have given notice to end responsibilities effective October 31 and November 3.
  - 9.d. **City Administrator Contract** - Motion made by Member Brekke, seconded by Member Blom to approve the City Administrator Contract. Motion carried unanimously.
- 10) **PUBLIC COMMENTS** - Mayor Glassmaker called for public comments three times.
- 11) **COMMITTEE BOARD REPORTS/OPEN DISCUSSION** - Harvey Bergh stated how they started to dig at the high school. They have officially taken ownership of the ZED building on the Frontage Road and are working on minor updates for offices. Timeline for moving into the building is up in the air yet. They are thinking about waiting until after school starts so parents are not confused on where to go for paperwork questions.

Motion made by Member Brekke, seconded by Member Blom to close the public meeting at 6:33pm.  
Motion carried unanimously.

12) **CLOSED SESSION** - Motion made by Member Cook, seconded by Member Blom to open the closed session at 6:35pm. Motion carried unanimously.

12.a. **Billboard Update: Melanie Leth - virtually** - A discussion was held regarding the billboards and staff was given direction on how to proceed.

Motion made by Member Blom, seconded by Member Brekke to close the closed session at 6:39pm.  
Motion carried unanimously.

Motion made by Member Cook, seconded by Member Brekke to open the public meeting at 6:41pm.  
Motion carried unanimously.

13) **ADJOURN** - Motion made by Member Cook, seconded by Member Brekke to adjourn the meeting at 6:41pm. Motion carried unanimously.

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Daryl Glassmaker, Mayor

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Janna Monosmith, Interim City Administrator

BYRON CITY COUNCIL WORKSHOP  
TUESDAY, JULY 26, 2022  
5:30 PM CITY HALL LOWER LEVEL  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Mayor Glassmaker called the meeting to order at 5:34pm on Tuesday, July 26, 2022

Members Present: Steven Cook, Dan Mesenburg, Daryl Glassmaker, Justin Blom, Matt Brekke

Also Present: Gretta Becay, Rita Trapp, Beth Richmond, Lance Bernard, Commissioner Brian Frank, Interim City Administrator Janna Monosmith, Public Works Superintendent Tom Ricke, City Engineer Bill Angerman.

- 2) **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all.
- 3) **APPROVE AGENDA** - Motion made by Member Mesenburg, seconded by Member Cook to approve the agenda. Motion carried unanimously.
- 4) **GENERAL BUSINESS**
  - 4.a. **Comprehensive Plan Discussion** - An update was provided to the Council and a discussion was held
  - 4.b. **Interim Ordinance Discussion** - An update was provided to the Council and a discussion was held.
- 5) **ADJOURN** - Motion made by Member Cook, seconded by Member Blom to adjourn the meeting at 7:22pm. Motion carried unanimously.

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Daryl Glassmaker, Mayor

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Janna Monosmith, Interim City Administrator



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** Park Board Minutes; FYI

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Kelli Cheney

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**ATTACHMENTS:**  
[3.28.22 Park Minutes.pdf](#)  
[5.16.22 Park Minutes.pdf](#)

BYRON PARK BOARD MEETING  
MONDAY, MARCH 28, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL MEETING TO ORDER** - Chair Frechette called the meeting to order at 6:00pm on Monday, March 28, 2022.  
  
Members Present: William Clark, Martin Koza, Melissa Frechette, Tracy Lermon, Gary Mills,  
  
Also Present: Billy Miner, Steve Boykin, Tim Peterson, Kaela Peterson, Public Works Superintendent Tom Ricke, Council Advisor Justin Blom
- 2) **NEW MEMBER OATH** - New Member Tracy Lermon was sworn in.
- 3) **APPROVE AGENDA** - Motion made by Member Clark, seconded by Member Koza to approve the agenda with the change of moving item 5.e. to the top of Communications, Reports and Petitions. Motion carried unanimously.
- 4) **CONSENT AGENDA**
  - 4.a. Park Board Minutes - February 28, 2022 - Motion made by Member Koza, second by Member Mills to approve the minutes with the addendum of changing the adjournment motion from Marx to Mills. Motion carried unanimously.
- 5) **COMMUNICATIONS, REPORTS AND PETITIONS**
  - 5.a. Byron Community Newsletter - February
  - 5.b. Monthly Budget
  - 5.c. 2022 Fee Schedule - Final
  - 5.d. General Park Updates
  - 5.e. Byron Youth Soccer Association - Members from the Byron Youth Soccer Association spoke to the board about the upcoming season. Participation numbers have been increasing yearly for the last five years and the association is concerned about having enough field room for everyone. Discussion on other areas the City has available for youth soccer was discussed. The Park Board directed staff to work directly with the Association to come up with a plan to accommodate their needs.
- 6) **PUBLIC HEARING** - *None*
- 7) **GENERAL BUSINESS**
  - 7.a. Field Usage Policy Annual Review - Motion made by Member Lermon, seconded by Member Clark to approve the field usage policy. Motion carried unanimously.
  - 7.b. Local Trail Connections Program - Ricke informed the board that he is applying for a grant to connect the trail system by BCRC. Staff is working to have that complete this year.
- 8) **UNFINISHED BUSINESS**
  - 8.a. BYBA Request Response - Motion made by Member Mills, seconded by Member Koza to approve the BYBA request per staff recommendation. Motion carried unanimously.

9) **NEW BUSINESS**

9.a. May Meeting - The board was in favor of moving the meeting to May 16th tentatively. Ricke will follow up with an email to confirm.

10) **PUBLIC COMMENTS** - Chair Frechette called for public comments three times.

11) **ADJOURN** - Motion made by Member Koza, seconded by Member Lermon to adjourn the meeting at 7:03pm. Motion carried unanimously.

BYRON PARK BOARD MEETING  
MONDAY, MAY 16, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL MEETING TO ORDER** - Chair Frechette called the meeting to order at 6:03pm on Monday, May 16, 2022.

Members Present: Melissa Frechette, Tracy Lermon, Gary Mills

Members Absent: William Clark, Martin Koza

Also Present: Lead Parks Jeremy Kaup, Public Works Superintendent Tom Ricke, Council Advisor Justin Blom

- 2) **APPROVE AGENDA** - Motion made by Member Lermon, second by Member Mills to approve the agenda. Motion carried unanimously.

- 3) **CONSENT AGENDA**

3.a. **Park Board Minutes - March 28, 2022** - Motion made by Member Lermon, seconded by Member Mills to approve the minutes as written. Motion carried unanimously.

- 4) **COMMUNICATIONS, REPORTS AND PETITIONS**

4.a. **Byron Community Newsletter - March & April; FYI**

4.b. **Monthly Budget; FYI**

4.c. **Park Department Update - Verbal; FYI** - Kaup just gave the board a quick update on all the park items going on. Tom wanted to thank the school class that is assisting with the mini golf course south of the highway. The kids are remarkable and it has been really great working with them.

4.d. **BCRC Update; FYI** - Ricke gave an update on the BCRC complex and elaborated more on the soccer association requesting more field space. Ricke stressed that the field space needs to be more versatile and is trying to find an alternative for them. He also brought up the concern of parents parking in the drive at BCRC but feels this situation has been addressed.

- 5) **PUBLIC HEARING** - *None*

- 6) **GENERAL BUSINESS** - *None*

- 7) **UNFINISHED BUSINESS** - *None*

- 8) **NEW BUSINESS**

8.a. **Swimming Pool Update** - Ricke gave an update on the swimming pool. The paint is not adhering to the walls of the pool. The contractor believes sandblasting the pool to the bare concrete will help the paint adhere. They are going to try a section to see if the sandblasting will work. Staff is waiting for a cost estimate from the contractor as they are not sure what will work yet. Staff is asking for authorization to work with the contractor on getting the cost estimate and moving forward if funds are available. Motion made by Member Lermon,

seconded by Member Mills to approve city staff to work with the contractor for repair work to the pool. Motion carried unanimously.

- 8.b. **Seasonal** - Motion made by Member Mills, seconded by Member Lermon to allow staff to hire additional seasonal staffing as needed. Motion carried unanimously.
  - 8.c. **BCRC Concession Stand** - Ricke summarized his meeting with the businesses that were interested in running the concession stand and explained how staff chose a winner. Wildwood was the business that won the contract for the season. Staff is looking for authorization to enter into the contract for the 2022 season and negotiate the terms of the contract that is in the best interest of both parties. A discussion was held on how much the city is looking to get out of it. Staff feels that the city should just focus on breaking even and not worry about making a profit off it. Motion made by Member Lermon, seconded by Member Mills to approve to allow staff to work with Wildwood Sports Bar and Grill to establish a reasonable contract as it pertains to the BCRC concession stand. Motion carried unanimously.
- 9) **PUBLIC COMMENTS** - Chair Frechette called for public comments three times
  - 10) **ADJOURN** - Motion made by Member Mills, seconded by Member Lermon to adjourn the meeting at 6:57 pm. Motion carried unanimously.



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** P&Z Minutes; FYI

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Kelli Cheney

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**ATTACHMENTS:**  
[P&Z Minutes 4.5.22.pdf](#)  
[P&Z Minutes 5.3.22.pdf](#)

BYRON PLANNING BOARD MEETING  
TUESDAY, APRIL 5, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Chair Frank called the meeting to order at 6:00 pm on Tuesday, April 5, 2022.

Members Present: Brian Frank, Duane Quam, Tim Chesterman, Brian Oxley

Also present: Lisa Baldus, Jeff Huebert, Lori Baumbach, Community Development Planner Janna Monosmith, Council Advisor Steven Cook.

- 2) **APPROVE AGENDA** - Motion made by Member Quam, seconded by Member Chesterman to approve the agenda. Motion carried unanimously.
- 3) **APPROVE CONSENT AGENDA**  
3.a. Approve P&Z Minutes - February 1, 2022 - Motion made by Member Chesterman, seconded by Member Oxley to approve the minutes. Motion carried unanimously.
- 4) **COMMUNICATIONS, REPORTS AND PETITION**  
4.a. Byron Community Newsletter - February & March  
4.b. City Council Minutes - January & February  
4.c. BEDA Minutes - November, January & February  
4.d. Park Board Minutes - January & February  
4.e. P&Z Budget - February & March  
4.f. Comprehensive Plan Flyer
- 5) **PUBLIC HEARING** - 6:00pm  
5.a. Brookwater Village Preliminary Plat - Public Hearing may be extended to May 3 per applicant's request - Monosmith updated the board that the application was withdrawn prior to the meeting.
- 6) **GENERAL BUSINESS** - *None*
- 7) **UNFINISHED BUSINESS** - *None*
- 8) **NEW BUSINESS** - *None*
- 9) **PUBLIC COMMENTS** - Chair Frank called for public comments three times.
- 10) **ADJOURN** - Motion made by Member Quam, seconded by Member Chesterman to adjourn the meeting at 6:08 pm. Motion carried unanimously.

BYRON PLANNING BOARD MEETING  
TUESDAY, MAY 3, 2022  
6:00 PM CITY HALL COUNCIL CHAMBERS  
680 BYRON MAIN COURT NE, BYRON MN 55920  
*To Provide Valued Public Service and Guide the City with Innovative  
Thinking Toward Smart Growth.*

- 1) **CALL TO ORDER** - Chair Frank called the meeting to order at 6:00pm on Tuesday, May 3, 2022.  
Members Present: Brian Frank, Tim Chesterman, Brian Oxley  
Members Absent: Duane Quam  
Also Present: Brandon Theobald, Gretta Becay, Mike Zirbes, Gayle Jaben, Lynn Fuchs, Cindy Fuchs, Pat Mason, Brenda DeCook, Interim City Administrator Janna Monosmith, Council Advisor Steven Cook
- 2) **APPROVE AGENDA** - Motion made by Member Chesterman, seconded by Member Oxley to approve the agenda. Motion carried unanimously.
- 3) **APPROVE CONSENT AGENDA**
  - 3.a. Approve P&Z Minutes - April 5, 2022 - Motion made by Member Oxley, seconded by Member Chesterman to approve the minutes. Motion carried unanimously.
- 4) **COMMUNICATIONS, REPORTS AND PETITION**
  - 4.a. Byron Community Newsletter - April
  - 4.b. City Council Minutes - March 8, 2022
  - 4.c. BEDA Minutes - March 8, 2022
  - 4.d. P&Z Budget - April
- 5) **PUBLIC HEARING - 6:00 pm** - Motion made by Member Oxley, seconded by Member Chesterman to open all the public hearings at 6:02pm. Motion carried unanimously.
  - 5.a. **Byron Commercial Park Preliminary Plat** - Monosmith spoke about the plat for the former Links of Byron property and the lot creation for the sale. Chair Frank called for public comments three times.  
Motion made by Member Chesterman, seconded by Member Oxley to close the public hearing for the Byron Commercial Park Preliminary Plat at 6:04pm. Motion carried unanimously.  
Motion made by Member Chesterman, seconded by Member Oxley to recommend to City Council the approve the Byron Commercial Park Preliminary Plat. Motion carried unanimously.
  - 5.b. **Resolution 22-03 P&Z - Metes and Bounds - Belvior at Somerby Block 8, Lots 1-3** - Monosmith spoke regarding the realignment of the lot lines. The overall building footprint remains the same. Chair Frank called for public comments three times.  
Motion made by Member Oxley, seconded by Member Chesterman to close the public hearing for Resolution 22-03 P&Z at 6:07pm. Motion carried unanimously.  
Motion made by Member Chesterman, seconded by Member Oxley to recommend to City Council to approve the Metes and Bounds request for Belvior at Somerby, Block 8, Lots 1-3. Motion carried unanimously.

- 5.c. **Resolution 22-04 P&Z - East Village Rezone** - Monosmith explained the developers request to rezone Chair Frank called for public comments three times. Frank asked if this is in line with the current residential plan. Monosmith explained that it is. The intention ten years ago was to have a mixed residential retail, but have found out this has not worked in Byron.

Motion made by Member Chesterman, seconded by Member Oxley to close the public hearing for Resolution 22-04 P&Z - The East Village Rezone at 6:12pm. Motion carried unanimously.

Motion made by Member Chesterman, seconded by Member Oxley to recommend to City Council to approve the rezone request for the East Village area. Motion carried unanimously.

- 5.d. **Resolution 22-05 P&Z - Somerby Golf Course Easement Vacation** - Monosmith spoke about the need to vacate the easement. Chair Frank called for public comments three times. Frank asked if there was an exhibit that shows where they are. Angerman explained they were poorly worded but generally parallel the existing easements for the trunk sewer and guessed they were put in place before the treatment plant was built for as a placeholder. No infrastructure is in these easements.

Motion made by Member Oxley, seconded by Member Chesterman to close the public hearing for the Somerby Golf Course Easement Vacation at 6:16pm. Motion carried unanimously.

Motion made by Member Chesterman, seconded by Member Oxley to recommend to City Council to approve the Somerby Golf Course Easement Vacation. Motion carried unanimously.

6) **GENERAL BUSINESS** - *None*

7) **UNFINISHED BUSINESS** - *None*

8) **NEW BUSINESS**

- 8.a. **Somerby Golf Community West First Addition Final Plat** - Monosmith and Angerman went over the review letters. Motion made by Member Oxley, seconded by Member Chesterman to recommend to City Council to approve the Somerby Golf Community West First Addition Final Plat contingent on all items presented by the planning and engineering staff. Motion carried unanimously.

- 8.b. **The East Village Fourth Final Plat** Monosmith and Angerman went over the review letters. Motion made by Member Chesterman, seconded by Member Oxley to recommend to City Council approve the final plat for The East Village Fourth contingent on all items presented by the planning and engineering staff. Motion carried unanimously.

- 8.c. **Byron Commercial Park Final Plat** - Monosmith and Angerman went over the review letters. Motion made by Member Oxley, seconded by Member Chesterman to recommend to City Council to approve the Byron Commercial Park Final Plat contingent on all items presented by the planning and engineering staff. Motion carried unanimously

- 8.d. **Resolution 22-06 P&Z - IUP - 101 Country Club Road SE** - Angerman summarized some more information associated with land. Normal plats have the plans and specs done at the same time, but with the City platting it, it is being done a bit differently. It is the City's intention to construct the road this summer which is the start of the backage road that will connect to County Club Road. This will open a lot of area for development. Olmsted County

is planning to overlay County Road 5 in 2024. The turn lanes will be part of the county project and the city will reimburse the county. There is a supply chain issue with items needed for the lift station, so staff has found an alternative solution for the business if they are unable to complete the lift station project before the business opens. Motion made by Member Oxley, second by Member Chesterman to recommend to City Council to approve the Interim Use Permit for 101 Club Club Road SE. Motion carried unanimously.

8.e. **Interim Ordinance - FYI** - Monosmith summarized the reason for the moratorium which will go to the City Council for a public hearing. Chair Frank asked when the moratorium would go into effect if it was approved. Monosmith stated it takes effect immediately.

9) **PUBLIC COMMENTS** - Chair Frank called for public comments three times.

10) **ADJOURN** - Motion made by Member Oxley, seconded by Member Chesterman to adjourn the meeting at 6:46pm. Motion carried unanimously.



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** Monthly Budget; FYI

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:**

**Preparer:** Kelli Cheney

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**ATTACHMENTS:**  
[EDA Budget - April.pdf](#)  
[EDA Budget - May.pdf](#)  
[BEDA Budget - June.pdf](#)  
[BEDA Budget - July.pdf](#)

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 04/30/2022

| GL NUMBER  | DESCRIPTION                    | 2022<br>AMENDED BUDGET | YTD BALANCE<br>04/30/2022 | ACTIVITY FOR<br>MONTH<br>04/30/2022 | AVAILABLE<br>BALANCE | % BDGT<br>USED |
|--|--------------------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 101 - GENERAL FUND                          |                                |                        |                           |                                     |                      |                |
| Expenditures                                     |                                |                        |                           |                                     |                      |                |
| Dept 41330 - Byron Economic Dev. Authority       |                                |                        |                           |                                     |                      |                |
| 101-41330-40101                                  | SALARIES & WAGES               | 90,265.00              | 27,271.64                 | 11,081.32                           | 62,993.36            | 30.21          |
| 101-41330-40120                                  | BENEFITS                       | 28,800.00              | 8,946.54                  | 2,619.45                            | 19,853.46            | 31.06          |
| 101-41330-40122                                  | SOCIAL SECURITY & MEDICARE     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 101-41330-40125                                  | EMPLOYER PENSION CONTRIBUTIONS | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 101-41330-40131                                  | EMPLOYER INSURANCE CONTRIBUTIO | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 101-41330-40207                                  | EDUCATEEXP/MEMBERSHIP/PERMITS  | 35,000.00              | 15,628.00                 | 14,528.00                           | 19,372.00            | 44.65          |
| 101-41330-40211                                  | OPERATING SUPPLIES             | 400.00                 | 7.66                      | 0.00                                | 392.34               | 1.92           |
| 101-41330-40300                                  | PROFESSIONAL SERVICES          | 20,000.00              | 672.10                    | 296.58                              | 19,327.90            | 3.36           |
| 101-41330-40311                                  | TRAVEL-ROOM/MEAL/MILES/PARKING | 3,000.00               | 524.15                    | 449.15                              | 2,475.85             | 17.47          |
| 101-41330-40320                                  | COMMUNICATIONS                 | 5,000.00               | 318.08                    | 84.34                               | 4,681.92             | 6.36           |
| 101-41330-40340                                  | ADVERTISING                    | 1,000.00               | 433.10                    | 0.00                                | 566.90               | 43.31          |
| 101-41330-40361                                  | INSURANCE                      | 2,000.00               | 567.00                    | 0.00                                | 1,433.00             | 28.35          |
| 101-41330-40380                                  | UTILITIES                      | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 101-41330-40405                                  | SPECIAL PROJECTS               | 10,000.00              | 0.00                      | 0.00                                | 10,000.00            | 0.00           |
| 101-41330-40490                                  | BUSINESS SUBSIDY               | 34,917.00              | 0.00                      | 0.00                                | 34,917.00            | 0.00           |
| Total Dept 41330 - Byron Economic Dev. Authority |                                | 230,382.00             | 54,368.27                 | 29,058.84                           | 176,013.73           | 23.60          |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 54,368.27                 | 29,058.84                           | 176,013.73           | 23.60          |
| Fund 101 - GENERAL FUND:                         |                                |                        |                           |                                     |                      |                |
| TOTAL REVENUES                                   |                                | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 54,368.27                 | 29,058.84                           | 176,013.73           | 23.60          |
| NET OF REVENUES & EXPENDITURES                   |                                | (230,382.00)           | (54,368.27)               | (29,058.84)                         | (176,013.73)         | 23.60          |

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 04/30/2022

| GL NUMBER  | DESCRIPTION      | 2022<br>AMENDED BUDGET | YTD BALANCE<br>04/30/2022 | ACTIVITY FOR<br>MONTH<br>04/30/2022 | AVAILABLE<br>BALANCE | % BDGT<br>USED |
|--|------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 201 - BEDA                                  |                  |                        |                           |                                     |                      |                |
| Expenditures                                     |                  |                        |                           |                                     |                      |                |
| Dept 41330 - Byron Economic Dev. Authority       |                  |                        |                           |                                     |                      |                |
| 201-41330-40490                                  | BUSINESS SUBSIDY | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-50510                                  | CAPITAL OUTLAY   | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-70720                                  | TRANSFER OUT     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Total Dept 41330 - BYRON ECONOMIC DEV. AUTHORITY |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Fund 201 - BEDA:                                 |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES                                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| NET OF REVENUES & EXPENDITURES                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
|  |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES - ALL FUNDS                       |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 100.00         |
| TOTAL EXPENDITURES - ALL FUNDS                   |                  | 230,382.00             | 54,368.27                 | 29,058.84                           | 176,013.73           | 23.60          |
| NET OF REVENUES & EXPENDITURES                   |                  | (230,382.00)           | (54,368.27)               | (29,058.84)                         | (176,013.73)         | 23.60          |

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 05/31/2022

| GL NUMBER  | DESCRIPTION                    | 2022<br>AMENDED BUDGET | YTD BALANCE<br>05/31/2022 | ACTIVITY FOR<br>MONTH<br>05/31/2022 | AVAILABLE<br>BALANCE | % BGD<br>USED |
|--|--------------------------------|------------------------|---------------------------|-------------------------------------|----------------------|---------------|
| Fund 101 - GENERAL FUND                          |                                |                        |                           |                                     |                      |               |
| Expenditures                                     |                                |                        |                           |                                     |                      |               |
| Dept 41330 - Byron Economic Dev. Authority       |                                |                        |                           |                                     |                      |               |
| 101-41330-40101                                  | SALARIES & WAGES               | 90,265.00              | 29,605.09                 | 2,333.45                            | 60,659.91            | 32.80         |
| 101-41330-40120                                  | BENEFITS                       | 28,800.00              | 9,685.44                  | 738.90                              | 19,114.56            | 33.63         |
| 101-41330-40122                                  | SOCIAL SECURITY & MEDICARE     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40125                                  | EMPLOYER PENSION CONTRIBUTIONS | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40131                                  | EMPLOYER INSURANCE CONTRIBUTIO | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40207                                  | EDUCATEEXP/MEMBERSHIP/PERMITS  | 35,000.00              | 15,628.00                 | 0.00                                | 19,372.00            | 44.65         |
| 101-41330-40211                                  | OPERATING SUPPLIES             | 400.00                 | 123.41                    | 115.75                              | 276.59               | 30.85         |
| 101-41330-40300                                  | PROFESSIONAL SERVICES          | 20,000.00              | 831.91                    | 159.81                              | 19,168.09            | 4.16          |
| 101-41330-40311                                  | TRAVEL-ROOM/MEAL/MILES/PARKING | 3,000.00               | 524.15                    | 0.00                                | 2,475.85             | 17.47         |
| 101-41330-40320                                  | COMMUNICATIONS                 | 5,000.00               | 569.88                    | 251.80                              | 4,430.12             | 11.40         |
| 101-41330-40340                                  | ADVERTISING                    | 1,000.00               | 433.10                    | 0.00                                | 566.90               | 43.31         |
| 101-41330-40361                                  | INSURANCE                      | 2,000.00               | 567.00                    | 0.00                                | 1,433.00             | 28.35         |
| 101-41330-40380                                  | UTILITIES                      | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40405                                  | SPECIAL PROJECTS               | 10,000.00              | 0.00                      | 0.00                                | 10,000.00            | 0.00          |
| 101-41330-40490                                  | BUSINESS SUBSIDY               | 34,917.00              | 0.00                      | 0.00                                | 34,917.00            | 0.00          |
| Total Dept 41330 - Byron Economic Dev. Authority |                                | 230,382.00             | 57,967.98                 | 3,599.71                            | 172,414.02           | 25.16         |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 57,967.98                 | 3,599.71                            | 172,414.02           | 25.16         |
| Fund 101 - GENERAL FUND:                         |                                |                        |                           |                                     |                      |               |
| TOTAL REVENUES                                   |                                | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 57,967.98                 | 3,599.71                            | 172,414.02           | 25.16         |
| NET OF REVENUES & EXPENDITURES                   |                                | (230,382.00)           | (57,967.98)               | (3,599.71)                          | (172,414.02)         | 25.16         |

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 05/31/2022

| GL NUMBER  | DESCRIPTION      | 2022<br>AMENDED BUDGET | YTD BALANCE<br>05/31/2022 | ACTIVITY FOR<br>MONTH<br>05/31/2022 | AVAILABLE<br>BALANCE | % BDGT<br>USED |
|--|------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 201 - BEDA                                  |                  |                        |                           |                                     |                      |                |
| Expenditures                                     |                  |                        |                           |                                     |                      |                |
| Dept 41330 - Byron Economic Dev. Authority       |                  |                        |                           |                                     |                      |                |
| 201-41330-40490                                  | BUSINESS SUBSIDY | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-50510                                  | CAPITAL OUTLAY   | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-70720                                  | TRANSFER OUT     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Total Dept 41330 - BYRON ECONOMIC DEV. AUTHORITY |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Fund 201 - BEDA:                                 |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES                                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| NET OF REVENUES & EXPENDITURES                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
|  |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES - ALL FUNDS                       |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 100.00         |
| TOTAL EXPENDITURES - ALL FUNDS                   |                  | 230,382.00             | 57,967.98                 | 3,599.71                            | 172,414.02           | 25.16          |
| NET OF REVENUES & EXPENDITURES                   |                  | (230,382.00)           | (57,967.98)               | (3,599.71)                          | (172,414.02)         | 25.16          |

| GL NUMBER  | DESCRIPTION                    | 2022<br>AMENDED BUDGET | YTD BALANCE<br>06/30/2022 | ACTIVITY FOR<br>MONTH<br>06/30/2022 | AVAILABLE<br>BALANCE | % BGD<br>USED |
|--|--------------------------------|------------------------|---------------------------|-------------------------------------|----------------------|---------------|
| Fund 101 - GENERAL FUND                          |                                |                        |                           |                                     |                      |               |
| Expenditures                                     |                                |                        |                           |                                     |                      |               |
| Dept 41330 - Byron Economic Dev. Authority       |                                |                        |                           |                                     |                      |               |
| 101-41330-40101                                  | SALARIES & WAGES               | 90,265.00              | 31,964.17                 | 2,359.08                            | 58,300.83            | 35.41         |
| 101-41330-40120                                  | BENEFITS                       | 28,800.00              | 10,428.77                 | 743.33                              | 18,371.23            | 36.21         |
| 101-41330-40122                                  | SOCIAL SECURITY & MEDICARE     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40125                                  | EMPLOYER PENSION CONTRIBUTIONS | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40131                                  | EMPLOYER INSURANCE CONTRIBUTIO | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40207                                  | EDUCATEEXP/MEMBERSHIP/PERMITS  | 35,000.00              | 15,776.00                 | 148.00                              | 19,224.00            | 45.07         |
| 101-41330-40211                                  | OPERATING SUPPLIES             | 400.00                 | 123.41                    | 0.00                                | 276.59               | 30.85         |
| 101-41330-40300                                  | PROFESSIONAL SERVICES          | 20,000.00              | 1,225.19                  | 393.28                              | 18,774.81            | 6.13          |
| 101-41330-40311                                  | TRAVEL-ROOM/MEAL/MILES/PARKING | 3,000.00               | 527.15                    | 0.00                                | 2,472.85             | 17.57         |
| 101-41330-40320                                  | COMMUNICATIONS                 | 5,000.00               | 613.97                    | (40.18)                             | 4,386.03             | 12.28         |
| 101-41330-40340                                  | ADVERTISING                    | 1,000.00               | 433.10                    | 0.00                                | 566.90               | 43.31         |
| 101-41330-40361                                  | INSURANCE                      | 2,000.00               | 567.00                    | 0.00                                | 1,433.00             | 28.35         |
| 101-41330-40380                                  | UTILITIES                      | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40405                                  | SPECIAL PROJECTS               | 10,000.00              | 8,400.00                  | 8,400.00                            | 1,600.00             | 84.00         |
| 101-41330-40490                                  | BUSINESS SUBSIDY               | 34,917.00              | 0.00                      | 0.00                                | 34,917.00            | 0.00          |
| Total Dept 41330 - Byron Economic Dev. Authority |                                | 230,382.00             | 70,058.76                 | 12,003.51                           | 160,323.24           | 30.41         |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 70,058.76                 | 12,003.51                           | 160,323.24           | 30.41         |
| Fund 101 - GENERAL FUND:                         |                                |                        |                           |                                     |                      |               |
| TOTAL REVENUES                                   |                                | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 70,058.76                 | 12,003.51                           | 160,323.24           | 30.41         |
| NET OF REVENUES & EXPENDITURES                   |                                | (230,382.00)           | (70,058.76)               | (12,003.51)                         | (160,323.24)         | 30.41         |

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 06/30/2022

| GL NUMBER  | DESCRIPTION      | 2022<br>AMENDED BUDGET | YTD BALANCE<br>06/30/2022 | ACTIVITY FOR<br>MONTH<br>06/30/2022 | AVAILABLE<br>BALANCE | % BDGT<br>USED |
|--|------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 201 - BEDA                                  |                  |                        |                           |                                     |                      |                |
| Expenditures                                     |                  |                        |                           |                                     |                      |                |
| Dept 41330 - Byron Economic Dev. Authority       |                  |                        |                           |                                     |                      |                |
| 201-41330-40490                                  | BUSINESS SUBSIDY | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-50510                                  | CAPITAL OUTLAY   | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-70720                                  | TRANSFER OUT     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Total Dept 41330 - BYRON ECONOMIC DEV. AUTHORITY |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Fund 201 - BEDA:                                 |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES                                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| NET OF REVENUES & EXPENDITURES                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
|  |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES - ALL FUNDS                       |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 100.00         |
| TOTAL EXPENDITURES - ALL FUNDS                   |                  | 230,382.00             | 70,058.76                 | 12,003.51                           | 160,323.24           | 30.41          |
| NET OF REVENUES & EXPENDITURES                   |                  | (230,382.00)           | (70,058.76)               | (12,003.51)                         | (160,323.24)         | 30.41          |

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 07/31/2022

| GL NUMBER  | DESCRIPTION                    | 2022<br>AMENDED BUDGET | YTD BALANCE<br>07/31/2022 | ACTIVITY FOR<br>MONTH<br>07/31/2022 | AVAILABLE<br>BALANCE | % BGD<br>USED |
|--|--------------------------------|------------------------|---------------------------|-------------------------------------|----------------------|---------------|
| Fund 101 - GENERAL FUND                          |                                |                        |                           |                                     |                      |               |
| Expenditures                                     |                                |                        |                           |                                     |                      |               |
| Dept 41330 - Byron Economic Dev. Authority       |                                |                        |                           |                                     |                      |               |
| 101-41330-40101                                  | SALARIES & WAGES               | 90,265.00              | 34,335.85                 | 2,371.68                            | 55,929.15            | 38.04         |
| 101-41330-40120                                  | BENEFITS                       | 28,800.00              | 11,174.23                 | 745.46                              | 17,625.77            | 38.80         |
| 101-41330-40122                                  | SOCIAL SECURITY & MEDICARE     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40125                                  | EMPLOYER PENSION CONTRIBUTIONS | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40131                                  | EMPLOYER INSURANCE CONTRIBUTIO | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40207                                  | EDUCATEEXP/MEMBERSHIP/PERMITS  | 35,000.00              | 15,796.00                 | 20.00                               | 19,204.00            | 45.13         |
| 101-41330-40211                                  | OPERATING SUPPLIES             | 400.00                 | 123.41                    | 0.00                                | 276.59               | 30.85         |
| 101-41330-40300                                  | PROFESSIONAL SERVICES          | 20,000.00              | 3,914.83                  | 2,689.64                            | 16,085.17            | 19.57         |
| 101-41330-40311                                  | TRAVEL-ROOM/MEAL/MILES/PARKING | 3,000.00               | 527.15                    | 0.00                                | 2,472.85             | 17.57         |
| 101-41330-40320                                  | COMMUNICATIONS                 | 5,000.00               | 721.65                    | 107.68                              | 4,278.35             | 14.43         |
| 101-41330-40340                                  | ADVERTISING                    | 1,000.00               | 433.10                    | 0.00                                | 566.90               | 43.31         |
| 101-41330-40361                                  | INSURANCE                      | 2,000.00               | 567.00                    | 0.00                                | 1,433.00             | 28.35         |
| 101-41330-40380                                  | UTILITIES                      | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| 101-41330-40405                                  | SPECIAL PROJECTS               | 10,000.00              | 12,900.00                 | 4,500.00                            | (2,900.00)           | 129.00        |
| 101-41330-40490                                  | BUSINESS SUBSIDY               | 34,917.00              | 17,389.86                 | 17,389.86                           | 17,527.14            | 49.80         |
| Total Dept 41330 - Byron Economic Dev. Authority |                                | 230,382.00             | 97,883.08                 | 27,824.32                           | 132,498.92           | 42.49         |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 97,883.08                 | 27,824.32                           | 132,498.92           | 42.49         |
| Fund 101 - GENERAL FUND:                         |                                |                        |                           |                                     |                      |               |
| TOTAL REVENUES                                   |                                | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00          |
| TOTAL EXPENDITURES                               |                                | 230,382.00             | 97,883.08                 | 27,824.32                           | 132,498.92           | 42.49         |
| NET OF REVENUES & EXPENDITURES                   |                                | (230,382.00)           | (97,883.08)               | (27,824.32)                         | (132,498.92)         | 42.49         |

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON  
 PERIOD ENDING 07/31/2022

| GL NUMBER  | DESCRIPTION      | 2022<br>AMENDED BUDGET | YTD BALANCE<br>07/31/2022 | ACTIVITY FOR<br>MONTH<br>07/31/2022 | AVAILABLE<br>BALANCE | % BDGT<br>USED |
|--|------------------|------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 201 - BEDA                                  |                  |                        |                           |                                     |                      |                |
| Expenditures                                     |                  |                        |                           |                                     |                      |                |
| Dept 41330 - Byron Economic Dev. Authority       |                  |                        |                           |                                     |                      |                |
| 201-41330-40490                                  | BUSINESS SUBSIDY | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-50510                                  | CAPITAL OUTLAY   | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| 201-41330-70720                                  | TRANSFER OUT     | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Total Dept 41330 - BYRON ECONOMIC DEV. AUTHORITY |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| Fund 201 - BEDA:                                 |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES                                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                               |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| NET OF REVENUES & EXPENDITURES                   |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 0.00           |
|  |                  |                        |                           |                                     |                      |                |
| TOTAL REVENUES - ALL FUNDS                       |                  | 0.00                   | 0.00                      | 0.00                                | 0.00                 | 100.00         |
| TOTAL EXPENDITURES - ALL FUNDS                   |                  | 230,382.00             | 97,883.08                 | 27,824.32                           | 132,498.92           | 42.49          |
| NET OF REVENUES & EXPENDITURES                   |                  | (230,382.00)           | (97,883.08)               | (27,824.32)                         | (132,498.92)         | 42.49          |



**CITY OF BYRON,  
MINNESOTA**

**DATE:** August 16, 2022

**Originating Dept:** Administration

**Introduction:** Comprehensive Plan Discussion

**Request for Action:**

**Background /Justification:**

**Fiscal Impact:**

**Staff Recommendation:** Draft of the Comprehensive Plan Update

**Preparer:** Janna Monosmith

---

**ATTACHMENTS:**

- [Workshop\\_07262022 Presentation](#)
- [DRAFT Cover and TOC.pdf](#)
- [DRAFT Chapter 1 Introduction.pdf](#)
- [DRAFT Chapter 2 Vision & Guiding Principles.pdf](#)
- [DRAFT Chapter 3 Planning for the Future.pdf](#)
- [DRAFT Chapter 4 Implementation.pdf](#)

# BYRON *Minnesota*

Where Neighbors Become Family. Welcome Home.

**Comprehensive Plan Update:**  
*City Council and Planning Commission Workshop*

# Welcome

## Tonight's Agenda

1. Overview of the Comprehensive Plan
2. Highlight Updates
3. Confirm Implementation Items



# Comp Plan Purpose

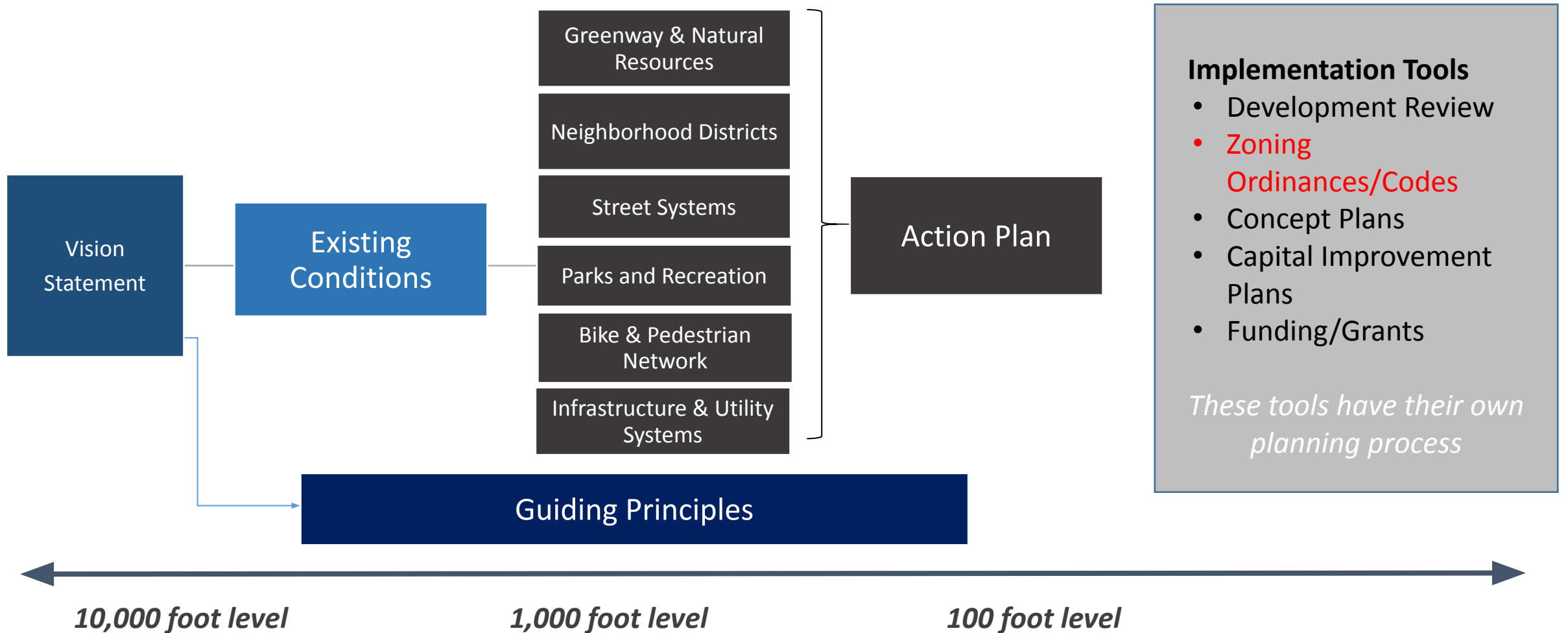
The Comprehensive Plan is a guiding document that serves as the **basis for planning and land use decisions, capital investments, regulations, policies and initiatives** to be considered and implemented by the City.



2011 Update

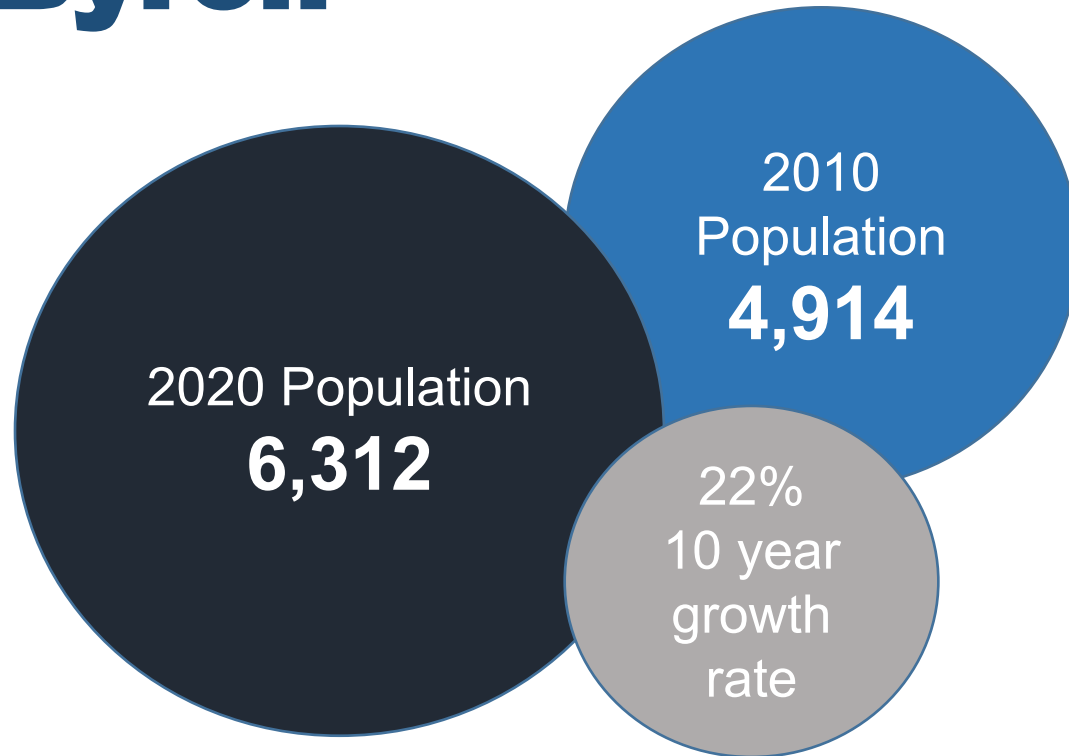
This Plan sets forth the basic guiding principles that have been embraced by Byron to shape its future

# 2011 Comp Plan Structure



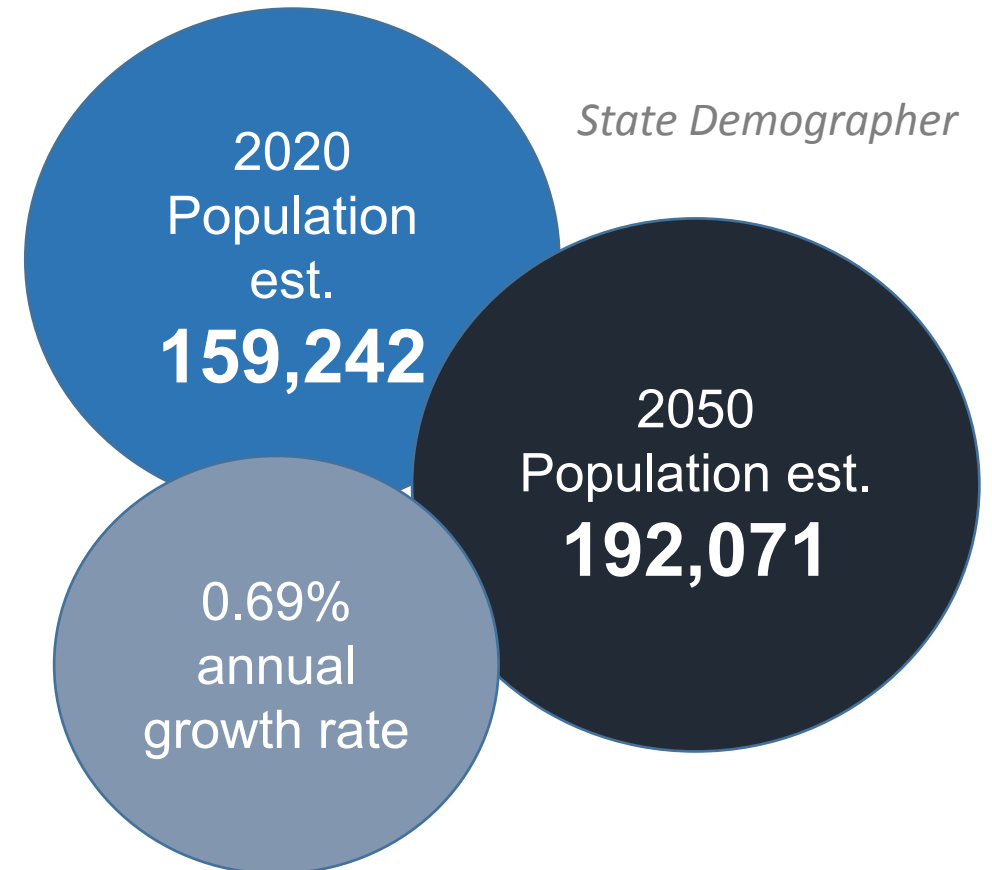
# Growth Projections

## Byron



*U.S. Census Bureau*

## Olmsted County





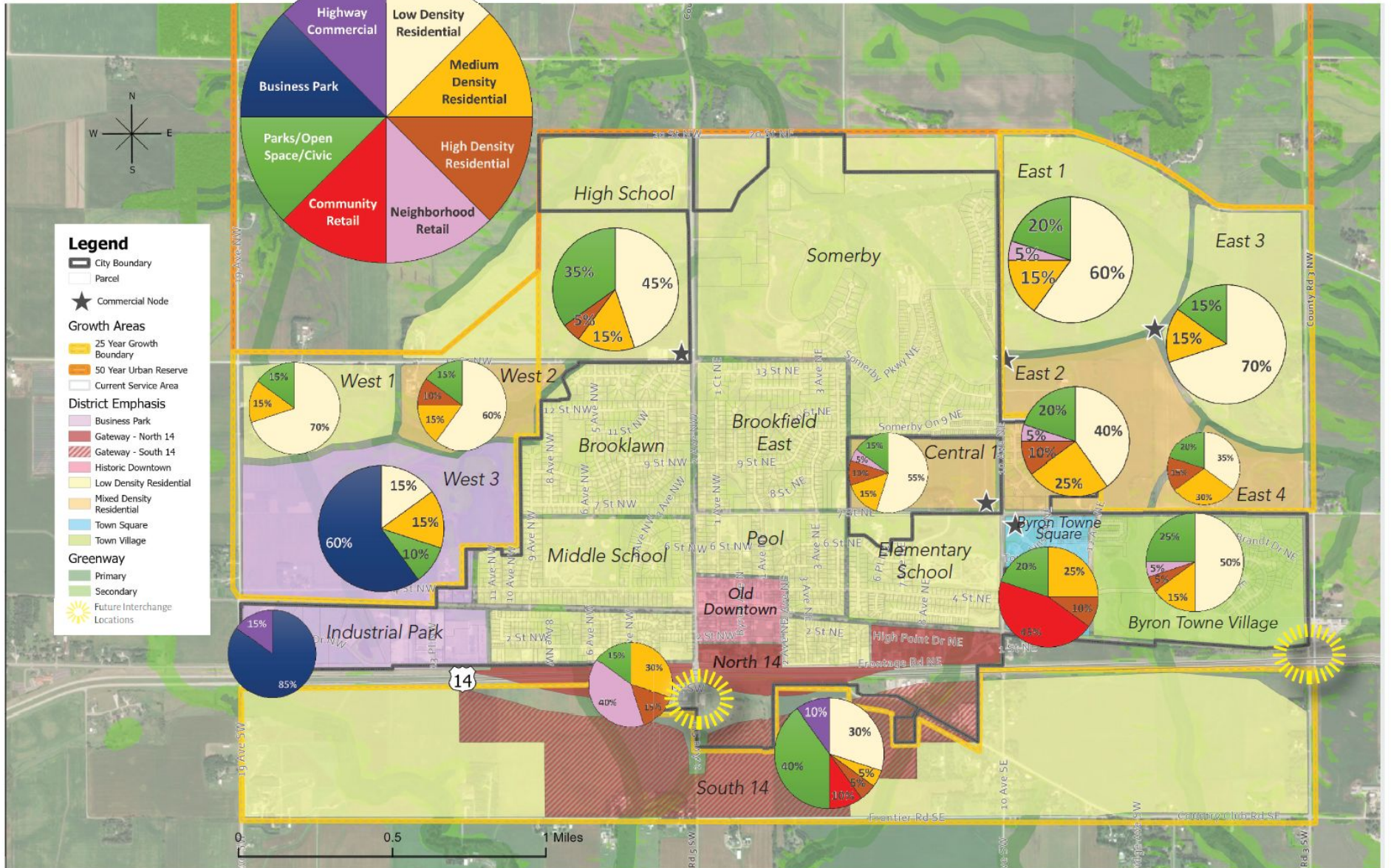
# Land Use Plan Purpose

- The Plan gives people a **visual representation** of what the community is expected to look like in the future.
- The Plan **guides the form of development and redevelopment** of land in the City for the next 20 years. In doing so, it establishes how areas where people live, shop and work are anticipated to look and function in the future.
- Using this Plan the City will determine how best to **balance and link all the necessary land uses** including housing, commerce, industry, parks, public uses, and open spaces.
- It should be used to help **facilitate development projects** and to ensure that resources will be available to provide a consistent level of public services (roads, utilities, and parks) to the community.

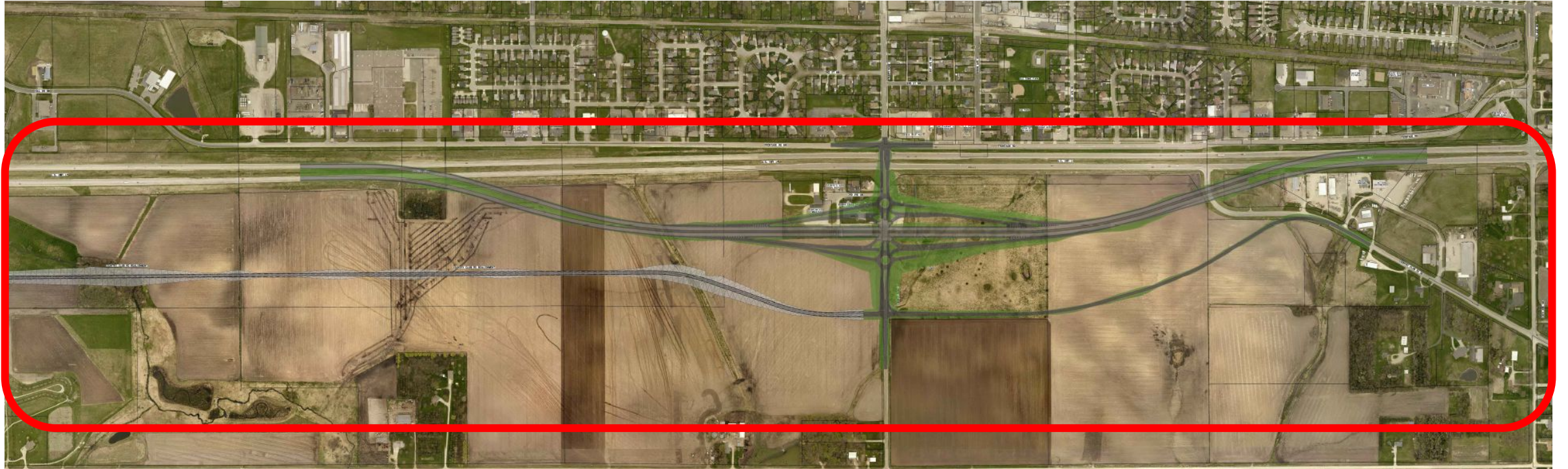
# Byron's Land Use Plan

## Neighborhood Districts Map

- Provides Flexibility
- Establishes Neighborhood Districts (new Gateway)
- Balances a Mix of Uses
- Emphasizes Greenways and Connectivity
- Encourages Infill, Redevelopment, and Preservation



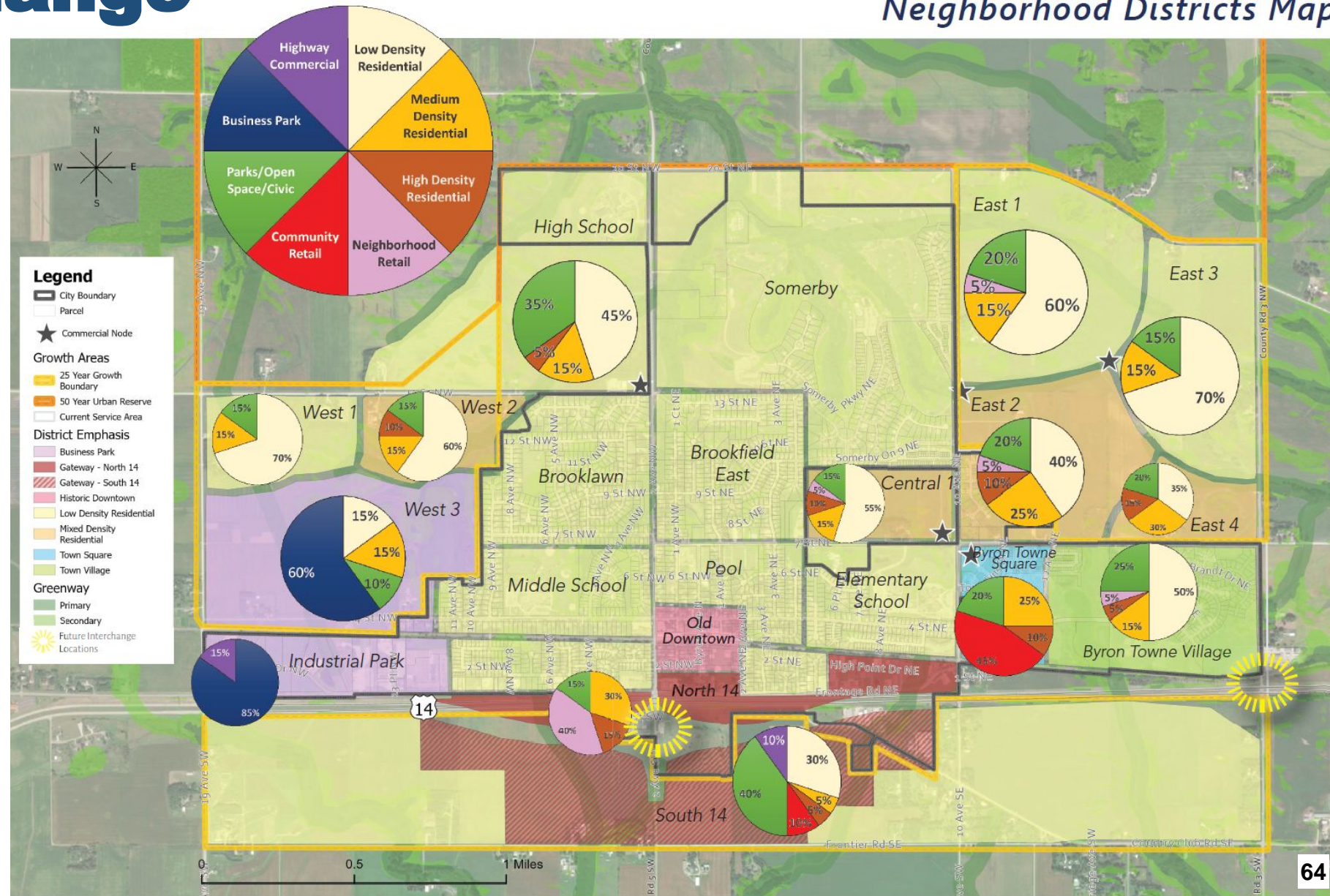
# Areas of Change



# Areas of Change

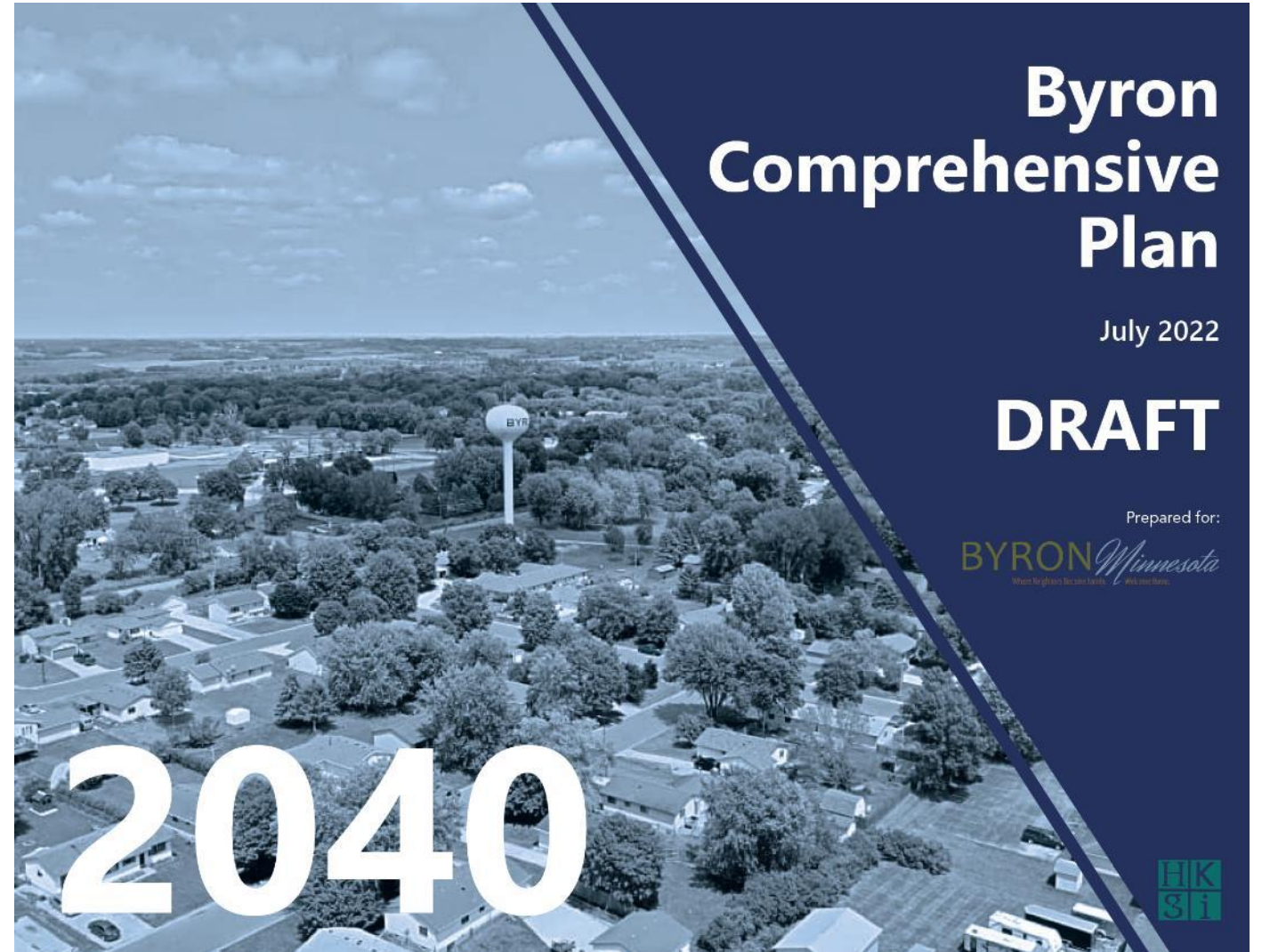
## Neighborhood Districts Map

- ❑ 25 Year Growth Boundary Revised
- ❑ Neighborhood Retail
  - Scaled back
  - Commercial nodes identified to provide better direction
- ❑ Byron Towne Square
  - Continues to emphasize a mix of uses (infill)



# Areas of Change

- ❑ Vision & Guiding Principles
  
- ❑ Community Context
  - 2020 Census Data + Emerging Trends
  
- ❑ Land Use Plan
  
- ❑ Action Items (Implementation)
  - Downtown Master Plan
  - Mixed Use Zoning Districts
  - Neighborhood Concept Plans (e.g., near the interchanges)
  - Highway 14 Interchanges – Priority



**Feedback Needed by August 5**

# Thank You!

**Lance Bernard**

Associate – Planner

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[lance@hkgi.com](mailto:lance@hkgi.com)



# Byron Comprehensive Plan

July 2022

## DRAFT

Prepared for:

**BYRON** *Minnesota*  
Where Neighbors Become Family. Welcome Home.

# 2040



# Acknowledgments

## City Staff

Janna Monosmith, Interim City Administrator  
Bill Angerman, City Engineer (WHKS)  
Tom Ricke, Public Works Superintendent

## Mayor & City Council

Daryl Glassmaker, Mayor  
Matt Brekke, Council Member/Acting Mayor  
Dan Mesenburg, Council Member  
Steven Cook, Council Member  
Justin Blom, Council Member

## Planning & Zoning Commission

Brian Frank, Chairperson  
Tim Chesterman, Vice Chair  
Brian Oxley, Secretary  
Duane Quam, Commissioner  
Steven Cook, Council Adviser

## Consultant



Hoisington Koegler  
Group Inc.

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# Introduction & Community Context

## Welcome to Byron

Our community was founded in the 1860s as an agricultural community located along a major rail corridor. Since that time, we have grown to 6,312 residents. Our growth has been influenced by our proximity to Rochester and location along Highway 14. Today, most of our residents work and shop in nearby Rochester. We pride ourselves in our high-quality services and partnerships, community participation, and our award-winning Byron School District.

# 1





Bear in front of Byron High school



Byron water tower in winter

## Location

The unique character of Byron is strongly influenced by its location, the landscape that it occupies, and surrounding development patterns:

- Byron is located approximately 70 miles southeast of the Twin Cities metro area and approximately 6 miles west of Rochester along Highway 14.
- Highway 14 runs through the southern part of our city as a major thoroughfare connecting Mankato, I-35 (just 33 miles west of Byron), Owatonna, and Rochester (Highway 52).
- Planned improvements (e.g., an interchange) to Highway 14 in Byron will change our landscape, while supporting development initiatives and improving the corridor's safety and mobility. The highway's development has, and will continue to affect future planning for Byron.
- Byron is surrounded by an agricultural landscape, which has been developed over the years to add housing to Byron and Rochester.
- The addition of the nationally-recognized Somerby Golf and Country Club and Golf Course Community in 2004, and the Rochester Mayo expansion, have attracted a more diverse population of families and retirees.
- To the north of Byron, the south fork of the Zumbro River flows through rolling hills and deep ravines. Byron shares some of these topographic features and through our plan for the future, we hope to better connect to these features that distinguish our community from other communities across the country.

## What is a Comprehensive Plan?

The Comprehensive Plan is a statement of what our community wants to become. The plan is based on a composition of concepts, patterns and relationships that deal with integrating the social aspects of a community with its physical development, both public and private. The plan is futuristic and is intended to guide decisions that have yet to be made. The word "comprehensive" in itself provides meaning to the plan: it deals with the community as a whole, not just with the component parts.

# Regional Context Map

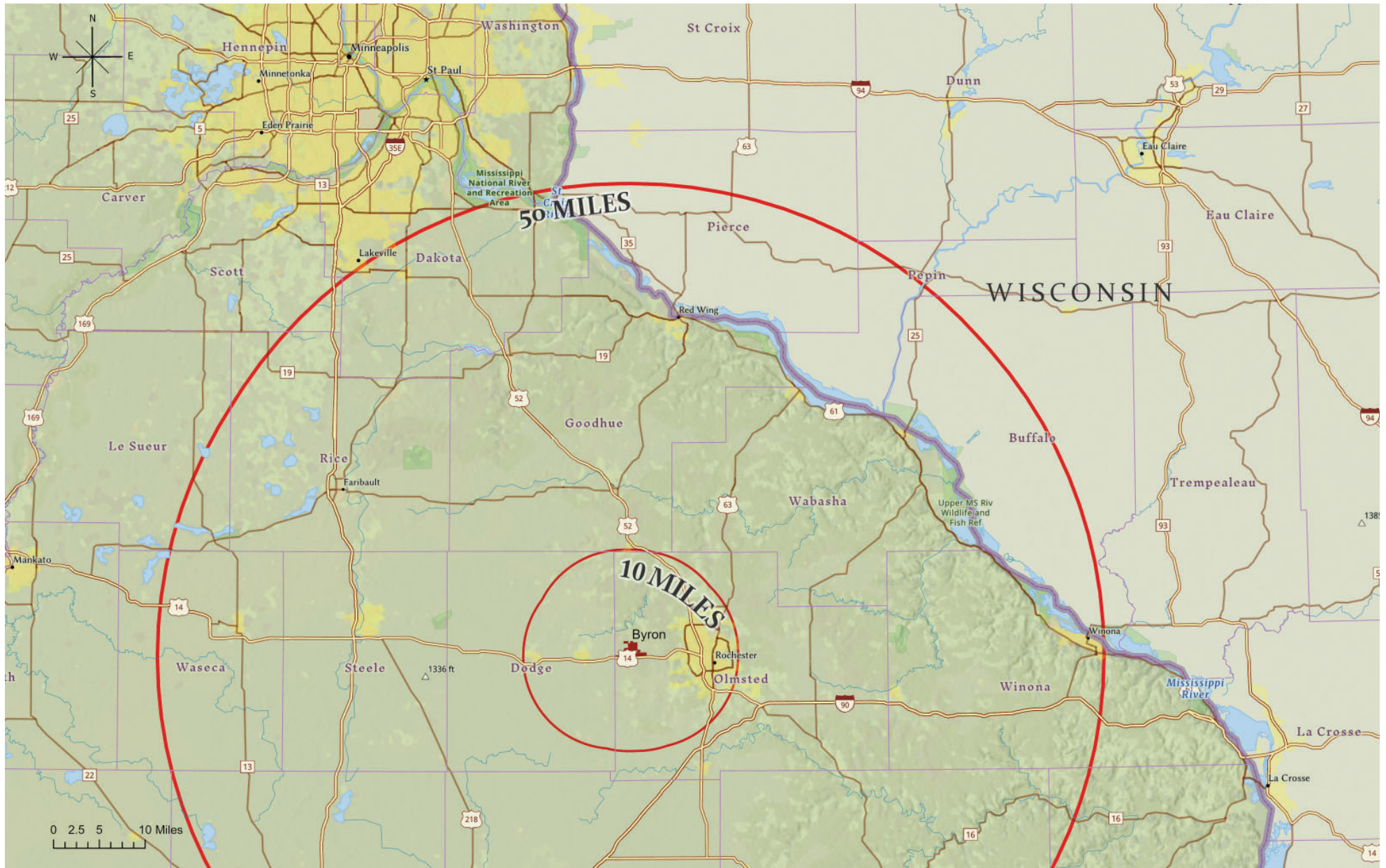


Figure 1.1 Regional Context Map



# *Comprehensive Plan versus Zoning Ordinance*

## Characteristics of a Comprehensive Plan:

- Broad in scope
- Visionary
- Principles and Policy oriented
- It's a guiding document
- Conceptual and idealistic
- Focus is on neighborhood, community or regional scale
- Flexible in its interpretation

## Characteristics of a Zoning Ordinance:

- Narrow in scope
- More rigid standards
- It's the law
- Detail oriented, specific
- Focus on the district and site level

In many instances, State Statutes make direct references linking a zoning ordinance provision to a community's master plan. Case law over the years has proven that a zoning ordinance that corresponds to elements in a comprehensive plan is a more defensible ordinance than one that is not based on an approved comprehensive plan.

A review of zoning and subdivision ordinances should always follow the updated comprehensive plan, resulting in minor or major modifications, depending on the directions of the comprehensive plan.

## **Planning Horizon 2040**

This update of this Comprehensive Plan looks out to the year 2040. Considering a future up to 20 years away forces the community to broadly consider issues and opportunities facing Byron. Issues are easier to face before they become a problem. Opportunities can be capitalized upon early.

A comprehensive plan is about encouraging certain actions that will further the goals of the community, and preventing others that might hinder it. Looking into the future helps to prevent unintended consequences.

## **Land Use**

Land use is the foundation of the Comprehensive Plan. Land use creates implications for city's investments in infrastructure, facilities, and services.

### *Schools*

As population continues to grow, new space will be needed for schools. A challenging part of community planning is to maintain school facilities and to grow a system to meet projected demands generated by new housing growth. Our Comprehensive Plan provides assumptions to help in future school facility planning. The school system has limited capacity to accommodate future demand, future facilities will need to be added to accommodate growth towards the end of the planning horizon.

### *Streets*

Streets provide the capacity for land development and, in conjunction with sidewalks, trails and bike paths, for movement within Byron. Planning seeks to ensure that Byron has a street system with the design and capacity to support future development. The character of streets and the volume of traffic also affect adjacent land uses and the ability to move people. The Comprehensive Plan must balance the transportation and land use aspects of the street system. The concept of "complete streets" can maximize the value and impact of streets on the community by encouraging streetscapes that are safe, convenient and comfortable for a wider variety of users.

## ***Sewer and Water***

Development requires service by municipal sanitary sewer and water systems. Development can only occur within the capacity of Byron's sewer and water system. Byron seeks to provide a water supply that is safe and at adequate pressures needed to provide fire protection.

## ***Parks***

Parks are an important component to the quality of life in Byron. We must consider the type and location of parks needed to meet the future needs of the community. A system of trails and sidewalks should encourage people to move throughout the community on foot and bicycle, promoting an active and healthy lifestyle.

The pattern of development and the characteristics of the population influence the nature of public services. All of these factors create financial implications. Land use creates the value used for property taxation - the primary source of revenue for our City. Many revenues used to build public improvements come directly from new development.



Community garden shed

## **A Dynamic Guide and Tool**

The plan for Byron will be used as a guide for making land use decisions, preparing and implementing ordinances, preparing capital improvement programs and influencing the rate, timing and location of future growth. This plan will become the Planning and Zoning Commission's plan, who, with the help of City Staff, will be charged with interpreting it and keeping it current. All land use decisions faced by Byron will be determined using the goals and policies in this plan. The Planning and Zoning Commission has the authority and responsibility to evaluate all proposals for their consistency with the intent of the plan and the needs and desires of the people of Byron. The City Council will ultimately determine the fate of any proposal.

While intended to guide change, this plan must also remain flexible to respond to changing needs, conditions and emerging trends. We must understand that we are responsible for the future of our community, and we must consider carefully the merits of adjustments to the plan. This is a critical step in the community development process; proposals need to be evaluated against the goals and vision laid out in this plan. Some proposals will fit well. Others may not. And still others may not fit well, but may contain ideas that are good and worthy of further consideration and quite possibly lead to changes to the vision or the plan. That is the trigger for a community planning process.

## **Planning Process**

This plan is an update to the 2011 comprehensive plan and is a refresh with information available from the 2020 census. It is meant to integrate more recent planning efforts including the future Highway 14 interchange; and input from city staff. This update reaffirmed the vision for Byron through a workshop with local leaders from the City Council, Planning Commission, Park Board, School Board, and city staff. A project website was created and promoted through the use of social media and promotional materials (e.g. fliers and business cards) to allow for community input.



Train and grain bins in downtown Byron



Byron Towne Square Shops

## Contents of the Plan

Woven throughout this plan are principles that promote community, active living, complete streets, sustainability, and energy conservation among others. Active living here means to create opportunities, through improvements to the physical environment, for people to increase the amount of activity in their daily routines such as walking or biking. Complete streets is a different, but parallel principle of designing and operating streets to enable safe access for users of all ages and abilities: Pedestrians, bicyclists, motorists, and transit riders.

Key elements that can be found in the plan include:

- Community background and history
- Vision and guiding principles
- Natural resource management
- Neighborhoods with a focus on land use, housing, economic development and infrastructure systems
- Parks, trails and open space
- A street network that emphasizes complete streets and community identity
- Infrastructure systems
- Implementation strategies and action steps

# Byron History

Byron is located in the traditional homeland of the Sisseton–Wahpeton Oyate, two combined bands and two sub-divisions of the Isanti or Santee Dakota (Sioux) people. On July 23rd, 1851 the Treaty of the Traverse de Sioux was formed between the United States government, and the (Dakota) Sioux of the Minnesota Territory. The treaty was instigated and propagated by the territorial governor, Alexander Ramsey and Commission of Indian Affairs, Luke Lea, in order to obtain the rich agricultural lands that were in Minnesota.

In 1854 the first settlers of European descent arrived in Byron, Minnesota. Between 1856-1865, when the Winona St. Peter Railroad, now known as the Canadian Pacific Railroad, was being built, it was decided that a station should be established ten miles outside of Rochester close to this community, then known as Bear Grove. G.W. Van Dusen, a New York millionaire, purchased land near this station and platted a village. Mr. Van Dusen named the village “Byron” after his home town, “Byron, New York,” which is approximately twenty-five miles southwest of Rochester, New York. The first passenger train arrived to the city in 1865. The railroad became the lifeline of the village and at one time there were at least eight passenger trains stopping daily in Byron. The opening of the railroad station in Byron was followed by the construction of a wheat elevator, coal station and the first church in 1866. Not long after Byron began to set itself apart with the establishment of the first town newspaper in 1876 and an independent school district in 1890.

Byron grew slowly over the years. In 1958, IBM opened a large factory in Rochester employing thousands of people. The continued expansion of the Mayo Clinic and other businesses in Rochester in the 1950’s and 60’s added many new residents creating a boom in Byron’s population. Since 1967 there have been additions and renovations in Byron. A new elementary school was built in 1992, and most recently in 2006 a new high school was built in addition to many homes and small businesses. Byron has grown from a population of 660 residents in 1960 to 6,312 in 2020.

Making history more recently, in 2022 the Minnesota Elementary School Principals’ Association awarded the Byron Elementary school with a Minnesota School of Excellence award. This honor goes to schools that are committed to modern teaching and learning.



People from the Sisseton–Wahpeton Oyate bands



Main Street, 1900s



# Existing Land Uses

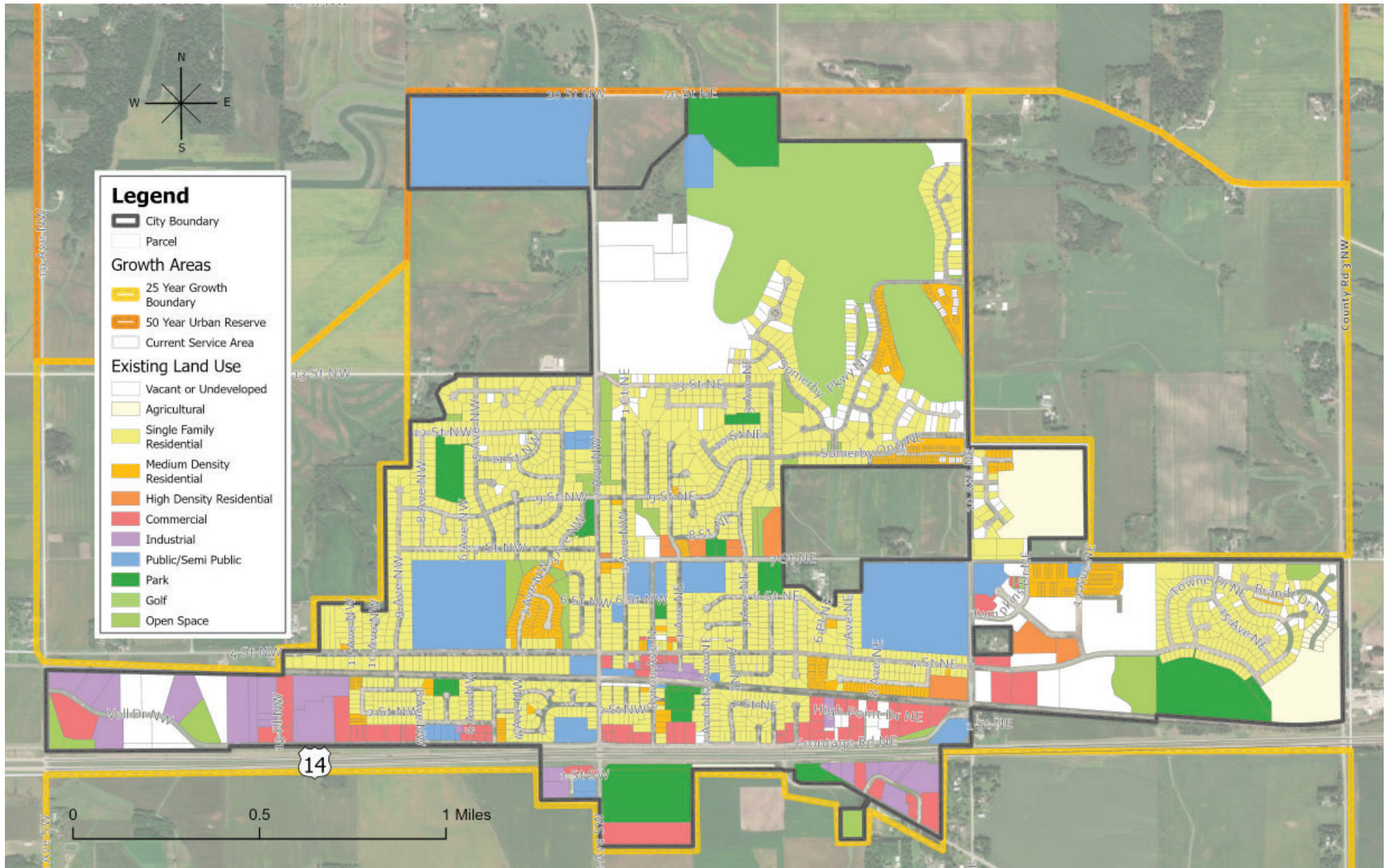


Figure 1.2 Existing Land Use and Growth Boundaries Map (source: County Tax Accessors 2022)





## Existing Land Use & Growth Area Planning

The existing land use map (Figure 1.2) is a snapshot of how the community looks today (2022). It shows how each parcel of land in Byron is used (based on its primary use). This helps us understand how our current distribution of jobs, housing, retail services, public institutions and park lands, correspond to our population and demographic composition. It also helps us derive an understanding of the demand on infrastructure services and the need for land area to accommodate future growth. We have anticipated future growth in our community and previously established urban growth boundaries (Figure 1.3). These boundaries have been respected over the years and are embraced by the Olmsted County Land Use Plan, as well as our 2040 Comprehensive Plan. Our infrastructure system has been planned according to future urban growth following these general boundary distinctions.

### Growth Patterns

Byron's growth is tied closely to the growth of Rochester. Byron depends to a great degree on Rochester for jobs, shopping and entertainment. Byron is surrounded on all sides by Kalmar Township. Growth has historically occurred in a northerly fashion due to the ability to efficiently provide sewer and water services without having to cross Highway 14. Byron expects to see this growth to the North continue, but also anticipates that given the future construction of the Highway 14 interchange development interest will eventually drive a southern expansion of city services. For example, a lift station south of Highway 14 will be completed in 2022. This investment will help support new development in the area. There is also a natural pull of growth to the east due to the proximity to Rochester. Commercial growth is driven by proximity to Highway 14.

| <i>Existing Land Use</i>   | <i>Acres</i> | <i>Percent of Land Use</i> |
|----------------------------|--------------|----------------------------|
| Agricultural               | 128.1        | 7.59%                      |
| Commercial                 | 71.7         | 4.25%                      |
| Golf                       | 227.1        | 13.45%                     |
| High Density Residential   | 19.7         | 1.17%                      |
| Industrial                 | 66.7         | 3.95%                      |
| Institutional              | 201.1        | 11.91%                     |
| Medium Density Residential | 39.4         | 2.33%                      |
| Open Space                 | 70.9         | 4.2%                       |
| Park                       | 73.6         | 4.4%                       |
| Public Utilities and ROW   | 89.2         | 5.3%                       |
| Single Family Residential  | 524.3        | 31.1%                      |
| Vacant or Undeveloped      | 176.3        | 10.4%                      |

Table 1.1 Existing Land Use

Historical planning for Byron has identified urban growth boundaries reaching beyond Byron. Of significance are the 25-year and 50-year growth boundaries. Our planning for this process has focused on the land areas within the 25-year boundary. Under current and projected economic conditions, future growth can be accommodated within this boundary.

# Demographics

Byron is a changing community in many ways both small and larger. Understanding who makes up our communities give us tools to understand how it can continue to serve residents better. For starters, our population has grown on average by more than 55% per decade since 1950 (Table 1.2). As we have grown, our demographics have also changed. Some of these changes are noted below.

## Age and Household Characteristics

Byron’s population is getting older. Most communities are dealing with an aging population as a result of the “baby boom” generation. One result of this has been a significant shift in Byron’s age distribution between 2010 and 2020 (Figure 1.4).

The range of age diversity in Byron is reflective of our proximity to Rochester with many younger families with children, as well as a substantial population of retirees. The average household size is 2.7, which has decreased from 2.8 since 2010. The high proportion of children and older adults both point to special consideration Byron should be taking to ensure that there are adequate school and elder care facilities in the community to serve these groups over time.

## Race Characteristics

Diversification is also occurring more along racial lines with the population of residents who are white dropping by 4 percentage points and those identifying as mixed race increasing over the last ten years (Table 1.3).

| RACE   | 2010 | 2020 |
|--|------|------|
| Population of one race:                          | 99%  | 96%  |
| White alone                                      | 96%  | 92%  |
| Black or African American alone                  | 1%   | 1%   |
| American Indian and Alaska Native alone          | 0%   | 0%   |
| Asian alone                                      | 1%   | 2%   |
| Native Hawaiian and Other Pacific Islander alone | 0%   | 0%   |
| Some Other Race alone                            | 1%   | 1%   |
| Two of More Races                                | 1%   | 4%   |

Table 1.3 Population percentages by race

| DECADE      | POPULATION | % INCREASE |
|-------------|------------|------------|
| 1950        | 385        | NA         |
| 1960        | 660        | 71%        |
| 1970        | 1,419      | 115%       |
| 1980        | 1,715      | 21%        |
| 1990        | 2,441      | 42%        |
| 2000        | 3,500      | 43%        |
| 2010        | 4,914      | 40%        |
| 2020        | 6,321      | 29%        |
| 2021 (est.) | 6,546      | 4%         |

Table 1.2 Population change over time

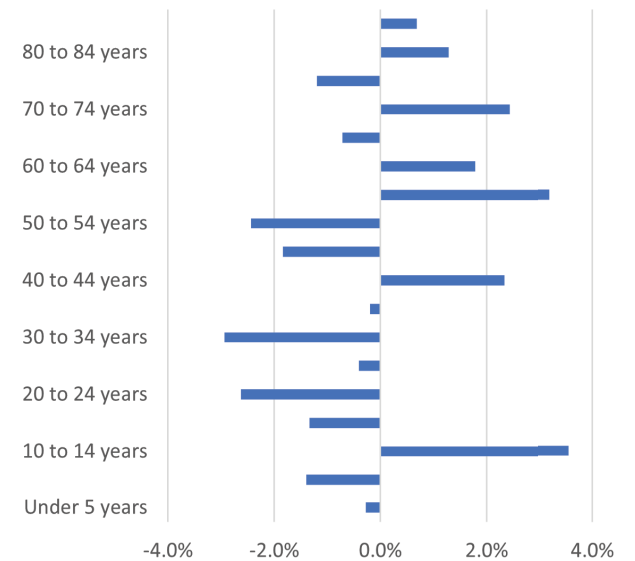


Figure 1.4 Population Percent Change in age 2010-2020



## Education and Job Characteristics

Byron has remained an important bedroom community for the Rochester area evidenced by the inflow and outflow analysis (Sidebar, Figure 1.6). The majority of people living in Byron work outside the community, and very few (199 people) report both living and working in Byron. Byron is also a very educated city, 97% of the population are High School graduates and 46% of the population has a bachelor's degree or higher (Figure 1.5).

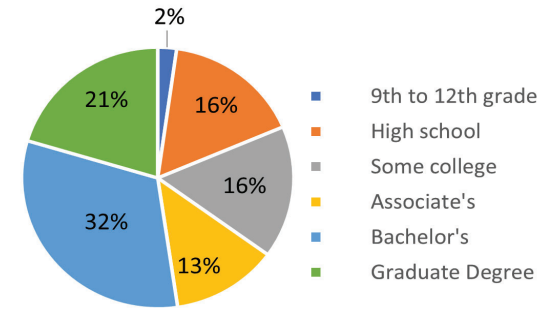


Figure 1.5 Educational attainment

## Projections

Why do we project population and household growth?

- We need to understand how much demand for urban services future growth is going to place on our community.
- We need to be able to plan our neighborhoods to accommodate future growth and make sure that enough land area is guided for growth to ensure stability in the market place (i.e. demand and supply are balanced).
- We need to make sure our economic development strategies are in place to provide balance with commercial services, job opportunities and a balanced property tax structure.
- We need to understand how population growth requires reconfiguration or expansion of our strong public school system.
- Growth generates traffic and we need to be able to plan for road improvements ahead of time rather than reacting to traffic problems.
- Police, fire, government services, public works, libraries and recreation programs are all driven by demand for services. Understanding population projections helps in budgeting and planning future services.
- Population is a measurement for various state funding aids. Population projections help us in understanding how and when available financial resources can be applied to our community development needs.

## Byron

Population can be projected following many methods and a variety of assumptions. For our plan, we will assume that we will see population growth at an approximate rate of 3% to 5% per year (Table 1.4). Based on these assumptions, the City has the potential to add 4,756 to 9,638 new residents and 1,762 to 3,570 new households by the year 2040. This assumption is based on historical and recent growth patterns.

| YEAR | 3% GROWTH RATE |               | 5% GROWTH RATE |               |
|------|----------------|---------------|----------------|---------------|
|      | POPULATION     | HOUSING UNITS | POPULATION     | HOUSING UNITS |
| 2020 | 6,312          | 2,200         | 6,312          | 2,200         |
| 2030 | 8,236          | 2,912         | 9,792          | 3,489         |
| 2040 | 11,068         | 3,962         | 15,950         | 5,770         |

Table 1.4 Population projections

# Inflow/Outflow

The relative sizes of the two Venn diagram circles represent the amount of workers living and working in Byron. The size of the intersection area represents the count of workers that are employed and live in Byron. These numbers represent the data collected in 2019 and do not necessarily represent changes in work from home status that were prompted by the COVID-19 pandemic.

In the map below, worker flow dynamics are symbolized by the green arrows. Workers employed in Byron but living outside the city are represented by the arrow entering the city. Workers employed outside the city, but living in Byron are represented by the arrow leaving the city. Workers that live and work in Byron are represented by the circular arrow surrounding the selection marker. The arrows are labeled with the count of workers involved in each type of flow. The flow arrows do not indicate geographic directionality of worker flows.

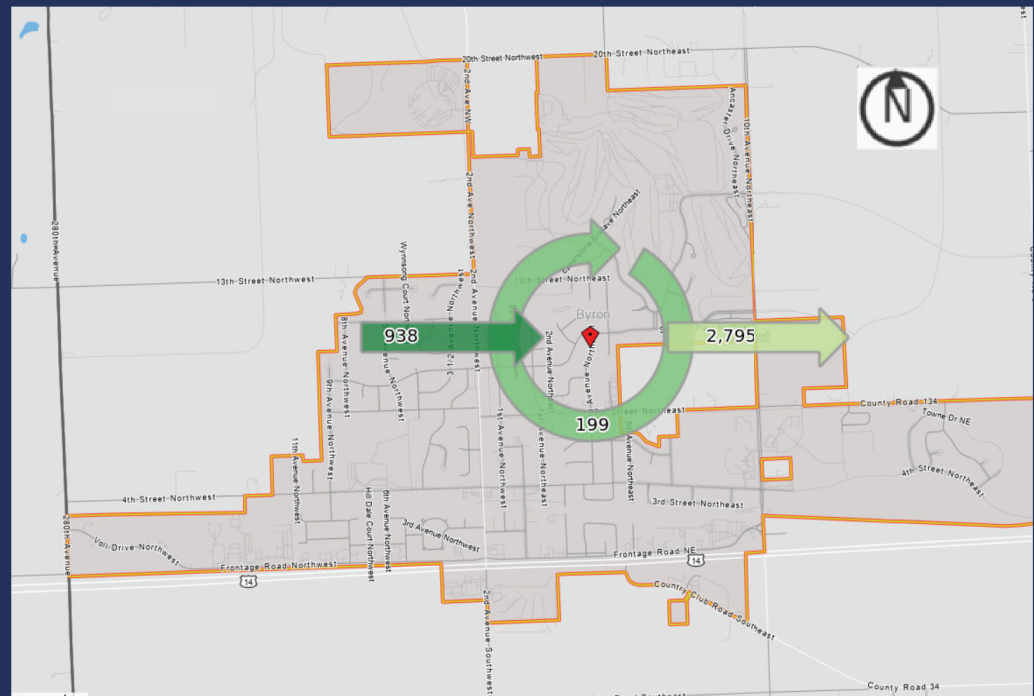


Figure 1.6 Worker Flow Dynamics Map



Another indicator of growth is to assess the number of building permits pulled over the years. For example, Byron has historically experienced about 50 building permits a year. We reached a historical high in 2021 with 92 building permits (Figure 1.7). In the last decade, the predominate type of development has been the construction of single-family homes. The population growth we are anticipating will require alternative housing types to keep up with demand and changing demographics, promoting growth patterns that are smart and sustainable.

## Olmsted County

Olmsted County where Byron is located is also expected to grow significantly compared to other counties in the region. This is an important consideration because what happens at a larger scale will directly correlate to what happens in Byron.

Olmsted County's population has consistently grown over the last 40 years, seeing about 15,000 to 20,000 new residents added each decade (Table 1.5). Olmsted County's 2020 population of 162,847 ranks as the eighth largest in the state and has grown by 12.9% since 2010, accounting for 18,599 new residents. This level of growth puts Olmsted County at fourth in the state in terms of largest percent population gains, behind Carver, Scott, and Wright counties.

Looking to the future, the County is expected to add approximately 55,000 people through 2045. This growth will primarily be driven by the Destination Medical Center (DMC) initiative and its effect on adding demand for jobs in sectors such as retail services, leisure activities, construction, and public services.

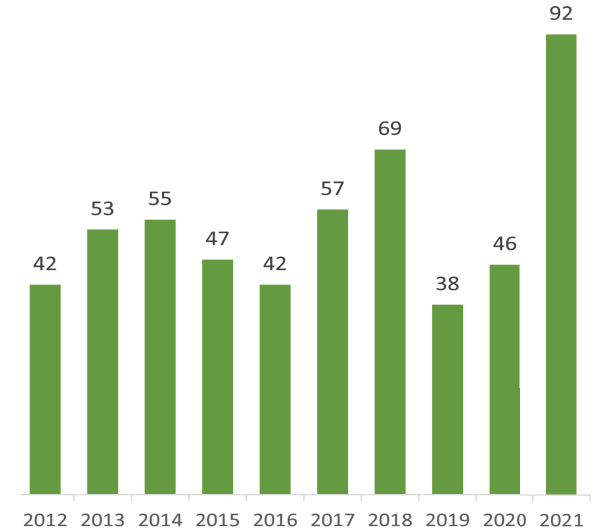


Figure 1.7 Building permits by year

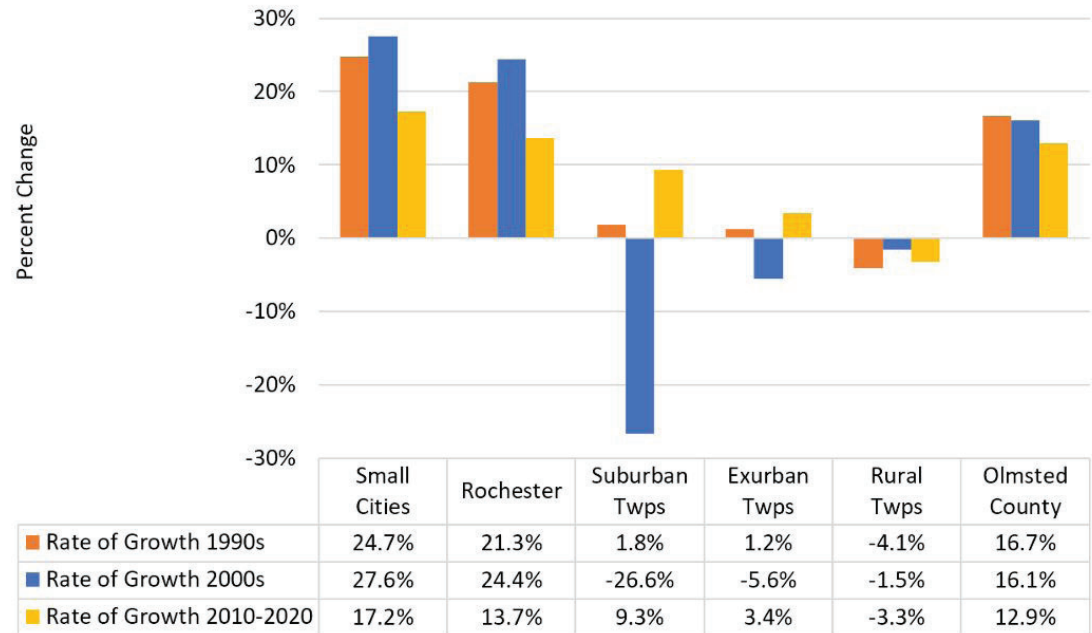


Table 1.5 Rate of Population Growth 1990-2020 (U.S. Census Bureau)



Smaller scale development option



A warehouse space

## Trends

It is valuable for our community to understand the way things look currently, as well as what future outcomes are likely. We can learn from key trends in community development to help us plan proactively for our future.

### ***COVID-19 Effects***

The COVID-19 Pandemic brought with it a slew of changes. Some of those changes were short-lived while for others we can expect to see for years to come. Contactless choices for services and retail, work from home, supply chain issues and an economic down turn all came about due to, or were amplified by, the pandemic. We can expect many of the effects to remain and to continue evolving in some way even after the pandemic has passed.

### ***Retail***

While many larger developers focus on large projects that allow them to achieve scale, there is a movement of small-scale developers that are taking on small projects. These types of development require less capital, risk, and offer smaller businesses/entrepreneurs startup space. Retailers are also starting to re-imagine their stores to accommodate smaller formats (curated inventory), experience-based shopping, and to address fulfillment needs. Building needs range between 20,000 to 25,000 sq.ft., which is significantly smaller compared to traditional big-box footprints (50,000 sq.ft.).

### ***Mixed Use***

Communities in and near urban spaces around the country area looking to build mixed-use centers where people can live, work, and play. Mixed land uses bring more people to a neighborhood at a variety of times of day, which can support businesses, improve safety, and enhance the vitality of an area. Mixing land uses also makes it possible for people to live closer to where they work or run errands, and means they don't need to drive a car to get there.

### ***Warehousing***

Warehousing is one area that thrived during the pandemic and is likely to remain strong as the shift to e-commerce continues. Smaller distribution centers are on the rise for pick-up orders and to meet last-mile distribution/transfer needs. The re-purposing of vacant retail space (big box stores) has helped address these needs.



## ***Work From Home***

As work from home remains a more viable option, companies that can be making decisions based on a new reality. As more workers work from home, the demand for office space square footage is decreasing. Stronger demand for hotel lodging and co-working space is on the rise. Although this is having the effect of creating a surplus of office space for the metro area, it may create more opportunities in Byron as residents look to work closer to home. Furthermore, the idea of live/work is not new, but the last two years have reminded us of the potential and flexibility needed in building design (e.g., accessory commercial uses).

## ***Missing Middle***

The new “missing middle” housing is a growing need for many communities. In 2002, 40% of new housing nationally was affordable to 50% of the population. Today, only 20% is affordable to half the nation’s population. The demand for more affordable and smaller housing products (e.g., small single-family lots, townhomes, and apartments) has been a national trend for many years. Building material costs and a shortage of workers has also contributed to recent housing shortages, which is causing an increase in home prices and rentals that are not considered affordable for many people.

In an effort to control costs, apartments, modular buildings, and smaller lots are all gaining popularity. These types of options can decrease the long-term cost to communities, both financial and environmental, associated with extending infrastructure (roads and utilities). There is a stronger demand and market for smaller lots compared to traditional large lot developments. By increasing the variety and creativity of housing stock options communities open themselves up for increased diversity, provide flexibility for residents with changing living situations, and decreasing the environmental and financial costs of a rising population.

## ***Active Living***

As our country and state become aware of the social influences that affect our health, more money and initiatives are being directed toward improving life-long health by providing opportunities and incentives for movement in residents daily lives, including designing walkable and bikeable neighborhoods.



Townhome housing products



A group of people riding bicycles

## Local Foods

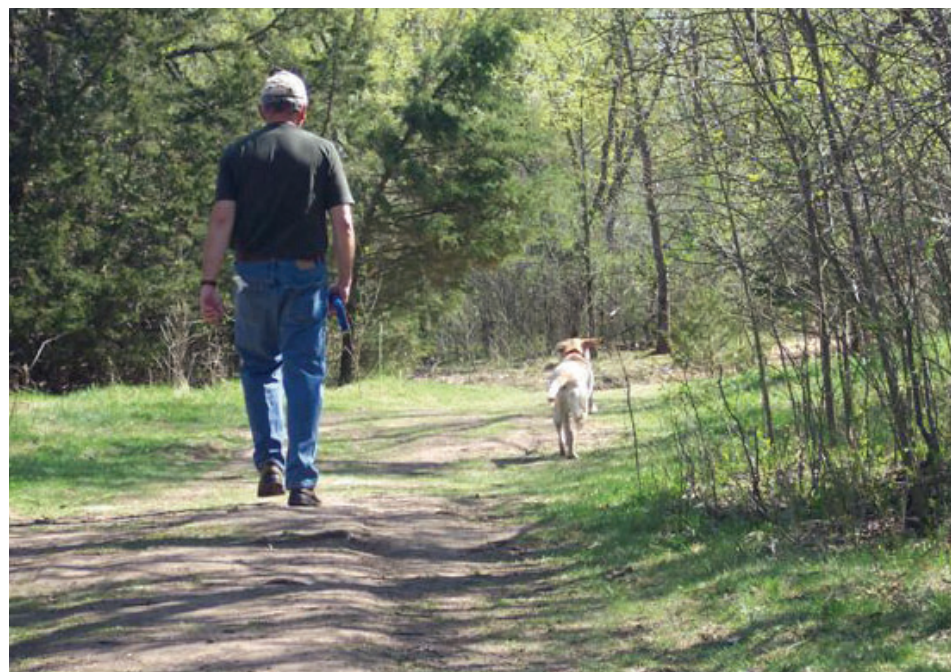
Byron, along with many other communities in Minnesota, has added community gardens and a farmers market to the food supply options in the city. In recent years, more and more people have started to be interested in where their food comes from and who grows it. Community supported agriculture (CSA) farms are increasing in number every year in Minnesota.

## Pets

Owning a pet, especially a dog, is more popular than ever before. The demand for off-leash dog parks has increased dramatically in recent years to serve this growing pet population. Byron recently established its own off-leash dog park in Old Towne Park, in conjunction with a local veterinarian clinic near the park.



farmers market vendor



Man on a walk with his dog



# Vision and Guiding Principles

# 2

This Comprehensive Plan is intended to embody the ideas and vision of the community Byron: who we are, and what we want to become. It is focused on a community defined vision and an assembly of principles established to support that vision. The plan provides a path forward that will help guide us toward the future we envision for our community.



Byron City Hall



New homes under construction in Byron

## Purpose

The principles and ideas as articulated in past planning efforts reflect Byron’s vision in its desires for growth, maintaining its small town feel and identity, preserving and strengthening the qualities of its educational and civic institutions, and holistically achieving a high level of community resilience.

Community Resilience is:

- The ability to sustain a high quality of life,
- The ability to adapt to change; and,
- The ability to capitalize on and thrive in the face of change.

The Comprehensive Plan is very broad. It recognizes that there are many factors influencing how and why change occurs. Therefore, the Comprehensive Plan deals more with concepts, patterns, and relationships, which then provide direction for day-to-day decision making and for establishing more specific plans, programs, rules and ordinances down the road.

## *Our Reasons for Undertaking the Comprehensive Plan are Many*

- Our close proximity to the city of Rochester and its high job base has shaped our town as a primarily residential bedroom community. Our community in many ways relies on Rochester (and surrounding communities) for commerce, employment and entertainment. Given this reality, it is our goal for Byron to be the most appealing residentially focused community it can be, capitalizing on our already great schools and increasing livability and desirability through a strong parks and trails network and creating memorable community focused third places that give our town a stronger sense of place.
- Our quality of education is a central reason that people to move to Byron. As more people look at our community as a great place to live, pressure will be put on the schools to maintain their strong educational performance and small class sizes. We need to plan for how our neighborhoods grow and how we maximize the linkages and connections between our community and our schools such that both are able to achieve desired results.

- The development of Highway 14 is a significant influence on Byron’s long-term growth. Improvements and access to Highway 14 will have a lasting impact on the identity, mobility and future commerce of Byron. Currently there are plans to construct an interchange along Highway 14 in Byron which would come with a host of complications and opportunities for our community to grapple with.
- We are a growing community, and through careful consideration of the implications of growth Byron will be able to accommodate growth in ways that preserve and enhance what is valuable to this community.

## Vision

Our vision from years past holds steady in this newest iteration of the Comprehensive Plan. This vision reflects the needs and desires of those who lives are intertwined with our community whether Byron is the place they live, work, or play in.

***VISION: Growth with respect for the needs of our residents, a commitment to small town values, and strong linkages between neighborhoods, services and institutions.***

Our vision statement can be further defined as follows: We are a small community, strategically located 10 minutes west of a major metropolitan area and directly connected by a key transportation corridor. As such, we are prepared to accommodate the population and industry growth that will result from this proximity. We will encourage and support growth that is sensitive to the environment and to the people’s desire for a small town ‘way of life.’ As we grow, we will embrace the patterns and forms of development that contribute to a desirable and sustainable quality of life. As our community continues to build (and older areas rebuild) we will build not for present use alone, but for lasting impact. We will continue to provide and enhance facilities, activities and services – both public and private – that benefit the citizens and businesses of our community and contribute to our great quality of life in Byron.

## Vision, Goals, and Strategies

- The vision is a broad statement that encompasses the overarching aspirations of the city over the next twenty-years.
- Goals are broad statements that describe a desired outcome or end-state. Goals are often long-term in scope.
- Strategies describe the general course of action or way in which programs and activities are conducted to achieve a stated goal.



## Our Vision

- Is oriented toward the future, even one that might be twenty years away;
- Is based on a shared understanding of what our community desires for itself;
- Will be used as a tool for evaluation of proposals, ideas, projects and future directions;
- Will be an anchor during conflict, a way of finding common ground and shared values;
- Becomes a basis for coordination and cooperation; and,
- Is a source of energy and enthusiasm for maintaining a commitment to the future of Byron.

Through this vision we aim to help to advance a community that serves its residents. Growing thoughtfully will allow Byron to change but in ways that serve the community as a whole. Retaining our unique small-town character comes from committing to preserving the elements that enhance that character. And finding ways to foster strong linkages between all elements of our community, so that we can achieve balance, protect sensitive features, and function at our highest potential. Ultimately, our vision will become a way of achieving stability (or resilience), while making positive change in the community.



Businesses on Frontage Road

# Guiding Principles

Each guiding principle speaks to a specific component of the community and seek to give a frame work for the goals and policies found throughout the rest of the plan. These principles when viewed together will guide the creation of the comprehensive plan and serve as tools to illustrate the desired future direction of development and change in our community.

## *Community Character and Identity*

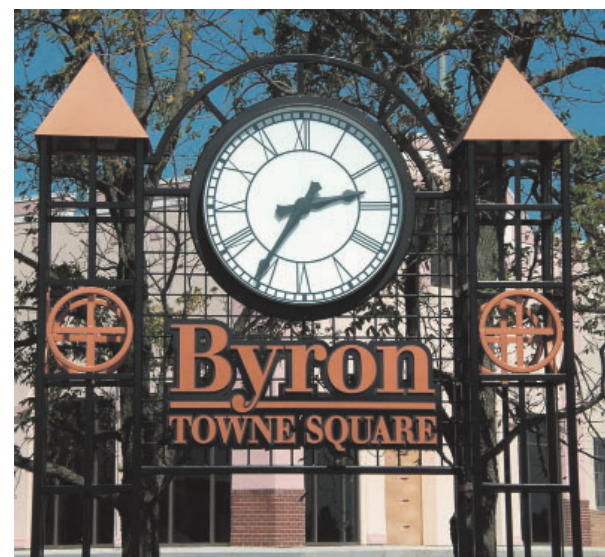
1. Maintain and preserve a small-town atmosphere.
2. Build civic involvement and opportunities for community gathering.
3. Recognize the differing roles of historic downtown Byron and that of our more modern downtown, Byron Towne Square.
4. Utilize Byron school facilities as focal points for community and neighborhood interaction.
5. Center the interests of those who call Byron home.

## *Growth and Development*

1. Balance housing growth with consideration of a diverse job base, retail services, and educational institutions.
2. Establish a pattern of development that encourages walking, biking, active living, and healthy lifestyles.
3. Encourage a mix of housing that enables one to stay in Byron regardless of age or income.
4. Encourage design patterns that proactively promote a safe and secure community.
5. Support partnerships in pursuit of public improvements and community development.
6. Encourage commercial development that suits community needs and infills already developing areas of the city.



Public Art in Byron



Byron Towne Square retail center



Wooded area



Somerby Golf Course

## ***Sustainability and Natural Resources***

1. Embrace and preserve natural systems within the city and beyond, creating connection that serve as both recreational and environmental value.
2. Support development patterns that treat natural resources as an integral part of the neighborhood rather than relegating them to remnant pieces of land.
3. Promote personal practices that prioritize restoring and nurturing the natural environment.

## ***Connectivity***

1. Strengthen and create connections to destinations within Byron, specifically schools, parks, churches, commercial service nodes, gathering places and historic areas.
2. Foster the connection of people and organizations, both civic and private, through the creation and support of innovative community partnerships.
3. Connect Byron regionally and locally to the state, county and adjacent communities, both physically and programmatically.

## ***Parks and Recreation Systems***

1. Develop a parks and open space system that is an integral part of the community and forms defining elements of neighborhoods that draw new comers in.
2. Establish a parks and recreation program that serves all ages, groups, and ability levels.

## ***Diversity and Equity***

1. Work to identify and reduce barriers that prevent all residents from having the same opportunities to thrive.
2. Develop options in transportation and housing that foster equity and diversity in all aspects including race, ethnicity, age, ability, and income.
3. Create opportunities to build connection across lines of difference to strengthen community cohesion.

## ***Transportation and Mobility***

1. Ensure a transportation system of complete streets that accommodate pedestrians, bicyclists, motorists, and transit riders, regardless of age or ability.
2. Embrace Highway 14 as a gateway into the community and Capitalize on the opportunities afforded by the future development of the interchange to better connect Byron to the communities that surround.
3. Plan future roadway networks based on the desired function, character and connectivity of the road and corridor.
4. Consider the transportation system both a people mover as well as an enjoyable experience and a builder of identity.

## ***Infrastructure***

1. Plan for both new infrastructure to serve growth areas, as well as preservation and maintenance of existing facilities.
2. Encourage development and redevelopment in areas where infrastructure already exists and could be better utilized.



Bike trail along 7th Street



Pipeline being laid along a street



# Planning for the Future

Our Plan for the future includes innovative methods that balance land use decisions with the natural and built environment. Many of these methods are expressed through goals and policies. We begin this Chapter by bringing natural resources to the forefront. They provide a framework for informing future land use patterns, while shaping our future parks, trails, and greenway networks.

# 3



## Neighborhood Districts Plan

The traditional “future land use plan” is replaced in our plan with the Neighborhood Districts Plan. Rather than assign specific future land uses to every parcel, this plan uses the greenway, roadway, parks, trails and other features to define areas where a future neighborhood should be located. We have provided goals and policy direction that define the elements that make up a neighborhood and the general land use policy direction to guide future growth.



Typical suburban greenway concept

Our plan for the future is further expressed through the following sections in this chapter:

- Natural Resources & Greenways
- Neighborhood Districts Plan (see sidebar)
- Street Systems
- Parks and Recreation
- Bike and Pedestrian Network
- Infrastructure (sanitary sewer, potable water, storm sewer and schools)

## Natural Resources & Greenways

Byron has a tremendous asset in its surrounding natural resources, particularly the more pronounced features north of Byron and within the Zumbro River Valley. These features include both visual amenities such as woodlands, wetlands, rolling topography, rivers and streams and unique geological features below the surface (see Below the Surface sidebar). Once these features are altered or compromised due to development, they are difficult, if not impossible, to restore or bring back.

Combined, these features help establish greenways. A greenway is defined by Merriam-Webster as “a corridor of undeveloped land preserved for recreational use or environmental protection.” The word greenway evokes many images, most commonly a recreational trail separated from motorized traffic, but greenways can also include parks, preserved open space, protected waterways and automobile parkways. Not all greenway areas will be publicly accessible.

## Greenway Concept

A greenway system concept (see Figure 3.1) was developed for Byron. The concept establishes a network comprised of the amenities and corridors that provide recreational and ecological connections. The greenway concept furthers past and present planning initiatives framed by Byron, Olmsted County and the State of Minnesota.

Byron’s Recreation Facilities Plan (2006) identifies several policies that are in line with the greenway system concept:

- Identify and attempt to reserve and protect ponding areas, water courses, select stands of trees, select wildlife habitat areas/wetlands, which are essential to the natural ecological system.
- Provide for both passive and active recreation within the community.

- Ensure that maximum advantage is taken of natural features, notably waterways, when developing park and open spaces.
- Coordinate Byron’s park and open space system through the use of a citywide trail plan.
- Encourage the use of utility easements and transportation right-of-way for trail development

The following are key components of the greenway system concept:

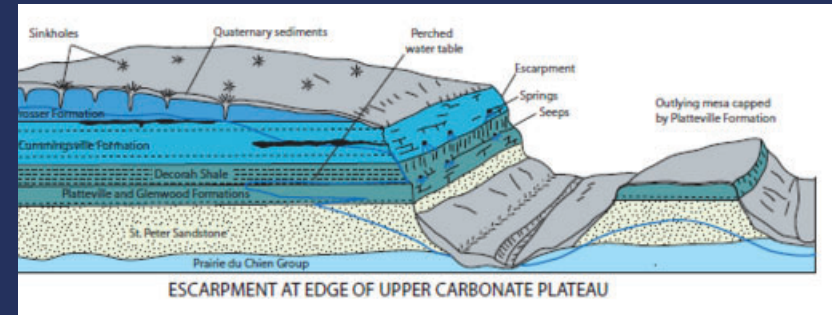
- **Primary areas include:** Streams and wetlands with a buffer of approximately 150 or 175 feet (see Figure 3.3), steep slopes greater than 25% (see Figure 3.2) and major utility easements (See figure 3.4). Fifty percent or more of these areas are prohibited from development by current regulations at the city, county or state level.
- **Secondary areas include:** Woodlands and slopes that are considered steep but not such that they are prohibitive to development. These areas are attractive for development, principally because of the amenity that the natural resources bring. Development within these areas is typically unconstrained from a regulatory standpoint.
- **Parks include:** Lands currently under ownership by Byron or lands that are proposed as a future park.
- **Connection areas include:** Corridors that may not contain natural resources. These areas are intended to connect key destination points such as schools, civic facilities, commercial areas or other activity generators to the greenway network. They also link areas of the network that are not naturally connected by existing environmental features. Often the connections follow a road corridor and offer opportunities for identity along key travel corridors

The greenway areas shown on the concept plan (Figure 3.1) are suitable sites for long-term protection of sensitive landscapes, important habitats, connections, and water quality. The greenway areas can be planned and subsequently developed as property owners wish to develop their land or when funding becomes available. As development projects are implemented in Byron, preserving sensitive ecological areas and connecting important corridors could be easily forgotten. It is important to plan a future vision now so that Byron will create a beneficial park, trail and open space system for Byron.

Grants, partnerships, philanthropic donations and land dedication can help finance land accumulation and preservation. Preserving land can be built into Byron’s zoning code so that areas set aside for park dedication in the future can be added to the greenway system.

## Below the Surface

An element that is critical to the preservation of the water supply in the region is the predominant geologic formation of the region known as the “Decorah Edge” (see Figure 3.2). The Decorah Edge is defined as the area in which the Decorah, Platteville, or Glenwood formation is the first encountered bedrock.\* Our plan supports the efforts led by Olmsted County to protect and preserve areas that are most sensitive to contaminating ground water supplies. We embrace the principles behind the Decorah Edge Overlay District established in the County Zoning regulations. Our concept of the Greenway Corridor includes the Decorah Edge and where possible, our policy encourages preserving those areas as open space or low impact development through the use of conservation design strategies.



\* Sources: Bedrock Geology: Steele, Dodge, Olmsted and Winona Counties data plate produced by the Minnesota Geological Survey – University of Minnesota in 2004, The Sinkhole Conference



Farmland with preserved tree stands



Multi-use Trail on 10th Ave NE

## ***Goals for the Greenway Corridor***

- Provide a vision for the preservation and enhancement of natural resources.
- Provide a place for habitat to coexist with urban/suburban development patterns.
- Establish a lasting and unique identity for Byron.
- Connect neighborhoods and habitat with a continuous corridor.
- Connect Byron to areas beyond the city limits for recreational and functional value.

## ***Policy Direction***

1. Integrate the greenway into neighborhood master plans as defining elements for neighborhood identity.
2. Use the greenway to coordinate community wide events and activities (benefit runs, bike rides, community festivals).
3. Locate consumable food production, such as community gardens, within greenway areas.
4. Use greenway lands to coordinate locations for utility and trunk infrastructure systems (sewer/ water).
5. Identify steep slopes and existing stands of woodlands. Form the greenway adjacent to these areas and connect to these areas. Use borrowed open space for views/visual aesthetics (golf course, agriculture fields). Preserve sensitive natural resources and habitats.
6. Inventory wetlands, streams and 150-foot buffers as areas for incorporation of functional and aesthetic stormwater management systems.
7. Utilize existing and future parks, schools and utility easements as areas for integration and connection to the greenway. Locate off-street biking, walking, hiking and other active living programs within the greenway.

# Greenway System Concept Map

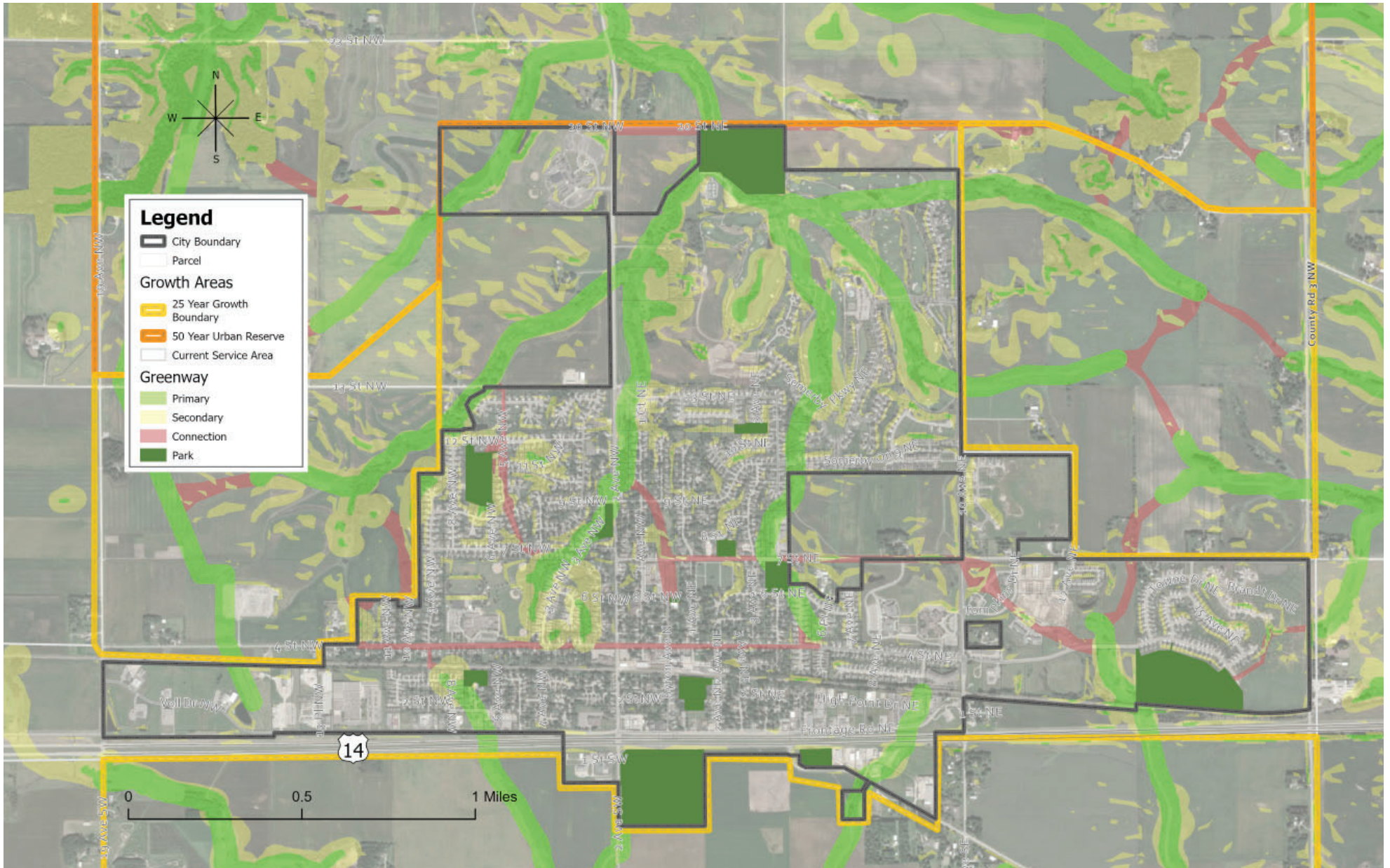


Figure 3.1 Greenway System Concept Map



# Natural Feature Constraints Map

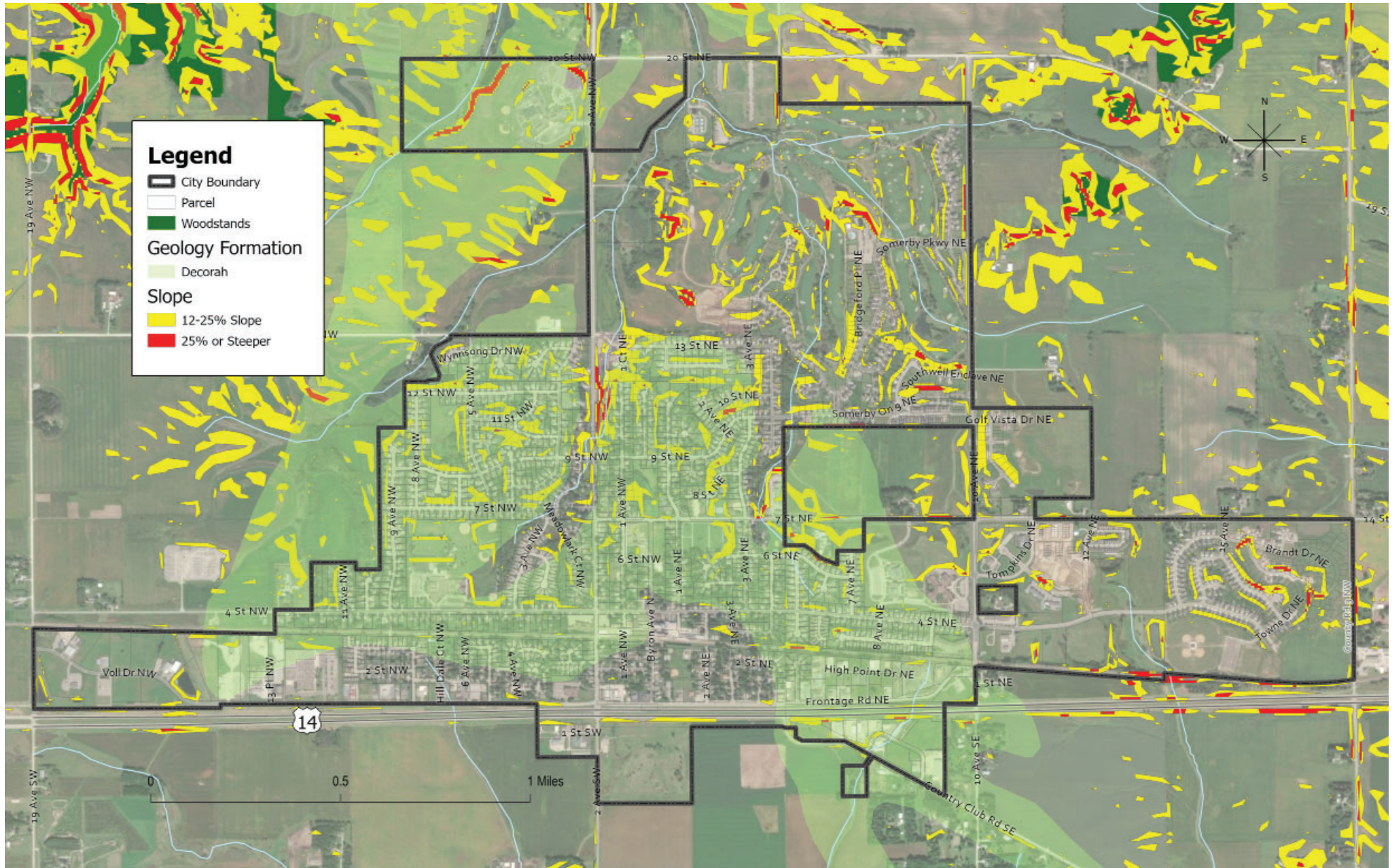


Figure 3.2 Natural Feature Constraints Map (Slopes are based on 2010 data and may not reflect existing conditions - new development)

# Water Constraints Map

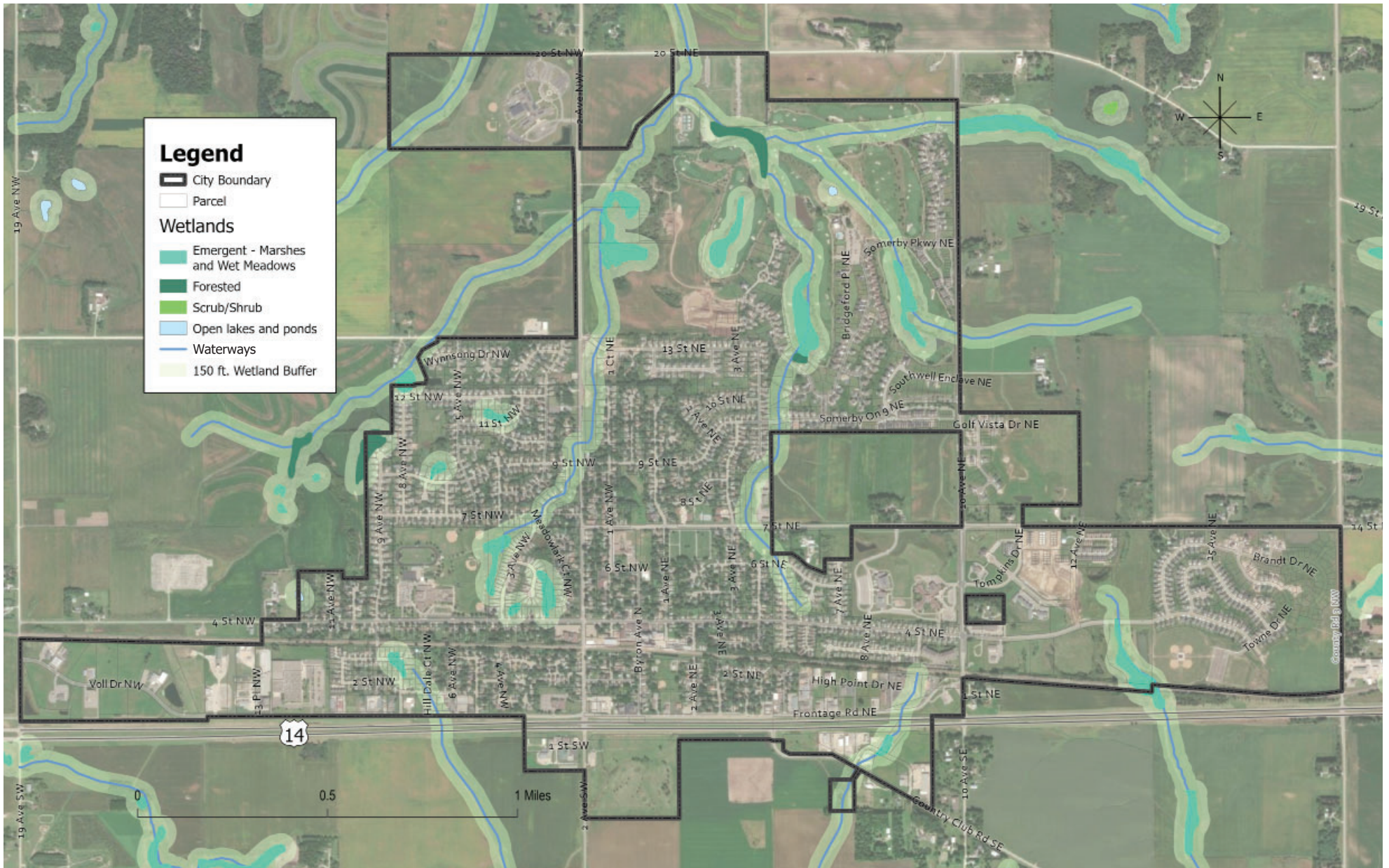


Figure 3.3 Water Constraints Map (Source DNR and NWI)



# Parks and Power-line Easement Map



Figure 3.4 Parks and Power-line Easement Map

# Neighborhood Districts Plan

Traditional land use planning assigns specific land uses to parcels. Our approach recognizes the need to be able to adapt to new ideas and changes in market demands, while we preserve the integrity of our longer-term vision. We must grow effectively so that future development expands in a connected, efficient and sustainable pattern.

Our 2040 Land Use Plan for Byron is organized around a series of Neighborhood Districts (see Figure 3.5). The Neighborhood District concept provides direction for creating development with a sustainable mix of land uses with the intent to restore existing neighborhoods and create new ones. Our focus on neighborhood districts is intended to enhance livability for both current and future residents.

The preferred mix of land uses for each Neighborhood District are summarized in Table 3.1. The corresponding future land use categories are described on pages 43 and 44.

| District            | Low Density Residential | Medium Density Residential | High Density Residential | Neighborhood Retail | Community Retail | Parks/Open Space/Civic | Business Park | Highway Commercial |
|---------------------|-------------------------|----------------------------|--------------------------|---------------------|------------------|------------------------|---------------|--------------------|
| High School         | 45%                     | 15%                        |                          | 5%                  |                  | 35%                    |               |                    |
| East 1              | 60%                     | 15%                        |                          | 5%                  |                  | 20%                    |               |                    |
| East 2              | 40%                     | 25%                        | 10%                      | 5%                  |                  | 20%                    |               |                    |
| East 3              | 70%                     | 15%                        |                          |                     |                  | 15%                    |               |                    |
| East 4              | 35%                     | 30%                        | 15%                      |                     |                  | 20%                    |               |                    |
| West 1              | 70%                     | 15%                        |                          |                     |                  | 15%                    |               |                    |
| West 2              | 60%                     | 15%                        | 10%                      |                     |                  | 15%                    |               |                    |
| West 3              | 15%                     | 15%                        |                          |                     |                  | 10%                    | 60%           |                    |
| Industrial Park     |                         |                            |                          |                     |                  |                        | 85%           | 15%                |
| Central 1           | 55%                     | 15%                        | 10%                      | 5%                  |                  | 15%                    |               |                    |
| Byron Towne Square  |                         | 25%                        | 10%                      |                     | 45%              | 20%                    |               |                    |
| Byron Towne Village | 50%                     | 15%                        | 5%                       | 5%                  |                  | 25%                    |               |                    |
| North 14            |                         | 30%                        | 15%                      | 40%                 |                  | 15%                    |               |                    |
| South 14            | 30%                     | 5%                         | 5%                       |                     | 10%              | 40%                    |               | 10%                |

Table 3.1 Neighborhood District Preferred Land Uses



Historic photo of Byron's downtown



Home in one of Byron's new growth neighborhoods

## District Emphasis Types

The Land Use Plan Map (see Figure 3.5) emphasizes a longer-term vision for each of the Neighborhood Districts. These long-term visions are summarized below:

- **Business Park:** A stronger emphasis is placed on job creation by supporting development that create high paying jobs.
- **Gateway:** A stronger emphasis is placed on creating a unique and interesting place along Highway 14. The future interchange area should be envisioned as a gateway into the community that warrants an iconic presence on the roadway announcing your arrival to the community. A future interchange would suggest a more intense land use pattern that supports a mix of uses. Key nodes along the corridor provide good locations for a mix of neighborhood commercial services and higher density residential uses.
- **Historic Downtown:** A stronger emphasis is placed on revitalizing the historic downtown. Redevelopment in this neighborhood will need to consider its relationship with a future Highway 14 interchange.
- **Low-Density Residential:** A stronger emphasis is placed on creating neighborhoods that support single family detached residential as the prevailing development type. These neighborhoods should also be planning for some commercial uses that cater to day-to-day needs. These uses should be located along major transportation corridors or at key intersections.
- **Mixed Residential:** A stronger emphasis is placed on creating neighborhoods that support a mix of housing types beyond single family detached residential. Similar to the Low-Density Residential emphasis, these neighborhoods should provide space for retail and services.
- **Commercial Nodes:** These areas represent desired locations for future neighborhood retail uses (defined in Table 3.2). These locations are more desirable for a business given their proximity and visibility from a major road. They are depicted on the Neighborhood District map to provide more specificity in how to balance or achieve the District's preferred mix of uses.
- **Towne Square:** A stronger emphasis is placed on creating a neighborhood that works in unison with a mix of uses and public institutions (i.e., City Hall). This neighborhood is still growing and evolving and may need to pivot development plans based on market demands.
- **Towne Village:** A stronger emphasis is placed on creating a neighborhood that fosters community, brings people together and supports an active living lifestyle (i.e. The Byron Community Recreation Complex).

# Neighborhood Districts Map

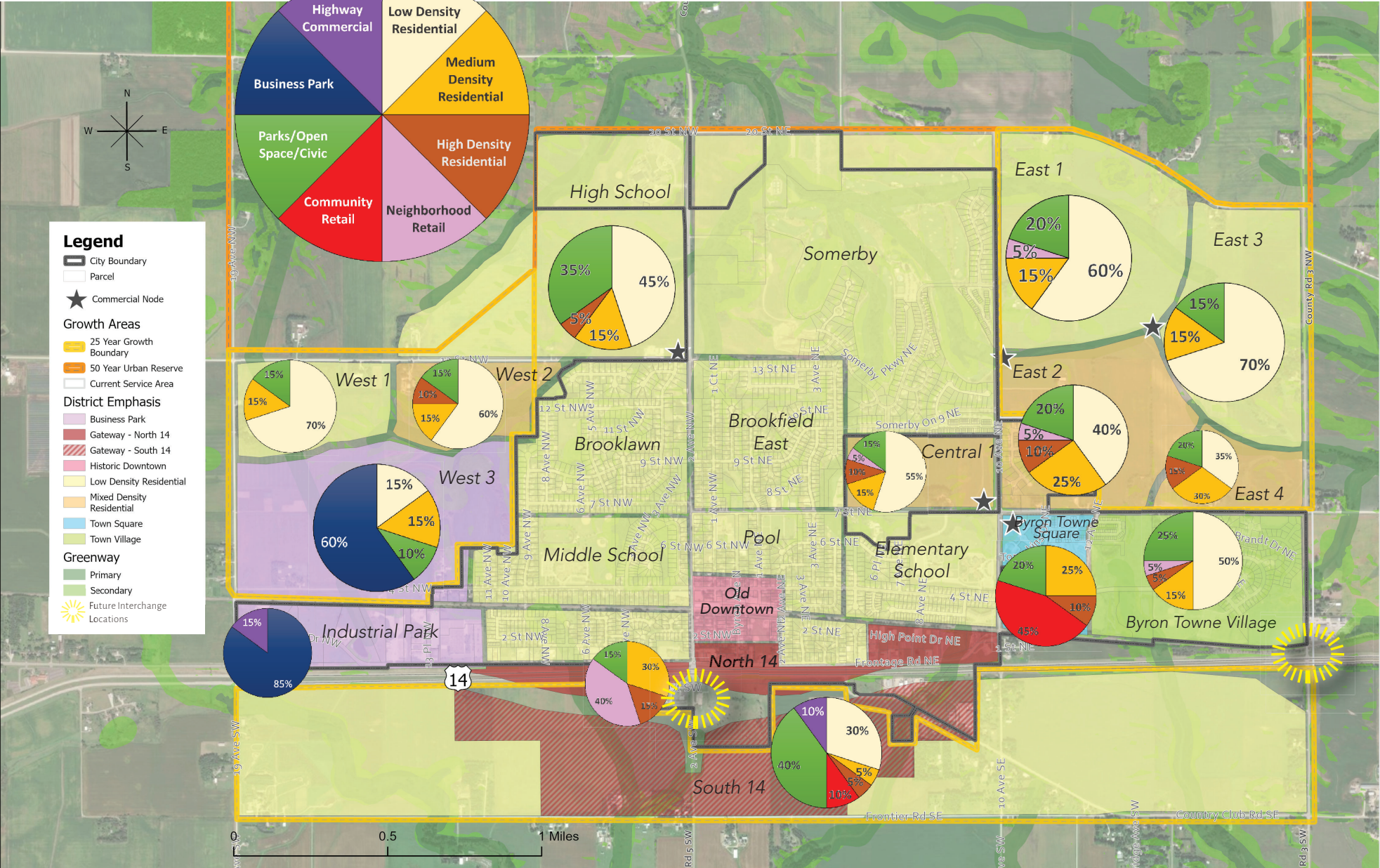


Figure 3.5 Neighborhood Districts Map



# Neighborhood Type Map

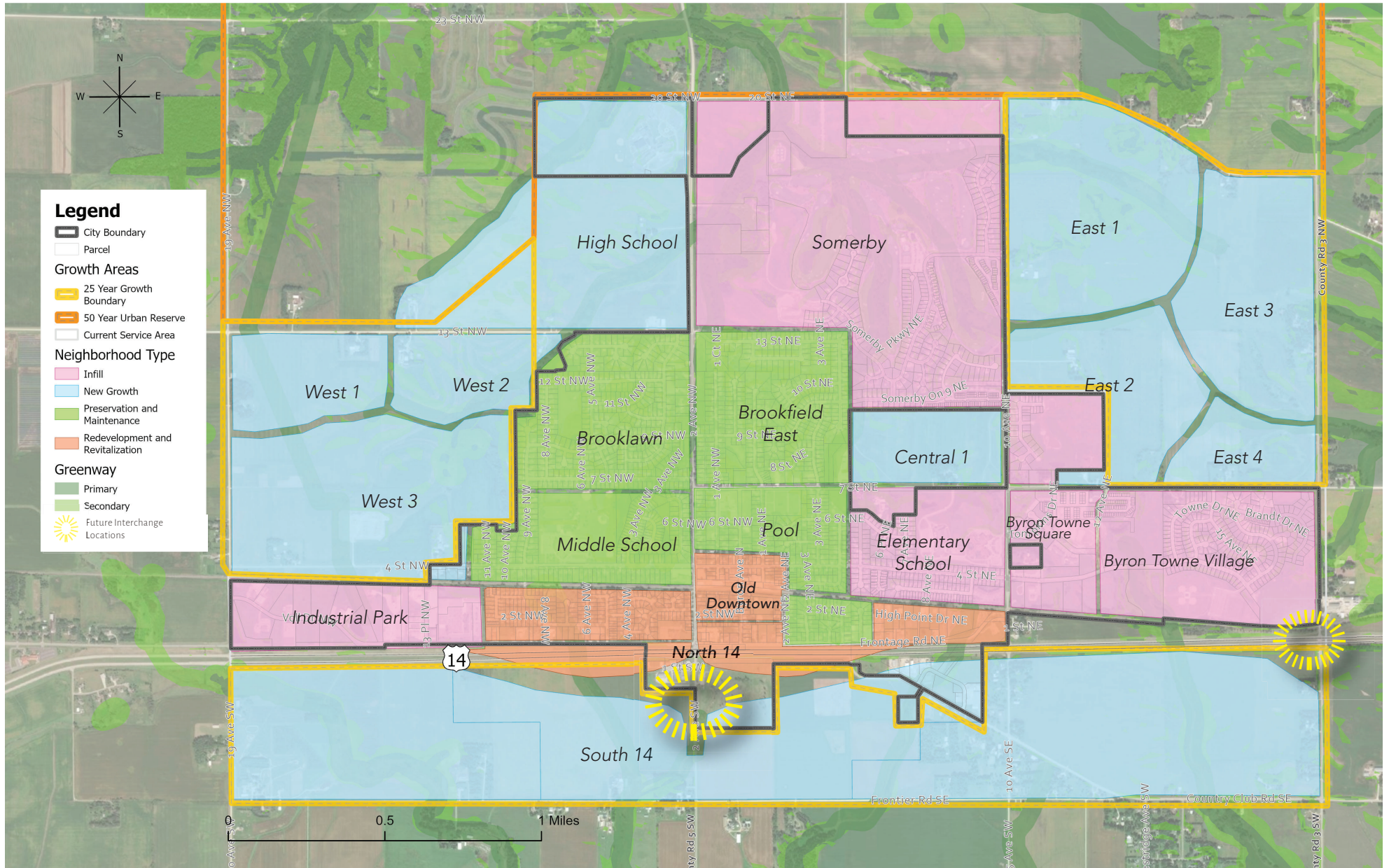


Figure 3.6 Neighborhood Type Map









| Future Land Use Category   | Description   | Precedent Imagery   |
|----------------------------|---|---|
| Low Density Residential    | This land use pattern consists of single family detached residential as the prevailing development type but may also consist of limited amounts of two unit buildings (twin home or duplexes). Density of development within the Low Density Residential areas falls within a range of 2 to 4 housing units per gross acre (lot sizes ranging from 8,000 to 20,000 square feet).  |    |
| Medium Density Residential | This land use pattern represents greater density residential development than Low Density Residential, consisting of more attached housing products. The land use pattern would include some single family detached housing, typically on small lots clustered together, as well as some high density housing in small apartment/condo type structures. Density in this land use pattern would fall in the 4 to 12 units per gross acre.  |    |
| High Density Residential   | Includes the traditional stacked orientation of multi-family housing including apartments and condos. Generally, this land use category would not include any single family detached housing product type but could include attached townhome or condominium type structures. Density in this land use pattern would generally exceed 12 units per acre.  |   |
| Neighborhood Retail        | Neighborhood retail is a pattern of development that supports the notion of a walkable community, providing destinations for residents. These will occur as small nodes, 5 to 10 acres in size with no more than 50,000 to 75,000 square feet of commercial service or retail space. Typical uses would be retail goods and services such as coffee, restaurant, dry cleaner, hair/beauty salon, real estate/finance/accounting, dental office etc.   |  |
| Community Retail           | Community retail consists of nodes of 10 to 20 acres that are intended to accommodate large facilities for commercial retail and services (100,000 to 200,000 square feet) and are typically oriented around other high intensity commercial and residential uses. Byron Towne Square is the principal location where we would find community retail services. Uses in this category might be general retail and service commercial, specialty retail, small professional offices and support services. |  |

Table 3.2 Future Land Use Categories



| Future Land Use Category | Description   | Precedent Imagery   |
|--------------------------|---|---|
| Highway Commercial       | This land use category reflects highway frontage along Highway 14. Uses require high visibility and good access to the principal arterial system. The uses within this land use category accommodate a wide variety of business and retail goods/services.  |    |
| Business Park            | This land use category is intended to provide a coordinated and planned environment for business uses including manufacturing, research and design, or professional offices. This category is less focused on retail goods and services and more focused on jobs. Uses would be oriented around a central feature (storm water feature, park or open space element) and would carry some common design theme that would distinguish it from other business parks or campuses in southern Minnesota. Development patterns in the Business Park category encourage maximum use of developable land to increase efficiency in service delivery and infrastructure systems. |   |
| Parks/Open Space/Civic   | This land use category represents public and institutional uses, such as neighborhood parks, community parks, churches, schools, government facilities and golf courses.  |  |

Future Land Use Categories Continued

## New Growth Neighborhoods

New growth neighborhoods will accommodate most of the growth in households and population over the next 20 years. Our emphasis on new growth areas focuses on sustainable design and connectivity; the creation of new neighborhoods that endure over time and are connected physically, socially and economically.

New growth neighborhoods are generally defined by key natural features (ridge line, valley or drainage way as articulated through the greenway concept) or key roadway corridors. Each neighborhood ranges in size from 80 to 160 acres, defined by the ability to walk (at a strolling pace) from the center of the neighborhood to any area in the neighborhood within 10 to 15 minutes. Future neighborhoods will be highly walkable and able to be connected by trails and sidewalks as well as streets and open space corridors.

New Growth neighborhoods are anticipated to receive the majority of household growth in Byron over the next 20 years. These assumptions are based on a land use pattern consisting of single family detached housing, multi-family attached units (townhomes or twinhomes/duplexes) and multi-family stacked housing (apartment or condos).



Homes in Byron

## Areas of Change

An area poised for significant change includes land south of Highway 14. The challenge in realizing this area's development potential will depend on city services and the timing of a future interchange at 2nd Avenue NW (CSAH 5) and CSAH 3 (see Figure 3.7 and Figure 3.8). Since the 2030 Comprehensive Plan, the pressure and demand for growth in this area continues to be of interest by property owners and developers. However, development has been hindered given the uncertainty and timing of a new interchange. A new interchange will require significant effort in building greater awareness around its need from a transportation and economic development perspective. More importantly, Byron will need to start to identify potential funding sources and champions (e.g., elected leaders and state agencies) to help advance the project.

Planning for growth in this area is not a new concept. For example, a Sanitary Sewer Analysis study was completed in 2017 to determine the feasibility and capacity to serve the area with city sewer and water. The study was based on a preferred mix of land uses. In 2022, Byron adopted a resolution to include this area in their 25-year Urban Service Area and started the extension of city services and the construction of an east-west backage road.

A concept plan for this area would also be beneficial. The purpose of planning for an interchange is to guide and control development in a reasonable manner, not necessarily to prohibit or restrict its growth. For example, concept planning can help organize development in a manner that supports higher-end uses that provide greater economic benefit to the community (e.g., more jobs and services). A concept plan can also provide property owners and developers better direction on how Byron anticipates the area developing over time that takes into consideration connectivity (e.g., roads and trails), utilities (e.g., city sewer and water), stormwater, landscaping, and open space/park needs. Concept planning should begin with the approved layout from the Minnesota Department of Transportation that has been established for right-of-way and access needs.



As noted earlier, funding for the interchange (as of July 2022) has not been identified. However, concept planning should begin as soon as possible to give developers and property owners some degree of certainty in how development should be organized around the interchange. The City should also begin a campaign to elevate the interchange as a priority for funding and construction.

As this area develops over time, annexation must occur in a logical manner with boundaries remaining contiguous where possible and based on the ability to provide transportation, sewer, and water infrastructure in a practical, cost effective, and sustainable manner. This further requires a collaborative approach between Byron and property owners. It also requires additional planning to ensure new neighborhoods meet the goals and policies prescribed for “New Growth Neighborhoods.”

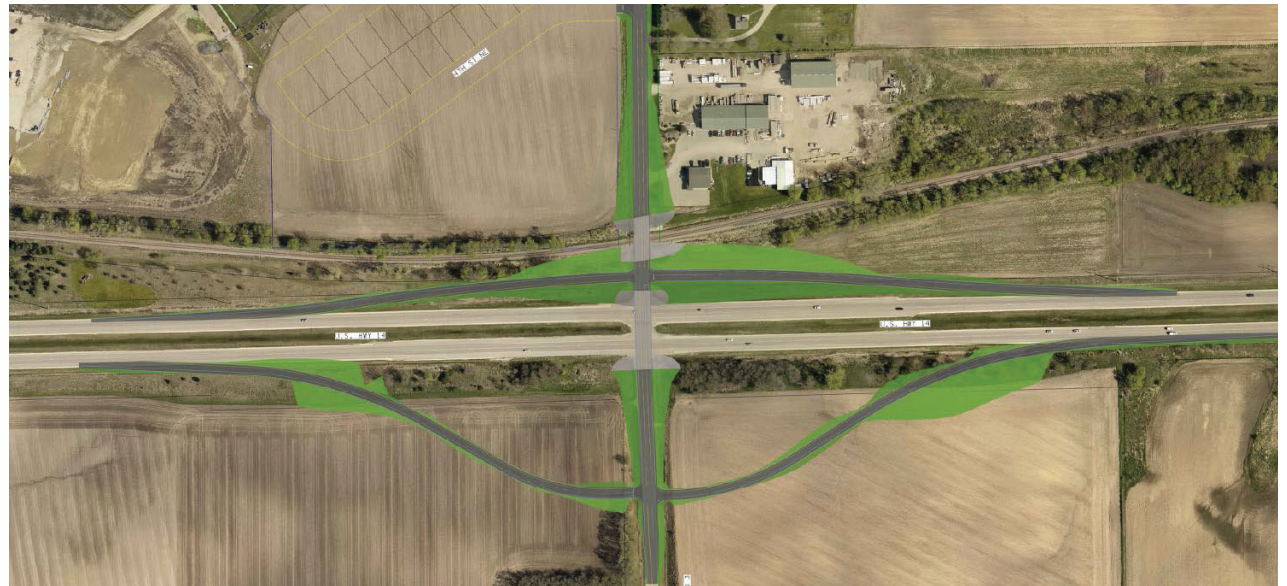


Figure 3.8 CSAH 3 Interchange (the design is subject to change)



Figure 3.7 2nd Avenue (CSAH 5) Interchange (the design is subject to change)

## Goals for New Growth Neighborhoods

- Accommodate enough land area to meet projected household growth to 2040.
- Plan growth areas that factor in future infrastructure systems, park and open space corridors, and roadway connections.
- Achieve a neighborhood design pattern and mix of uses that encourages biking, walking and active living.
- Broaden the mix of housing types, styles and price ranges available for our current and future residents.

## Policies for New Growth Neighborhoods

### Land Use Mix

1. New growth areas should be master planned and designed to connect to the greenway system, highlighting the natural resources on a site as development amenities and preserving the integrity of sensitive environmental resources.
2. New growth areas should first conduct a detailed inventory of existing natural resource systems on a site.
3. New growth neighborhoods should each accommodate a mix of residential uses including single family detached, multi-family attached and multi-family stacked. Some neighborhoods might contain more of one type of housing than another, but each neighborhood should integrate a mix of homes. This contributes to the long-term sustainability of a neighborhood by allowing people to age in place and move through the housing life cycle, putting less “peak” demands on infrastructure caused by single use neighborhoods.

4. High density uses should be located near park areas and the greenway, providing direct access to commercial service areas from neighborhood collector streets or the arterial street system where walking is most prevalent.
5. Civic uses should be spread among key neighborhoods, maximizing the ability to walk to schools, churches, government institutions or other public places. This is particularly important to future elementary or middle school needs, where students are less able to drive and more likely to bike or walk.
6. Neighborhood retail should be considered as a long-term option within each neighborhood. Byron and the development community should explore interim uses on parcels as a way to hold property until the market matures. Design of neighborhood retail nodes should seek to connect the nodes to the adjacent residential areas and not simply buffer them or set them apart. Good design can help transition commercial/retail services to avoid the conflicting components of retail and residential.
7. Business Park uses should be oriented around a common theme or identity. This can be achieved through unique monument signage, stormwater infrastructure designed as an amenity with passive park like features or a common building vernacular amongst individual business development. The business park use should seek to maximize the use of the land to increase building square footage and job density.

### Housing

8. New neighborhoods should be encouraged to integrate a variety of housing designs and styles. Not every house should have a garage dominating the public street. Some homes should be single level ranch style while others might be two story or split level, thus supporting different housing types for different stages in a life cycle.



New grocery store in Byron Towne Square



Paved trail surrounded by woods in a park

9. New neighborhoods should seek to integrate housing for mixed income levels. No one project should be entirely affordable housing, nor should any one neighborhood be solely high-end housing. Design of public spaces, parks and open space areas and incorporation of the greenway system can establish an amenity package that enables a distribution of mixed income homes. Lot sizes can vary within a master planned community, reducing land costs and including a variety of home sizes. The end goal should be to balance housing price points across a neighborhood while maintaining integrity of the built structures and the quality of the housing.

### ***Economic Development***

10. New neighborhoods should support neighborhood retail nodes that present opportunities for job growth and services.
11. Land use patterns that are unique and present opportunities for live-work should be considered as an economic opportunity to create affordable work spaces and housing options all in one. These uses should be closely monitored and design regulations should ensure parking and traffic patterns, noise, dust or other nuisances are considered prior to establishing such a use.
12. Phasing of development in Byron's new neighborhoods may take years to build out. Opportunities for retail or commercial uses within neighborhoods may be difficult to hold. Interim uses on prime future commercial areas should be explored that provide low intensity uses which derive economic benefit such as greenhouse, horticulture, or market spaces.
13. The business park neighborhoods should be primarily places of employment but may include a mix of retail services and limited housing opportunities.

### ***Parks***

14. Parks should be incorporated into every neighborhood. Where possible, parks should be integrated with the greenway corridor and utilized to maximize the value, enhancement and protection of natural resources.
15. Parks should be designed with public frontage and not isolated to back yards. This adds value to neighborhood property and it contributes to a pleasant, safe park environment by ensuring more "eyes" on the park.

16. Neighborhood parks should be located within each neighborhood so that most homes in the neighborhood are within a walkable distance (approximately 1/4 mile) to a park.
17. Community parks might be located on the edge of neighborhoods and serve a cluster of neighborhoods. Community parks provide destination features, such as athletic complexes and aquatic centers.

### **Natural Systems**

18. The greenway provides a vehicle to protect natural resources and connect habitat areas. Neighborhoods should be designed with linear open space and park elements that contribute to the greenway.
19. As part of all neighborhood design processes, a detailed inventory of natural resources should be prepared, understood and integrated into the neighborhood's design with preservation and enhancement as key objectives.

### **Roads**

20. Streets should be designed to connect neighborhoods, minimizing the use of dead ends and cul-de-sacs to those areas where such a street design serves as a way to preserve open space or protect the integrity of the greenway system.
21. Streets should connect with one another forming blocks that are walkable in size and that offer opportunities for connectivity. A walkable block size would be in the range of 440 to 600 feet in length.
22. The City should minimize the development of private streets. Public streets should be the primary access points for individual homes and development. Neighborhood collectors should move people out of residential areas and connect people to the arterial street system. Neighborhood collectors should have an attractive frontage and should utilize unique design strategies to prevent the street from becoming lined with back yards or with private driveways and garage frontages.
23. Neighborhood collectors should be "complete streets." Roads within neighborhoods should be thought of as a way to build image and identity for the neighborhood through landscaping, street lighting and design of bikeways and trails.



Open space with a greenway corridor



Bikers crossing a city street



## Infill Neighborhoods

Infill neighborhoods represent areas that are largely already served with municipal utilities and have been designed or planned and partially developed. Our emphasis for infill neighborhoods is to stay the course, directing development opportunities to existing vacant parcels in order to complete planned neighborhoods as they were originally envisioned. In some cases, reconfiguration of uses or physical design elements (such as streets or utilities) might be required to respond to emerging market trends or community needs and should be carefully considered as to their impact on the existing adjacent neighborhoods and uses.

## Areas of Change

Several of the Infill Neighborhoods (i.e., Towne Village and Towne Square) support a mix of residential and commercial uses. However, it has been difficult to attract commercial uses in today's market (post pandemic) that largely supports residential uses. It will take time to overcome these challenges related to market conditions. Therefore, it is important to stay course in achieving the preferred mix of uses prescribed for the Towne Village and Towne Square neighborhoods. Incorporating commercial uses into these neighborhoods are intended to bring a stronger sense of identity to the community. Towne Square can become a central retail, dining, and community gathering place for residents and visitors. This vision has been articulated in past Comprehensive Plans.

Investments along Highway 14 may also strengthen the commercial market in the Towne Village and Towne Square neighborhoods. Planned improvements include an interchange at CSAH 3 (Figure 3.8), which can be viewed as an opportunity to improve access to the area and attract commercial uses. There are also opportunities to fill and intensify land uses along the corridors (i.e., Highway 14, 7th Street NE and CSAH 3) that border the neighborhoods. As prominent road corridors that carry greater levels of traffic, commercial development should be located at key nodes along the corridors that provide safe access and visibility.

## Goals for Infill Neighborhoods

- Utilize the capacity within our existing infrastructure system first to the extent property owners are interested or willing to develop.
- Complete the development of planned neighborhoods as originally envisioned.
- Maximize efficiency and utilization of existing infrastructure systems.
- Direct future development to remnant land within existing development focusing on a variety land uses that contribute to the sustainability of the neighborhood, and not simply filling in with more of the same.

## Policies for Infill Neighborhoods

### Land Use Mix

1. As part of planning for infill sites, evaluate the land use mix of the adjacent neighborhood and pursue development that complements the neighborhood's mix of uses. In existing neighborhoods where the housing type or style is dominated by one particular type or style, explore rezoning that would add diversity to the housing type or style within the neighborhood.
2. Ensure new uses (Uses that differ than what is adjacent or already the predominant use in the neighborhood) on infill sites give strong consideration to adjacent uses relative to traffic impacts, building scale and building massing. The "land use" should not be rejected without first exploring design configurations that reduce or eliminate the undesirable elements of a proposed project.
3. Balance market economics/demand with the goal of providing a sustainable (or resilient) mix of land uses to serve the neighborhood.

### Housing

4. Support efforts to build on new lots within already platted and partially developed neighborhoods.
5. Work with neighborhoods to complete infrastructure systems such as sidewalks, parks and stormwater improvements, which contribute to the vitality of neighborhoods and housing value. Consider the landscape, street trees and boulevard plantings as new homes are built and infrastructure systems are completed. A mature landscape greatly enhances the resilience of a neighborhood.
6. Monitor housing maintenance issues where new homes or existing homes have fallen into disrepair or are in jeopardy of falling into disrepair based on economic or natural (weather related) distress.
7. Understand the existing neighborhood's housing mix (style of home, price ranges, size) and encourage new housing that adds to the diversity of housing products within a neighborhood.



Gathering space near businesses



Housing type common in infill neighborhoods



## ***Economic Development***

8. Encourage high density housing to be integrated into Byron Town Square, Byron Towne Village (reaching full build out), and adjacent neighborhoods to support long term household growth and a strong local customer base of retail and service commercial needs.
9. Collaborate with property owners of vacant industrial/commercial sites to promote Byron as a great place to live and a great place to start a business.
10. Support and encourage new development types that provide opportunities for small business startups either in incubator type spaces or in live-work units. These types of uses might locate in the High Point neighborhood or within the business park neighborhoods on the west side of town.
11. Support and encourage the growth and evolution of the local cottage industries, truck farms and gardeners from the region looking for places to promote or sell home grown products. Explore sites within infill neighborhoods that are intended for commercial services and gathering places where permanent spaces can be established for the farmers market and adjacent uses can benefit from the draw of the farmers market customers.

## ***Parks***

12. Monitor the use patterns of parks and evaluate the use of parks relative to the neighborhood housing mix and demographic composition. Park planning should adjust to neighborhood changes so that on-going maintenance is appropriate to the park use and demand. Reconfiguration of parks should be considered to adjust to less use of a park.
13. Engage neighborhood residents in the monitoring of park use, evaluation of facilities and planning for park transitions.

## ***Natural Systems***

14. Prioritize preservation of mature trees. The urban forest provides shade, identity and visual relief from the built environment, all of which contribute to sustaining the vitality of a neighborhood.
15. Target neighborhoods that contain part of the greenway system concept to help demonstrate management of environmental corridors in the areas of water quality management, tree maintenance and invasive species management.
16. Encourage existing homeowners to establish native plant species that absorb water within boulevard areas or areas prone to collecting stormwater.

## ***Roads***

Within existing infill neighborhoods roadway corridors are well established. Our policy is to:

17. Monitor street condition over time and continue with normal maintenance measures.
18. Over the long term, plan (design and budget) for street reconstruction once our streets have reached the end of their useful life.
19. Explore opportunities to improve the long-term maintenance of streets through reduction of pavement width and access management (driveway widths and access points).
20. Preserve planned connection points to adjacent undeveloped lands to protect the long-term integrity of a connected roadway system.

# Redevelopment & Revitalization Neighborhoods

Redevelopment and Revitalization Neighborhoods are developed areas where major community system improvements, underutilized properties, distressed properties or land owner decisions might warrant significant change within the neighborhood. These neighborhoods are small areas in the southern, central part of Byron and are defined by key identity elements such as an historic structure, civic use, or major infrastructure system (highway or railroad). These areas will require further detailed planning to define what the future land use distribution might become, what change might look like and how it will happen over time.

## Areas of Change

The preferred interchange alternatives (see Figure 3.7 and 3.8) will create new opportunities for development. For example, the preferred interchange alternative realigns Highway 14 to the south. This realignment creates “pockets” of new land for development. However, the type and size of development may be limited. Potential development constraints include above-ground power lines, lot depth, topography, and stormwater needs.

These “pockets” of land have been tested to determine their potential development capacity. It is assumed a reasonable amount of commercial and mid- to high-density residential uses can be achieved between the existing frontage road and future interchange/realignment of Highway 14. Development will need to embrace the Neighborhood District’s emphasis in creating a gateway into the community, while supporting revitalization efforts along the frontage road and in the Historic Downtown. Utilization of the land should also create a unique and interesting destination that provides a regional and local benefit.

## Goals for Redevelopment Neighborhoods

- Restore neighborhood vitality.
- Increase land use and infrastructure efficiency.

- Reuse vacant or dilapidated structures that are structurally sound.
- Establish redevelopment plans/strategies in areas where significant land use and development changes are anticipated.
- Update aging public infrastructure.

## Policies for Redevelopment Neighborhoods

### Land Use Mix

The land use mix in redevelopment areas should respond to the unique character of each neighborhood district.

1. Downtown is a redevelopment district because of its historic nature and because the uses that were once there are changing. Some businesses have left and some will likely leave to pursue development of new facilities in locations that better complement their use.
  - The land use mix in downtown should include a balance of specialty commercial retail services, civic uses (museum, library, cultural or civic arts center), professional offices and mid density housing
2. The Frontage Road area, particularly at County Road 5, is a redevelopment area because of the anticipated access changes along Highway 14 and the impacts these changes will have on properties in the area. The extent of redevelopment depends on the ultimate design of the transportation improvements.
  - The land use mix in the Frontage Road area should include a mix of highway commercial retail, professional office and service retail, taking advantage of proximity and visibility of Highway 14.



A family at Klingvall Park



in the fall

### ***Housing***

3. Redevelopment areas should focus on replacement of dilapidated/sub-standard housing with high density housing. High density housing will promote downtown as a desirable location and would be required to help the economics of redevelopment.

### ***Economic Development***

4. Economic development strategies within redevelopment areas should include business owners within the districts and reposition them in the redevelopment area or relocate them elsewhere within Byron.
5. Long term strategies should be put in place to attract desired retail users along Highway 14 and specialty users for downtown

### ***Parks***

6. Within redevelopment areas, our policy is to incorporate mini parks or small plazas that allow opportunities for historical interpretation, identity building and resting/gathering areas for patrons of the district.

### ***Roads***

7. Roads through redevelopment districts should be designed to highlight the districts including streetscape beautification and banner sign identity.
8. Walking and biking are critical components for streets. Complete streets concepts should be carried through both the historic downtown area and the Frontage Road redevelopment area.

## **Preservation and Maintenance Neighborhoods**

Many of our neighborhoods are fully developed and we do not perceive a need for significant change. Our efforts are focused on preserving the integrity and character of these neighborhoods by maintaining existing infrastructure, buildings, and sites. When our streets and infrastructure systems reach their useful life and require more significant reconstruction, we will approach such projects as opportunities to improve upon our preservation and maintenance neighborhoods. In doing so we will look to apply the policies we establish in our infill, redevelopment, and to some degree our new neighborhoods.

# Growth and Development

Our Comprehensive Plan helps in guiding future growth of our community over the next 20 years. Our plan for growth is outlined by our neighborhood districts and framed by the greenway system, network of complete streets, and our system of parks and trails.

Our plan for growth and development is driven by the need to guide and shape our projected population and household growth. In line with our vision we must ensure areas for growth that support opportunities for commercial goods and services and areas for job growth so that our residents have the ability to seek job opportunities in Byron.

A key part of our plan for growth and development is to shape new neighborhoods to be more walkable and encompass a more sustainable mix of land uses. As such, not all new growth will occur in new neighborhoods. A land capacity analysis was conducted to determine if Byron has enough land guided for future development to meet its 2040 population and household forecasts. Table 3.3 demonstrates Byron has ample room to grow within it's borders and within the urban growth areas. For example, the East 1 - 4 Neighborhood Districts combined have the potential to absorb 1,380 to 3,200 new homes. This district alone would meet Byron's 2040 forecasts and beyond.

| Land Use Category          | New Growth Neighborhoods*         | All Other Neighborhoods**         | Total            |
|----------------------------|-----------------------------------|-----------------------------------|------------------|
|                            | Available Developpable Land (Ac.) | Available Developpable Land (Ac.) | Total Land (Ac.) |
| Low Density Residential    | 620                               | 143                               | 830              |
| Medium Density Residential | 214                               | 59                                | 274              |
| High Density Residential   | 67                                | 15                                | 83               |
| Commercial                 | 176                               | 37                                | 213              |
| Business Park              | 0                                 | 27                                | 27               |
| <b>Total</b>               | <b>1,124</b>                      | <b>282</b>                        | <b>1,473</b>     |

\*Includes Byron Towne Square, Byron Towne Village, East 1-4, West 1-3, Land South of Highway 14

\*\* Includes Central, High school, Gateway, and Industrial Park Districts

Table 3.3 Projected Future Land Use and Development 2022-2040



## Small Town Character and Identity



We live in Byron because of the small town, friendly way of life. We appreciate the safe streets and sense of community. Maintaining that character by building a unique identity is important for the future of our community and to attract new businesses and home-buyers to Byron.

Byron has a high quality of life but lacks a unifying identity and downtown activity hub. Creating physical spaces for community gathering enhances and promotes a high quality of life. Characteristics of Byron that residents identified as top priorities to maintain include: friendly, quiet, good schools, compact growth, family-oriented.

A loop boulevard can identify a corridor of recreation, scenic views and connections with a physical linear feature. Monumental gateways and signage could welcome visitors to Byron and bring a sense of identity to Byron. Byron Towne Square can become a central retail, dining and community gathering place for residents and visitors. Historic downtown Byron could become a more intimate community gathering location with dining and historic experience sites.

# Street System

Our street system is an essential aspect of community development. It has largely shaped the development pattern that exists today and will continue to have a great influence on the community as we grow. Most importantly, our street system is not solely about vehicular movement. Our streets provide several key functions:

- They provide access to property and enable land to develop.
- They provide access to commercial and business property in order to conduct business.
- They enable people to move throughout the community by driving, walking or biking.
- Their physical design influences the character of neighborhoods (residential or commercial) and provides neighborhood identity.

Our roadway network is a critical component to everyday life in Byron. The network serves many types of users so streets must be designed differently to meet various needs.

Imagine trying to drive to Rochester using only neighborhood streets or trying to back out of your driveway onto Highway 14. These are extreme examples but they help illustrate why access matters. Managing access is one of the elements that defines the function of a street. Too many individual driveways lead to congestion and safety concerns on heavily used or through streets. Consolidating or managing these access points makes collectors and arterials more efficient and less dangerous. It also means fewer crossings/conflicts for off street bike trails and sidewalks.

By doing a better job of understanding the roadway network and how the individual components are used, it is possible to create a safer, more efficient roadway network that works for automobiles, bikes and pedestrians. Designing streets as “Complete Streets” is an increasingly popular trend in good community design.

Within our city limits, we have approximately 26 miles of local municipal streets, four miles of county roads, one mile of township road, two miles of state highways and two miles of private streets or drives. All added together, Byron has a total of nearly 35 miles of streets and highways. Managing our roadway system requires collaboration and coordination with Olmsted County, MnDOT, Kalmar Township and Dodge County where our roads and streets connect.



A pedestrian in a high visibility crosswalk



Streetscape with a boulevard and sidewalk



## Complete Streets

On January 12, 2011, Byron adopted a Complete Streets Policy.

The Complete Streets Policy encourages development of city roadways to create a connected network of facilities that accommodate every mode of travel and encourages Byron to enhance the safety, access and comfort of all users of all ages and abilities, including pedestrians, bicyclists, public transportation users, motorists and freight drivers, through the design, operation and maintenance of the transportation network.

### Why Complete Streets?

- Increasing demand: 55% of Americans want to drive less and walk more
- Mobility: 1/3 of our population doesn't drive
- Health: Each kilometer walked = 5% reduction in likelihood of obesity
- Environment: Residents in a sidewalk neighborhood are 65% more likely to choose to walk rather than drive to a destination
- Return on investment: Complete street improvements are routinely shown to promote private reinvestment and **property value - paying for themselves in property tax generation**

On May 15, 2010 the Minnesota Transportation Policy Bill, referred to as the MN Complete Streets Law, was enacted.

Key provisions of the bill include:

- Legislative reporting on complete street initiatives by MnDOT
- Improved transparency of state-aid variance process
- Strategy for complete street policies
- Identify statutory barriers to complete street implementation
- Seen as Step 1 to more far-reaching policies

In May of 2011, Rochester Olmsted Council of Government also adopted a complete streets policy. The key guiding principle of ROCOG's complete streets policy "is to plan, design, operate and maintain the transportation network to promote safe and convenient access and travel for all users."



## Highway 14

A key element of our roadway system is Highway 14, a part of the State Trunk Highway System. Currently, Highway 14 is a four lane divided highway with at grade signalized intersections at 10th Avenue, and CSAH 5. Over the last decade, communities along Highway 14 have collaborated to study the long term needs for improvements to Highway 14 and the collector roadway system that would support the corridor. Improvements would include converting the highway to a grade separated freeway type design, thus eliminating at-grade intersections along the corridor.

A 2021 study jointly completed by MnDOT and the agencies along the corridor between Rochester and Kasson provided significant analysis and explored designs for several preferred configurations (see Figure 3.7 and 3.8) at multiple intersections that are higher priorities in the area.

Our plan embraces the study's recommendations and continue to promote the need for future interchanges. Furthermore, our community would greatly benefit from overpasses located where current access exists to maintain connectivity to our community. We recognize however, that the final location and design configuration of interchanges or overpasses will be determined collaboratively with MnDOT, Olmsted and Dodge County, Byron and Kasson. We recognize that any alternative will have significant impacts on our community that will need to be fully understood and mitigated.

## County Road and County State Aid Highways (CSAH)

We have several county roads within our city: County Road 5 (2nd Avenue NW) falls entirely within city limits and County Road 3 (only adjacent to the southeast city limits). These roads receive state aid funding as part of the County State Aid Highway system and provide critical linkages to nearby towns and the regional arterial roadway system. They generally carry heavy traffic volumes and serve as key routes for our agriculture community to ship products to market.

## Municipal State Aid Streets (MSAS)

Cities over the population of 5,000 receive financial assistance from the state for construction and maintenance of streets included within the Municipal State Aide Street (MSAS) system. Generally, cities receive funds for streets that qualify for the program, which essentially adds up to 20% of the street system. Our proposed functional classification system outlined in this section of the Comprehensive Plan is consistent with the MSAS system and our desire for complete streets fit with the design policy of MnDOT. We have defined a series of "collector" streets within our street plan that serve to connect and integrate traffic generating areas (demand) to the larger street network. These "collectors" will form the basis of our future MSAS system.

## Our Street Plan

The intent of our street plan is to ensure that our street system develops with the same intentionality and consistency as the rest of our community. As our community grows so to must our street system.

## Functional Classification of Streets

Each street within our community (and connecting outside of our community) serves a specific function within the larger system. A street classification system is used to help define the role of various streets and corridors within Byron. By establishing a functional class system, we can in turn develop cohesive overall system design and continuity. MNDOT's Functional Classification for Olmsted County is shown in Figure 3.9.



The following components make up our functional class of streets:

- **Principal Arterial:** 4 lane divided highway with priority on mobility, very limited roadway access and no private access drives. Example: Highway 14
- **Minor Arterial:** 2-4 lane roadway spaced at 1/2 to 1 1/2 mile intervals, main emphasis on mobility, 1/4 to 1/2 mile roadway access and no private access drives on future configurations. Off-street multi-use trails are preferred on both sides of the street, but acceptable on one side with a sidewalk on the opposite side. Example: 10th Avenue NE, 2nd Avenue NW, County Line Road, 7th Street NE, 13th Street NW, 20th Street NE, CR3
- **Existing Neighborhood Collector:** 2 lane roadways, emphasis on connecting neighborhoods to arterial and regional roadways, spaced 1/3 to 1/2 mile apart, managed traffic and controlled access where possible to reduce conflicts with private drives. Should include sidewalks and bike lanes or sidewalk and off-street multi-use trail. Example: 9th Street, 7th Street NW, 4th Street, Frontage Road
- **Future Neighborhood Collector:** 2-3 lane roadways with center turn lane or landscaped median, spaced 1/3 to 1/2 mile apart, priority on connecting neighborhoods to arterial and regional roadways, limited private drive access, instead connecting to local streets or utilizing an alleyway system. Should be paired with off-street multi-use trail on one side & sidewalk on other.
- **Local Road:** 2 lane streets with sidewalks on both sides, priority is on providing access to neighborhood residents.



Improved local street with landscaping, lighting, and sidewalks

# Olmsted County Functional Classification Map

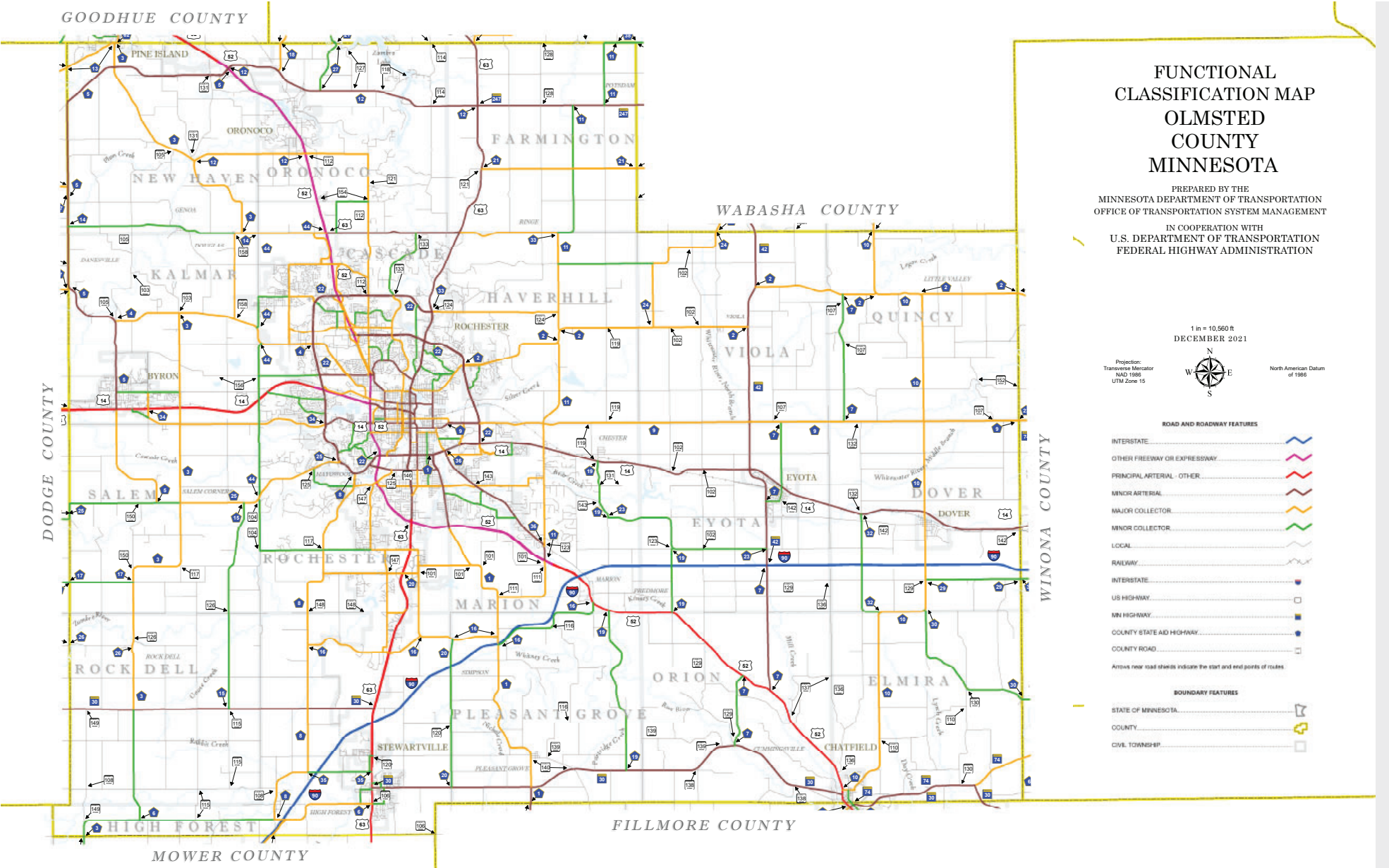


Figure 3.9 MnDOT 2021 Functional Classification Map (Note: This map is being updated and is different from the city's criteria.)



## ***Street System Goals***

- Develop a network of public streets that provides a balance of mobility and access to all of Byron's residents, businesses, and visitors.
- Provide a street system that enables safe travel regardless of travel mode (bike, walk, auto, truck, or bus).
- Develop future streets as complete streets and where appropriate/feasible, reconstruct aging streets to incorporate components of complete streets.
- Coordinate development of new streets with the neighborhood districts and the land use directions established for each district.
- Design future streets to be operationally sound and to maximize long term maintenance and management efficiencies.
- Minimize the development of private street.
- Ensure improvements to Highway 14 that support a balance of land development objectives, mobility needs (safety, efficiency and accessibility for all modes), aesthetic considerations and connectivity principles.

## ***Street System Policies***

### ***General Street Network Policies***

1. Establish a system of collector streets that serve as the primary traffic corridors connecting neighborhoods to arterial systems.
2. Build streets to meet broad community values of traffic management as well as pedestrian and bicycle accommodations, traffic calming, on-street parking, aesthetics and beautification and environmental protection/enhancement.
3. Build a community wide sidewalk and trail network that links households, schools, parks, commercial services and job centers.
4. Be innovative with alternative street designs that help implement the community's vision and principles without compromising safety and increasing long term maintenance costs.
5. Consider parking strategies that include on street parking in areas where off street parking could be limited by sharing street area.
6. Work with the railroad to maintain safe railroad corridors and convenient crossings to facilitate movement and community connections.
7. Establish and follow a program of street maintenance, repair and reconstruction throughout Byron to ensure quality and enduring street infrastructure.
8. Maintain the assessment policy for equitable sharing of improvement costs and the levy of special assessments for street reconstruction.
9. Use a context-sensitive approach that integrates design, safety, cost considerations, environmental stewardship and aesthetics when planning roadway and infrastructure improvements.

## ***Growth Neighborhoods***

10. Streets should be designed to connect neighborhoods, minimizing the use of dead ends and cul-de-sacs to those areas where such a street design serves as a way to preserve open space or protect the integrity of the greenway system.
11. Local streets should be the primary access point for individual homes. Neighborhood collectors should move people out of residential areas and connect people to the arterial street system. Neighborhood collectors should have an attractive frontage and should utilize unique design strategies to prevent the street from becoming lined with back yards, private driveways or garages.
12. Neighborhood collectors should be “complete streets.” Roads within neighborhoods should be thought of as places to build image and identity for the neighborhood through landscaping, street lighting and design of bikeways and trails.

## ***Infill and Preservation/Maintenance Neighborhoods***

13. Monitor street condition over time and plan (design and budget) long term for their reconstruction once they have reached the end of their useful life.
14. Explore opportunities to improve the long term maintenance of streets by reducing pavement width and managing access (driveway widths and access points).
15. Preserve planned connection points to adjacent undeveloped lands to protect the long term integrity of a connected roadway system.

## ***Redevelopment Neighborhoods***

16. Roads through redevelopment districts should be designed to portray an identity unique to the district with a streetscape that allows for beautification and banner sign identity.
17. Walking and biking are critical components for streets. Complete streets concepts should be carried through both the historic downtown area and the frontage road redevelopment area.



Integrated bike, pedestrian streetscape



On street neighborhood pedestrian path



# Street System Plan Map

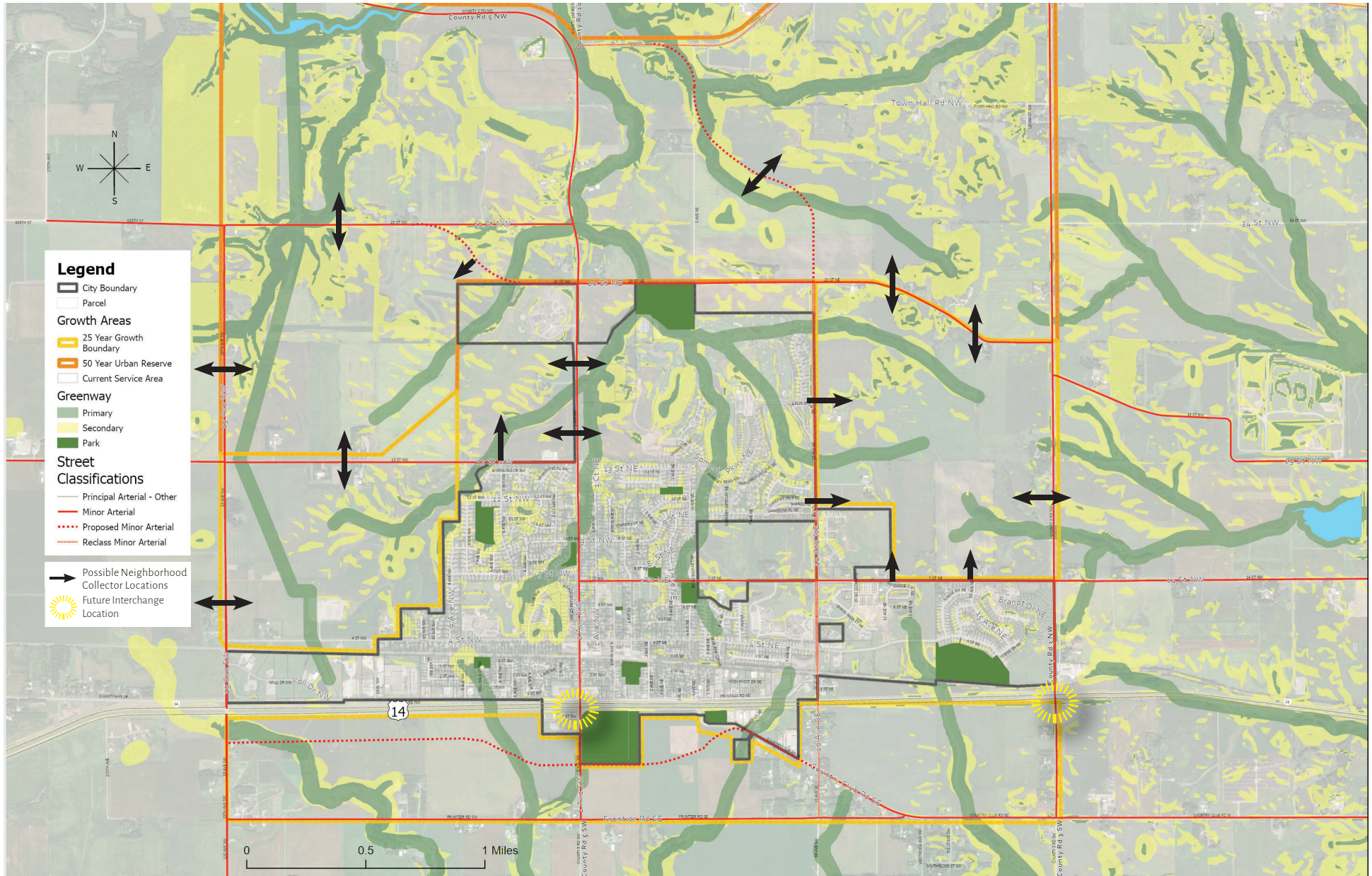


Figure 3.10 Street System Plan Map

## Parks & Recreation

Our parks and trails build the fabric of our community. In tough economic times, parks are local and budget-friendly places for recreation and outdoor entertainment. Several neighborhood and community parks provide facilities including ball fields and play equipment. Regional parks and trails such as Oxbow Park, an Olmsted County facility three miles north of Byron in the Zumbro River valley, provide specialized facilities including a natural center, hiking trails, camping areas and Zollman Zoo.

### *Community Education Recreation Partnership*

Our residents are interested in organized recreation within Byron, especially adult and senior programming. In order to provide quality organized recreational programming for adults, youth and seniors, Byron should consider partnering with the Byron Community Education Department. Byron's Community Education Department could take on recreational programming and scheduling for Byron and surrounding area. Byron may allocate funding to the Community Education Department, maintain facilities and provide outreach. The Community Education Department would utilize school and city facilities and resources, organize volunteer networks and provide scheduling for superior youth, adult and senior recreation options. Partnerships reduce staffing and funding needs and reduce redundancies, especially in cities of Byron's size.

Byron's Recreation Facilities Plan (2006) identifies several policies that are in line with the Community Education Recreation Partnership Idea:

- Provide for a variety of activities within the park system, including various cultural and social activities, and active and passive recreation.
- Joint use of park facilities shall be encouraged by incorporating school district facilities with City facilities whenever possible.
- Promote annual discussion with community organizations as part of the annual review of the park system.
- Provide for both passive and active recreation within the community.

## *Previous Planning Studies*

Byron's Recreation Facilities Plan, completed in 2006, outlined a strategy for physical development of parks and recreation facilities in Byron. An update to this plan is currently underway and will be completed following our comprehensive plan update.

Approximately 150 people responded to an online pool survey in early 2011. The survey asked about season pass prices, number of children per household, pool hours, pool use, pool safety and desired Byron Community Pool enhancements. A desire for a new pool and aquatic center (similar to Stewartville's) emerged as a high priority among survey participants.



Kids play soccer at the Byron Soccer Complex



Components of the Community Recreation Partnership Idea should include:

- Offer adult recreation programming including softball, baseball, and volleyball.
- Utilize school facilities and city parks.
- Foster the creation of new programs and continue existing programs (ie. Team R.E.D.).
- Encourage communication between club athletics, community education and Byron.

Implementation:

- Byron may provide funding to the Community Education Department, which provides staffing and scheduling needs.
- Work with Park Board and School District to collaborate on an efficient recreation system.
- Develop an Action Plan that includes budget needs.
- Collaborate with Chamber of Commerce, existing athletic associations, seniors and volunteer network.

## ***Park Types and Standards***

Our city contains 40 acres of active park space. The park and recreation facility standards (Table 3.4) are a general guide for park size, accessibility and amenities based on population. These standards are adopted and modified from the National Park and Recreation Association. According to standards, Byron citizens are served well with its 4.2 acres of neighborhood park area per 1,000 residents and 8.4 acres of community park area per 1,000 residents (26.7 acres of neighborhood parks; 53.0 acres of community parks).

In addition to acres per resident, access and location should be considered. A key characteristic of great neighborhoods is a walkable neighborhood. A measure of walkability and active living is for every home to be within a 1/4 to 1/2 mile of a park (Figure 3.11). As population continues to grow in Byron, future parks will need to be planned and developed.

## **Park System Goals**

- Develop a park system that serves all residents regardless of age or ability.
- Provide park facilities and recreational programming that encourages an active and healthy lifestyle.
- Integrate future park development within new neighborhoods such that every neighborhood is served by a park facility and every home is within a 1/4 to 1/2 mile of a neighborhood or community park.

## **Park System Policies**

The following are key policy directions for our park system. Many of the park system policies are embedded within the neighborhood districts element of the plan, while others will be developed through completion of the park system plan.

1. Future parks should be designed to face residential front yards on public right of way. Parklands that are located largely in back yards should be minimized. When fronting on public right of way, the park land has greater ability to contribute to neighborhood aesthetics, is more accessible and is generally a safer environment because it is more visible.
2. Future parks should be integrated with the greenway concept where possible. In locations where parks can be designed in a linear fashion, they might be incorporated into the greenway as connectors between areas of habitat or natural resources.
3. Unique stormwater features can be integrated into park design such that the park serves both a recreational purpose as well as a more passive open space.
4. Existing parks within preservation and maintenance neighborhoods should be periodically evaluated to ensure the park facility is servicing the neighborhood needs. This can be done through volunteer user surveys or observation programs.

| Park Type          | Use  | Service Area/<br>Population  | Size              | Site  | Potential<br>Amenities  |
|--------------------|--|--|-------------------|---|---|
| Mini Park or Plaza | Provides opportunities for recreation close to home, particularly where access to larger parks is limited/not feasible. Includes plazas with limited recreational development.   | 1/4 mile or less radius<br><br>0.25-0.5 ac./1,000 people   | Less than 2 acres | Easily accessible to neighborhood residents; Safe walking and/or biking access; Located in areas not served by larger parks or isolated areas with low population | Benches, water feature, open area, plaza, landscaping, small play equipment   |
| Neighborhood Park  | Developed primarily for active recreation and neighborhood-scale gatherings close to home  | 1/4 mile radius, free of major barriers such as major highways or steep topography<br><br>1-2 ac./1,000 people | 2-15 acres        | Easily accessible to neighborhood residents; Safe walking and biking access   | Play equipment, ball fields, court games, skating, multi-use fields   |
| Community Park     | Area of diverse environmental quality, May include intense recreational facilities, such as athletic complexes, large swimming pools; May be an area of natural quality for outdoor walking, viewing, siting, picnicking | 1-2 mile radius 5-8 ac./1,000 people   | 25+ acres         | Easily accessible to community, includes natural features, such as water bodies   | Premium ball fields, multi-use fields, trails, restrooms, swimming pools, disc golf, picnic shelter, parking facilities |

Table 3.4 Park Types and Standards (Source: National Park and Recreation Association modified by HKGi)



| Park                               | Park Type          | Size        | Amenities   |
|------------------------------------|--------------------|-------------|---|
| Brook Lawn                         | Neighborhood Park  | 1.99 acres  | Outdoor exercise equipment, play equipment, benches                                       |
| Brook Lawn 10th                    | Neighborhood Park  | 3.34 acres  | Play equipment, open area   |
| Byron Community Recreation Complex | Community Park     | 20.79 acres | 4 baseball/softball fields, parking, accessible play equipment, open area, picnic shelter |
| Byron Skate Park                   | Neighborhood Park  | 1.65 acres  | Ice skating rink, hockey boards, warming house  |
| Byron Soccer Complex               | Community Park     | 20.68 acres | 4 soccer fields, parking lot  |
| Centennial                         | Neighborhood Park  | 2.80 acres  | Open lawn   |
| Community Education Center         | School Facility    | 6.57 acres  | Play equipment, ball fields, Community Education Center building                          |
| Community Gardens                  | Community Facility | 0.43 acres  | 38 garden plots, parking  |
| Community Pool                     | Community Park     | 1.04 acres  | Outdoor swimming pool, bath house, play equipment, picnic tables, benches                 |
| East Brookfield                    | Neighborhood Park  | 1.82 acres  | Play equipment, benches   |
| Elementary School                  | School Facility    | 23.21 acres | Restored native prairie, play equipment   |
| Golf Park                          | Community Park     | 34.18 acres | Mini-golf, frisbee golf   |
| High School                        | School Facility    | 38.99 acres | Ball fields, soccer field, football field   |
| Klingvall                          | Neighborhood Park  | 1.89 acres  | Play equipment, open area, bench  |
| Middle School                      | School Facility    | 37.94 acres | Ball fields, track, tennis courts, football field, soccer field                           |
| Old Towne                          | Neighborhood Park  | 4.26 acres  | Play equipment, benches, ball field, picnic tables, open area                             |
| Valley View                        | Neighborhood Park  | 3.87 acres  | Play equipment, picnic shelter, ball field, half-court basketball, volleyball court       |

Table 3.5 Existing Park Facilities

# Parks and Trails System Map

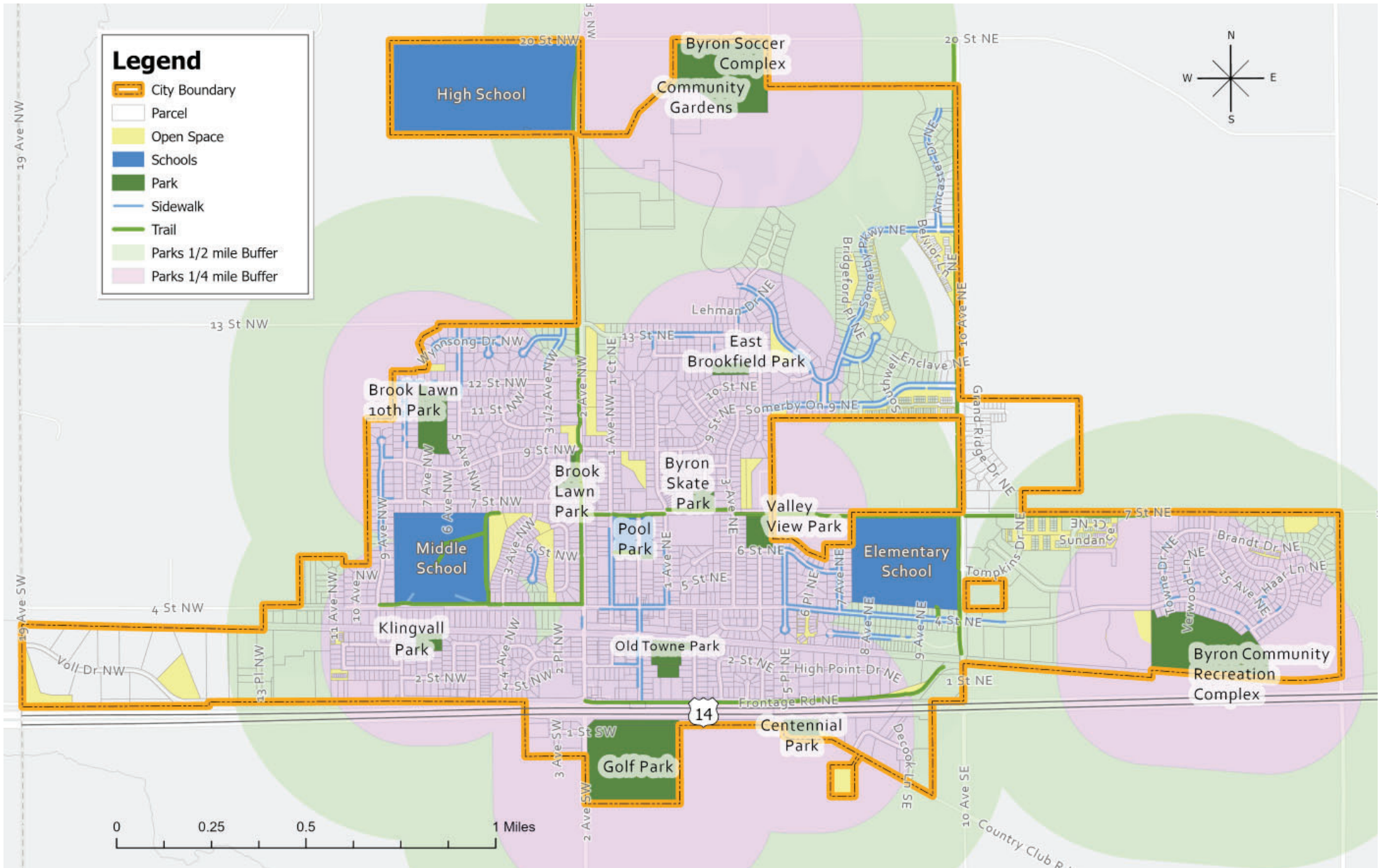


Figure 3.11 Parks and Trails System Map



## Bike & Pedestrian Network

Trails, bikeways and sidewalks connect people of all ages to destinations for recreation and commuting purposes. An interconnected system of trails, bikeways and sidewalks is a necessary component to promote active living - the idea that activity can be a part of everyone's daily routine. Byron's existing off-street trails can be linked to planned and proposed trails and create closed loops for seamless recreational purposes and connect more destinations, such as schools, parks and retail areas, to residential neighborhoods. Trail connections promote safety and a small town feel, both priorities for residents in Byron.

## Previous and Related Planning Studies

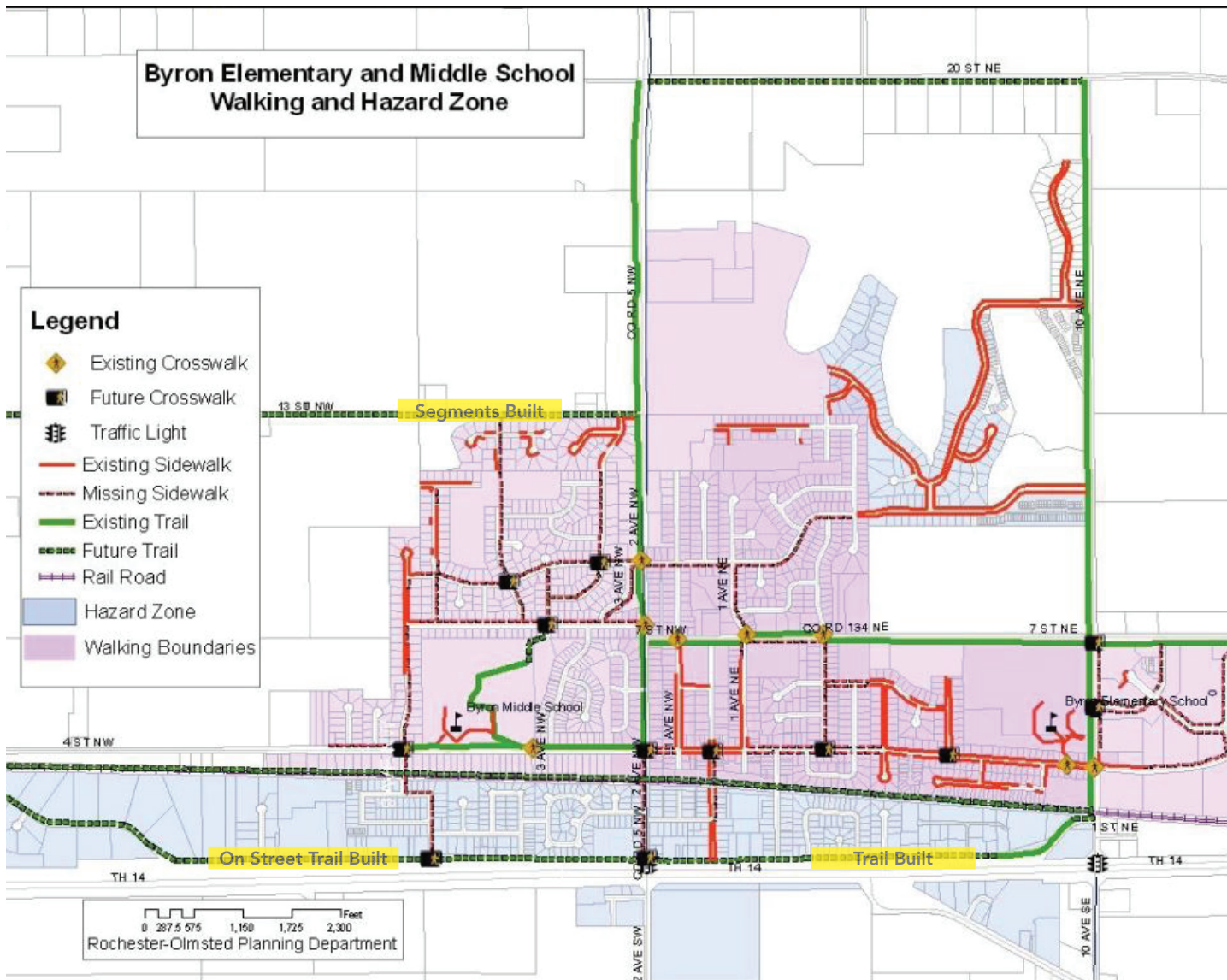
Byron's Recreation Facilities Plan (2006) identifies several policies that are in line with the Bike & Pedestrian Network Concept:

- A consistent signage policy shall be developed for all open space areas, buildings, etc. This policy shall include all directional and informational signs.
- Coordinate Byron's park and open space system through the use of a citywide trail plan.
- Place signage along the trail directing pedestrians and bicyclists to points of interest within the community, which are accessible by the trail.
- Install bicycle racks, trash receptacles, benches, and other facilities promoting use of the trail system.

Byron adopted an updated Sidewalk Ordinance in 2006 (revised in 2010) to enhance, maintain and provide new sidewalks throughout Byron. Future off-street trails are planned along major roads in Byron. The Bike & Pedestrian Network Plan Map (Figure 3.13) shows additional trail and sidewalk connections that should be considered as Byron develops. Planning for a comprehensive trail and sidewalk network now avoids issues of retrofitting roads and trails later when areas have been developed. Adding to the existing sidewalks and off-street trails in Byron, bikeways can be designated on streets to create more connections through town. Bikeways will be marked by painted lines, symbols and signs.

The Minnesota Department of Natural Resources released the Stagecoach State Trail Master Plan in 2012. A study area has been identified just north of Byron for the trail to connect from the existing Douglas State Trail west toward Owatonna.

Byron Safe Routes to School Study conducted in 2010, sponsored by the State Health Improvement Program (SHIP), identifies walking boundaries and hazard zones for the middle and elementary schools (Figure 3.12). Travel to school by walking or biking is discouraged within the hazard zones due to high speed or traffic volume on a state or county road, no crosswalks or other barriers.



## Sidewalk Ordinance

“The City of Byron intends to provide safe pedestrian walkways throughout the community and, in particular, to provide for the safe pedestrian traffic to and from schools and school bus stops, and other services to the neighborhood and community.”

Figure 3.12 Byron Elementary School Walking and Hazard Zones (Source: Byron Safe Routes to School 2010)



## ***Goals for the Bike and Pedestrian Network***

- Create a safe physical environment that encourages walking and biking.
- Create new neighborhoods with a land use pattern that supports commuting and recreational biking and walking.
- Create a street network with physical connections and designs that accommodate biking and walking on a similar priority level as motorized traffic.
- Improve existing neighborhoods and streets with bike and pedestrian infrastructure and maintain existing infrastructure in good condition.

## ***Bike and Pedestrian Network Policies***

1. Create trails, bike lanes and sidewalks concurrent with new development.
2. Incorporate sidewalks and off-street trails into street reconstruction efforts where the physical space exists without compromising safety.
3. Coordinate Byron trails with regional trail plans, such as the DNR's Stagecoach State Trail Master Plan and trail planning efforts of Dodge County, Kasson and ROCOG.
4. Seek out and utilize state and regional trail grants and funding sources to implement major trail corridors.
5. Partner with ROCOG's Bicycle-Pedestrian Advisory Committee (BPAC) as a resource for advocacy and information.
6. Coordinate Safe Routes to School, Recreation Facilities Plan and ROCOG planning documents to ensure comprehensive and efficient implementation.
7. Employ best practices (where technically and financially feasible) for bike and pedestrian safety design (see page 74) such as enhanced crosswalks, signage, grade separated street crossings (for trails), median treatments, pavement markings or other strategies.

# Bike and Pedestrian Network Concept Plan Map

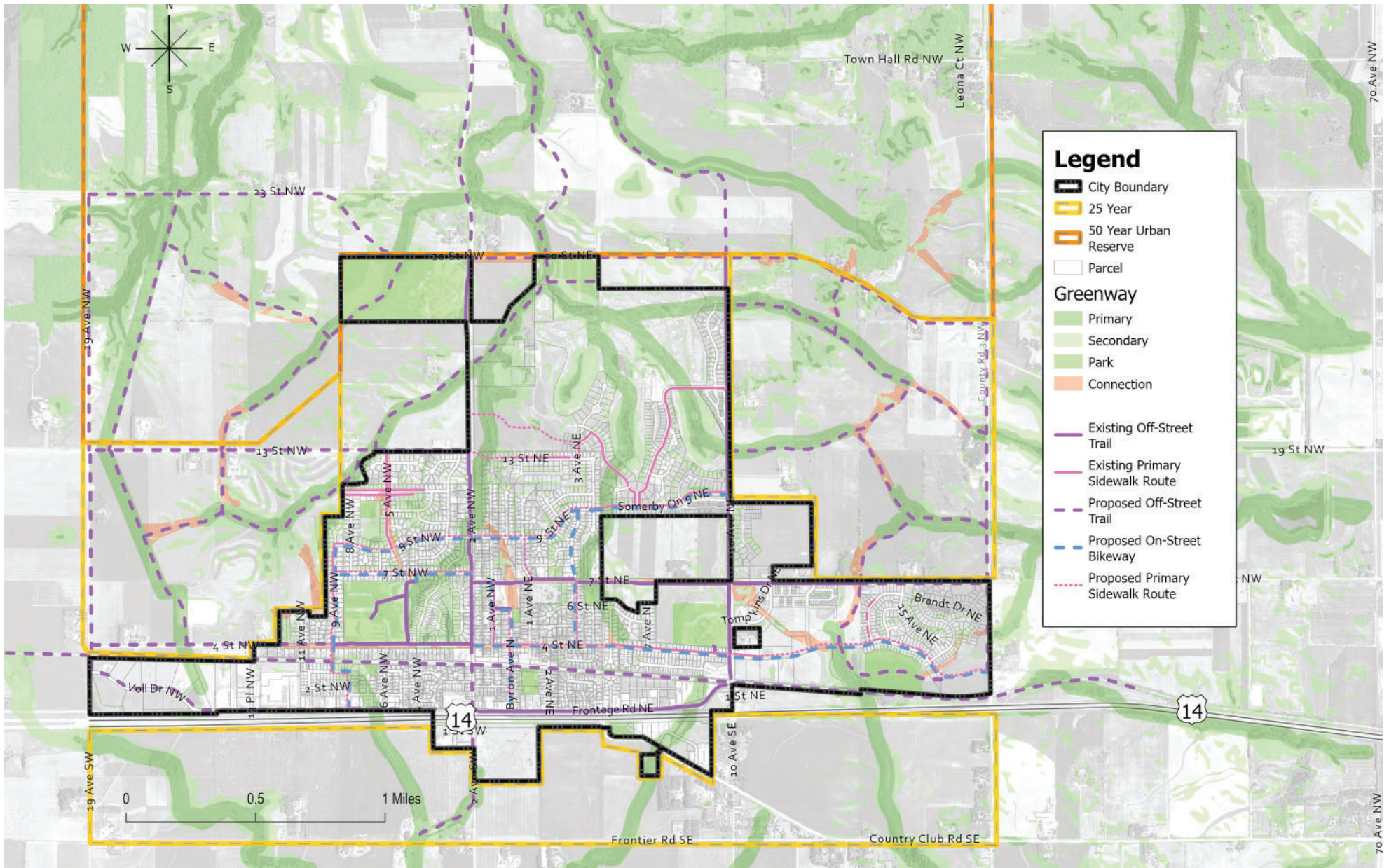


Figure 3.13 Bike and Pedestrian Network Concept Map



# Bikeway and Pedestrian Best Practices Images



1

Medians offer pedestrians and bicyclists protected points when crossing wide or busy streets. These are especially important for children, the elderly and disabled people.



2

Grade-separated crossings of high traffic roads allow bicyclists and pedestrians to move safely and efficiently through a community.



3

Wayfinding signage can direct trail users to destinations in and around Byron.



4

Marked bike routes alert cars to watch out for bicyclists.



5

Share the road with bicycles using on-street bike lanes.



6

Safe crossings for pedestrians, such as traffic countdown signals.



7

Tree-lined sidewalks create a sense of security and provide shade.



8

Signed crosswalks alert drivers to be aware of pedestrians.



9

Crosswalks along major trail and sidewalk corridors should be heavily marked for safety.

# Bike and Pedestrian Best Practices Map

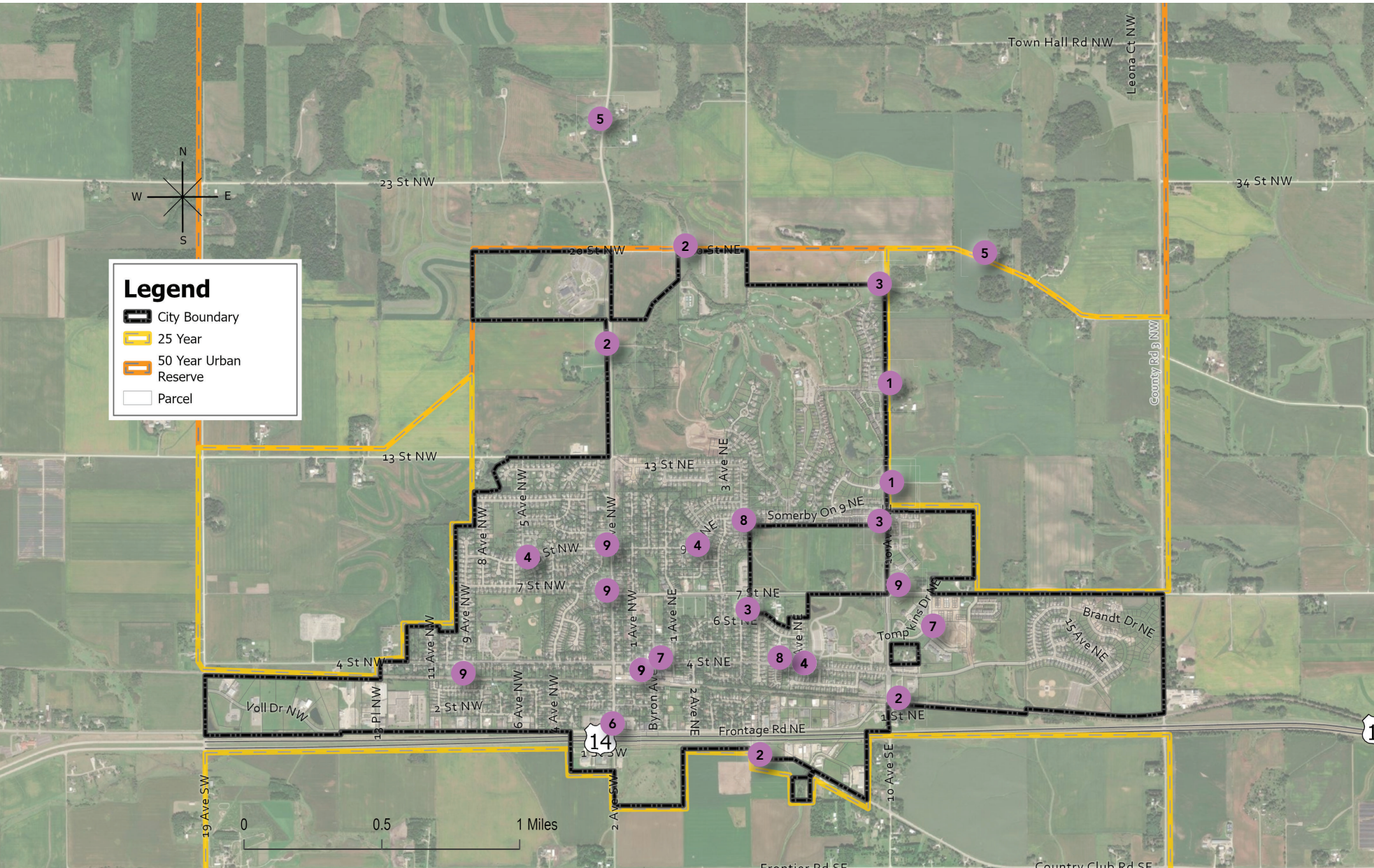


Figure 3.14 Bike and Pedestrian Best Practices Map



Byron Waste Water Treatment Plant

## Infrastructure & Utility Systems Wastewater Systems

Sanitary sewer systems comprise a central wastewater treatment plant connected to a series of collection pipes that flow via gravity or pumping to the treatment plant. In Byron, the Municipal Wastewater Treatment Plant provides central treatment for Byron. The plant was originally built in 1983 and expanded in 2005. The expansion in 2005 considered growth and development utilizing the 25 year and 50 year urban service area boundaries. Ultimately, the plant was designed to a projected population of 12,750. The plant capacity is sufficiently sized to accommodate the planned growth in Byron for the Plan horizon (to 2040). Serving the plant is nearly 30 miles of sewer collection piping.

In 2017 a study was conducted (based on proposed land use percentages from the 2030 comprehensive plan) analyzing the options for the expansion of sanitary sewer systems into the 25 year urban service area South of Highway 14. This study determined that areas within the 25 year urban service boundary can be served by a combination of gravity flow lines within the area, and the use of lift stations and force mains to pump the districts wastewater to the gravity flow sanitary sewer system located in the existing sewer area. A lift station will be constructed by 2022.

Municipal sanitary sewer systems should be considered a necessity for urban growth and should be required in the city limits and in locations where density is to exceed a threshold of 0.5 to 0.33 units per acre or where there are commercial, institutional or industrial uses.

## Municipal Solid Waste

Byron has a plan for collecting solid wastes produced by residential, industrial and commercial land use activities. Solid waste management in Byron is about much more than the proper handling and disposal of solid wastes. It encourages lifestyles that promote the efficient use of resources in a way that minimizes generation of waste. Designing buildings that are sustainable, longer lasting and durable is one way of contributing less to solid waste production. Use of recycled materials for construction purposes also reduces the need to throw away resources that can be re-used in a different manner.

As a community, we might consider adopting independent goals for recycling of the solid waste stream and construction debris stream.

## Drinking Water

Byron's public water systems are comprised of three parts: wells (two current wells built in 1962 and 1978), storage (two facilities with a capacity of just over one million gallons) and a distribution system consisting of roughly 35 miles of pressurized pipes that deliver water to homes and businesses for consumption and fire protection. Delivery of public water should coincide with sanitary sewer and other public infrastructure systems.

Key directives that might influence the water supply and distribution plan include the emphasis of the Comprehensive Plan on green infrastructure and sustainability. Creating landscapes that require less watering and encouraging more environmentally sensitive lifestyles will put less pressure on the public water supply system. Land use regulations will also need to be established or modified to ensure locations of well fields are protected from inconsistent land use patterns.

Critical to the preservation of the water supply is the predominant geologic formation of the region, the Decorah Edge. Our plan supports the efforts led by Olmsted County to protect and preserve areas that are most sensitive to contaminating ground water supplies. We embrace the principles behind the Decorah Edge Overlay district established in the County Zoning regulations. Our concept of the Greenway Corridor includes the Decorah Edge and where possible, our policy encourages preserving those areas as open space or low impact development through the use of conservation design strategies.

Byron has several guiding documents to inform their infrastructure and utility system needs, including a Water System Distribution Plan (2000), which was updated in 2014, Sanitary Sewer Master Plan (2017), and a Wellhead Protection Plan (2016). These plans may need updating following the completion of the Comprehensive Plan.

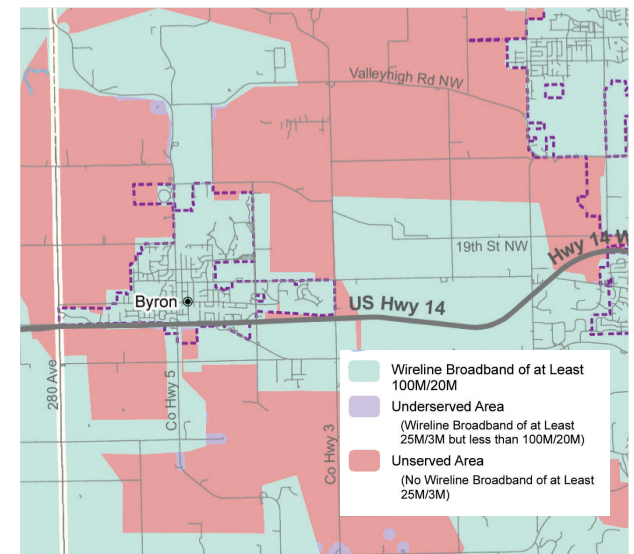
## Communications

Communications infrastructure is an important aspect of a livable community. It is becoming a necessity in order to compete in a global economic environment. Such infrastructure systems include Wi-Fi, fiber optic, and other high speed data communication systems. Nearly all of the area currently within Byron's city limits is served by wireline broadband of at least 100M/20M. However, much of the 25 and 50 year growth areas are considered unserved at this time.

Byron should explore the creation of a technology plan that will demonstrate to prospects (both business development as well as residential development) a connected community. Consideration should be given to how communication infrastructure fits within future public ROW along street corridors, utility corridors, trail corridors or perhaps as part of the Greenway system.



Byron water tower



Byron Broadband Access (Source: MN Office of Boardband Development)



Byron Community Education Center Building



Stormwater pond by residential development

## Education

The trend for schools (K-12) has been to move toward a more efficient campus environment with lots of space and room to grow. Schools located within neighborhoods are becoming a thing of the past. However, the value of schools serving neighborhoods is unparalleled to many other livability factors. Schools serve as neighborhood identity features, gathering places and learning environments for more than just children growing up. They also serve as walking/biking destinations. Our award winning K-12 school system currently has one facility for each level: elementary, middle and high school. All facilities have some capacity to expand and grow at their current sites. As our community grows, this plan encourages efforts to improve the pedestrian connections between neighborhoods and existing schools and to consider long term siting of future school facilities to carefully consider neighborhood identity, connectivity and walkability in their facility planning efforts.

## Stormwater Management

Stormwater management is an important overall infrastructure improvement that Byron can address. It is one that will contribute to water quality within Byron and to the Zumbro River and ultimately the Mississippi River. Currently, Byron has over 7.5 miles of storm sewer pipes along with limited areas for ponding to treat stormwater before it infiltrates or flows into surface drainage ways. We adopted a stormwater utility fee that helps sustain our existing stormwater system, providing a funding source to maintain our system and provide educational resources that help our community understand the impacts that our development decisions and behaviors have on the greater environment.

Our Plan suggests a sustainable development pattern that seeks to minimize runoff through innovative community design and development and education. We can utilize proven best management practices from state and regional resources to help our community efficiently and effectively manage stormwater so that it is not just a problem, but an opportunity and an amenity.

An implementation initiative is to create a guide that will provide examples of how small development projects and existing properties can better manage stormwater runoff for the betterment of water quality in the region and ultimately everyone downstream.

## ***Infrastructure System Goals***

- Maintain a community infrastructure system that is environmentally sound (providing safe and clean drinking water and minimizing pollutants), technologically current (reliable and efficient systems), efficient in its operations (linking operational costs to design, construction and development trends and to usage behaviors), and able to grow and expand to adequately accommodate future development (proactively manage our system).
- Link our infrastructure system development to our neighborhood districts and coordinate its implementation with the greenway concept.
- Efficiently utilize existing infrastructure capacity in redevelopment, infill or preservation/maintenance neighborhoods before subsidizing future infrastructure investments to new growth areas.

## ***Infrastructure System Policies***

1. Water conservation should be encouraged in all aspects of community development and the ongoing maintenance of our community. Using drought tolerant landscaping, low pressure faucets/fixtures, monitoring irrigation systems or implementing best management practices that capture rainwater for future reuse are key policy directions for implementing our community vision.
2. Good water quality is an essential element of maintaining a high quality of life. Both potable water (drinking water) for our physical health and clean water that is discharged to the environment after being used. We will continue to employ the most effective and efficient technologies and regulatory provisions to ensure clean drinking water supplies and to protect against unintended consequences and negative environmental impacts.
3. System expansions will be required for our community to grow. We will extend municipal utilities (sewer, water, and stormwater) in an

orderly manner that discourages leap-frog development.

4. Best Management Practices (BMPs) for stormwater management can contribute greatly towards many of our guiding principles including those aimed at community character and identity, environment and natural resources, connectivity (partnerships) and infrastructure. We will encourage use of BMPs in public and private development to help manage stormwater runoff (volume control and treatment) and to contribute to the aesthetic value of our neighborhoods, parks, streets and open space corridors.
5. School siting is a critical element to our future growth neighborhoods. While the need for additional school facilities may be in the distant future, it is never too soon to be thinking about how future facility planning can be done collaboratively between the School District and Byron. We will encourage our school facilities to be integrated into our neighborhoods, well connected by trails and sidewalks, equipped with bicycle friendly infrastructure, accessible to well-planned collector streets and connected to our park system.
6. Utilities and communication infrastructure should be considered as future development or redevelopment projects are planned. We will make sure that public improvements incorporate provisions for technology enhancements and connectivity to our neighborhoods and our public facilities.
7. We will continue to plan for capital improvements that maintain, redevelop and grow our infrastructure system.



# Implementation

# 4

The Byron Comprehensive Plan provides the policy framework to guide physical change in our community over the next 20 years. The effectiveness of our plan to guide development and public investment decisions depends to a large extent on clearly identifying actions and initiatives to implement the ideas outlined in the plan.



Community collaboration on a project



Community generated ideas being considered

Implementation of our plan will occur in several ways:

### ***The Plan is a guide for decision making***

The Plan will be used on a daily basis by City Staff in the day-to-day operations of local government. Staff will reference plan policies and goals to support elected and appointed officials while carrying out their responsibilities in making key decisions relative to public investments, growth and redevelopment. Requests for land use applications and development projects will be evaluated based on consistency with the plan. City Staff's copy of the Plan should be most noted by its torn edges, protruding sticky notes and coffee stains, evidence of extensive use of the plan.

Our elected and appointed officials will use the Plan to justify hard decisions related to land use development, zoning requests, annexation, growth, redevelopment, regional infrastructure investments and local public infrastructure investment.

The Plan will be used by the development community to understand how particular projects fit within the community and how it might affect existing or planned future growth around their projects. Developers, brokers, realtors and investors will use the Plan to help formulate strategies for new development projects or investing in existing development and to help with risk assessment.

Boards and commissions of the City will use the Plan to help in establishing annual work programs and priorities, using the Plan as a "to do list."

### ***The Plan is a marketing tool***

Our guiding principles emphasize a number of strategies that require coordinated efforts by the community to attract, grow and develop ideas. As an adopted policy plan the Comprehensive Plan can help solidify the support, commitment and collaboration needed to mobilize the community. The Plan should be referenced, celebrated and promoted to the Byron community and the region seeking to invest or re-invest in the City. In essence, the Plan becomes the document that is provided to prospective businesses, residents or investors or potential grantors/philanthropies.

### ***The Plan is a "to do list"***

We all have our "to do lists" at home stuck on the fridge or bulletin board. In fact, some of us have many to do lists. The Comprehensive Plan is the City of Byron's to do list and should be a resource for City departments, boards and commissions as they establish annual goals and work programs.

Successful implementation of the Comprehensive Plan results in checking off some of the projects on our list. As items get checked off the list, it is an indicator that the plan should be revisited and refreshed.



## Implementation Action Steps

Action steps are physical initiatives that are intended to carry out an idea or policy identified through the planning process and memorialized in the adoption of the Plan. The action steps directly correlate to the vision and guiding principles. Action steps will result in both tangible and intangible outcomes. For example, one action step may be to provide a service that enhances quality of life (recreational programming). Providing a service might not result in a physical product but it is implementing a policy of the Plan. On the other hand, an action step that is focused on growing a business or industry might result in a new development or new jobs, both tangible outcomes.

In the case of action steps, the Plan identifies an initiative or action, an entity or person responsible for the action or initiative, a time frame for completion, a general statement of cost to understand the magnitude of the action or initiative and a means to measure the action or initiative’s effectiveness in moving towards the Plan’s objectives/goals.



## Partnerships

Implementation of our Comprehensive Plan requires partnerships between the public and private sectors. The private sector builds new neighborhoods; they provide the supply. The community helps shape that neighborhood and is the demand. Neighborhoods don’t form overnight. They take time to develop, emerge and mature. Collaboration with property owners, developers and investors will be required to see neighborhoods come together in a connected fashion. Our plan also recognizes the need to focus on the core of the community, our historic downtown area and areas along Highway 14 particularly will require collaboration among the public and businesses that are affected by redevelopment. Forming new partnerships and strengthening existing partnerships are critical strategies in realizing our vision.

## Action Steps

- Partner with landowners who control parcels most suitable for new development in the future to provide a coordinated marketing and development plan that reduces development barriers and maximizes consistency with the City’s vision and guiding principles.
- Partner with Olmsted County, Dodge County and MnDOT in pursuit of a feasible resolution and implementation of improvements to Highway 14.
- Partner with the School District to provide recreational programming for all ages of the community. (See Page 65-66 for the Recreational Programming Idea.)
- Partner with major businesses in downtown to strategize land use transition and redevelopment impacts and ultimately an identity for downtown.
- Partner with local/regional produce farmers to provide a more substantial and permanent place for the farmers market, integrated with future development that is destination oriented.
- Partner with local business leaders to explore new business ventures and economic development/growth opportunities.

## Partnerships

**Responsible entity:** City Council/ Administration

**Timing:** Immediate – then ongoing

**Cost implications:** Will require staff time to coordinate – minimal budget impacts

**Funding sources:** General fund

**Key Measurements:** Number of partnerships created, number of projects initiated, number of projects completed



Partnerships can take many forms. A first step is defining the objective of the partnership and establishing a desirable outcome such as a specific development project, coordination of an event or delivery of a particular service. A second step in forming the partnership is to understand the organizational structure and the roles of each partner. This would include the financial commitments, decision making structure and staffing responsibilities. Lastly, and probably most important, is identifying a passionate leader who coordinates and facilitates activities of the partnership, mediates potential challenges and advocates for the desired outcome.

## Official Controls

Official controls are key tools for implementing the Comprehensive Plan. Official controls generally refer to the ordinances and regulations that control the physical development of a city such as a zoning ordinance, subdivision ordinance, building codes and official maps. These controls need to be consistent with the Comprehensive Plan. The Comprehensive Plan provides the broad policy framework and basis for the more detailed zoning ordinance. The following topic areas need to be addressed and updated:

### *Concept Planning*

The Neighborhood District approach suggests that the City collaborate closely with the development community to achieve a connected system of neighborhoods, greenways, trails, and roadways. Flexibility is provided to the development community to distribute specific land uses within each neighborhood district: varying forms of residential, neighborhood commercial, parks, schools and churches, etc. while factoring in market demands and development phasing needs. The overall land use distribution and community systems (e.g., parks, infrastructure and roadways) provide a framework to ensure continuity between neighborhoods and to ensure that community systems are not overstressed by new development

Implementation of the neighborhood districts concept will require an emphasis on concept planning in order to envision relationships and connectivity to adjacent neighborhoods and connected systems (streets, trails, greenway and parks). Traditional zoning district tools can be applied following a detailed concept planning process and approach. Options to consider include updates to existing zoning districts, creating a mixed-use district(s), and/or creating overlay districts.

### *Subdivision Ordinance*

The Subdivision Ordinance regulates the development of land and the provision of public facilities within the community. Properly enforced subdivision regulations, coupled with zoning, can ensure proper physical development and adequate public facilities within growth areas. They normally prescribe standards for street improvements, lot layouts, water and sewer facilities, and other development standards.

Subdivision regulations can also ensure that the costs of public improvements within growth areas are borne by the developers and the new residents as appropriate rather than by the established community. Byron's subdivision regulations should be reviewed against the recommendations of the new Comprehensive Plan, and revised and modified where necessary.



Senior Christmas Lunch

## Zoning Ordinance

The Zoning Ordinance provides regulations for the use of land. Key components that should be evaluated and considered for revisions include:

- Commercial zoning districts: Consider establishing separate zoning districts for neighborhood retail, community retail and highway-oriented retail. An overlay district may be another tool for permitting commercial uses in a neighborhood. The purpose of an overlay district is to establish more specific design regulations for specific areas. Overlay district regulations are in addition to the requirements of the underlying or base zoning district. An overlay district typically provides requirements (or incentives) intended to preserve the character of an area. Increased flexibility in setting overlay district regulations is possible since the standards can be more closely tailored to an area within the community that shares certain characteristics.
- Mixed use district: Consider establishing a mixed-use district to support the integration of uses on a single parcel, either vertical mixed use (retail/commercial on ground level with residential/office above) or horizontal.
- Review bulk standards (setbacks, building height, lot coverage, etc....) to evaluate standards that are in conflict with a more walkable/bikable environment.

## Action Steps

- Conduct a thorough review of the Zoning and Subdivision Ordinances confirming purpose and objective statements, use regulations and bulk standards.
- Establish zoning tools (e.g., new zoning districts or overlay districts) that support neighborhood and community retail uses in the neighborhood districts.
- Revise the Zoning and Subdivision Ordinances to incorporate updates
- Adopt a new and updated zoning map.



Playground at the Community Recreation Complex

## Offical Controls

**Responsible Entity:** Planning Commission/Planning Staff

**Timing:** Fall/Winter 2022 - then ongoing

**Cost Implications:** Funded

**Funding Sources:** General fund

**Key Measurements:** N/A (on going measurements include number of applications denied in a year, number of variances requested, granted or denied)



A roadway under construction

## Capital Improvement Programs

The City of Byron uses a Capital Improvement Program (CIP) to manage capital improvement expenditures. CIP planning is critical to maintaining the community's core infrastructure systems such as streets, sidewalks, trails, wastewater system, potable water system and stormwater infrastructure. The CIP focuses on maintaining infrastructure systems as well as growing new systems. As future growth and development occurs, the CIP plan should be maintained as a valuable planning and budgeting tool.

The City actively studies and plans for infrastructure needs (e.g., sanitary sewer and potable water supply systems). The City will need to continue to assess its infrastructure systems focusing on how future growth areas. Priority planning efforts include the Highway 14 interchanges.

### *Action Step*

- Monitor and update the CIP to include 3-year, 5-year and 10-year CIP projects such as future road extensions/improvements, trail corridors/improvements, park improvements, and trunk/main infrastructure improvements. The CIP can also include planning and engineering design services that ultimately lead to capital improvements.
- Identify funding partners and sources for the Highway 14 interchanges.
- Maintain mapping files of built work (e.g., sidewalks and trails).

## *Capital Improvement Programs*

**Responsible entity:** City Council/  
Administration

**Timing:** Ongoing

**Cost implications:** Staff time – minimal budget impacts

**Funding sources:** General fund

**Key measurements:** New projects identified and funded – projects completed – dollar value of completed projects/investments

## Future Special Studies

### *Downtown Master Plan*

While it is not recognized as the focal point of activity for our community, our downtown carries significant historical roots and changes in land use will present opportunities to recapture and recast the area. What it is recast as should be the subject of a more detailed process with neighborhood and community engagement. As such, we should derive a plan that demonstrates how we can achieve some of the desired improvements to our historic downtown while not compromising the integrity and continued growth of Byron Towne Square and Towne Village, the area that serves as our more traditional downtown (shopping, entertainment and jobs). A downtown master plan would provide the following directions:

- Identify opportunities for investments in public improvements that strengthen connections to adjacent neighborhoods and enhance the pedestrian environment (walkability and bikeability) and generally define the cost implications of the improvements.
- Identify locations for organized civic events, activities and gathering places that bring people into downtown for entertainment, cultural and social opportunities and devise a strategy for establishing such spaces/ places.
- Evaluate redevelopment and reuse needs and demonstrate opportunities for new development aligned with creation of new downtown housing opportunities, new office opportunities, niche retail/services and civic attractions (museum, library, other???)

- Devise a strategy and plan for how redevelopment can occur including public financial incentives/assistance.
- Ensure a coordinated parking and wayfinding strategy that enables smooth traffic flow and circulation in downtown and a complete street element to street design.
- Provide design direction relative to scale and massing of new development so that it can retain the small town, traditional downtown character desired by Byron.

### *Action Step*

- Complete a Downtown Master Plan.

### *Downtown Master Plan*

**Responsible entity:** City Council/ EDA/Chamber

**Timing:** Mid term 3 – 5 years

**Cost implications:** Will require staff time to coordinate and consultants to conduct planning process – \$30K to \$60K

**Funding sources:** General fund, grant resources, TIF

**Key measurements:** Goals addressed in the Comprehensive Plan



Multi-family housing



Natural open space

## Neighborhood Concept Plans

New Growth (Neighborhood District) areas are described in the land use plan. These areas will be needed to accommodate new development that is forecasted over the next 20 years. Future growth in these areas will require the planned extension of community infrastructure (sanitary sewer, potable water, storm sewer and roads) and the coordination of future community park land.

A goal of the plan is to create new neighborhoods that will help offer a diversity of housing choices and neighborhoods that are attractive to live in (i.e., are walkable and bikeable, close to services and have desirable amenities like parks, trails and natural resources or open space areas).

Neighborhood concept plans would be triggered by an initial development interest within a new neighborhood. The City of Byron will need to play an organizational role at first coordinating a funding strategy for concept plan design and engineering work.

Ultimately, individual land owners seek to benefit by the concept planning process. The planning and design will help position one's property for future development. Steps in the environmental review process will be completed as part of the concept planning process. A community process would help garner community support for a smoother development approval process. The City seeks to benefit by avoiding future traffic, infrastructure or development conflicts that are unintended consequences of the traditional subdivision design approach. Because of the benefit that potentially is realized through the concept planning process, costs for concept planning should be shared amongst benefiting land owners, developers and the City.

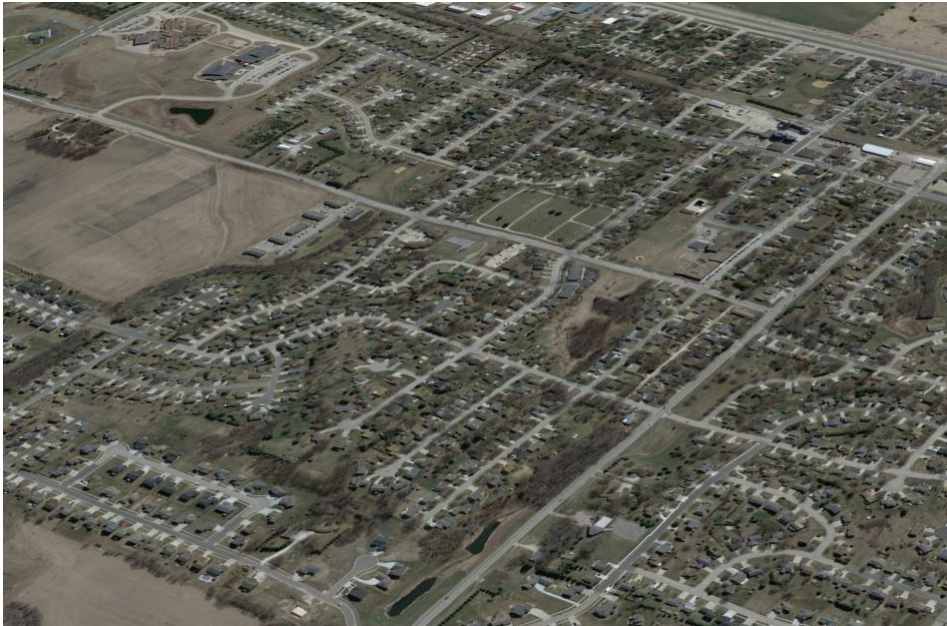
A neighborhood concept plan would include the following key elements:

- A detailed concept plan that defines how land uses would interact with the greenway framework (reference Greenway Corridor Idea pages 32 to 34) taking into consideration a mix of housing (or business uses depending on the neighborhood district), neighborhood retail, park and open space systems
- A quantification of development magnitude (how many units by type of units)
- A street network that provides access to development parcels and ensures connectivity to the street system and adjacent neighborhoods
- A feasibility study of infrastructure requirements identifying associated costs and establishing a financial plan for covering the costs
- Location, size, orientation and programming of future park needs following Byron's park plan

- Area and site amenities that contribute to quality of life and neighborhood character development (open spaces systems, infrastructure design, streetscape, sidewalk/trails, etc.)
- A phasing plan that would understand how development would occur over an extended period of time and how infrastructure would ultimately be designed and extended to the entire neighborhood and adjacent neighborhoods

## Action Steps

- Complete a Neighborhood Concept Plan for the Business Park area (west/southwest).
- Complete a Neighborhood Concept Plan for future Residential growth areas (northeast).
- Complete a Neighborhoods Concept Plan for land south of Highway 14.
- Complete a Neighborhood Concept Plan for land surrounding the future Highway 14 interchanges.



Aerial of Byron and growth areas

## Neighborhood Concept Plan

**Responsible entity:** Planning Commission in partnership with landowner/ developer

**Timing:** Developer or development driven in most cases – can be initiated by City when public infrastructure needs warrant

**Cost implications:** Will require staff time to coordinate – design/ engineering budget could vary depending on size and scope of project – planning/design/ engineering costs may range from \$15,000 to \$100,000

**Funding sources:** General fund/park fund/grant resources/developer-landowner funding

**Key measurements:** Number of goals addressed in the Comprehensive Plan



## Economic Development and Housing

Expanding the commercial and industrial base of the City is an ongoing effort. Identifying new, effective strategies for Byron will most likely come in response to the needs articulated by existing and prospective businesses. Thus, listening to and establishing relationships with existing businesses, and even business prospects, is the best initial step.

### Action Steps

#### *Support and Enhance Educational Institutions*

Schools are perhaps the most prominent asset within the community of Byron. School quality is a primary factor in a family's location decision. In order to attract entrepreneurs and business interests, the City must continue to maintain high quality school facilities and educational programming.

- Conduct biannual meeting between School Board and City Council to ensure open communication.
- Continue to explore new city-school cost sharing and seek opportunities to supplement school activities with city facilities when possible, such as through the community education program.
- Attract young families that will support the school system.
- Consider impacts on school planning and engage district administration in concept planning future growth areas.

#### *Increase connectivity to Rochester*

Creating access to amenities and work opportunities in Rochester will make Byron an attractive place to live for those who are less mobile due to age, socioeconomic status, physical disability, or those who want to limit car usage. Safe transportation for children to recreational facilities outside of Byron would enhance the quality of life for families in Byron.

- Seek grant opportunities through MnDOT to expand bus services/transit opportunities and plan future neighborhoods with long term transit service in mind.
- Develop a forum for residents to seek ride-share opportunities.
- Explore dedicated or off street/highway bike routes that connect Byron's bikeways all the way to major employment campuses in Rochester.
- Explore business spin offs or startups that build off of the identity and image of major businesses in Rochester but are more interested in the quality of life offered by a smaller, bedroom community.

#### *Facilitate Planned Housing Development*

Housing development is an important component in economic development. Housing can define the character of a community, and is often a primary factor in people's location decision. Housing development can affect property values throughout the city and aid or hinder other economic development. Byron must ensure that a diverse and abundant supply of housing at all price ranges will make this community an attractive place to locate for individuals and families with diverse socioeconomic characteristics.

- Assist with the development of senior housing/assisted living so individuals have the option of staying in Byron throughout their life and living close to family members.
- Market available property to potential home builders.
- Facilitate connectivity between future housing and current and future commercial/retail.
- Create a diverse housing stock with affordable housing options to ensure that Byron workers can also afford to live in Byron.

### ***Encourage Appropriate Commercial Development***

Commercial development eases the tax burden on residents for city services and creates employment opportunities for the local workforce. Increasing the local workforce will have secondary and tertiary benefits for local commercial and retail businesses as these workers spend money within the local economy. However, public officials must scrutinize these projects to ensure that they are the right fit for the community.

- Facilitate marketing of available industrial/commercial properties and buildings.
- Offer competitive tax/fee benefits for industrial projects that display long-term benefits for the community.
- Collaborate with businesses to meet service needs.
- Continuously explore emerging retail consumer behavior and trends to understand what retail form and markets are best suited for our community.
- Create continuity among businesses that complement each other.

### ***Encourage Entrepreneurship and Business Retention***

Part of being a great place to live is fostering an environment that encourages entrepreneurship and supports long standing businesses. The following key strategies are meant to support business development and retention:

- Assist business development services such as financial planning, marketing, and market research.
- Create a revolving loan fund to assist with small capital investments and gap financing.
- Ensure that businesses have adequate workspace to expand within the community.
- Partner with the Byron Chamber of Commerce to identify and address business needs relating to public services.
- Survey current businesses to gauge satisfaction with city services.



Commercial development



A lively historic downtown



## Economic Development and Housing

**Responsible entity:** EDA/Byron Chamber

**Timing:** Ongoing

**Cost implications:** Will require staff time to coordinate and conduct

**Funding sources:** General fund/ EDA

**Key measurements:** Number of goals addressed in the Comprehensive Plan – could be numerous



Community pool

### *Encourage Consumption of Local Goods and Services*

Due to the great percentage of residents that commute into Rochester, where retail is plentiful and convenient, business in Byron suffers. Byron businesses and the City should work to create businesses that capture consumption of goods and services by Byron residents.

- Develop a public relations/marketing campaign to create awareness.
- Ensure that new development has convenient access to commercial business.
- Create greater access and higher visibility from Highway 14 when the interchanges are constructed.

### Parks

The Comprehensive Plan provides general guidance on the park system. A more detailed system plan would further define park programming, future improvements and a phased approach to on-going park improvements. The Park System Plan would inform future CIP projects and would provide the legal basis and rationale for updates to the City Park Dedication Funds.

### Action Steps

- Update the 2006 Park System Plan.
- Form a Central Park Action Group to locate a site and create goals for potential future Byron Central Park.
- Coordinate with the Byron Community Education Department to discuss a joint recreation venture.

## Bikes and Pedestrians

The potential trails on Figure 3.13 (page 73) are shown as conceptual and open to adaptation. The trails would be built as properties are subdivided and developed. At some point, the City may play a more active role in facilitating trail completion when the improvement would benefit completion of a connected system by closing a gap.

There are many options for funding trails and sidewalks. Byron's current Sidewalk Policy requires new sidewalks to be built as streets are reconstructed. Sidewalks can be paid by assessments to benefiting property owners, general fund dollars, grant resources (such as Safe Routes to Schools or others) or through other creative funding strategies.

Trails, bikeways and sidewalks shown along existing streets can be developed as funding becomes available. Trails shown in undeveloped land can be planned, designed and built along with new developments. This concept ensures that trails will be considered during the planning stages of developments rather than after neighborhoods are formed.

### Action Steps

- Secure funding for a future trail needs that coincided with development.
- Prepare an updated Pedestrian and Bicycle System Plan.



A group of bikers on a roadway bike route

## Parks, Bikes, and Pedestrians

**Responsible entity:** Park Board/ City Staff

**Timing:** Immediate

**Cost implications:** Acquisition and planning

**Funding sources:** General fund, philanthropy, park dedication, grants

**Key measurements:** Number of Comprehensive Plan goals met



## → Establish a “Future of the City Forum”

Establish a “Future of the City Forum” or similar event to review the Plan on an annual basis and facilitate a community dialogue about what has worked well and what has not worked so well. This evaluation should lead to identifying a need for amendments or updating the “to do list” on an annual or every other year basis. This can occur through regular survey mechanisms or through a process designed to “take the pulse of the community” and celebrate community accomplishments.

### Action Steps

- Schedule a recurring “Future of the City Forum” to occur December of each year after Plan adoption.
- Prepare a report template that can be appended gradually over the year documenting issues with plan implementation, actions completed or new actions that should be added. This report template serves as the working agenda for the annual meeting.
- Bring together all elected and appointed staff for a goal setting meeting.

## *Establish a “Future of the City Forum”*

**Responsible entity:** Planning Commission/Planning Staff

**Timing:** Year 1 – then ongoing

**Cost implications:** Will require staff time to initiate/start up – minimal budget impacts

**Funding sources:** General fund, philanthropy

**Key measurements:** Number of total participants in the community dialogue, number of new participants in the dialogue



Free Little Pantry in downtown Byron

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