



# PARKS AND RECREATION COMMITTEE

**Thursday, April 13, 2023 at 5:00 PM**

City Hall 8319 Co. Rd. 11 Breezy Point, MN 56472

(218) 562-4441 | Office Hours 8:00 a.m. - 4:00 p.m. | [cityadmin@cityofbreezypointmn.us](mailto:cityadmin@cityofbreezypointmn.us)

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## AGENDA

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL/AMENDMENT OF THE AGENDA**

**5. OPEN FORUM**

Items not included in the agenda.

**6. NEW BUSINESS**

A. March 9, 2023 Parks & Recreation Committee Regular Meeting Minutes

B. Roles, Responsibilities, and Operations

**7. OLD BUSINESS**

A. Parks Master Plan & CIP

**8. STAFF UPDATES**

**9. COMMITTEE QUESTIONS & COMMENTS**

**10. ADJOURN**

**Breezy Point Parks & Recreation Committee**  
**Thursday March 9, 2023 – 5:00 p.m.**  
**Meeting Minutes**

The regular meeting of the Breezy Point Parks and Recreation Committee was called to order by vice chair Sandra Logelin at 5:00. Members present were Gail Arne, Jim McKellar, Bill Toft, Deanne Trottier, and Diane Williams. Staff present were Assistant Administrator Daniel Eick, Deputy Clerk Deb Runksmeier, Public Works Supervisor Joe Zierden, Joe Garcia Ex officio, and Council Liaison Michael Moroni. Megan Zierden and Administrator Clerk David Chanski were absent.

All present stood for the pledge of allegiance.

Arne added mission statement discussion to the Agenda.

MOTION TOFT/WILLIAMS TO APPROVE THE AGENDA WITH AMENDMENT TO ADD 7.B. MISSION STATEMENT, MOTION CARRIED 6-0

Open Forum – No one spoke

Consent Agenda

- A. October 13, 2022 Parks and Recreation Meeting minutes
- B. February 9, 2022 Parks and Recreation Meeting minutes

MOTION TOFT/WILLIAMS TO APPROVE THE CONSENT AGENDA, MOTION CARRIED 6-0

Arne presented a mission statement for the committee to review. Assistant Administrator Eick read the purpose, duties, and powers of the Parks and Recreation Committee from the City Ordinance.

Capital Improvement Plan was reviewed. Public Works Supervisor Joe Zierden spoke about the current status of projects.

Williams would like more information on Park Land Dedication areas.

Members discussed about possible group tour of city parks.

Community Garden discussion

MOTION TROTTIER/LOGELIN TO HAVE STAFF MOVE AHEAD WITH ADDING THE COMMUNITY GARDEN TO THE CAPITAL IMPROVEMENT PLAN, MOTION CARRIED 4-2, TOFT AND WILLIAMS OPPOSED



Discussed signage for park properties. Develop a standard base of rules for all park properties.

MOTION TROTTIER/LOGELIN FOR MEETING TO ADJOURN AT 6:38 PM, MOTION CARRIED 6-0

Adjourn

MOTION TROTTIER/TOFT FOR MEETING TO ADJOURN AT 6:38 PM, MOTION CARRIED 6-0

Submitted by Deb Runksmeier, Deputy Clerk

TO: Parks & Recreation Committee

FROM: David Chanski, City Administrator/Clerk

RE: Roles, Responsibilities, and Operations

DATE: April 10, 2023

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### **Background**

After the last Parks & Recreation Committee meeting, staff received questions from a number of committee members about meeting procedure as well as the role and responsibilities of the Committee. This item is intended to clarify some of those questions and provide instruction regarding meeting and operational procedures.

### **Roles of the Parks & Recreation Committee**

Section 33.35 of the City Code (attached) establishes the Parks & Recreation Committee and its operations. Subpart E of Section 33.35 outlines the purpose and duties of the Committee. The purpose of the Committee is to “review and to make recommendations to the City Council on the development and organization of the City parks, trails and recreation programs.” The general duty of the Committee is to “prepare, hold hearings on and recommend to the City Council the plans, programs and policies as it deems necessary to carry out the purposes of this section.” There are 10 specific powers that the City Code gives the Committee to help it carry out its duty:

- To hold meetings of its members to consider matters pertaining to parks, trails and public recreation programs in the city as directed by the Council or as the members of the Committee themselves deem proper.
- To recommend capital park and trail projects to Council subject to available funding sources.
- To recommend policies affecting the use of the city’s parks and trails systems.
- To allocate park fields in a fair and equitable manner based on recommendations from users and city staff.
- To work with a variety of organizations to ensure the offering of an appropriate array of recreation opportunities for the youth and adults of the city.
- To assist with the preparation of a comprehensive plan for the future development of the city’s parks, recreation amenities and trail systems to be submitted to the City Council for implementation, to maintain the plan and recommend amendments to the plan to the City Council as may become necessary or desirable.
- To act in an advisory capacity to the City Council in all matters relating to parks, recreation and trail programs in the city.

- To assist in the procurement of land and review the retaining of parcels for necessary open space.
- To carry out any other plans and programs as may be assigned by the City Council from time to time.
- All city employees shall, upon request and within a reasonable time, furnish to the Committee or its agents the available records or information as may be required in its work. The Committee or its agents may in the performance of official duties enter upon lands and make examinations or surveys in the same manner as other authorized city agents or employees, and shall have the other powers as are required for the performance of official functions in carrying out the purposes of this section.

Additionally, Section 33.35(C)(5) authorizes the Committee to establish other committees and subcommittees to advise and assist the Committee in the conduct of its business. However, the composition of such committees and subcommittee must be from its own membership.

One item to note is that the City Code specifically states that the Parks & Recreation Committee shall not be considered a Park Committee as defined by State Statute and does not have powers to “acquire or lease land, employ personnel or enter into contracts or leases, or any similar powers authorized for a Park Committee under state law.”

In short, the primary role and responsibility of the Parks & Recreation Committee is to be the City Council’s primary advisors on all things related parks, recreations, and trails.

### **Governing Documents**

There are four primary documents that govern and provide direction to the Parks & Recreation Committee. They are the City Code, the Comprehensive Plan, the Parks Master Plan, and the Parks Capital Improvement Plan. Staff will go into more detail on these plans in a separate item on the April 13 meeting agenda.

### **Meeting Procedures**

Section 33.35(C)(3) states that the Committee “shall be governed and operate by rules adopted by the Committee. The Committee may adopt additional rules and procedures as are necessary for the orderly conduct of its business.” Staff has not found any documentation that would indicate that the Parks & Recreation Committee has established formal rules of order. Attached to this memo is a brief synopsis of Robert Rules of Order, which is the parliamentary procedure most widely used by government entities. These “rules” are purely a guide for orderly meeting conduct and are not legally binding. As such, strict adherence (or a lack thereof) does not affect formal actions taken by the Committee.

One item of importance is that the Committee does not operate as individuals but as a body, and all action of the Committee must be taken as a body with majority rule. As

such, any formal action, direction, guidance, recommendation, etc. to staff, the City Council, or another committee/commission/board of the City needs to be made through a formal motion and vote.

### **Agenda Development**

Meeting agendas are developed by staff based on prior direction from the Committee or the City Council as well as staff's knowledge of issues, topics, questions, etc. that need to be addressed by the Committee. The Committee formally approves the agenda and, thus, as the opportunity to amend the agenda at the beginning of each meeting.

If a Committee member would like a specific item on a meeting agenda, it is requested that all information regarding that item be provided to staff and the Committee Chair at least 1 week prior to the scheduled meeting. Please note, that the only documentation provided in a meeting packet will be what is provided to staff. Staff will not engage on an issue brought forward by individual committee members, members of the City Council, or members of the public without an affirmative vote from the Committee to do so.

### **Parks Operations**

The City of Breezy Point does not have a formal parks and/or recreation department. Parks operations are instead spread across departments. The Public Works Department conducts general maintenance of the parks system, the Administration Department provides the Committee with administrative and policy support, and the Police Department provides enforcement of the City's ordinances within the parks.

Attached to this memo is a copy of the 2023 Budget. In total, Parks & Recreation has a budget of \$36,750. However, if you break the budget down to simply operation funds, the operational budget is only \$12,000. The budget is set annually by the City Council. Any increases in the Parks & Recreation budget should be presented to the City Council as a recommended not later than July of each year.

CHAPTER 33: CITY ORGANIZATIONS

Section

*General Provisions*

33.01 Departments generally

*Departments*

33.15 Police Department

*Boards and Commissions*

33.35 Parks and Recreation Committee

33.36 Planning Commission

33.37 Board of Adjustment

33.38 Cemetery Commission

33.99 Penalty

**GENERAL PROVISIONS**

**§ 33.01 DEPARTMENTS GENERALLY.**

(A) *Control.* All departments of the city are under the overall control of the Council. Heads of all departments are responsible to the Council and subject to its supervision and direction, except as otherwise provided herein.

(B) *Appointment.* All department heads and employees shall be appointed by the Council. All appointments shall be for an indeterminate term and subject to any applicable Civil Service Regulations in effect in the city.

(C) *Compensation.* All wages and salaries shall be fixed and determined by the Council.  
(Prior Code, § 2.30)

***DEPARTMENTS*****§ 33.15 POLICE DEPARTMENT.**

A Police Department is hereby established. The head of this Department shall be known as the Chief of Police, and the number of additional members and employees of the Police Department shall be determined by the Council which may be changed from time-to-time. The Mayor shall have, without the approval of the Council, authority to appoint additional members of the Police Department for temporary duty when, in his or her judgment, an emergency exists for the preservation of life or property. The Chief of Police and all members of the Police Department shall have the powers and authority of police officers generally and shall perform the duties as are required of them by the Council or by law. The Chief of Police shall have overall supervision and management of the Police Department and custody of all property used and maintained for the purposes of the Department. The Chief of Police shall make and file the reports as may be required by the Council.

(Prior Code, § 2.31)

***BOARDS AND COMMISSIONS*****§ 33.35 PARKS AND RECREATION COMMITTEE.**

(A) *Establishment of a Parks and Recreation Committee.* There is hereby established a Parks and Recreation Committee referred to as the Committee.

(B) *Composition.*

(1) *Membership.* The Committee shall be composed of not less than five or no more than seven members appointed by the Mayor with the approval of a majority of the City Council. Members shall be appointed from among persons in a position to represent the general public interest, and no person shall be appointed with private or personal interests likely to conflict with the general public interest. Members shall be appointed as follows. When a vacancy occurs or is about to occur, applications shall be requested from the residents of the city. All applications shall be submitted to the Mayor for review and recommendation and shall be presented to the Council for approval. Membership shall include one member from the City Council, as a council liaison.

(2) *Terms.* Terms of office for members other than the City Council

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representative shall be for three years, provided that in the first establishment of the Committee, two members shall be appointed for terms of three years, two members for a term of two years and the remainder shall be appointed one-year terms.

(3) *Removal from office.* Any member of the Committee may be removed from office for just cause and on written charges by four-fifths vote of the City Council, but the member shall be entitled to a public hearing before the vote is taken. In addition, any member absent from three consecutive regular meetings or five meetings in one year shall be deemed to have forfeited his or her seat upon declaration of the Mayor and a vacancy shall exist without formal removal proceedings. It shall be the duty of the Chairperson of the Committee to notify the City Council promptly of any vacancies occurring in membership, and the City Council shall fill the vacancies within 60 days from notification.

(C) *Organization.*

(1) *Officers.* The officers of the Committee shall be elected by the members of the Committee at the first regular meeting of each year. The Committee shall elect a Chairperson and a Vice-Chairperson from among its members and may create the other offices as it may determine. Terms of elected offices shall be for one year with eligibility for re-election.

(2) *Clerk-Treasurer and Recording Secretary.* The City Clerk-Treasurer shall serve as the Clerk-Treasurer and Recording Secretary of the Committee but shall not be a voting member. The Secretary shall record and transcribe a record of attendance, testimony, findings and determinations including the vote of each member. The records of the Committee shall be a public record.

(3) *Rules.* The Committee shall be governed and operate by rules adopted by the Committee. The Committee may adopt additional rules and procedures as are necessary for the orderly conduct of its business.

(4) *Meetings.* The Committee shall schedule one regular meeting each month and meet when determined necessary. Special meetings may be held at any time upon the call of the chair. Notice of the time and place of a special meeting shall be communicated to the members and publicly noticed at least three days prior to the meeting except in the event of emergency. All Committee meetings shall be open to the public.

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(5) *Committees.* The Committee may establish committees and subcommittees from its membership to serve in an advisory capacity to assist the Committee in the conduct of its business.

(D) *Appropriations.* The City Council may make available to the Committee the appropriations as it may see fit for compensation, fees and expenses necessary in the conduct of the work of the Committee including, but not limited to, necessary travel, per diem and other expenses while on official business for the Committee. Subject to the approval of the City Council and within limits set by appropriations or other funds made available, the Committee may employ the staff, technicians and experts as may be deemed proper and may incur the other expenses as may be necessary for the conduct of its affairs. The Committee shall have authority to expend all sums so appropriated and made available for its use from grants, gifts and other sources for the purposes and activities authorized by this section.

(E) *Purpose, duties and powers.*

(1) *Purpose.* The Committee is established to review and to make recommendations to the City Council on the development and organization of the city parks, trails and recreation programs.

(2) *Duties.* The Committee shall prepare, hold hearings on and recommend to the City Council the plans, programs and policies as it deems necessary to carry out the purposes of this section. The powers shall include, but not be limited to, the study of and recommendations to the City Council on the following:

(a) To hold meetings of its members to consider matters pertaining to parks, trails and public recreation programs in the city as directed by the Council or as the members of the Committee themselves deem proper;

(b) To recommend capital park and trail projects to Council subject to available funding sources;

(c) To recommend policies affecting the use of the city's parks and trail systems;

(d) To allocate park fields in a fair and equitable manner based on recommendations from users and city staff;



(e) To work with a variety of organizations to ensure the offering of an appropriate array of recreation opportunities for the youth and adults of the city;

(f) To assist in the preparation of a comprehensive plan for the future development of the city's parks, recreation amenities and trail systems to be submitted to the City Council for implementation, to maintain the plan and recommend amendments to the plan to the City Council as may become necessary or desirable;

(g) To act in an advisory capacity to the Council in all matters relating to parks, recreation and trail programs in the city;

(h) To assist in the procurement of land and review the retaining of parcels for necessary open space; and

(i) To carry out any other plans and programs as may be assigned by the City Council from time to time.

(3) *Park Committee.* The Committee shall not be considered a Park Committee under state law and shall have no powers to acquire or lease land, employ personnel or enter into contracts or leases, or any similar powers authorized for a Park Committee by state law.

(4) *Powers.* All city employees shall, upon request and within a reasonable time, furnish to the Committee or its agents the available records or information as may be required in its work. The Committee or its agents may in the performance of official duties enter upon lands and make examinations or surveys in the same manner as other authorized city agents or employees, and shall have the other powers as are required for the performance of official functions in carrying out the purposes of this section.

(Prior Code, § 2.35) (Ord. 05-01-07, passed 5-7-2007, Ord. 10-20, 3<sup>rd</sup> Series, passed 12-06-2010)

### **§ 33.36 PLANNING COMMISSION.**

(A) *Appointments.* On January 2 in each year, or soon thereafter as the Council shall meet, the Mayor, by his or her own recommendation or recommendation of a committee comprised of the City Administrator, Planning Commission chair and a

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member of the City Council so designated, shall make appointments for three-year terms of office to reappoint or replace members whose terms have expired.

(B) *Organization.* The officers of the Planning Commission shall be elected by the members of the Planning Commission at a regular meeting thereof in January of each year. Notice of a meeting for the election of officers shall be given the members of the Planning Commission at least seven days prior to the meeting and election. The officers shall consist of a Chairperson, a Vice-Chairperson and a Secretary-Treasurer. The Chairperson shall preside at all meetings and hearings of the Planning Commission and shall have the duties normally conferred by parliamentary usage; on the officers as well as any other duties specified in the City Code. The Vice-Chairperson shall act for the Chairperson in his or her absence. Members of the Planning Commission in attendance may choose a Chairperson for the meeting or hearing if the Chairperson and Vice-Chairperson are both absent. The City Clerk-Treasurer shall preside for the election of officers until a Chairperson shall have been elected and takes up his or her office as Chairperson. Nominations for officers shall be made from the floor. The election for each office shall be voted on separately. A candidate for office who receives a majority of votes cast shall be declared elected and shall serve until the following January election or until his or her successor shall take office. Vacancies in offices of the Planning Commission shall be filled immediately by the same procedure.

(C) *Quorum.* A quorum for any meeting or hearing of the Planning Commission shall be a majority of the members of the Planning Commission.

(D) *Meetings.* The Planning Commission shall schedule not less than one regular meeting in each calendar month. Regularly scheduled meetings shall take place when deemed necessary. Special meetings may be held as provided for herein. The Planning Commission shall set the meeting times for all regular meetings. Special meetings may be called by the Chairperson on five-days' written notice mailed to each member. Special meetings shall be called by the Chairperson of the Planning Commission at the written request of three members of the Planning Commission within five-days' notice, if at least four members of the Planning Commission agree to waive of notice. All meetings of the Planning Commission shall be held in the City Hall and shall be open to the public.

(E) *Meeting procedure.* The Planning Commission may set the rules and procedures as are necessary for the orderly conduct of its business. Rules and procedures not otherwise adopted or not covered by applicable law shall be governed

by *Roberts' Rules of Order*, revised, as may be necessary for the proper conduct of the business of the Planning Commission.

(F) *Compensation.* The members of the Planning Commission may receive the compensation for per diem and expenses as may be allowed by the Council.

(G) *Powers and duties.* The Planning Commission shall have the power and duties as allowed by statute or regulation of the State of Minnesota and as allowed by City Code provisions.

(H) *Clerk-Treasurer and Recording Secretary.* The Clerk-Treasurer shall serve as the Clerk-Treasurer and Recording Secretary of the Planning Commission but shall not be a voting member thereof. All testimony at any hearing held by the Planning Commission shall be recorded or transcribed. The duties as Clerk-Treasurer and Recording Secretary shall be as prescribed by the Planning Commission.

(Prior Code, § 2.40) (Ord. 06-3-06, passed 6-5-2006, Ord. 10-20, 3<sup>rd</sup> Series, passed 12-06-2010)

### **§ 33.37 BOARD OF ADJUSTMENT.**

***Editor's note:*** *The Board of Adjustment is provided for in § 153.116 of the City Code.*

(Prior Code, § 2.41)

### **§ 33.38 CEMETERY COMMISSION.**

(A) *Establishment and composition.* A Cemetery Commission is hereby established. The Commission shall be composed of not less than five members and no more than seven members appointed by the Mayor with the approval by a majority of the City Council. At the inception of the Commission, the Council shall appoint two members for a three-year term, two members for a two-year term and three members for a one-year term. Thereafter on January 2 each year, the Mayor shall make appointments for three-year terms of office to reappoint or replace members whose terms have expired. At any time the Mayor may appoint members to serve for an unexpired term of office of a member who has left the office for any reason. Membership on the Cemetery Commission shall include one member designated as the City Council liaison.

(B) *Organization.* The officers of the Cemetery Commission shall be elected by the members of the Cemetery Commission at a regular meeting thereof in January of each

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year. Notice of a meeting for the election of officers shall be given the member of the Cemetery Commission at least seven days prior to the meeting and election. The officers shall consist of a Chairperson, a Vice-Chairperson and a Secretary-Treasurer. The Chairperson shall preside at all meetings of the Cemetery Commission and shall have the duties normally conferred by parliamentary usage; on the officers as well as any other duties specified in the City Code. The Vice-Chairperson shall act for the Chairperson in his or her absence. Members of the Commission in attendance may choose a Chairperson for the meeting if the Chairperson and Vice-Chairperson are both absent. The City Clerk-Treasurer shall preside for the election of officers until a Chairperson shall have been elected and takes up his or her office as Chairperson. Nominations for officers shall be made from the floor. A candidate for office who receives a majority of votes cast shall be declared elected and shall serve until the following January election or until his or her successor shall take office. Vacancies in offices of the Cemetery Commission shall be filled immediately by the same procedure.

(C) *Quorum.* A quorum for any meeting or hearing of the Cemetery Commission shall be a majority of the members of the Cemetery Commission.

(D) *Meetings.* The Cemetery Commission shall hold meetings as necessary. Meetings shall be called by the Chairperson of the Cemetery Commission or Clerk-Treasurer on five-days' written notice mailed to each member and posted. All meetings for the Cemetery Commission shall be held in the City Hall or as posted and shall be open to the public.

(E) *Meeting procedure.* The Cemetery Commission may set the rules and procedures as are necessary for the orderly conduct of its business.

(F) *Compensation.* The members of the Cemetery Commission may receive the compensation for per diem and expenses as may be allowed by the Council.

(G) *Powers and duties.* The Cemetery Commission shall have the powers and duties as allowed by statute or regulation of the State of Minnesota and as allowed by City Code provision. The Cemetery Commission shall adopt rules and regulations as approved by the City Council for the orderly operation of the cemetery which may from time to time be amended.

(1) *Personal property.* The Commission, subject to budgetary constraints, may acquire or arrange for the necessary equipment to establish, construct, enlarge,

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improve, maintain, equip, operate and regulate the cemeteries of the city, including incidental recreational facilities located therein. The Commission may lease space, area or improvements with approval of the city council and grant privileges for cemetery or recreational purposes or purposes incidental thereto.

(2) *Professional services.* The Commission, subject to City Council approval shall have authority to hire professional services (within budget) that may be necessary in accomplishing the purposes for which it was appointed.

(3) *Budget.* The Commission shall each year prepare a budget for cemetery finance for the ensuing calendar year. The budget shall be balanced or show more revenues than expenses. The budget shall follow a format as established by the City Council. The budget shall be submitted no later than September 1 to the City Council. The final decision of the City Council as to the requested budget shall be reported back to the Commission in a timely fashion. The budget, as finally established and approved by the Commission, shall control the year's spending program. Funds received through donations or fund raising may be spent upon the approval of a quorum of members of the Cemetery Commission. Expenditures of these funds in excess of \$1000 shall require approval of the City Council. Commission shall not itself levy taxes or borrow money; and it shall not approve any claims or incur any obligations for expenditures unless there is unencumbered cash in the appropriate cemetery fund for the credit of the Commission with which to pay the same.

(4) *Finance.* For the purpose of financing the necessary expenditures in carrying out the provisions of this agreement, there is hereby created in the city accounts and treasury, a special fund to be called the Cemetery Fund. All receipts belonging to the Commission shall be deposited intact in a bank account to the credit of the Cemetery Fund and no disbursements shall be made from this bank account except by check nor unless a verified claim for services and commodities actually rendered or delivered has first been submitted to and for payment by the Commission as authenticated by signatures of a representative of the City Council. The city shall account for this fund and the custody of the cash and the bank accounts shall be in the hands of the City Treasurer. These officers shall make reports to the Commission at reasonable intervals as determined by the Commission. For purposes of budgeting, accounting and reporting, the fiscal year for the Commission and the Fund shall commence on January 1. An audit of the fund shall be made annually. The audit may be made independently of or in conjunction with any audit which may be made of the funds of the city. The Cemetery Commission shall maintain employee dishonesty

insurance coverage for all employees of the Cemetery Commission.

(5) *Reports.* The Commission shall as soon as possible after the end of each calendar year, prepare and present to the City Council, a comprehensive annual report of its activities. The Commission shall also prepare and present other reports as may be required by law, regulation or contract.

(6) *Sale of markers.* The Cemetery Commission has the powers and duties as allowed by statute or regulation of the State of Minnesota and as allowed by City Code provisions. Specifically, state statute gives cities the authority to hold and manage cemetery grounds, to enclose, lay out and ornament such grounds and sell and convey lots therein. Implied within this authority is the ability to make available for sale uniformly sized, lettered and colored grave markers. It is the desire of the Cemetery Commission to make available for sale uniform grave markers; standards for which are currently included in the rules and regulations, as amended from time to time. The city's fee for this service will be reflected in the fee schedule for the cemetery, as approved by the City Council. The city also recognizes the obligation in providing this service for a fee to remit the proper sales tax and user fees as collected to the respective taxing jurisdiction. It shall be the City Clerk's responsibility to collect and transmit the applicable fees and taxes. Nothing in this division shall otherwise limit the city's ability to provide markers for sale in soliciting proposals from wholesale marker companies.

(H) *Clerk-Treasurer and Recording Secretary.* The Clerk-Treasurer shall serve as Recording Secretary of the Cemetery Commission but shall not be a voting member thereof. All testimony at any hearing held by the Cemetery Commission shall be recorded and transcribed. The duties of the Clerk-Treasurer and Recording Secretary shall be as prescribed by the Cemetery Commission.

(Ord. 05-03-07, passed 5-7-2007; Ord. 03-01-09, passed 3-2-2009, Ord. 11-11, 3<sup>rd</sup> Series, passed 8-01-2011)

### **§ 33.99 PENALTY.**

Any person violating any provision of this chapter shall be subject to § 10.99.

## CHAPTER 91: PARKS AND RECREATION

### Section

#### 91.01 Public beach regulations

### **§ 91.01 PUBLIC BEACH REGULATIONS.**

(A) *Rules and regulations.* The use of any public beach area in the city is subject to the following:

- (1) The public beach area is open from 10:00 a.m. to 9:00 p.m. daily;
- (2) No alcoholic beverages (as defined in Chapter 110 of the City Code) are allowed on the public beach area;
- (3) All litter and garbage must be placed in garbage cans;
- (4) No dogs or pets are allowed in the public beach area;
- (5) No parking shall obstruct traffic or interfere with private property or private driveways;
- (6) No fires are allowed on the public beach area; and
- (7) Any person using the public beach area must act in a peaceful and orderly manner. Loud or disruptive behavior or loud amplification which would constitute a nuisance is hereby expressly prohibited.

(B) *Unlawful act.* It is unlawful for any person to violate any provision of this section.

(Prior Code, § 7.20) Penalty, see § 10.99

## Parliamentary Procedure for Meetings

**Robert's Rules of Order** is the standard for facilitating discussions and group decision-making. Copies of the rules are available at most bookstores. Although they may seem long and involved, having an agreed-upon set of rules makes meetings run easier. **Robert's Rules** will help your group have better meetings, not make them more difficult. Your group is free to modify them or find another suitable process that encourages fairness and participation, unless your bylaws state otherwise.

Here are the basic elements of **Robert's Rules**, used by most organizations:

1. **Motion:** To introduce a new piece of business or propose a decision or action, a motion must be made by a group member ("I move that.....") A second motion must then also be made (raise your hand and say, "I second it.") After limited discussion the group then votes on the motion. A majority vote is required for the motion to pass (or quorum as specified in your bylaws.)
2. **Postpone Indefinitely:** This tactic is used to kill a motion. When passed, the motion cannot be reintroduced at that meeting. It may be brought up again at a later date. This is made as a motion ("I move to postpone indefinitely..."). A second is required. A majority vote is required to postpone the motion under consideration.
3. **Amend:** This is the process used to change a motion under consideration. Perhaps you like the idea proposed but not exactly as offered. Raise your hand and make the following motion: "I move to amend the motion on the floor." This also requires a second. After the motion to amend is seconded, a majority vote is needed to decide whether the amendment is accepted. Then a vote is taken on the amended motion. In some organizations, a "friendly amendment" is made. If the person who made the original motion agrees with the suggested changes, the amended motion may be voted on without a separate vote to approve the amendment.
4. **Commit:** This is used to place a motion in committee. It requires a second. A majority vote must rule to carry it. At the next meeting the committee is required to prepare a report on the motion committed. If an appropriate committee exists, the motion goes to that committee. If not, a new committee is established.
5. **Question:** To end a debate immediately, the question is called (say "I call the question") and needs a second. A vote is held immediately (no further discussion is allowed). A two-thirds vote is required for passage. If it is passed, the motion on the floor is voted on immediately.
6. **Table:** To table a discussion is to lay aside the business at hand in such a manner that it will be considered later in the meeting or at another time ("I make a motion to table this discussion until the next meeting. In the meantime, we will get more information so we can better discuss the issue.") A second is needed and a majority vote required to table the item being discussed.
7. **Adjourn:** A motion is made to end the meeting. A second motion is required. A majority vote is then required for the meeting to be adjourned (ended).

**Note:** If more than one motion is proposed, the most recent takes precedence over the ones preceding it. For example if #6, a motion to table the discussion, is proposed, it must be voted on before #3, a motion to amend, can be decided.

In a smaller meeting, like a committee or board meeting, often only four motions are used:

- To introduce (motion.)
- To change a motion (amend.)
- To adopt (accept a report without discussion.)
- To adjourn (end the meeting.)



Remember, these processes are designed to ensure that everyone has a chance to participate and to share ideas in an orderly manner. Parliamentary procedure should not be used to prevent discussion of important issues.

Board and committee chairpersons and other leaders may want to get some training in meeting facilitation and in using parliamentary procedure. Additional information on meeting processes, dealing with difficult people, and using ***Robert's Rules*** is available from district office staff and community resources such as the League of Women Voters, United Way and other technical assistance providers. Parliamentary Procedure at a Glance, by O. Garfield Jones, is an excellent and useful guide for neighborhood association chairs.

## **Tips in Parliamentary Procedure**

The following summary will help you determine when to use the actions described in ***Robert's Rules***.

- **A main motion must be moved, seconded, and stated by the chair before it can be discussed.**
- **If you want to move, second, or speak to a motion,** *stand and address the chair.*
- **If you approve the motion as is,** *vote for it.*
- **If you disapprove the motion,** *vote against it.*
- **If you approve the idea of the motion but want to change it,** *amend it or submit a substitute for it.*
- **If you want advice or information to help you make your decision,** *move to refer the motion to an appropriate quorum or committee with instructions to report back.*
- **If you feel they can handle it better than the assembly,** *move to refer the motion to a quorum or committee with power to act.*
- **If you feel that there the pending question(s) should be delayed so more urgent business can be considered,** *move to lay the motion on the table.*
- **If you want time to think the motion over,** *move that consideration be deferred to a certain time.*
- **If you think that further discussion is unnecessary,** *move the previous question.*
- **If you think that the assembly should give further consideration to a motion referred to a quorum or committee,** *move the motion be recalled.*
- **If you think that the assembly should give further consideration to a matter already voted upon,** *move that it be reconsidered.*
- **If you do not agree with a decision rendered by the chair,** *appeal the decision to the assembly.*
- **If you think that a matter introduced is not germane to the matter at hand,** *a point of order may be raised.*
- **If you think that too much time is being consumed by speakers,** *you can move a time limit on such speeches.*
- **If a motion has several parts, and you wish to vote differently on these parts,** *move to divide the motion.*

# PARLIAMENTARY PROCEDURE AT A GLANCE

TO DO THIS	YOU SAY THIS	MAY YOU INTERRUPT SPEAKER	MUST YOU BE SECONDED	IS MOTION DEBATABLE	WHAT VOTE REQUIRED
Adjourn meeting*	I move that we adjourn	No	Yes	No	Majority
Recess meeting	I move that we recess until...	No	Yes	No	Majority
Complain about noise, room temperature, etc.*	Point of privilege	Yes	No	No	No vote
Suspend further consideration of something*	I move we table it	No	Yes	No	Majority
End debate	I move the previous question	No	Yes	No	2/3 vote
Postpone consideration of something	I move we postpone this matter until...	No	Yes	Yes	Majority
Have something studied further	I move we refer this matter to committee	No	Yes	Yes	Majority
Amend a motion	I move this motion be amended by...	No	Yes	Yes	Majority
Introduce business (a primary motion)	I move that...	No	Yes	Yes	Majority
Object to procedure or personal affront*	Point of order	Yes	No	No	No vote, Chair decides
Request information	Point of information	Yes	No	No	No vote
Ask for actual count to verify voice vote	I call for a division of the house	No	No	No	No vote
Object consideration of undiplomatic vote*	I object to consideration of this question	Yes	No	No	2/3 vote
Take up a matter previously tabled*	I move to take from the table...	No	Yes	No	Majority
Reconsider something already disposed of*	I move we reconsider our action relative to...	Yes	Yes	Yes	Majority
Consider something already out of its schedule*	I move we suspend the rules and consider	No	Yes	No	2/3 vote
Vote on a ruling by the Chair	I appeal the Chair's decision	Yes	Yes	Yes	Majority

\*Not amendable

# PARLIAMENTARY PROCEDURE AT A GLANCE

		Debatable	Amendable	Can Be Reconsidered	Requires 2/3 Vote
Privileged Motions	Fix Time at Which to Adjourn	No	Yes	No	No
	Adjourn	No	No	Yes	No
	Question of Privilege	No	Yes	Yes	No
	Call for Order of Day	No	No	Yes	No
Incidental Motions	Appeal	Yes	No	Yes	No
	Objection to Consideration of a Question	No	No	Yes	Yes
	Point of Information	No	No	No	No
	Point of Order	No	No	No	No
	Read Papers	No	No	Yes	No
	Suspend the Rules	No	No	No	Yes
	Withdraw a Motion	No	No	Yes	No
Subsidiary Motions	Lay on the Table	No	No	Yes	No
	The Previous Question (close debate)	No	No	Yes	Yes
	Limit or Extend Debate	No	Yes	Yes	Yes
	Postpone to a Definite Time	Yes	Yes	Yes	No
	Refer to Committee	Yes	Yes	Yes	No
	Amend the Amendment	Yes	No	No	No
	Amendment	Yes	Yes	Yes	No
	Postpone Indefinitely	Yes	No	Yes	No
Main Motion	Main or Procedural Motion	Yes	Yes	Yes	No

This table presents the motions in order of precedence. Each motion takes precedence over (i.e. can be considered ahead of) the motions listed below it. No motion can supersede (i.e. be considered before) any of the motions listed above it.

**PLEASE NOTE:** many organizations use only the Main Motion and Subsidiary Motions, handling other matters on an informal basis.

## **IN THE MEETING**

### ***TO INTRODUCE A MOTION:***

Stand when no one else has the floor.

Address the Chair by the proper title.

Wait until the chair recognizes you.

- Now that you have the floor and can proceed with your motion say "I move that...", state your motion clearly and sit down.
- Another member may second your motion. A second merely implies that the seconder agrees that the motion should come before the assembly and not that he/she is in favor of the motion.
- If there is no second, the Chair says, "The motion is not before you at this time." The motion is not lost, as there has been no vote taken.
- If there is a second, the Chair states the question by saying "It has been moved and seconded that ... (state the motion). . ., is there any discussion?"

### ***DEBATE OR DISCUSSING THE MOTION:***

- The member who made the motion is entitled to speak first.
- Every member has the right to speak in debate.
- The Chair should alternate between those "for" the motion and those "against" the motion.
- The discussion should be related to the pending motion.
- Avoid using a person's name in debate.
- All questions should be directed to the Chair.
- Unless there is a special rule providing otherwise, a member is limited to speak once to a motion.
- Asking a question or a brief suggestion is not counted in debate.
- A person may speak a second time in debate with the assembly's permission.

### ***VOTING ON A MOTION:***

- Before a vote is taken, the Chair puts the question by saying "Those in favor of the motion that ... (repeat the motion)... say "Aye." Those opposed say "No." Wait, then say "The motion is carried," or "The motion is lost."
- Some motions require a 2/3 vote. A 2/3 vote is obtained by standing
- If a member is in doubt about the vote, he may call out "division." A division is a demand for a standing vote.
- A majority vote is more than half of the votes cast by persons legally entitled to vote.
- A 2/3 vote means at least 2/3 of the votes cast by persons legally entitled to vote.
- A tie vote is a lost vote, since it is not a majority.

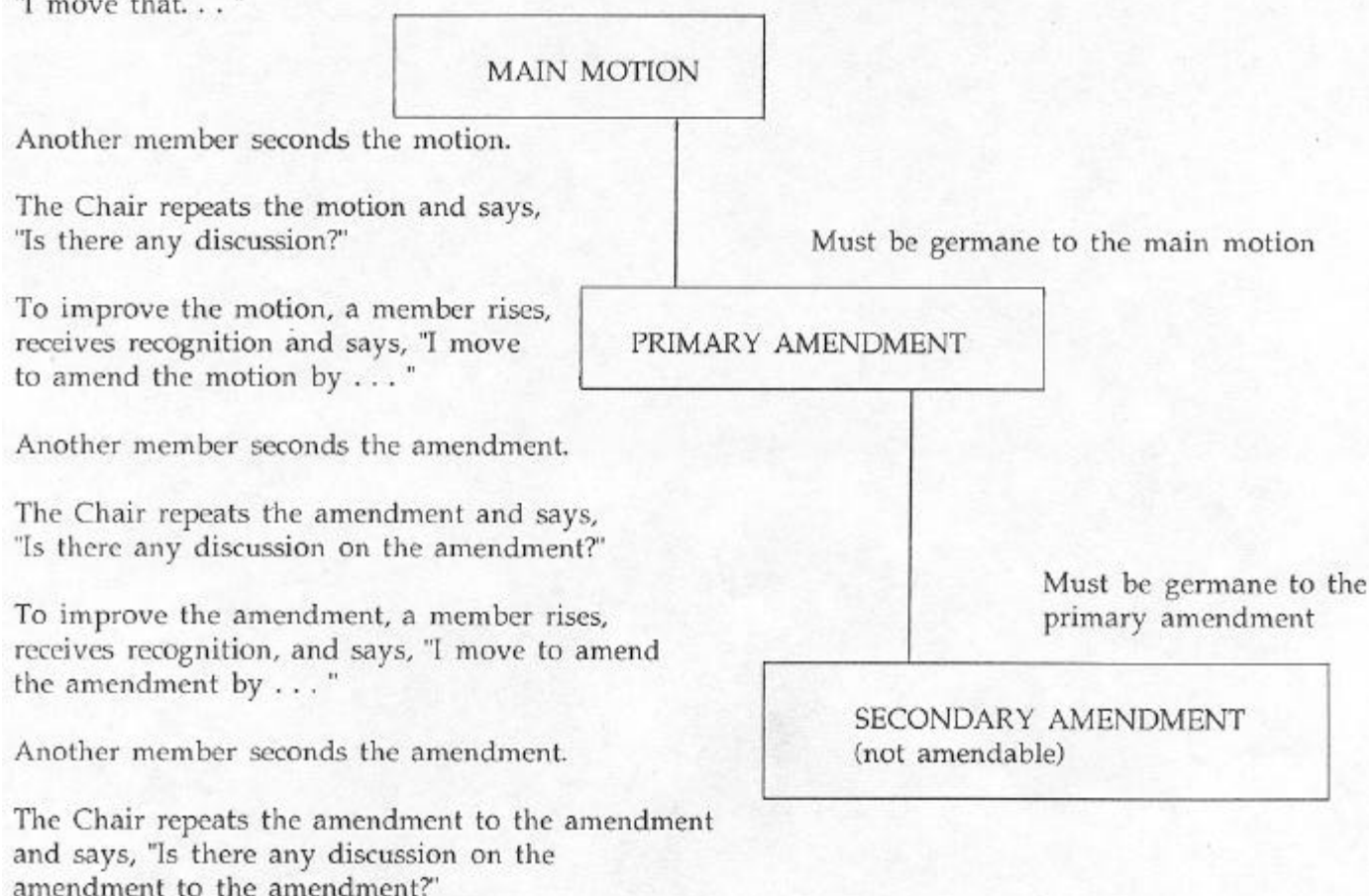
## AMENDMENTS ILLUSTRATED

Any main motion or resolution may be amended by:

1. Adding at the end
2. Striking out a word or words
3. Inserting a word or words
4. Striking out and inserting a word or words
5. Substitution

A member rises, addresses the chair, receives recognition, and states the motion:

"I move that . . ."



- When discussion ceases, the Chair says, "Those in favor of the amendment to the amendment say 'Aye.' Those opposed say 'No.'"
- If the vote was in the affirmative, the amendment is included in the primary amendment. The Chair then says, "Is there any discussion on the amended amendment?"
- If there is no discussion, a vote is taken on the amended amendment. If the vote in the affirmative, the amendment is included in the main motion. The chair then says, "Is there any discussion on the amended motion?"
- At this place, the motion can again be amended.
- If there is no further discussion, a vote is taken on the amended motion.
- Even though the amendments carried in the affirmative, the main motion as amended can be defeated.

# City of Breezy Point 2023 Approved Budget

## 2023 Approved Budget

### General Fund 100

#### Revenues - All Departments

00000	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
31010	Property Taxes	2,180,854	2,303,911	2,504,976	827,909	33%	2,940,209	435,233
31900	P & I Delinquent Taxes	4,436	3,089	3,000	555	18%	3,000	0
31920	Tax Forfeiture Land Sales	5,659	10,462	4,000	7,829	196%	7,500	3,500
32100	Business Licenses & Permits	1,992	13,240	12,500	10	0%	12,500	0
32170	Golf Cart Permits	6,637	10,040	9,750	8,545	88%	13,000	3,250
32210	Zoning/Land Use	3,275	5,200	3,000	2,140	71%	3,000	0
32000	Short Term Rental Licenses	0	0	0	0	0%	15,000	15,000
32240	Animal Licenses / Impound Fees	215	125	500	120	24%	250	-250
32300	Building Permits	147,562	254,410	70,000	77,204	110%	100,000	30,000
33401	LGA / HACA / MVHC	182	44,865	0	0	0%	0	0
33416	Police Training Reimb	6,611	8,243	2,400	0	0%	2,400	0
33430	Police PERA Aids & Reimb	51,193	55,155	50,500	0	0%	50,500	0
33600	Grants	0	44,681	2,500	0	0%	2,500	0
33900	Recycling	0	922	0	104	0%	0	0
34100	Reimburse For Services	4,579	2,489	3,500	10,997	314%	3,500	0
34101	Hall Rental	1,600	1,335	2,000	825	41%	1,000	-1,000
34201	Police Reimbursements	2,431	14,295	3,500	333	10%	3,500	0
34202	Pelican Police Contract	53,000	54,500	53,000	0	0%	54,500	1,500
Page Sub-Total		2,470,225	2,826,962	2,725,126	936,572	34%	3,212,359	487,233



## General Fund 100

## 2023 Approved Budget

## Revenues - All Departments (Con't)

00000	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
34203	E911 Addressing	3,000	4,370	2,000	1,725	86%	2,500	500
34206	Police S&S/NightCap Reimbursements	5,731	0	1,500	1,963	131%	3,000	1,500
34300	Highways and Streets	3,075	62	2,000	0	0%	2,000	0
34302	Culverts	680	3,290	1,000	1,040	104%	1,500	500
34400	Election Filing Fees	60	0	60	0	0%	0	-60
35100	Fines	5,219	7,975	7,500	4,456	59%	7,500	0
36102	Improvements Road/Sewer	0	0	0	0	0%	0	0
36103	Assessment Search Fees	990	1,565	800	535	67%	1,000	200
35104	Administrative Fines	113	100	100	0	0%	100	0
36200	Miscellaneous & Mailbox Supports	392	12,842	500	1,900	380%	2,500	2,000
36210	Interest Income	19,390	14,162	11,000	7,152	65%	12,000	1,000
36212	Dividends Income	2,334	8,534	0	966	0%	0	0
36213	Investments Gains/Losses	16,434	-15,427	0	-27,021	0%	0	0
36220	Lease Payments Received	2,880	2,880	2,880	1,440	50%	3,456	576
36230	Contributions	2,284	100	100	250	250%	100	0
36232	Refunds Received	7,062	4,912	100	6,059	0%	100	0
39203	Transfer From Cemetery Fund	2,000	277,000	2,000	0	0%	2,000	0
<b>Fund 100</b>	<b>Total Revenue</b>	<b>2,541,868</b>	<b>3,149,326</b>	<b>2,756,666</b>	<b>937,036</b>	<b>34%</b>	<b>3,250,115</b>	<b>493,449</b>

## General Fund 100

## 2023 Approved Budget

## Expenditures - City Council

41100	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
100	Compensation	15,609	18,305	18,600	9,302	50%	18,600	0
121	PERA	300	570	300	285	95%	558	258
122	FICA & Medicare 7.65%	1,193	1,400	1,200	711	59%	1,423	223
150	Worker's Compensation Insurance	89	99	100	93	93%	100	0
300	Professional Services	0	0	500	21,000	4200%	22,500	22,000
351	Legal Notices & Publications	619	394	500	774	155%	500	0
433	Dues & Subscriptions	2,865	3,031	3,200	0	0%	3,000	-200
437	Training & Education	625	0	2,500	0	0%	5,000	2,500
<b>Fund 100</b>	<b>City Council - Total Expenditures</b>	<b>21,300</b>	<b>23,798</b>	<b>26,900</b>	<b>32,166</b>	<b>120%</b>	<b>51,681</b>	<b>24,781</b>



**General Fund 100****2023 Approved Budget****Expenditures - Administration**

41300	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
100	Compensation	180,185	191,532	235,238	113,942	48%	242,601	7,363
102	Overtime	81	36	500	8	2%	500	0
121	PERA	13,374	13,892	15,645	7,454	48%	18,195	2,550
122	FICA & Medicare	12,860	13,678	15,937	8,167	51%	18,559	2,622
130	Life Insurance	624	720	759	304	40%	450	-309
131	Paid Health & Dental Insurance	17,352	18,470	30,817	16,367	53%	39,857	9,040
150	Worker's Compensation Insurance	1,800	1,702	2,110	1,846	87%	2,500	390
200	General Operating	3,283	2,210	5,000	1,902	38%	5,000	0
208	Training & Education	434	624	4,000	1,711	43%	6,000	2,000
220	Repair / Maint Supplies	0	85	1,000	0	0%	1,000	0
256	Elections	5,756	8	6,500	0	0%	0	-6,500
321	Telephone	2,426	2,285	2,700	1,212	45%	2,700	0
331	Travel Expenses	101	74	1,250	774	62%	1,250	0
433	Dues & Subscriptions	1,459	685	1,600	339	21%	1,200	-400
590	Capital Outlay	58,400	5,695	40,000	0	0%	0	-40,000
<b>Fund 100</b>	<b>Administration - Total Expenditures</b>	<b>298,135</b>	<b>251,696</b>	<b>363,056</b>	<b>154,025</b>	<b>42%</b>	<b>339,812</b>	<b>-23,244</b>

**General Fund 100**

**Expenditures - City Attorney**

41610	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
304	Legal Services	1,317	4,207	10,000	28,333	283%	20,000	10,000
<b>Fund 100</b>	<b>City Attorney - Total Expenditures</b>	<b>1,317</b>	<b>4,207</b>	<b>10,000</b>	<b>28,333</b>	<b>283%</b>	<b>20,000</b>	<b>10,000</b>

**General Fund 100****2023 Approved Budget****Expenditures - Other General Govt**

41900	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
160	Liability Insurance	2,000	2,834	3,100	5,847	189%	6,000	2,900
300	Professional Svs.	184	554	2,950	2,104	71%	2,500	-450
301	Auditing & Accounting	7,360	7,550	7,800	8,030	103%	8,500	700
303	Engineering ( General )	680	6,950	10,000	180	2%	10,000	0
304	Legal/Prosecution Fees	8,000	8,000	8,000	8,000	100%	8,000	0
306	Animal Control	0	57	1,300	0	0%	6,800	5,500
308	IT / Support	4,052	19,305	21,000	6,052	29%	8,000	-13,000
310	Fire District	96,405	101,919	121,000	95,313	79%	122,349	1,349
313	Benefits Administration	854	1,269	1,000	300	30%	1,000	0
319	Other - Reserves	0	0	0	0	0%	0	0
324	Recycling	480	546	500	240	48%	500	0
329	Communications	0	0	2,000	0	0%	12,000	10,000
362	Property Insurance	2,271	2,461	2,600	2,665	103%	2,750	150
381	Combined Utilities	5,992	7,025	7,600	3,649	48%	8,000	400
400	Office Equipment	4,118	3,621	6,000	1,675	28%	5,000	-1,000
401	Building Maintenance	15,630	11,089	35,000	2,598	7%	10,000	-25,000
402	Grounds Maintenance	2,162	2,349	3,500	235	7%	2,500	-1,000
510	Land Acquisition	0	3,000	0	0	0%	0	0
720	Transfer to Other Fund	210,000	210,000	369,250	0	0%	582,000	212,750
721	EOY Fund Bal Transfers	0	0	0	0	0%	0	0
810	Refunds / Reimbursements	149	6,034	0	602	0%	500	500
<b>Fund 100</b>	<b>Other General Government - Total Expenditures</b>	<b>360,337</b>	<b>394,561</b>	<b>602,600</b>	<b>137,490</b>	<b>23%</b>	<b>796,399</b>	<b>193,799</b>

## General Fund 100

## 2023 Approved Budget

## Expenditures - Planning &amp; Zoning

41910	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
100	Compensations	23,120	32,540	59,000	21,080	36%	60,000	1,000
104	Commission Wages	1,510	2,400	2,000	720	36%	3,000	1,000
106	Seasonal Wages	0	3,390	2,000	0	0%	0	-2,000
121	PERA	0	0	1,600	0	0%	2,008	408
122	FICA & Medicare	116	184	1,680	55	3%	2,048	368
130	Life Insurance	0	0	0	0	0%	73	73
131	Paid Health & Dental Insurance	0	0	3,690	0	0%	2,303	-1,387
150	Workers Comp	0	0	0	0	0%	190	190
200	General Operating	1,126	386	700	127	18%	500	-200
208	Training & Education	0	0	300	0	0%	500	200
258	Mapping	0	0	1,000	0	0%	1,000	0
300	Professional Services	5,354	1,175	3,500	7,681	219%	3,500	0
302	E-911 / Permit Expenses	1,225	1,450	300	350	117%	500	200
304	Legal Services	339	1,885	2,500	125	5%	0	-2,500
308	IT Services	0	0	0	0	#DIV/0!	3,200	3,200
309	Building Inspector	89,816	123,849	57,000	53,009	93%	85,000	28,000
331	Travel Expenses	0	0	300	0	0%	300	0
351	Legal Notices	1,036	927	1,100	282	26%	1,000	-100
810	Refunds	0	0	100	0	0%	100	0
<b>Fund 100</b>	<b>Planning &amp; Zoning - Total Expenditures</b>	<b>123,642</b>	<b>168,185</b>	<b>136,770</b>	<b>83,429</b>	<b>61%</b>	<b>165,222</b>	<b>28,452</b>

## General Fund 100

## 2023 Approved Budget

## Expenditures - Public Safety

42100	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
100	Compensation	433,752	489,826	464,886	275,386	59%	534,000	69,114
102	Overtime	12,897	15,642	15,000	8,108	54%	16,000	1,000
103	Admin / Office Wages	49,014	49,315	54,165	26,799	49%	60,661	6,496
105	TZD Wages	394	3,280	3,000	3,825	128%	3,000	0
107	P/T Officer Wages	6,058	8,977	6,000	3,632	61%	6,000	0
121	PERA	83,890	92,926	87,761	41,446	47%	95,350	7,589
122	FICA & Medicare	9,123	10,084	10,900	5,015	46%	11,000	100
130	Life Insurance	1,344	1,280	1,444	624	43%	1,008	-436
131	Paid Health & Dental Insurance	96,602	106,119	122,280	72,962	60%	125,520	3,240
150	Worker's Compensation Insurance	16,515	29,544	31,000	31,988	103%	36,000	5,000
160	Liability Insurance	16,299	17,636	19,500	15,687	80%	16,000	-3,500
200	General Operating	5,692	8,601	8,000	2,665	33%	8,500	500
208	Training & Education	95	9,172	8,000	5,225	65%	10,000	2,000
212	Motor Fuels	11,731	15,849	16,500	11,029	67%	25,000	8,500
220	Repair / Maint	9,496	15,547	13,500	8,844	66%	15,000	1,500
300	Professional Services	5,289	4,635	19,500	11,751	60%	19,500	0
304	Legal Services	0	0	500	0	0%	0	-500
308	IT / Support	1,715	16,325	19,000	9,138	48%	22,400	3,400
321	Telephone	11,847	10,770	11,900	6,036	51%	12,500	600
362	Municipal Property Insurance	3,443	6,911	7,250	7,137	98%	7,250	0
363	Automotive Insurance	9,474	9,032	10,100	8,707	86%	12,000	1,900
381	Combined Utilities	9,029	10,287	12,000	7,161	60%	15,000	3,000
400	Office Equipment	48	0	500	1,346	269%	2,000	1,500
401	Building Maintenance	8,044	14,427	14,000	5,046	36%	45,000	31,000
402	Grounds Maintenance	1,353	1,739	2,000	556	28%	3,500	1,500
417	Uniforms	5,197	7,753	10,000	4,237	42%	12,000	2,000
590	Capital Outlay	88,059	52,856	68,000	48,258	71%	90,000	22,000
<b>Fund 100</b>	<b>Public Safety - Total Expenditures</b>	<b>896,401</b>	<b>1,008,534</b>	<b>1,036,686</b>	<b>622,607</b>	<b>60%</b>	<b>1,204,189</b>	<b>167,503</b>

## General Fund 100

## 2023 Approved Budget

## Expenditures - Public Works

43000	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
100	Compensation	156,948	137,989	143,900	71,963	50%	161,652	17,752
102	Overtime	1,792	145	9,500	364	4%	5,000	-4,500
106	Seasonal Part time wages lawn mowing	3,829	6,452	8,500	1,358	16%	7,500	-1,000
121	PERA	10,605	10,036	10,892	5,263	48%	12,124	1,232
122	FICA & Medicare	10,586	10,423	11,008	5,292	48%	12,367	1,359
130	Life Insurance	534	518	519	259	50%	518	-1
131	Paid Health & Dental Insurance	43,609	27,273	50,870	19,344	38%	39,451	-11,419
150	Worker's Compensation Insurance	10,972	12,225	12,750	9,693	76%	13,000	250
160	Liability Insurance	1,525	4,705	1,805	1,202	67%	1,200	-605
200	General Operating	1,652	2,019	2,000	916	46%	2,000	0
208	Training & Education	56	89	1,000	350	35%	1,000	0
212	Motor Fuels	14,306	15,155	20,000	16,936	85%	35,000	15,000
220	Equipment - Repairs & Maint	24,617	16,754	31,500	16,230	52%	32,000	500
222	Landscaping	958	207	1,500	0	0%	1,500	0
223	Salt / Sand	8,634	3,773	9,400	0	0%	9,000	-400
224	Aggregate Materials	20,369	21,453	28,000	1,202	4%	25,000	-3,000
225	Blacktop Repair	14,369	19,466	32,500	987	3%	25,000	-7,500
226	Sign Materials	0	1,499	0	941	0%	1,500	1,500
228	Equipment Rental	887	135	1,000	0	0%	1,000	0
229	Culverts/MB Supports	2,127	8,155	1,200	2,449	204%	2,400	1,200
240	Small Tools / Minor Equip	1,766	1,011	1,900	1,411	74%	2,000	100
300	Professional Services	444	418	2,000	100	5%	1,000	-1,000
308	IT Services	0	0	0	0	#DIV/0!	2,400	2,400
321	Telephone	1,761	2,659	2,950	950	32%	2,950	0
331	Travel Expenses	0	0	500	0	0%	500	0
362	Property Insurance	3,128	1,468	3,750	2,554	68%	3,500	-250
363	Automotive Insurance	1,538	1,950	1,950	1,963	101%	2,000	50
381	Combined Utilities	4,538	5,171	7,500	5,836	78%	10,000	2,500
401	Building Maintenance	2,132	908	2,000	1,171	59%	2,000	0
417	Uniforms	814	1,242	1,600	1,031	64%	1,500	-100
531	Dustcoating	21,895	21,333	30,000	0	0%	30,000	0
533	Road Improvements	37,477	110,401	0	0	0%	0	0
590	Capital Outlay	5,127	323,359	65,910	11,768	18%	140,000	74,090
602	Long Term Debt Allowance	0	0	0	0	0%	0	0



720	Transfer	69,387	69,387	50,000	0	0%	50,000	0
Fund 100	Public Works - Total Expenditures	478,382	837,781	547,904	181,531	33%	636,062	88,158
General Fund 100				2023 Approved Budget				
Expenditures - Project 19-429 ( Operating )								
43500	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
591	Construction Cost	66,081	0	0	0	0%	0	0
592	Engineering	16,145	39,396	0	809	0%	0	0
594	Adminisitrative Cost	0	0	0	0	0%	0	0
595	Land Acquisition/Easments	276	404	0	0	0%	0	0
Fund 100	Project 19-429 - Total Expenditures	82,502	39,799	0	809	0	0	0

## General Fund 100

## 2023 Approved Budget

## Expenditures - Parks &amp; Recreation ( Operating )

45100	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
210	General Operating	4,641	2,134	3,500	337	10%	3,500	0
222	Landscaping	1,639	1,030	1,500	933	62%	4,000	2,500
228	Equipment Rental	0	0	500	0	0%	500	0
300	Professional Services	0	2,502	500	1,410	282%	3,000	2,500
362	Property Insurance	4,651	748	4,000	2,052	51%	4,000	0
400	Equipment	624	0	250	0	0%	250	0
401	Building Maintenance	460	0	1,000	23	2%	500	-500
530	Beach Improvements	0	0	1,000	33	3%	500	-500
580	Equipment Outlay	0	-25,000	500	0	0%	500	0
590	Capital Outlay	13,068	187,456	10,000	13,044	130%	10,000	0
720	Transfer to Other	159,874	25,000	10,000	0	0%	10,000	0
<b>Fund 100</b>	<b>Parks &amp; Recreation - Total Expenditures</b>	<b>184,957</b>	<b>193,869</b>	<b>32,750</b>	<b>17,832</b>	<b>54%</b>	<b>36,750</b>	<b>4,000</b>



# City of Breezy Point 2023 Approved Budget

## 2023 Approved Budget

### General Fund 100 Summary

Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
<b>Revenue</b>	<b>General Fund - Total Revenue</b>	<b>2,541,868</b>	<b>3,149,326</b>	<b>2,756,666</b>	<b>937,036</b>	<b>34%</b>	<b>3,250,115</b>	<b>493,449</b>
<b>Expenditures</b>								
City Council		21,300	23,798	26,900	32,166	120%	51,681	24,781
Administration		298,135	251,696	363,056	154,025	42%	339,812	-23,244
City Attorney		1,317	4,207	10,000	28,333	283%	20,000	10,000
Other General Government		360,337	394,561	602,600	137,490	23%	796,399	193,799
Planning & Zoning		123,642	168,185	136,770	83,429	61%	165,222	28,452
Public Safety		896,401	1,008,534	1,036,686	622,607	60%	1,204,189	167,503
Public Works		478,382	837,781	547,904	181,531	33%	636,062	88,158
Project 19-429		82,502	39,799	0	809	0%	0	0
Parks & Recreation ( Operating )		184,957	193,869	32,750	17,832	54%	36,750	4,000
<b>General Fund - Total Expenditures</b>		<b>2,446,973</b>	<b>2,922,430</b>	<b>2,756,666</b>	<b>1,258,222</b>	<b>46%</b>	<b>3,250,115</b>	<b>493,449</b>
<b>Difference</b>		<b>94,896</b>	<b>226,896</b>	<b>0</b>	<b>(321,186)</b>		<b>0</b>	<b>0</b>

# City of Breezy Point 2023 Approved Budget

## 2023 Approved Budget

### EDA Fund 200

#### Revenues - All Departments

						6/30/22	Change from 2022
46500	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
31010	Property Tax	3,381	3,465	3,425	1,835	3,530	105
36200	Misc Revenue	0	0	0	0	0	0
36210	Interest	22	17	15	12	15	0
36213	Investments Gains/Loses	24	-21	0	-37	0	0
<b>Fund 200</b>	<b>Total Revenue</b>	<b>3,427</b>	<b>3,461</b>	<b>3,440</b>	<b>1,810</b>	<b>3,545</b>	<b>105</b>

#### Expenditures

						06/30/22	Change from 2022
46500	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
200	General Operating	0	0	0	0	0	0
490	Donations	3,425	3,525	3,425	675	3,530	105
300	Professional Services	0	0	0	0	0	0
<b>Fund 200</b>	<b>Total Expenditures</b>	<b>3,425</b>	<b>3,525</b>	<b>3,425</b>	<b>675</b>	<b>3,530</b>	<b>105</b>

**City of Breezy Point  
2023 Approved Budget**

**2023 Approved Budget**

**EDA Fund 200 Summary**

						6/30/22	
	Revenue & Expenditures	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
Revenue	EDA Fund - Total Revenue	3,427	3,461	3,440	1,810	3,545	105
Expenditures	EDA Fund - Total Expenditures	3,425	3,525	3,425	675	3,530	105
	Difference	2	(64)	15	1,135	15	0

# City of Breezy Point 2023 Approved Budget

## 2023 Approved Budget

### TIF Fund 204

#### Revenues - All Departments

						6/30/22	Change from 2022
46500	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
31010	Property Tax	9,395	9,867	9,919	0	10,415	496
36200	Misc Revenue	0	0	0	0	0	0
36210	Interest	0	0	0	0	0	0
36213	Investments Gains/Loses	0	0	0	0	0	0
<b>Fund 204</b>	<b>Total Revenue</b>	<b>9,395</b>	<b>9,867</b>	<b>9,919</b>	<b>0</b>	<b>10,415</b>	<b>496</b>

#### Expenditures

						06/30/22	Change from 2022
46500	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
300	Professional Services	0	8,456	8,928	1,600	8,500	-428
303	Engineering Fees	0	0	0	0	0	0
351	Legal Notice Publishing	0	51	0	0	0	0
594	Administration	850	1,600	991	0	1,000	9
810	Refund/Reimbursement	0	8,864	0	0	0	0
811	Release of Escrow	0	0	0	0	0	0
<b>Fund 204</b>	<b>Total Expenditures</b>	<b>850</b>	<b>18,970</b>	<b>9,919</b>	<b>1,600</b>	<b>9,500</b>	<b>-419</b>

City of Breezy Point

2023 Approved Budget

2023 Approved Budget

TIF Fund 204 Summary

					6/30/22		
Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
Revenue	EDA Fund - Total Revenue	9,395	9,867	9,919	0	10,415	496
Expenditures	EDA Fund - Total Expenditures	850	18,970	9,919	1,600	9,500	-419
	Difference	8,545	(9,104)	0	(1,600)	915	915

**City of Breezy Point  
2023 Approved Budget**

**2023 Approved Budget**

**Cemetery Special Revenue Fund 270**

**Revenues - All Departments**

						6/30/2022		
00000	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD		2023 Budget	Change from 2022
31010	Property Tax	6,045	7,725	9,000	4,826		9,000	0
34000	Charge for Services	2,500	3,640	3,000	340		3,000	0
34940	Lot Sales	10,067	10,437	8,000	1,018		8,000	0
34942	Perpetual Care	2,331	2,597	1,500	134		1,500	0
36200	Misc / Butterfly Event	10,212	14,263	3,000	1,816		3,000	0
36210	Interest	2,349	2,206	1,750	1,243		2,500	750
36213	Investments Gains / Loses	3,221	-2,128	0	-4,553		0	0
<b>Fund 270</b>	<b>Total Revenue</b>	<b>36,725</b>	<b>38,739</b>	<b>26,250</b>	<b>4,824</b>		<b>27,000</b>	<b>750</b>

**Cemetery Special Revenue Fund 270**

6/30/2022

**Expenditures**

49010	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
200	General Operating	715	1,924	1,500	393	1,500	0
222	Landscaping	4,128	3,846	3,000	1,458	4,000	1,000
240	Small Tools/Minor Equip	0	198	0	0	0	0
300	Professional Services	3,050	5,170	5,000	62	5,000	0
362	Property Insurance	537	118	595	268	600	5
381	Combined Utilities	1,242	1,294	1,400	448	1,400	0
433	Dues & Subscriptions	0	123	125	0	125	0
438	Butterfly Event	0	1,874	2,200	0	2,500	300
439	Markers	791	1,351	1,000	0	1,000	0
534	Site Improvements	0	0	1,500	0	1,500	0
720	Transfer to Other (GF)	2,000	2,000	2,000	0	2,000	0
810	Refunds / Reimbursements	0	0	0	0	0	0
<b>Fund 270</b>	<b>Total Expenditures</b>	<b>12,463</b>	<b>17,899</b>	<b>18,320</b>	<b>2,629</b>	<b>19,625</b>	<b>1,305</b>

**City of Breezy Point  
2023 Approved Budget****2023 Approved Budget****Cemetery Special Revenue Fund 270**

6/30/22

	Revenue & Expenditures	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
<b>Revenue</b>	<b>Cem Spec Rev Fund - Total Revenue</b>	<b>36,725</b>	<b>38,739</b>	<b>26,250</b>	<b>4,824</b>	<b>27,000</b>	<b>750</b>
<b>Expenditures</b>	<b>Cem Spec Rev Fund - Total Expenditures</b>	<b>12,463</b>	<b>17,899</b>	<b>18,320</b>	<b>2,629</b>	<b>19,625</b>	<b>1,305</b>
	<b>Difference</b>	<b>24,262</b>	<b>20,841</b>	<b>7,930</b>	<b>2,195</b>	<b>7,375</b>	<b>-555</b>

**City of Breezy Point  
2023 Approved Budget**

**2023 Approved Budget**

**Debt Service Fund 300**

**Revenues - All Departments**

						6/30/22		
00000	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD		2023 Budget	Change from 2022
36108	2007 GO Rd/Sew Bond (RE:2012)	62,917	88,991	52,000	24,409		0	-52,000
	Ad Valorem Taxes						0	0
36210	Interest	4,449	3,685	200	0		0	-200
36119	2012 GO Crossover Bond	190,899	191,115	230,000	123,074		0	-230,000
36213	Investments Gains/Loses	5,588	-4,161	0	-723		0	0
39200	Transfer In (from general fund)	0	0	272,000	0		0	-272,000
39310	Bond Issuance/Other Financing	0	0	0	0		0	0
<b>Fund 300</b>	<b>Total Revenue</b>	<b>263,853</b>	<b>279,630</b>	<b>554,200</b>	<b>146,761</b>		<b>0</b>	<b>-554,200</b>



**Debt Service Fund 300****Expenditures**

						06/30/22	
47000	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
620	Fiscal Agent Fees	620	1,245	1,000	5	0	-1,000
637	2012 GO Crossover Bond Interest	20,905	16,405	860	860	0	-860
638	2012 GO Crossover Bond Princ	225,000	225,000	570,000	570,000	0	-570,000
720	Transfer to Other					0	0
<b>Fund 300</b>	<b>Total Expenditures</b>	<b>246,525</b>	<b>242,650</b>	<b>571,860</b>	<b>570,865</b>	<b>0</b>	<b>-571,860</b>

**City of Breezy Point**  
**2023 Approved Budget**  
**Summary**

<b>2023 Approved Budget</b>
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**Debt Service Fund 300**

						06/30/22	
Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
Revenue	Debt Service Fund - Total Revenue	263,853	279,630	554,200	146,761	0	-554,200
Expenditures	Debt Service Fund - Total Expenditures	246,525	242,650	571,860	570,865	0	-571,860
	Difference	17,328	36,980	(17,660)	(424,104)	0	17,660

# City of Breezy Point 2023 Approved Budget

## Capital Fund 401

### Revenues - All Departments

		2023 Approved Budget					
						6/30/22	
Description		2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
31810	Franchise Fees	5,936	0	5,000	5,740	5,000	0
33600	State / Local Grants	0	0	0	0	0	0
33900	Recycling	0	0	0	0	0	0
35201	Forfeits - Alcohol	2,106	4,221	2,000	1,420	2,000	0
35202	Forfeits - Drug	480	0	2,000	0	2,000	0
36000	Special Assessments	109,854	59,794	54,000	20,063	50,000	-4,000
36101	2005 GO Rd/Sew Assessments	78,044	9,088	60,000	2,108	5,000	-55,000
36102	2008 Imp. Assessment	29,820	17,794	37,000	11,252	25,000	-12,000
36103	2019 Road/Sewer Assessments	0	0	0	0	0	0
36107	Assessment Income	0	0	15,000	0	0	-15,000
36108	2007 GO Road/Sewer Bonds Re: 2012	0	0	0		50,000	50,000
36200	Misc. Revenue	0	0	0	0	0	0
00000-36201	Sold Property Revenue	0	0	0	4,000	7,500	7,500
42100-34201	Police Copies	373	0	200	0	100	-100
42100-36201	Sold Property Revenue PD	9,550	5,900	200	1,624	1,000	800
43000-36201	Sold Property Revenue PW	0	55,001	200	0	1,000	800
41300-36200	Misc. Revenue	0	0	1,000	0	0	-1,000
00000-36210	Interest Income	38,274	40,148	0	20,907	0	0
41900-36210	Interest Income	0	0	28,000	0	0	-28,000
36211	Insurance Dividends	0	0	1,200	0	0	-1,200
36213	Investments Gains/Loses	52,417	-43,267	0	-89,275	0	0
36230	Contributions and Donations	0	0	0	0	0	0
36234	Park Dedication	0	0	0	0	0	0
41900-39201	Land Acquisitions (Transfer From GF)	0	0	0	0	0	0
41940-39201	Well Maintenanc (Transfer from GF)	0	0	0	0	0	0
43100	Future Improvements	0	0	0	0	0	0
43101-39201	Signs (Transfer from GF)	5,000	5,000	5,000	0	0	-5,000
43121-39201	Road Improvements (Transfer from GF)	185,000	185,000	342,000	0	342,000	0
45100-39201	Park Equip Replacement (Transfer from GF)	159,874	0	80,000	0	10,000	-70,000

49211-39201	Accrued Employee Liabilities	10,000	10,000	10,000	0	10,000	0
41900-39201	Transfer from General Fund	10,000	10,000	10,000	0		-10,000
43000-39201	Transfer from General Fund	69,387	69,387	50,000	0	50,000	0
41950-39201	Transfer from General Fund	0	0	0	0	230,000	
39203	Transfer from Other Fund	0	0	0	0	0	0
<b>Fund 401</b>	<b>Total Revenue</b>	<b>766,115</b>	<b>428,065</b>	<b>702,800</b>	<b>-22,162</b>	<b>790,600</b>	<b>87,800</b>

**Capital Fund 401**  
**Expenditures**

					6/30/22		
Description		2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
35201	Forfeitures Alcohol	460	7,377	1,000	0	3,500	2,500
35202	Forfeitures Drugs	527	418	2,000	0	5,000	3,000
31810	Franchise Fees	0	0	100	0	100	0
41300	Administration	7,320	0	0	0	0	0
41900-324	Recycling	0	0	0	0	0	0
41900-300	Professional Services	0	0	100	0	425,000	424,900
41900	Land Aquisitions	0	0	0	0	0	0
42100	Police	0	0	0	0	0	0
43000-226	Public Works-Sign Materials	3,120	1,254	2,500	0	2,500	0
43000-590	Capital Outlay	0	0	15,000	0	150,000	135,000
43100	Future Improvements	0	0	0	0	0	0
43121	Road Improvements	32,291	0	0	0	0	0
45100	Parks & Recreation	1,605	0	0	0	0	0
45100-580	Parks & Rec-Equipment Outlay	0	25,000	1,000	0	0	-1,000
45100-590	Parks & Recreation/Replacement	0	0	8,000	0	1,000	-7,000
45200	Parkland Dedication	13,466	0	0	0	0	0
47000-720	Transfer to Other	0	0	272,000	0	0	-272,000
49211	Accrued Employee Liabilities	0	0	0	0	0	0
43000-720	Transfer to Other	0	250,000	0	0	0	0
<b>Fund 401 Total Expenditures</b>		<b>58,788</b>	<b>284,048</b>	<b>301,700</b>	<b>0</b>	<b>587,100</b>	<b>285,400</b>

**City of Breezy Point**  
**2023 Approved Budget**  
**Summary**
**2023 Approved Budget**
**Capital Fund 401**

					6/30/2022		
Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	Change from 2022
Revenue	- Total Revenue	766,115	428,065	702,800	-22,162	790,600	87,800
Expenditures	- Total Expenditures	58,788	284,048	301,700	0	587,100	285,400
	Difference	707,327	144,017	401,100	(22,161)	203,500	-197,600

**City of Breezy Point  
2023 Approved Budget**

**Sewer Enterprise Fund 600**

**Revenues - All Departments**

2023 Approved Budget								
6/30/22								
00000	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	% of Budget Used	2023 Budget	Change from 2022
36000	Assessments	25,003	25,003	25,000	12,501	50%	25,000	0
36200	Misc	0	0	100	0	0%	100	0
36210	Interest Income	3,791	4,915	1,100	2,837	258%	5,000	3,900
36213	Investments Gains/Loses	6,859	-5,448	0	-12,012	0%	0	0
36232	Refunds/Reimbursements	0	0	100	0	0%	100	0
37210	Sewer Service	407,315	413,843	406,000	211,060	52%	420,000	14,000
37250	Connection Charges	1,425	2,025	1,200	600	50%	1,200	0
37255	Connection Principal/Interest	0	0	0	0	0%	0	0
<b>Fund 600</b>	<b>Total Revenue</b>	<b>444,393</b>	<b>440,337</b>	<b>433,500</b>	<b>214,986</b>	<b>50%</b>	<b>451,400</b>	<b>17,900</b>

**Sewer Enterprise Fund 600  
Expenditures**

2023 Approved Budget								
6/30/22								
43250	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	Change from 2022
100	Full-Time Employee Wages	109,950	139,277	137,877	73,869	54%	192,587	54,710
102	Full-Time Employee Overtime	17,666	145	5,000	364	7%	2,500	-2,500
103	Admin/Office Wages	25,253	26,739	27,841	14,043	50%	0	-27,841
106	Seasonal Part time lawn mowing wages	3,829	6,452	4,500	1,358	30%	4,500	0
121	PERA	11,392	12,113	12,428	6,351	51%	14,444	2,016
122	FICA/Medicare	11,530	12,445	10,547	6,444	61%	14,733	4,186
130	Life Insurance	442	442	420	221	53%	534	114
131	Paid Health/Dental	31,253	19,278	35,723	16,551	46%	35,773	50
150	Worker's Comp	4,443	5,891	6,230	4,847	78%	9,500	3,270
160	Liability Insurance	5,000	1,530	3,700	4,983	135%	5,000	1,300
200	General Operating	7,267	6,609	10,000	5,047	50%	10,000	0
208	Training and Education	1,397	332	3,000	435	15%	3,000	0

212	Motor Fuels	2,935	2,959	4,500	1,452	32%	5,000	500
220	Repair/Maint Supplies	24,171	11,401	11,500	24,301	211%	11,500	0
300	Professional Services	6,386	589	1,800	0	0%	0	-1,800
301	Auditing and Accounting	1,840	1,880	2,000	2,000	100%	2,000	0
303	Engineering Fees	170	450	2,000	0	0%	1,000	-1,000
304	Legal Services	14	0	500	0	0%	0	-500
308	IT Support/Software	128	3,713	3,000	2,077	69%	4,000	1,000
316	Spraying	923	1,064	1,000	0	0%	1,500	500
321	Telephone	3,804	3,233	4,800	2,583	54%	4,000	-800
326	Permits & Lab Testing	2,267	2,349	3,500	1,728	49%	3,500	0
331	Travel Expenses	603	602	500	209	42%	500	0
332	Gopher One Locates	605	606	500	230	46%	500	0
362	Property Insurance	2,505	3,768	4,200	2,819	67%	4,200	0
363	Automotive Insurance	1,004	1,100	1,150	1,019	89%	1,150	0
381	Combined Utilities (Gas & Electric)	28,670	22,952	31,500	7,958	25%	30,000	-1,500
386	Credit Card Proc Fees	2,257	2,427	2,400	1,244	52%	2,500	100
417	Uniforms	344	420	940	241	26%	500	-440
432	Bad/Delinquent Payment	120	0	100	0	0%	100	0
433	Dues and Subscriptions	632	345	700	373	53%	700	0
590	Capital Outlay	78,843	26,590	35,000	43,170	123%	0	-35,000
720	Transfer to Other	0	0	0	0	0%	0	0
721	EOY Fund Bal Transfers	0	0	0	0	0%	86,179	86,179
<b>Fund 600</b>	<b>Total Expenditures</b>	<b>387,643</b>	<b>317,700</b>	<b>368,856</b>	<b>225,916</b>	<b>0%</b>	<b>451,400</b>	<b>82,544</b>

**City of Breezy Point**  
**2023 Approved Budget**  
**Summary**

**Sewer Enterprise Fund 600**

Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	6/30/2022 2022 YTD	% of Budget	2023 Budget	Change from 2022
Revenue	- Total Revenue	444,393	440,337	433,500	214,986	50%	451,400	17,900
Expenditures	- Total Expenditures	387,643	317,700	368,856	225,916	61%	451,400	82,544
	Difference	56,750	122,637	64,644	(10,929)	-17%	0	-64,644



# City of Breezy Point 2023 Approved Budget

## 2023 Approved Budget

### Sewer Capital Projects Fund 602

#### Revenues - All Departments

							6/30/22		
41950	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	% of Budget Used		2023 Budget	Change from 2022
36000	Special Assessments	83,745	112,187	25,000	56,161	225%	.	50,000	25,000
00000-36000	Whitebirch7/CreekCir Proj Assessments	0	0	0	0	0%	.	0	0
36201	Sold Property Revenue	0	0	0	0	0%	.	0	0
36210	Interest	48,379	41,946	25,000	22,601	90%	.	25,000	0
36213	Investments Gains/Loses	68,561	-45,479	0	-96,432	0%	.	0	0
34407	SAC/Connections	61,750	109,350	65,000	26,000	40%	.	50,000	-15,000
39200	Transfer In	0	0	0	0	0%	.	0	0
39203	Transfer In from Other (From 600)	0	0	0	0	0%	.	86,179	86,179
<b>Fund 602</b>	<b>Total Revenue</b>	<b>262,435</b>	<b>218,004</b>	<b>115,000</b>	<b>8,330</b>	<b>3%</b>		<b>211,179</b>	<b>96,179</b>

#### Expenditures (Improvement Projects)

							6/30/22		
41950	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	% of Budget Used		2023 Budget	Change from 2022
200	General Operating	0	0	0	0	0%	.	0	0
591	Construction Costs	134,112	0	47,000	0	0%	.	0	-47,000
592	Engineering Costs	2,540	402	4,000	0	0%	.	70,000	66,000
593	Legal	137	0	500	0	0%	.	500	0
594	Admin Costs	0	0	0	0	0%	.	0	0
595	Land Acquisition/Easements	0	0	0	0	0%	.	0	0
596	Transfer Out	0	0	0	0	0%	.	0	0
720	Transfer To Other Fund	0	0	0	0	0%	.	0	0
<b>Fund 602</b>	<b>Total Expenditures</b>	<b>136,789</b>	<b>402</b>	<b>51,500</b>	<b>0</b>	<b>0%</b>		<b>70,500</b>	<b>19,000</b>



**City of Breezy Point  
2023 Approved Budget**

**2023 Approved Budget**

**Sewer Capital Projects Fund 602 Summary**

Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	6/30/2022 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
Revenue	- Total Revenue	262,435	218,004	115,000	8,330	3%	211,179	96,179
Expenditures	- Total Expenditures	136,789	402	51,500	0	0%	70,500	19,000
	Difference	125,646	217,602	63,500	8,330	0%	140,679	77,179

**City of Breezy Point  
2023 Approved Budget**

**2023 Approved Budget**

**COVID 19-American Recovery Funds**

**Revenues - All Departments**

						6/30/22	Change from 2022
00000	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
36200	Misc Revenue	188,725	131,846	137,300	131,849	0	-137,300
36210	Interest	0	322	500	464	0	-500
<b>Fund 500</b>	<b>Total Revenue</b>	<b>188,725</b>	<b>132,168</b>	<b>137,800</b>	<b>132,313</b>	<b>0</b>	<b>-137,800</b>

**Expenditures**

						06/30/22	Change from 2022
00000	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
430	Miscellaneous	188,725	105,560	80,000	21,980	105,000	25,000
<b>Fund 200</b>	<b>Total Expenditures</b>	<b>188,725</b>	<b>105,560</b>	<b>80,000</b>	<b>21,980</b>	<b>105,000</b>	<b>25,000</b>

**City of Breezy Point  
2023 Approved Budget**

**2023 Approved Budget**

**COVID 19-American Recovery Funds**

						6/30/22	Change from 2022
Revenue & Expenditures		2020 Actual	2021 Actual	2022 Budget	2022 YTD	2023 Budget	
<b>Revenue</b>	<b>EDA Fund - Total Revenue</b>	<b>188,725</b>	<b>132,168</b>	<b>137,800</b>	<b>132,313</b>	<b>0</b>	<b>-137,800</b>
<b>Expenditures</b>	<b>EDA Fund - Total Expenditures</b>	<b>188,725</b>	<b>105,560</b>	<b>80,000</b>	<b>21,980</b>	<b>105,000</b>	<b>25,000</b>
	<b>Difference</b>	<b>0</b>	<b>26,608</b>	<b>57,800</b>	<b>110,334</b>	<b>(105,000)</b>	<b>-162,800</b>

TO: Parks & Recreation Committee

FROM: David Chanski, City Administrator/Clerk

RE: Parks Master Plan & CIP

DATE: April 10, 2023

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At the March Parks & Recreation Committee meeting, the Committee reviewed the current Parks Capital Improvement Plan (CIP), and direction was to further discuss updating the CIP at the Committee's April meeting.

In preparation for the April meeting, however, staff found the Parks & Recreation Master Plan from 2011 (attached). Staff has not been able to find any evidence that this document has been updated since it was adopted by the City Council at the end of 2011. Two members of the current Parks & Recreation Committee (Diane Williams and Deanne Trottier) were members of the Committee that drafted this document.

The Parks & Recreation Master Plan is the Committee's guiding policy document and should be in direct harmony with the goals set forth in the Comprehensive Plan. In fact, you will find the Comprehensive Plan referred to a dozen times as the clear guide for the Master Plan. Unfortunately, this Master Plan was based on the 2010 Comprehensive Plan, which was then updated in 2015 and, most recently, in 2020. Therefore, while this Plan can act as a good historical reference point, it is not an accurate representation of the goals set forth in the current Comprehensive Plan (attached).

When it comes to municipal planning, there is a sequential order to different types of plans. The comprehensive plan is the City's highest-level guiding document. It is designed to look at the community from 30,000 feet, identifying who we are today (at the time of adoption) and where the community wants to be 10, 15, 20 years down the road. From the comprehensive plan comes more specific master plans. These master plans tend to be more departmental or based on specific operational areas. A parks master plan, for example, takes the goals in the comprehensive plan around, usually, parks and open space and turns them into more actionable items that can be accomplished in 3-5 years. The master plan then spawns a capital improvement plan, which dictates when specific projects plan to be accomplished and how much each project is anticipated to cost. These projects are then incorporated each year into the annual budget.

As the Parks Master Plan is over a decade old and, as such, has not been updated to reflect the current Comprehensive Plan, it is staff's recommendation that the Parks & Recreation Committee temporarily pause consideration of the Capital Improvement Plan and first discuss revising the Master Plan.

Breezy Point Parks  
Capital Improvement Plan  
2020 revised 8/26/19

Cost for equipment has variable shipping costs depending on location, quantity, and weight. Prices listed assume some shipping cost and higher quality purchases. Improvements in most instances have not been formally estimated. Estimates are subject to change. On an annual basis the Park and Recreation Committee should review this Capital Improvement Plan for parks and update it as needed.

5 Year Plan

The Revolving Capital Fund has park reserves for capital expenditures. These funds are designated as Parkland Dedication and Park Capital. Each year funds are also budgeted for capital improvements. Available funds are:

Parkland Dedication	\$33,403
Park Capital	<u>\$85,823.91</u>

Park Properties

City Park {} Breezy Point Drive Park {} Swimming Beach {} Disc Golf Course {} Channel  
Park Fishing Dock {} North Drive Boat Landing {} Four Seasons Trail Park

Projects will be undertaken as revenues are available and council approval is given. Interest earnings will be posted on an annual basis. Donations, grants or other revenue sources will be used to augment funding when available.

2015 Improvements	Cash Flow
	\$14,000
Disc Golf Course-	(\$9,132)
WeeNotes Melody and Piper	(\$3,900)
Trana Masonry- Sidewalks	(\$848.88)
Fishing Boardwalk Plaque	(\$211.29)

## 2016 Improvements \$15,000

Disc Golf Course	(\$6,887)
Trana Masonry- Bleacher Slabs	(\$1,998)

## 2017 Improvements – General Fund Revenues \$15,000

Enhance Disc Golf Course- Engraved Rock Tee signs	(\$630)
Tee Boxes – Timber and Hardware	(\$1,273.62)
Equipment Rental	(\$1,109.75)
Expansion of Parking Area - gravel	(\$670.26)
Fuel oasis oil	(\$200)
Fishing Boardwalk floats/railing and hardware	(\$14,051.26)
Bigfoot Slide	(\$4,827.99)

Four Seasons Trailhead Sign	(\$ 2,500)
2 Harmony Park Musical Instruments	(\$10,000)

## 2018 Improvements – General Fund Revenues \$16,000

Expansion of fishing pier/boardwalk	(\$15,300)
6 Parking Spots (160 ft.)	\$10,500
Sidewalk 160 by 5 ft.	\$ 4,800
Expand Trail at City Park 8 ft. wide \$50/ft.	(\$10,000)
Backflow preventer park bathroom	(\$1,416)
Pavilion Painting	(\$3,175)
Disc Golf trash cans	(\$643.00)
Disc Golf Signs	(\$215.53)
Disc Golf Benches	(\$1,485.64)
Balance	\$53,162

<b>2019 Improvements – General Fund Revenues</b>	<b>\$42,000</b>
Balance	\$95,162
City Park Master Site Plan	<del>(\$15,000)</del>
25 ton ball field aggregate delivered	\$1,200
Replace 10' of sidewalk bordering playground with reinforced concrete	\$800
Fishing Boardwalk metal sign	(\$105)
Disc Golf Kiosk	(\$830.70)
Beach Buoys	(\$1,460.38)
Nisswa Dock 3 dock sections and 2 stairs	(\$4,030.00)
Anderson Brothers Crack Seal and Poly patch trails	(\$2,912.01)
Balance	<u>\$85,823.91</u>

### 2020 Improvements –

New playground equipment City Hall Park	\$95,000
Community center feasibility study	
Plan and design Disc Golf Course Expansion	\$1,000
Disc Golf Course Improvements	\$10,000
Install steps; expand holes; concrete tee boxes	

### 2021 Improvements –

Boat Landing- New dock	\$5,000-\$9,000
Disc Golf Course Expansion	\$30,000-90,000
Follow up on feasibility study	
Breezy Point Drive Park- Plan for new equipment	

### 2022 Improvements-

Breezy Point Drive Park- New equipment	\$18,000
Continue previous projects if needed.	

2023 Improvements

Little League Ball Field

Excavation for Little League Ball Field	\$ 5,000
Irrigation for Ball Field	\$30,000
Turf Establishment – Ball Field	<u>\$12,000</u>
	<u>(\$47,000)</u>

Harmony Park Instrument	\$5,000
-------------------------	---------

2024 Improvements

Little League Ball Field - Continued

Backstop Fencing – Ball Field	\$ 10,000
Ag-Lime Baseline	\$ 7,500
Player Benches	\$ 5,000
Additional Fencing	<u>\$15,000</u>
	<u>(\$37,500)</u>

Remaining Improvements

Park improvements have been identified for the park system and have been listed by park with an estimated cost. Revenue sources include general fund, donations, and parkland dedication in some situations.

Breezy Point Drive Park

2021-2022 Explore/install new equipment	\$18,000
Replace cedar fencing, entire perimeter and 2 8’ gates	\$1,710

City Hall Park

Long Range

Construct Soccer Fields	\$20,000
(If space is available and a need is expressed.)	

Finish Little League Ball Field

Additional Fencing	\$30,000	
Bleachers	\$10,000 (50 seats)	
Infield Drag	\$10,000	
Parking Area?		\$50,000
Expand Trail at City Park 8 ft. wide \$50/ft.		\$10,000
Harmony Park Instruments		\$20,000
Acquire parcels in city hall campus area – As property and resources are available for purchase.		\$30,000
Build Community Center (fitness center, aquatic center, Library, commercial kitchen and dining/open area) Proposed building would be 20,000 to 30,000 square feet.		\$8,000,000
Bocce Ball Court 13 by 100 feet		\$2,000
Pickle Ball Tennis Courts (Two Courts)		\$45,000
<del>2 – 20' by 24', add border of 4' by 24' @1152 Sq. ft. each, 2 @2304 sq. ft.</del>		

### ***Whitebirch 15 – 16 Parkland***

Additional Disc Golf Complex	\$30,000-\$65,000
Mountain Bike Trails	
Pave Disc Golf Parking Area	
Playground	

### **Four Seasons Trail Park**

#### Long Range

Pave parking area 13,500 sq. ft. @2.75 sq. ft.	\$37,000
Gravel walking trail -- Crushed Asphalt	\$10,900-- \$21,900
• Excavation and shaping, tree cleanup/chipping	\$1,500



- Class 5 @ 2 miles 8’ wide at 2” compacted \$7,000
- Erosion control material \$1,800
- Fuel \$600

Pave walking trail	\$600,000
New trail marking signs	16 @ \$85=\$1,360
Large Road Sign	2 @ 140=\$280

## Trails

### General Trail Goals

Interconnectivity of city trails with other trails is a general goal of the city. In particular trails linking specific amenities or parkland to parkland areas within the city would hold higher priorities. Trails that facilitate connections to the Paul Bunyan Scenic Byway and Paul Bunyan Trail have a higher priority but outside of jurisdictional boundaries of the city.

### Roadway Trails

Trails along or in conjunction with roadways are goals of the city. These are considered long range in accomplishment due to their high costs. When opportunities present themselves they may need to be considered. These can be established in whole or in part as a separate project or in conjunction with a street reconstruction. In considering design for these trails, issues of safety, drainage, grant requirements (if applicable) and available right-of-way or easement shall be factored in determining whether a separated or widened roadway trail will be built.

Revenue sources for trail improvements include: Grants, Road Reconstruction Funds, General Funds, Bonds, Donations and Parkland Dedication. **(\$50/foot – 2015 estimate)**

#### Long Range

Dove Street, Camping Cluster II to Co. Rd. 4	9260 ft.	\$463,000
Ranchette Drive, Dove Street to Ski Chalet Drive	5200 ft.	\$260,000

Ski Chalet Drive, Ranchette Drive to Co. Rd. 11	6500 ft.	\$325,000
County Road 11 4-way to Paul Bunyan Trail	4.7 miles 24,816ft	\$1,240,800

DRAFT



City of Breezy Point

**PARKS, TRAILS, AND OPEN SPACE  
MASTER PLAN**



November 17, 2011

# **City of Breezy Point Parks and Recreation Committee 2011**

Wini Kristufek, Chair  
Deanne Trottier, Vice Chair  
Deborah Simmons  
Joseph Kocak  
Erik Lee  
Scott Willer  
Diane Williams

## **CITY STAFF**

Joe Rudberg, City Administrator/Clerk

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A	Map of Current Parks/Parkland, Trails, and Open Space
B	National Recreation and Parks Association (NRPA) Guidelines
C	Criteria and Committee Assessment of City Parkland
D	Pelican Woods Nature Trail Rules and Regulations
E	Figure 15 from the Breezy Point Comprehensive Plan
F	Figure 16 from the Breezy Point Comprehensive Plan
G	Capital Improvement Plan

## **CITY OF BREEZY POINT**

### **PARKS, TRAILS, AND OPEN SPACE PLAN MASTER PLAN**

#### **Mission Statement of the Parks and Recreation Committee**

The mission of the Breezy Point Parks and Recreation Department is to provide recreational services that positively impact the health of our citizens, the economy, and the quality of life; to acquire and preserve natural environment areas and green spaces; and to enhance and maintain the “up north character” in our City.

#### **The Objective of the Parks, Trails, and Open Space Plan Master Plan**

To ensure existing park and recreational opportunities meet the needs of residents of Breezy Point today and in the future, the Breezy Point Parks & Recreation Committee has developed this Parks, Trails, and Open Space Plan Master Plan. The purpose of the Plan is to create a framework to ensure the community secures sufficient and appropriate land for:

- Park development with a high quality of recreational opportunities,
- Open space and trails, which meet the needs of all age groups and facets of the community, and
- The continued development of existing park areas with amenities needed and desired by the residents and visitors who use them.

This Master Plan refines and implements the general direction established in the **Breezy Point Comprehensive Plan** adopted in 2010. It is intended to become a stand-alone element of the **Comprehensive Plan** that will guide park and recreation development over the next 10 to 15 years. The Parks and Recreation Committee will have an operating budget of approximately \$17,000 beginning in 2011. As the City grows, it is the desire of the current Committee that the budget reflects this growth, so that subsequent Committees are enabled to fulfill the recommendations of the 2010 **Breezy Point Comprehensive Plan**:

***“Parks and open space.** Increase the amount of land devoted to parks and public open space whether for recreation or environmental protection. Extend and improve the trail corridor system. Improve public access to the lakes.”*

We believe the citizens of Breezy Point want a community that protects and preserves its natural assets (natural features, recreation, and water quality). The investment in the development of parks, trails, and open space is not merely an expenditure but is an investment in the future well-being of individuals and groups and contributes to the continued attractiveness and viability of the City.

This Master Plan should be viewed as a living document, to be evaluated and refined on a regular basis to keep pace with demographic, recreation, funding, and other trends as they evolve.

## THE PROCESS

In this process, we will:

- Review community survey data.
- Review current parks, trails, and open space and provide proposed improvements for these areas.
- Identify possible future park land and candidate sites for park and trail acquisition through the development process or purchase. Also determine which park facilities and amenities will be needed to serve future populations.
- Evaluate and identify trail corridors and links and assess open space opportunities.
- Identify long-term needs, trends and costs for the parks, trails, and open space system and develop goals, strategies, and policies.
- Review the City's current park dedication formula for both land and cash dedication for its ability to meet future needs.

### Community Input

The residents of the City of Breezy Point have provided input regarding the development of the Master Parks, Trails, and Open Space Plan through a public opinion survey distributed as part of **the Breezy Point Comprehensive Plan** process in 2008. 3,300 households and businesses were mailed the paper survey form and 950 (29%) were returned. Another 21 were completed via the City's website. A visioning workshop was also conducted to further determine the desired characteristics of a future Breezy Point.

Through this *Comprehensive Plan* process, the following findings were made which pertain to designing a Master Parks, Trails, and Open Space Plan:

#### Top 3 reasons for living in Breezy Point:

- Location (22%)
  - Natural features (20%)
  - Quiet community (12%)
- 
- Land use planning in Breezy Point is important. (85%)
  - Development should contribute to the existing "Up North" character of Breezy Point. (45%)
  - Protecting natural areas is important. (89%)
  - Providing additional recreational opportunities is important. (42%)
  - Recreational facilities felt to be most needed were trail system (49%), fitness center with pool (27%), picnic facilities (25%), recreation center (23%), playgrounds (21%) and swimming pool / aquatic center (19%).



**Ideas Generated through Citizen Brainstorming During the Comprehensive Plan Process**  
*(Only those items pertaining to Parks, Trails, and Open Space are listed)*

**Preserve**

“Up North” feel, clean lakes, trees/green community, wildlife/ general habitat, nature as a draw for tourism, air quality, cemetery with nature trails, ski trails, all recreational activities.

**Allow**

Senior/community center, civic center, bikeways and trails, “uniqueness.”

**Improve**

Green/open space, more walking trails and bike paths, increased awareness of parks, protection of lakes, beach maintenance, seasonal citizen involvement, parking lot near cross country ski trail, public access to lakes.

## PARKS

### **Park Classification System**

Park classifications define the minimum acreage and development criteria for different classes or types of parks. They are important in that they provide a common, consistent, and justifiable framework for planning purposes, allowing for the orderly development of the park system that ensures all community needs are fulfilled.

The classifications used here are based on the national guidelines recommended by the National Recreation and Parks Association (NRPA) and may be found in Appendix B. Currently, in Breezy Point, the park system is comprised of a mini-park, a community park with ball field, city/school playground, and parkland areas, such as the City Beach, and a Boat Launch Area. However, given the diversity, complexity, and changing needs of various parts of the community, the classifications are to be viewed as general guidelines. Some flexibility in the way they are applied will be necessary to address the conditions unique to each part of the City.

### **Mini Parks**

These are up to 3.9 acres in area in residential neighborhoods within a ¼ mile radius. They are a walk-to facility that provides play and passive recreation for the immediate vicinity and typically have:

- Playground equipment
- Picnic tables, shelter
- Open turf
- Natural Areas

### **Neighborhoods Parks** (This description is listed as an option for future development.)

These are 4 to 19.9 acres in area in residential areas within a 3/8 to 5/8 mile radius. They are a walk-to facility with amenities that are predominantly neighborhood-oriented (not generally to be used for competitive sports) and typically have:

- Picnic tables, shelter
- Playground equipment
- Trails
- Basketball courts



- Open field for casual, multi-use play
- Restrooms
- 10 to 20 parking spaces (off-street and/or on-street)
- Lighting

### **Community Parks**

These are 20 – 40 acres in area within a 1¼ to 2 ¼ mile radius. They are a drive-to facility that serves multiple neighborhoods and includes both competitive sports and passive recreation facilities that are typically not provided in neighborhood parks. These would have:

- Active sports facilities (tennis courts, basketball courts, etc.)
- Picnic areas
- Playground area
- Broad areas of open turf
- Lighted sports fields with bleachers
- Small passive areas for neighborhood park functions
- Community center for indoor recreation including kitchen, meeting rooms and large, open exercise area
- Natural area with trail

### **City-School Parks**

These may be 15-50 acres in area and range from having neighborhood to City-wide accessibility. Joint development of City-School parks allows for shared uses and benefits a wider section of the public. While schools use the facilities during daytime weekday hours, sports associations and the public may use the facilities during evenings and weekends utilizing the park to its full potential.

### **Inventory of Existing Parkland** {Refer to Appendix A – Map of Current Parks/Parkland, Trails, and Open Space.}

Breezy Point currently has four park areas with 6.74 acres of parkland, which includes Breezy Point Drive Park, City Hall Park, City Beach, and the Boat Launch area. Additional recreational facilities are available during non-school hours at Eagle View Elementary School.

The following provides a description of each park. Proposed recommendations are based on a park assessment completed by members of the Parks and Recreation Committee and City staff. The criteria and committee assessments may be found in Appendix C, Criteria and Committee Assessment of City Parkland.

## **Breezy Point Drive Park**



### **Assessment:**

This 0.25 acre park is classified as a mini-park, located between Breezy Point Drive and Breezy Point Blvd. in the southeast area of the City. At this time, the park includes a jungle gym, a small swing set, slide, porch swing, a bouncy ride, and two picnic tables. Most of the park area is sand-covered with a rim of grass around the outer edge. The trees are small and newly planted providing no shade.

This is considered a walk-to park with limited street parking.

### **Proposed Improvements:**

- Maintain this neighborhood park.

## **City Hall Park**



### **Assessment:**

We are classifying this 5.8 acre park as a community park located adjacent to City Hall. Amenities include a well-equipped playground, basketball court, one-third mile walking path, a pavilion with picnic tables, and ball field. Also available are benches, restroom facilities, two parking lots, ample shade-providing trees, and gardens. These facilities are handicapped-accessible.

The playground area is covered with an engineered wood fiber surfacing to provide a safer surface for active young bodies. The majority of turf is irrigated.

There are approximately 15 acres owned by the City surrounding the City Park campus.

**Proposed Improvements:**

- Add more picnic tables.
- Construct smaller pavilion in north lot.
- Extend walking trail loop.
- Construct disc golf course.
- Add Harmony Park instruments.
- Add additional barbeque grills.
- Construct nine-hole disc golf course.
- Provide signage as needed.

**Long-range Planning Options:**

- Construct a second ball field (following removal of maintenance sheds).
- Construct soccer field.
- Provide lighting for ball fields.
- Create skating rink.
- Acquire 7 plus acres of tax forfeited parcels and also vacation of road rights-of-way following acquisition of parcels surrounding the City Hall campus as identified in the *Breezy Point Comprehensive Plan*. This acquisition would provide land for a Community Center which would include a fitness and recreation center, an aquatic center/swimming pool, library, and a kitchen area among other identified amenities.
- Construct tennis courts.
- Consider additional basketball court.

**City Beach****Assessment:**

This 7,000 square foot space is an unclassified recreational area consisting of sand and which has approximately 215 feet of lake frontage on Pelican Lake located on Sand Beach Drive. Benches and a port-a-potty are provided. Buoys mark the safe swimming area and no lifeguard is provided. There is limited street parking.

**Proposed Improvements:**

- Preserve existing beach area.

## **Boat Launch Area**



### **Assessment:**

This space is an unclassified recreational area with 66 feet of frontage on Pelican Lake at the east end of North Drive. The total boat launch area from the North Lakeview Drive and North Drive intersection to the lake is 24,000 square feet. The facility is the only City boat access to the lake and consists of a slanted boat launch area with a dock along the side.

Parking is limited to one side of North Drive leading to the launch. Currently, there is an overflow ½-acre parking area adjacent to City Hall ball field.

### **Proposed Improvements:**

- Consider clearing south edge of lot next to the dock to accommodate a picnic table to provide a view of the lake.

## **Eagle View Playground**



### **Assessment:**

The area surrounding Eagle View Elementary School contains, in addition to the playground, two soccer fields with nets, two baseball fields, and basketball hoops. Also available is the Eagle View Nature Center and wildlife habitat at the southeast side of the school sponsored in part by the Pelican Lakes Conservation Club.

This playground is under the auspices of Independent School District #186 and is available for use during non-school hours.

## **Fishing Pier**



### **Assessment:**

This 21,000 square foot area is comprised of nine lots with 515 feet of frontage on Waldenheim Channel. The City has purchased this property with the approval of the DNR.

Grants and/or monetary donations will be pursued to assist with this project.

### **Proposed Construction:**

It is the Committee's intent to begin this project with the construction of one pier with subsequent piers constructed along the channel bank as funding allows. These piers could be joined to provide a "boardwalk," if desired. Parking for ten cars is planned as off-road and parallel to the street. Additional parking would be addressed as necessary.

The dimensions of the fishing pier would be eighty feet along the shore and eight feet wide. The path from the street to the dock is planned as forty feet long and eight feet wide. Pedestrian ramps with truncated domes (ADA accessibility), sidewalk, boardwalk sections, benches, railing, advisory signs, and crosswalk striping are included in the City Engineer's cost estimate.

## **Future Parks Planning**

At this time, the effort of the Parks and Recreation Committee will be directed primarily to improving existing parks, trails, and open space.

However, if there is an opportunity to protect scenic views, or to obtain prime park locations and high quality natural resource lands for future park expansion, the Parks and Recreation Committee should look to acquire the land. As recommended by the **Breezy Point Comprehensive Plan:**

### **Parks and Trails:**

- **City Hall and Park Area:** *Acquire additional lots in the area bounded by Spruce and North Drives for park (and possibly other public) use. Those properties would complement and "square-up" the present holdings.*



- **West of the Airport:** *Acquire additional lots in the area bounded by Catskill and Shasta Drives for future park use. Additional lots would complement existing publicly owned lots among the minimum maintenance roads.*
- **Tax-Forfeited Lots:** *Acquire additional lots in the two locations noted above (Parks and Trails).*

Also mentioned in the *Comprehensive Plan* as possible parkland is the tract owned by the Minnesota DNR between County Highway 11 and Shaffer Lake.

## TRAILS

**Inventory of Breezy Point Trails** {See Appendix A – Map of Current Parks/Parkland, Trails, and Open Space.}

Currently in Breezy Point, the following trails are identified: Four Seasons Recreation Trail, City Hall Trail, Chiarella Trail, PLCC Trail, Pelican Woods Nature Trail, the Ideal Sno Pros Snowmobile Trail and bicycle trails along County Road 11 and County Road 4.

Since interconnectivity of City trails with other trails is a general goal of the City, we should continue to explore ways to make trail connections to specific amenities, parkland, and parkland areas within the City. If at all possible, we should also work with other jurisdictions to create a linkage to the Paul Bunyan Trail from Breezy Point.

The map referenced above also shows available bike trails in Breezy Point along County Road 11 and County Road 4. With any improvement of Buschmann Road, construction of bike trails should be requested.

### **Four Seasons Trail**



#### **Assessment:**

This trail is a two-mile multi-use, grass surfaced trail for walking, biking, cross-country skiing and snowshoeing through parts of the City. No motorized vehicles are allowed. Off-street parking for users of the trail is provided in the 78,000 square feet, 1.8 acre Winter Trail Recreation Area just east of Ranchette Drive.

**Proposed Improvements:**

- Continue to clear downed and dead trees and provide a more pleasant park-like area.
- Provide benches.
- Provide trailhead signage.

**Long-range Planning Options:**

- Provide hard surface for the trail.
- Seek opportunities to expand the trail to connect with other parts of the City, other City trails, and with the Paul Bunyan Trail.
- Provide hard surface for parking lot.

**City Hall Trail**



**Assessment:**

This one-third mile trail is located around the playground area on the City Hall grounds. The trail is hard surfaced providing for roller blading, bicycle riding, walking or jogging in summer, spring, and fall.

**Proposed Improvements:**

- Extend the trail within City Hall campus and to the Public Safety Building.
- Provide flower plantings along the trail.
- Provide benches along the trail.

**Long-range Planning Options:**

- Link with other trail systems within Breezy Point and with the Paul Bunyan Trail.

**Chiarella Trail**



This trail is located on a 77-acre tract off Timberlane Point which was donated by the Chiarella family as a Forest Management Area and planted by the Department of Natural Resources in 1992. From the hiking trails that run throughout the property, visitors can see oak trees and young Norway pine, planted in 1989. In the parking area, a Paul Bunyan interpretive panel and a trail map are posted. This area is not under the auspices of the City of Breezy Point.

**Long-range Planning Options:**

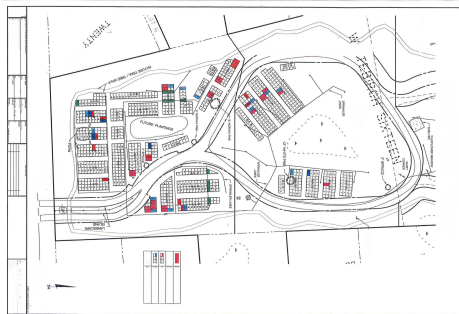
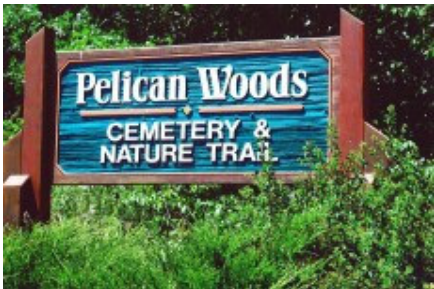
- Link this trail with East Street using a City-owned easement.

**Pelican Lakes Conservation Club Trail**



This half-mile grass-surfaced walking trail is owned and maintained by the Pelican Lakes Conservation Club on the southern edge of the City along County Road 4. Located at the northern loop of the trail is a wild life viewing platform with a railing. Parking is provided at the western and eastern entrance/exit to the trail.

**Pelican Woods Nature Trail**



The Nature Trail contained within the Pelican Woods Cemetery is defined as a strip of land 15 feet wide around the perimeter of the Cemetery and is available for public use according to the rules and regulations as found in Appendix D. This nature trail is totally under the auspices of the Breezy Point Cemetery Commission.



### **Ideal Sno Pros Snowmobile Trail**

Sections of the area snowmobile trails may be found in Breezy Point and are groomed and maintained by the Ideal Sno Pros Snowmobile Club.

### **Future Trails Planning**

Trails along or in conjunction with roadways are goals of the City. Due to the higher costs of these trails, they are considered long range goals and may need to be considered when opportunities present themselves. These can be established in whole or in part as a separate project or in conjunction with a street reconstruction. In considering the design for these trails, issues of safety, drainage, grant requirements (if applicable) and available right-of-way or easement shall be factored in determining whether a separated or widened roadway trail will be built.

Revenue sources for trail improvements include: grants, road reconstruction funds, General Funds, Bonds, donations and Parkland Dedication. A listing and map of proposed roadway trails and approximate costs may be found in Appendix G, Capital Improvement Plan.

## **OPEN SPACES/LINEAR PARKS**

### **Open Spaces** {See Appendix A – Map of Current Parks/Parkland, Trails, and Open Space.}

The sizes of our open spaces are variable and are found community-wide. Preservation of open space serves a variety of needs and functions. Open space preserves natural habitats, allows animal movement through a developed environment, provides visual relief, connects humans to nature, and preserves significant natural resources. Open space areas may include trails, picnic areas, gardens, etc.

The City should locate missing trail links, future links to future schools and destinations, as well as trails along natural corridors.

## **MAINTENANCE AND OPERATIONS**

An important consideration in system planning is the expected maintenance and operation of system components. In context, the life cycle of a park or other system is essentially the timeframe between when it is first purchased and developed until it is rebuilt/refurbished to serve evolving customer needs. In most cases, parks have a life cycle of 15 to 20 years, although this will vary substantially depending on the specifics of the park in question. Maintenance of the park system is currently coordinated through the City's Public Works Department.

Park maintenance tasks may occur on a daily, weekly, monthly, seasonal and weather related basis. These jobs may include but are not limited to:

- Litter and Garbage Clean-up

- Mowing and Trimming
- Fertilizing and Irrigation of Turf
- Preventative Equipment Maintenance
- Equipment Repair
- Chemical Application
- Restroom Maintenance and Upkeep
- Facility Repair and Maintenance
- Moving Tables and Benches
- Leaf Clean-up
- Trail Maintenance
- Special Event Preparation
- Snow Removal in Winter Trail parking area
- Flooding Ice Rink (Future)

A majority of the summer labor involves mowing of City parks, maintenance of park equipment and grounds, restroom upkeep and beach maintenance. Trails are not plowed in the winter; however, as budgets dictate the Four Seasons Trail is groomed periodically for cross-country skiing.

### **Goals**

1. To maintain and rehabilitate existing facilities in accordance with their planned use, safety, and enjoyment.
2. To assure residents the best possible park experience, while keeping budgets and resources in mind, through:
  - Attention to upkeep including maintenance, safety, and cleanliness,
  - Replacement of worn or obsolete equipment and facilities,
  - Landscaping, and
  - Rehabilitation where indicated by changing needs or conditions.
3. To manage with efficient maintenance procedures and those that preserve or enhance the environment.

### **Recommendations**

1. The Parks Maintenance Policy shall be maintained to preserve the level of service and maintenance given the park system. Continued charting of park maintenance efforts shall also be undertaken to ascertain the level of present effort, as well as, the possible need for additional staff time or resources.
2. The trail maintenance plan should be expanded to develop a system of inspection, upkeep and periodic maintenance that addresses the type and needs of the specific trail. This plan needs to be updated as trails change and use increases.
3. In keeping with the Parks Maintenance Policy, inspections of all park equipment will assure the safety of the public and track the need for replacement as the facilities age.
4. Periodically assess the need for landscaping and trees.

5. Develop a capital parks improvement plan for the maintenance, rehabilitation and development of parks as established and proposed in the Parks, Trails, and Open Space Master Plan.

## FINANCIAL RESOURCES

Minnesota Statutes § 462.358 subd. 2b and 2c provides for parkland dedication with the development of land providing there is language in the subdivision ordinance for this provision. The City has also an obligation to develop a park and open space plan and related capital improvement budget for park development and improvements.

The municipality may accept land or a cash fee or a combination of these for developers to fulfill their obligation. The subdivision ordinance provides for a dedication requirement of 10% of the fair market value of the property or land area. Any funds received for parkland dedication must be kept separate from those of other funds and can be used only for capital expenditures in the acquisition or betterment of parklands and not for operations.

Resources available to the City of Breezy Point in providing adequate parks, trails and facilities for users of the park system typically come from the following sources:

1. Property Taxes
2. Parkland Dedication Fees
3. Volunteer Labor
4. Donations from various sources
5. Grant funding

Grant funding generally involves the building of a park or park project and usually requires matching funds or contributions. Park maintenance primarily relies on property tax revenues and volunteer efforts. With these in mind, the development of parkland needs to be accomplished with the understanding that there are ongoing obligations regarding maintenance and general upkeep or up front needs.

## STRATEGIC PLAN

### **Goals and Recommendations**

As directed by the **Breezy Point Comprehensive Plan**, the following objectives are recommended:

**Objective 1 – City Parks: Create a park system suited to a small community with a large visitor population.**

1. *City Park: Acquire additional land adjacent to the current City Park and encompassing Spruce Drive either through direct purchase and/or the tax forfeiture process. Figure 15, Parks and Trails Plan, (see Appendix E), illustrates the planned boundaries of City Park. Those additions*

would bring City Park to approximately 22 acres – large enough for a variety of activities and uses. (Additional adjacent City land encompasses the City Hall, Public Safety, and Public Works buildings.)

Gradually improve City Park to include active and passive recreation and to serve as a civic focal and gathering point for both residents and visitors.

City Park should eventually include the present playground and Etta Steffen Field along with additional facilities such as a ball field, soccer and football field, public open space with walking paths and a community center building. The Public Works storage building and the salt/sand building may be relocated to a more appropriate site to facilitate the construction of the additional facilities.

Public facilities adjacent and related to City Park would include Breezy Point City Hall, the Public Safety Center, and a potential future community center. Collectively, the park and related facilities should be known as City Center.

This future Community Center may also include a fitness and recreation center, an aquatic center/swimming pool, and a library and kitchen area.

City Center could become the central place where all community celebrations and gatherings are held.

2. **Additional Park Land:** Acquire additional sites for parks. One is the tract between County Highway 11 and Shaffer Lake. (Refer to Figure 15, Parks and Trails Plan.)

Another potential acquisition would be a small site for a fishing dock with off-road parking on the channel leading from Mousseau Bay.

Properties should be acquired from the Department of Natural Resources only if they can be had for a very favorable price. In exchange, the City will agree to manage them with a strong conservation emphasis.

**Objective 2 – Trail Corridors: Build an interconnected network of linear public open space for dedicated trails and paths, wildlife corridors, environmental protection and neighborhood value.**

Policies:

1. **Existing Corridors:** Consider acquiring land parcels to provide increased public access to the open space corridors (e.g., in the Whitebirch 15 and 16 Additions between Ski Chalet Drive and Buschmann Road). Publicize the availability of these corridors to citizens and abutting landowners.
2. **Planned Corridors:** Planned trail corridors include:
  - Signed routes along the electrical power line corridor

- A dedicated trail between County Highway 11 and Buschmann Road along the western border of the City.
3. **Power Line Trail:** Negotiate with the landowners along the major electric power line for public recreational trail use of the land within that transmission corridor in southwestern Breezy Point. The objective would be to gain agreement for multi-use hiking, cross-county skiing, snowmobiling and mountain bicycling trails to be mowed in that corridor. As with the other trail corridors in Breezy Point, seek cooperative local private and outside assistance in building and maintaining them.
  4. **Corridor Improvements:** Seek grants, donations and volunteer labor to supplement City contributions in order to create multiple-use trails through the open space corridor system.
  5. **On-Road Bicycling Corridors:** Crow Wing County maintains wide paved shoulders for bicycling on County Road 11 through Breezy Point and beyond as part of the Paul Bunyan Scenic Byway. (Refer to Figure 15.)

Consider building similar shoulders along Buschmann Road if that road is rebuilt and improved. This would create a bicycling route to the segment of the Paul Bunyan Scenic Byway that exists along County Highway 16, which is the middle of the three legs of the Byway.

Paved shoulders are expected to be added in 2010 along County Highway 4 south of its intersection with County Highway 11 as Highway 4 is rebuilt. (Note: County Highway 4 reconstruction was completed in the fall of 2010.)

**Objective 3: Conservation Open Space and Water Quality: Protect key locations and types of land for environmental protection and natural beauty.**

*Policies:*

1. **Wetlands:** Continue to protect wetlands that have been identified by the Minnesota Department of Natural Resources and/or the US Army Corps of Engineers.

Protect those wetlands through an overlay zoning district and continue to require conformance with the regulations of the Crow Wing County Soil and Water Conservation District and the US Army Corps of Engineers.

The City will ensure that each application for land development involving a state or federal wetland will be reviewed by those agencies, and their requirements will be included in the conditions of approval.

Figure 16, Major Natural Resource Protection Elements, illustrates the approximate location of the major wetlands in Breezy Point. Note that there may be additional wetlands not shown on that map. Other official maps from the DNR and the US Army Corps of Engineers should be consulted for a preliminary indication of possible wetlands. However, a field survey by a trained professional wetland delineator is the only way to conclusively determine the presence, boundaries and classification of wetlands.

2. **Shorelands:** The City will continue to enforce the requirements of its Shoreland Management Overlay District zoning district.

The approximate location of those overlay districts is illustrated by Figure 16, (see Appendix F).

3. **Other Conservation Open Space:** The City or other units of government will acquire and manage certain properties for the purpose of natural conservation while allowing a low level of recreation use. Specifically:
  - **City Linear Open Space:** The linear open space corridors will be used for wooded open space and trails. The City will enlarge the extent of this network through acquisitions.
  - **DNR Properties to Be Acquired:** One large DNR property is proposed to be acquired by the City near Shaffer Lake for conservation and recreation as described above.
  - **DNR Property Maintained:** The large DNR property near the eastern City border will continue to be held by that agency for conservation and wetland protection.
  - **Scattered City Holdings:** The City owns a few scattered residential lots which it will hold as neighborhood open space. The City may acquire additional land parcels for open space if justified by the cost and public benefit. One example would be parcels that would link large public tracts to nearby roads for public access.
  - **County:** Crow Wing County owns one tract of wooded land near Buschmann Road.
  - **Private Holdings:** Private individuals across the community own sizable tracts of land that are maintained in largely undisturbed conditions, all of which support wildlife ecology, water quality and scenic beauty.
  - **Chiraella Forest:** This property has a permanent easement restricting its use to park or public open space. Therefore, it will remain undeveloped whether it is owned by the State or the City.
4. **Relationship to Surface Water Management:** Use the public open spaces described above in conjunction with private open space, zoning regulations, public ponding improvements, amended wastewater system regulations and proper maintenance to help protect the quality of waters in and around Breezy Point.

Those and other actions should be described in the surface water management plan proposed in the Water Quality Protection chapter of this plan.

**Objective 4: Continued Park System Planning: Maintain and improve the quality of the parks, trails and open space system through ongoing planning and design.**

**Policies:**

1. **Park System Master Plan:** Prepare a more detailed plan for the parks, trails and open space system that describes means of acquiring additional park land, ideas for improving particular parks and trail corridors and potential specific sites for additional park land.

## MARKETING AND PUBLIC RELATIONS

The Parks and Recreation Committee should promote marketing and public relations efforts to:

- Encourage the support and development of new and existing parks and trails,
- Encourage the use of recreational facilities by residents of Breezy Point and visitors to the community, and
- Increase the sense of ownership of the parks and trails within the City of Breezy Point.

### **Recommendations:**

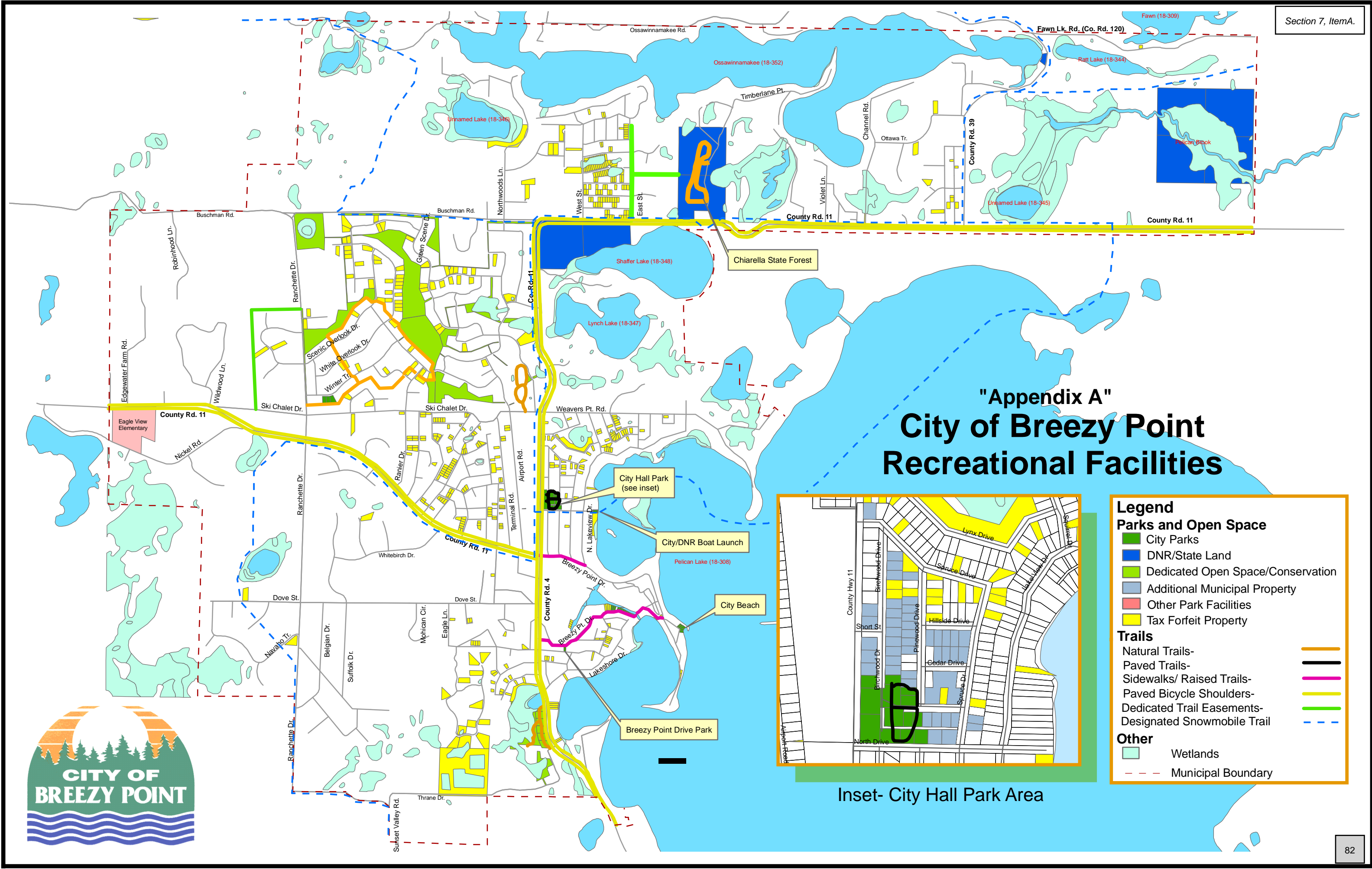
1. In order to promote ownership and a sense of community, it is recommended the Parks and Recreation Committee continue to work with local organizations to develop and donate items within the parks.
2. It is recommended the Parks and Recreation Committee establish a “wish list” with items identified within the Master Parks, Trails, and Open Space Plan, so when groups/individuals want to donate an item they may review the list to determine what best suits their desires.
3. Furthermore, the City of Breezy Point should develop a process to recognize the community involvement and dedication to the Breezy Point Parks System through formal recognition.

## CONCLUSION

As mentioned at the beginning of this document, the City of Breezy Point should periodically review the Parks, Trails, and Open Space Master Plan. If there are significant physical, economic, or demographic changes; significant changes in attitudes, priorities, community standards or trends; or significant regulatory changes by overlapping jurisdictions, the City should update the Master Plan accordingly.

It is the wish of the Parks and Recreation Committee that this Parks, Trails, and Open Space Master Plan provides a clear, energetic, and inspiring vision of what the parks, trails, and recreation opportunities might look like in the future for the residents of and visitors to the City of Breezy Point.





"Appendix A"  
City of Breezy Point  
Recreational Facilities

**Legend**

**Parks and Open Space**

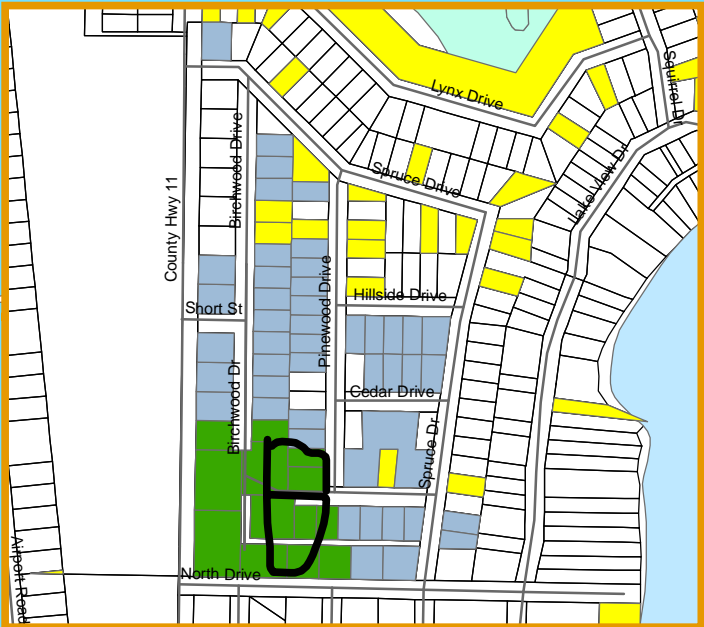
- City Parks
- DNR/State Land
- Dedicated Open Space/Conservation
- Additional Municipal Property
- Other Park Facilities
- Tax Forfeit Property

**Trails**

- Natural Trails-
- Paved Trails-
- Sidewalks/ Raised Trails-
- Paved Bicycle Shoulders-
- Dedicated Trail Easements-
- Designated Snowmobile Trail

**Other**

- Wetlands
- Municipal Boundary



Inset- City Hall Park Area



**APPENDIX B****National Recreation and Parks Association (NRPA) Guidelines**

Park Classification	Use	Service Area	Size	Site
Mini-Park	Specialized park that serves a concentrated population (i.e. tots or seniors) or geographic area. Used in areas where geographic barriers prevent access to a neighborhood park.	Less than ¼ mile radius	0.5 to 2 acres	Typically near higher density housing that does not have access to a neighborhood park or as a supplement to a neighborhood park.
Neighborhood Park	Basic unit of the park system, developed for both active & passive activities. Design criteria should anticipate the changing demographic profiles of the neighborhood served, as to provide appropriate facilities. Focus on informal and unstructured activities.	¼ to ½ mile radius	4 to 10 acres	Easily accessible to the neighborhood population with safe walking and biking access utilizing trail networks. Parking facilities limited to a minimum. Site should have well-drained soils and not include topography of excessively steep slopes.
Neighborhood Playfield	Similar to a neighborhood park, but with more emphasis on organized youth athletics. Provides active & passive activities. Design criteria should balance neighborhood and community youth athletic needs.	½ to 1 mile radius	6.5 to 15 acres	Easily accessible to the neighborhood and the community with a mix of local and collector street access. Safe walking and biking access utilizing trail
Conservancy Lands	Area possessing natural qualities preserved for environmental, open space or aesthetic purposes. Facilities should be compatible with the preservation of the resource.	Community wide	Depends on resource	Significant natural areas which merit preservation and would be adversely affected by development.
Community Playfield/ Athletic Complex	Area for intensely programmed recreation facilities and uses such as athletic fields, swimming pools, etc. Separate athletic fields complexes are typically provided for youth and for adults. Fields are typically lighted for evening use.	Community wide	25 to 80 acres	Site should be suited for intense development that is easily accessible to the population it is intended to serve. Located near high traffic areas such as schools and major thoroughfares, preferably in non-residential areas.
Greenways	Linear parks and open spaces developed for varying modes of recreational travel such as walking, biking, skiing, in-line skating etc. or for preservation of wildlife corridors, streams, etc.	Site specific & community wide	Sufficient width for intended use	Built or natural corridors used to link parks and/or community facilities such as schools, libraries, and commercial areas.
Special Use	Highly specialized use area such as community golf courses, marinas, preserves, arenas, gardens, plazas, and other specialized recreation areas.	Community wide	Variable	Site Specific
Historic Sites	Area set aside for preserving and interpreting historical features such as landscapes and architecture.	Community wide	Variable	Size should be adequate to provide support facilities such as picnic areas, parking, etc.

## **APPENDIX C**

### **Turf Conditions**

NA - Not Applicable

0 - No Problems

1 - Turf is in good condition with some bare areas

2 - Turf has a few problems that need some work (aeration and over-seeding)

3 - Turf is in poor condition and needs renovation

4 - Turf is in very poor condition and should be completely redone

### **Irrigation Systems**

NA - Not Applicable

0 - No Problems

1 - System is in good condition with minor adjustment problems

2 - System is in fair condition, needs frequent work

3 - System doesn't do the job and needs to be expanded (poor coverage)

4 - System is in very poor condition or no system at all

### **Plantings & Trees**

0 -No Problems

1 - Plantings/trees are in good condition with few minor problems

2 - Some bare areas that need additional plant materials

3 - Several areas have problems that need work

4 - Plantings/trees in very poor condition & should be completely renovated

5 - Condition of trees present dangerous safety situation

### **Drainage Systems**

0 - No problems

2- Some saturation/standing water- minor improvements are needed

4 -Very poor drainage – system needs renovation

6 - Dangerous system / conditions exist

### **Accessibility**

0 - Entire park is accessible to handicapped

2 - Portion of the park is accessible to handicapped

4 - None of the park is accessible to the handicapped

### **Parking**

NA - Not applicable

0 - No Problems

1 - Good Condition – Needs regular routine maintenance

2 – Surface in Fair Condition – Spot Repairs are necessary

3 - Surface in Poor Condition – Several Areas need major repairs

4 - Very Poor Condition – Parking Area Needs Complete Renovation

5 - Dangerous Conditions Exist

### **Parking Availability**

NA - Not Applicable

0 - No Problems

2 - Not enough parking mainly during peak-use periods or only occasionally

4 - Not enough parking most of the time

### **Sidewalks/Paths/Trails**

NA - Not Applicable

0 - No Problems

2 - Sidewalks/Paths/Trails are in fair condition and require minor repairs

4 - Sidewalks/Paths/Trails are in poor condition and require extensive repair or renovation

6 - Dangerous Conditions Exist

### **Courts, Basketball or Tennis**

NA -Not Applicable

0 - No Problems

1 - Good Condition – Need minor routine maintenance, patching, or striping

2 - Fair Condition – Need minor repairs

3 - Poor Condition – Needs major repairs but still can be used

4 - Very Poor Condition – Potholes, Cracks, Need extensive repair / resurfacing

**Equipment**

NA - Not Applicable

0 - No problems

1 - Equipment is old but can still be used

2 - Equipment requires regular routine maintenance

3 - Equipment is in poor condition and requires major repair or renovation

4 - Equipment is in very poor condition and should be replaced

5 - Dangerous condition exist

Park Name	Turf	Irr.	Plantings & Trees	Drain. System	Access.	Parking	Parking Avail.	Walking Paths	Basket ball Court	Play Equip.	Tennis
<i>Breezy Point Drive</i>	2, 3, 3, 2, sand	N/A	4, 3, 1, 1 few	0	2	N/A	0	N/A	N/A	0	N/A
<i>City Hall</i>	0, 1, 1, 0 wood/ grass	0, 1, 0, 0, yes	0, 1, 0, 0, crab/ flowers	0	2, 0, 0, 0	0	0	0	1, 0, 1, 0 yes	0, 0, 2, 0 yes	N/A
<i>Eagle View</i>	2	0, N/A(2), no	N/A	6	0	0	0, 0, 0, yes	N/A(3) no	0	0	N/A
<i>City Beach</i>	N/A(3), sand	N/A(3), no	N/A(3), no	N/A(2) 0	2, 2, 2	0, 0, 0, limited	2, 2, 2, limited	N/A(3) no	N/A(3) no	N/A(3) no	N/A(3) no
<i>Boat Launch</i>	N/A(4) gravel	N/A(3), 0 no	N/A(3), 0 no	0, N/A, 0, N/A	0, N/A, 0, 0	0, 0, 0, N/A, across road	0, 0, 2, 0	N/A(4) no	N/A(4) no	N/A(4) no	N/A(4) no

## **Appendix D**

### **Pelican Woods Cemetery and Nature Trail General Rules and Regulations**

1. The Commission is a public, non-profit entity which, under the laws of the State of Minnesota and the rights of burial granted lot owners, has the right to require all persons entering the Cemetery to comply with rules adopted by the Commission. Management of the Cemetery has the authority to refuse admission to the grounds or to require any person to leave whose conduct is not consistent with these rules.
2. Pedestrians within the Cemetery are to use only the marked, established avenues, roads, walks, trails and alleyways.
3. Children under sixteen (16) years of age are not permitted within the Cemetery, or its buildings, unless accompanied by a responsible adult.
4. Visitors to the Cemetery are required to be in clean, conventional attire consistent with the dignity of the surroundings. Persons without shoes, shirts or in scanty attire will not be admitted.
5. The conduct of all persons within the Cemetery must respect the area as a sacred and reverent place. Noise and boisterous conduct is forbidden. The following are specifically not permitted within the Cemetery unless approved previously:
  - A. The use of intoxicating beverages, illegal substances or chemicals.
  - B. Consuming lunches, refreshments or picnics of any kind.
  - C. Idling or loitering on the grounds or in any of the buildings.
  - D. Placing or distributing any signs or notices not approved by Cemetery management.
  - E. Peddling or soliciting the sale of any object or material.
6. Persons are forbidden to hunt, fish, feed or disturb the fish, fowl or other wild life in the cemetery.
7. All persons are strictly forbidden from picking any flowers, either wild or cultivated; from breaking or cutting any tree, shrub or plant; from marring or defacing any landmark, monument, marker, memorial or structure; or from defacing or littering the grounds, in any way.
8. The unauthorized removal of flowers, plants, shrubs, trees or any landmark, monument, marker, memorial, flower vases, flower urns or any tools, equipment or other such personal property is strictly forbidden.
9. No person will be permitted to enter or leave the Cemetery except by the main entrance, which will be open at scheduled times determined by management. Persons on the grounds after specified closing hours are trespassing and subject to legal action.
10. All vehicles within the Cemetery must be operated with the maximum caution and consideration for others. The following specific regulations are to be adhered to:
  - A. The speed limit for vehicles within the Cemetery is ten (10) miles per hour.
  - B. All vehicles meeting a funeral procession will stop and yield the right of way to the procession.
  - C. No vehicle may overtake a funeral procession nor drive past the point where a funeral service is in progress.
  - D. All vehicles must be operated at a minimum noise level.
  - E. Joy riding, parading or operating a vehicle by a student driver is prohibited.
  - F. All vehicles must keep off the grass and travel or park only on the established roadways and shoulders constructed for that purpose.
  - G. Leaving or abandoning any vehicle on Cemetery property is prohibited. Vehicle will be removed at the owner's expense.
  - H. Motor vehicles are permitted to travel only in the direction designated and to reverse direction or U-turn only at roadway intersections.
  - I. Management may prohibit motor vehicles or wheeled vehicles from entering the Cemetery at any time.
  - J. Omnibuses will not be permitted in the Cemetery without the approval of management.
  - K. All applicable noise ordinances and statutes shall be strictly enforced.
  - L. Snowmobiles and ATVs are strictly forbidden in cemetery.
11. Group visits or large assemblies of persons are not permitted without prior approval of management, except when in attendance at funerals. A member of the Cemetery staff must supervise all tours.

12. The taking of photographs for commercial purposes or the use of the Cemetery grounds, for personal or private gain, is strictly forbidden. With the approval of the next of kin, photographs of funeral services, interments or memorials by the lot owners, family members or appropriate friends for personal or family use, are permitted. All photographing or taping by media requires the prior approval of management and, in the case of funeral services, interments or memorials, the approval of the next of kin is also necessary.

13. Management will take reasonable precautions to protect Owner, and the property rights of Owners, within the Cemetery, from loss or damage; but management distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasion, insurrections, riots, acts of terrorism or order of any militia or civil authority.

14. The Commission reserves the exclusive right to attach or install electronic or other surveillance devices it may deem proper on or in any building, structure, monument, fence, tree or gate for the purpose of protection against vandalism, trespass, or theft.

15. Dogs, with the exception of seeing-eye dogs, cats or other pets are not permitted on the Cemetery grounds, nor in its buildings. Any pets brought to the Cemetery must remain in the vehicle or tethered in an area approved by management.

16. Employees of the Commission are not permitted to do any work on the Cemetery grounds for lot owners, other individuals or contractors, except upon order of the management.

17. All permits, fees or charges for services are payable at the Cemetery office and all receipts and acknowledgments must be issued by that office.

18. The right to enlarge, reduce, replot or change the boundaries or grades of the Cemetery, or any section of the Cemetery, including the right to modify or change or remove or re-grade the roads, drives and walks is reserved to the Commission. This reservation includes the right to lay, maintain, operate, alter or change pipe lines, gutters, electric lines, sprinkling and drainage systems. The right to locate, alter, relocate, and remove lakes, ponds, flower gardens, shrubs, trees and decorative features is also reserved to the Commission.

19. The Commission reserves the right to use Cemetery property for anything necessary, incidental or convenient to Cemetery purposes and for the operation of a trail system open to the public.

20. The Commission reserves to itself, to Commission employees and to those lawfully entitled thereto, a perpetual right of ingress and egress over all lots for the purpose of passage to and from other lots.

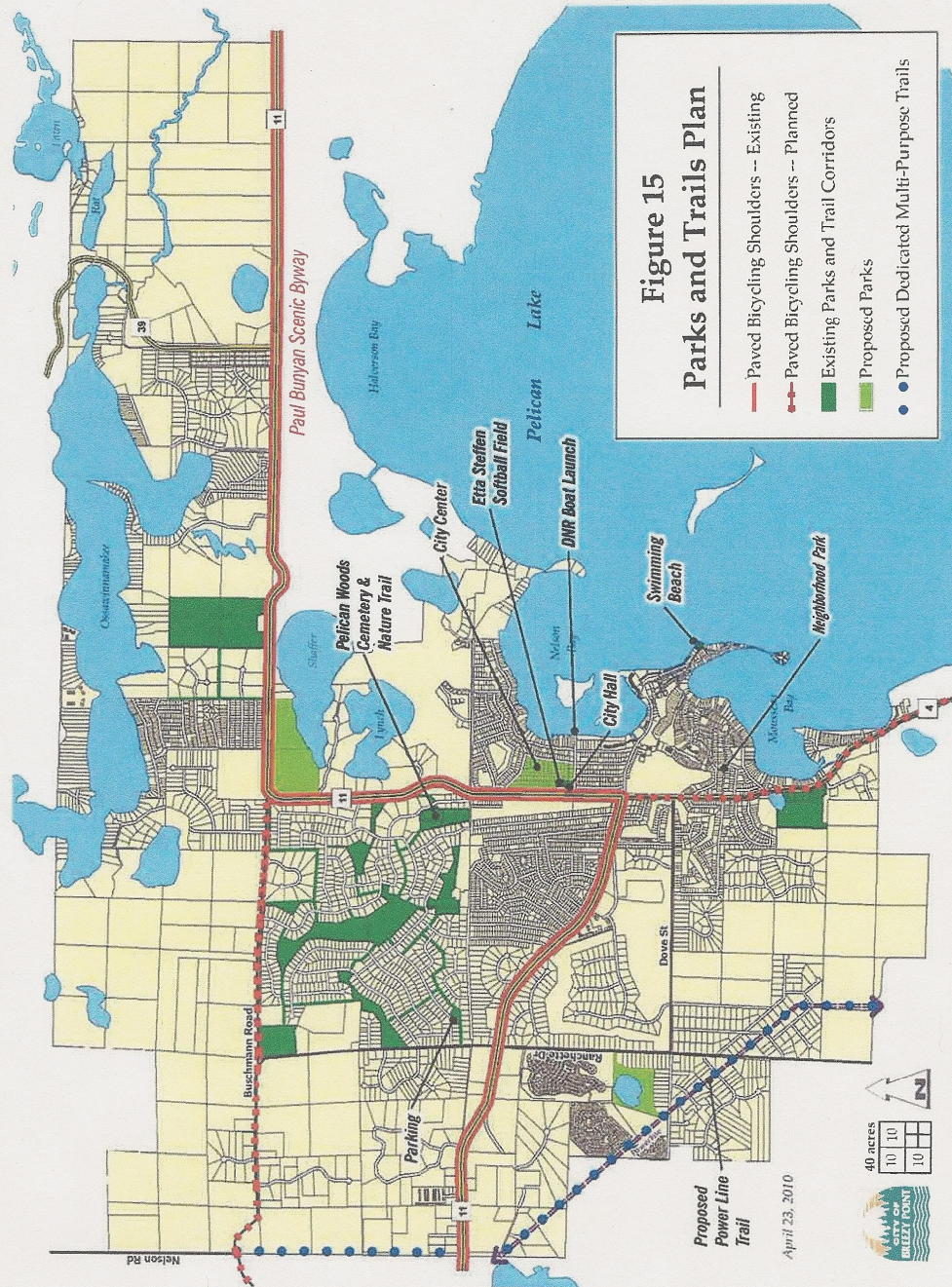
21. Lot owners are responsible for notifying management of any change in his or her post office address. Notices sent to a lot owner at the last address on file in the Cemetery office will be sufficient and proper legal notification.

22. The Commission reserves, and shall have, the right to correct any errors that may be made by it, either in interments, disinterments or removals, or in the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in exchange thereof other interment property of equal value and similar location, as far as possible, or as may be selected by the Commission, or in the sole discretion of the Commission, by refunding the amount of money paid on account by said purchaser. In the event such error will involve the interment of the remains of any person, management reserves, and will have, the right without any further liability whatsoever, to have removed and/or transfer such remains so interred to such other property as may have been properly conveyed or to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof. This includes the right, after proper notification as outlined in Rule 21 and without further notice, to enter upon any lot for the purpose of disinterment and reinterment to correct any such error. Furthermore, no right of action against the Commission or any of its officers or employees of the City of Breezy Point, shall accrue to any person or persons, unless such wrongful interment will have been the result of willful or malicious misconduct.

23. In the event management is unable to allow an interment or inurnment in any lot for any reason beyond its control, or because the burial space, in the judgment of management, is not, at the time of burial, suitable for the disposition, then management may, without any further liability whatsoever, convey in exchange therefore, other interment property of equal value and similar location, as far as possible or in the sole discretion of management, refund the amount of money paid on account of said purchaser.



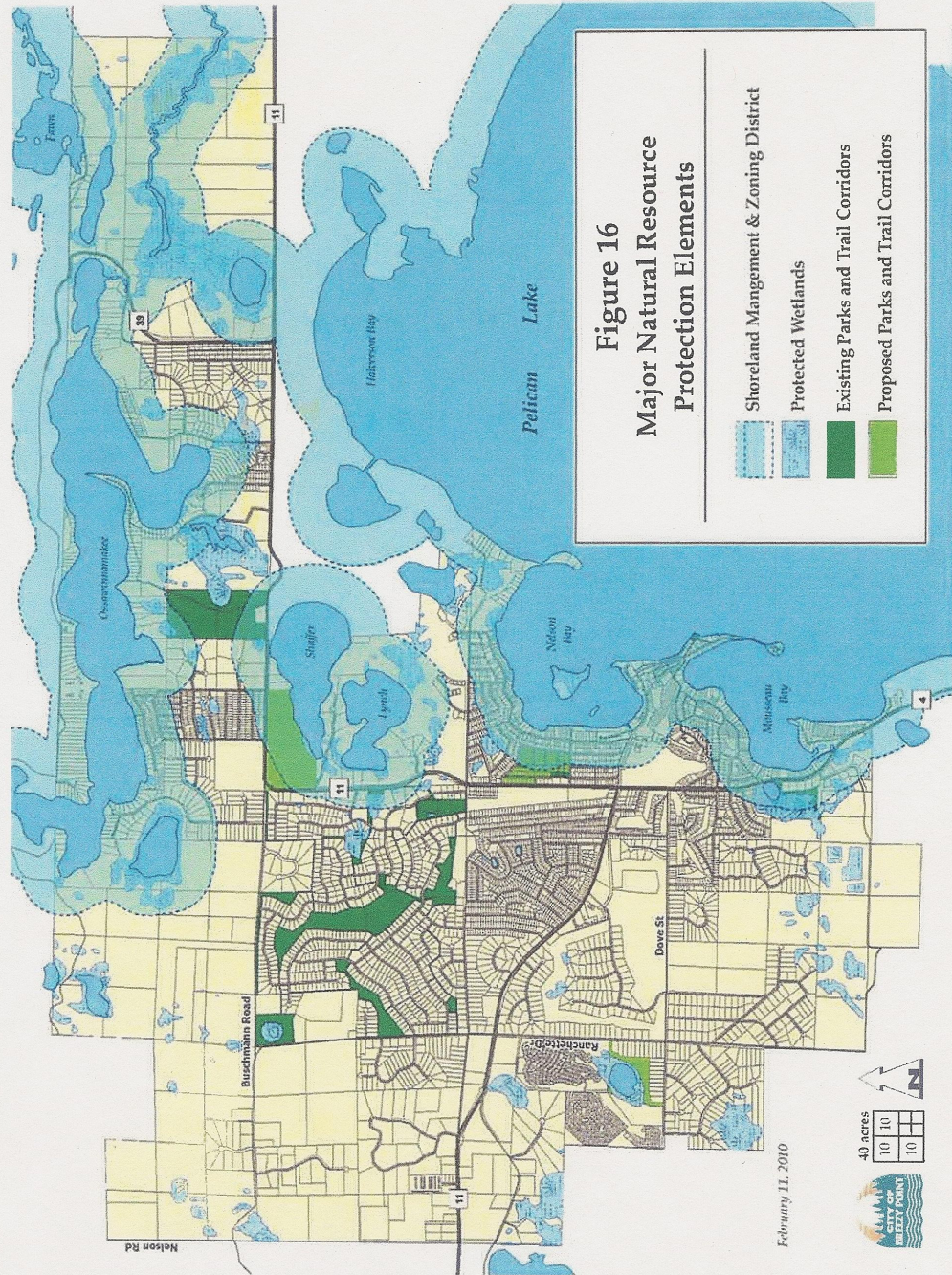
Parks, Trails and Open Space Protection Plan



City of Breezy Point Comprehensive Plan

7-3





APPENDIX G

Capital Improvement Plan

DRAFT (3)

Cost for equipment has variable shipping costs depending on location, quantity, and weight. Prices listed assume some shipping cost and higher quality purchases. Improvements in most instances have not been formally estimated. All estimates are subject to change.

5 Year Plan

The Revolving Capital Fund has park reserves for capital expenditures. These funds have been designated as to Parkland Dedication and Park Capital. Each year funds are also budgeted for capital improvements. At the time of this writing available funds are:

Parkland Dedication	\$18,707	
Park Capital	\$ 9,166	
General Fund 2011	<u>\$ 5,893</u>	<b>Cash Flow</b>
	\$33,766	\$33,766

Projects will be undertaken as revenues are available. Interest earnings will be posted on an annual basis. Donations, grants or other revenue sources are hoped to augment available funds.

		<b>Cash Flow</b>
<b>2012 Improvements – General Fund Revenues</b>	\$12,500	\$46,266
Park Pavilion in City Park - 16 by 20 feet	\$11,500	
2 Barbeque Grills	\$ 600	
Parks Grass Mower	<u>\$ 2,500</u>	
	\$14,600	
		\$31,666
<b>2013 Improvements – General Fund Revenues</b>	\$10,000	\$41,666
9 Hole Disc Golf Course	\$ 4,000	
		\$37,666
<b>2014 Improvements – General Fund Revenues</b>	\$12,000	\$49,666
Extend paved trail to loop around Public Safety Building	\$10,000	
Total project estimated at \$25,000		
		\$39,666



<b>2015 Improvements – General Fund Revenues</b>	\$12,000	\$51,666
--	----------	----------

Fishing Pier – Phase 1	\$35,250	
------------------------	----------	--

To Revolving Capital for ball fields (\$32,000) (Regulation sized soft ball field – Providing space can be made available east of existing ball fields – potential relocation of sand/salt shed and storage building.)		\$16,416
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<b>2016 Improvements – General Fund Revenues</b>	\$15,000	\$31,416
--	----------	----------

To Revolving Capital for Ball Fields		\$31,416
--------------------------------------	--	----------

### Remaining Improvements

Park improvements have been identified for the park system and have been listed by park with an estimated cost. Revenue sources include general fund, donations, and parkland dedication in some situations. On an annual basis the Park and Recreation Committee should review this Capital Improvement Plan for parks and update it as needed.

### City Hall Park

Four Harmony Park items		\$ 4,000
-------------------------	--	----------

#### Long Range

Construct Soccer Fields (If space is available and a need is expressed.)		\$20,000
---	--	----------

Skating Rink (Between Public Safety Building and City Hall with Warming House)		\$15,000
---	--	----------

Ball Field Lighting		\$95,000
---------------------	--	----------

Acquire tax forfeiture parcels in city hall campus area – As property and resources are available for purchase. (Approximately 7 Acres.)		\$65,000
--	--	----------

Build Community Center (fitness center, aquatic center, library, commercial kitchen and dining/open area) Proposed building would be 20,000 to 30,000 square feet.		\$8,000,000
--	--	-------------

Construct Tennis Court (Two Courts)		\$28,000
-------------------------------------	--	----------

Boat Launch Area

Picnic Table	\$ 900
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Fishing Pier Park –Future Phases

Expansion of fishing pier/boardwalk, develop boardwalk and sidewalk and establish roadway parking lane.	\$104,750
---	-----------

Trails

General Trail Goals

Interconnectivity of city trails with other trails is a general goal of the city. In particular trails linking specific amenities or parkland to parkland areas within the city would hold higher priorities. Trails that facilitate connections to the Paul Bunyan Scenic Byway and Paul Bunyan Trail have a higher priority but outside of jurisdictional boundaries of the city.

Four Seasons Trail Park

Two benches in the parking area	\$ 1,000
Trailhead Signage	\$ 2,500

Long Range

Pave parking area	\$ 13,000
Pave trail at 10 feet wide	\$120,000

Chiarella Trail

Long Range

Link trail to East Street – brushed out dirt trail approximately ¼ mile to boundary of property. Interior trail would need connection.	\$ 2,000
---	----------

Roadway Trails

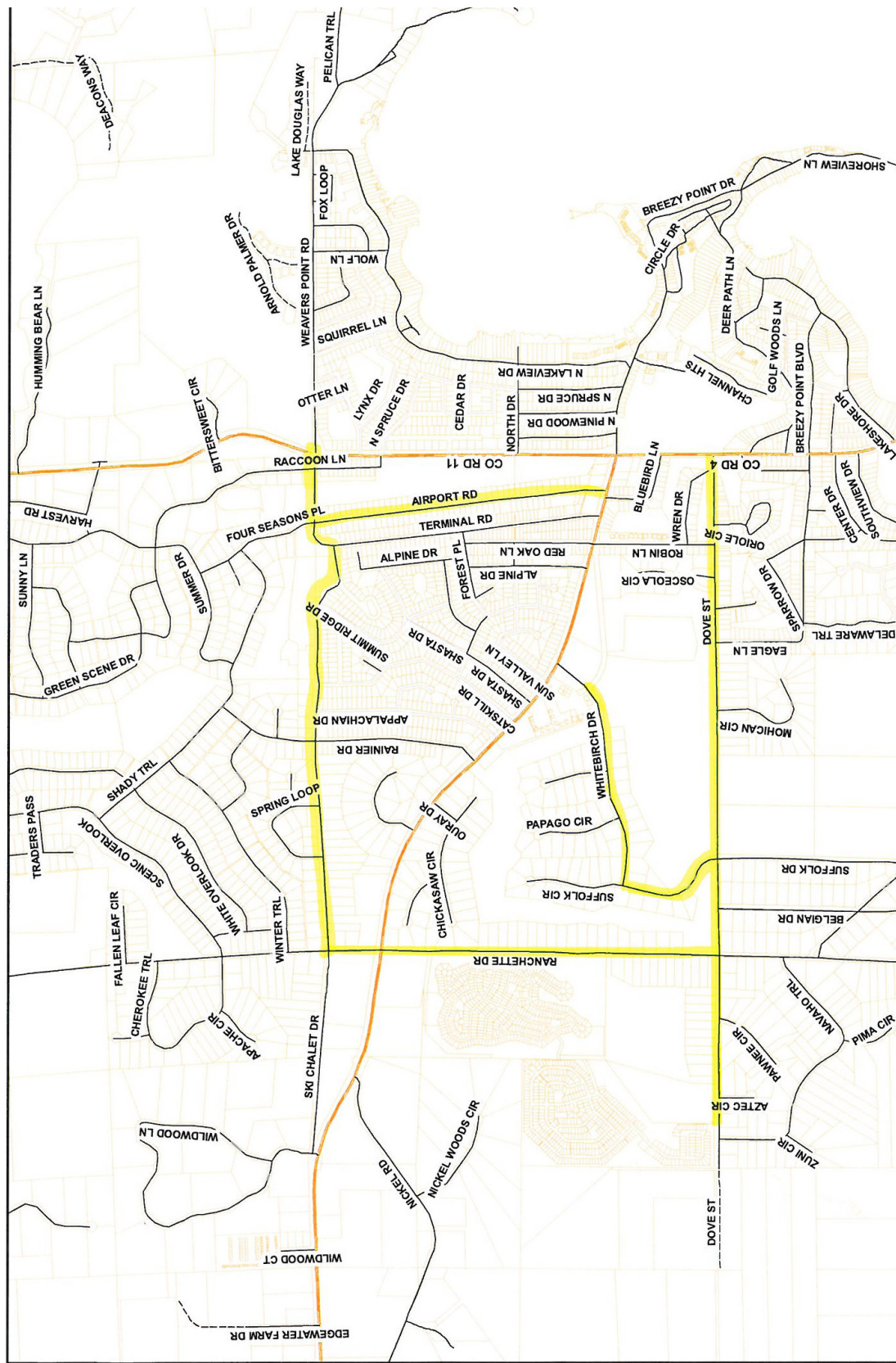
Trails along or in conjunction with roadways are goals of the city. These are considered long range in accomplishment due to their higher costs. They may need to be considered when opportunities present themselves. These can be established in whole or in part as a separate project or in conjunction with a

street reconstruction. In considering design for these trails, issues of safety, drainage, grant requirements (if applicable) and available right-of-way or easement shall be factored in determining whether a separated or widened roadway trail will be built.

Revenue sources for trail improvements include: grants, road reconstruction funds, General Funds, Bonds, donations and Parkland Dedication.

**Long Range**

Dove Street, Camping Cluster II to Co. Rd. 4	\$310,000
Suffolk, Dove Street to Whitebirch Drive and along Whitebirch Drive to an area near Antlers	\$135,000
Ranchette Drive, Dove Street to Ski Chalet Drive	\$160,000
Ski Chalet Drive, Ranchette Drive to Co. Rd. 11	\$230,000
Airport Road, Co. Rd. 11 to Ski Chalet Drive	\$135,000



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

# Proposed Trails

8/9/2011 3:31:16 PM



**CROW WING COUNTY**  
BRainerd, MINNESOTA 56401



# CITY OF BREEZY POINT, MN

## COMPREHENSIVE PLAN UPDATE 2020

Adopted January, 2020





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# Acknowledgements

## CITY COUNCIL

Tom Lillehei, Mayor  
Michael Moroni  
Rebecca Ball  
Gary Mitchell  
Gary Bakken

## CITY HALL STAFF

Patrick Wussow, City Administrator Clerk  
Jerry Bohnsack, Planning & Zoning  
Joe Zierden, Public Works Supervisor  
Kari Jacobson, Finance Specialist  
Deb Runksmeier, Deputy Clerk

## PLANNING COMMISSION

Joe Ayers  
Tracy Donovan  
Peggy Schmid  
Larry Neer  
Roger Theis

## STEERING COMMITTEE

Rebecca Ball  
Tracy Donovan  
Bryant Szymanski  
Joe Zierden  
Kay Spizzo  
Pam Lillehei  
Roger Okerman  
David Spizzo

This Plan represents a major community effort by the residents of Breezy Point and its leaders who worked together to develop solutions and vision for the community. THANK YOU to all who participated in the visioning and development process of this Comprehensive Plan. Your guidance, insight, direction, and local knowledge was instrumental in the planning process.

**RESOLUTION NO.01 - 2020**

**ADOPTION OF THE 2020 COMPREHENSIVE PLAN**

**WHEREAS**, the City Council has designated as one of the duties of the Planning Commission to write and revise its Comprehensive Plan when it finds need to do so; and

**WHEREAS**, the current Comprehensive Plan for the City of Breezy Point was adopted by the City Council in 2016; and

**WHEREAS**, the Planning Commission determined the 2016 Comprehensive Plan was out dated, and it would be in the interest of the City and its residents to provide and update; and

**WHEREAS**, the Planning Commission, with the assistance from Staff, and Sourcewell began the process of updating the Comprehensive Plan in 2018; and


**WHEREAS**, after reviewing the proposed document and taking public testimony, the Planning Commission recommended approval of the adoption of the Comprehensive Plan.

**NOW THEREFORE, BE IT RESOLVED**, that the Breezy Point City Council has reviewed the proposed 2020 Comprehensive Plan on DATE and does hereby approve its adoption.

Adopted this 6th day of January 2020.

Tom Lillehei ☐ YES ☐                      Michael Moroni ☐ YES ☐  
Gary Mitchell ☐ YES ☐                      Rebecca Ball ☐ YES ☐  
Gary Bakken ☐ YES ☐

  
Tom Lillehei, Mayor

ATTEST:  
  
Patrick Wussow, City Administrator



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**VISION STATEMENT |**

**THE CITY OF BREEZY POINT, SET IN BEAUTIFUL NATURAL SURROUNDINGS WITH ABUNDANT RECREATIONAL AMENITIES, STRIVES TO PROVIDE SECURE AND ENJOYABLE NEIGHBORHOODS FOR RESIDENTS AND VISITORS OF ALL AGES. THE CITY AND RESIDENTS WORK TOGETHER TO SUSTAIN PLANNED COMMERCIAL, RESIDENTIAL, AND RECREATIONAL GROWTH, WHILE BUILDING UPON SOCIAL CONNECTIONS AND IDENTITY FOR THE COMMUNITY.**

# GUIDING PRINCIPLES:

**Sense of community and identity:** The community identified the attractive natural beauty as part of the community’s identity and would like to build upon social and physical factors to strengthen the image and identity of the city.

**Protect the scenery, natural resources, and water quality:** Lakes, natural resources, and water quality are important characteristics to residents in Breezy Point. Residents understand the impact that these natural systems have on their community and economy.

**Recreational opportunities:** The various lakes, golf courses, and resorts provide a multitude of opportunities for recreation. The community has expressed a desire to protect and enhance these amenities that offer residents and visitors opportunities to recreate, exercise, and enjoy the natural environment.

**Safe neighborhoods:** Residents feel that safe neighborhoods are a fundamental element that makes Breezy Point a strong community.

**Motorized and nonmotorized trail networks:** Community members seek to expand and improve the existing motorized and nonmotorized trail network, which provide recreational opportunities and contribute to the city’s quality of life.

**Business development and employment opportunities:** Tourism and recreation are essential components of the city’s economy. The community supports e ntreprenuers along with business expansion and retention tactics to diversify the economy.

**Housing choice and type:** Community members seek a coordinated effort to expand housing options for all ages in the community and to provide affordable options.

**Transportation and road network:** Residents want a comprehensive approach to improving the existing road network and want to identify targeted improvement areas, specifically upgrading a series of minimum-maintenance roads.





# EXECUTIVE SUMMARY

## OVERVIEW

In the summer of 2018, the leadership of the City of Breezy Point launched a process to update to the city's Comprehensive Plan. The plan update was intended to develop a clear vision with implementation strategies for the future by assessing the needs and aspirations of the community.

In order to update the Comprehensive Plan, the City of Breezy Point, City Council and Planning Commission committed to facilitating an inclusive and transparent process with opportunities for significant public involvement. As part of the update residents and stakeholders were involved in every key phase of the process.

## KEY DIRECTIONS OF THE PLAN

This section summarizes the key directions of the Plan that are based on the public input and technical analysis that were completed as part of the Plan Update. The key directions of the Plan are focused into the following nine plan elements:

- Land Use
- Community Character
- Park, Open Space and Recreation
- Natural Resources
- Housing
- Transportation

- Economic Development
- Infrastructure
- Community Services and Facilities

The Plan elements were developed based on public input and common themes gathered throughout the planning process. The community identified the following characteristics and themes they would like to maintain and improve upon:

### Maintain:

- Protect Natural Resources and Scenery
- Sense of Community
- Recreation Opportunities
- Water Quality
- Safe Neighborhoods

### Improve:

- Community Identify
- Year-Round Employment Opportunities
- Business Expansion and Retention
- Retain Options
- Motorized and Non-Motorized Trail Networks
- Expand Housing Options
- Road Maintenance

## CHAPTER FOUNDATION

Each chapter of this Plan includes an overview of relevant existing conditions, key findings and goals and strategies for future implementation. The plan's goals and strategies are intended to guide the future growth, conservation and development of the City of Breezy Point. All decisions affecting Breezy Point's future should be aligned with the intent of the goals and strategies within this document. The goals and strategies layers are described as:

- **Goal** – A goal is broad policy statement expressing a desired outcome in simple terms.
- **Strategy** – A strategy provides the detailed action steps, programs, projects or policies necessary to initiate and complete a goal.

The Plan includes 40 goals and 152 strategies, which are described in detail in the following chapters. Many of the goals and strategies were taken directly from the 2016 Plan and were further refined using ideas and input gathered throughout the planning process. In addition to the refined goals and strategies from the 2016 Plan, many new goals and strategies were developed to support the themes identified by residents, stakeholders and the steering committee.

## PREVIOUS PLANNING EFFORTS

Comprehensive plans were prepared by the City of Breezy Point in 1991, 1997, 2010, and most recently 2016. Plan elements from the 2016 Plan included:

- Land Use and Community Design
- Water Quality
- Road System
- Parks, Trails and Open Space

It was noted that much of the content from the 2016 was still relevant and local leaders recommended that past planning efforts and outcomes from the 2016 Plan be carried forward to the 2020 Plan. The 2020 Comprehensive Plan carries forward many of the same goals, strategies and chapter context as the 2016 Comprehensive Plan; however, the 2020 plan expands upon the number of planning elements as well as provides a more thorough chapter on implementation. Goals and strategies from the 2016 Plan were reviewed and refined by the steering committee. The refined 2016 goals and strategies were combined with new goals and strategies to develop the final goals and strategies for the 2020 Plan.

The following graphic illustrates how planning elements from the 2016 Plan were incorporated into the 2020 Plan.

2016 Plan		2019 Plan
Land Use and Community Design	→	Land Use
		Housing
		Infrastructure
Water Quality Protection	→	Natural Resources
Road System	→	Transportation
Park, Trails and Open Space	→	Park & Recreation
	NEW	Community Services and Facilities
	NEW	Community Character
	NEW	Economic Development

## IMPLEMENTATION

The Comprehensive Plan Update was initiated with the expectation that it will be implemented. Each planning element has goals and a related set of strategies to support implementation. In addition, Chapter 12 Implementation identifies physical initiatives that will lead to tangible and intangible outcomes and results. The section highlights programs, projects, and tasks meant to achieve the goals and strategies within each plan element. Priorities in the chapter are identified by: Low (L) Medium (M) High (H) frames for implementation of each action. The actions, sub-actions and priorities were developed and prioritized by a subgroup of the larger Steering Committee.

To manage the implementation of the Plan, Chapter 11 includes guidance on “How to Use the Plan” as well as Key Findings, Plan Management, Objectives and Strategies and the Implementation Matrix to facilitate implementation.





# 1. INTRODUCTION

## OVERVIEW

Breezy Point is located on the western shore of Pelican Lake and the southern shore of Lake Ossawinnamakee. The city has always been a popular recreation destination, but it also is a bustling residential community with a yearly population of 2,298 (American Community Survey, 2016), which nearly doubles in the summer months. The city’s slogan, “green trees, blue water, great people,” serves as its directional arrow, guiding the city’s development, redevelopment, and conservation initiatives.

City leadership sought to update this plan while looking to maintain and improve the quality of community that exists today. This challenge guided every step of the plan’s creation. Breezy Point has gone through more than a century of growth to achieve the quality of life it now enjoys. During that time of growth and development, City leadership has consistently recognized and enhanced elements and features like the natural resources, secluded home sites, and lakefront to help make the community a desirable place to live.

The community vision statement describes an end state on how the city should feel, look, and function over the course of the next 10 years. A vision is a broad statement expressed and crafted by citizens during a series of meetings. Through a compilation of ideas, it is used to guide the development of more specific goals and policies. The vision statement is an overarching foundation that infiltrates into every aspect of this plan, supporting the goals, strategies, and actions within each plan element.

The guiding principles serve as the tape measure to help determine the result and fit of future initiatives. This set

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I LOVE THE BEAUTY OF BREEZY POINT... I  
FEEL LIKE I LIVE IN A RURAL AREA BUT I HAVE  
CONVENIENCES OF A CITY.

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-Community Survey Respondent





of principles is a tool that will aid in future decision-making. This new framework will help define the values, character, and priorities for the City of Breezy Point into the future.

Guiding principles also have a set of key characteristics that can be used to complete the following:

1. A basis for cooperation and coordination
2. A statement of enthusiasm and inspiration
3. A directional arrow, orientating the city toward the future
4. An evaluative tool for proposals, projects, initiatives, and future decision-making
5. An assessment to compare current conditions
6. An anchor that navigates the city through conflict by identifying common principles and shared values

The plan contains an inventory of existing conditions, documents specific opportunities and constraints, and identifies a series of goals, strategies, and actions meant to assist the city in meeting the community's vision for the future. As the city takes active strides to achieve a desired condition set forth by the community, this plan will be guided by decisions made today.

### WHY UPDATE THE PLAN?

Comprehensive plans are intended to provide direction for a 10- to 20-year time horizon; however, plans are most effective when updated every five years. From time to time it's important to evaluate the content of the plan and see how it aligns with the changing conditions of the city. Breezy Point has a history of timely updates and continues to build off prior plans that helped create the foundation of the city's vision and culture. This update will replace the 2016 comprehensive plan.

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A HEALTHY COMMUNITY IS ONE IN WHICH ALL RESIDENTS HAVE ACCESS TO A QUALITY EDUCATION, SAFE HOMES, ADEQUATE EMPLOYMENT, PHYSICAL ACTIVITY, AND HEALTH CARE.

-Community Survey Respondent

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Each plan element has many uses and applications. The policy framework within each plan element should be consistently referred to by the City Council as it reviews permit applications and requests for public improvements. City boards and commissions should utilize the action plan as a starting point in each year's budgetary process. Concurrent with budgeting appropriations, the policy framework and action plan should assist the city in developing an annual work program to guide staff in a manner that is consistent with the content of the plan. Finally, developers and landowners should refer to the goals and policies of the plan when considering development or redevelopment projects.

**WHAT IS A COMPREHENSIVE PLAN?**

The Breezy Point Comprehensive Plan serves a variety of purposes for the city. The plan is the leading policy tool that can help citizens and local leaders work together to more efficiently guide future growth and development. The plan also provides a series of steps to help achieve the shared vision for the community. This document will provide a long-term strategy for growth as well as aid in short-term decision around a variety of projects and initiatives. In addition, the plan seeks to aid in:

- A reference for development and application reviews

- A foundation for the zoning and subdivision ordinance
- A guide to aid in multi-year capital budget planning
- A basis for intergovernmental coordination
- A communication piece that guides leadership in the private sector

The plan contains an inventory of existing conditions, documents specific opportunities and constraints, and identifies a series of goals, strategies and actions meant to assist the city in meeting the community's vision for the future.

As the city takes active steps to achieve the outcomes desired by the community, this plan will be the map that guides decision making.

“

WE MOVED HERE FOR THE PRIMITIVE  
OUTDOOR ENVIRONMENT, RELATIVELY  
INEXPENSIVE QUALITY HOUSING, AND SAFE  
NEIGHBORHOODS!

-Community Survey Respondent

”



33

THE CITY SHOULD EXPAND GOODS AND SERVICES LIKE MEDICAL, BUSINESS, SHOPS, AND STORES SO THAT THEY ARE WITHIN WALKING OR SAFE DRIVING DISTANCE FOR YEAR ROUND USE.

99

-Community Survey Respondent

### Summary of Differences

Timely Comprehensive Plan updates have occurred within recent years. In 2016 the city completed a plan review and included minor changes to the overall plan. The plan included four specific areas: 1) land use and community design, 2) water quality, 3) road system, and 4), parks, trails, and open space. The 2020 plan update includes significant content from the previous plan, as much of the narrative and details were still applicable today. The 2020 plan expanded the breadth of the planning elements and contains a total of nine planning elements; land use, housing, infrastructure, natural resources, transportation, parks and recreation, community services and facilities, community character, and economic development. New to this plan includes economic development, community services and facilities, and housing. Consistent with public input, the additional planning elements provide a set of goals and strategies to meet the aspirations of residents, particularly around business expansion and retention, retail offerings, and year-round employment opportunities, among many others.

The plan also includes an implementation chapter. This chapter's sole purpose is to identify the various action items that will help achieve the goals listed in others. Implementation is a critical component of any comprehensive plan. The matrix includes priority ratings and tasks that will help elected officials in capital budget planning and will aid in communicating with residents, and seasonal residents, on upcoming expenditures and investments.

The state of Minnesota gives its communities the legal authority to adopt a plan, according to Minnesota Planning Act, Statute sections 462.351 to 462.353. These statutes create a single, uniform procedure that applies to all cities (462.351-462.359). The comprehensive plan provides the legal framework to enact land use control and other municipal actions to implement long-term growth and development regulation strategies. The city's land use (zoning) ordinances and official zoning map should be updated to conform to the comprehensive plan pursuant to adoption.

Comprehensive planning is an important tool for cities to guide future development of land to ensure a safe and economical environment for residential, commercial, industrial, and public activities. In addition, planning can help:

- Preserve important natural resources, agricultural land, and other open lands.
- Create opportunity for residents to participate in guiding a community's future.
- Identify issues, stay ahead of trends, and accommodate change.
- Ensure that growth makes the community better, not just bigger.
- Foster sustainable economic development.
- Provide an opportunity to consider future implications of today's decisions.
- Protect property rights and values.
- Enable other public and private agencies to plan their activities in harmony with the municipality's plans.

## HOW TO USE THE PLAN

The comprehensive plan should be viewed as a living document. City officials should review the plan's priorities every year during the annual budgeting process in mid-summer. In addition to the review, city officials and staff should check in with residents, both seasonal and year-round, business owners, and other stakeholders to ensure that the plan remains current. Amendments should be made as necessary, especially as circumstances in the community progress and change. The content within this document should be used as a guide to help shape the physical environment of the City of Breezy Point.

The core purpose of the plan for the City is threefold:

- It provides the legal basis for land use regulations such as zoning and subdivision control.
- It provides a long-range vision that will guide planning decisions into 2035.
- It is a guide for elected officials to use when making decisions. The goals and strategies in this document were derived from citizen input at a variety of participation opportunities.

The Plan provides specific recommendations that direct Breezy Point's growth and development. The Plan, should be used to:

### 1. Guide city officials and staff to assist with a variety of tasks:

- Communication of Breezy Point's vision for the future.
- Establishment of regulatory changes.
- Acquisition and use of land.
- Capital improvement planning.
- Development and infrastructure decisions.

### 2. Guide businesses, property owners, and residents in assisting them in:

- Determining potential property use.
- Understanding possible land use changes in the surrounding area.
- Establishing reasonable land use expectations.
- Understanding future infrastructure improvements.
- Improving and investing in property.

### 3. Guide developers with property acquisition and the coordination of plans with city goals, regulations, and infrastructure plans.

### 4. Assist and coordinate with neighboring jurisdictions on issues and topics of mutual interest.



PLAN ORGANIZATION

The plan is divided into a series of plan elements, or chapters. This plan will address the following plan elements:

- Land Use
- Community Character
- Parks and Recreation
- Natural Resources
- Housing
- Transportation
- Economic Development
- Infrastructure
- Community Services and Facilities

**Goals:** First, a set of goals for each planning element was developed for this comprehensive plan update. The goals were formed through public input and comment, influenced by content from the 2016, and meticulously reviewed by the steering committee. Goals are intended to serve as guidelines for the comprehensive plan. These goals represent general statements that identify community aspirations and desired conditions.

**Strategies:** Second, a set of strategies follow each goal. A strategy describes a general course of action made toward achieving each goal. Strategies speak to the underlying values, principles, or context of each goal and are often place-specific. The Committee reviewed the content at various workshops, and each strategy was carefully crafted.

**Actions:** Finally, a series of actions support each strategy and provides directives and tasks. These actions are higher level in nature, intended to identify project-related items, programming needs, personnel/departments responsibility, and steps necessary to achieve each goal.

33

LET'S FOCUS ON ENHANCING WHAT MAKES BREEZY POINT GREAT, LIKE THE NATURAL BEAUTY AND RECREATIONAL OPPORTUNITIES. LET'S GUIDE DEVELOPMENT OF THE CITY THROUGH FOCUSED PLANNING.

99

-Community Survey Respondent





Plans like this one are implemented through a series of small and large land use changes. An integral part of implementation is public engagement, which plays an important part of the planning and development process.

While the plan provides information and guidance, its execution relies heavily on city staff and elected officials’ initiative, discretion, and understanding to fulfill this plan’s overall vision, goals, policies, and implementation efforts. Officials and staff should refer to the goals, strategies, and actions on a regular basis, either adhering to them or officially revising the plan as circumstances change. The core elements of the plan should be consistent and ongoing while the specifics can be amended to best suit the community needs. Above all, the plan should be a working document utilized by city staff and elected officials.

PLANNING PROCESS

In 2018 the city began its comprehensive plan update process. A steering committee was formed to provide oversight, input, experience, and guidance throughout the process. This steering committee was comprised of local business owners, residents, topic experts, staff, and local officials. This group represents a diverse cross section of the community, yet was small enough to be action oriented in its decision-making.

Community Engagement

Through the process of updating the comprehensive plan, Breezy Point reinforced the value of local knowledge. The citizens’ involvement, wisdom and understanding of their neighborhoods and the broader community produced a better stronger plan.

“

I HAVE ALWAYS FELT SAFE IN THIS AREA. I FEEL THE SCHOOLS IN THE AREA ARE GOOD AND A DRAW TO PEOPLE MOVING TO THE AREA.

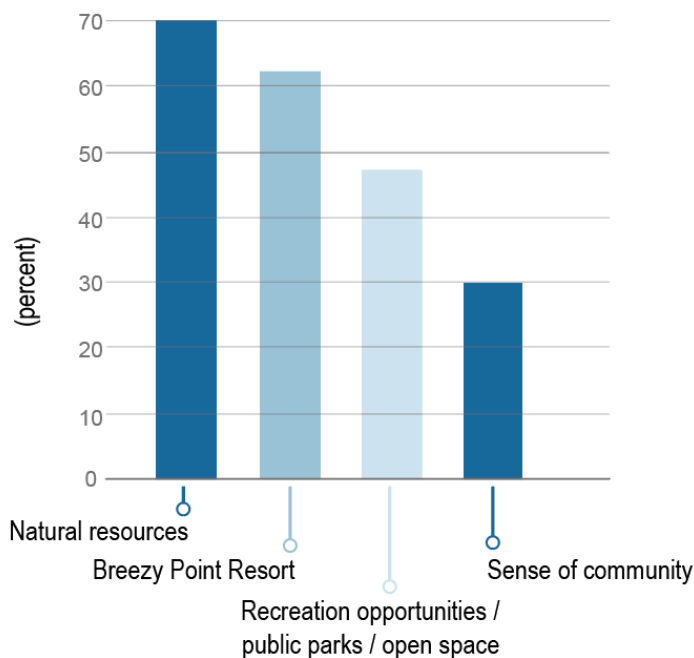
”

-Community Survey Respondent





**Q14. In your opinion, what are Breezy Points greatest assets?**



**Community Survey:** A communitywide survey was taken to gather opinions and preferences on a variety of plan element topics. A total of 315 people completed the online survey. Residents provided input on the elements that make for a healthy community which include: a clean environment, a successful school district, and safe neighborhoods. Participants want to protect the natural resources and the scenery throughout the community; protecting and improving water quality was rated high. The expansion and marketing of recreational opportunities were an important element of the survey. Participants seek to preserve the small town feel of the community.

**Focus Groups:** A series of four focus groups was held as a part of the public input process. These groups included the roads committee, planning and zoning commission, the business community, and the park and recreation committee. The groups met to discuss their goals for the future and to discuss the barriers they faced. Collectively a set of themes emerged that included lot size requirements that constrain residential development; water quality protection; citywide brand and identity creation; a need to diversify the housing stock to accommodate workforce, senior, and multi-family options; and finally, a desire to expand the motorized and nonmotorized trail network.

**Open House:** A community wide open house was held at the North Star Complex and invited the community to participate in a family skate night. This opportunity allowed participants not only to learn about the project, but to also engage with content that was developed to guide goal and strategy development. A series of outcomes from this gathering identified what people wanted: improved walking and biking within neighborhoods and throughout the city, support for the tourism industry, diversification of the business climate with more options, development of a centralized community space such as a community center or town square and diversify the housing stock.

**Pop-up Events (Airport Days and Butterfly Release):** Two pop-up events were held at Airport Days and the Butterfly Release. Informational boards were available for people to learn more about the planning process, its purpose, and the timeline.

Residents would like to **maintain** the following characteristics:

**NATURAL RESOURCES AND SCENERY** Community members acknowledged the attractive setting and multitude of natural resources that Breezy Point has to offer and identified this as the leading, most vital, asset of the community. Respondents value the importance of protecting the water quality and significant environmental features, often citing natural beauty as a part of the community’s fabric and identity.

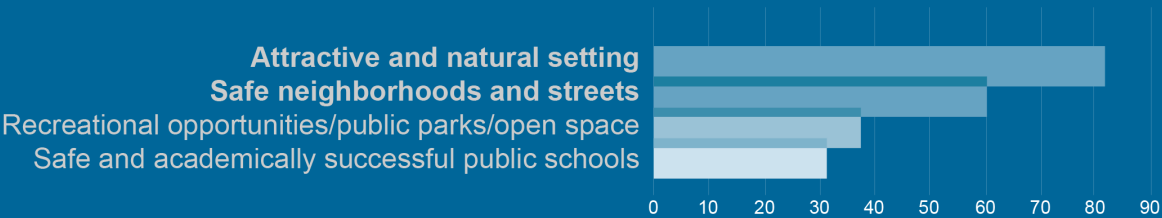
**SENSE OF COMMUNITY** Participants noted they enjoy the small-town feel and the amenities that Breezy Point has to offer. Participants often referred to the people who make Breezy Point such an enjoyable place to live, along with the bustling summer months and the natural draw to the area.

**RECREATIONAL OPPORTUNITIES** The various lakes, golf courses, and resort provide a multitude of opportunities for recreation. Residents expressed their priority to protect and enhance these amenities that offer residents and visitors opportunities to recreate, exercise, and be immersed in the natural environment.

**WATER QUALITY** A variety of lakes and streams add to the pristine character of the city. It’s important to residents that we maintain and protect the quality of natural resources. Residents understand the impact that these natural systems have on their community, economy, and quality of life.

**SAFE NEIGHBORHOODS** Respondents (87 percent) feel that safe neighborhoods are the leading element that makes Breezy Point a healthy community. Safe neighborhoods are a fundamental component of a vibrant neighborhood, and residents often championed the Breezy Point Police Department’s role in the success of the city’s neighborhoods.

Q6. What are some things that make the City of Breezy Point a great place to live?





Residents would like to **Improve** the following characteristics:

**COMMUNITY IDENTITY** Survey participants seek to build a community identity that captures the unique experience and sense of place that Breezy Point has to offer. Participants noted the value that Breezy Point Resort has on the community but seeks to craft the city’s own identity that touches on its unique natural, social, and physical factors.

**YEAR-ROUND EMPLOYMENT OPPORTUNITIES** Participants seek a diverse economy that can sustain the community throughout the year, offering opportunities at every season. Community members seek a collaborative approach in increasing job availability, as this directly impacts livability.

**BUSINESS EXPANSION AND RETENTION** Tourism and recreation are essential components of the city’s economy. Citizens support efforts to create places where people do not want to leave. A diverse economy provides employment and investment opportunities. Survey respondents support continuing efforts to support entrepreneurs, business expansion, and retention.

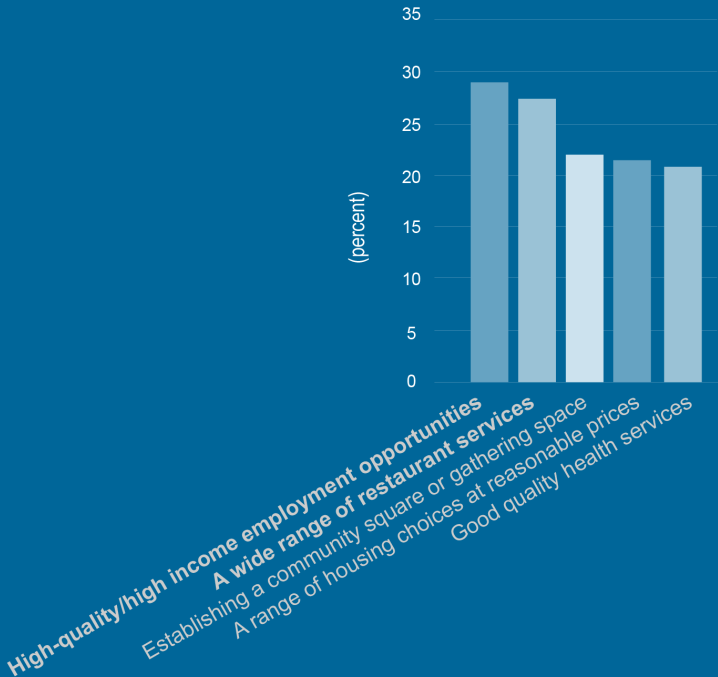
**RETAIL OPTIONS** Community members who participated in the survey felt that supporting commercial and retail growth are among the top priorities for future growth in the City of Breezy Point.

**MOTORIZED AND NON-MOTORIZED TRAIL NETWORKS** Community members seek to expand and improve the existing motorized and nonmotorized trail network. Participants noted support for integrating golf carts into the trail network (separated, multi-use trail). Trail networks provide recreational opportunities and contribute to the city’s lifestyle.

**EXPAND HOUSING OPTIONS** Housing plays a critical role in the quality of life and livability in the city. Respondents seek a coordinated effort to expand housing options for all ages in the community and seek to provide affordable housing options.

**ROAD MAINTENANCE** How easily and safely we can get from one place to the next has a major impact on our quality of life. Survey respondents seek a comprehensive approach to improving the existing road network and seek to identify targeted improvement areas.

Q7. What are some things that need the most improvement in Breezy Point?



# DEMOGRAPHIC SNAPSHOT

Section 7, ItemA.

TOTAL POPULATION\*



2,436

TOTAL HOUSEHOLDS\*



942

POPULATION CHANGES\*



3.8%

SINCE 2010

TOTAL HOUSING  
UNITS



1,573

MEDIAN AGE



42.5

MEDIAN HOUSE PRICE



\$199,330

PERCENT OVER THE  
AGE OF 60:



27.2%



TOTAL WORKERS



61.2%

PRIVATE WAGE WORKERS



82%

SELF EMPLOYED



3.4%

AVERAGE COMMUTE



21

(MINUTES)

HOUSEHOLD MEDIAN INCOME



\$66,724

INCOME GROWTH RATE



21.4%

SINCE 2010

MEDIAN FAMILY INCOME



\$73,250

LEADING INDUSTRY



17%

EDUCATION SERVICES, HEALTHCARE  
SOCIAL ASSISTANCE





## 2. LAND USE

### OVERVIEW

Land use guides public and private actions in the pattern of land and development. Land use is the central element of the comprehensive plan, and many people consider this chapter as the plan itself. Although there are other plan chapters, they are each related to the land use chapter given their shared geographic component. Consequently, there is some overlap, and other elements provide more detail on certain subjects mentioned throughout this chapter. The key provisions of other chapters in the plan that are critical to the physical development are integrated into the land use strategies. This chapter seeks the necessary means to help the city become environmentally, fiscally, and socially sustainable.

Land use translates the community vision for growth and conservation into a recommended physical pattern of neighborhood and commercial areas, road networks, parks, and trail corridors. Land use goals seek to influence the location, types, density, and timing of future growth through private real estate development, public investment in infrastructure and community facilities, and conservation of natural areas.

### KEY FINDINGS

This chapter will be used by the city to make decisions about private development proposals and the location, size, and timing of public improvements. This chapter may also be the basis for preparing sub-area plans to foster future development in specified areas throughout the city. Although this plan is not a legal document, it does provide the rationale to support the city's zoning ordinance and subdivision regulations.

### EXISTING LAND USE

Land use in the city consists primarily of single-family homes located in wooded and hilly land west and north of Pelican Lake in a cluster, subdivision-style development pattern. Commercial development is scattered along County Highway 11, the main entrance road to the city, which links Breezy Point to MN Highway 371 and Pequot Lakes.

**Residential development** is most intensive along the front of Pelican and Ossawinnamakee, where nearly every lot is built on. Unlike some lakeshore communities there are many houses located on inland lots up to a half





mile or more from a lake. Many of these homes are set in the wooded, hilly terrain with on-site wastewater treatment systems. Their lot sizes range from 10,000 square feet or less up to between one and five acres. High-density residential exists in the central core of the city on small lots with the majority of the parcels being served by minimum-maintenance or gravel roads. Medium-density parcels exist north of Ski Chalet Drive with small pockets along Buschmann Road. Low-density residential parcels exist in the center of the city and range in sizes that accommodate on-site septic systems.

**Commercial and industrial** development is located along the city's main corridors. Breezy Point resort, the major commercial development, is located on Pelican Lake in Nelson Bay. Other commercial development includes restaurants, convenience goods, professional offices, and professional services. Industrial development is concentrated in the Evergreen and Breezy Point business parks, located north of County Highway 11. The airport along County Highway 11 is a private facility that includes several hangars for the small, private aircrafts that the landing strips accommodate.

BB

THE BIGGEST DRAW TO LIVING IN BREEZY POINT IS THE BEAUTIFUL NATURAL AREA. THE RURAL 'UP NORTH FEEL' WITH ALL OF THE OUTDOOR RECREATION AND SAFE, QUIET NEIGHBORHOODS ARE THE MOST IMPORTANT QUALITIES TO PROTECT AND TREASURE.

-Community Survey Respondent

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An evaluation of existing land uses was conducted to assess and analyze the true picture of current land uses within the city. The existing land use map identifies land uses currently on each parcel, simply capturing the land for what it is. It does not take into consideration what is allowed or preferred going forward. **The existing land use simply shows what is, and what exists today.** The following is an analysis of the existing land use categories in the City of Breezy Point:

**Forested:** This category identifies portions of the city that contain large, densely forested tracts or contain very low-housing density.

**Vacant residential:** This category identifies vacant portions of the city that have been platted for residential purposes.

**Single-family:** This category identifies those areas in the city that comprise residential land uses, specifically single-family uses that house only one family or one group of people in one building. This land use includes single-family, mobile homes, and private cabins.

**Multi-family:** This category identifies those areas that comprise a multi-family land use. Multi-family includes residences such as duplexes (either side-by-side or up-and-down), townhouses, apartments, condominiums, and other dwellings that house more than one family in one building. Resort cabins or resorts are not considered

residential and are classified as commercial.

**Commercial:** The category identifies areas that comprise commercial land uses. This includes restaurants, professional services and offices, convenience goods, resorts (and resort cabins unless), and gas stations.

**Industrial:** This category captures areas that comprise industrial land uses. This includes manufacturing, storage facilities, mining, warehousing, and distribution.

**Public/semi-public:** This category includes public/semi-public uses within the city. This includes schools, city property and buildings, religious uses, clinics, and the airport.

**Park and Open Space:** This category identifies the city and state parks and open spaces.

**Recreation:** This category identifies recreational parcels within the city and includes uses such as campgrounds and golf courses.

**Water:** This category captures the acres of water within the city.



# LAND USE CLASSIFICATION COMPARISON

## EXISTING LAND USE

Category	Acres	Percent
Residential (Low Density)	2,143	25.7
Residential (High Density)	76	0.9
Commercial	518	6.2
Recreational	148	1.8
Public/Semi-Public	472	5.7
Airport	689	8.3
Undeveloped	4,220	50.6
Right of Way	38	0.5
Utilities	1	0.01
<b>TOTAL ACRES</b>	<b>8,349 acres</b>	<b>100</b>

Source: Breezy Point 2016 Comprehensive Plan

33

IDENTIFY AREAS THAT CAN BE MULTI-FAMILY  
SO EFFORTS CAN BE CONCENTRATED IN THOSE  
AREAS AND DO NOT END UP SCATTERED ALL  
OVER THE CITY.

99

-Community Survey Respondent

The 2016 plan update separates residential land uses into three categories:

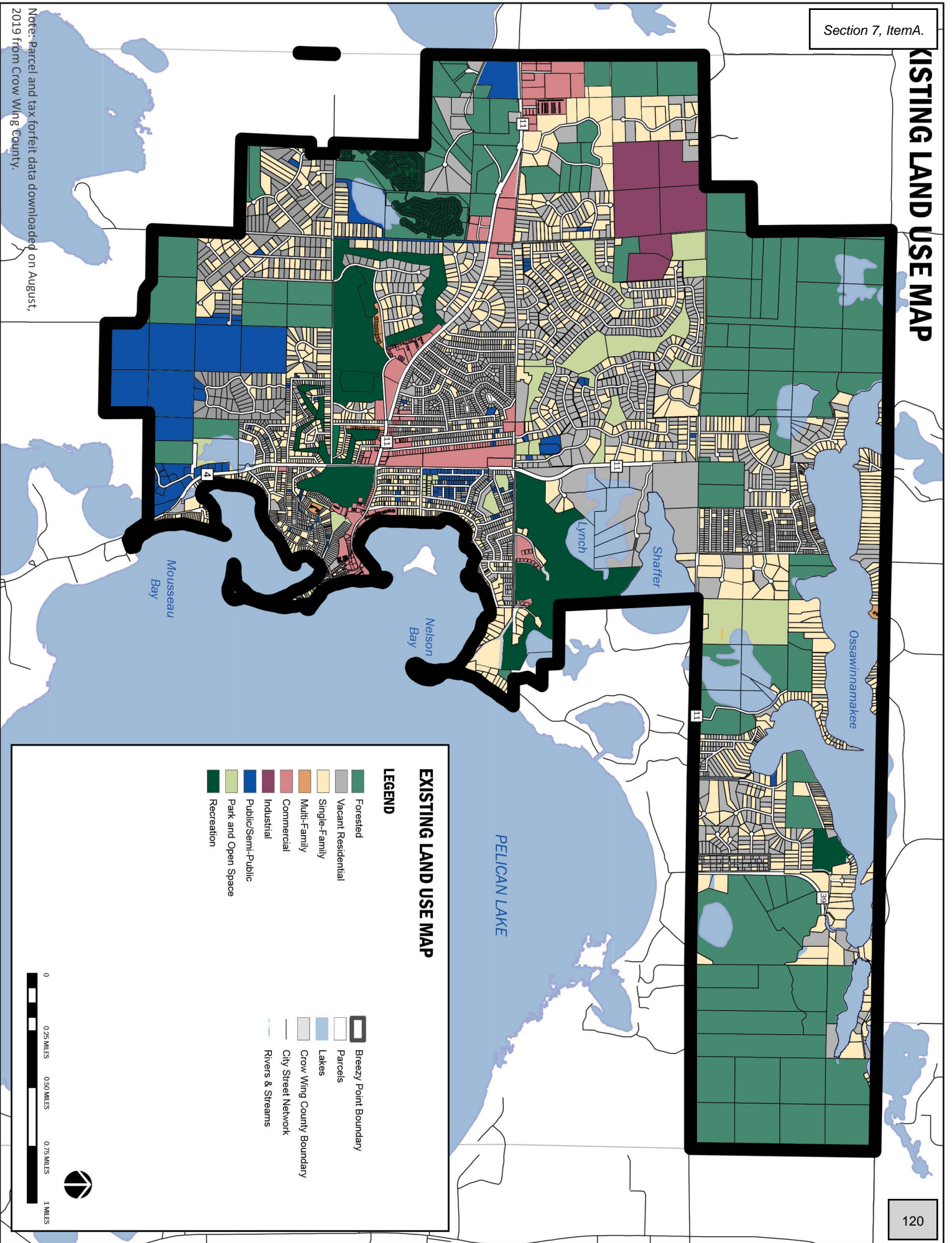
**Lakeshore housing:** residential parcels located adjacent to the lake, primarily subject to the Minnesota shoreland regulations.

**Golf course housing:** There are three courses in the city. All of the multi-family (attached) housing in the city is located around the Whitebirch golf course.

**Wooded housing:** The great majority of the housing in the city falls into this category.

This existing land use analysis classifies parcels based on their use and density, such as single-family dwellings (attached or detached) or multi-family units like apartments and townhomes. There is a difference in how the residential categories were collected from the 2016 plan. Instead of classifying use based on their location next to or immersed within natural resources or near recreational amenities, the analysis focuses on the size of the lot and the type of dwelling, targeting the analysis on density per acres. Due to the large percentage of vacant residential parcels, a category termed “vacant residential” was introduced. This new category helps illustrate the vacant and undeveloped land in the city and identifies the parcels that do not have any structures but is intended for residential uses.

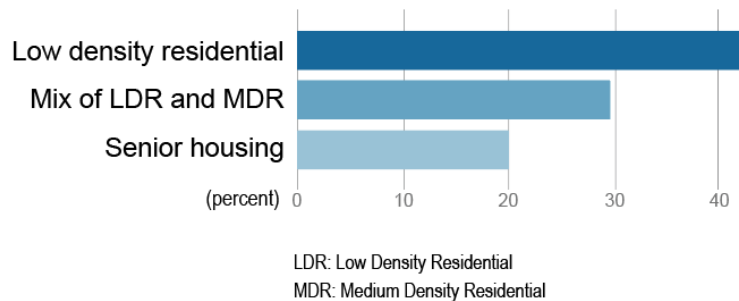
# EXISTING LAND USE MAP



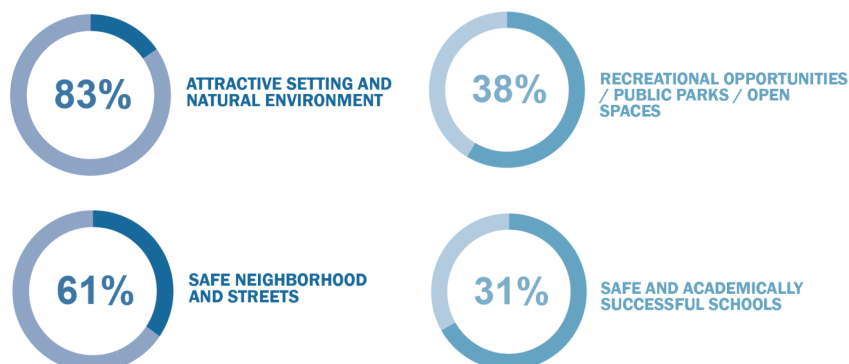
## PUBLIC INPUT

As part of the comprehensive plan outreach process, a community survey asked residents a variety of land use and development-related questions to gather insight into the future desire’s residents have for the city. When asked about future growth, 53 percent of survey respondents noted commercial and retail growth as a top priority. The survey asked participants to give their opinion on future residential development. Responses indicate support for low- and medium-density residential development. Nearly 44 percent of people supported low-density residential development such as one to three acres, and nearly 30 percent support a mix of low-density and medium-density housing, such as townhomes up to five or six units per acre.

### Q10. When planning for future residential development, should the city place more emphasis on:



As highlighted in the introduction chapter, survey participants highlighted a set of elements that they felt make the city a great place to live. The city should seek to enhance these elements and take the necessary means to position the city to address this asset-based framework, versus a needs-based framework. Residents identified the attractive setting and natural resources as the leading element with 83 percent. A variety of wetlands, sensitive environmental features and forested area covers the city. The land uses that attribute to this element should be preserved when the city seeks to plan. The second leading elements was safe neighborhoods and streets. Traffic volume on local streets contribute to a comfortable environment for walkers, runners, and pedestrians. The following is a graphic highlight of the survey question:



Zoning districts are not necessarily consistent with land use districts. Zoning districts are frequently distinct from both current land use districts and future land use districts. Existing land use simply classifies how the land is currently being used on each parcel. Zoning identifies the preferred and permitted uses for development and redevelopment. The zoning map shows what is allowed to happen today for each parcel. Future land use identifies a preferred end result of the development and redevelopment process. Future land use is general in nature, capturing the desired long-range future condition over the course of a much longer timeframe.

## TAX-FORFEITED PROPERTIES

There's a total of 374 tax forfeited parcels throughout the city, totaling 280 acres. The city considers purchasing properties at each county land sale. Some parcels have been purchased to remove them from the markets due to their difficulty to build upon and associated site constraints that could become public nuisances. In recent years parcels have been purchased for city buildings and the city park, and others have been purchased without a stated public purpose or strategy.

**Acquire and sell lots:** The city could acquire the tax-forfeited and other parcels and consolidate them for sale in larger tracts in order to facilitate land development consistent with the regulations that could potentially arise from this plan.

**Acquire and hold lots:** The city could acquire tax-forfeited lots and other parcels and hold them in their undeveloped conditions. This would provide buffers for the smaller holdings while preserving and protecting other natural resources.

**Pay part of the improvement costs:** The city could pay part of the cost of installing municipal sewer or water lines, or upgrading street surfaces.





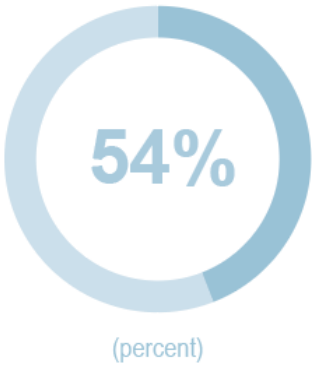
**Commercial Growth and Expansion:** Survey participants noted commercial and retail growth as the highest priority for the future. In an effort to address and build a year-round economy, residents seek to add services and businesses to the city, which can grow employment opportunities throughout the year. Residents support centralized development in the core of the city and concentrate development to support a walkable environment. Community members seek a collaborative approach to increase job availability as this directly impacts livability.

**Enhance Community Identity:** Survey participants seek to build a strong community identity, one that is separate from the resort, to establish a unique experience and sense of place. The city should consider developing its own identity and brand that capture its unique natural, social, and physical factors.

**Community Gathering Space:** A centralized gathering space, whether it be a community center or central square, could serve as the formal hub of activity for the city. This space could be multi-use in function but support numerous events throughout the year. Nearly 60 percent of survey respondents support an idea of a public space that could be used for community gatherings within the city.

**Expand Housing Options:** Residents seek to diversify the housing stock to provide housing types and options for all income levels and stages in life. It's apparent that lot size has constrained further development. Many parcels throughout the city are too small to allow for development, based on current zoning regulations. Many residents wish to see the city study existing regulations to allow for a smaller house footprint and garage size as market rates and cost to build are becoming burdensome and discourage development for certain income ranges.

**Q8. What is your highest priority for future growth in Breezy Point?**



**Commercial/retail growth that reduce taxes and add services** should be the highest priority for the future.



# MECHANISMS



**Infill development:** When neighborhoods or targeted locations have either municipal sewer service or on-site systems, the city could take strides to advance housing development for all income levels within the city to meet the needs of its residents, but also collectively advance the housing need throughout Crow Wing County.



**Protect natural resources for economic benefit:** Preservation of the city's sensitive environmental areas and prime natural resources can enhance property value, add to the sense of place and identity, increase local tax revenues, decrease costs of recreation, and entice and attract new or relocating businesses.



CASE STUDY AND FORM EXAMPLE

**Use of small lots to spur development:** Hundreds of undersized lots are platted throughout the city. The vast majority of these are too small to individually accommodate a house, water well, and wastewater treatment system. Fortunately, a large majority of them are owned in clusters, making the effective lot size much larger. It is the interest of the city and landowners to make use of previously improved neighborhoods rather than to promote the platting of new areas.



CASE STUDY AND FORM EXAMPLE

**Concentrate commercial growth to yield either a walkable or low-speed vehicle environment:** At the center of the city are local, small retail stores, small service businesses, and professional offices. At the intersection of County Highway 11 and Ranchette Drive, encourage retail and service businesses and offices. Near the western perimeter of the city, north of County Highway 11, allow retail and service businesses, light manufacturing, offices, and general businesses that may require screened outdoor storage of equipment or materials.



# TAX FORFEIT PROPERTY

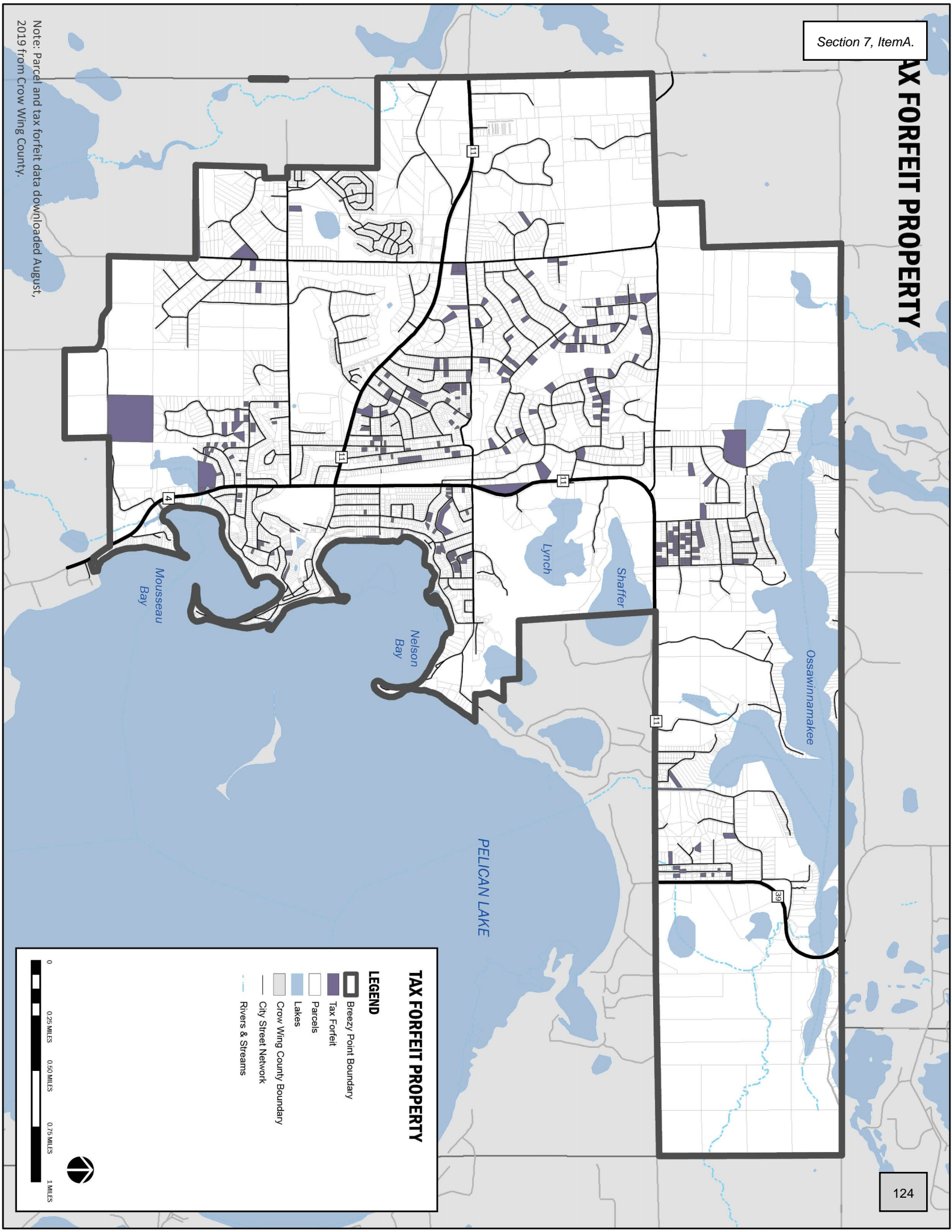
Note: Parcel and tax forfeit data downloaded August, 2019 from Crow Wing County.

### TAX FORFEIT PROPERTY

**LEGEND**

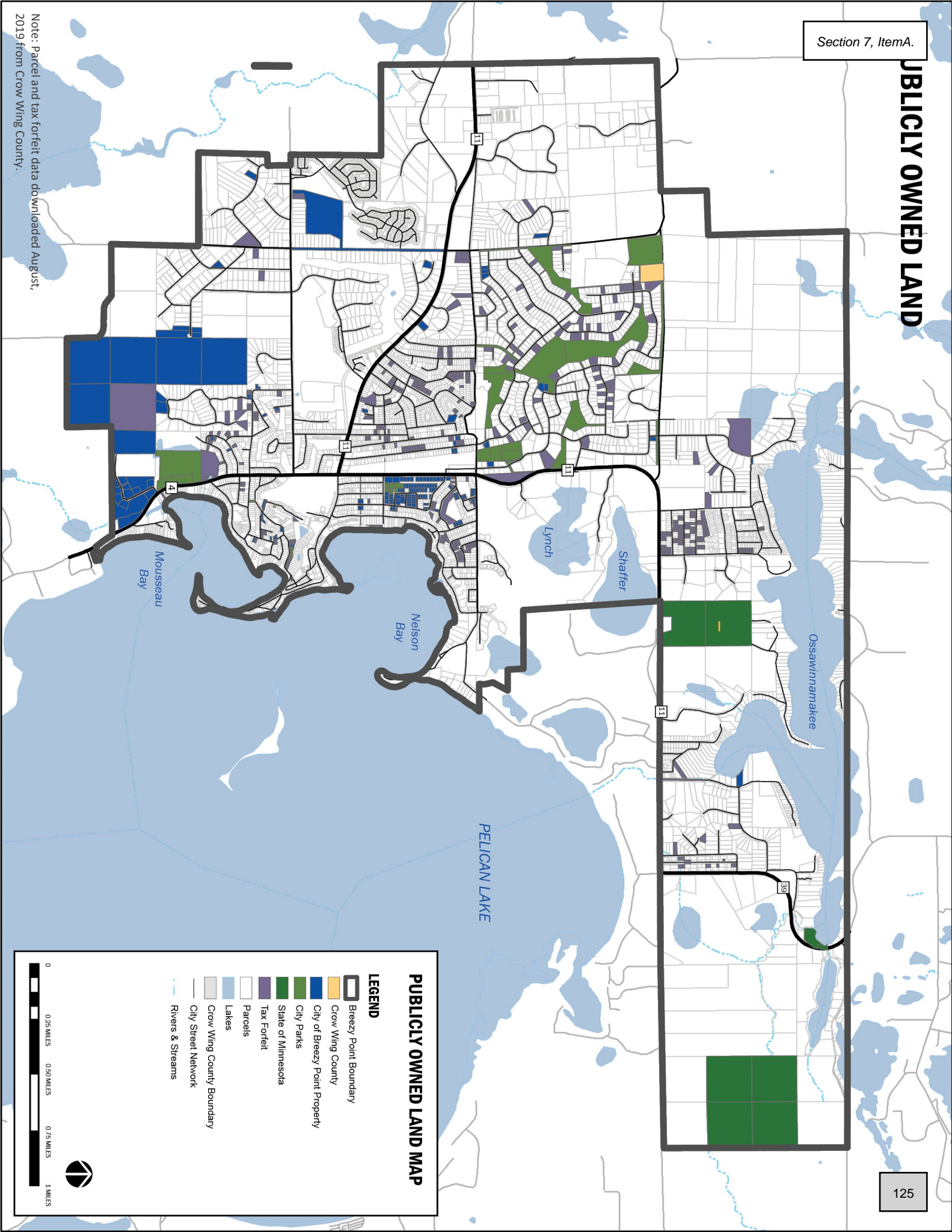
- Breezy Point Boundary
- Tax Forfeit
- Parcels
- Lakes
- Crow Wing County Boundary
- City Street Network
- Rivers & Streams

0 0.25 MILES 0.50 MILES 0.75 MILES 1 MILES



# PUBLICLY OWNED LAND

Note: Parcel and tax forfeit data downloaded August, 2019 from Crow Wing County.





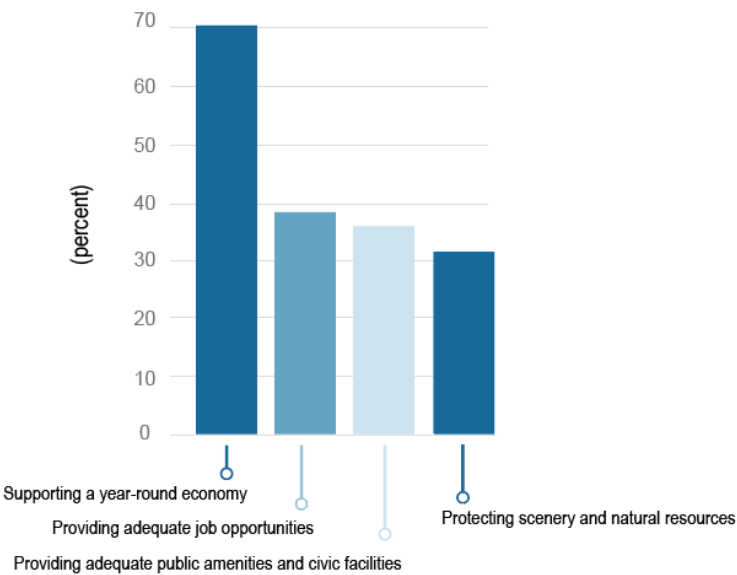


FUTURE LAND USE

This section of the plan identifies areas with potential to support new growth or infill development by guiding specific land uses to these areas. The future land use map identifies the preferred end result of the development and redevelopment process at a specific point in time 15 years from the present. The future land use map illustrates the long-range desired future condition or summarized as the preferred end results of development and redevelopment in the future. The map is generalized to accommodate future change and should not be viewed on a parcel-by-parcel basis. The actual boundaries will be shaped by market conditions, demographic changes, and economic events that occur in the future. It's very important to acknowledge that future land use categories are very different from zoning classifications. Future land use categories seek to address a full range of land use types.

The future land use categories are similar to those used in the 2016 comprehensive plan except that the residential categories have been more clearly defined to reflect a wider range of density and simplified to accommodate future growth needs as they arise. Parks and open spaces have been separated into new districts that highlight public ownership and private ownership.

Q13. When it comes to growth and development, what is Breezy Point's greatest challenge?



FUTURE LAND USE CATEGORIES

CLASSIFICATION	<div>URBAN RESERVE</div> <div></div>	<div>WOODED RESIDENTIAL</div> <div></div>	<div>LOW DENSITY RESIDENTIAL (LDR)</div> <div></div>
OVERVIEW	<div><b>URBAN RESERVE (UR):</b> THIS CLASSIFICATION INCLUDES FORESTRY FARMING, ANIMAL HUSBANDRY, AND CERTAIN BUSINESSES THAT REQUIRE AN ISOLATED SETTING. THESE LOCATIONS MAY BE SUBDIVIDED IN THE FUTURE INTO SMALLER RESIDENTIAL PARCELS TO OTHER PARCELS OF THE CITY.</div> <div><b>COLOR:</b> (UR) IS REPRESENTED BY THE COLOR LIGHT GREEN/ GRAY ON THE FLUM.</div> <div><b>DENSITY:</b> MINIMUM LOT SIZE OF 10 ACRES.</div>	<div><b>WOODED RESIDENTIAL (WR):</b> THIS CLASSIFICATION WOULD TRADITIONALLY BE IDENTIFIED AS RURAL RESIDENTIAL, CONSISTING OF LOW-DENSITY, DETACHED HOMES ON 2.5- TO 5- ACRE TRACTS AS A MEANS TO PRESERVE THE FORESTED CHARACTER OF THE LAND.</div> <div><b>COLOR:</b> (WR) IS REPRESENTED BY THE COLOR DARK GREEN ON THE FLUM.</div> <div><b>DENSITY:</b> 2.5-5 ACRE TRACTS</div>	<div><b>LOW-DENSITY RESIDENTIAL (LDR):</b> THIS CLASSIFICATION IDENTIFIES USES THAT WILL BE PREDOMINATELY SINGLE-FAMILY DETACHED UNITS WITH THE POTENTIAL FOR SOME TWIN HOMES AND OTHER LOW-DENSITY ATTACHED HOMES.</div> <div><b>COLOR:</b> (LDR) IS REPRESENTED BY THE COLOR YELLOW ON THE FLUM.</div> <div><b>DENSITY:</b> OVERALL DENSITY IS GENERALLY BETWEEN 1 AND 4 UNITS PER ACRE.</div>



**MEDIUM DENSITY  
(MDR)**

**COMMERCIAL (C)**

**RESORT  
COMMERCIAL (RC)**



**MEDIUM DENSITY  
RESIDENTIAL (MDR):**  
THIS CLASSIFICATION  
IDENTIFIES USES THAT  
WOULD ACCOMMODATE A  
MIX OF HOUSING TYPES,  
INCLUDING SINGLE-  
FAMILY DETACHED, TWIN  
HOMES, TOWNHOMES,  
ROW HOUSES,  
APARTMENTS, AND  
SENIOR HOUSING.

**COLOR:** (MDR) IS  
REPRESENTED BY THE  
COLOR ORANGE ON THE  
FLUM.

**DENSITY:** OVERALL  
DENSITY IS BETWEEN 4  
AND 9 UNITS PER ACRE.

**COMMERCIAL:** THIS  
CLASSIFICATION  
INCLUDES BUSINESSES  
THAT PROVIDE GOODS  
OR SERVICES ON A  
RETAIL BASIS TO THE  
PUBLIC, OFFICE  
BUILDINGS, CLOSELY  
RELATED LAND USES  
AS WELL AS RETAIL OR  
SERVICE BUSINESSES,  
LIGHT  
MANUFACTURING,  
WAREHOUSING,  
OFFICES, LUMBER  
YARDS, OUTDOOR  
STORAGE, AND  
APARTMENTS.

**COLOR:** COMMERCIAL  
© IS REPRESENTED BY  
THE COLOR RED ON  
THE FLUM.

**RESORT COMMERCIAL  
(RC):** THIS  
CLASSIFICATION  
INCLUDES RESORTS,  
MARINAS,  
RESTAURANTS, BARS,  
RENTAL OR  
TIMESHARE HOUSING  
UNITS, AND RELATED  
LAND USES.

**COLOR:** (RC) IS  
REPRESENTED BY THE  
COLOR LIGHT PURPLE  
ON THE FLUM.

AIRPORT (A)	PUBLIC (P)	PARKS & OPEN SPACE (PO)	RECREATION (R)
			
<p><b>AIRPORT (A):</b> THIS CLASSIFICATION IS DEDICATED FOR THE EXISTING AIRPORT AND LANDING STRIPS.</p> <p><b>COLOR:</b> AIRPORT (A) IS REPRESENTED BY THE COLOR PURPLE ON THE FLUM.</p>	<p><b>PUBLIC:</b> THIS CLASSIFICATION IDENTIFIES PORTIONS OF THE CITY THAT CONTAIN USES THAT BENEFIT THE PUBLIC SUCH AS PUBLICLY OWNED BUILDINGS AND OTHER ESSENTIAL FACILITIES OWNED BY THE CITY, COUNTY, OR STATE.</p> <p><b>COLOR:</b> PUBLIC (P) IS REPRESENTED BY THE COLOR BLUE ON THE FLUM.</p>	<p><b>PARKS &amp; OPEN SPACE (PO):</b> THIS CLASSIFICATION IDENTIFIES PORTIONS OF THE CITY THAT CONTAIN PARKS, TRAILS, AND OPEN SPACES. THIS CATEGORY IDENTIFIES PUBLIC OPPORTUNITIES FOR RECREATION AND LEISURE.</p> <p><b>COLOR:</b> (PO) IS REPRESENTED BY THE COLOR OLIVE/DARK GREEN ON THE FLUM.</p>	<p><b>RECREATION (R):</b> THIS CLASSIFICATION IDENTIFIES PRIVATE GOLF COURSES AND CAMPGROUNDS.</p> <p><b>COLOR:</b> RECREATION (R) IS REPRESENTED BY THE COLOR OLIVE ON THE FLUM.</p>





FUTURE TECHNIQUES AND PRACTICES

Neighborhood Development Planning:

The city should consider preparing layouts showing how subareas of the community could be improved, developed, and preserved. On a lot-by-lot basis, or groupings, the city could illustrate how ownership could be consolidated, certain lots built upon, other parcels held open, drainage ponds added, roads abandoned or improved, and wastewater services provided.

Road Corridor Planning:


The city should plan the edges of the minor arterial roads for any appropriate and acceptable variety of land uses as long as the roadway access guidelines are followed. Appropriate land uses can range from single-family housing to businesses. In general, access efficiency and visibility should be geared toward more intensive land uses, while land uses that generate less traffic should be served by minor roads.

Conservation Subdivision:

Conservation subdivisions are residential subdivisions that devote a large portion of their potentially buildable land to undivided, permanently protected open space. Conversely, conventional subdivisions devote nearly all buildable land area to individual lots and streets. In rural areas, conservation subdivisions offer several advantages


over conventional subdivision practices. They provide more habitat for wildlife, filter and retain more stormwater runoff, require less new infrastructure, preserve vegetation and tree cover, and better maintain a rural sense of place.

To maximize the benefits of conservation subdivision design, communities must first identify environmental and cultural resources they wish to protect from new development. Primary conservation features include floodplains, wetlands, and steep hills that may be already protected from new development through development regulations. Secondary conservation features include mature woodlands and individual large trees, wildlife habitat, riparian corridors, and scenic viewsheds. These secondary features are vulnerable to new development.



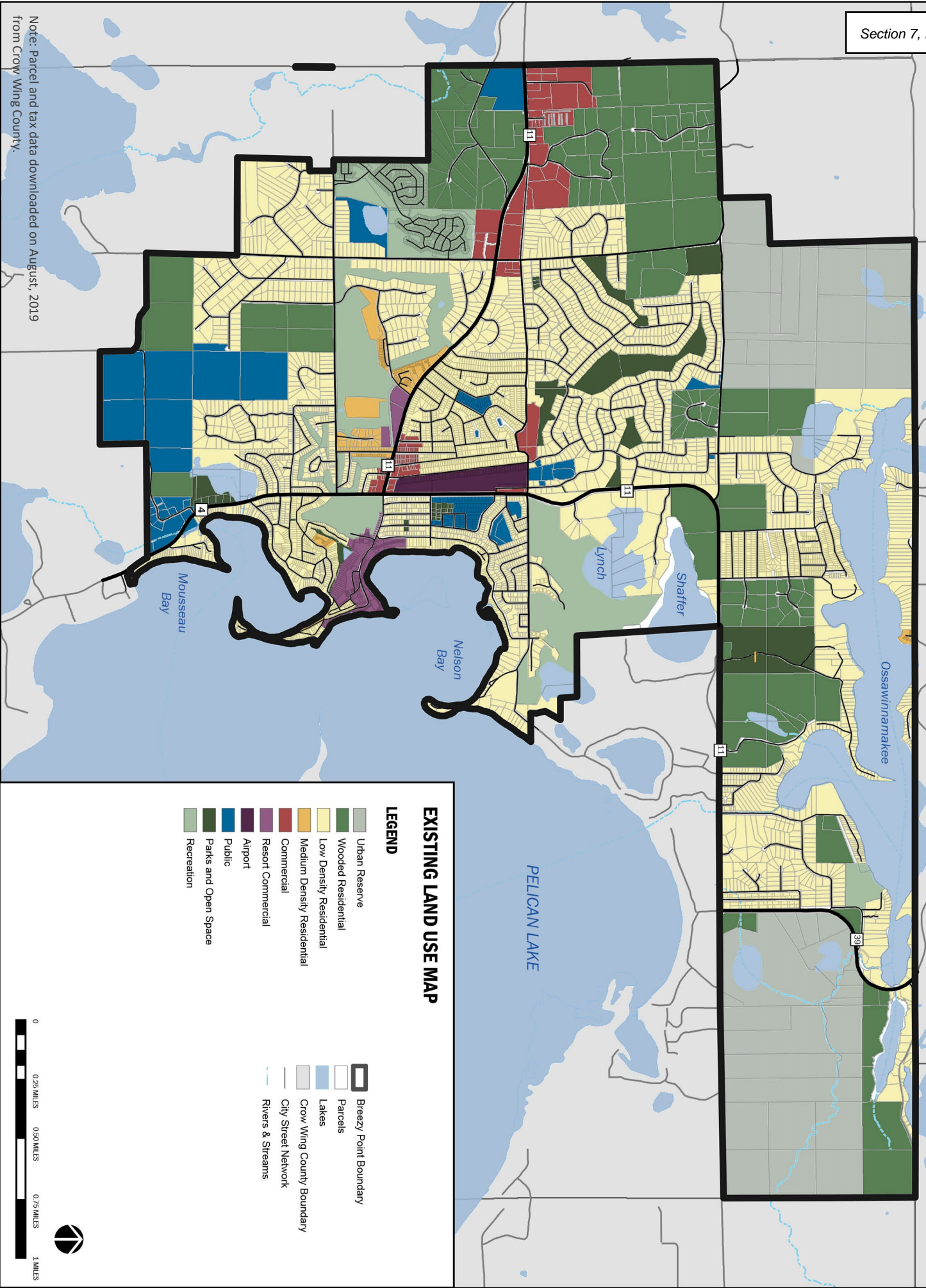
WITH THE RIGHT AREA AND WITH THE RIGHT PLANNING, THE CITY SHOULD CONSIDER ALLOWING SMALLER LOT DEVELOPMENTS WITH APPROPRIATE SEWER AND WATER FACILITIES.

-Community Survey Respondent





# FUTURE LAND USE MAP (FLUM)



Note: Parcel and tax data downloaded on August, 2019 from Crow Wing County.



## GOALS AND STRATEGIES

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Outlined below are four goals and 19 strategies to guide future growth and redevelopment in the city. The goal indicates a specific policy direction, while the strategies are detailed actions necessary to initiate or complete an objective such as a program, policy or a project.

### **Goal 1: Grow by investing in established areas, carefully planning new neighborhoods, providing attractive public facilities, and protecting environmental resources.**

#### **Strategies:**

1. Accommodate a diverse array of residential development and support commercial growth in strategic infill sites.
2. Guide the majority of growth to locations that are already platted and served by public roads.
3. Encourage housing growth, variety, and housing type to occur in established neighborhoods.
4. Accommodate additional commercial or light industrial growth in locations indicated on the Future Land Use Map.
5. Ensure that natural resources in the city are protected or improved during the land development process.

### **Goal 2: Enhance the appearance of the community through strategic, long-range planning.**

#### **Strategies:**

1. Promote the general community design guidelines for site development, rezoning, and public improvements.
2. Use the Future Land Use Map, zoning code, and subdivision ordinance to ensure that incompatible land uses do not negatively impact adjacent land uses.
3. Balance the land uses along the main roadways within the city, and ensure structures are appropriately situated on the site.
4. Plan for commercial and retail density at identified nodes, in already commercially zoned areas, ensuring that development patterns support a mixed-use, walkable environment.
5. Plan for the development of a centralized community gathering space that is the hub for civic events.

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**Goal 3: Provide a variety of housing types, densities, and choices to meet the lifecycle housing needs of residents.****Strategies:**

1. Encourage residential structures on small lots that are already platted in the city by allowing county-approved methods of on-site wastewater treatment or extending municipal sanitary sewer to specified parts of the city.
2. Direct higher-density residential development toward more urban areas where public infrastructure is available.
3. Ensure that residential zoning regulations support, rather than prohibit, residential development by ensuring that a variety of homes can be built within the city to meet the needs of residents.
4. Continue to use the Urban Reserve district to preserve low-density and natural appearances of large properties intended for future development.

**Goal 4: Through a variety of land use tools support, enhance, and expand businesses in the community.****Strategies:**

1. Direct commercial development to existing commercial nodes and areas served by adequate transportation and infrastructure.
2. Support the mixed development of small and medium commercial spaces to create the best environment for local businesses.
3. At the Four Corners locate small retail stores, small service businesses, and offices.
4. Prioritize walkability to encourage people to shop at retail businesses by making the built environment more convenient and inviting for tourists and residents.
5. Review and revise development standards to encourage growth by ensuring that lot sizes, pervious/impervious ratios, setbacks, and parking ratios meet the needs of businesses.



# 3. COMMUNITY CHARACTER

## OVERVIEW

Because tourism is the primary industry of Breezy Point, an attractive visual environment is essential. Permanent and seasonal residents agree that “up north” or “north woods” character is the desired impression in the city.

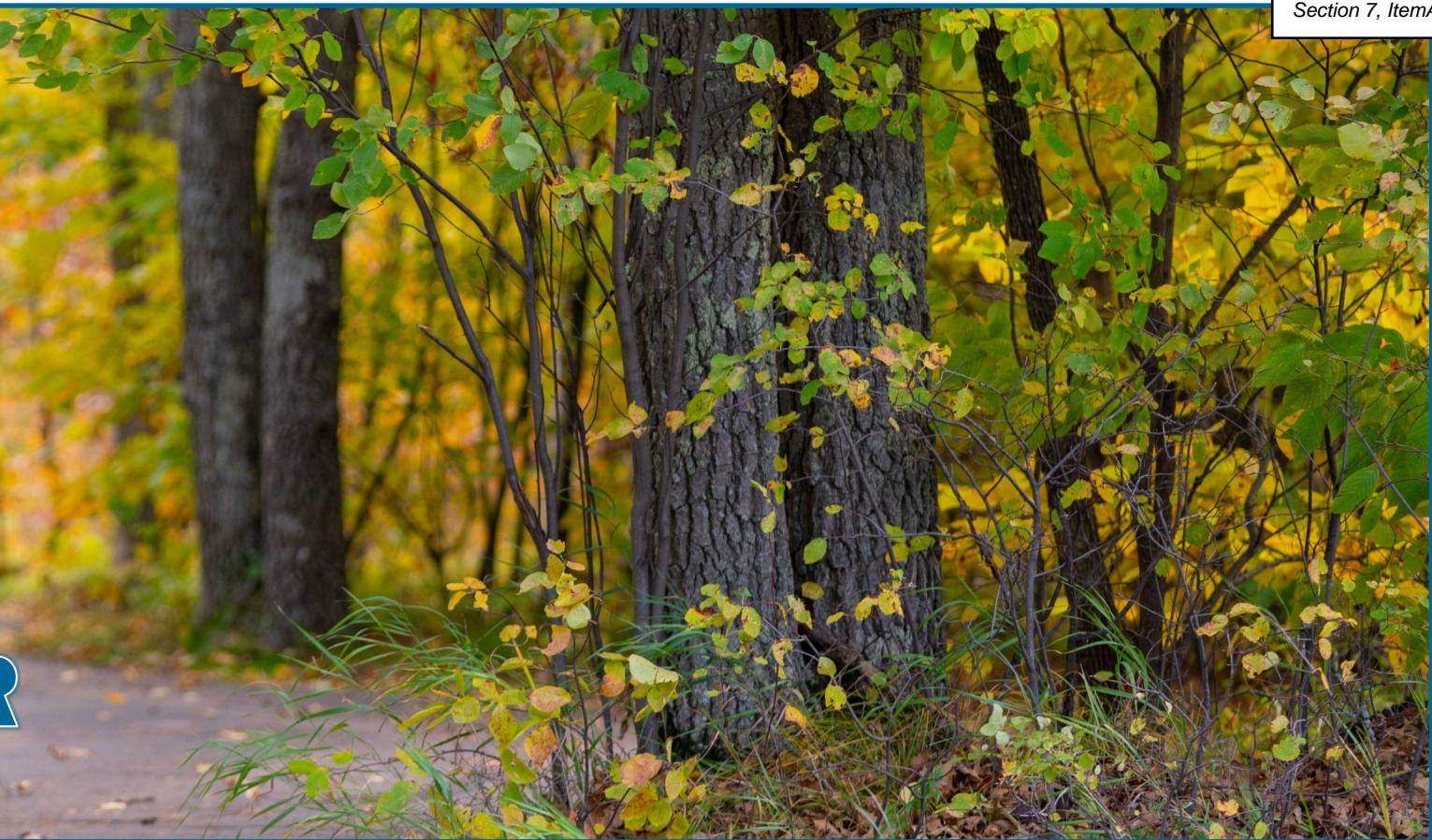
That effect is defined in the city’s zoning ordinance as: the combination of factors, including undeveloped open spaces, farmlands, woodlands, tree-lined roads, native vegetation, clean air and water, and wetlands, composing north woods character. North woods character directs development in the city to incorporate and protect these items through landscaping and architectural design by using earth-tone colors, styles, and materials, including stone, log, and natural-looking siding, among others, and native species such as oak, red pine, and other native species in development plans.

North woods character flourishes in nearly every residential neighborhood as the mixed coniferous and deciduous forest has regrown nicely from the days of logging, and most lots are covered with trees. Views of open water or wetlands are available from many locations. Undeveloped properties contribute to the scenery, and many houses were built with appropriate colors and materials.

The entrance gateway to Breezy Point Resort forms a dramatic arrival gateway feature, visible from the top of the hill on Highway 11. This gateway is a symbol of community character, built from native materials flanked by tall conifers with a stone base.

However, in some locations along County Highway 11, the major route to and through the community, the forest has been cleared and replaced by pavement, commercial buildings, signs, and harsh lighting. In most cases, the essential forest image has not been replaced by plantings along the perimeter of parking areas. Fortunately, most commercial building facades seem appropriate for the context of the city. The community would benefit from greater attention to site improvements in its commercial areas and along major roads, including entrance and arrival points. The use of conifers would help convey the “up north” theme.





## FUTURE CONDITIONS

The city should seek the means to enhance the appearance of the community, building its own brand and identity that it can then market outward. A set of guidelines would be beneficial to help reinforce the “up north” feel and character that residents refer to.

**Create a center and an edge:** generally speaking, locate the most intensive land uses near the middle of the city and reduce densities toward the perimeter. Use art and landscaping to announce entry and arrival and accentuate the highway 4-11 node.

**Celebrate Breezy Point:** use public improvements, public art, and land development regulations in an effort to preserve, highlight, and interpret the cultural history and natural environment of the city.

**Protect the north woods character:** Trees, clean water, abundant open space, and dark night skies are the desired natural characteristics of this community, and every private or public land use action should seek to protect or enhance them. Private landscape and tree replacement along the major roads should be a large focus. Commercial lighting and signage should be subdued. Building facades should consist of wood and

stone, browns and greens, and traditional or historic expressions. Parking should be screened or located to the rear of the buildings. Pride of ownership should be encouraged, including the neat and tidy upkeep of buildings and yards.

**Water access:** Enhance and improve public access to area lakes. Recreation is engrained in the fabric of the community, yet not every resident in the city has access to the city’s lakes. Greenways and trail networks should be evaluated and expanded to improve access and seek ways to integrate walkability into the city.

03

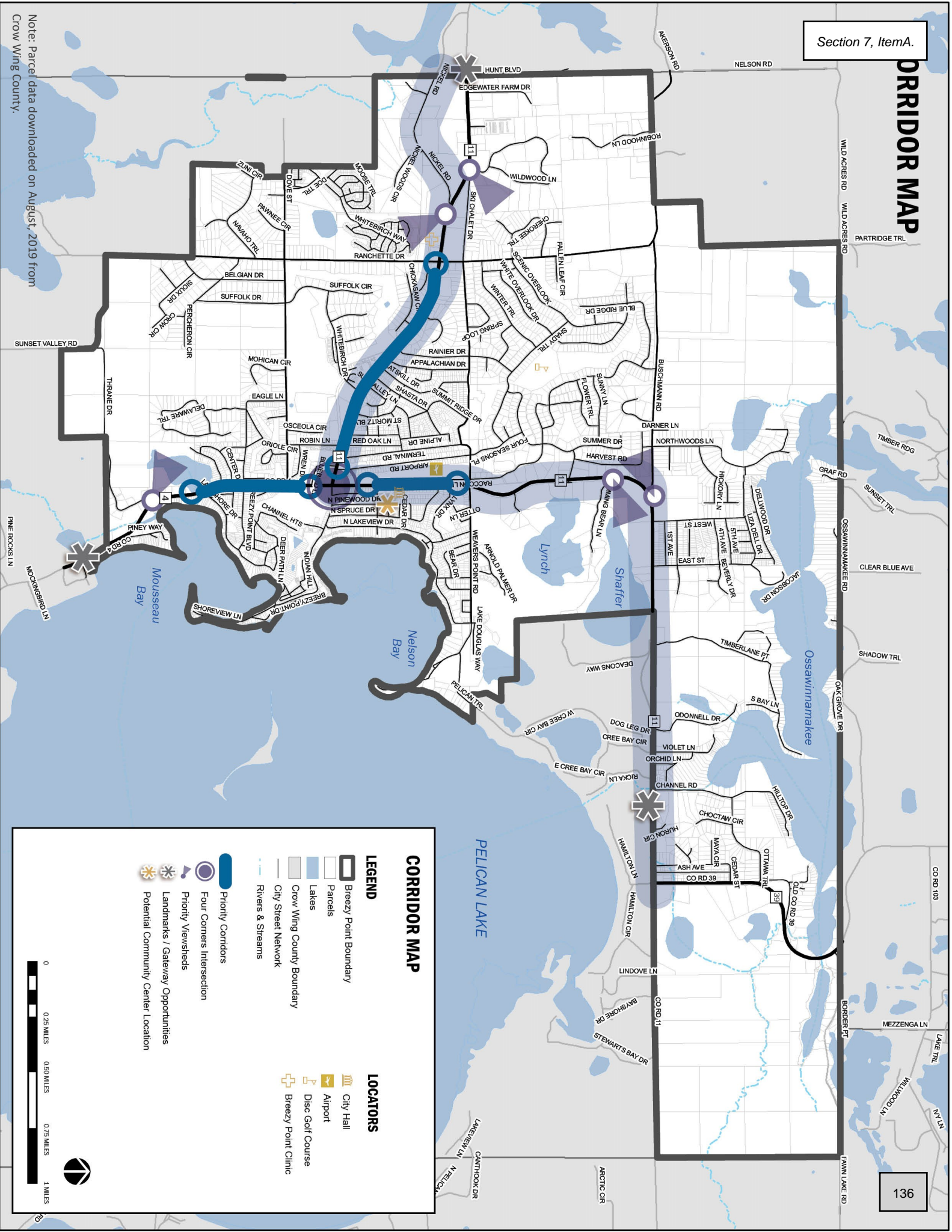
NATURE AND WILDLIFE IS AN IMPORTANT PART OF THIS COMMUNITY.

-Community Survey Respondent

09



# CORRIDOR MAP



## CORRIDOR MAP

### LEGEND

- Priority Corridors
- Four Corners Intersection
- Priority Viewsheds
- Landmarks / Gateway Opportunities
- Potential Community Center Location
- Breazy Point Boundary
- Parcels
- Lakes
- Crow Wing County Boundary
- City Street Network
- Rivers & Streams

### LOCATORS

- City Hall
- Airport
- Disc Golf Course
- Breazy Point Clinic

0 0.25 MILES 0.50 MILES 0.75 MILES 1 MILES



## GOALS AND STRATEGIES

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Outlined below are three goals and 14 strategies to guide community character.

### Goal 1: Celebrate Breezy Point through a variety of events and destinations that bring people to the city.

#### Strategies:

1. Strategically promote and develop a list of programs and events that celebrate the city's character and sense of place.
2. Highlight and showcase the cultural history of the community through wayfinding and public art within the parks to help tell the Breezy Point story.
3. Promote the year-round recreational activities that occur in and around the city.
4. Seek opportunities to promote events on or near area lakes.
5. Leverage social media to share ongoing and upcoming events and market the community's attractions.

### Goal 2: Promote the elements of the community's physical image and take strides to enhance it.

#### Strategies:

1. Work with property owners to encourage the development of attractive entrances and gateways into the city.
2. Highlight the city's housing stock, commercial buildings, and resorts through a variety of marketing materials, specifically highlighting the architectural styles.
3. Communicate design expectations for new development, commercial growth, and business expansion.
4. Identify and communicate the design elements that capture the essence of the community.
5. Encourage the use of quality building practices and landscaping to create attractive residential developments.

### Goal 3: Protect the north woods character and the natural characteristics that enhance it.

#### Strategies:

1. Encourage the preservation of forested lands and work with property owners (of large and small tracts) to maintain the tree cover.
2. Promote the amount of public land devoted to parks and open space, for both recreation and environmental protection.
3. Extend and improve the trail corridor system that connects residents and visitors to the open spaces and natural resources scattered throughout the city.
4. Promote public access to the various lakes within the city for residents and visitors to enjoy.





## OVERVIEW

Housing accessibility, quality, affordability, and availability enhance the community’s sense of place and strengthen the quality of life for all residents, whether they own or rent. Housing could be considered the single most important element in the city. Businesses look at the variety and supply of the housing stock in the community when considering relocating, expanding, or starting up. Housing is not a one-type solution. Housing needs change throughout life stages and with demographic needs.

Breezy Point’s population swells in the summer months, nearly doubling by some reports. The city has nearly a 42 percent housing vacancy rate, which speaks to the seasonal nature of the city’s population and housing occupancy. There currently are 1,573 housing units within the city (ACS 2016). It’s expected that the city will grow by nearly 44 percent by 2030, which means the housing stock will need to increase as well. It’s estimated that the city will need to provide over 300 housing units by the year 2030.

This chapter will provide an overview of the existing housing conditions in the city and identifies a series of needs for the future.

## EXISTING CONDITIONS

By understanding the current housing inventory and its characteristics along with future needs, steps toward addressing future housing needs can occur to meet the requirements of current and future residents.

**Quantity and type:** Breezy Point has a total of 907 households (ACS, 2016) in 2016, almost mimicking the number of households in 2010 with a change of only three households. A *household* refers to all persons who occupy a housing unit. It’s estimated that there will need to be 37 percent increase in housing by 2030 to accommodate the population growth.

The American Community Survey estimates that the city has nearly 1,573 housing units where one or more people can live.





**Units in structure:** The ACS (2016) estimates that nearly 91 percent of the housing stock is attached and detached single-family homes, the largest grouping of total housing units. The second largest category are multi-unit apartment buildings, ones that include 20+ units. This grouping accounts for 4 percent of the total housing units. Two-unit dwellings account for only 2.5 percent.

**Owner and rental units:** Furthermore, within the housing units, additional analysis around housing tenure can be performed. In 2016, nearly 93 percent of housing units were occupied, and 7 percent renter-occupied. Since 2010 renter-occupied units are down 2 percent. It's vitally important the city have a mixture of both owner-occupied and renter-occupied units.

#### EXISTING DEVELOPMENT

The city currently provides a total of seven residential districts within the city. These districts are centered around the forested land use characteristics, parcel size, and separates type of development based on how the parcels are served by sewer, either municipal or private, on-site septic systems.

**Low-density residential:** The intent of this district is to establish and maintain an off-lake shoreland or similar land use district, with density controlled either by the lake classification or quasi-rural standards. This district requires the primary dwelling to have at least a 1,296-square-foot foundation and be 26 feet or wider.

33

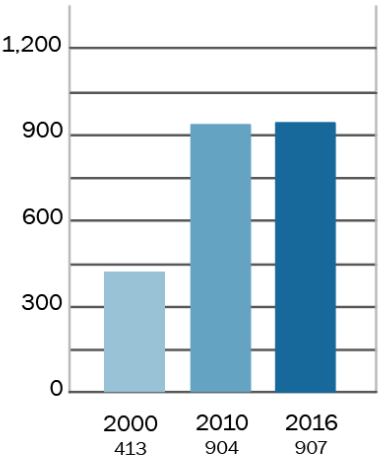
FEELING SAFE AND COMFORTABLE WALKING  
AROUND THE CITY OF BREEZY POINT IS MOST  
IMPORTANT.

99

-Community Survey Respondent

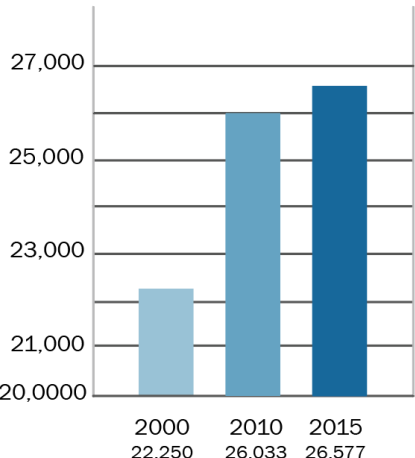


**BREEZY POINT HOUSEHOLD GROWTH  
(2000 - 2015)**



Source: US Census, ACS DP05 (2016)

**CROW WING COUNTY HOUSEHOLD GROWTH  
(2000 - 2015)**



Source: MN State Demographers Office

**Medium-density residential:** It is the intent of this district to establish and maintain a land use district consisting of shoreline and non-shoreline property controlled by general development lake classification that is recreational-residential in character and compatible with natural resources of lakes and streams.

**Original neighborhoods:** It is the intent of this district to establish and maintain an off-lake urban shoreland or similar land use district, with density controlled by lake classification in shoreland, for one- and two-family units and served by public sewer. This district requires the primary dwelling, or single-family home, to be 26 by 26 feet or wider. This district separates lot dimensions by use and sewer service, to the advance of single-family, sewer lot sizes.

**Multi-family residential:** It is the intent of this district to establish and maintain a residential land use containing multi-family structures, sewer by public sewer, developed by PUD and compatible with the natural resources of general development lakes where applicable. Minimum lot size for a duplex is 20,000 square feet.

**Estate lots residential:** This district seeks to establish and maintain a single-family residential district, which limits densities in outlying areas through the use of intermediate lot size requirements, therefore preventing

scattered urban development, while also ensuring that the character of certain existing developments and undeveloped areas is maintained. This district requires the primary dwelling to have at least a 1,296-square-foot foundation and be 26 feet or wider. Minimum lot sizes are 2.5 acres.

**Wooded residential:** This district seeks to establish and maintain a low-density wooded district that preserves the character of the city, serves as a buffer between reserve/forestry and residential uses, and provides a rural, single-family setting with limited agricultural/forestry uses. This district requires the primary dwelling to have at least a 1,296-square-foot foundation and be 26 feet or wider. Minimum lot sizes are 2.5 acres. Maximum lot size is 5 acres.

**Urban reserve:** This district seeks to establish and maintain long-term growth while effectively planning for future growth needs by utilizing larger lot sizes. This district allows very low-density residential and agricultural uses and other land uses that fosters and promotes forestry. Minimum lot size requirements are 10 acres.



CONSTRAINTS

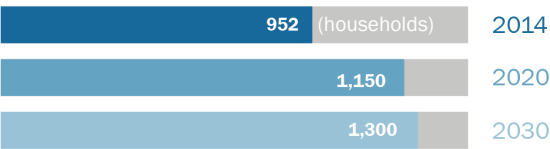
**Lot and footprint size:** The city’s first zoning ordinance was adopted in 1973 and set a minimum lot size of 20,000 square feet. In present day, more than one small lot is typically needed to build a house to meet both the minimum lot size requirements and the individual sewage treatment systems standards set by the MPCA. The minimum lot size for new subdivisions is 2.5 acres, which would require new subdivisions to be created by rezoning a site presently zoned agriculture. This regulation binds the city’s ability to practice infill development and in effect disallows new small-lot subdivisions that are either privately or publicly sewered. The requirement of new lots to be 2.5 acres adds a substantial amount onto the cost of building a home with land purchase.

Many small lots were platted in the 1960s, when the area was unincorporated Pelican Lake Village. The majority of these lots are too small to accommodate a house due to building footprint requirements and on-site wastewater treatment standards.

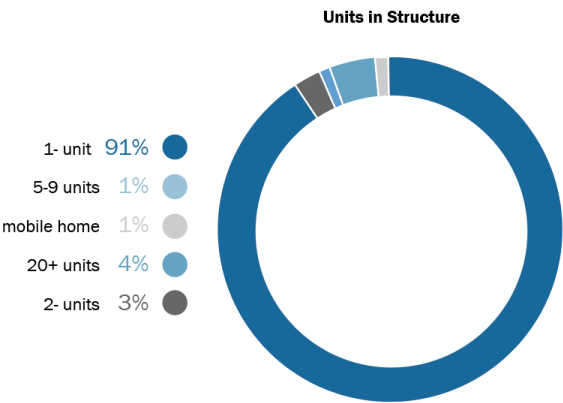
**Limited sewer network/septic:** Due to the lot size constraints of having an on-site septic system, the city could begin neighborhood development planning efforts to identify a variety of housing types that could be built on the various lot sizes throughout the city, specifically analyzing the cost analysis of wastewater service needs. In an effort to facilitate development, respond to the housing need, and address the housing-related concerns voiced from the community, the city could prepare alternative plans and cost estimates for various levels of shared wastewater services. These alternatives could include the expansion of the municipal wastewater system, assessment structure, shared wastewater treatment systems, or private, on-site septic.

**Community image:** On top of the small lot size concern, the future development of a primary dwelling would impact the tree coverage, greatly changing the appearance of the neighborhood. The 10,000-square-foot lots would transition to more of an urban lot, whereas this is less of a concern with the 20,000-square-foot lots. The heavily wooded appearance of the city should be taken into consideration as the city plans for future growth and development.

BREEZY POINT HOUSEHOLD PROJECTIONS



Source: Crow Wing County Housing Study







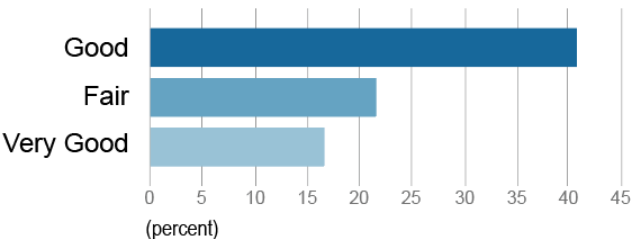
PUBLIC INPUT

Housing plays a critical role in the quality of life and livability of the city. Through a variety of public engagement methods such as a community survey, focus groups, steering committee meetings, and a community visioning session, it was apparent that residents would like to see a coordinated effort to expand housing options for all ages in the community and support coordinated efforts to provide more affordable housing options.

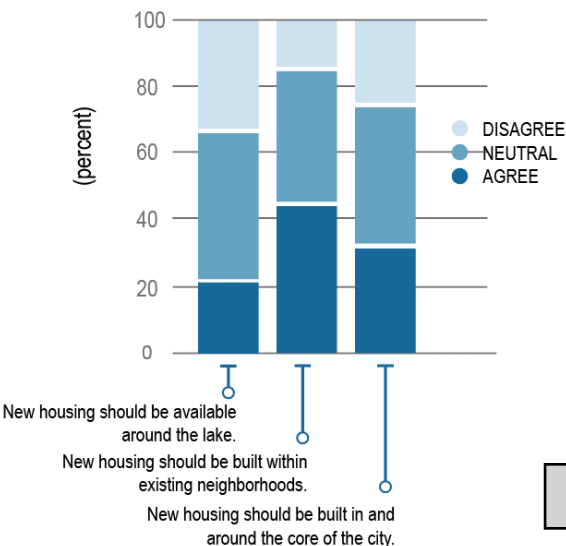
As a part of the community survey, residents were asked, “How would you rate the overall current condition of the existing housing stock in the city?” Nearly 41 percent of survey respondents noted the condition as “good” and 21 percent voted the condition as “very good and excellent.” Participants were asked to leave their opinion on the types that the city should target in the future. When asked if there was an adequate supply of quality housing choices for people of all ages, incomes, and stages of life, surprisingly 39 percent of survey respondents were neutral. When specifically asked about affordable housing, 38 percent of respondents agreed that more affordable housing options were needed, and 36 percent of respondents were neutral.

Participants were asked to identify where they felt new development should occur. Participants seemed to support and encourage infill development within the core of the city and built within existing neighborhoods.

Q11. How would you rate the overall current condition of the existing housing stock in the city?



Q16: Indicate to what extent you agree with each of the following statements:



33

PROVIDE MORE AFFORDABLE HOUSING FOR ALL AGE GROUPS FROM START UP TO RETIREMENT AND INCLUDING TRANSITIONAL OPTIONS.

-Community Survey Respondent

99

## AFFORDABLE HOUSING EXPLAINED

Housing affordability is relative to the area's median income. If a home is at or below 30 percent of the area's median income, it is then said to be "affordable" housing. Most rural communities have at least a few homes that are considered affordable. Though, some local markets provide housing that is affordable to families earning the median income or below. It's extremely important to distinguish between affordable market-priced housing and subsidized housing.

Providing affordable housing and locating it within a short walk to necessities and employment centers is key to helping lower-income families in rural areas prosper. Doing so does not need to come at a high cost for local governments.

Even where market prices are affordable to the median income, many rural households earn well below the standard and struggle to find affordable homes; sometimes needing additional assistance. A variety of state and federal programs can meet this need.

# ACCESSORY DWELLING UNITS (ADU's)

Section 7, ItemA.

## PLANNING TIP:

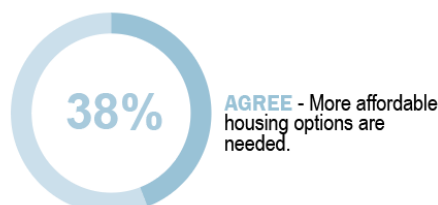
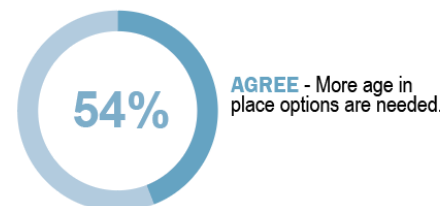
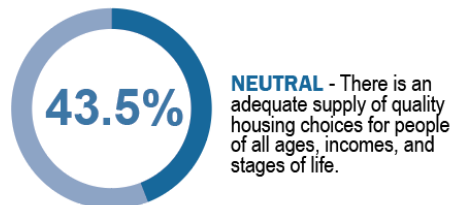
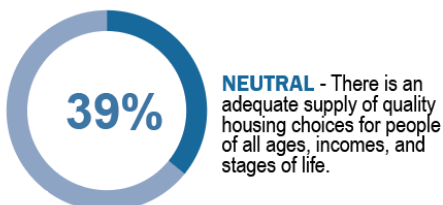
*People are seeking walkable neighborhoods that offer a mix of housing and transportation options that are close to jobs, schools, entertainment, shopping, and parks. Coupled with an aging population and a decrease in households with children, Breezy Point will continue to see the demand for smaller homes in more compact neighborhoods.*

*Accessory Dwelling Units (ADUs) are a small house or apartment that exist on the same property lot as a single-family residence. Accessory dwelling units play a major role in serving a national housing need. This traditional home type is re-emerging as an affordable and flexible housing option that meets the needs of older adults and young families alike. ADUs come in many shapes and styles including:*

- Detached
- Attached
- Interior (upper level)
- Interior (lower level)
- Above garage
- Garage conversion

*ADU's can house people of all ages. An individual's housing needs change over time, and an ADU can be adapted for different household types, income levels, and stages of life.*

**Q16. Please indicate to what extent you agree with each of the following statements:**





# MISSING MIDDLE HOUSING

## PLANNING TIP:

Communities are seeking creative measures to addressing lifecycle housing options. Cities are realizing the importance designing our homes and communities to be livable for people of all ages and life stages. One strategy in responding to the demand for addressing housing options for all ages in addition to walkable urban living is to integrate “Missing Middle Housing” concepts. *Missing Middle Housing* is not a new type of building; rather, it is a range of building types that existed pre-1940 and were a fundamental building block.

Missing middle buildings typically have a footprint not greater than a large, single-family home. This makes it easy to integrate them into neighborhoods and are a good tool to transition to a higher-density and walkable context. These housing types provide a diverse array of options like duplexes, fourplexes, and bungalow courts that effortlessly fit into low-rise, neighborhoods that seek walkability, local-serving retail, and public transportation options. This housing typology will help address affordability and seek to solve the mismatch between the available housing stock, the shift in demographics that are occurring, and the growing demand for walkability.

Housing types include: duplex; side-by-side, duplex; stacked, bungalow court, carriage house (ADU), fourplex, multiplex; small, townhouse, live/work, and courtyard apartments.

## TRENDS

Section 7, ItemA.

### Lifecycle Housing and Profile of Households

**Planning for seniors:** In 2016, 22 percent of the city’s population was 65 or older, and this number is likely to only increase. The city should periodically analyze the needs of senior citizens to identify gaps and target appropriate development, community-building initiatives, and activities that strengthen the social connectedness and quality of life.

Most aging residents wish to stay in their homes and their communities. It’s vital to promote housing that enables the elderly to live comfortably and independently. The current model of development is not conducive for older residents who want to age in place. Large homes and lots are not designed for one- and two-person households. Breezy Point can build more opportunities for flexible living through housing development by 1) supporting retrofits to the existing house stock and neighborhoods and 2) by providing medium-density development options that are suitable for townhomes, condominiums, or denser attached units of a manageable size. Zoning standards for lot size and surface coverage may need to be adjusted for various single-family and multi-family districts to accommodate this development type.

**Lifecycle Housing:** Housing needs of a community relate to the demographic profile of the household. Households generally transition through several lifecycle stages that include entry-level households, first-time homeowners, move-up buyers, empty nesters, and seniors. The following section provides an overview of each household, the percentage of Breezy Point residents who fall within this category, and the effect these housing types have on housing demand.

**Entry-Level Households:** People within the 18-24 age cohort typically rent a house or apartment as they normally do not have the income to purchase a home. Many people in this age category move frequently, making them more hesitant to purchase. It’s estimated that nearly 5 percent of the city’s population is in this category.

**First-Time Homeowners:** This group’s members are typically in their 20s and 30s and are usually transitioning from renting apartments or joint living conditions. Traditionally they are often young families or single individuals. These homeowners are prone to moving within several years of their first home purchase due to increased financial resources, occupation advancement, and family structure changes. A total of 5 percent of the population falls in this category.

**Move-Up Buyers:** Move-up buyers are typically in their 30s and 40s and are transitioning from small, less-expensive homes that they had purchased at an earlier time. This is an important age group in terms of an economic growth perspective. It’s estimated that nearly 20 percent of the population is in this category.

**Empty Nesters:** Empty nesters are typically in their 50s and 60s. Often, their children have moved out of their homes and the square footage is much larger than needed. Empty nesters often want to live in a smaller



house, such as a townhome, that requires less maintenance and upkeep. It's estimated that nearly 25 percent of the population falls in this category.

**Seniors:** Those in their 70s and older are looking for low-maintenance, manageable, or assisted living housing. As the population ages, Breezy Point should continually ensure that it has adequate senior housing. Nearly 13 percent of the population is in this category.

**Maintenance and Rehabilitation:** Maintenance and rehabilitation of the existing housing stock help maintain a quality, aesthetically pleasing neighborhood. Individual homeowners may find these improvements costly and time consuming and may lack the skills or ability to complete these projects on their own. City programs should be developed to remove such barriers and provide the financial and technical support for homeowners who wish to make home and property improvements, including historic preservation and restoration.

**Infill and Redevelopment:** Redevelopment is often a challenging task for the city. A variety of programmatic strategies can be used to support infill and redevelopment efforts:

- Develop a deep understanding of the housing market and needs. Work with developers to target market gaps.
- Actively market redevelopment opportunities through marketing platforms and with community partners.
- Work with partners to accomplish redevelopment goals and initiatives.
- Market resources to support redevelopment, infill, historic preservation, and restoration.
- Pursue new strategies to encourage, fund, and facilitate redevelopment projects.

33

I SERIOUSLY BELIEVE IN PROVIDING HOUSING OPPORTUNITIES FOR ALL AGES. I DON'T THINK I'VE EVER SEEN ANY APARTMENT OPTIONS IN THE CITY.

-Community Survey Respondent

90

FUTURE CONDITIONS

As the demographics of Breezy Point change and evolve over time, so should the housing stock. The 2015 Crow Wing County Housing Study provides insight into future needs within the county. The housing demand within the county will be driven by two primary elements: those who desire a second residence for occasional use, and those residents who require permanent, year-round housing. Total projected housing demand for the City of Breezy Point indicates an increase of 348 units, or 7 percent, between the years of 2014 and 2030. The projected rental demand for the City of Breezy Point indicates a need for an increase of 125 units, or 8 percent, between the years of 2014 and 2030. To meet demand, projects for market rate rental housing and some level of public/private partnership may be needed to create units with achievable rents.

Regarding senior housing, a large portion of the demand for senior housing will occur after 2020, when the first baby boomers reach their mid-70s. Between the years 2020 and 2030, nearly 41 percent of the rental demand will be senior units (356 units countywide).

**Strategic Growth:** The city should strive to guide the majority of growth to locations that are already platted and served by public roads. Most future housing will strive to protect woodlands, wetlands, and streams while sustaining the north woods character of the community. In an effort to accommodate market demand for additional housing units, the city should encourage housing growth to occur in established platted neighborhoods within the city. This growth will need to accommodate a range of sanitary sewer services, such as a combination of municipal sanitary sewer lines, or innovative on-site systems (shared or individual), served by public roads. The city should encourage housing growth to include a greater variety of housing units aimed at year-round occupants by utilizing the future land use map as a tool to foster growth



EVERYONE IN THIS AREA SEEM TO BE VERY CAUTIOUS OF BIKES AND PEOPLE WALKING. THE NEIGHBORHOODS ALL CONSIST OF NICE HOUSES AND A FRIENDLY LOOKING ENVIRONMENT.



-Community Survey Respondent



## GOALS AND STRATEGIES

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Outlined below are three goals and 12 strategies to guide future growth and redevelopment in the city. The goals indicate a specific direction, while the strategies are detailed actions necessary to initiate or complete a strategy such as a program, policy or a project.

### GOAL 1: Provide a range of housing types designed to meet all income levels, household sizes, and age groups.

#### Strategies:

1. Promote the redevelopment, or combination, of previously platted lots rather than support the platting of new areas.
2. Regularly review zoning regulations to ensure that they support the development of new housing and the diversification of housing choices.
  - a. Promote a balanced supply of both live-in rental housing and owner occupied.
  - b. Support the development of nontraditional housing types such as townhomes, rowhouses, apartments, and smaller, single-family, detached homes for empty nesters and seniors.
  - c. Support the concept of *age-in-place* housing to ensure that an adequate supply of housing units is available for elderly people. These housing types include apartments, townhomes, cooperatives, accessory apartments, shared housing, and personal care homes.
3. Support the development of additional housing near the city core so residents are within walking distance to basic services, restaurants, parks, stores, and community services.

### GOAL 2: Strive to ensure that affordable and diverse housing types are available to residents and seasonal workforce.

#### Strategies:

1. Support local businesses and the need to provide workforce housing by coordinating with county, regional, and state programs.
2. Identify tax-forfeited lot clusters adjacent to existing residential neighborhoods, combining these parcels to facilitate residential development and encourage infill development.
3. New multi-family housing should be located near access to destinations, daily services, and public infrastructure.
4. Work with county and regional housing agencies to provide assistance for construction of affordable housing.
5. Encourage public-private partnerships to support and expand affordable housing opportunities.

### GOAL 3: Create a high-quality environment in all residential neighborhoods.

#### Strategies:

1. Integrate an interconnected trail network into existing neighborhoods, and plan for the expansion of this network by requiring development proposals to include green spaces and trail connections.
2. Every private or public land use action should seek to protect or enhance the desired natural characteristics of the community. This includes trees, clean water, abundant open space, and dark night skies.
3. Require that new developments provide parks, trails, and/or walkways.
4. Ensure that new residential development within forested or wooded tracts is designed to preserve the aesthetic and environmental benefits.





## 5. ECONOMIC DEVELOPMENT

### OVERVIEW

The economic health of the city is an essential building block to create a healthy and vital community. Community members, stakeholders, and the Steering Committee indicated a desire to encourage development opportunities that support the daily needs of residents, expand the workforce, and strengthen the fiscal health of the city.

### KEY FINDINGS

This section summarizes the key findings from the public input and technical analysis completed as part of the plan update. The development of the economic development policies outlined in this chapter was informed by what was learned from the public input and the technical analysis of the existing conditions and trends.

### PUBLIC INPUT

The public workshops, community survey, and stakeholder interviews generated many comments related to economic development. Many of the comments related to supporting the tourism industry and diversifying the business climate. A summary of these comments are outlined.

### Support the Tourism Industry

The community boasts a thriving tourism and hospitality industry and welcomes thousands of guests in the summer months. It's fair to say that when local businesses thrive, the city itself thrives. The resorts also employ a significant workforce in the city and can be considered an anchor institution. Tourism is an economic driver, and the city should seek opportunities to expand pedestrian networks to ensure guests and visitors can navigate the city, but also partner with the resorts to offer the community additional benefits and potential services.

“

NO MATTER IF IT'S A SLOW SEASON OR BUSIER THAN HECK IN THE SUMMER, LOCAL BUSINESSES ALWAYS SEEMS TO HAVE CUSTOMERS. SOME OF THESE STORES AND RESTAURANTS HAVE BEEN AROUND SINCE I WAS BORN!

”

-Community Survey Respondent





### Diversify the Business Climate

Participants seek to enhance business diversity and the array of services provided in the city. Residents would like to see additional food and dining establishments. The city should seek ways to encourage business expansion and support entrepreneurs through various programs and offerings.

When respondents were asked in the community survey, “What are some of the things that need the most improvement in Breezy Point?” high-quality/high income employment opportunities was the highest-ranking response. Building upon the follow question, participants were asked, “When it comes to growth and development what is Breezy Point’s greatest challenge?” The top two answers were supporting a year-round economy and providing adequate job opportunities. The community survey was summarized into three economic development priorities respondents would like to improve upon. These included year-round employment opportunities, business expansion and retention, and retail options. A summary of these comments is outlined below.

### Year-Round Employment Opportunities

Participants seek a diverse economy that can sustain the community throughout the year, offering opportunities in every season. Community members seek a collaborative approach to increase job availability as this directly impacts livability.

### Business Expansion and Retention

Tourism and recreation are essential components to the city’s economy. Citizens support efforts to create places where people do not want to leave and a diverse economy that provides employment and investment opportunities. Survey respondents support continuing effort for entrepreneurs, business expansion, and retention.



THE ABILITY TO OWN AND OPERATE A FAMILY BUSINESS IS THE NUMBER ONE REASON WE ARE MOVING TO BREEZY POINT.

-Community Survey Respondent



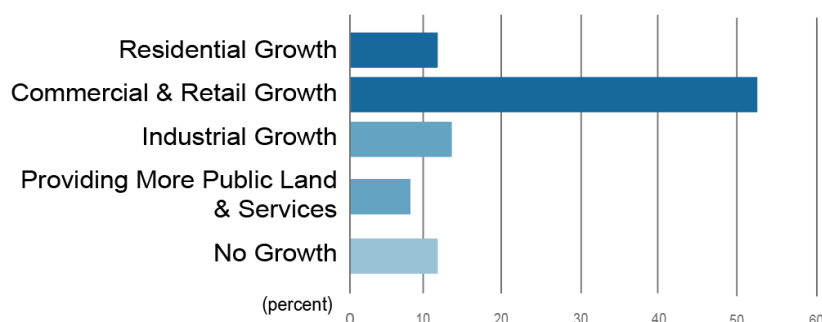
WOKERS PER EMPLOYMENT LOCATION		
CITY	Workers	%
Pequot Lakes	142	15.7
Brainerd	120	13.3
Breezy Point	104	11.5
Baxter	67	7.4
Crosslake	55	6.1
Nisswa	45	5
Jenkins	26	2.9
Pine River	24	2.7
Crosby	24	2.7
Minneapolis	18	2
Other	278	30.8

Source: MN Compass , 2015 Datasets

### Retail Options

Community members who participated in the survey felt that supporting commercial and retail growth is among the top priorities for future growth in the City of Breezy Point.

#### Q8. What is your highest priority for future growth in Breezy Point?



### EXISTING CONDITIONS AND TRENDS

#### Existing Conditions

When analyzing existing conditions and in terms of general economic development, Breezy Point is largely dependent on the hospitality industry and tourism sector for its economic pulse. Economic health is an important element of a healthy and thriving community. A strong commercial base provides jobs to community residents, contributes to a city's tax base, and can be a source of physiological strength to a community.

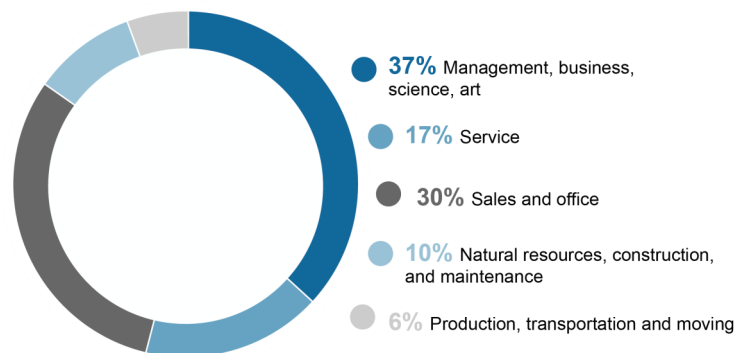
Employment characteristics are considered when analyzing the economic profile of a community. According to the American Community Survey (ACS 2016), Breezy Point has 62 percent of its population in the workforce, those that are 16 years and older. The leading industry for Breezy Point residents is the *arts, entertainment, recreation, accommodation and food services* containing nearly 16 percent of the workforce. This industry experienced a significant increase since 2010, with a change of nearly 120 percent. The second leading industry is the *educational services, healthcare, and social assistance* with 14 percent of the workforce. This industry experienced nearly a 27 percent loss of workers since 2010. The *retail trade* industry is the third leading industry with 13.5 percent of the workforce. The *professional, scientific, management, and administrative* industry which accounts for nearly 13 percent of the workforce experienced another significant increase in workers, accounting for nearly a 105 percent change.



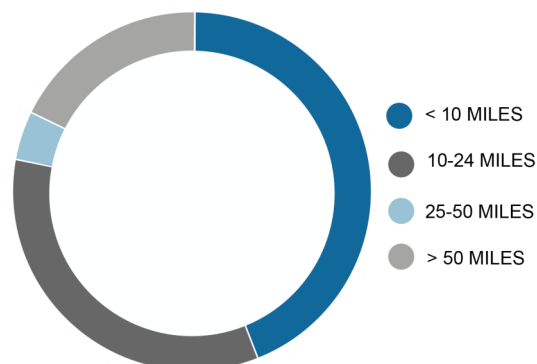


Occupation data provides a higher level of review and analysis of the employment profile for the city. The leading occupation for Breezy Point residents is the *management, business, science, and art* totaling 37 percent (ACS, 2016). The *sales and office* occupation follows second with 30 percent. Studying the median household income (MHI) for the city is important to identify a clear economic profile of the city. The *median* income is described as if all income of all Breezy Point households was listed from lowest to highest, the median figure is the income directly in the middle. According to the ACS, in 2016 the median household income was \$63,098. Breezy Point experienced nearly a 21 percent increase in MHI since 2010 and is one of the highest in the county. This is higher than Crow Wing County's median household income of \$50,893.

Occupation Profile (2016)



Workers by Distance to Employment Location (2015)



Source: MN Compass (2015)





## TRENDS

### Tourism

Tourism is perhaps the most impactful economic driver in the City of Breezy Point. During summer months the influx of visitor and seasonal residents increases dramatically, with reports that the community reaches nearly 5,000 people. The influx of people links to a thriving tourist economy, fueling industries like hospitality, retail, and dining. This also results in positive impacts to other industries such as construction, recreation, storage facilities, real estate, cabin care, dock services, small engine repair, and others. In recent years, returning seasonal visitors are relocating to the city and becoming permanent residents.

Though the influx of visitors and seasonality element of the economy creates a thriving summer environment, a flourishing tourist economy is not without its challenges. The influx of visitors and seasonal residents add strain on city services and places pressure on sensitive environmental impacts on area lakes, wetlands, and shorelands. The city should seek to strike a balance between economic vitality and environmental conservation. Breezy Point should also seek to diversify its industry profile, as an over-reliance on any service can limit economic opportunity and mobility for residents. Service and hospitality jobs are essential to support the tourism industry. These jobs can provide desirable employment for students, retirees, and others who seek part-time and seasonal employment opportunities.

### Unemployment and Workforce

While the city, region, and state face low unemployment rates, communities are rolling up their sleeves around workforce challenges. Cities are actively marketing their communities to new workers and welcoming these new workers as instant community members. Entities are investing in workforce housing solutions, making investments to childcare, and more. Public and private partnerships are key to these investments. Many cities are realizing they have an act and a role to play to protect their current diverse industry base.

### Economic Gardening

An approach to job growth and business development is gaining traction in recent years. The practice of "economic gardening" seeks to grow the local economy from within by promoting local entrepreneurship and small and local business development. Economic gardening works with what you have in the community to build new opportunities. Breezy Point elected officials and city staff should not only support existing businesses and entrepreneurs, as well as home-based businesses, but develop strategies that seek to connect these businesses to the resources and tools that will help them grow and thrive.

## GOALS AND STRATEGIES

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Outlined below are four goals and 26 strategies created to help maintain and improve a strong economic base in the city. The goals indicate a specific direction, while the strategies are detailed actions necessary to initiate or complete a goal such as a program, policy, or project.

### **Goal 1: Help local businesses grow and take strides to attract new businesses.**

#### **Strategies:**

1. Support the local tourism industry and continue to attract regional spending and investment.
2. Work with area partners to provide high-speed internet to all households and businesses.
3. Support our local resorts and businesses, and address their workforce needs, both year-round and seasonal.
4. Diversify the business climate by attracting new businesses best suited to the city's assets and opportunities, increasing local employment options, and building the city's tax base.
5. Actively promote new businesses in an effort to fill gaps and enhance choices within the city.
6. Continuously work with the business community by routinely communicating with them on economic development efforts and seek their input/guidance on the ways to advance goals and policies.

### **Goal 2: Prepare for targeted growth and thoughtfully expand commercial areas.**

#### **Strategies:**

1. Develop a promotional marketing and branding campaign that illustrates the opportunity that exists within the community.
2. Encourage business growth in strategic locations and on already-developed sites to help reduce the pressure of encroaching on natural areas.
3. Attract retail and services that meet the daily needs of residents.
4. Target industries that match community resources and workforce needs.
5. Target small retail, professional, and small service businesses toward the center of the city.
6. Ensure that appropriate land uses are located along the main thoroughfares of the city.
7. Review site development regulations to ensure they encourage commercial and light industrial development rather than hinder it.

### **Goal 3: Promote Breezy Point as a great place for businesses, commerce, and living.**

#### **Strategies:**

1. Create a community branding initiative and market the city by investing in a campaign that builds on quality of life attributes that are available within the city.
2. Maintain the city's character and distinctive assets and elements that make the community unique.
3. Create a vibrant commercial corridor that serves as the center of the community for activities and civic life.
4. Ensure a wide range of housing types that are affordable to all income levels.
5. Preserve and protect the natural resources and quality of the lakes in our city.
6. Develop a streamlined permitting process for businesses wanting to invest in the central core or other infill locations.

### **Goal 4: Protect, conserve, and enhance the city's natural resources, environmentally sensitive areas, and lakes for the community's long-term environmental and economic benefit.**

#### **Strategies:**

1. Market the environmental and recreational elements of the city as a means to attract residents and businesses.
2. Ensure all new development and redevelopment proposals maintain appropriate buffers and distances from wetlands and natural drainage systems.
3. Encourage modern stormwater management techniques such as rain gardens, bioswales, and other low-impact development practices.
4. Enhance or restore natural buffers adjacent to rivers, lakes, and wetlands.
5. Identify undevelopable parcels and limit their development intensity.
6. Increase the access to open spaces, woodlands, and recreation for passive, low-impact use.





# 6. PARK & RECREATION

## OVERVIEW

Parks and public spaces, such as playgrounds, gardens, and plazas, beautify urban settings and encourage physical activity, leisure, and social cohesiveness. These spaces and places also provide community and neighborhood focal points that foster a sense of place. Breezy Point has a large system of natural, informal open spaces, natural resources, and sensitive environmental areas and is widely known for its forest cover and pristine lakes. The city has six parks scattered throughout the city, totaling 29 acres. This section of the plan seeks to ensure that all residents have access to adequate open spaces and high-quality recreational opportunities that support residents’ health, increase their physical activity, and provide greater social connection.

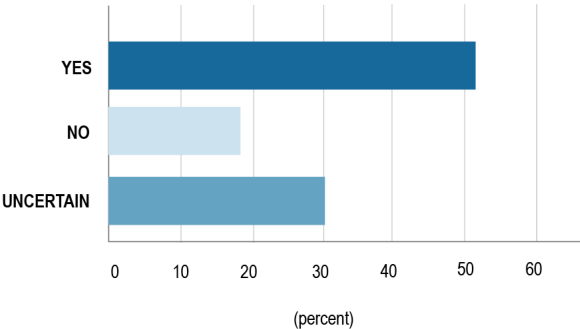
## KEY FINDINGS

This section summarizes the key findings from the public input and technical analysis completed as part of the plan update. Collectively what was learned from the public input and technical analysis informed the development of the recommendations to guide parks and recreation in Breezy Point.

## PUBLIC INPUT

As a part of the community input process, residents were asked to share their opinions on the park availability within the city. When asked, “Are all areas in the city adequately served by parks?” 52 percent of respondents agreed that the city is adequately served. Nearly 30 percent of participants, however, were uncertain if the city was adequately served.

**Q12: Are all areas in the city adequately served by parks?**







Strong support for enhancing and protecting the city’s natural resources was evident as a part of the community outreach process. Members of the community have acknowledged the attractive natural setting and multitude of natural resources that the city offers, not only to current residents but to visitors. Participants noted that natural resources are the most vital asset to the community, and residents seek a concerted effort to protect significant environmental features within the city. Passive recreation opportunities should be evaluated further to capitalize on the vast network of amenities and increase access to these environmental resources.

33

LET’S DESIGN MULTI-USE TRAILS FOR ALL SEASONS AND USES SUCH AS WALKING, GOLF CARTS, CROSS COUNTRY SKIING, ETC.

-Community Survey Respondent

99

**Passive recreation:** refers to recreational activities that do not require prepared facilities like sports fields or pavilions. Passive recreational activities place minimal stress on a site’s resources; as a result, they can provide ecosystem service benefits and are highly compatible with natural resource protection. Examples of passive recreation include: camping, hiking, wildlife viewing, bird watching, swimming, cross-country skiing, bicycling, fishing, etc.

**Active recreation:** refers to a structured individual or team activity that requires the use of specific facilities, courses, fields, or equipment. Examples of active recreation include: baseball, golf, hockey, football, etc.





EXISTING CONDITIONS

The City of Breezy Point has six park areas within the city, which include: Breezy Point Drive Park, City Hall Park, City Beach, the boat launch area, Fishing Boardwalk, and Disc Golf Course. The city has a total of 29 acres of parkland in the city. Additional recreational facilities are available during non-school hours at Eagle View Elementary school. The following provides a description of the public and private parks and recreational opportunities within the city:

PUBLIC:

**Breezy Point Drive Park:** (0.25 acres). Located on the southeast area of the city, it includes play equipment and picnic tables. Most of the park is sand covered. The site has relatively small shade cover. This is considered a walk-to park with limited street parking.

**City Park:** (5.8 acres). A children’s playground and soft field are behind city hall. The city has acquired approximately 18 acres in this vicinity, which also encompasses the city’s public safety and public works buildings. The city hopes to acquire additional adjacent land to provide added active and passive park facilities. The long-term plan for City Park could include acquiring additional land, building an additional ballfield, creating public open space with additional walking paths, and possibly acquiring land for future public needs such as recreation/fitness/community center, and a larger library.

**Breezy Point Disc Golf Course:** (22 acres). The disc golf course is located in the Whitebirch 15 and 16 neighborhoods. The course is wooded and varies in terrain and topography. The disc golf course draws players from areas outside of the community.

**City Swimming Beach:** (7,000 square feet). The city swimming beach is a sliver of land along Sand Beach Drive on Pelican Lakes. The beach offers a small amount of parking and approximately 215 feet of lake frontage.

**Boat Launch Area:** This site provides access to Pelican Lake and is the only city boat access to the lake. Parking overflow is available adjacent to the city hall ballfield. The DNR also maintains a water access on eastside of Lake Ossawinnamakee.

**Fishing Boardwalk:** This site is approximately 21,000 square feet of linear boardwalk along the Waldenheim Channel; in total comprising nine parcels.

**Hiking and Cross-Country Skiing:** A network of publicly owned properties and easements runs through the Whitebirch 15 and 16 neighborhoods, around the Castlewood area, in Rolling Oaks, and through Pelican Woods Cemetery. Parts of these corridors are mowed and used for hiking and casual cross-country skiing. Others are in their natural, wooded condition. A parking lot has been established off Winter Trail for corridor users.



# PARKS AND TRAILS MAP

Note: Parcel data downloaded on August, 2019 from Crow Wing County.

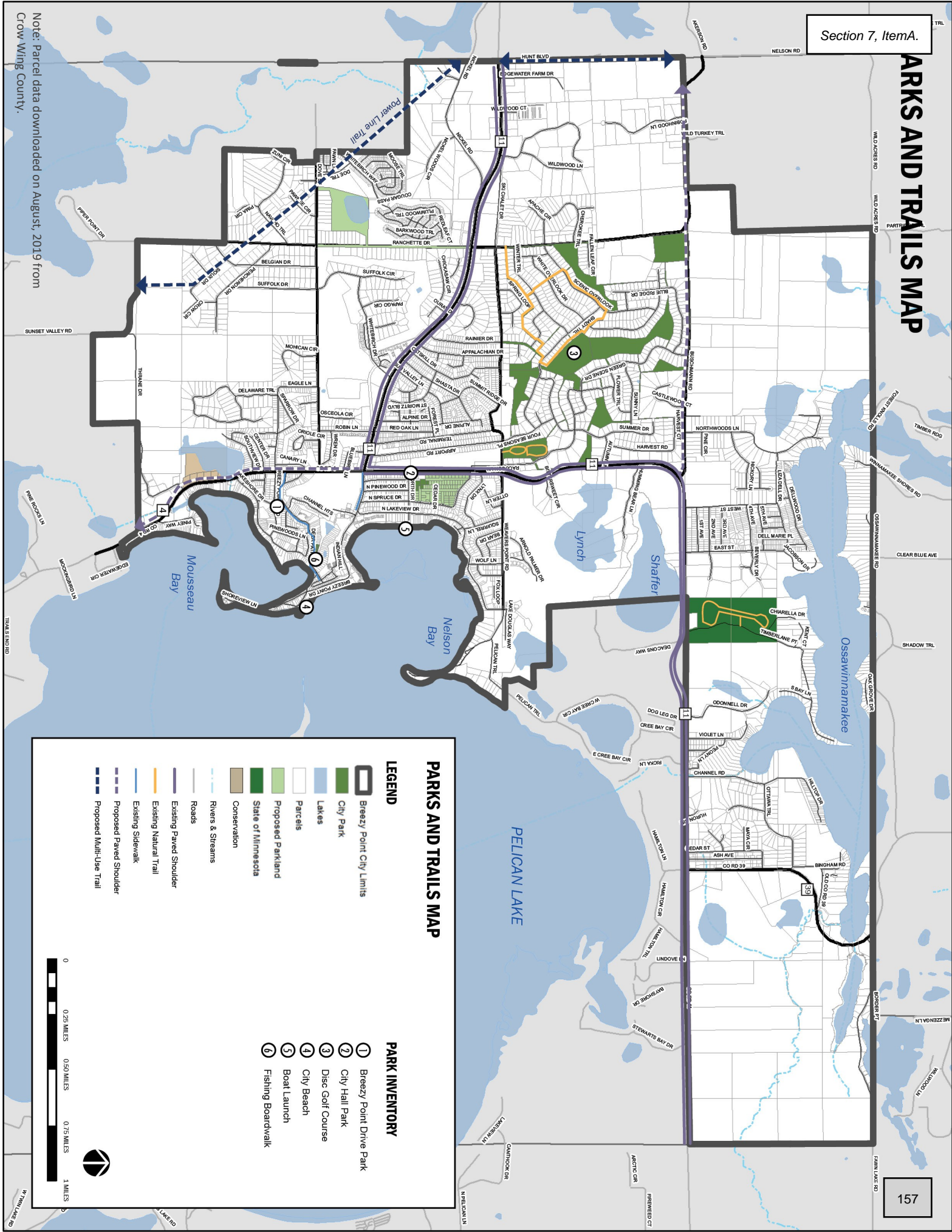
### LEGEND

- Breezy Point City Limits
- City Park
- Proposed Parkland
- State of Minnesota
- Conservation
- Rivers & Streams
- Roads
- Existing Paved Shoulder
- Existing Natural Trail
- Existing Sidewalk
- Proposed Paved Shoulder
- Proposed Multi-Use Trail

### PARK INVENTORY

- 1 Breezy Point Drive Park
- 2 City Hall Park
- 3 Disc Golf Course
- 4 City Beach
- 5 Boat Launch
- 6 Fishing Boardwalk

0 0.25 MILES 0.50 MILES 0.75 MILES 1 MILES







### PRIVATE RECREATION

There are several opportunities for private recreation in the city:

**Breezy Point Traditional Golf Course:** 18 holes; located next to the original resort. Open to the public.

**Breezy Point Whitebirch Golf Course:** 18 holes; located off County Highway 11. Open to the public.

**Deacon’s Lodge Golf Course:** 18 holes; located  $\frac{3}{4}$  mile north of the resort on Arnold Palmer Drive, includes a clubhouse, restaurant, lodging, and private homes.

**Whitebirch Camping Resort:** Individually owned, this resort consists of 750 fully developed campsites. It includes two outdoor swimming pools, recreation center, tennis courts, playground, comfort stations, and onsite management.

**Breezy Point Sports:** A year-round ice-skating arena and athletes’ dormitory is located along County Highway 11.

**Time-Share Recreation Centers:** Two private recreation buildings are available for use by timeshare unit owners. These facilities are located in Pelican Center and near Whitebirch Drive. They include swimming pools, gymnasiums, and meeting rooms.

### PARK CLASSIFICATIONS

The National Recreation and Park Association (NRPA) and the American Academy for Park and Recreation Administration (AAPRA), in partnership, have developed park and trail system standards to serve as guidelines for communities as they develop their park and trail systems. The following outlines park classifications based on the Level of Service (LOS). For the purpose of this plan, the following classifications will serve only as general guidelines and a tool to plan for future park needs.

Park service adequacy is evaluated in three ways: facilities by classification, geographic distribution, and population service standards.

## CITY OF BREEZY POINT PARK INVENTORY

Park Name	Park Classification	Existing Acres
Breezy Point Drive Park	Mini	0.25
City Hall Park	Community	5.8
Breezy Point Disc Golf Course	Special Use	22
City Beach	<i>Unclassified</i>	0.16 (7,000 square feet)
Boat Launch Area	<i>Unclassified</i>	.50
Fishing Boardwalk	<i>Unclassified</i>	.48
<b>TOTAL ACRES</b>		<b>29.19</b>

## TRAIL TYPES

Trail networks should be designed with specific user groups in mind, as well as shared multiuse capacities.

**Nonmotorized unpaved trails:** These trails are dedicated for biking, walking, skiing, snowshoeing, etc. The use of motorized vehicles is prohibited on these trails. Trail surfaces may include compacted soil, gravel, and mowed grass. These trails may be utilized for cross-country skiing or snowshoes during the winter months. Trails for walkers and hikers do not need to be paved.

**Multi-use trails:** These trails are wider, off-street paved paths that are designed to be shared by pedestrians and bicyclists. These trails can be utilized as cross-country skiing and snowshoe trails during the winter months. Trails for cyclists need to have a hard surface.

**Water Trails:** These trails are typically a river or series of rivers that are traveled by nonmotorized boat, canoe, tubing, or kayak.

## EXISTING TRAILS

Currently, the following trails are identified within the city:

- Four seasons recreational trails
- City hall trail
- Chiarella trail
- PLCC trail
- Pelican Woods nature trail
- Ideal sno pros snowmobile trail
- Bicycle trails along county roads 11 and 4

Since interconnectivity of city trails with other trails is a general goal, the city should continue to explore ways to make trail connections to specific amenities and parkland within the city. If at all possible, the city should seek the means to work with area jurisdictions to create a linkage to the Paul Bunyan Trail from Breezy Point.

Bike routes exist on County Road 11 and Country Road 4 by a paved shoulder. The route on County Road 11 is a part of the Paul Bunyan Scenic Byway. With any improvement of Buschmann Road, construction of bike trails should be requested.





FUTURE CONDITIONS

Based on the national park standard of 10 acres of park and open space per 1,000 people, the city exceeds this standard. It’s important to note that this is a rule-of-thumb guideline. While Breezy Point’s park land acres exceed this guideline, the ratio alone does not imply that the community is being provided an adequate range of park classifications or recreation facilities based on the three park service adequacy elements.

FUTURE PARK PLANNING

At this time, the effort of the Parks and Recreation Committee will be directed to primarily improve existing parks, trails, and open spaces. However, if there is an opportunity to protect scenic views, or to obtain prime park locations and high-quality natural resource lands for future park expansions, the committee should look to acquire that land. The following are general recommends for future park expansion and enhancements:

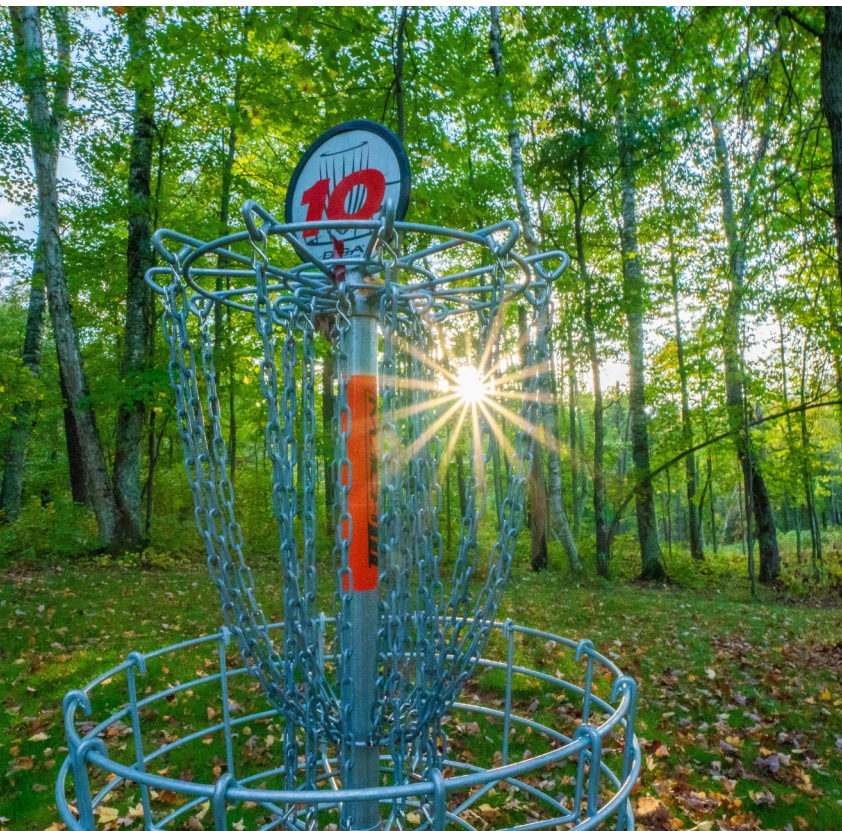
**City Hall and Park Area:** Acquire additional lots in the area bounded by Spruce and North drives for park use, and possibly other public uses. Those properties would complement and “square up” the present holdings.

**West of the Airport:** Acquire additional lots in the area bound by Catskill and Shasta drives for future park use.

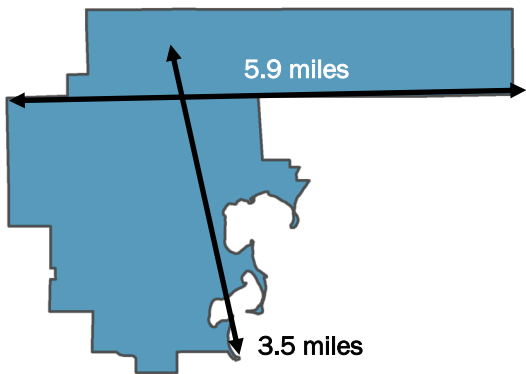
Additional lots would complement existing publicly owned lots among the minimum-maintenance roads.

**Tax-Forfeited Lots:** Acquire additional lots in the two locations noted above for park, trail, and open-space use.





Breezy Point has a large footprint with sparsely scattered housing developments. This development pattern can be more enticing to short trip distances occurring in a car. However, the city has a compact center that can be designed and well-suited for walking and bicycling trips.



1 MILE WALK = 20 MINUTES (3 MPH)

1 MILE BIKE RIDE = 6 MINUTES (10 MPH)

**Community Center:** The city does not have a community center, which, as in some cities, also includes features such as a swimming pool, exercise equipment, classrooms, library, or other elements. City Hall does contain a multi-functional room that serves as the City Council chambers, kitchen, and lunch room, but is sometimes considered or assumed as unavailable for public use. In the recent past, the city explored the idea of building a community recreation center with the City of Pequot Lakes and the school district, yet nothing resulted from that initial study. As a part of the 2019 community survey, strong support was evident for the idea of a public community center in the city.

**Future Trail Planning:** Trails along or in conjunction with roadways are goals of the city. Due to the higher costs of these trails, they are considered long-range goals and may need to be considered when opportunities present themselves. These can be established in whole or in part as separate projects or in conjunction with a street reconstruction. In considering the design for these trails, issues of safety, drainage, grant requirements (if applicable) and available right-of-way or easement shall be factored in determining whether a separated or widened roadway trail will be built. Revenue sources for trail improvements could include: grants, road reconstruction funds, general funds, bonds, donations, and parkland dedication fees.

**Open Spaces & Greenways:** The sizes of the city's open spaces vary and are found citywide. Preservation of open space serves a variety of needs and functions. Open space preserves natural habitats, allows animals movement through a developed environment, provides visual relief, connects humans to nature, and preserves significant natural resources. Open space-areas may include trails, picnic areas, gardens, etc. The city should locate missing trail links, future links to future destinations, as well as trails along natural corridors.

## YIELD ROADWAY

[illegible]

## ADVISORY SHOULDER

[illegible]

## PAVED SHOULDER

**Paved Shoulder**  
Paved shoulders on the edge of roadways can be enhanced to serve as a functional space for bicyclists and pedestrians to travel in the distance of other facilities with more separation.

**Concrete Curb**  
Concrete curbs on the edge of roadways can be enhanced to serve as a functional space for bicyclists and pedestrians to travel in the distance of other facilities with more separation.

**Edge Line Marker**  
Edge line markers on the edge of roadways can be enhanced to serve as a functional space for bicyclists and pedestrians to travel in the distance of other facilities with more separation.

**Grass Area**  
Grass areas on the edge of roadways can be enhanced to serve as a functional space for bicyclists and pedestrians to travel in the distance of other facilities with more separation.

**Tree**  
Trees on the edge of roadways can be enhanced to serve as a functional space for bicyclists and pedestrians to travel in the distance of other facilities with more separation.

- LESS COSTLY TO BUILD AND/OR MAINTAIN THAN FULLY PAVED CROSS SECTIONS.
- CONNECTS LOCAL RESIDENTIAL AREAS TO DESTINATIONS ON THE NETWORK.
- LIMITS IMPERMEABLE SURFACE AREA AND MINIMIZES STORMWATER RUNOFF.
- MAINTAINS AESTHETIC OF NARROW ROADS AND UNCURBED ROAD EDGES.
- ENCOURAGES SLOW TRAVEL SPEED WHEN NARROWER THAN 20 FT (6.0 M).
- CAN SUPPORT A LARGER TREE CANOPY WHEN LOCATED WITHIN WIDE UNPAVED ROADSIDE AREAS.
- SUPPORTS ON-STREET OR SHOULDER PARKING FOR PROPERTY ACCESS.
- LOW MAINTENANCE NEEDS OVER TIME.

- PROVIDES A DELINEATED BUT NONEXCLUSIVE SPACE AVAILABLE FOR BIKING ON A ROADWAY OTHERWISE TOO NARROW FOR DEDICATED SHOULDERS.
- MAY REDUCE SOME TYPES OF CRASHES DUE TO REDUCED MOTOR VEHICLE TRAVEL SPEEDS.
- MINIMIZES POTENTIAL IMPACTS TO VISUAL OR NATURAL RESOURCES THROUGH EFFICIENT USE OF EXISTING SPACE.
- FUNCTIONS WELL WITHIN A RURAL AND SMALL TOWN TRAFFIC AND LAND USE CONTEXT.
- INCREASES PREDICTABILITY AND CLARIFIES DESIRED LATERAL POSITIONING BETWEEN PEOPLE BICYCLING OR WALKING AND PEOPLE DRIVING IN A NARROW ROADWAY.
- MAY FUNCTION AS AN INTERIM MEASURE WHERE PLANS INCLUDE SHOULDER WIDENING IN THE FUTURE.
- SUPPORTS THE NATURAL ENVIRONMENT THROUGH REDUCED PAVED SURFACE REQUIREMENTS.

- IMPROVES BICYCLIST EXPERIENCES ON ROADWAYS WITH HIGHER SPEEDS OR TRAFFIC VOLUMES.
- PROVIDES A STABLE SURFACE OFF THE ROADWAY FOR PEDESTRIANS AND BICYCLISTS TO USE WHEN SIDEWALKS ARE NOT PROVIDED.
- REDUCES PEDESTRIAN “WALKING ALONG ROADWAY” CRASHES.
- CAN REDUCE “BICYCLIST STRUCK FROM BEHIND” CRASHES, WHICH REPRESENT A SIGNIFICANT PORTION OF RURAL ROAD CRASHES.
- PROVIDES ADVANTAGES FOR ALL ROADWAY USERS, BY PROVIDING SPACE FOR BICYCLISTS, PEDESTRIANS, AND MOTOR VEHICLES.



VISUALLY SEPARATED FACILITIES

BIKE LANES

Visually Separated Facilities

**Bike Lanes**  
Bike lanes designate an exclusive space for bicyclists through the use of pavement markings and optional signs. A bike lane is located directly adjacent to motor vehicle travel lanes and follows the same direction as motor vehicle traffic.

- BENEFITS OF A BIKE LANES:**
- PROVIDES ADDITIONAL SEPARATION DISTANCE BETWEEN THE SIDEWALK AND MOTOR VEHICLE TRAVEL AREA, IF A SIDEWALK IS PRESENT.
  - CONNECTS AND COMPLETES BIKEWAY NETWORKS THROUGH BUILT-UP AREAS.
  - PROVIDES A DESIGNATED SPACE ON THE ROADWAY SUITABLE FOR MANY SKILLED BICYCLISTS WITHIN BUILT-UP AREAS OF SMALL COMMUNITIES.
  - CAN SUPPORT SCHOOL ACCESS BY BICYCLE WHEN CONFIGURED AS A WIDE BIKE LANE ON LOWER-SPEED, LOWER VOLUME STREETS.
  - PROVIDES ADDITIONAL VISUAL CUES TO DRIVERS THAT THEY SHOULD EXPECT BICYCLISTS ON THE ROADWAY. THIS CAN BE PARTICULARLY USEFUL WHEN TRANSITIONING TO A BUILT-UP AREA FROM A HIGHWAY CONTEXT.

PHYSICALLY SEPARATED FACILITIES

SIDEPATH

Physically Separated Facilities

**Sidepath**  
A sidepath is a bidirectional shared use path located immediately adjacent and parallel to a roadway. Sidepaths can offer a high-quality experience for users of all ages and abilities as compared to on-roadway facilities in heavy traffic environments, allow for reduced roadway crossing distances, and maintain rural and small town community character.

- BENEFITS OF A SIDEPATH:**
- COMPLETES NETWORKS WHERE HIGHSPEED ROADS PROVIDE THE ONLY CORRIDORS AVAILABLE.
  - FILLS GAPS IN NETWORKS OF LOW-STRESS LOCAL ROUTES SUCH AS SHARED USE PATHS AND BICYCLE BOULEVARDS.
  - PROVIDES A MORE APPROPRIATE FACILITY FOR USERS OF ALL AGES AND ABILITIES THAN SHOULDERS OR MIXED TRAFFIC FACILITIES ON ROADS WITH MODERATE OR HIGH TRAFFIC INTENSITY.
  - ENCOURAGES BICYCLING AND WALKING IN AREAS WHERE HIGH-VOLUME AND HIGHSPEED MOTOR VEHICLE TRAFFIC WOULD OTHERWISE DISCOURAGE IT.
  - MAINTAINS RURAL CHARACTER THROUGH REDUCED PAVED ROADWAY WIDTH COMPARED TO A VISUALLY SEPARATED FACILITY.
  - VERY SUPPORTIVE OF RURAL CHARACTER WHEN COMBINED WITH VEGETATION TO VISUALLY AND PHYSICALLY SEPARATE THE SIDEPATH FROM THE ROADWAY.

PHYSICALLY SEPARATED FACILITIES

SHARED USE PATH

Physically Separated Facilities

**Shared Use Path**  
A shared use path provides a travel area separate from motorized traffic for bicyclists, pedestrians, skaters, wheelchair users, joggers, and other users. Shared use paths can provide a low-stress experience for a variety of users using the network for transportation or recreation.

- BENEFITS OF A SHARED USE PATH:**
- PROVIDES A DEDICATED FACILITY FOR USERS OF ALL AGES AND ABILITIES.
  - PROVIDES, IN SOME CASES, A SHORT-CUT BETWEEN CITIES OR NEIGHBORHOODS.
  - PROVIDES, IN SOME CASES, ACCESS TO AREAS THAT ARE OTHERWISE SERVED ONLY BY LIMITED-ACCESS ROADWAYS.
  - SUPPORTS TOURISM THROUGH CONVENIENT ACCESS TO NATURAL AREAS OR AS AN ENJOYABLE RECREATIONAL OPPORTUNITY ITSELF.
  - PROVIDES NONMOTORIZED TRANSPORTATION ACCESS TO NATURAL AND RECREATIONAL AREAS, WHICH CAN ESPECIALLY HELP LOW-INCOME PEOPLE OBTAIN ACCESS TO RECREATION.
  - PATHS HAVE A SMALL FOOTPRINT AND CAN DISPLAY A DISTINCTLY RURAL CHARACTER.

## GOALS AND STRATEGIES

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Outlined below are four goals and 22 strategies to guide the expansion, preservation, and support for parks and recreation in the community.

### **GOAL 1: Create a park system suited to a small community with a large visitor population.**

#### **Strategies:**

1. Gradually improve the park network to include active and passive spaces; replacing aging equipment; and add new infrastructure as required to maintain access and safety to both permanent residents and visitors.
2. Strategically design a trail network that includes active and passive trail offerings.
3. Seek, pursue, and acquire additional parcels for parks.
4. Promote nontraditional recreational facilities and activities, such as disc golf, fishing piers, pickleball, etc.
5. Develop a community center building that meets the needs of year-round residents and visitor populations.
6. Identify, improve, and analyze the potential of public access to Ossawinnamakee and Pelican Lakes.

### **GOAL 2: Build out an interconnected network of trails that accommodates both motorized and nonmotorized users through intentional design.**

#### **Strategies:**

1. Improve the access to the various corridors within the city and make them more welcoming to users in an effort to increase the use of the open-space network.
2. Identify trail corridors within the city that connect people to destinations, businesses, and recreational opportunities.
3. Seek grants, donations, and volunteer labor as a grant match to the city's contributions to create a multi-use trail system through the open-space corridor network.
4. Ensure that the trail network addresses the needs of all users and provides a variety of experiences throughout the city.
5. Plan and construct an on-road bicycling network, one that includes a variety of design solutions.
6. When and where possible, separate the motorized and nonmotorized trail users.

### **GOAL 3: Protect key locations and types of land for environmental protection and natural beauty.**

#### **Strategies:**

1. Continue to protect wetlands that have been identified by the Minnesota Department of Natural Resources through a multitude of best management practices.
2. Work alongside county and state partners to acquire and manage specific properties for the purpose of natural conservation and allow low levels of recreational use.
3. Conserve existing greenways and acquire new corridors for the sole purpose of expanding accessibility into wooded open spaces and sensitive natural resource areas.
4. Acquire additional parcels to serve as neighborhood open spaces if justified by the cost and public benefit.
5. Ensure that the city and its property owners are all contributing to the continuous improvement of the city's water quality.

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**GOAL 4: Maintain and improve the quality of parks, trails, and open space systems through ongoing planning, design, maintenance, and evaluation.**

**Strategies:**

1. Acquire tax-forfeited lots as appropriate to incrementally expand the park systems and serve a larger population base.
2. Strategically plan for the operation and maintenance of the existing park network through the Capital Improvement Plan (CIP).
3. Comply with the Americans with Disabilities Act to make the parks accessible for everyone.
4. Design parks to meet the needs of all ages and abilities.
5. Support the expansion of revenue-generating sources within the park system.





# 7. NATURAL RESOURCES

## OVERVIEW

The City of Breezy Point is set among a vast area of lakes and forests in north-central Minnesota on the western shore of Pelican Lake, one of the larger lakes in this region of large water bodies. The hilly topography is covered with dense, second-growth coniferous forest and wetlands. The dense forest provides shady and secluded sites for homes and contributes to the community’s “up north” look and feel.

Relatively few sites have been cleared of forest for anything but houses or commercial buildings. There is no active row crop agriculture or dairy farms in Breezy Point. Because of the hilly topography and sandy soils, there are relatively few wetlands. The greatest concentration of wetlands is in the southwestern corner of the city with a few located near Lynch and Ossawinnamakee lakes.

Pelican Brook drains Ossawinnamakee Lake and is bordered by several wetlands and a floodplain. A channel was dug between Pelican and Ossawinnamakee lakes in order to raise the level of Pelican Lake, but instead

resulted in lowering it. A shoreland management zoning district exists within 1,000 feet of the lakes and 300 feet of Pelican Brook.

Regarding development, the sandy soils support development, and the steep slopes, combined with sandy soils, infiltrate surface water quickly.

### Gravel Mining

Another natural resource is the gravel that underlies much of the city. Several mining pits are active in the northwestern corner of the city. The existing gravel mines are anticipated to continue under the terms of the prior city permits for the foreseeable future.

33

PROTECTING THE UP NORTH LOOK IS A BIG PART OF WHAT BRINGS PEOPLE AND SUPPORTS THE LOCAL BUSINESSES.

-Community Survey Respondent

99





The mines should be required to conform to the requirements of the city’s surface water management and erosion control plan, when updated or revised. Post-retirement surface evaluation should allow for eventual reuse of the sites as housing or re-established forest.

**Past Management of Natural Resources**

Management practices, regulations, and attitudes toward natural resources have changed greatly over the years. Land use and development in Breezy Point and most northern communities reflect these changes. Many past practices were more harmful to natural resources than today’s practices, yet even now the struggle continues between conservation and exploitation of the environment.

Consequently, some of the natural resources of the region have been degraded. The old-growth forests were cut, wetlands were sometimes filled, habitats were reduced, and vegetation along many miles of lakeshore was reduced as seasonal cabins or permanent homes were built.

Breezy Point and other communities are engaged in a long-term process to mitigate some of these losses; however, it is a long process. Some harm requires many decades of care, while other is irreversible. However, most citizens and their elected officials recognize the importance of better environmental stewardship for the sake of public health, quality of life, and economic development. Many laws and regulations at the local, county, state, and federal level have institutionalized these views.





NATURE AND WILDLIFE IS AN IMPORTANT PART OF THIS COMMUNITY. PLEASE KEEP THAT.



-Community Survey Respondent

# GREENWAYS

With the vast amount of open space and undeveloped residential area, the city can leverage a set of corridors and identify new alignments to provide residents with a new trail-type experience. A *greenway* is a linear space established along a corridor, such as a riverfront, stream, valley, or other natural or landscaped system. Greenways may connect open spaces, parks, nature reserves, cultural features, or historic sites with populated areas and to one another. Greenways may or may not include a bikeway, shared-use path, or multiuse trail.

The social benefits of greenways can create places for people to meet, and serve as connectors to places, neighborhoods, and other parks. The health benefits of linear parks combine both physical exercise and mental benefits from interacting with nature. Breezy Point can capitalize on the vast amount of green space and sensitive environmental areas by drawing people to a linear park network that interconnects neighborhoods and the city-wide park network.

Sustainability is now a major goal for communities and land management. This means that decisions made now regarding the use of our resources will ensure those resources are available in the future. It also reflects an awareness that all natural resources contribute to the quality of life in the city and beyond.

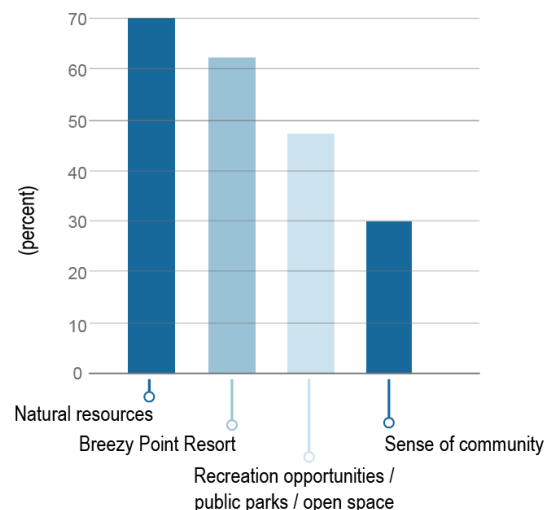
The planning process can contribute greatly to the process of righting past wrongs, improving future practices, and bringing a better balance to conservation and development. Elements of the plan that can work toward more sustainable management of natural resources are:

- Zoning to regulate development near lakes and streams, in floodplains, and near wetlands.
- Zoning ordinances as they regulate lots size, site development, landscaping, drainage, and tree replacement.
- Wastewater handling, either through the municipal systems or within on-site systems.
- A surface water management plan.
- Forest preservation and management.
- Local regulation of fertilizers, herbicides, and pesticides on lawns and golf courses; use of low-phosphorus lawn fertilizers.

## PUBLIC INPUT

Through the community input process, it was evident that residents value the attractive setting and natural resources that lie within, and adjacent to, the city. When asked to identify elements that make Breezy Point a great place to live, 82 percent of survey participants named the attractive setting and natural environment as the leading element. When focusing on future growth and development, participants were asked their opinions on what the city's greatest challenge will be. Protecting scenery and natural resources was voted as the fourth element with 31 percent. When asked to focus on the greatest asset in the city, the leading element was "natural resources" with nearly 71 percent.

**Q14. In your opinion, what are Breezy Points greatest assets?**







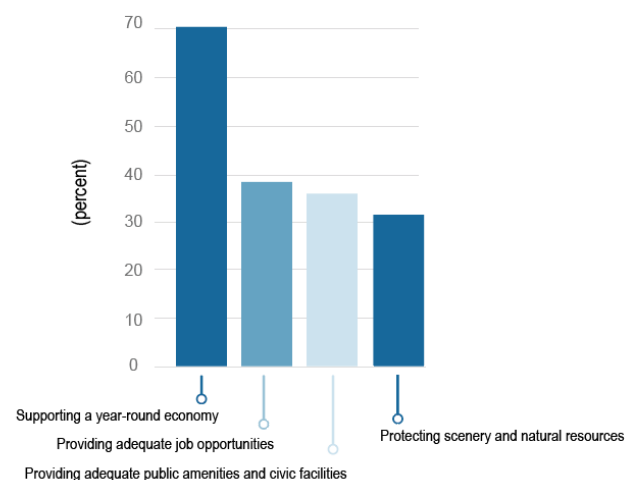
## TRENDS

### Low-Impact Development and Conservation Design

**Techniques:** Use any of the following techniques to reduce water runoff and boost groundwater recharge by creating a balance among runoff, infiltration, storage, groundwater recharge, and evapotranspiration. With this approach, receiving waters may experience fewer negative impacts in the volume, frequency, and quality of water runoff as to maintain base flows and more closely approximate runoff conditions. The following list is comprehensive, but may not be complete:

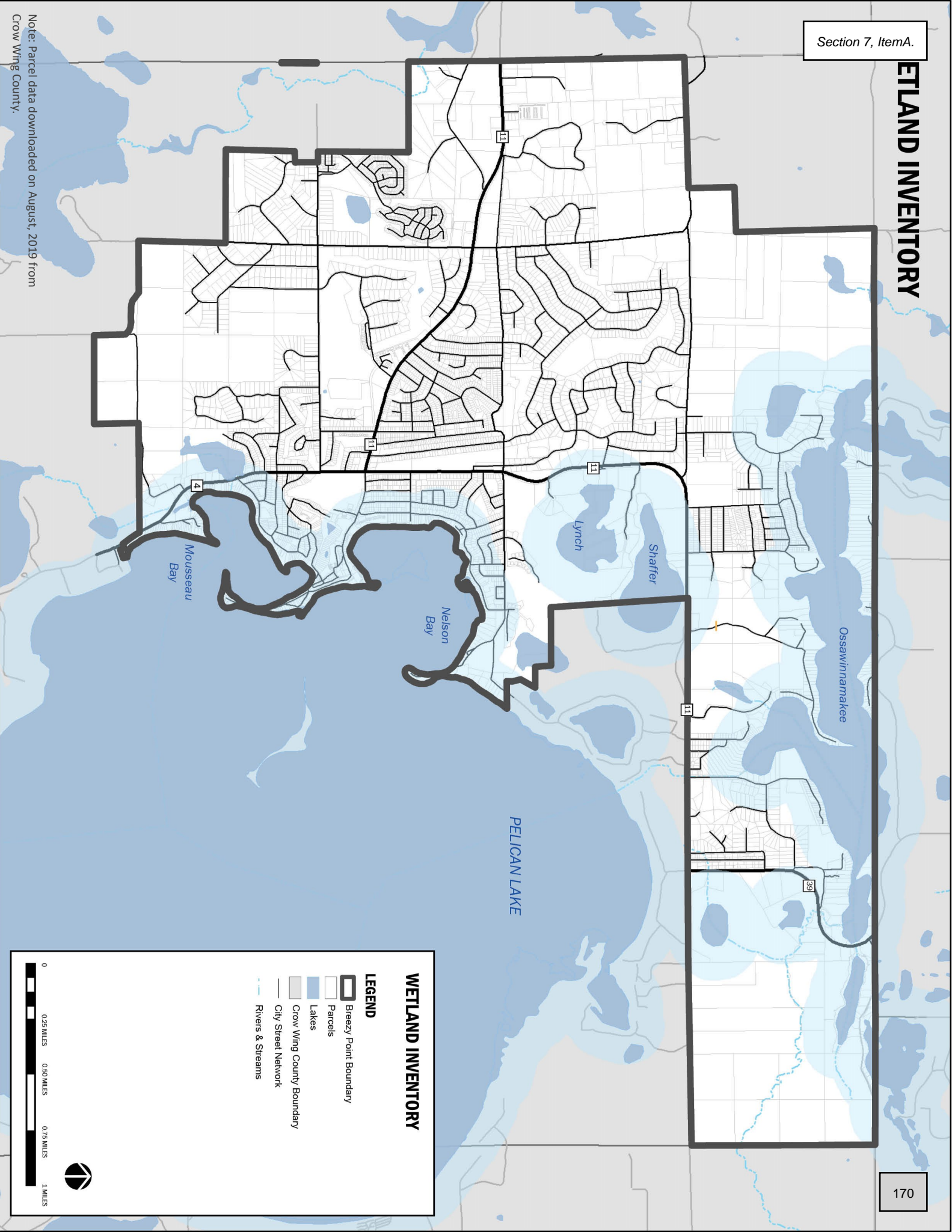
- Limit impervious surfaces created by driveways.
- Create natural resource areas.
- Preserve natural depression areas and topography.
- Use vegetated swales, on-site bioretention, wide and flatter swales.
- Maintain sheet flow and clusters of trees and shrubs in the path of water flow.
- Maximize tree preservation and reforestation.
- Use native vegetation that has deeper roots, more water uptake or better water evapotranspiration.
- Use filter and buffer strips, grass and infiltration trenches, and swales, and encourage the use of rain gardens.

**Q13. When it comes to growth and development, what is Breezy Point's greatest challenge?**



# ETLAND INVENTORY

Section 7, ItemA.



## WETLAND INVENTORY

### LEGEND

- Breezy Point Boundary
- Parcels
- Crow Wing County Boundary
- Lakes
- City Street Network
- Rivers & Streams



Note: Parcel data downloaded on August, 2019 from Crow Wing County.



## GOALS AND STRATEGIES

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Outlined below are three goals and 15 strategies to guide the expansion, preservation, and support for natural resources in the community.

### **GOAL 1: Plan for the provision and protection of open space, natural resources, and environmentally sensitive areas.**

#### **Strategies:**

1. Increase the amount of land devoted to parks and public open space, whether for recreation or environmental protection.
2. Extend and improve the trail corridor system, one that encompasses a variety of active and passive trail options.
3. Utilize practices that minimize the impact to habitat when developing parks.
4. Protect habitat patches, wildlife corridors, and natural resources from development.
5. Encourage conservation design principles.

### **GOAL 2: Ensure the protection and improvement of natural resources during the land development process.**

#### **Strategies:**

1. Identify significant environmental features, such as woodlands, wetlands, and forested tracts, that add value to the image of the community, and seek the means to preserve them.
2. Acquire and preserve natural areas and corridors as opportunities arise.
3. Encourage all members of the community to adopt best management practices regarding forest preservation whenever possible.
4. New developments should always seek to enhance the north woods character.
5. Encourage native or natural landscaping and low-impact development as an alternative to conventional landscaping and drainage.

### **GOAL 3: Preserve the city's economic success and viability by ensuring high environmental standards and unparalleled water quality.**

#### **Strategies:**

1. Promote outdoor recreation and the diverse range of activities within the city.
2. Improve public access to lakes.
3. Coordinate with resorts and area businesses to help visitors stay and play in Breezy Point when they come for events.
4. Develop year-round recreational opportunities, and partner with county and state organizations as needed.
5. Support stormwater best management practices and take an active role in treating runoff water before it enters area lakes and streams.





## 8. TRANSPORTATION

### OVERVIEW

Transportation is one of the most important elements in determining quality of life in a community. The purpose of this chapter is to evaluate the existing and future transportation conditions in the city.

Breezy Point should consider multimodal solutions to transportation, such as more efficient use of the roadway system, expanded golf cart side by side and similar transportation opportunities, and more options for biking and walking. Transportation strategies should ensure the adequacy of the existing roadway system, while developing and promoting practical alternatives that complement vehicular options.

Transportation infrastructure can influence how land is developed. For Breezy Point, some of the biggest challenges in the community are platted, but unbuilt, roads and minimum-maintenance roads. Minimum-maintenance roads and platted, but unbuilt, roads have hindered growth in parts of the community. It is important for the city to plan future growth in a way that builds an interconnected transportation system with multiple options, while also providing a variety of transportation options.

The purpose of this chapter is to capture the major transportation issues raised by the public as part of the plan update and those raised by the Roads Committee. Early in the plan update process the city and Steering Committee agreed that many of the recommendations in this chapter should complement and often carry forward the goals and strategies from the Road System Plan chapter in the 2016 Comprehensive Plan. The Road System Plan from the previous plan was very complete and much of the content was carried forward to the new plan.

### KEY FINDINGS

The public workshop, community survey, and stakeholder observations generated numerous comments, many of which related to transportation. The most predominant themes, which were gathered through extensive public outreach, were summarized into three main themes:

1. Improve walking and biking in neighborhoods and throughout city.
2. Motorized and nonmotorized trail networks.
3. Road maintenance.





The public input section below provides more context to the main themes for the transportation element in the comprehensive plan.

## PUBLIC INPUT

### Improve Walking and Biking in Neighborhoods and Throughout the City

Residents seek to connect their neighborhoods, provide opportunities for exercise and active living, and develop linkages to destinations such as area businesses and recreation opportunities. The city is without a sidewalk network, and the main highways can become a barrier to pedestrians. Participants seek to not only improve walkability, but to also integrate a multi-use trail network within the community to accommodate motorized and nonmotorized users.

### Motorized and Non-Motorized Trail Networks

Community members seek to expand and improve the existing motorized and nonmotorized trail network. Participants noted support toward integrating golf carts into the trail network (separated, multi-use trail). When asked if the city should plan and promote the use of low-speed vehicles such as golf carts over 80 percent of

respondents indicated yes. Throughout the planning process there was a general interest in planning for and integrating vehicles, such as golf carts and side-by-sides, into the transportation system. Respondents also indicated that trail networks provide recreational opportunities and contribute to the city's quality of life.

### Road Maintenance

The community survey asked, where specifically throughout the city would you like to see improvements? Respondents seek a comprehensive approach to improving the existing road network and seek to identify targeted improvement areas. Targeted areas were categorized as upgrading minimum-maintenance roads as well as paving existing gravel roads. Many responded to open-ended questions such as, what should the city's short-term priorities be (0-5 years)? and categorized road improvements as a reoccurring theme.





EXISTING CONDITIONS AND TRENDS

This section outlines the key transportation conditions and trends in and around the city. The existing conditions findings in this section are a summary of the conditions and trends found in this section.

Road System

The City of Breezy Point maintains a system of approximately 66 miles of public roads. A majority of the city roads are paved with asphalt, while some are improved with gravel. Three Crow Wing County highways – 11, 4, and 39 – cross the city and are built to a nine-ton standards. Other roads are classified as “minimum maintenance” and have only been graded. Approximately 30 percent of the 66 miles of city streets were with an engineer’s plan.

Public Roads by Type	
Road Surface	Mileage
Bituminous (county highway)	10.73
Bituminous (city street)	40.25
Gravel	17.73
Minimum maintenance*	9.08
Platted but not built**	2.93
Total	79.72

**\*Minimum-Maintenance Roads** – There are approximately nine miles of roads that are termed “minimum maintenance” and lack even a gravel surface.

**\*\*Platted but Unbuilt Roads** – There are approximately three miles of city streets in four locations that are platted but not built in any standard.

Functional Classification

Roads are typically classified and designed according to their intended function in the overall network, their expected traffic load, and design speed. Design elements that vary from one classification to another include width of public right-of-way (public land) or easement, width of paved surface, posted speed, minimum separation between intersections or driveways, curvature, slope, and pavement. Breezy Point’s Road Functional Classification map can be viewed on the following page.



# JUNCTIONAL CLASSIFICATION MAP

Note: Parcel data downloaded on August, 2019 from Crow Wing County.

SUNSET VALLEY RD

THRANE DR

PINE ROCKS LN

MOONINGBARD LN

SHOREVIEW LN

DEER PATH LN

NOVA HILL

BREEZY POINT BLVD

CHANNEL HTS

LAKE SHORE DR

PINEY WAY

CO RD 4

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN

Mousseau Bay

Nelson Bay

PELICAN LAKE

Lynch

Shaffer

Ossawinimamee

MEZZENGA LN

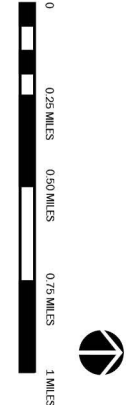
LAKE TRL

WILLOW LN

WILLOW LN

WILLOW LN

WILLOW LN



- MAP**
- FUNCTIONAL CLASSIFICATION**
- LEGEND**
- Breezy Point Boundary
  - Parcels
  - Lakes
  - Crow Wing County Boundary
  - Rivers & Streams
  - Minor Arterial
  - Collector
  - Proposed Collector
  - Local

The following chart lists the classification and design elements of roads in Breezy Point. Not every road in Breezy fits neatly into one or another category since local roads were built in different periods of time with varying standards.

Class	Examples	Function	Surface	Typical R-O-W	Typical Road	Other Features
<b>MINOR ARTERIAL</b>	County State-Aid Highways 11 and 4 County Road 39	Cross-county movement	Bituminous (nine-ton)	66 to 100	28 plus shoulders	Side ditches, centerline stripes
<b>COLLECTOR</b>	Ski Chalet Drive Dove Street Ranchette Drive Breezy Point Drive	Cross-city movement	Bituminous (seven-ton)	66 to 80	24–28	Side ditches, some have curb-gutter some have centerline stripes
<b>LOCAL (BITUMINOUS)</b>	Terminal Road Airport Road Birchwood Drive Robinhood Lane	Parcel access	Bituminous		32–36	Concrete curb and gutter
<b>LOCAL (GRAVEL)</b>	Shady Trail Blue Ridge Drive Cedar Street Rainier Drive	Parcel access	Gravel		30	Side ditches
<b>MINOR</b>	Catskill Drive First Avenue Aspen Lane	Parcel access	Unimproved		Varies; approximately 20 feet	

#### Road Maintenance, Improvements and Policy Statements

Road maintenance, improvements, and policy statements carry forward a series of policy or goal statements from the 2016 comprehensive plan for the maintenance and improvement of roads and streets within the city. Several limiting factors all interplay in considering what is desired, possible, practical, and achievable. The following limitations and goals will be used to consider in the improvements and maintenance of roadways within the city.

- As a general goal of the city all public roadways would eventually be paved.
- The extent of maintenance and roadway expense that the city currently intends to accomplish is limited to resources available without the need to bond. Bonding for public improvements may be a consideration in the future.
- Projects that involve the installation of sanitary sewer as well as paving improvements may involve the use of sewer capital funds for financing. When sewer funding is used, assessment income will be returned to the sewer fund.
- Seal coating activities are intended to occur on a routine basis to maintain roadways that would benefit from this application. The city will continue to work in cooperation with Crow Wing County in accomplishing seal coating bids.
- Other maintenance activities, such as shouldering, and pothole repairs, will be accomplished as time and budget permit.
- The purchase of a small asphalt roller to assist with these maintenance activities shall be pursued.
- Gravel roadways will be graded and maintained as time and budget permit.
- The Road Committee will meet periodically to discuss roadway issues and propose road maintenance activities and improvements on an annual basis.
- Consideration of paving of roadways requires an analysis of limiting factors. These include: the benefit test, amount of frontage of tax-forfeited property, amount of city contribution, and the ability to fund the project.
-

11. Many existing roadways have inadequate snow storage space due to excessive vegetation. As opportunities present themselves and as needed, tree and brush removal shall be accomplished.
12. Roads that are proposed for improvements shall include adequate drainage components in their design and construction.
13. Roads that lie within 1,000 feet of a shoreline will be considered a priority.
14. Petitioned projects that see substantial support will be considered a priority.
15. Roadways that are half paved will be considered a priority.
16. Roadways that could be established with sanitary sewer will be a priority.
17. Roadways that could not be reasonably expected to have sanitary sewer for an extended period of time are candidates for paving.
18. Gravel roads need attention in terms of grading and periodic material augmentation. As roadways degrade, the addition of aggregate and/or alternate approaches will be considered to be accomplished.
19. One type of alternate approach may be tried with chip seal of gravel roadways. A demonstration project may be accomplished to consider its use on a broader scale.
20. Roads will continue to be assessed for improvements with consideration of overall cost, city share if any, and miscellaneous concerns.
21. The assessment process used will involve the pre-project assessment before construction to limit challenges and/or provide the council with the ability to stop the project if a pending liability seems excessive.
22. Assessment income from paving projects financed through the General Fund will be assigned to return to the General Fund (or 401 Fund) for subsequent road projects.
23. Reconstruction of paved asphalt surfaces, overlays, or mill and overlays will be considered on an as needed basis as these can be difficult to assess.

### **Airport**

Breezy Point Airport is a private airport for use by its members and invited guests. The airport is owned by Breezy Point Airport, Inc., a Minnesota corporation. While the Breezy Point Airport has a clean, high-quality paved runway, future expansion and maintenance are handled differently from public airports. At Breezy Point the expansion and upgrades of the airport property are privately funded. The cost of maintenance for the runway and grounds comes from annual membership fees and assessments. Airport expansion is completely up to the private shareholders of the airport through their board of directors. Most of the adjacent properties, hangars, and residences along the runway are deeded to private owners. These properties along the runway, including the aircraft hangars, are developed, bought, and sold much like residential real estate. Source: Breezy Point Airport website: [www.breezypointairport.com](http://www.breezypointairport.com)

### **Transit**

The City of Breezy Point is located within the Brainerd & Crow Wing Public Transit Service Area. This service is classified as Dial-a-Ride and available Tuesdays, Wednesday, and Thursdays.

### **Nonmotorized Transportation**

Existing conditions for non-motorized are highlighted in the park and recreation chapter.



## Golf Cart Rules and Regulations

Rules and Regulations for Golf Cart Operation on City Streets

Proof of Minnesota State Minimum Liability Insurance Coverage for Operation on City Streets must be provided at time of permit purchase. Please check with your insurance agent to make sure you have at least the minimum required coverage for operation on City streets.

### Golf Carts May Be Driven on County Roads 4, 11, and 39 and City Streets:

- With current permit sticker displayed on the rear of cart
- Verification of insurance coverage must be carried in golf cart at all times
- With slow moving vehicle emblem displayed on rear of cart
- With rear view mirror
- Passengers limited to seating capacity

### Golf Carts are prohibited:

- With drivers younger than 15 years old
- On Buschmann Road
- From City Parks and Trails
- During inclement weather or limited visibility
- Between sunset and sunrise; unless equipped with original equipment headlights, taillights, and rear facing brake lights
- From towing trailers

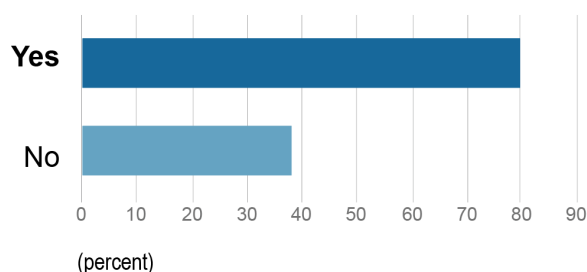
## Low Speed Vehicles

Golf carts and similar low speed vehicles (LSV) have become quite popular in Breezy Point. As golf cart and LSV use increase in popularity, communities such as Breezy Point are well positioned to embrace and plan for this growing trend. The geographical layout of Breezy Point fares well for the use of golf carts and LSVs for both transportation and recreational uses. In May of 2019, the Crow Wing County Board approved ordinance 1901. This ordinance regulates the use of golf carts on county roads within the city limits of Breezy Point. For residents and visitors, the policy allows golf carts to utilize Crow Wing County Roads 4, 11 and 39. By allowing golf carts to utilize these county roads, it opened most roads in Breezy Point for golf carts and LSVs use.

A series of best practices should be used when planning for low speed vehicle usage:

- **Safety Education and Enforcement:** Programs should educate the public on the safety and regulations for both golf carts and LSVs. Post signs and conduct educational programs to make sure drivers know to watch out for LSVs and golf carts.
- **Registration and Insurance:** All golf carts and LSVs should be registered with the appropriate local or state government agency.
- **Licensing :** A valid driver's license should be considered to operate both LSVs and golf carts on a public or private roads or trail.
- **Vehicle Safety Features:** Local governments should consider minimum golf cart safety features for on-road driving such as appropriate MUTCD signs and required reflective signs and lights on each individual cart.
- **Planning Complete Networks:** Integrate land development and transportation plans in order to develop complete networks for all travel modes.

### Q4. Should the city plan and promote the use of low-speed vehicles such as golf carts?





Multi-Modal Networks

A well-designed network for LSVs and golf carts could provide another transportation option in Breezy Point. Golf carts and LSVs provide a convenient way for people to travel farther and faster than they would on foot or a bicycle, without having to use a car. Planning for golf carts and LSVs aligns with the community's desire to improve modes of transportation and the overall network. In addition to planning for non-motorized transportation such as walking and biking, the community recognized the important of multimodal transportation planning. Multimodal transportation planning takes into account all modes of the transportation system, including automobiles, freight, transit, biking and walking for all ages and abilities.

BB

AS A RESORT COMMUNITY, IT ENHANCES TRAVEL BETWEEN POINTS OF INTEREST, ON A MORE PERSONAL LEVEL.

-Community Survey Respondent

BB

BB

GOLF CARTING WITHIN BREEZY IS A GREAT FEATURE FOR THE CITY. THE USE OF GOLF CARTS IS A UNIQUE AND USEFUL MODE OF TRANSPORTATION.

-Community Survey Respondent

BB

## GOALS AND STRATEGIES

Outlined below are nine objectives and 21 strategies intended to guide future transportation improvements in and around the city. The objectives and strategies listed in this section were created using a variety of sources. These include public input, recommendations from the 2016 plan, and the recommendations from the Roads Committee.

### Goal 1: Plan and build a road system according to adopted alignments, dimensions, maintenance improvements, and policies.

#### Strategies:

1. The city will follow the road alignments and classifications according to the Roadway Design Standards in the comprehensive plan when reviewing applications for plats, site plans, or road construction.
2. Design standards for the existing or future roads in Breezy Point are established by the unit of government that has jurisdiction (either Crow Wing County or the City of Breezy Point). The city has ownership of and control over all the local and collector roads, while the county has responsibility for arterial roads.
3. The city will follow adopted road and improvements ordinances and design standards as shown below.

ROADWAY DESIGN STANDARDS		
	Local Road	Collector Road
Right-of Way Width	66 feet	80 feet
Pavement Width	24 to 28 feet depending on forecast traffic volumes	26 feet plus paved shoulders
Number of Lanes	Not striped	2 @ 12'; center skip stripe
Edge Treatment	Drainage swale, no curb	Drainage swale, no curb, shoulder stripe 4-foot paved shoulder
Maximum Grade	8 percent	6 percent
On-Street Parking	Both sides	None
Design Speed	30 mph	35 to 55 mph

### Goal 2: Regulate access to roads to preserve road function and safety.

#### Strategies:

1. County roads: Follow Crow Wing county highways access management and spacing guidelines.
2. City roads: The minimum allowable separation of intersections along city streets is as follows:
3. Private driveways: 50 feet (where possible).
4. Developments on corner lots should use the lower volume street for access.
5. There should be no more than one access point per land parcel along a county highway.

### Goal 3: Surface and maintain city roads according to their function and traffic volume.

#### Strategies:

1. Major reconstruction: It is the policy of the city to respond to the growing demand for road improvements. The City Council will decide whether to upgrade roads (gravel surface to asphalt or minimum maintenance to gravel) on a case-by-case basis. Such improvements will be determined by the City Council either by Council initiation or by petition of property owners.
2. Gravel roads: The City Council will instruct the city engineer to conduct a study to determine the cost of surfacing a gravel road and assessing that cost to benefitting property owners when either:
  - i. Fifty percent of parcels with road frontage have been developed; or,
  - ii. A petition is received from at least 70 percent of property owners with road frontage; or,
  - iii. The road is programmed to receive a city sanitary sewer line; or,
  - iv. The City Council determines that the condition of a road is a hazard to public safety or mobility.



**Goal 4: Determine future intent for platted, but unbuilt road rights-of-way.****Strategies:**

1. On an individual basis, determine whether platted but unbuilt road right-of-way should be vacated, and the deeded to abutting property owners; or left alone to accommodate a future need.

**Goal 5: Ensure all roads within Shore Impact Zone are improved.****Strategies:**

1. The city should work toward paving roads within Shore Impact Zone.

**Goal 6: Create an integrated transportation network that encourages multimodal use.****Strategies:**

1. Encourage interconnected city streets that promote a variety of transportation options such as bicycling, walking, and approved motorized uses.
2. If any additional county highways are created or reconstructed in Breezy Point, the city will request that such roads include paved shoulders ten (10) feet in width for bicycling, walking, and golf cart use.

**Goal 7: Coordinate transportation planning with adjacent units of government and Crow Wing County.****Strategies:**

1. Continue to review with Crow Wing County all applications for access on all county highways in Breezy Point.
2. Collaborate with Crow Wing County, including traffic volumes and speeds, and corridor study of County Highway 11 through the cities of Pequot Lakes and Breezy Point.
3. Involve Crow Wing County and other jurisdictions in a study of the alignment, design, and classification of future roadways within the city.
4. Evaluate Bushmann Road and determine if it should remain a local road or be upgraded to a county road.

**Goal 8: Create linkages and/or collector roads as opportunities present themselves to provide for more efficient and safe traffic flow within the city.****Strategies:**

1. Consider the extension of roadways within Breezy Point to provide better connectivity.
2. Create a listing of unimproved roads that could be improved as platted or improved and extended to facilitate connectivity.

**Goal 9: Collaborate with public and private partners to plan for a multimodal transportation system.****Strategies:**

1. Coordinate with Crow Wing County Transit and other transit service providers.
2. Work with the local aviation group to ensure airport services and future plans are communicated.
3. Continue to develop its partnership with Crow Wing County to ensure that the city's transportation needs are incorporated into future projects by Crow Wing County.
4. Plan and promote walking and biking by working with local, state, and federal partners to plan, fund, and construct a network of trails to increase the nonmotorized transportation system.
5. Improve nonmotorized options for all through public engagement, program delivery, and capital investments.



OVERVIEW

Infrastructure is a critical part of a community’s viability and impacts the natural, economic, and social systems. Infrastructure improvements should be made with a clear understanding of implications on land use policies and natural and social environments. Infrastructure should be extended strategically to guide population growth in an environmentally sustainable manner consistent with this plan.

KEY FINDINGS

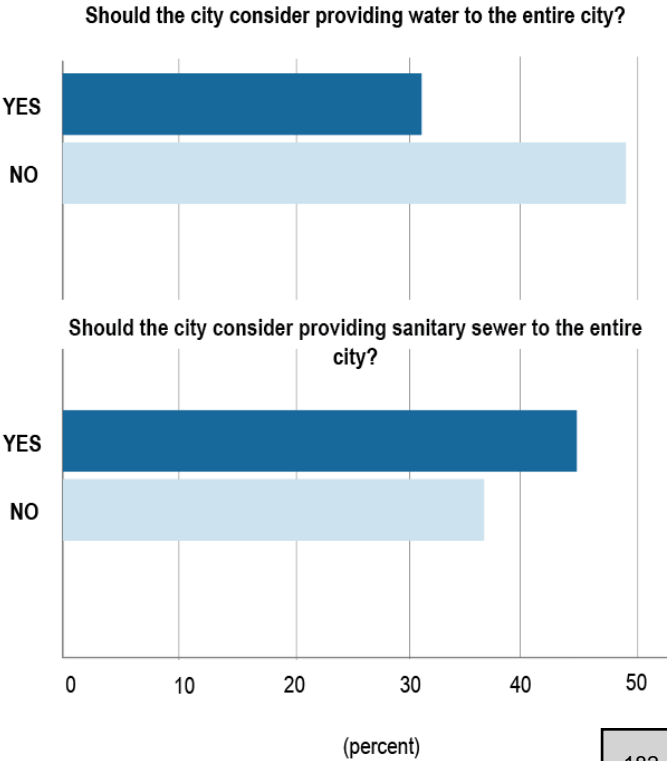
This section summarizes the key findings from the public input and technical analysis completed as part of the plan update. Collectively what was learned from the public input and technical analysis informed the development of the recommendations to guide the development and improvement of Infrastructure.

PUBLIC INPUT

Throughout the planning process, most people associated infrastructure with roads, which are covered in the transportation section. Two specific infrastructure questions were asked in the community survey. The first question was “Should the city consider providing water to the entire city?” Responses were: 30 percent yes (95 people), 50 percent no (155 people), and 20 percent no opinion (64 people). The second question was “Should the city consider providing sanitary sewer to the entire city?” Responses were: 50 percent yes (141 people), 37

percent no (115 people), and 18 percent no opinion (58 people).

Q18: Rate the following:







Steering Committee members discussed two points regarding infrastructure specifically around stormwater and a central water system. Members noted that Breezy Point had excellent soils and there hasn't been a concern around stormwater or the need to develop a stormwater management plan; however, it was recommended to review the standards and best practices for stormwater management and implement when needed. Secondly, the committee wanted to periodically review the need for a central water system. It was noted that a central water system is unlikely, but members wanted to continue to revisit the topic in conjunction with future comprehensive plan updates.

### EXISTING CONDITIONS AND TRENDS

**Wastewater Collection System** – The City of Breezy Point owns and operates a wastewater treatment plant and collection system through its sanitary sewer utility. The treatment plant is located at the southern end of the city and includes aeration and stabilization ponds and spray irrigation.

The city has approximately 14 miles of gravity sewer plus approximately three miles of force main sewer (in which the flow is pumped), and nine lift (pump) stations for serving areas that cannot be served by gravity lines.

**On-site Wastewater Treatment Systems** – In Breezy Point, there are approximately 1,000 private individual on-site wastewater treatment systems (a.k.a. septic tanks) plus approximately 250 holding tanks in Whitebirch Camping Cluster #1 along Ranchette Drive.

**Water Supply System** – The City of Breezy Point does not have a public water supply system; however, Breezy Point Resort does have such a system for the benefit of some of its properties. All other residential and commercial properties obtain water from their private, individual wells.

**Surface Water Management** – Prior to 2009, Breezy Point did not have an ordinance regulating runoff quantity, quality, or erosion control. The city also did not actively manage surface water runoff by owning or controlling any ponds that cleanse water before it runs into a natural water body such as a wetland, stream, or lake. However, in 2009 the city established a stormwater utility with ability to raise revenue through taxation. That revenue source will allow the city to prepare a plan and ordinance for managing surface water.

The following statements are central to the Breezy Point water quality plan and should remain relatively unchanged over time. The following four statements and supporting information were carried forward from the 2016 comprehensive plan.





## WATER QUALITY OBJECTIVES

### 1. Fully serve the neighborhoods and districts where city sewer service is available.

**Municipal Sewer Service** – Extend the municipal sewer system at the request and cost of benefitting landowners. Extensions should be incremental extensions of existing lines to adjacent residential, commercial or industrial properties. Potential expansion areas are illustrated by Map, Municipal Sanitary Sewer Plan. Monitor the remaining capacity of the central wastewater treatment plant to ensure that steps are taken in a timely fashion to expand the plant if necessary. It was estimated in 2019 that the equivalent of approximately 165 homes would reach 85% of capacity, which would trigger expansion planning. During expansion planning and construction, the equivalent of an additional 244 homes could be served with the remaining 15% of capacity until expansion construction is completed. Closely monitoring storage and discharge is an ongoing effort, and early detection of needs will require a proactive approach to address future storage capacity. Before the current capacity of the treatment plant is reached, determine whether prior allocations of plant capacity to planned but unbuilt projects can be returned to the city and be made available to other locations. Determine the need to recoup such allocations, the cost to the city, and the optimal timing.

### 2. Use the municipal sanitary sewer system to help protect water quality in Pelican Lake and Lake Ossawinnamakee.

**Pelican Lake** – Continue to require new homes and businesses in the sewer service area near Pelican Lake to connect to the municipal sewer system. Extend the system down Weaver's Point at the request and expense of the benefitting land owners.

**Lake Ossawinnamakee** – Study the need for and feasibility of improving wastewater service for all parcels between Buschmann Road and Lake Ossawinnamakee that are smaller than 20,000 square feet. Options include (a) connecting to the city's system, (b) connecting to a small "package" treatment plant located in the vicinity, (c) using advanced (three-stage) on-site systems (for ownership tracts between 20,000 and 60,000 square feet), and (d) using holding tanks. Assess the cost of public improvements to the benefitting property owners. Investigate the availability and requirements of grants from the Minnesota Public Facilities Authority and/or the U.S. Rural Development Administration to offset some of the cost of this potential project, whether they are public or private improvements.

**Potential Municipal Sewer Expansion Areas** – If the approach described in No. 3 is not adequate or acceptable, study the feasibility of providing municipal sanitary sewer service to the established neighborhoods located between Buschmann Road and County Road 11 as illustrated on (map).



KEEP UP WITH AGING INFRASTRUCTURE, IMPROVEMENTS, AND ADDING EXTENSIONS TO ROAD SYSTEMS TO ENCOURAGE GROWTH.

-Community Survey Respondent



ENSURE INFRASTRUCTURE IS ADEQUATE TO ACCOMMODATE GROWTH PLANS.

-Community Survey Respondent



### 3. Protect groundwater quality in unsewered areas while encouraging housing development.

**On-Site Wastewater Alternatives:** Protect groundwater quality in unsewered areas by allowing alternative treatment systems as follows:

- Properties smaller than 20,000 square feet: May require city sewer service.
- Properties larger than 20,000 square feet: Require the use of approved on-site wastewater systems.
- Existing systems: Require that existing on-site wastewater systems be upgraded to be consistent with this objective upon system failure (as determined by the city) or when an upgrade or expansion of the system is necessary.

### 4. Prepare and implement a plan for managing stormwater and erosion control in an environmentally sensitive manner.

**Establish a stormwater utility:** Establish a stormwater utility in the form of a city enterprise fund that could provide stable funding for stormwater planning, public education, management, and capital projects.

**Prepare a Stormwater Management Plan:** Prepare a plan for managing stormwater that may address:

- Reducing the discharge of total suspended solids to surface water
- Construction site runoff
- Flood control devices
- Illicit connections and discharges
- Industrial and high-risk runoff
- An information and education program
- Toxic spills
- Management practices such as: cleaning catch basins, collecting leaves, sweeping streets, maintaining control structures, maintaining roads, and managing nutrients on city properties

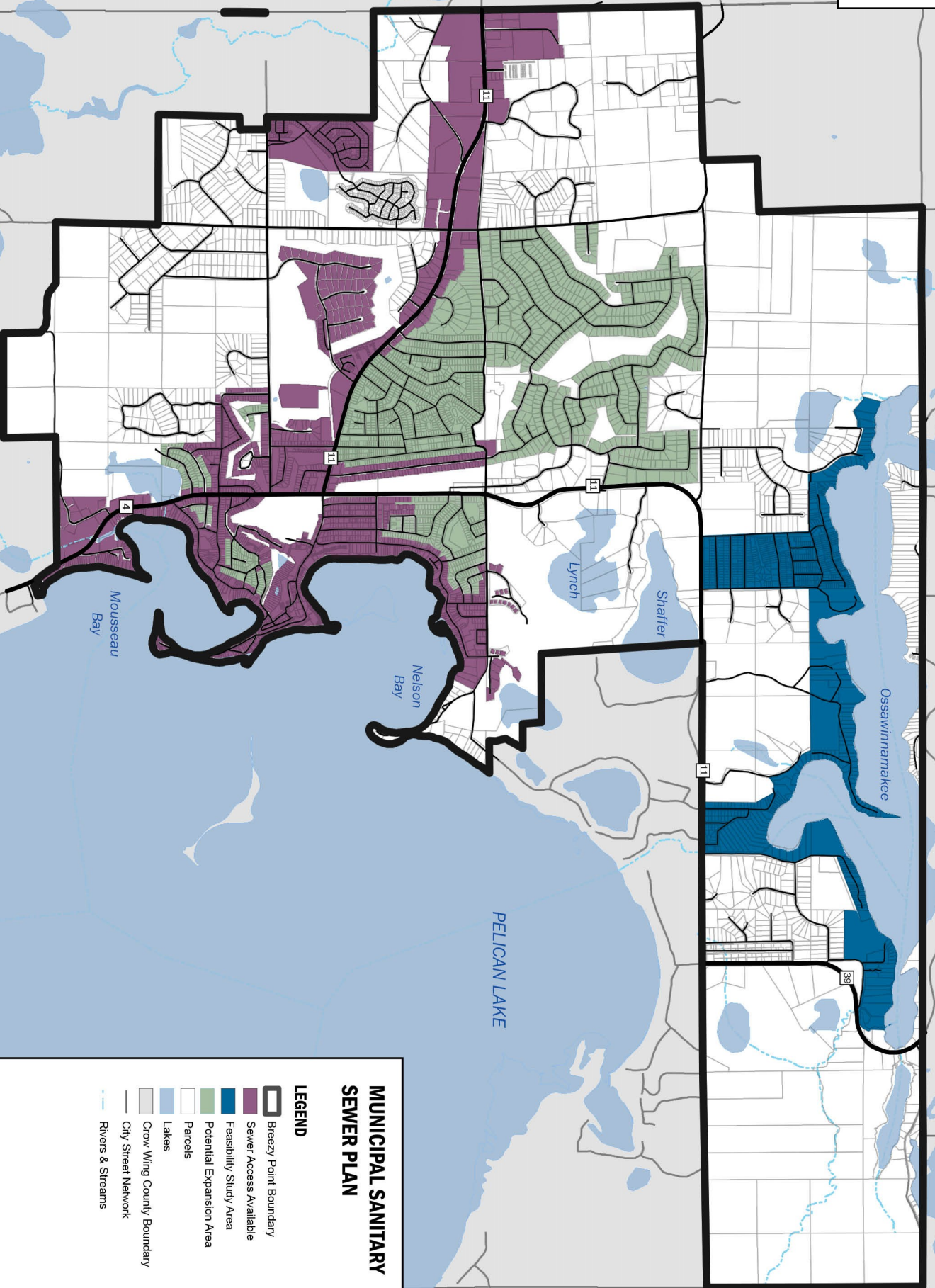
**Apply the management plan:** Use the stormwater management plan to review and improve development applications, build public capital improvements related to stormwater, and write new or amended regulations.

**Low-impact development and conservation design techniques:** Use any of the following techniques to reduce water runoff and boost groundwater recharge by creating a balance between runoff, infiltration, storage, groundwater recharge, and evapotranspiration. With this approach, receiving waters may experience fewer negative impacts in the volume, frequency, and quality of water runoff as to maintain base flows and more closely approximate predevelopment runoff conditions. The following list is comprehensive but may not be complete.

- Limit impervious surfaces created by driveways and structures.
- Create natural resource areas.
- Minimize disturbance and compaction of a site. Loosen soils when construction is complete to preserve soils.
- Preserve natural depression areas and topography.
- Use vegetated swales, on-site bioretention, wide and flatter swales.
- Maintain sheet flow and clusters of trees and shrubs in the path of water flow.
- Maximize tree preservation and reforestation.
- Use native vegetation that has deeper roots, more water uptake, or better water evapotranspiration.
- Minimize storm drainpipes.
- Use filter and buffer strips, swales, grass, and infiltration trenches. Encourage the use of rain gardens.



# MUNICIPAL SANITARY SEWER PLAN



## MUNICIPAL SANITARY SEWER PLAN

### LEGEND

- Breezy Point Boundary
- Sewer Access Available
- Feasibility Study Area
- Potential Expansion Area
- Parcels
- Lakes
- Crow Wing County Boundary
- City Street Network
- Rivers & Streams

0 0.25 MILES 0.50 MILES 0.75 MILES 1 MILES



Note: Parcel and tax forfeit data downloaded on August, 2019 from Crow Wing County.



## GOALS AND STRATEGIES

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Outlined below are five goals and 10 strategies to guide the future development and management of infrastructure in the city. The goals indicate a specific direction, while the strategies are detailed actions necessary to initiate or complete an objective such as a program, policy, or a project.

### **Goal 1: Infill current sewer service areas.**

#### **Strategies:**

1. Fully serve the neighborhoods and districts where city sewer service is available.

### **Goal 2: Protect lake water quality.**

#### **Strategies:**

1. Use the municipal sanitary sewer system to help protect water quality in Pelican Lake and Lake Ossawinnamakee.
2. Require new homes and businesses in the sewer service area to connect to the municipal sewer system.
3. Study the need for and feasibility of improving wastewater service for all parcels that are smaller than 20,000 square feet.

### **Goal 3: Protect groundwater quality in unsewered areas while encouraging development.**

#### **Strategies:**

1. Protect groundwater quality in unsewered areas by allowing alternative treatment systems as follows:
  - a. Properties smaller than 20,000 square feet: May require city sewer service.
  - b. Properties larger than 20,000 square feet: Require the use of approved on-site wastewater systems.
  - c. Existing systems: Require that existing on-site wastewater systems be upgraded upon system failure or when an upgrading or expansion of the system is necessary.

### **Goal 4: Monitor the need to provide city water to the city.**

#### **Strategies:**

1. Periodically review the need for a central water system.

### **Goal 5: Manage stormwater and erosion control in an environmentally sensitive manner.**

#### **Strategies:**

1. Review the standards and best practices for stormwater management and implement when needed.



# 10. COMMUNITY SERVICES & FACILITIES

## OVERVIEW

This chapter addresses city services, such as public safety, and education, that meet the daily needs of residents and visitors. The quality of these facilities and services is key to defining the city's quality of life. Having high-quality services and facilities is also important to serve existing residents and attract businesses and visitors to the community.

## KEY FINDINGS

This section summarizes key findings from the public input and technical analysis completed as part of the plan update. The development of the community services and facilities goals and strategies outlined in this chapter was informed by what was learned from the public input and technical analysis of the existing conditions and trends.

## PUBLIC INPUT

Safety is important to residents. Comments related to safe neighborhoods and community safety were mentioned numerous times during the planning process. When respondents were asked, “What are some things

that make the City of Breezy Point a great place to live?” safe neighborhoods and streets was the second-highest-ranked item after attractive setting/natural environment. Respondents in the community survey overwhelmingly identified low crime and safe neighborhoods as the most important factor when asked what factors make Breezy Point a healthy community.

Providing adequate amenities such as education, health care, downtown, library, cultural facilities, parks, and city facilities was also identified as a challenge when it comes to growth and development for the City of Breezy Point. The concept of a community center was brought up several times during the public engagement process. Residents identified the desire to have a community center that would provide residents with physical fitness, community events, and educational opportunities. A central gathering space or community gathering space was also highlighted during the planning process. It was noted a central gathering space could serve as a place for social gathering, farmers’ markets, and concerts as well as could help with the identity and branding of the community.





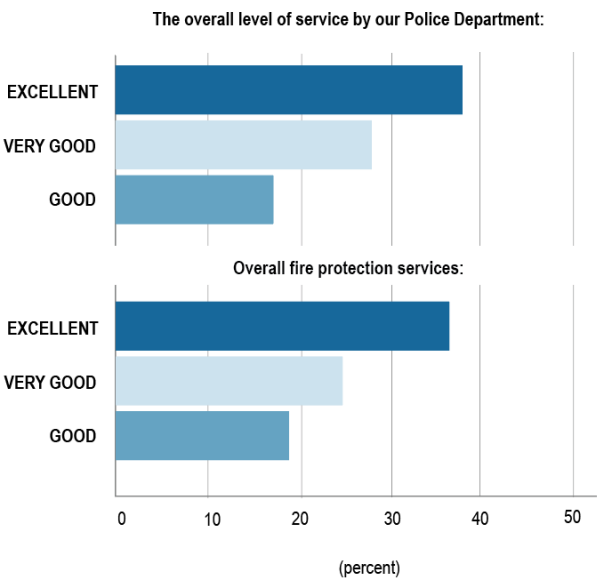
EXISTING CONDITIONS AND TRENDS

This section outlines some of the key indicators related to community services and facilities in the city. This information informed the development of the goals and strategies outlined in the next section.

Breezy Point was historically a vacation spot that has evolved into a community that includes Eagle View Elementary School. The 15+ square miles and 130 miles of road provide a significant area for the police department’s six full-time officers to patrol.

The police department also contracts 20 hours patrol per week to the nearby citizens of Pelican Township. The department provides quality service with equipment that includes an ATV with tracks and cardiac defibrillators in each squad. Watch for the radar trailer to be set up at various locations and check the speed of your vehicle. The city is served by the Pequot Lakes Fire Department and includes a satellite station maintained at the Breezy Point Public Safety Building.

Q17: Rate the following:



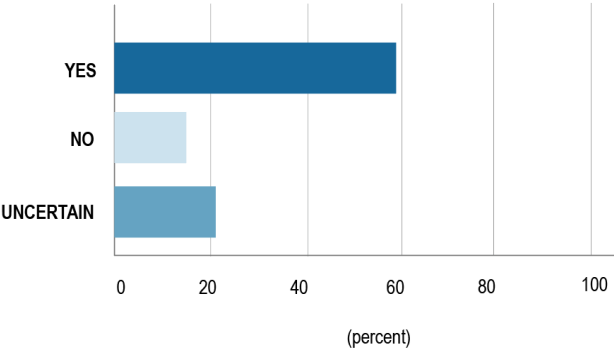




The City of Breezy Point does not have a community center, which, as in some cities, also includes features such as swimming pool, exercise equipment, classrooms, library or other components. The City Hall does contain a multi-functional room that also serves as the City Council Chambers, kitchen, and lunch room.

As the City of Breezy Point continues to grow, the demand for additional public facilities and services may increase. The city should use the information gathered as part of the comprehensive plan’s community survey or conduct an additional survey to understand the needs and wants of the community. As upgrades to additional public facilities or new facilities are identified, proper planning and budgeting will be required. One way to accomplish this is through the use of a Capital Improvements Plan (CIP). The CIP identifies capital projects and equipment purchases, provides a planning schedule, and identifies options for financing the plan.

**Q5: Would you like to see a public space that could be used for community gatherings within the city?**



BB

I WOULD LIKE TO SEE A COMMUNITY CENTER OR WELLNESS OPPORTUNITIES FOR YEAR ROUND RESIDENTS.

-Community Survey Respondent

99

## GOALS AND STRATEGIES

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Outlined below are four goals and 12 strategies to guide the development of community services and facilities in Breezy Point.

### **Goal 1: Maintain adequate public facilities and services to meet the health, safety, education, and leisure needs of Breezy Point residents.**

#### **Strategies:**

1. Continue to provide proper maintenance and annual capital improvements to existing public spaces to maintain them for long-term use.
2. Coordinate the expansion of funding for public facilities and public spaces with the overall growth of the community.
3. Use the results from the community survey to understand and plan for the needs and wants of the community.

### **Goal 2. Promote efficient and effective government by using information and communication technologies.**

#### **Strategies:**

1. Promote the city's websites and social media pages to increase local programming, community connection, and involvement.
2. Use technology and electronic means to deliver services and provide information to citizens and businesses.

### **Goal 3. Sustain the quality of life within Breezy Point by providing an environment that promotes a sense of security and safety.**

#### **Strategies:**

1. Encourage public safety through participation in ongoing education, crime prevention, and fire prevention programs.
2. Enhance public trust and strengthen relationships through proactively engaging stakeholders in the community to include: neighborhoods, businesses, youth, school district, and the residents.
3. Seek to understand community concerns through enhanced interaction in the community.

### **Goal 4: Enhance Breezy Point's Police Department through staffing, training, and equipment.**

#### **Strategies:**

1. Provide appropriate training, continuing education, professional development, programs, and procedures to better serve the community.
2. When the City Council determines a need, it may purchase and place in service equipment/technology designed to enhance the delivery of police department services.
3. Pursue grant funding from all sources, as appropriate, to purchase new equipment.
4. Develop an inventory of existing equipment and technology to prioritize replacement.



# 11. IMPLEMENTATION

## OVERVIEW

The comprehensive plan is meant to be a working document that results in enhancements to Breezy Point. In a sense the plan presents a "blueprint" for action that provides direction and assists decision makers with short- and long-range choices.

The preparation of this plan update included involvement from a cross representation of city staff, city officials, residents, and the business community. Implementation will involve city departments, boards, City Council, nonprofits, businesses, and citizens. It will also require participation of Crow Wing County and other area partners.

Implementing the actions and strategies identified in the plan is crucial to achieving the goals of the plan and improving the quality of life for residents, tourists, and the business community in Breezy Point. The balance of this chapter includes guidance on managing and using the

plan. It also includes a summary of goals and strategies from each element.

## KEY FINDINGS

The key findings of this section highlight the themes identified throughout the public engagement process and should serve as a high-level guide when making decisions. The findings were identified by characteristics the community would like to maintain and characteristics the community would like to see improved.



## MAINTAIN:

**Protect Natural Resources and Scenery:** Community members acknowledged the attractive setting and multitude of natural resources that Breezy Point has to offer and identified this as the leading, most vital asset of the community.

**Sense of Community:** Participants noted they enjoy the “small-town feel” and the amenities that Breezy Point has to offer. Participants often referred to the “people” who make Breezy Point such an enjoyable place to live, along with the bustling summer months, and the natural draw to the area.

**Recreation Opportunities:** The various lakes, golf courses, and resort provide a multitude of opportunities for recreation. Residents expressed their priority in protecting and enhancing these amenities that offer residents and visitors opportunities to recreate, exercise, and be immersed in the natural environment.

**Water Quality:** A variety of lakes and streams add to the pristine character of the city. It’s important to residents that we maintain the multitude of natural resources and protect their quality.

**Safe Neighborhoods:** Respondents feel that safe neighborhoods are the leading element that makes Breezy Point a healthy community.

## IMPROVE:

**Community Identity:** The community seeks to build a community identity that captures the unique experience and sense of place that Breezy Point has to offer.

**Year-Round Employment Opportunities:** Participants seek a diverse economy that can sustain the community throughout the year, offering opportunities at every season.

**Business Expansion and Retention:** Tourism and recreation are essential components of the city’s economy. Citizens support efforts to create places where people do not want to leave.

**Retail Options:** Community members who participated in the survey felt that supporting commercial and retail growth is among the top priorities for future growth in the City of Breezy Point.

**Motorized and Nonmotorized Trail Networks:** Community members seek to expand and improve the existing motorized and nonmotorized trail network. Participants noted support toward integrating golf carts into the trail network (separated, multi-use trail).

**Expand Housing Options:** The community seeks a coordinated effort to expand housing options for all ages in the community and seeks to provide housing that is affordable to the typical residents.

**Road Maintenance:** Respondents seek a comprehensive approach to improving the existing road network and seek to identify targeted improvement areas.

The plan is intended to be used daily as public and private decisions are made concerning development, redevelopment, capital improvements, economic incentives, and other matters affecting the city. The following is a summary of how decisions and processes should align with the goals and strategies of the plan.

**Annual Work Programs and Budgets**  
Individual city departments and administrators should be cognizant of the recommendations of the plan when preparing annual work programs and budgets.

## Development Approvals

Administrative and council approvals of development proposals, including rezoning and subdivision plats, should be a central means of implementing the comprehensive plans. Decisions by the Planning Commission, City Council, Roads Committee, Parks Committee, and other boards or committees under the city umbrella should reference relevant comprehensive plan recommendations and strategies. The zoning code and subdivision regulations should be updated in response to regulatory strategies presented in the plan.

## Capital Improvement Plan

A capital improvement plan (CIP) should be prepared consistent with the comprehensive plan’s strategies and infrastructure recommendations.

## Private Development Decisions

Property owners and developers should consider the goals and strategies of the comprehensive plan in their land planning and investment decisions. Public decision makers will be using the plan as a guide in their development deliberations such as zoning matters and infrastructure requests. Property owners and developers should be cognizant of and complement the plan’s recommendations.

## Consistent Interpretation

City Council should collaborate with the Planning Commission to ensure clear and consistent interpretation of major items in the plan.



## PLAN MANAGEMENT

The comprehensive plan should be monitored on a regular basis, and when necessary, it should be revised or updated. This section outlines the guidance for monitoring the plan's effectiveness and maintaining its relevancy.

### Monitoring the Plan

The comprehensive plan should be monitored for implementation effectiveness and relevancy. As stated in the Objectives and Strategies section, this should happen on a formal basis at least once per year.

### Updating the Plan

A major update of the comprehensive plan should be scheduled by the City Council following a formal recommendation from the Planning Commission and administration. The update should be considered at least every five years. In the interim, key milestones may be reached that necessitate an update sooner than a five-year cycle. Such milestones should be considered by the Planning Commission and administration on a case-by-case basis.

There may be circumstances that warrant formal amendment of the plan. Amendments to the plan should be made only with careful consideration and compelling justification. The Steering Committee that crafted this plan was clear that the recommendations of the plan represented a strong, long-term vision and that changes should not be made lightly.

## OBJECTIVES AND STRATEGIES

Outlined below are three objectives and nine strategies to help manage implementation of the plan.

**CITY OF BREEZY POINT** Comprehensive Plan

### Monitor and Share Implementation Progress Strategies:

- Prepare an annual report that summarizes the status of plan implementation and outlines annual accomplishments and priorities.
- Hold a special public meeting on a regular basis to review the city's success in implementing the plan.
- Schedule meetings with the Planning Commission periodically to address the status of plan implementation and discuss other long-range planning issues.
- Develop a formal training program for council and board members. Training should focus on land use law, meeting procedures, organizational dynamics, and how to use the plan.

### Require Concurrence with the Comprehensive Plan Strategies:

- Require concurrence in rezoning and other major development approvals.
- Require staff reports to reference the comprehensive plan.
- Require interpretation of the comprehensive plan by Planning Commissioners and City Council to be in writing.

### Develop the Necessary Regulatory Tools for Implementation Strategies:

- Update the city's code to implement this plan.
- Coordinate development with surrounding local units of government and Crow Wing County.

## LAND USE

ACTION	SUB-ACTION	PRIORITY
Review city code and make amendments as appropriate to align with the comprehensive plan		M
Hold a yearly workshop with the City Council to determine priorities for the upcoming year		H
Identify growth areas and guide development to these areas	Complete a map identifying growth areas	L
Complete an assessment of buildable and non-buildable residential lots throughout the city based off a set of development criteria	Identify clusters of tax-forfeited lots that can be grouped to facilitate development	L
Consider acquiring tax-forfeited parcels adjacent to future park and public uses		M
Amend zoning ordinances to expand the list of permitted uses, consistent with this plan		M

## COMMUNITY CHARACTER

ACTION	SUB-ACTION	PRIORITY
Support community gatherings throughout the city		M
Launch a marketing campaign to highlight the city's offerings and amenities	Leverage social media to share success stories and attractions	M
	Specifically advertise the character elements that define the city	M
Support local partners around seasonal event programming		M
When feasible, construct wayfinding and directional signage throughout the city at strategic locations		M



## PARK AND RECREATION

Section 7, Item A.

ACTION	SUB-ACTION	PRIORITY
Complete a set of plans that address the long-range planning of the park and trail network, either combined or standalone	A bicycle and pedestrian master plan	M
	Become a Bicycle Friendly Community through the League of American Bicyclists	M
	Long-range park plan	M
Promote the active and passive offerings within the park network	Leverage social media to promote the park system offerings	H
	Develop maps and signage for the park network	H
	Provide a map identifying the various water accesses	M
Develop a playground replacement plan	Integrate park equipment replacement needs into the CIP	H
When possible, acquire natural areas and greenways to improve connectivity and advance conservation efforts	Review tax-forfeited lands adjacent to existing parks and future areas	L
Coordinate with landowners to advance planned trail alignments		M
Promote passive winter trail use such as snowshoeing and cross-country skiing	Provide trail maps	H
Construct historical and interpretive elements throughout the park network to reinforce the city's identity		M
Conduct a community center feasibility study		M
Incrementally construct a natural surface trail network for hiking and develop an operation and maintenance plan that is a shared public/private effort		L
Monitor the use of recreation facilities		H
Strategically plan for the expansion of the disc golf course		M
Specially market and promote the disc golf course		H

## NATURAL RESOURCES

ACTION	SUB-ACTION	PRIORITY
Acquire natural areas when feasible and that align with this plan	Improve connectivity through natural area corridors and greenways	L
	Interconnect existing natural areas to one another	L
Promote appropriate shoreline and best management practices meant to improve water quality	Coordinate with Crow Wing County and lake associations to distribute materials	H
Map important natural resource and environmental features	Inventory wildlife corridors, habitat, and natural resources	M
	Identify woodlands, wetlands, and forested tracts	M
	Identify greenways and natural trail corridors	M

## HOUSING

Section 7, Item A.

ACTION	SUB-ACTION	PRIORITY
Complete a housing study	Coordinate with Crow Wing County on timely updates	H
When needed, work with area businesses to determine workforce housing needs	Prepare a needs analysis	M
Identify and inventory areas prime for redevelopment or lifecycle housing options		M
Conduct and maintain an inventory of buildable lots		M
Recruit developers to address housing needs		M

## TRANSPORTATION

ACTION	SUB-ACTION	PRIORITY
Develop Capital Improvement Plan (five-year)		H
Develop a city road document that combines ordinances, design standards, assessment policies, and other related road subjects into one comprehensive document		L
Identify a process to improve local roads	Evaluate minimum-maintenance roads to develop priority list	M
	Send letters to property owners on minimum-maintenance roads with options on road improvements	M
	Identify unpaved roads in the Shoreland zone and develop a priority list	M
Perform a corridor study of County Highway 11 through the cities of Pequot Lakes and Breezy Point		M
Evaluate Bushmann Road and determine if it should remain a local road or be upgraded to a county road		M
Review local and regional studies to advance roadway priorities	Maintain arterial status of Highway 11 and County Road 4	M
	Identify priority improvements for separated and on-street trail facilities	M
	Improve existing and propose motorized and nonmotorized	M
	Achieve bike-friendly status through League of American Bicyclists	H

## ECONOMIC DEVELOPMENT

ACTION	SUB-ACTION	PRIORITY
Work with area partners and business owners to develop a promotional campaign	Identify a variety of platforms to share this message and story	H
Develop a citywide branding initiative		M
Review site design guidelines to identify areas for improvement		L
Utilize economic development authority when necessary		M
Work with local and regional partners to help attract businesses		M
Form a local business association		M

## INFRASTRUCTURE

ACTION	SUB-ACTION	PRIORITY
Review sanitary sewer capacity	Monitor the capacity of the central wastewater treatment plant to ensure that steps are taken to expand the plant if necessary	M
	Review municipal sanitary sewer map and determine if changes are needed “potential expansion area” for sewer service	L
Enhance broadband and other technology with area providers and partners		M
Prepare a stormwater management plan	Use the stormwater management plan to review and improve development applications to build public capital improvements related to stormwater and write new or amended regulations	L
Develop Capital Improvement Plan (20-year)	Add infrastructure needs to the capital improvement plan	H



## COMMUNITY SERVICES & FACILITIES

ACTION	SUB-ACTION	PRIORITY
Develop Capital Improvement Plan (20-year)	Conduct an inventory assessment of existing facilities and review responses from the community survey to identify facility wants and opportunities	H
	Add community facilities, public equipment, and technology needs to the capital improvement plan	H
	Coordinate with partners to identify equipment and technology needs as well as available funding programs	M
Promote the city's website and social media pages	Review and update (if needed) permit forms and applications on city website. Consider designing forms so they are fillable PDFs	L
	Review content on the city's webpage to ensure information is accurate and updated	H
Continue public safety presence and interaction in the community		H

## GENERAL BEST PRACTICE

ACTION	SUB-ACTION	PRIORITY
Complete annual reports summarizing the progress that has been made	Create a report template to aid in the ease of preparation	H