

City of Dayton
Economic Development Authority (EDA)
January 20, 2026
7:30 a.m.

Dayton City Hall Council Chambers, 12260 South Diamond Lake Rd, Dayton, MN 55327
EDA Commissioners may participate by interactive technology

Zoom link: <https://us02web.zoom.us/j/83069149854?pwd=b6gnkXWqjZro6YnPKQ8bU4l1qTaJpr.1#success>

7:30 1. **Call to Order**

<p>The EDA consists of seven members, including two City Councilmembers and five members of the Dayton business community or residents of the City of Dayton with business and/or economic development expertise, each with an interest in promoting the economic growth and development of the City of Dayton. The EDA shall have all the powers, duties, and responsibilities set forth in Minnesota Statutes §469.090 to §469.1081.</p>
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7:30 2. **Approval of the Agenda**

- A. Swearing in Tim Huttner
- B. Elect EDA Officers

7:40 3. **Consent Agenda**

- A. Approval of Minutes, December 16, 2025
- B. EDA Treasurer's Report
- C. Summary of Non-Residential inquiries

7:40 4. **Open Forum**

Time is limited to 3 minutes. No EDA Action will be taken. However, direction can be given to staff for future meetings.

7:40 5. **Old Business**

- A. Damaged/Abandoned Utility Boxes
- B. Sidewalk Repairs in Old Village
- C. Railroad Spur & financing
- D. Lent Property
- E. Robinson Street Tax Forfeit property
- F. Dayton Parkway Tax Forfeit property
- G. Balsam Lane Signage
- H. Sign Ordinance

6. **New Business**

- 7:55 A. Adessa/Carvana Site Plan Review
- 8:05 B. EDA Strategic Plan Review

7. **Staff & Board Updates** (verbal)

- 8:20 A. Staff Updates
- 8:25 B. EDA Member Updates

The next EDA meeting will be on Tuesday, February 17, 2025, at 7:30 am

8:25 8. **Adjourn**

EDA MISSION STATEMENT: The Dayton EDA drives targeted growth through business attraction, retention, and strategic redevelopment. We prioritize projects that align with infrastructure, land use, and long-term fiscal health. Our mission is to build a resilient, competitive, and livable city.



**CITY OF DAYTON
ECONOMIC DEVELOPMENT STRATEGY PLAN (2022)
GOALS:**

1. Strengthen the Local Tax Base
 2. Encourage Public/Private Partnerships to construct public infrastructure to support quality development
 3. Foster Employment growth with strong wage opportunities through attraction of new businesses and expansion of existing businesses
 4. Ensure city processes are business friendly and do not create barriers to development
 5. Promote the growth of a “City Center” located [at] Territorial Road and Holly Lane Area
 6. Explore preservation, reinvestment, and redevelopment possibilities within the Historic Village
 7. Provide greater clarity around when and how to use City Assistance for projects
 8. Strengthen quality of life within Dayton through enhancement of recreational opportunities
 9. Use Economic Development resources to promote a full range of housing choices within Dayton
-



OATH OF OFFICE

State of Minnesota
SS: Counties of Hennepin and Wright

I, Tim Huttner, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Minnesota, and that I will discharge faithfully the duties of the office for the City of Dayton as an Economic Development Authority Commissioner in the Counties of Hennepin and Wright, the State of Minnesota, according to law and the best of my judgement and ability.

Printed Name: Tim Huttner

Signature: _____

Subscribed and sworn to before me this 20th day of January, 2026

Amy Benting, City Clerk

ITEM:

Elect EDA Officers

APPLICANT/PRESENTERS:

Jon Sevald, Community Development Director

PREPARED BY:

Jon Sevald, Community Development Director

BACKGROUND/OVERVIEW:

EDA Officers shall be elected annually. Officer descriptions are provided in the EDA Bylaws.¹

2025 Officers:

President	Tim Huttner
Vice-President	Shawn Luther
Secretary	Dave Anderson
Treasurer	Jack Bernens
Assistant Treasurer	_____

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

None.

ROLE OF THE ECONOMIC DEVELOPMENT AUTHORITY:²

President: *Is there a Motion to elect a ___(position)___?*

Motioner: *I nominate ___(name)___ to serve as ___(position)___.*

President: *___(name)___, do you accept the nomination?*

Nominated: *I accept (or respectfully decline) the nomination.*

President: *Are there any other nominations? Hearing none, all in favor of electing ___(name)___ to ___(position)___.*

RECOMMENDATION:

None.

ATTACHMENT(S):

Resolution
EDA Bylaws, Sep 17, 2014

¹ EDA Bylaws, Article 3 (Officers)

² Adapted from Roberts Rules of Order, Article XI (Miscellaneous), 66 (Nominations and Elections)

EDA RESOLUTION 01-2026

**CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA**

**A RESOLUTION APPOINTING OFFICERS OF
THE CITY OF DAYTON ECONOMIC DEVELOPMENT AUTHORITY**

WHEREAS, the City of Dayton Economic Development Authority (“EDA”) has all of the powers and responsibilities set forth in Minnesota Statutes §469.090 to §469.1081 and,

WHEREAS, the EDA Bylaws, Article 3, requires an annual election of EDA Officers; and,

NOW, THEREFORE BE IT RESOLVED, the following are appointed by the EDA as Officers for the year 2026,

President _____
Vice-President _____
Secretary _____
Treasurer _____
Assistant Treasurer _____

ADOPTED, this 20th day of January 2026 by the City of Dayton Economic Development Authority.

Motion by _____, Second by _____.
Motion *Approved*.

Tim Huttner, EDA President

ATTEST:

Jon Sevald, Executive Director

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF DAYTON, MN**

AMENDED AND RESTATED BYLAWS

Adopted by Dayton City Council: , 2024
Adopted by Dayton EDA: , 2024
Amended by Dayton City Council: August 27, 2024
Amended by Dayton EDA: September 17, 2024

**Amended and Restated Bylaws
of the Economic Development Authority of the City of Dayton**

ARTICLE 1 - THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be the “City of Dayton Economic Development Authority” (the “Authority”). Its governing body shall be called the EDA Board of Commissioners (the “Board”). The Board shall be the body responsible for the general governance of the Authority and shall conduct its official business at meetings of the Authority.

Section 2. Seal of Authority. Pursuant to Minnesota Statutes § 469.096, subd. 1, the Authority shall have an official seal. The official seal of the City of Dayton shall also be the official seal of the Authority.

Section 3. Office of Authority. The offices of the Authority shall be the Dayton City Hall.

Section 4. Scope of Authority. All actions of the Authority are subject to limits established by the Amended and Restated Enabling Resolution adopted by the City Council of the City of Dayton on August 12, 2024 (Resolution No. 37 - 2024), which may be amended from time to time, and as provided in Minnesota Statutes, Chapter 469.

ARTICLE 2 - BOARD

Section 1. Number and Appointment of Commissioners. The Board consists of seven (7) members, at least 2 of which shall be members of the City Council, each appointed by the Mayor and approved by the City Council for a term of six (6) years, except the term of any Commissioner who is a member of the City Council shall end when the City Council term of office ends. A Commissioner shall serve until a successor has been appointed and installed.

Section 2. Eligibility. Commissioners shall be members of the Dayton business community, or residents of the City of Dayton with business and/or economic development experience, each with an interest in promoting the economic growth and development of the City of Dayton.

Section 3. Vacancies. Vacancies shall be filled by appointment made by the Mayor and approved by the City Council, and shall be for the unexpired term of the Commissioner who vacated the position.

Section 4. Removal. A Commissioner may be removed by the City Council for inefficiency, neglect of duty, or misconduct in office. Removal shall only be after a hearing by the City Council. A copy of the charges must be given to the Commissioner at least ten (10) days before the hearing. The Commissioner must be given an opportunity to be heard in person or by legal counsel at the hearing. When written charges have been submitted against a Commissioner, the City Council may temporarily suspend the Commissioner. If the City Council finds that such charges have not been substantiated, the Commissioner shall be immediately reinstated. If the

City Council finds that such charges are substantiated, the Commissioner shall be removed. In the event of removal, a record of the proceedings, together with the charges and findings, shall be filed in the office of the City Clerk.

ARTICLE 3 - OFFICERS

Section 1. Officers. The officers of the Authority shall be a President, a Vice-President, a Treasurer, an Assistant Treasurer, and a Secretary. The City Administrator shall serve as the Secretary, Assistant Treasurer and as an ex-officio member of the Board of Commissioners. All officers shall be elected annually by the Authority. The President, the Vice-President, and the Treasurer shall be members of the Board; the Secretary and the Assistant Treasurer need not be members of the Board. No Commissioner may be both President and Vice-President simultaneously and the President and Vice-President shall not hold any other office with the Authority. No Commissioner may be both Treasurer and Assistant Treasurer simultaneously. The President may be any member of the Authority. The office of Assistant Treasurer may be held by the a person other than a Commissioner.

Section 2. President. The President shall preside at all meetings of the Authority, shall sign or countersign all certificates, contracts and other instruments of the Authority as authorized by the Board of Commissioners, except that all checks of the Authority shall be executed by the Dayton Mayor and City Clerk on the Authority's behalf. The President shall make reports to the Board of Commissioners, and shall perform all such other duties as are incident to the office or are properly required of the office by the Board of Commissioners.

Section 3. Vice-President. The Vice-President shall perform the duties of the President in the absence or incapacity of the President; and in case of the resignation or death of the President, the Vice-President shall perform such duties as are imposed on the President until such time as the Board shall elect a new President.

Section 4. Secretary. The Secretary shall issue notice for all meetings, keep minutes of all meetings of the Board, and maintain all records of the Authority. The Secretary shall have charge over the Authority's books, and shall make such reports and perform such other duties as are incident to the office, or are properly required by the Board by resolution.

Section 5. Treasurer. City Staff shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such banks or banks as the Board may select. Staff shall prepare financial reports and submit same to the Treasurer for review. Staff shall render to the Treasurer, at least annually (or more often when requested), an account of such transactions and also the financial condition of the Authority. The Treasurer shall convey such report to the Board.

Section 6. Assistant Treasurer. The Assistant Treasurer shall have the powers and duties of the Treasurer in the absence or incapacity of the Treasurer.

Section 7. Additional Duties. The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Board or the bylaws or rules and regulations of the Authority.

Section 8. Vacancies. Should the office of President, Vice-President, Treasurer, Assistant Treasurer, or Secretary become vacant, the Board shall elect a successor from its membership at the next regular meeting, or at a special meeting called for such purpose, and such election shall be for the unexpired term of said officer.

Section 9. Additional Personnel; Executive Director. The Board may from time to time employ such staff, technicians, and experts as it deems necessary to exercise its powers, duties, and functions, including engineering, legal, public accounting, consulting, or other services. The selection and compensation of such personnel shall be determined by the Board. The Community Development Director shall serve as the Executive Director of the Authority. The Executive Director shall handle day-to-day matters of the Authority on behalf of the Authority at the direction of the Board.

Section 10. Signature Authority. The following signature authority shall be authorized for transactions executed under direction of the Board:

- (A) All orders and checks of the Authority for the payment of money shall be executed by the Dayton Mayor and City Clerk on the Authority's behalf.
- (B) The President and the Executive Director shall sign all contracts, deeds, and other instruments made or executed by the Authority, except as otherwise authorized by resolution of the Board.
- (C) The Vice-President shall have the capacity to sign as an alternate officer of the Authority under certain extenuating circumstances such as a lengthy excused absence, vacancy, termination, resignation, incapacitation or death of the President, Treasurer, Assistant Treasurer, or Executive Director. The Vice-President may sign as an alternate for only one absent officer for any Authority matter until the absent officer has returned or a successor is elected to fill the office. The Vice-President may not sign in the capacity of more than one officer for any particular item requiring more than one signature.
- (D) For purposes of definition, "lengthy excused absence" is defined as "a period, usually significant in length, during which an officer is away and/or unable to fulfill the officer's role within the Authority leading to the potential for business issues of the Authority to be delayed and/or deadlines to be missed."

ARTICLE 4 - MEETINGS

Section 1. Regular Meetings. The Board may hold regular meetings according to a meeting schedule, if any, adopted or revised from time to time by the Board, and shall hold at least one regular meeting every other month. The Board shall approve the annual meeting dates for the

following year at the last meeting of the calendar year, which shall be published as required by the Minnesota Open Meeting Law.

Section 2. Special Meetings. Any rescheduled Regular Meeting shall be a Special Meeting, for which notice shall be posted as required by the Minnesota Open Meeting Law. Any other Special Meeting of the Board may be called by the President or any two Commissioners for the purpose of transacting any Authority business designated in the call by the President or two Commissioners. Notice of any special meeting shall be posted and/or published as is required by the Minnesota Open Meeting Law. At any Special Meeting, no business shall be considered other than as designated in the Notice.

Section 3. Quorum. The powers of the Authority shall be vested in the Board. Four (4) Commissioners shall constitute a quorum for the purpose of conducting the business and exercising the powers of the Authority and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Board upon a vote of a majority of the Commissioners present.

Section 4. Order of Business. At the regular meetings of the Board the following shall be the order of business:

1. Call to Order
2. Approval of agenda
3. Consent Agenda
 - a. Approval of the minutes of previous meeting
4. Open Forum
5. Old business
6. New business
7. Staff and Board Updates
8. Adjourn

Section 5. Adoption of Resolutions. Resolutions of the Board shall be deemed adopted if approved by not less than a simple majority of all Commissioners present, unless a different requirement for adoption is prescribed by law. At the request of any Commissioner, a resolution may be read aloud prior to voting on that resolution. If a resolution is not read aloud, the title of the resolution must be read aloud prior to voting on that resolution. Voting on resolutions shall be by voice vote.

All resolutions shall be written and shall be executed after passage. The Secretary shall retain resolutions in the journal of the proceedings.

Section 6. Rules of Order. The meetings of the Board shall be governed by the most recent edition of *Robert's Rules of Order*.

ARTICLE 6 – MEETINGS, EXPENSES, AND ATTENDANCE

Section 1. Reimbursements. Commissioners and offices shall be entitled to reimbursement for all reasonable travel and related expenses incurred in the performance of duties on behalf of the Authority. Expenses that are eligible for reimbursement shall be the same as are approved for the City by the Dayton City Council. Requests for reimbursements shall comply with the policies and procedures approved for the City by the Dayton City Council.

Section 2. Compensation. Commissioners shall be compensated for attendance at regular and special meetings of the Authority. Such compensation shall be set by the Dayton City Council by separate resolution.

Section 3. Meeting Attendance. The Executive Director shall report to the Dayton City Council the absence of a Commissioner from any three regular Authority meetings in a calendar year, with a recommendation that the Commissioner be removed from the Board.

ARTICLE 7 - MISCELLANEOUS

Section 1. Amendments to Bylaws. The bylaws of the Authority shall be amended only by resolution approved by at least four (4) of the members of the Board. Amendments to the Bylaws must be approved by the City Council of the City of Dayton before becoming effective.

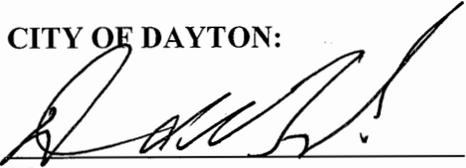
Section 2. Review, Approval of Board Applications. Applications or letters of interest for open seats on the Authority shall be reviewed by the City Council. The City Council has the sole authority to appoint Commissioners to the Board.

Section 3. Finance and Administration.

- (A) The monies of the Authority shall be deposited in the name of the Authority in official depositories of the City of Dayton.
- (B) The fiscal year of the Authority shall coincide with the fiscal year of the City of Dayton.
- (C) The Authority shall prepare an annual budget projecting anticipated expenses and sources of revenue. Said report shall be prepared and submitted to the City of Dayton by August 1 of each year. The Authority shall follow the budget process established by the Dayton City Council for the departments of the City of Dayton.
- (D) The books and financial records of the Authority shall be kept and maintained at the City Hall for the City of Dayton.
- (E) The Authority shall have available for the City's auditor a summary of the preceding year's revenues and expenditures, within six (6) months after the close of the fiscal year.

ATTEST:

CITY OF DAYTON:



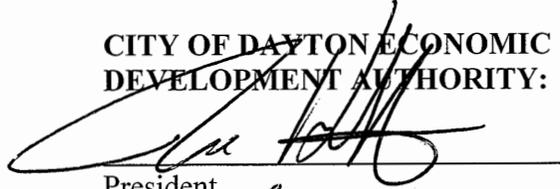
Mayor



City Clerk

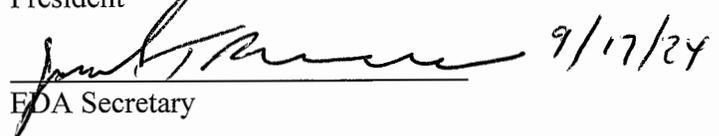
Date: 9-17-24

**CITY OF DAYTON ECONOMIC
DEVELOPMENT AUTHORITY:**



President

9-17-24



EDA Secretary

9/17/24

Date: 9-17-24

**MINUTES OF THE NOVEMBER 18, 2025
CITY OF DAYTON, MINNESOTA
ECONOMIC DEVELOPMENT AUTHORITY MEETING**

Call to Order

Huttner called the meeting to order at 7:31 AM on December 16, 2025.

Roll Call

Present: Anderson, Salonek, Huttner, Luther, Bernens, Fashant, and Weber

Absent:

Also, in attendance: Jon Sevald, Executive Director; Hayden Stensgard, Planner II; Zach Doud, City Administrator (for Tax Levies and Interest discussion)

Approval of the Agenda

The agenda was amended to include a discussion on tax levies and interest relating to the Triangle property under New Business.

Motion to approve the amended agenda made by Luther, seconded by Anderson. Motion carried 7-0.

Consent Agenda

A. Approval of Minutes, November 18, 2025

B. EDA Treasurer's Report

C. Summary of Non-Residential inquiries

Motion to approve the consent agenda made by Weber, seconded by Salonek. Motion carried 7-0.

Open Forum

There were no participants for the Open Forum.

Old Business

A. Damaged/Abandoned Utility Boxes

Nothing was discussed.

B. Sidewalk Repairs in Old Village

Public Works plans to repair the sidewalks in spring 2026. Salonek confirmed that Marty would be getting quotes for the work.

C. Railroad Spur

Nothing was discussed.

D. Lent Property

Sevald reported that IAG has indicated there is significant interest in the property from realtors, but no offers have been received yet.

E. Robinson Street Tax Forfeit Property

Sevald stated the property was conveyed from Hennepin County to the city, and at the November council meeting, it was provided to the EDA. The EDA previously agreed on a price, and they are now waiting for confirmation from Hennepin County that the property is in the EDA's name before putting it on the market.

F. Dayton Parkway Tax Forfeit Property

Sevald detailed the City Council provided the EDA with a \$300,000 loan as a gap measure to purchase the property. The city sent a check to Hennepin County and is awaiting confirmation of the property transfer to the EDA's name. Once confirmed, the city will plat the property, establish right-of-way and stormwater pondage areas, and market the remaining property. Sevald noted there has been significant interest in this property for several years.

G. Balsam Lane Signage

Sevald presented a proposal for a digital sign at Balsam Lane with a quote of \$98,000 for real brick or \$90,000 for faux brick. The sign would replace the existing Raintree sign and would double as a Welcome sign for the City of Dayton.

The EDA discussed aligning the design with existing gateway signage in Dayton, including using the same curved top design. They agreed to proceed with faux brick and potentially creating a program where businesses on Balsam could pay to have their names on the digital display, with costs estimated at \$300-500 per year per business.

The EDA directed staff to work on this for next month, develop a proposal for businesses, and obtain the necessary easement from Raintree.

New Business

A. Sign Ordinance

Sevald stated the EDA discussed whether to revisit the sign ordinance. Multiple members suggested to make it more business-friendly. There was consensus that the current 15-page ordinance could be improved and simplified. The EDA agreed to review the sign ordinance for the next meeting to identify specific improvements.

B. MN Bonding Request: Rail Spur

Sevald shared the feasibility study was estimated at approximately \$20,000, with the railroad spur potentially costing \$3 million and a transload facility between \$8-20 million. The discussion involved differentiating between a railroad spur and a transload facility.

The EDA decided to postpone detailed discussion until after meeting with potential stakeholders, including Cemstone, RDO, and a consulting company recommended by BNSF.

C. Tax Levies and Interest

Anderson raised concerns about the city charging interest to the EDA for the \$300,000 loan for the Triangle property. Anderson claimed that since the EDA is working to bring properties into income-producing status that will generate tax revenue, the EDA should receive a portion of that future tax revenue to fund its activities.

Sevald stated that legally the city cannot specifically allocate tax revenue from individual properties to the EDA. The EDA could request a higher levy amount based on the value it adds to the city. Doud confirmed the EDA cannot individually levy specific properties for the EDA.

Additional discussion over the EDA adding value to city to show council and get more funds available for future years. (Salonek departed the meeting early.)

Staff & Board Updates

A. Staff Updates

Sevald provided several updates.

B. EDA Member Updates

Weber noted damaged traffic lights at the I-94 exit onto Dayton Parkway and broken walkway lights on the bridge that needed repair.

The next meeting is scheduled for January 20, 2026, at 7:30 a.m.

Adjourn

Motion to adjourn made by Luther, seconded by Anderson. Motion carried 6-0.

The meeting adjourned at 8:56 AM.

PERIOD ENDING 12/31/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	BEG. BALANCE 01/01/2025	ACTIVITY FOR MONTH 12/31/2025	YEAR-TO-DATE THRU 12/31/25	END BALANCE 12/31/2025
Fund 225 - EDA						
Assets						
225-00000-10100	Cash		683,254.11	772,183.70	221,859.75	905,113.86
225-00000-10450	Interest Receivable		0.00	0.00	0.00	0.00
225-00000-10500	Taxes Receivable - Current		0.00	0.00	0.00	0.00
225-00000-11500	Accounts Receivable		200.00	0.00	50.00	250.00
225-00000-15000	Due from Other Funds		0.00	0.00	0.00	0.00
TOTAL ASSETS			683,454.11	772,183.70	221,909.75	905,363.86
Liabilities						
225-00000-20200	Accounts Payable		7,397.93	772,183.70	765,179.77	772,577.70
225-00000-22500	Due to Other Funds		0.00	0.00	300,000.00	300,000.00
TOTAL LIABILITIES			7,397.93	772,183.70	1,065,179.77	1,072,577.70
Fund Equity						
225-00000-25300	Unreserved Fund Balance		676,056.18	0.00	0.00	676,056.18
TOTAL FUND EQUITY			676,056.18	0.00	0.00	676,056.18
Revenues						
225-40100-31012	EDA Property Tax Levy	0.00		0.00	0.00	0.00
225-40400-33431	LOCAL AFFORDABLE HOUSING AID-STATE	0.00		0.00	36,598.51	36,598.51
225-40700-36210	Interest Earnings	0.00		0.00	22,617.69	22,617.69
225-40700-39000	Other Financing Sources	0.00		0.00	925.00	925.00
225-40700-39101	Sales of General Fixed Assets	0.00		0.00	89,000.00	89,000.00
225-40700-39200	Interfund Operating Transfers	0.00		0.00	0.00	0.00
TOTAL REVENUES		0.00		0.00	149,141.20	149,141.20
Expenditures						
225-41710-50210	Operating Supplies	0.00		0.00	1,725.12	1,725.12
225-41710-50300	Professional Svcs	0.00		0.00	34,152.65	34,152.65
225-41710-50308	Contract Services	0.00		0.00	0.00	0.00
225-41710-50370	Property Tax Payments	0.00		0.00	652.50	652.50
225-41710-50430	Miscellaneous	0.00		0.00	40,000.00	40,000.00
225-41710-50510	Land	0.00		0.00	915,880.95	915,880.95
TOTAL EXPENDITURES		0.00		0.00	992,411.22	992,411.22

PERIOD ENDING 01/31/2026

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	BEG. BALANCE 01/01/2026	ACTIVITY FOR MONTH 01/31/2026	YEAR-TO-DATE THRU 01/31/26	END BALANCE 01/31/2026
Fund 225 - EDA						
Assets						
225-00000-10100	Cash		905,113.86	(772,577.70)	(772,577.70)	132,536.16
225-00000-10450	Interest Receivable		0.00	0.00	0.00	0.00
225-00000-10500	Taxes Receivable - Current		0.00	0.00	0.00	0.00
225-00000-11500	Accounts Receivable		250.00	0.00	0.00	250.00
225-00000-15000	Due from Other Funds		0.00	0.00	0.00	0.00
TOTAL ASSETS			905,363.86	(772,577.70)	(772,577.70)	132,786.16
Liabilities						
225-00000-20200	Accounts Payable		772,577.70	(772,577.70)	(772,577.70)	0.00
225-00000-22500	Due to Other Funds		300,000.00	0.00	0.00	300,000.00
TOTAL LIABILITIES			1,072,577.70	(772,577.70)	(772,577.70)	300,000.00
Fund Equity						
225-00000-25300	Unreserved Fund Balance		676,056.18	0.00	0.00	676,056.18
TOTAL FUND EQUITY			676,056.18	0.00	0.00	676,056.18
Revenues						
225-40100-31012	EDA Property Tax Levy	25,000.00		0.00	0.00	0.00
225-40400-33431	LOCAL AFFORDABLE HOUSING AID-STATE	0.00		0.00	0.00	0.00
225-40700-36210	Interest Earnings	0.00		0.00	0.00	0.00
225-40700-39000	Other Financing Sources	0.00		0.00	0.00	0.00
225-40700-39101	Sales of General Fixed Assets	0.00		0.00	0.00	0.00
225-40700-39200	Interfund Operating Transfers	0.00		0.00	0.00	0.00
TOTAL REVENUES			25,000.00	0.00	0.00	0.00
Expenditures						
225-41710-50210	Operating Supplies	0.00		0.00	0.00	0.00
225-41710-50300	Professional Svcs	0.00		0.00	0.00	0.00
225-41710-50308	Contract Services	0.00		0.00	0.00	0.00
225-41710-50370	Property Tax Payments	0.00		0.00	0.00	0.00
225-41710-50430	Miscellaneous	0.00		0.00	0.00	0.00
225-41710-50510	Land	0.00		0.00	0.00	0.00
TOTAL EXPENDITURES			0.00	0.00	0.00	0.00

December 2025 non-residential inquiries. Status is Anomous until an application is submitted, and becomes public.

DATE	CATEGORY	DESCRIPTION	FACILITY	JOBS	INVESTMENT	STATUS
12/1/2025	Commercial	Site Plan	Office	250-300		Graco. Pending Prelim Plat, PUD Amd, Site Plan
12/2/2025	Other	Other	Other	-	-	MnDEED Brownfield grant & loan opportunity
12/2/2025	Other	Other	Other	-	-	Hennepin Co. CDBG RFP
12/8/2025	Industrial	Concept Plan	Spec Industrial	?	?	Anonymous. Discuss layout 200,000sf spec building
12/8/2025	Commercial	Site Plan	Office	250-300		Graco. Pending Prelim Plat, PUD Amd, Site Plan
12/8/2025	Other	Other	Other	-	-	Hennepin Co. Local Storefront Grant
12/8/2025	Industrial	Site Plan	Auto Repair	200	\$ 20,000,000	Carvana Auto Reconditioning building
12/9/2025	Other	Other	Manufacturing	330	\$ 22,565,000	States Manufacturing MnDEED MIF annual report
12/10/2025	Industrial	Concept Plan	Spec Industrial	?	?	Anonymous. Discuss layout 200,000sf spec building
12/10/2025	Other	Other	Manufacturing	40	\$ 30,000,000	Greater MSP inquiry
12/10/2025	Mixed Use, other	Land	TBD	?	?	Inquiry re: Lent & Triangle property. Referred to IAG.
12/11/2025	Industrial	Concept Plan	Spec Industrial	?	?	Anonymous. Discuss layout 200,000sf spec building
12/11/2025	Commercial	Site Plan	Office	250-300		Graco. Pending Prelim Plat, PUD Amd, Site Plan
12/15/2025	Industrial	Other	Manufacturing	40	\$ 30,000,000	Greater MSP inquiry
12/16/2025	Industrial	Site Plan	Auto Repair	200	\$ 20,000,000	Carvana Auto Reconditioning building
12/16/2025	Industrial	Other	Manufacturing	40	\$ 30,000,000	Greater MSP inquiry
12/18/2025	Industrial	Other	Manufacturing	40	\$ 30,000,000	Submitted sites to Greater MSP
12/19/2025	Mixed Use	Land	Mixed-Use, other	?	?	Received verbal offer to purchase Lent, Triangle property
12/19/2025	Other	Other	Other	-	-	Hennepin Co Local Storefront grant
12/22/2025	Industrial	Existing Building	Manufacturing	?	?	MnDEED inquiry. Information provided
12/23/2025	Other	Other	Other	-	-	Hennepin Co econ data follow up
12/29/2025	Other	Other	Manufacturing	330	\$ 22,565,000	States Manufacturing MnDEED JCF wage notice
12/29/2025	Industrial	Site Plan	Auto Repair	200	\$ 20,000,000	Carvana Auto Reconditioning building
12/29/2025	Mixed Use	Land	Mixed-Use, other	?	?	Inquiry re: Lent & Triangle property. Referred to IAG.
12/30/2025	Industrial	Existing Building	Manufacturing	?	?	MnDEED inquiry. Information provided

ITEM:

Damaged/Abandoned Utility Boxes

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

In 2024, the EDA expressed concerns about damaged and abandoned utility boxes in the right-of-way. In order to file a complaint with the Public Utilities Commission (PUC), the owner, location, and previous correspondence is needed. There are an estimated 2,000+ utility boxes and 52 eligible telecommunication providers in Dayton.

During the May 20, 2025 EDA meeting, the EDA directed Staff to bring forward to the City Council for action. September 9, 2025, the City Council considered a proposal by Stantec to inventory objects within 84-miles of right-of-way (\$31,000). The inventory would identify damaged utility boxes to be inspected by staff, and issue corrective orders. The Council directed that enforcement be complaint driven (no Stantec inventory), and to assist property owners with contacting their utility provider, if necessary.

An article was published in the winter 2025 Dayton Communicator.

Staff complained to Lumen regarding two utility boxes on Balsam Lane. Boxes were replaced in October.

There are no updates since the November 18, 2025 EDA meeting.

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

Build and Maintain Quality Infrastructure.

ROLE OF EDA:

None.

RECOMMENDATION:

None

ATTACHMENT(S):

Photos



Oct 6, 2025



Nov 12, 2025

ITEM:

Sidewalk Repairs in Old Village

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

In February 2025, the EDA voiced concerns about cracked sidewalks in the Old Village. ADA standards require 5' sidewalk widths, no more than ½" gap (crack), and ¼" change in level (one panel being higher than the other), along with curb ramps. Certain sections of sidewalks are non-conforming.

Public Works will grind down sidewalks that exceed ¼" elevation difference. Replacement of city sidewalks in the Village is in the 2031 CIP. Boulevard tree removal will be considered at that time. County sidewalks (CSAH 12) will be considered during road projects by Hennepin County. None are planned within the 2025-2029 Capital plan in the Old Village.

During the September 9, 2025 EDA meeting, the EDA directed staff to obtain bids for replacement. Applicable sidewalk panels will be replaced in spring 2026 (ran out of time for fall, 2025).

There are no updates since the November 18, 2025 EDA meeting.

CRITICAL ISSUES:

None

RELATIONSHIP TO COUNCIL GOALS:

Build and Maintain Quality Infrastructure

- *Address public facilities to meet city's growth and needs*
- *Maintain quality local street system*

ROLE OF EDA:

No action required.

RECOMMENDATION:

None

ATTACHMENT(S):

Photos

ECONOMIC DEVELOPMENT AUTHORITY MEETING



18640 Robinson Street (April 10, 2025)



18380 Columbus Street (April 10, 2025)

ITEM:

Discussion – Railroad Spur

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

In September 2024, the EDA expressed interest in having a railroad spur in Dayton to attract manufacturers. In 2024, Staff discussed with BNSF who suggested creating a [BNSF certified site](#). Typically includes 50-100+ acres. [Becker](#) (67-acres) is the only certified site in Minnesota. BNSF stated that users are typically heavy industrial.

In August 2025, Chair Huttner and Staff met with Cemstone. Cemstone has a planned railroad spur, but no timeline as to when it would be installed (not in the foreseeable future). Cemstone would consider sharing the spur with others if it made financial sense to Cemstone.

In September 2025, Staff discussed with MnDOT if there are any similar projects (public owned, private operated). The Des Moines MPO owns a 40-acre Transload Facility (truck to rail). Total project cost was \$25 million (\$11.2 million received in grants). According to its feasibility study, the facility estimated 7 daily train and 42 daily truck loads by the 3rd year, and an estimated annual revenue of \$250,000 - \$300,000.¹ MnDOT suggested that if to move forward, the EDA needs commitments of number of train loads from users to justify service by BNSF. A feasibility study is needed. MnDOT administers the Minnesota Rail Service Improvement Grant program. In 2024, 19 applicants applied. Eleven received funding from \$246,000 - \$1.9 million. A feasibility study is required to apply for the grant (\$10,000 - \$30,000).

In September/October 2025, BNSF provided Staff with a list of questions for customers, a list of 12 transload facilities in Minnesota, and a list of engineering firms. The nearest transload facilities are in Fridley (Murphy Warehouse Company – 15 acres, and Commercial Transload of Minnesota – 4 acres).

TKDA estimates a Transload facility would cost \$8-\$20 million.

In fall 2025, Staff reached out to Dayton freight companies and manufacturers. MTL, Graco, Adessa, States Manufacturing, and Maas HVAC do not need rail.

In October 2025, BNSF's list of questions was shared with EDA members to follow up with potential rail customers.

¹ [Des Moines Rail Transload Feasibility Study](#), June 28, 2014. Page 19, page 26.

ECONOMIC DEVELOPMENT AUTHORITY MEETING

In October 2025, Staff discussed with a building materials supplier in Rogers who has a rail spur and a crane, if they'd share their facility with Dayton businesses (no).

In December 2025, President Huttner shared BNSF's list of questions with area city officials. Staff forwarded the same to City Council, EDA, Planning Commission, and Park Commission members. Staff received responses from Rogers (none), Maple Grove (suggested I-94 Chamber of Commerce), and St. Michael(?) (has competing facility).

Staff is coordinating a meeting with King Solutions, Cemstone, and TKDA (consultant) to discuss options. President Huttner and Commissioner Weber will attend.

CRITICAL ISSUES:

It is not known if there is a local demand for rail to justify the \$8-20 million investment by the EDA. A feasibility study is needed to provide to BNSF (\$10,000 - \$30,000).

RELATIONSHIP TO COUNCIL GOALS:

Encourage Diversity and Manage Thoughtful Development

- *Encourage healthy lifespan of both residential and commercial operations*
- *Healthy Commercial Sector with services and job growth*

ROLE OF THE EDA:

Provide direction.

RECOMMENDATION:

Staff have exhausted options and is not spending time pursuing. If the EDA wishes to continue, EDA members are encouraged to contact businesses to ask questions (**highlighted**) regarding commitment for rail use. Questions were emailed to the EDA on October 22, 2025; and below:

Questions from BNSF:

- Is the site currently rail-served, or is new construction needed?
- **Will you be shipping, receiving or both?**
- **What is the commodity (include STCC number or description)?**
- **What are the origin-destination pairs for your traffic?**
- **What weekly volume of traffic do you anticipate (carload or unit train)?**
- **Is the volume steady or seasonal?**
- **What is your anticipated start-up of operations?**
- **How many car spots will your facility need?**
- Do you have engineering plans for new construction?
- **What type of railcars will you use?**
- **Will the railcars be BNSF, privately owned or leased?**
- Will you switch your own cars on your site? How will you operate the facility?
- What is the estimated industry investment / budget year?
- What is the potential number of jobs created?
- How will you transload? Any equipment?

ATTACHMENT(S):

None.

ITEM:

Lent Property Concept Plan

APPLICANT/PRESENTER:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

POLICY DECISION / ACTION TO BE CONSIDERED:

N/A

BACKGROUND:

In January 2025 the EDA purchased the 1.2 acre Lent properties, located at the southeast corner of Robinson Street and Richardson Avenue in the Old Village. Stantec prepared four concept plans for redevelopment. The EDA chose option #4 consisting of 2,700sf restaurant (85 seats), 5,000sf retail/office with four apartment units above, and a 55-stall parking lot which doubles as floodplain storage.

In October 2025, a construction cost estimator estimated a total construction cost of \$7.4 million (\$450 - \$480 p/sq ft).

In October 2025, the EDA agreed to list the properties for sale for \$259,000. IAG listed the properties in November 2025.

IAG and Staff have received calls from several interested investors and developers. In December 2025, IAG received one verbal offer.

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

Encourage Diversity and Manage Thoughtful Development

- *Create a variety of housing options*
- *Healthy Commercial Sector with services and job growth*

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff will schedule a Closed Session if & when a formal written offer is submitted. Any offer should be accompanied with a development proposal, if different than Concept #4.

ATTACHMENT(S):

Listing brochure



GATEWAY TO CITY OF DAYTON HISTORIC VILLAGE

Commercial Development Opportunity

*Example concept plan and renderings.
Open to different site plans.



LAND FOR SALE

16281 Richardson Ave
Dayton, MN
55327



Zach Synstegaard, JD
Advisor
612.860.2547
zsynstegaard@iagcommercial.com



Jeff LaFavre, CCIM, MCR
President
612.868.7429
jlafavre@iagcommercial.com

PROPERTY OVERVIEW

Positioned at the entrance to Dayton's charming Historic Village, this mixed-use site offers a rare opportunity to shape the gateway to the community's future. Overlooking the scenic Crow River, the property combines historic character with exceptional development potential.

Zoned for mixed-use, the site can accommodate a variety of end-users—whether a signature restaurant destination with waterfront views, boutique retail, professional offices, or thoughtfully designed residential units above street-level activity. Its location along the Crow River provides natural beauty making it ideal for a project that blends lifestyle, commerce, and community connection.

With its prime visibility and unique setting, this site is perfectly positioned to become a defining landmark within the heart of Dayton.

PROPERTY FEATURES

- High visibility & accessibility
- Scenic Crow River frontage
- Mixed-Use Zoning
- Historic character and modern development potential

Address: 16281 Richardson Ave
Dayton, MN 55327

Acreage: 1.19 acres

List Price: \$259,000

Zoning: GMU-3 Historic Village

County: Hennepin



IAG COMMERCIAL
REAL ESTATE

www.iagcommercial.com





ITEM:

Robinson Street Tax Forfeit property

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

In September 2025, Hennepin County conveyed a tax forfeit property (PID: 31-121-22-31-0056) to the city. On November 13, 2025, the City Council conveyed it to the EDA.¹ After the conveyance is recorded, the EDA will list the property for sale.

The 40' X 150' property is zoned R-O Old Village Residential and guided Mixed Use in the 2040 Comprehensive Plan.

In November 2025, the EDA held a Closed Session, agreeing on a sale price. IAG will list the property for sale after it is conveyed by the City to the EDA.

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

Strategic Initiative	Goal	Key Outcome Indicator	Target	Action Item
Encourage Diversity and Manage Thoughtful Development	Create a variety of housing options	<ul style="list-style-type: none"> Review housing type and lot size by %'s. 	<ul style="list-style-type: none"> Proportionate housing types available. 	A) A-3 District
	Encourage healthy lifespan of both residential and commercial operations	<ul style="list-style-type: none"> Total amount of Funding provided. Number of rentals available and where they are located. 	<ul style="list-style-type: none"> Maintain grant program. Manage number of rentals. 	B) Begin work on Comp Plan C) Develop Rental Housing Ordinance D) Seek out businesses more often
	Healthy Commercial Sector with services and job growth	<ul style="list-style-type: none"> Net difference of businesses movement including their employment 	<ul style="list-style-type: none"> Maintain a positive difference in business movement 	E) Work with EDA to find niche businesses that are not in surrounding communities F) Complete Large Area Plan

ROLE OF THE EDA:

¹ Resolution 82-2025

ITEM:

Dayton Parkway Tax Forfeit property

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

On November 13, 2025, the City Council approved an interagency loan to the EDA for \$300,000 + 4% interest toward purchasing tax forfeit property PID: 31-120-22-13-0010 commonly referred to as the “Triangle Property”.¹

After the EDA purchases the Triangle property from Hennepin County, the intent is for the EDA to plat the property as an outlot (6.5 acres) and list the property for sale. The EDA held a Closed Session in November 2025, agreeing to solicit offers (\$) with development proposals.

During the December 2025 EDA meeting, the EDA recommended (summarized) that the City Council increase the 2027 EDA Levy an amount equal to the property tax generated by the project’s development.

CRITICAL ISSUES:

Conveyance from Hennepin County to the EDA is pending.

RELATIONSHIP TO COUNCIL GOALS:

Strategic Initiative	Goal	Key Outcome Indicator	Target	Action Items
Encourage Diversity and Manage Thoughtful Development	Create a variety of housing options	Review housing type and lot size by %'s	<ul style="list-style-type: none"> Proportionate housing types available. 	A) A-3 District.
	Encourage healthy lifespan of both residential and commercial operations	<ul style="list-style-type: none"> Total amount of Funding provided. Number of rental available and where they are located. 	<ul style="list-style-type: none"> Maintain grant program. Manage number of rentals. 	B) Begin work on Comp Plan C) Develop Rental Housing Ordinance D) Seek out businesses more often.
	Healthy Commercial Sector with services and job growth	<ul style="list-style-type: none"> Net difference of businesses movement including their employment. 	<ul style="list-style-type: none"> Maintain a positive difference in business movement. 	E) Work with EDA to find niche businesses that are not in surrounding communities. F) Complete Large Area Plan.

ROLE OF HE EDA:

None.

¹ Resolution 82-2025

RECOMMENDATION:

None.

ATTACHMENT(S):

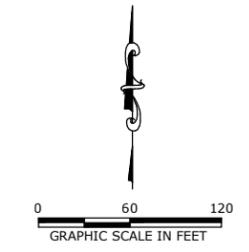
DRAFT plat (Dayton Difference Addition)

DAYTON DIFFERENCE ADDITION

C.R. DOC. NO. _____



- DENOTES 1/2 INCH IRON PIPE MONUMENT, FOUND RLS 43133
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE MONUMENT SET WITH PLASTIC PLUG INSCRIBED WITH "STANTEC 43133"
- ⊗ DENOTES PK NAIL SET



BEARING ORIENTATION
 BASED ON THE EAST LINE OF THE SOUTHEAST OF THE NORTHEAST QUARTER OF SECTION 31, TOWNSHIP 120, RANGE 22, WHICH HAS AN ASSUMED BEARING OF NORTH 00 DEGREES 43 MINUTES 41 SECONDS EAST.

COUNTY AUDITOR, Hennepin County, Minnesota

I hereby certify that taxes payable in 20____ and prior years have been paid for land described on this plat, dated this ____ day of _____, 20____.

Daniel Rogan, County Auditor by _____ Deputy

SURVEY DIVISION, Hennepin County, Minnesota.

Pursuant to MN. STAT. Sec. 383B.565 (1969), this plat has been approved this ____ day of _____, 20____.

Chris F. Mavis, County Surveyor by _____

COUNTY RECORDER, Hennepin County, Minnesota.

I hereby certify that the within plat of DAYTON DIFFERENCE ADDITION was recorded in this office his ____ day of _____, 20____, at ____ o'clock ____ M.

Amber Bougie, County Recorder by _____ Deputy

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Dayton, Minnesota, a Minnesota municipal corporation, a Minnesota limited liability company, fee owner of the following described property situated in the County of Hennepin, State of Minnesota, to wit:

That part of the Southwest Quarter of the Northeast Quarter of Section 31, Township 120, Range 22, Hennepin County, Minnesota described as follows: Beginning at the Southeast corner of said Southwest Quarter of the Northeast Quarter; thence South 88 degrees 22 minutes 00 seconds West, assumed bearing, along the South line thereof 9.37 feet to the centerline of Territorial Road; thence North 61 degrees 05 minutes 00 seconds West along said centerline 715.06 feet; thence North 23 degrees 14 minutes 56 seconds East 837.98 feet to the Southwesterly right of way line of Burlington Northern Railroad; thence Southeasterly along said Southwesterly line to the east line of said Southwest Quarter of the Northeast Quarter; thence South 1 degree 08 minutes 25 seconds East along said east line to the point of beginning, according to the United States Government Survey thereof and situate in Hennepin County, Minnesota.

AND
 Lot 1, Block 4, Dayton Industrial Park, a plat on file and of record in the office of the County Recorder of Hennepin County, Minnesota. Being that part of Lot 1 described as commencing at the Southwest corner of said Lot 1, a distance of 379.10 feet to the actual point of beginning; thence Northeasterly 44.34 feet along a non-tangential curve concave to the Southeast having a radius of 345.50 feet and a central angle of 07 degrees 21 minutes 09 seconds, the chord of said curve bears North 34 degrees 11 minutes 48 seconds East; thence North 37 degrees 52 minutes 23 seconds East, tangent to said curve, a distance of 138.70 feet; thence North 35 degrees 49 minutes 19 seconds East a distance of 202.57 feet; thence North 37 degrees 52 minutes 23 seconds East a distance of 51.84 feet to the Northeasterly line of said Lot 1; thence Northwesterly along said Northeasterly line a distance of 310.26 feet to the North corner of said Lot 1; thence South 00 degrees 43 minutes 41 seconds West along the West line of said Lot 1 a distance of 529.91 feet to the point of beginning, Hennepin County, Minnesota.

Have caused the same to be surveyed and platted as DAYTON DIFFERENCE ADDITION and do hereby dedicate to the public for public use the public ways and drainage and utility easements as created by this plat

In witness whereof said The City of Dayton, Minnesota, a Minnesota municipal corporation, fee owner, has caused these presents to be signed by its proper officer this ____ day of _____, 20____.

City of Dayton, Minnesota

 Mayor

STATE OF MINNESOTA
 COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____, by XXXXXXXX, mayor of the City of Dayton, a Minnesota municipal corporation, on behalf of the corporation.

 (Notary Signature)

 (Notary Printed Name)

Notary Public, _____ County, State of Minnesota
 My Commission Expires _____

SURVEYOR'S CERTIFICATE

I, Daniel J. Roeber, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Daniel J. Roeber, Licensed Land Surveyor
 Minnesota License Number 43133

STATE OF MINNESOTA
 COUNTY OF _____

This instrument was acknowledged before me on this ____ day of _____, 20____ by Daniel J. Roeber.

 (Notary Signature)

 (Notary Printed Name)

Notary Public, _____ County, State of Minnesota
 My Commission Expires _____

CITY COUNCIL, CITY OF DAYTON, MINNESOTA

This plat of DAYTON DIFFERENCE ADDITION was approved and accepted by the City Council of the City of Dayton, Minnesota at a regular meeting thereof held this ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF DAYTON, MINNESOTA

By _____ Mayor

By _____ Clerk



ITEM:

Balsam Lane Signage

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

During the October 21, 2025 EDA meeting, the EDA discussed the need for a monument sign at the north and south end of Balsam Lane, with advertising for Balsam businesses. Staff spoke with property owners on the north and south end if they would provide the city with an easement for a city sign. Raintree Plaza would consider it. This would be a city gateway sign, replacing the existing Raintree sign.

Staff reached out to five sign vendors for price quotes based on Sign Code requirements and received one response. Signart submitted a quote, \$90,270 - \$98,401 depending if using masonry vs faux masonry. The dynamic display has about a 12-year lifespan.

During the November 18, 2025 EDA meeting, the EDA asked for two options, (1) following the sign code, and (2) not following the sign code (e.g. big enough to include static advertising for 30 businesses + dynamic display). Signart responded that adding 30 business plates would add 22' onto the sign height (38' total sign height). The sign would have too much information for drivers to process.

During the December 16, 2025 EDA meeting, the EDA preferred the faux brick option, 16' sign height, and suggested charging a fee to Balsam businesses to advertise on the sign. Staff will contact Balsam businesses to gauge what an acceptable fee is. Assuming the sign costs \$100,000 (\$8,300 p/year, 12-years), a fee would be \$300 per year if 30 businesses participated.

CRITICAL ISSUES:

Budget This is an unbudgeted expense.

Consistency In 2021, the city adopted standards for city signage. The EDA sign should follow the design standard.

RELATIONSHIP TO COUNCIL GOALS:

N/A

ROLE OF ECONOMIC DEVELOPMENT AUTHORITY:

Provide direction.

RECOMMENDATION:

Staff recommends continuing discussion, and budgeting for 2027 or later.

ECONOMIC DEVELOPMENT AUTHORITY MEETING

ATTACHMENT(S):

Raintree Plaza sign

Signart, Option 1 (faux stone base)

Dayton Sign Standards (2021)



Raintree Plaza sign, (Oct 14, 2025)



Raintree Plaza sign (Nov 10, 2025).

ITEM:

Sign Ordinance

APPLICANT/PRESENTERS:

Jon Sevald, Executive Director

PREPARED BY:

Jon Sevald, Executive Director

BACKGROUND/OVERVIEW:

President Huttner has inquired if the EDA is interested in recommending that the sign code be amended. The EDA Tabled this item at its December 16, 2025 meeting to allow more time for EDA members to review.

The Sign Code was last amended in February 2025¹ related to:

- Monument signs; increased maximum height from 8' to 16'.
- Permits temporary off-premise signs.
- Removes explicit prohibition of “*any sign within the public right of way.*”

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

None.

ROLE OF ECONOMIC DEVELOPMENT AUTHORITY:

Provide direction.

RECOMMENDATION:

None.

ATTACHMENT(S):

City Code 1001.20, Signs

¹ Ordinance 2025-05; *An Ordinance Amending Dayton City Code Relating to Section 1001.20 Signs*

1001.20 SIGNS.

Subd. 1 Findings, Purpose and Effect

(1) *Findings.*

- a. Exterior signs have a substantial impact on the character and quality of the environment.
- b. Signs provide an important medium through which individuals may convey a variety of messages.
- c. Signs can create traffic hazards and aesthetic concerns, thereby threatening the public health, safety and welfare.
- d. The City's zoning regulations have, since their inception, included the regulation of signs in an effort to provide adequate means of expression and to promote the economic viability of the business community, while protecting the City and its citizens from a proliferation of signs of a type, size, location and character that would adversely impact upon the aesthetics of the community and threaten the health, safety and welfare of the community. The regulation of the physical characteristics of signs within the City has had a positive impact on traffic safety and the appearance of the community.

(2) *Purpose and intent.* It is not the purpose or intent of this Section to regulate the message displayed on any sign; nor is it the purpose or intent of this Section to regulate any building design or any display not defined as a sign, or any sign which cannot be viewed from outside a building. The purpose and intent of this Section is to:

- a. Regulate the number, location, size, type, illumination and other physical characteristics of signs within the City in order to promote the public health, safety and welfare.
- b. Maintain, enhance and improve the aesthetic environment of the City by preventing visual clutter that is harmful to the appearance of the community.
- c. Improve the visual appearance of the City while providing for effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics.
- d. Provide for fair and consistent enforcement of the sign regulations set forth herein under the zoning authority of the City.

(3) *Effect.* A sign may be erected, mounted, displayed or maintained in the City if it is in conformance with the provisions of this section. The effect of this Section, as more specifically set forth herein, is to:

- a. Allow a wide variety of sign types in commercial zones, and a more limited variety of signs in other zones, subject to the standards set forth in this Section.
- b. Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this Section.
- c. Prohibit signs whose location, size, type, illumination or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having a lesser impact on the environment and the public health, safety and welfare.
- d. Ensure that signage is distinct and minimal to reduce visual clutter.
- e. Provide for the administration and enforcement of the provisions of this Section.

Subd. 2 Substitution

The owner of any sign which is otherwise allowed by this Section may substitute non-commercial copy in lieu of any other commercial or non-commercial copy. This substitution of copy may be made without any additional approval or permitting. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over non-commercial speech, or favoring of any particular non-commercial message over any other non-commercial message. This provision prevails over any more specific provision to the contrary.

Subd. 3 Severability

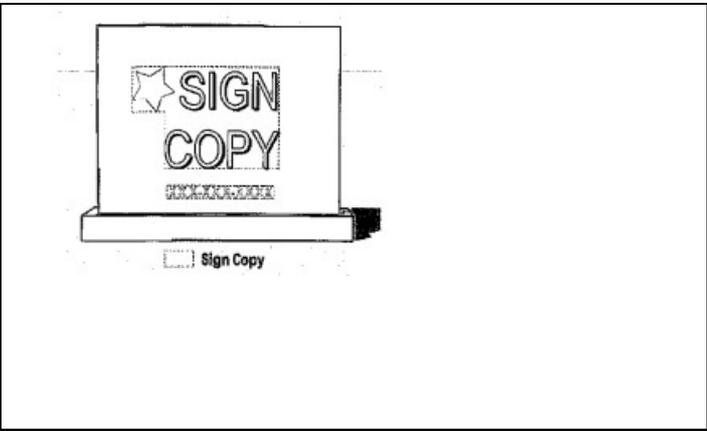
If any section, subsection, sentence, clause, or phrase of this Chapter is for any reason held to be invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of this Sign Ordinance. The City Council hereby declares that it would have adopted the Sign Ordinance in each section, subsection, sentence, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Subd. 4 Measurements

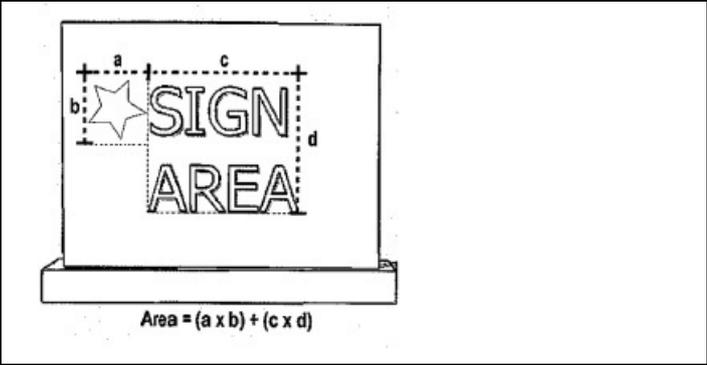
The following criteria shall be used in measuring a sign or building facade in order to determine compliance with this Subsection:

Table 1 - Sign Measurements
Table 1 - Sign Measurements

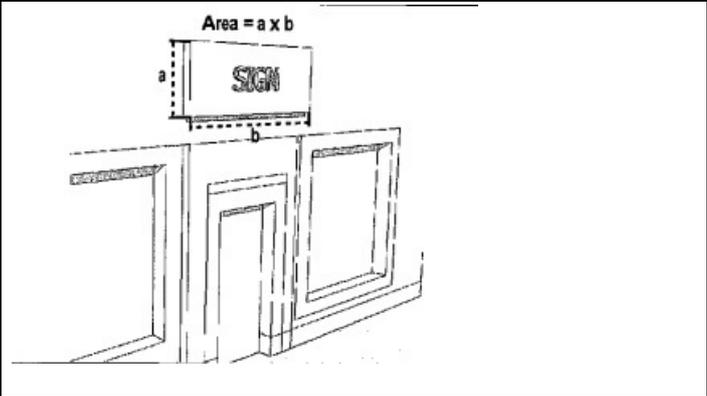
Sign copy is defined as the physical sign message including any words, letters, numbers, pictures and symbols.



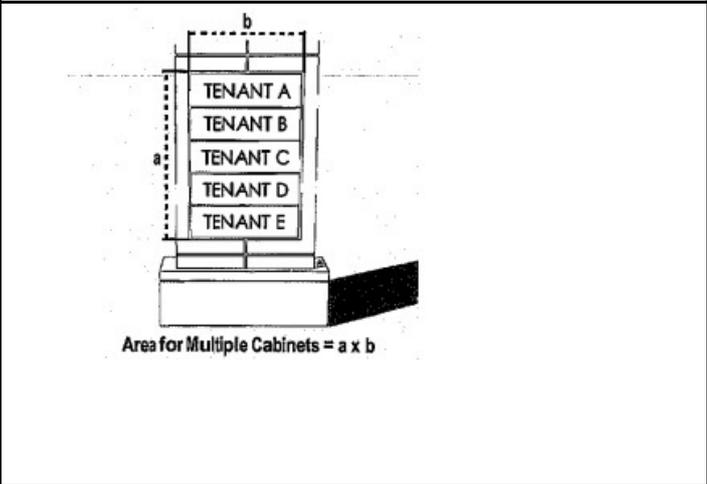
Sign area is the area of the board(s) or module(s) containing the sign message, but not including the supporting structure. The area to be calculated is the area within the smallest rectilinear perimeter that contains the entire signboard or module. The area of a sphere shall be computed as the area of a circle area of the largest face including its border area. If it is of an irregular shape, the area shall be computed by means of the smallest rectangle that will encompass the extreme limits.



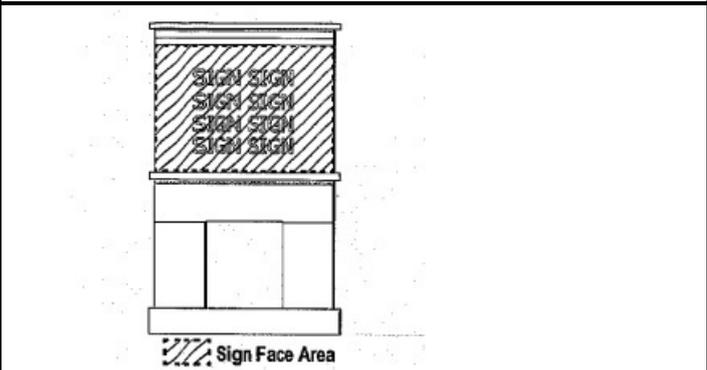
Sign area for cabinet signs is determined by calculating the measurements of the outer dimensions of the frame or cabinet surrounding the sign.

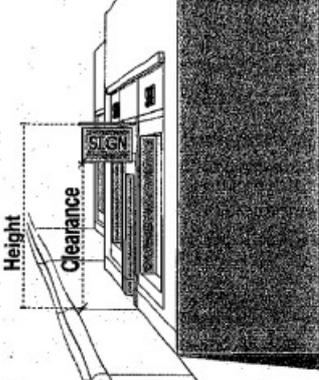
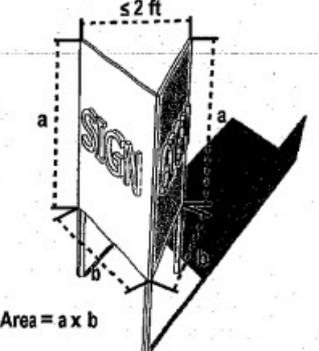
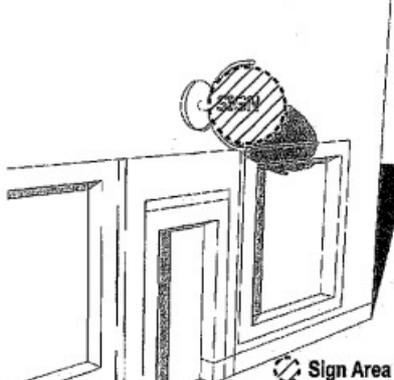


Sign area for signs with multiple cabinets. For freestanding and projecting signs that contain multiple cabinets on 1 structure, the modules together are counted as 1 sign face in order to compute the sign area.



Sign face. The surface upon, against or through which the sign copy is displayed or illustrated, not including structural supports, architectural features of a building or sign structure, nonstructural or decorative trim, or any areas that are separated from the background surface upon which the sign copy is displayed by a distinct delineation, such as a reveal or border.



<p>Sign height. Sign height shall be calculated as the vertical distance from the natural grade measured at a point either at the back of the curb level or 10 feet away from the front center of the sign, whichever is closer, to the upper-most point used in measuring the area of a sign.</p> <p>Sign clearance is measured from the finished grade directly below the sign to the bottom of the sign structure.</p>	
<p>Backed (double-faced) signs. When 2 sign faces supported by the same sign structure are placed back-to-back, or the distance between each sign face does not exceed 2 feet at any point, the signs shall be regarded as a single sign. The sign area shall be the area of the larger sign face.</p>	
<p>Round or 3-dimensional signs. Where a sign consists of one or more 3-dimensional objects (i.e., balls, cubes, clusters or objects, sculpture, or statue-like trademarks), the sign area shall be measured as their maximum visible surface area from any vantage point.</p>	

(2) *Placement.*

- a. All freestanding signs shall be setback a minimum of 10 feet from property lines and shall not be located within drainage and utility easements.
- b. No sign shall extend over a sidewalk, walkway, or other space accessible to pedestrians, unless the bottom of the sign structure has a minimum 8 foot clearance as measured from the bottom of the sign structure to the ground directly below the sign. Exceptions are prohibited.
- c. No sign or sign structures taller than 3 feet shall be located within a clear view triangle area, as defined by Section 1001.03 of the Zoning Code.

(3) *Sign illumination and brightness.*

- a. The artificial illumination of signs, either from an internal or external source, shall be designed to eliminate negative impacts on surrounding right-of-way and properties.
- b. The following standards shall apply to all illuminated signs:
 - 1. No sign or light source shall create an unduly distracting or hazardous condition to a motorist, pedestrian or the general public. Colored lights or colored sign faces shall not be used at a location or in a manner so as to be confused or construed as traffic control devices.
 - 2. External light sources shall be directed and shielded to limit direct illumination of any object other than the sign.
 - 3. Illuminated signs and signs with exposed light sources are prohibited in all residential zoned properties, unless as allowed by a Conditional Use Permit.
 - 4. Signs shall be illuminated only during business hours.
 - 5. Signs shall not have blinking, flashing, or fluttering lights, or other illuminating devices that have a changing light intensity, brightness or color.

6. No sign may be brighter than is necessary for clear and adequate visibility.

7. Signs using an LED (light emitting diode) light source shall not exceed a luminance of 500 candela per square meter (nits) between sunset and sunrise (night), and shall not exceed a luminance level of 5,000 candela per square meter between sunrise and sunset (day).

8. Signs using fluorescent, neon, or incandescent light sources shall not exceed 12 watts per square foot of sign surface area.

9. Illumination which mimics movement by means of lighting arrangement, lighting source, changes in either color or intensity of lighting or other devices shall not be permitted.

c. All signs which are illuminated shall be equipped with a mechanism that automatically adjusts the brightness to ambient lighting conditions (e.g. dusk, dawn, etc.) to ensure that the sign does not exceed an intensity of 0.3 foot-candle above ambient light levels as measured from 100 feet from the sign's face.

(4) *Dynamic displays.* Dynamic displays as permitted by Subd. 5 of this Section are subject to the following conditions:

a. Only 1 dynamic display sign shall be allowed per lot.

b. Dynamic displays are allowed only on freestanding signs. Dynamic displays may occupy no more than 75% of the actual sign area. The remainder of the sign must not have the capability to have dynamic displays even if not used. Only 1, contiguous electronic message sign area is allowed on a sign face.

c. A dynamic display sign may not change or move more often than once every 8 seconds except 1 for which changes are necessary to correct hour and minute, date, or temperature information.

d. The images and messages displayed and transitioned must be instantaneous or fading. Modes of display which cause the message to flash or blink are prohibited. The dynamic display shall not be allowed to project full-motion video.

e. Dynamic displays must be designed and equipped to freeze the device in 1 position if a malfunction occurs. The displays must also be equipped with a means to immediately discontinue the display if it malfunctions, and the sign owner must immediately stop the dynamic display when notified by the City that it is not complying with the standards of this Section.

f. Signs must comply with the lighting and brightness standards contained in this Section.

Subd. 5 District Regulations

(1) The following signs shall be allowed within the specific Zoning Districts. Signs shall comply with the sign types and standards in Tables 2-5.

a. *Sign standards.* In addition to the signs allowed by this Section, the following signs shall be allowed within the specific Zoning Districts. Signs shall comply with the sign types and standards in Tables 2-5.

b. *Planned unit developments.* All developments must comply with standards for the underlying zoning district. PUD sign plans that deviate from these standards may be requested as part of the Preliminary PUD development plan.

c. *Additional standards for specific types of signs* The following signs are permitted in addition to other allowed signage on a site:

1. *Menu boards.* Drive-through restaurants may be permitted 1 menu board not to exceed 50 square feet and not to exceed 6 feet in height. Restaurants with 2 drive through lanes may be permitted 1 sign per drive-through lane not to exceed 36 square feet and not to exceed 6 feet in height per sign. Menu boards may be internally illuminated. Such signage is in addition to the other signage allowed in the district.

2. *Motor fuel stations.* In addition to the 1 dynamic display permitted by Subdivision 4(4) of this Section, motor fuel stations in any district are permitted to display 1 additional 16 square foot dynamic display on freestanding sign or on the canopy as additional wall signage. Such signs are subject to the standards of this Section, and M.S. §§ 239.751 and 325D.71, as may be amended.

(2) *Freestanding sign standards.*

Table 2 - Freestanding Signs					
District	Quantity	Sign Area	Height	Style	Illumination
Table 2 - Freestanding Signs					
District	Quantity	Sign Area	Height	Style	Illumination
Agricultural and Residential Districts	1	32 sq. ft.	6 ft.	Monument	None
R-0	1	32 sq. ft.	8 ft.	Monument	None

B-1, B-2	1	64 sq. ft.	8 ft.	Monument	External, internal
B-3, B-4	1	64 sq. ft.	8 ft., 25 ft.	Monument, pylon	External, internal, dynamic display
BP, I-1, I-2	1	64 sq. ft.	8 ft.	Monument	External, internal, dynamic display
P-R	1	64 sq. ft.	8 ft.	Monument	External, internal, dynamic display
GMU-1	1	64 sq. ft.	8 ft., 25 ft.	Monument, pylon	External, internal, dynamic display
GMU-2	1	64 sq. ft.	8 ft.	Monument	External, internal, dynamic display
GMU-3	0	0	0	N/A	None
GMU-4	1	64 sq. ft.	8 ft.	Monument	External, internal, dynamic display
GMU-5	1	64 sq. ft.	8 ft., 25 ft.	Monument, pylon	External, internal, dynamic display

- a. The freestanding sign must be located at the primary entrance to the development.
- b. Except in the P-R and GMU districts, a second freestanding sign is permitted for residential subdivisions, subject to following:
 1. The development has 3 or more lots or principal buildings.
 2. The development has an entrance from a major collector or arterial street and a second entrance.
 3. No more than 2 freestanding signs shall be permitted for the development.
 4. The size of the second sign shall not exceed the maximum size allowed by Table 2.
- c. Commercial and industrial multiple occupancy buildings and developments shall be subject to the following:
 1. Freestanding signs on individual tax lots located within the development are not allowed.
 2. One freestanding sign shall be permitted for the entire development.
 3. Additional freestanding sign.
 - (a) One additional freestanding sign may be permitted when there is a minimum of 2 access streets.
 - (b) The access streets shall be a minimum of 500 lineal feet in length each. The signs shall be separated by a minimum of 300 lineal feet.
 4. No permit shall be issued for a new or replacement sign for an individual tenant except upon a determination by the Zoning Administrator that it is consistent with the approved comprehensive sign plan.
- d. Sign(s) shall be located to accommodate said sign and related landscaping to meet all setback requirements. If the sign(s) are to be located on outlots, the outlets shall be designated on the preliminary plat and detailed plans for the development signs shall be submitted with the final plat.
- e. The area around the sign shall be landscaped in such a manner to accent and enhance the sign while remaining sensitive to the natural features of the site. Detailed site and landscape plans shall be included with each sign permit application and shall be subject to review and approval of the Zoning Administrator.

f. The design and construction of the sign shall be done with masonry materials (brick, stone, etc.) to keep maintenance and upkeep costs to a minimum and to minimize the potential for vandalism. The signs are to be aesthetically pleasing when designed and constructed. Monument sign bases shall be constructed of similar materials, style and color as the principal building. Detailed construction plans and a materials list shall be included with each sign permit application and shall be subject to the review and approval of the Zoning Administrator.

(3) *Directional signs.*

a. On-premises signs shall not be larger than 4 square feet. The maximum height of the sign shall not exceed 5 feet from the ground.

b. The directional signs shall be so located such that the sign does not adversely affect adjacent properties (including site lines or confusion of adjoining ingress or egress) or the general appearance of the site from public rights-of-way.

c. No more than 4 signs shall be allowed per lot and shall be in addition to other allowed signage. The City Council may allow additional signs as part of a site plan or development plan as part of a master sign plan in situations where access is confusing or traffic safety could be jeopardized.

d. Permanent off-premises signs shall be allowed only in situations where access is confusing and traffic safety could be jeopardized or traffic could be inappropriately routed through residential streets. The size of the sign shall be no larger than what is needed to effectively view the sign from the roadway and shall be approved by the City Council. Temporary off-premises signs are prohibited, unless otherwise specified in this Chapter.

e. On-premises signs for industrially zoned land in excess of 40 acres shall not exceed 12 square feet. The maximum height of the sign shall not exceed 5 feet from the ground. The placement of directional signs on the property shall be so located such that the sign does not adversely affect adjacent properties or the general appearance of the site from public right-of-way. No more than 4 signs shall be allowed per site. The City Council may allow additional signs in situations where access is confusing or traffic safety could be jeopardized.

(4) *Wall sign standards.*

a. The following signs are allowed in the Agricultural, Residential and PR districts:

Table 3 - Wall Signs				
District	Sign Area	Illumination	Style	Additional Standards
Agricultural and residential districts	Not permitted	N/A	N/A	
P-R	10% of the primary building wall area up to 100 sq. ft.	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per

b. The following signs are allowed in the R-0 districts:

Table 4 - Wall Signs				
District	Sign Area	Illumination	Style	Additional Standards
R-0	10% of the wall area up to 64 sq. ft.	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per tenant

c. The following signs are allowed in the commercial, industrial and mixed use districts:

Table 5 - Wall Signs				
Wall Area (sq. ft.)	Sign Area - Maximum Percentage of Wall Area	Illumination	Style	Additional Standards
0-5,000	10%			One wall, canopy

5,000-15,000	7%			
15,000+	3%	External, internal	Individual letters or script logos	or marquee sign per tenant, except tenants that front on 2 public streets may be allowed 1 sign per frontage, subject to the same sign limits

1. Wall signs are limited to the primary entrance of the building or tenant space. The primary building facade shall be calculated as follows:

- (a) The primary building facade shall be calculated using the width of the first story exterior wall as defined in Section 1001.03, Subdivision 2.
- (b) Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves.
- (c) Exterior wall dimensions shall be measured at the base of the ground floor, excluding screening walls, fences, and the like.
- (d) Alcoves, entryways and extruding portions shall be measured through as though along a flat wall of a building.
- (e) Only the primary building facade shall be used for sign area calculations.

2. Wall signs must be located on the same wall as the primary building entrance.

- (a) All signs, including exempt and temporary signs, installed on the building shall be placed on the sign band. A sign band is the continuous portion of the building facade that is unbroken by doors or architectural building features.
- (b) Signs installed on the exterior building facade may be placed below the designated sign band when the Building Official can be assured that the public is satisfactorily protected from the sign and the sign is entirely over private property.

3. Where a principal building is devoted to 2 or more tenants, each tenant may install a wall sign upon the proportionate share of the building wall to which the sign is to be affixed. The total sign area for the tenants may not exceed the total sign area allowed for the building based on the primary building facade. Individual tenants of a multiple occupancy building within a commercial or industrial zoning district shall not display separate wall, canopy, or marquee signs unless the tenant's business has an exclusive exterior entrance and subject to the following requirements:

- (a) The number of individual wall canopy, or marquee signs shall be limited to 1 per tenant space, except that not more than 2 signs may be displayed for the tenant of a corner suite or a suite that extends through the building thus having 2 exterior entrances.
- (b) Total sign area shall be limited to the maximum wall sign size permitted in the applicable zoning district provisions in Tables 3-5 of this Section.
- (c) The sign shall be located only on the exterior wall of the tenant space to which the sign permit is issued, but are not required to face a public street.

4. Lettering on canopy and awning signs is restricted to the side panels or front drop. Canopies shall be considered to be an integral part of the structure to which they are accessory. Signs may be attached to a canopy, but such structures shall not be considered as part of the wall area, and thus shall not warrant additional sign area.

5. Internally lit wall signs are limited to logo signs and individually-mounted channel lit lettering.

6. Multiple occupancy commercial and industrial buildings. When a single principal building is devoted to 2 or more commercial or industrial principal uses, a comprehensive sign plan shall be submitted for review and approval of the Zoning Administrator and shall include:

- (a) A site plan to scale showing the location of lot lines, buildings, structures, parking areas, existing and proposed signs, and any other physical features of the area included within the proposed comprehensive sign plan.
- (b) Elevations to scale of buildings included within the comprehensive sign plan including the location of existing or proposed wall, canopy, or marquee signs.
- (c) To scale plans for all existing and proposed signs of any type included within the comprehensive sign plan indicating area, dimensions, height, materials, colors, and means of illumination (if any).

(5) *Temporary signs.*

a. Freestanding signs shall be set back no less than 10 feet from the property line and shall not exceed 32 square feet in area.

- b. If building-mounted, these signs shall be flat wall signs and shall not project above the roofline.
- c. If ground-mounted, the top shall be no more than 6 feet above ground level.
- d. Such signs shall be allowed no more than 21 days prior to the event or function and must be removed within 7 days after the event or function.
- e. Such signs may be illuminated in accordance with restrictions set forth in this Section.
- f. Temporary development sales signs shall be allowed upon approval of a final plat for a subdivision having 5 or more lots provided that:
 1. One sign shall be allowed per project or subdivision or 1 sign for each frontage to a major collector or arterial street, whichever is greater.
 2. Each construction site will be allowed up to 2 signs, each limited to a maximum of 32 square feet in area.
 3. Freestanding signs shall be limited to a maximum height of 8 feet.
 4. The sign shall not be displayed for a period to exceed 36 months from the date a permit is issued for the sign or until building permits have been issued for 85% of the lots or dwelling units within the subdivision, whichever is less restrictive.

(6) *Projecting signs.* Projecting signs are permitted only in the General Mixed Use Districts, subject to the standards in Section 1001.065:

- a. *Location.*
 1. A projecting sign shall be placed only on the sign band of the first story building facade, as regulated by Subdivision 5(4).
 2. The sign may not extend above the windowsill of a second story building or above the roof eave and/or roofline.
 3. The sign extends 5 feet into a required yard setback.
- b. *Clearance.*
 1. A minimum clearance of 8 feet between the bottom of the sign and the finished grade or sidewalk below the sign is required.
 2. At alleys when no curb exists a minimum height of 14 feet between the bottom of the sign and the finished grade below the sign is required.
- c. *Projection from wall.* Where a building is built to the property line for its entire frontage, the projecting sign may extend from the building over a public sidewalk a maximum of 42 inches and the sign structure shall be no wider than 36 inches.
- d. Only 1 sign shall be allowed per building. The sign area shall be in addition to allowed wall signage; however, the area of the projecting sign shall be deducted from the wall sign area allowed on a building.
- e. The maximum area of a projecting sign is 8 square feet.
- f. *Supporting structure.* Sign supports and brackets shall be compatible with the design and scale of the sign.

(7) *Off-premises signs.* Existing off-premises signs erected prior to January 8, 2008 are an allowed use subject to the following requirements:

- a. The sign is defined as a principal use of the property upon which a billboard is located. No approval shall be granted for a second principal use upon a property when one of the principal uses is an off-premises sign allowed by this Section.
- b. Off-premises signs shall be allowed only in non-residential districts, on property abutting a federal interstate highway right-of-way.
- c. Off-premises signs shall be visible and oriented toward a federal interstate highway.
- d. Off-premises signs shall be freestanding and shall not be installed on any building.
- e. All off-premises advertising signs shall be spaced a minimum of 1,500 lineal feet apart.
- f. The sign face shall not exceed 400 square feet or 14 feet in vertical height and 30 feet in horizontal length, whichever is less. Extensions beyond the sign face shall not be permitted.
- g. The off-premises sign shall not exceed 24 feet in height, as measured from finished grade, however, if a variance is granted the maximum height shall not exceed 35 feet.
- h. External illumination shall comply with this Subdivision 7. Electrical wiring to the sign shall be located underground.
- i. All off-premises signs erected or moved shall be installed behind the legal setback line of each parcel of property as determined by the Zoning Code of the City.

j. All structural supports for off-premises signs shall be constructed of steel.

k. Only flat, single-faced or double-faced off-premises signs shall be permitted.

l. Internally illuminated and/or animated off-premises signs are prohibited, except that an off-premises sign may be converted to a digital off-premises sign using LED or similar technology, subject to the following requirements:

1. The conversion of an off-premises sign to a digital off-premises sign shall be subject to the permitting requirements set forth in Subdivision 4, Permit Required.

2. Electrical wiring to the sign shall be located underground and concealed by the vertical support structure of the digital off-premises sign.

3. All digital off-premises signs shall be equipped with ambient light sensors. The brightness of a digital off-premises sign shall not be brighter than is necessary for clear and adequate visibility as determined by the Zoning Administrator and may not exceed the provisions of Subdivision 4(4).

4. The graphic display may not change or move more often than once every 8 seconds. The images and messages displayed must be static, and the transition from one static display to another must be instantaneous without any motion, special effects, or active video.

5. At least 80% of all sides of the vertical support structure shall be concealed with architectural embellishments consisting of stone, brick, masonry panels, stucco, or synthetic material that has the appearance of stone, brick, or stucco.

6. A digital off-premises sign must be at least 1,500 feet from any residential districts and 4,000 feet from any other digital off-premises sign on the same right-of-way within the City. Such signage must comply with the performance standards in Subdivision 7(5).

7. A digital off-premises sign shall provide at least 14 feet of clearance, as measured from the finished grade to the lowest portion of the sign structure and shall not exceed 35 feet as measured from the finished grade to the highest portion of the sign structure.

8. The digital off-premises sign face may be upgraded to the existing square footage of the off-premises sign face square footage in existence prior to February 13, 2018, and is not to exceed industry standard of a height of 14 feet by 48 feet wide.

9. A digital off-premises sign shall allow for real-time public safety messages, including Amber Alerts, severe weather alerts, and emergency or public safety messages. Such messages shall be displayed upon the request of the City or other governmental entity when such entity determines that the rapid and effective dissemination of instructions and other essential information can significantly help reduce loss of life and property. The owner of the digital off-premises sign shall enter into a written agreement with the City to post public service messages in an amount not to exceed 5 hours of cumulative time in any 1-month period.

Subd. 6 Prohibited Signs

(1) Any sign, signal, marking or device which purports to be or is an imitation of or resembles any official traffic control device or railroad sign or signal, or emergency vehicle signs, or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic-control device or any railroad sign or signal.

(2) Billboards.

(3) Changeable copy signs, electronic, except as specifically allowed by this Chapter.

(4) Content classified as **Obscene** as defined by M.S. § 617.241.

(5) Electronic graphic display signs except as allowed by this Chapter.

(6) Flashing signs.

(7) Multi-vision signs.

(8) Portable signs.

(9) Roof signs.

(10) Rotating signs.

(11) Shimmering signs.

(12) Signs painted, attached or in any other manner affixed to trees or similar natural surfaces, or attached to utility poles, bridges, towers, or similar public structures.

(13) Obsolete and off premises signs: Residential Districts (except those established prior to January 2008). No signs shall be permitted which advertises a business which is not being presently conducted on the premises on which the sign is located.

(14) Any sign within the public right of way.

Subd. 7 General Requirements

(1) Except as provided for by this Section, all signs shall be defined as an accessory use.

(2) *Design, construction, inspection and maintenance.*

a. All signs and sign structures shall be properly maintained and shall be kept in a safe and orderly condition. All signs on a single building shall be repainted, repaired or replaced. The City may order special repair to be made in order that the appearance and safety of the sign may be maintained.

b. When electrical signs are installed, the installation shall be subject to the Minnesota State Electrical Code and overhead electrical wiring shall not be allowed.

c. Signs and sign structures not used for 12 consecutive months shall be removed.

d. All signs shall incorporate materials and colors which are compatible with the building upon which the sign is located. Compatible shall include, but is not limited to, materials that are consistent with the principal architectural features and colors of the buildings being identified. All signs shall be of good quality, and shall be designed to include a minimal amount of attractive and tasteful colors and design elements. The layout of the sign shall give the sign a neat and orderly appearance.

e. Except those signs listed in Subdivision 5, Permit Not Required, all signs shall be constructed of permanent materials and permanently affixed to a structural support in the ground or on the building.

f. No sign permitted by this Subsection shall, by reason of its location, color or intensity, create a hazard to the safe, efficient movement of vehicular or pedestrian traffic.

Subd. 8 Permit Required

(1) Except as allowed in Subdivision 5, no sign shall be erected, altered, improved, reconstructed, maintained or moved in the City without first securing a permit from the City:

a. The content of the message or speech displayed on the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit.

b. Application for an administrative permit shall be filed by the property owner or designated agent with the Zoning Administrator on forms to be provided by the City.

c. Application for a permit shall contain the following information unless waived by the City:

1. Names and addresses of the applicant, owners of the sign and lot.

2. The address at which any signs are to be erected.

3. The lot, block and addition at which the signs are to be erected and the street on which they are to front.

4. Type and size of sign (e.g., wall sign, pylon sign).

5. A site plan to scale showing the location of lot lines, building structures, parking areas, existing and proposed signs and any other physical features.

6. Plans, location and specifications and method of construction and attachment to the buildings or placement method of the ground.

7. Copy of stress sheets and calculations showing that the structure is designed for dead load and wind pressure in any direction in the amount required by this and all other laws and ordinances of the City.

8. Written consent of the owner or lessee of any site on which the sign is to be erected.

9. Any electrical permit required and issued for the sign.

10. A detailed description of any electronic or electrical components that are proposed to be added to the sign.

11. Other information to demonstrate compliance with this and all other ordinances of the City.

d. The application shall be accompanied by a fee as established by ordinance. Applications for amending administrative permits shall be accompanied by a fee as established by ordinance.

e. The Zoning Administrator shall notify the applicant, in writing, of an incomplete application within 15 days of the date of submission.

f. The Zoning Administrator shall review the application and related materials and shall determine whether the proposal is in compliance with all applicable evaluation criteria, codes, ordinances, and applicable performance standards set forth in this Section within 60 days of submission of a complete application.

Subd. 9 Permit Not Required

The following signs shall not require a permit and are allowed in addition to those signs allowed by Subdivision 9 of this Section. These exemptions, however, shall not be construed as relieving the owner of the sign from the responsibility of its

erection and maintenance, and its compliance with the provisions of this Section or any other law or ordinance regulating the same.

- (1) The changing of the display surface on a painted or printed sign only. This exemption, however, shall apply only to poster replacement and/or on-site changes involving sign painting not directly on a building.
- (2) Signs 2 square feet or less in size.
- (3) Window signs provided they do not exceed 25% of the total window area on any building facade.
- (4) One sign per property in residential districts not to exceed 9 square feet.
- (5) All noncommercial signs of any size posted in any number from August 1 in a state general election year until 10 days following general election, and 13 weeks prior to any special election until 10 days following the special election.
- (6) Official signs.
- (7) Two signs shall be allowed per street frontage when a building is offered for sale or lease, provided that:
 - a. Within the residential districts, no sign shall exceed 10 square feet in area and 6 feet in height for single-family, 2-family, and townhouse units; or 32 square feet in area or 8 feet in height for multi-family or institutional uses.
 - b. Within all other zoning districts and in those cases where a parcel of land exceeds 10 acres, regardless of its zoning, no sign shall exceed 32 square feet in area or 12 feet in height.

Subd. 10 Non-Conforming Signs

- (1) Any sign legally existing at the time of the passage of this Subdivision that does not conform in use, location, height, or size with the regulations of the zone in which such sign is located shall be considered a legal non-conforming use or structure and may continue in such status until such time as it is either abandoned or removed by its owner, subject to M.S. § 462.357, as may be amended.
- (2) Except as otherwise provided herein, permanent signs in existence on the effective date of this Subdivision, which are not in conformance with the provisions of this Subdivision shall be regarded as non-conforming signs and regulated as provided for by Section 1001.22, Subdivision 2.

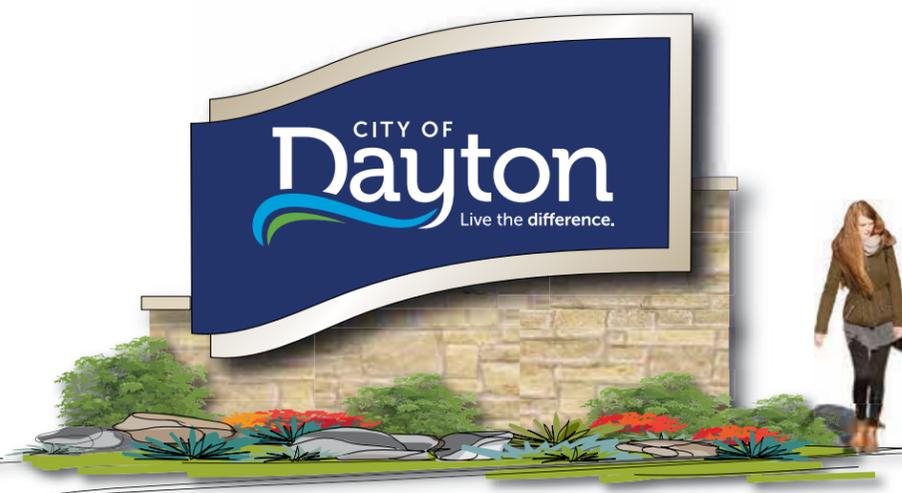
Subd. 11 Enforcement and Penalties

- (1) This Chapter shall be administered and enforced by the Zoning Administrator. The Zoning Administrator may institute in the name of the City appropriate actions or proceedings against a violator.
- (2) *Inspection.* All signs for which a permit is required shall be subject to inspection by the Zoning Administrator.
- (3) The City reserves the right to require the removal at the owner's expense of any sign when the requirements of this Section are not completely followed and adhered to, or if a sign is not properly maintained or falls into a state of disrepair. The City shall not have any obligation or liability to replace any sign when removed by the City.
- (4) Any person who violates, disobeys, omits, neglects or refuses to comply with, or resists the enforcement of any of the provisions of this Chapter shall, upon conviction thereof, be fined or penalized not more than the maximum levels established by the state for misdemeanor offenses.

(Prior Code, § 1001.12, Subd. 2) (Am. Ord. 2004-01, passed 3-9-2004; Am. Ord. 2008-01, passed 1-8-2008; Am. Ord. 2011-13, passed 9-13-2011; Am. Ord. 2012-06, passed 4-24-2012; Am. Ord. 2014-04, passed 3-25-2014; Am. Ord. 2018-06, passed 2-13-2018; Am. Ord. 2021-21, passed 12-14-2021; Am. Ord. 2023-10, passed 12-12-2023)



SIGN TYPE A
Freeway Primary Main Entrance Identification



SIGN TYPE A1
Primary Main Entrance Identification

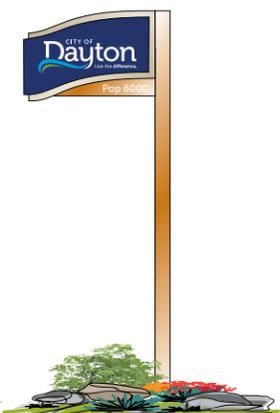


SIGN TYPE A2
Secondary Main Entrance Identification

CITY IDENTIFICATION SIGNAGE



SIGN TYPE A3
Tertiary Identification



SIGN TYPE A4
Gateway Identification (Pole Mount)



SIGN TYPE A5
Individual Face Lit Letters on Dark Wall



SIGN TYPE A7
Individual Face Lit Letters on Light Wall



SIGN TYPE A6
Individual Non-Lit Letters on Dark Wall



SIGN TYPE A8
Individual Non-Lit Letters on Light Wall



SIGN TYPE B1
Primary Park Identification

CITY IDENTIFICATION SIGNAGE

PARK SIGNAGE



SIGN TYPE B2
Secondary Park Identification



SIGN TYPE B3 & B3.1
Tertiary Park Identification (Internally Illuminated)
Tertiary Park Identification (Non-Illuminated)



SIGN TYPE B4
Trailblazer Park Signage



SIGN TYPE B5 & B5.1
Primary/2 Side Kiosk Park Id w/
Map & Park Regulations/Illuminated
Primary/2 Side Kiosk Park Id
w/ Map & Park Regulations/
Non-Illuminated



SIGN TYPE B6 & B6.1
Primary/2 to 4 Side Kiosk Park Id
w/ Map & Park Regulations/
Illuminated
Primary/2 to 4 Side Kiosk Park Id
w/ Map & Park Regulations/
Non-Illuminated



SIDE B-PARK RULES & REGULATIONS



SIDE C-BULLETIN BOARD



SIDE D-PARK MAP

PARK SIGNAGE

SIGN HIERARCHY

Scale: N.T.S.



12260 South
Diamond Lake Road
Dayton, MN 55327

Exterior Signage
Design & Standards



**VISUAL
COMMUNICATIONS**

475 Cleveland
Avenue North
Suite 223
Ivy League Place
Saint Paul
Minnesota
5 5 1 0 4

651-644-4494
651-644-4289
w w w .
visualcomm.com

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Project: 19.11.01
Date: 05/01/20 cc
12/02/20 cc
01/04/21 cc

ITEM:

Consideration of a Site Plan Review Application for a Proposed New Construction Industrial Building in the I-1, Light Industrial District at 18270 Territorial Road

APPLICANT:

Jenn Roldan, Carvana

Alan Catchpool, Kimley-Horn

PREPARED BY:

Hayden Stensgard, Planner II

REFERENCE AND BACKGROUND

Carvana, with assistance from Kimley-Horn, has submitted an application to the City of Dayton for a Site Plan Review regarding the construction of a 68,791 square foot single-story building, as well as an area on site for fuel storage. The building would be utilized for minor auto repair and detailing, including a private car wash, paint booth, and photo booth. The area for the proposed improvements is currently surface parking stalls for the principal use of the site, and these improvements would not increase the level of impervious surface on the property beyond what exists.

The ADESA site was approved originally in 1996 under a Conditional Use Permit for an Auto Auction as a Principal Use. Auto Auctions were an allowed Conditional Use at that time, and have since been changed to require an Interim Use Permit for any newly proposed Auto Auction sites. Because Conditional Use Permits run with the land, and the property received the CUP before the City Code was amended, the site is allowed to continue operations on this property as a normal industrial site. As the proposed building is a separate facility for minor auto repair and detailing for vehicles on site, an amendment to that active CUP was not necessary. As such, the applicant has applied for a Site Plan Review.

The applicants originally submitted for an expansion to one of the existing buildings on site, specifically for the car wash, but were informed that the proposed addition could not meet setback requirements. Since then, the applicants have revised a portion of the plans to incorporate the car wash into the new building, avoiding any issues related to setbacks. Some of the plans have been revised to reflect this, but not all. The remainder of the plans will be updated accordingly prior to a building permit being applied for.

Any expansion of existing buildings in non-residential zoning districts requires a site plan review to be processed by the Planning Commission and City Council. Staff has reviewed the application and supporting plans and has provided the following summary.

ANALYSIS

Zoning and Land Use. The property is currently zoned I-1, Light Industrial, and is currently guided in the 2040 Comprehensive Plan as Industrial. The principal use of the property is an auto auction facility that includes minor repairs to vehicles. As noted previously, the property operates under a legal non-conforming Conditional Use Permit, since the Code change to require this type of use to obtain an Interim Use Permit currently. The use spans across three parcels that were previously one larger parcel

of 40.41 acres in total. The new building proposed would be the first and only building on Lot 1, Block 3 (35.54-acre parcel).

Architectural Design. The new building proposed has a footprint of 68,791 square feet. A single-story building, with a peak height of 21' 6". The plans note that the roofing and siding materials consist of "prefinished metal", more specifically, Sante Fe insulated steel panels, consistent with the requirements of architectural metal material. The building also has five garage doors on each north and south elevation, and one on the east at heights of 10 feet. The following requirements for architectural design in industrial districts will also be verified prior to the issuance of a building permit:

a. *Design elements.* The building design must include architectural interest through the use of a minimum of 3 of the following elements:

1. Accent materials;
2. A visually pleasing front entry that, in addition to doors, shall be accented a minimum of 150 square feet around the door entrance for single occupancy buildings and a minimum of 300 square feet total for the front of multi-tenant buildings (this area shall be counted as 1 element);
3. Twenty-five percent window coverage on each front that faces a street;
4. Contrasting, yet complementary material colors;
5. A combination of horizontal and vertical design features;
6. Irregular building shapes; or
7. Other architectural features in the overall architectural concept.

Setbacks. The building is proposed to be more than 100 feet set back from all property lines, complying with the I-1 district requirements.

Vehicle Parking Area. The building is proposed in a location that is currently a part of the asphalt parking lot on the property. No additional impervious surface will be created due to this, but rather a reduction in the total number of parking spaces. Previously, this site was approved for over 2,000 spaces on the property. The construction of the building will reduce the overall surface parking count by roughly 350 spaces.

Landscaping. There is no proposed removal of existing vegetation on this property. The Applicant shows an added buffer area along Territorial Road consisting of a combination of overstory and coniferous trees, along with a variety of shrubs. The landscaping along Territorial Road will enhance the look of the site from the public viewpoint. There are some additional requirements, however, for the landscaping surrounding the new building. These items are listed as conditions of approval if the site plan is recommended to move forward. The Planning Commission recommended that the applicants consider shifting the building south to accommodate some landscaping and screening of the site on the north property line, adjacent to the railroad tracks and County Road 81.

Lighting. The Applicant did not submit a lighting plan for the building addition. The applicants will be required to submit a lighting plan for the site to verify compliance with the City's zoning ordinance.

Future of the Site. The Applicant has informed the City that they have long-term plans to continue to utilize this site for their business, and are further doing so by proposing this building. There are no intentions of selling the property or repurposing it for a different use than what is currently there.

Site Plan Review. The zoning ordinance currently requires all new development or building construction/expansion in any non-residential zoning district to go through a Site Plan Review process with both the Planning Commission and City Council.¹ Though a public hearing is not required for these specific applications, the City Council is tasked with reviewing City staff's report for the proposed expansion and considering approving or denying the site plan based on findings. Those findings of fact are included in the draft resolution attached to this report.

PLANNING COMMISSION MEETING

The Planning Commission reviewed this application at its January meeting and questioned whether there was a need for an amendment to the active Conditional Use Permit for the site. Based on staff's review of the Conditional Use Permit, no amendment was required because the auto auction use is not proposed to expand based on the currently approved operation capacity. The request at hand is the new facility that will be utilized for Minor Auto Repair and detailing, a permitted use within the Industrial district.

Because this is reviewed under the Site Plan process, conditions of approval that are above and beyond the Zoning Code standards are not allowed to be tacked on to the approval of the plan. The Planning Commission did offer some suggestions to the applicant, such as consideration of combining all three parcels on site into one parcel, shifting the location of the building south (roughly 15 feet) to accommodate screening along the railroad. The applicants have noted these suggestions and will consider incorporating them into the plan. At the end of the discussion, the Planning Commission voted to recommend approval of the Site Plan Review, 4-1.

STAFF'S RECOMMENDATION

Based on the information provided for the proposed site plan, Staff recommends approval of the site plan. The applicant is proposing overall improvements to the site, bringing this existing industrial property closer to a conforming status with the reduction in surface parking/storage area. Staff recommends approval with the following conditions in order to satisfy the Site Plan Review approval requirements noted within the attached draft resolution:

1. The car wash cannot be a stand-alone facility, and shall not be allowed for use by the public.
2. Setbacks shall be met for any new construction within the Dayton Territorial Addition plat.
3. Impervious surface on the site shall not be increased as part of this project.
4. The Applicant shall submit a lighting plan for any new lights installed on the property. Such lighting plan shall conform to the requirements of the Zoning Ordinance.
5. The applicants shall provide detail to City Staff regarding the "prefinished metal" siding and roofing material shown on the elevation plan sets. If City staff feel the proposed materials are

¹ City Code [1001.28 Subd. 3\(1\)\(a\)](#)

not consistent with the architectural design requirements, the plans shall change accordingly prior to issuance of a building permit.

- a. Architectural design shall also meet the standards set forth in Section 1001.062 Subd. 1(1) of the Dayton Zoning Code.
6. The rooftop equipment shall be fully screened from ground-level view. Such detail shall be provided prior to the issuance of a building permit.
7. The Applicant shall pay full sewer and water access charges as listed and calculated within the fee schedule for the construction of the new building.
8. To comply with the landscaping standards of the new building area, plantings shall be installed intermittently against long expanses of walls between garage and service doors. The landscape plan shall be revised to reflect these requirements prior to a building permit.
9. Prior to the installation of the fuel storage equipment, the applicant shall submit a permit to be reviewed and approved by the Fire Department and Building Department.
10. Adherence to the comments included in the Engineer's letter dated December 31, 2025.

SUPPORTING DATA

Aerial Photo

Site Photos

Draft Resolution XX-2026, Approving Site Plan Review at 18270 Territorial Road

Applicant Narrative

Civil Plans and Building Elevations

City Engineer's Letter, dated December 31, 2025





*View of site of new building looking north/northwest

**RESOLUTION NO. XX-2026
CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT**

RESOLUTION APPROVING SITE PLAN AT 18270 Territorial Road

BE IT RESOLVED, by the City Council of the City of Dayton, Minnesota, as follows:

WHEREAS, Jenn Roldan of Carvana, (hereinafter referred to as the “Applicant”), on behalf of the owners of 18270 Territorial Road, has made an application for Site Plan approval for their use (hereinafter referred to as the “Application”). The parcels have Property Identification Numbers of 31-120-22-13-0020 & 31-120-22-21-0010 and a legal description as follows:

Lots 1 and 3, Block 1, Dayton Territorial Addn

WHEREAS, Section 1001.28 Subdivision 3 states that final site and building plans shall be approved by the City Council prior to the issuance of any permits for new development or building construction/expansion in any Non-Residential Zoning District.

WHEREAS, the City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and

WHEREAS, the City Planning Commission reviewed the Application at its January 8, 2026, meeting, where the Applicant was present, and the Planning Commission recommended approval; and

WHEREAS, the City Council at its January 27, 2026, meeting reviewed and considered the application, and the City Council moved for approval of the Application.

NOW, THEREFORE, based upon the information from the public meeting, the testimony elicited and information received, the meetings of the City Council, reports of City Staff and information contained within the files and records of the City, the City Council for the City of Dayton makes the following:

FINDINGS:

- a. The proposed development is not in conflict with the Comprehensive Plan;

FINDING: Being that this is an existing industrial site, guided Industrial in the Comprehensive Plan, this proposed building addition is not considered redevelopment of the site, and would not be in conflict with the Comprehensive Plan.

- b. The proposed development is not in conflict with the zoning district provisions;

FINDING: This property has been operating in a legal non-conforming capacity under an existing CUP. In compliance with the conditions of approval detailed within the resolution, Staff believes the overall changes to the property related to this site plan application are not in conflict with the I-1, Light Industrial Zoning District provisions. With the outstanding conditions of approval, Staff is charged with ensuring these conditions are met to satisfy the Zoning Ordinance requirements. If these conditions are not met, building permits would not be issued.

- c. The proposed development is compatible with existing and anticipated future development; and

FINDING: The existing use of the site is comparable in nature to the adjacent properties, as this site is surrounding other commercial and industrial uses. The proposed site plan does not create incompatibility with future development on the surrounding vacant land.

- d. Conform to the exterior building material requirements of the Zoning Code.

FINDING: The proposed building and roofing materials are listed as “Prefinished Metal”. Staff believes that this type of exterior product can be consistent with the I-1 district requirements, but further clarification will be sought from the Applicant prior to issuance of any building permits. The car wash addition is anticipated to match the existing exterior of the building, which is of stone masonry. Clarification by the applicant will be required on this as well prior to a building permit.

DECISION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does hereby **conditionally approve** the Applicant’s request for Site Plan review. The Applicant shall meet the following conditions to the satisfaction of the City:

1. If a car wash is installed within the Dayton Territorial Addition plat, it cannot be a stand-alone facility, and shall not be allowed for use by the public.
2. Setbacks shall be met for any new construction within the Dayton Territorial Addition plat.
3. Impervious surface on the site shall not be increased as part of this project.
4. The Applicant shall submit a lighting plan for any new lights installed on the property. Such lighting plan shall conform to the requirements of the Zoning Ordinance.
5. The applicants shall provide detail to City Staff regarding the “prefinished metal” siding and roofing material shown on the elevation plan sets. If City staff feel the proposed materials are not consistent with the architectural design requirements, the plans shall change accordingly prior to issuance of a building permit.
 - a. Architectural design shall also meet the standards set forth in Section 1001.062 Subd. 1(1) of the Dayton Zoning Code.
6. The rooftop equipment shall be fully screened from ground-level view. Such detail shall be provided prior to the issuance of a building permit.
7. The Applicant shall pay full sewer and water access charges as listed within the fee schedule for the construction of the new building.
8. To comply with the landscaping standards of the new building area, plantings shall be installed intermittently against long expanses of walls between garage and service doors. The landscape plan shall be revised to reflect these requirements prior to a building permit.
9. Prior to the installation of the fuel storage equipment, the applicant shall submit a permit to be reviewed and approved by the Fire Department and Building Department.
10. Adherence to the comments included in the Engineer’s letter dated December 31, 2025.

Adopted this 27th day of January 2026, by the City of Dayton.

Mayor — Dennis Fisher

City Clerk — Amy Benting

Motion by _____, *Second by* _____

*Resolution **approved***

MOTION DECLARED PASSED

Memorandum

Subject: Description of Operations – Carvana Inspection and Reconditioning Center

The proposed development is an expansion to the existing ADESA Auto Auction to construct an **Inspection and Reconditioning Center (IRC)**, a secure facility designed to streamline the storage, distribution, inspection, and reconditioning of used vehicles prior to their on-line sale via Carvana.com.

The proposed project is a 67,384 square foot building with an attached 1,407 square foot private car wash. This car wash will be for Carvana's exclusive use to clean vehicles being prepared for online sale. The proposed IRC is structured around an assembly-line process. Vehicles undergo a comprehensive 150-point inspection and receive necessary typical maintenance, such as oil changes, tire and brake installation, and touch-up paint for minor dings and scratches. **No major repair operations**, such as engine rebuilds, transmissions or extensive collision body work, will be conducted on site. After service and cleaning, vehicles are professionally photographed and stored on the premises until time of purchase.

The proposed site will function as both a vehicle storage hub, maximizing parking for in-process and ready-for-sale inventory, and a distribution center for direct-to-customer deliveries.

The IRC is not open to the public. Only employees are permitted on the secure site, as all vehicles are sold online and delivered directly to customers or through our network of hubs to a location where the customer can come pick up their vehicle. Employee and visitor parking is separate from and located outside the primary secure area which is enclosed by an 8-foot fence, with a guard house regulating transport truck access.

Reconditioning Process

The process can be broken down into a series of integrated stages:

1. 150-Point Inspection:

- This is the initial and most critical step. Every vehicle undergoes a thorough, systematic 150-point inspection covering mechanical, safety, and cosmetic aspects.
- This includes checking the engine, transmission, suspension, brakes (e.g., ensuring brake pad thickness is at least 5mm), tires (e.g., tread depth of at least 5/32"), electrical systems, and all major functions and accessories.
- The inspection also includes a review of the vehicle history to confirm no reported accidents, flood, fire, or frame damage.

2. Mechanical Reconditioning and Maintenance:

- Based on the inspection results, vehicles receive necessary mechanical work to bring them up to standard.
- This includes typical vehicular maintenance such as oil changes, fluid checks and top-offs, replacement of worn tires, new brake pads/rotors, and other small-scale repairs.
- Crucially, the facility is designed for standard maintenance, and will not perform major processes like engine rebuilds or extensive body work.

3. Cosmetic and Detailing Reconditioning:

- This phase focuses on the appearance of the vehicle. It includes minor cosmetic repairs such as fresh paint for chips or scratches and other necessary internal and external repairs.
- The final step is a thorough premium detail and cleaning process, neutralizing odors to ensure the vehicle presents as "good as new."

4. Photography and Annotation:

- Once reconditioning and detailing are complete, the vehicle moves to a specialized photography area.
- High-quality, 360-degree interactive images of the interior and exterior are taken for the online listing.
- Any material cosmetic defects or imperfections that remain are transparently highlighted through digital annotations on the photos, ensuring customers know exactly what they are purchasing.

5. Inventory Storage and Distribution:

- Upon completion of the full process, the vehicles are logged as available inventory and stored in the secure parking lots, awaiting online purchase and final direct-to-customer distribution.

The entire process is managed via proprietary software to maintain operational consistency and efficiency across the assembly-line layout.

Facility Overview

- Size: Approximately 67,384 square feet of building area on a site of over 40 acres.
- Primary Uses: Vehicle storage, distribution, inspection, reconditioning, and employee parking.

Operations

- Vehicle Storage: Vehicles will typically remain on site for an average of 60 days before being delivered to customers or retail vending machine locations.
- Sales: **All sales are transacted online** as such the site will **not** function as the point of sale for vehicles.
- Deliveries & Distribution: Vehicle transporters will deliver cars to the facility, where they will be inspected, stored, and prepared for customer delivery.

Outbound vehicles will leave the site by truck to a regional distribution hub or be delivered directly to customers.

- Employee Functions: Staff will perform inspections, reconditioning work, and manage vehicle logistics. The facility provides significant employee parking, including capacity to accommodate the workforce.

Infrastructure & Design

- Access Points:
 - A multi-lane gated entry, with crash rated barriers, for trucks and vehicles accessing the northern portion of the site.
 - A secondary non-gated entry for access to the employee parking area.
- Traffic & Circulation: Internal circulation roads are designed to safely accommodate truck movements, employee vehicles, and emergency services.
- Site Enhancements: Landscaping, screening, and architectural features are incorporated to ensure visual compatibility and compliance with design standards.

Community & Economic Benefits

- Employment: The project creates high-quality jobs, including vehicle technicians, operations staff, and administrative personnel.
- Employee Benefits: In addition to Statutory Benefits, Carvana offers on the job training programs, education reimbursement through Carvana KEYS, and tool, ASE and CDL reimbursement.

Safety & Compatibility

- The facility is designed to meet all applicable safety, building, and environmental standards.
- Adequate setbacks, landscaping, and screening are incorporated to minimize potential impacts on surrounding uses.
- Traffic improvements and on-site circulation reduce congestion and ensure safe site operations.

Please do not hesitate to give me a call should you have any further questions or clarifications.

Sincerely,

Carvana, LLC.

ADESA MINNEAPOLIS MN

NA

ARCHITECT:
WHN ARCHITECTS, PA
330 W 10TH STREET
CHARLOTTE, NC 28202
704.333.9952
NC Certificate of Licensure #License #

Role:
Company
Address 1
Address 2
Phone
NC Certificate of Licensure #License #

Role:
Company
Address 1
Address 2
Phone
NC Certificate of Licensure #License #

Role:
Company
Address 1
Address 2
Phone
NC Certificate of Licensure #License #

Role:
Company
Address 1
Address 2
Phone
NC Certificate of Licensure #License #

PRELIMINARY NOT FOR CONSTRUCTION

REVISIONS		
#	DESCRIPTION	Date

PROJECT NO. -
DATE ISSUED -

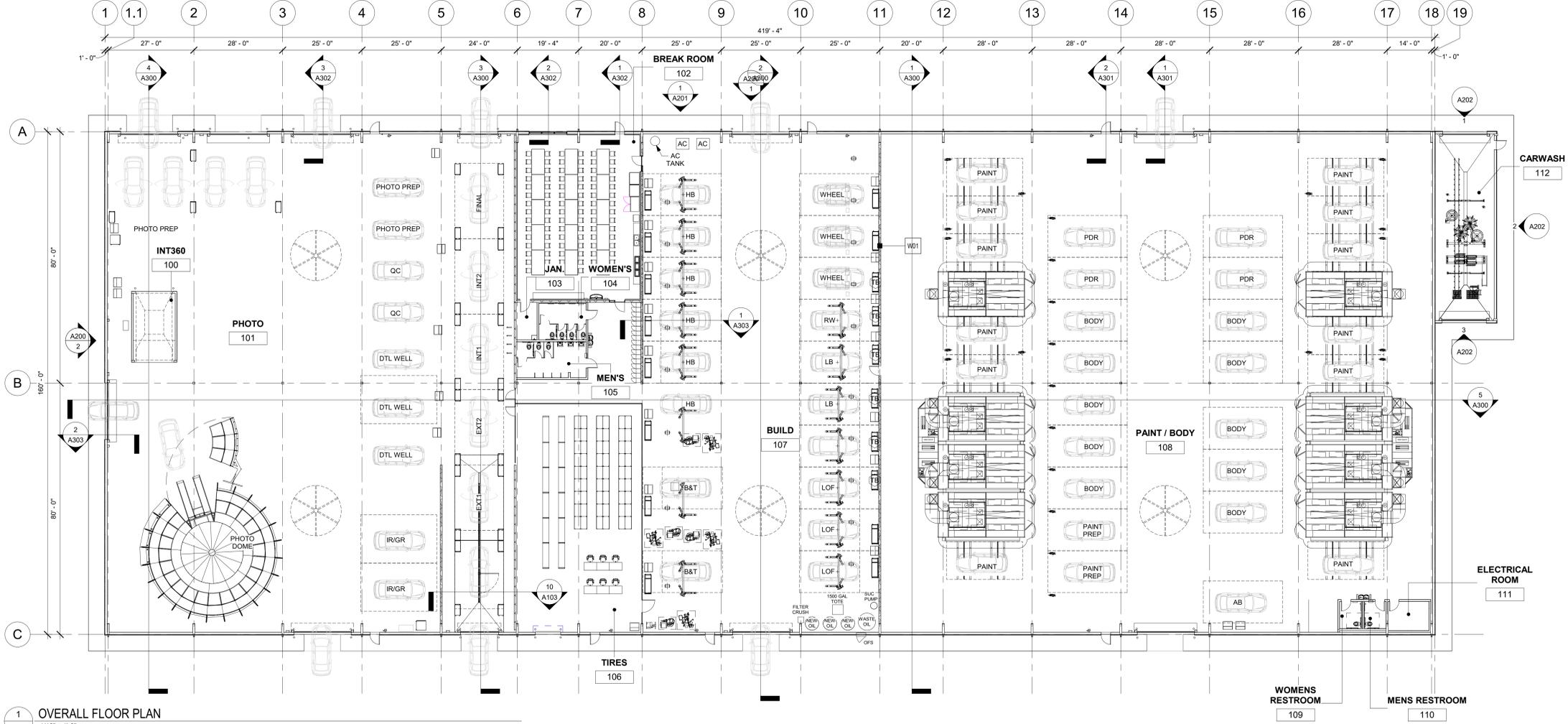
PRELIMINARY

OVERALL FLOOR PLAN

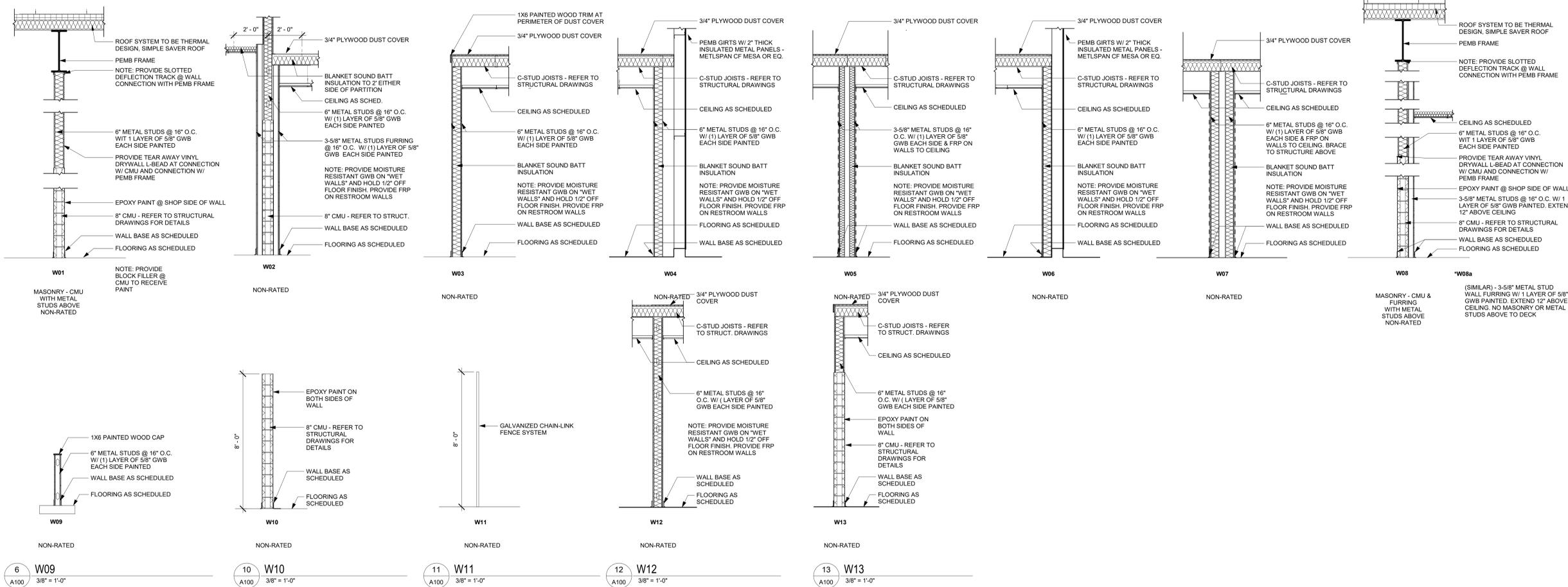
DRAWING NUMBER:

A100

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1 OVERALL FLOOR PLAN
1/16" = 1'-0"





ADESA MINNEAPOLIS MN

NA

ARCHITECT:
WHN ARCHITECTS, PA
330 W 10TH STREET
CHARLOTTE, NC 28202
704.333.9552
NC Certificate of Licensure #License #

Role:
Company
Address 1
Address 2
Phone
NC Certificate of Licensure #License #

Role:
Company
Address 1
Address 2
Phone
NC Certificate of Licensure #License #

PRELIMINARY NOT FOR CONSTRUCTION

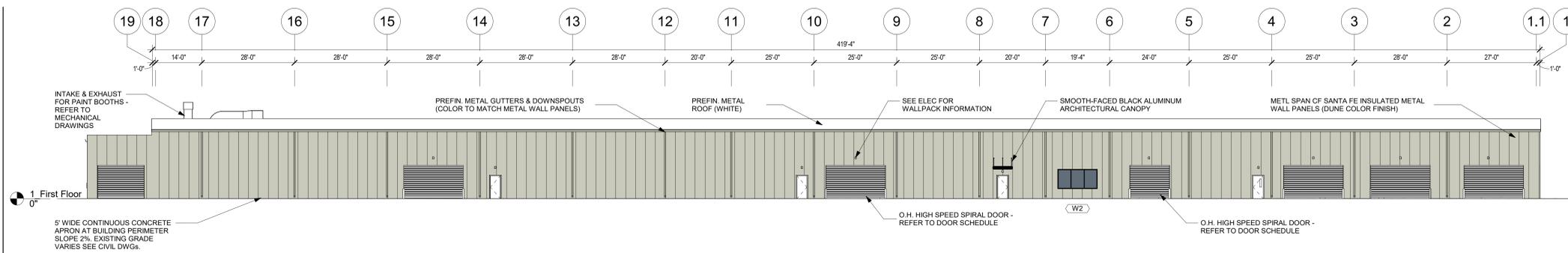
REVISIONS		
#	DESCRIPTION	Date

PROJECT NO. -
DATE ISSUED -

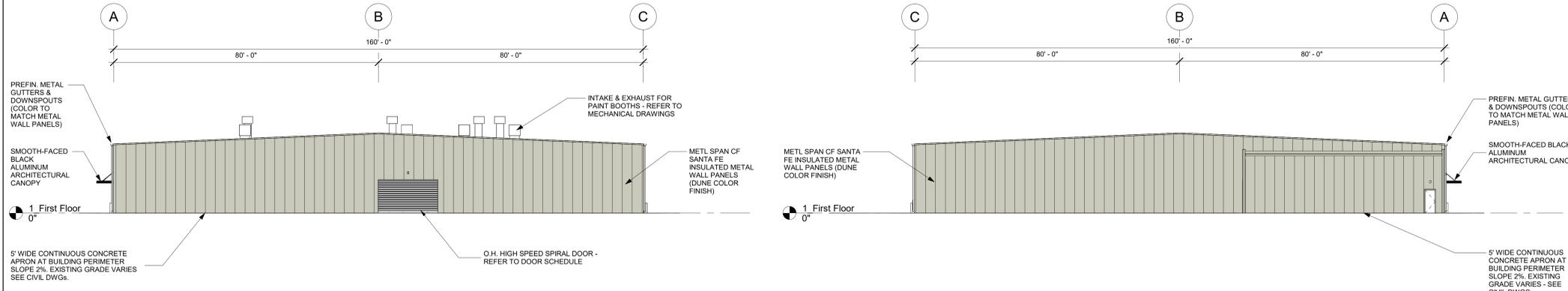
PRELIMINARY EXTERIOR ELEVATIONS (PRESENTATION)

DRAWING NUMBER:
A201

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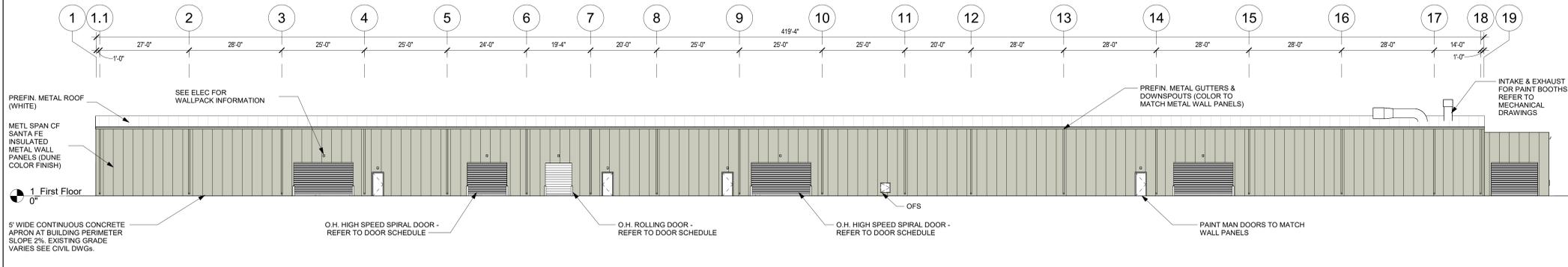


1 NORTH ELEVATION
A201 1/16" = 1'-0"

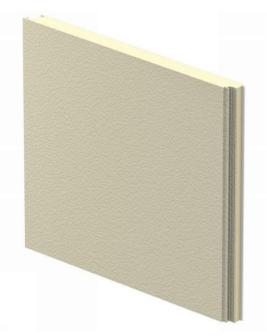


2 WEST ELEVATION
A201 1/16" = 1'-0"

4 EAST ELEVATION
A201 1/16" = 1'-0"



3 SOUTH ELEVATION
A201 1/16" = 1'-0"

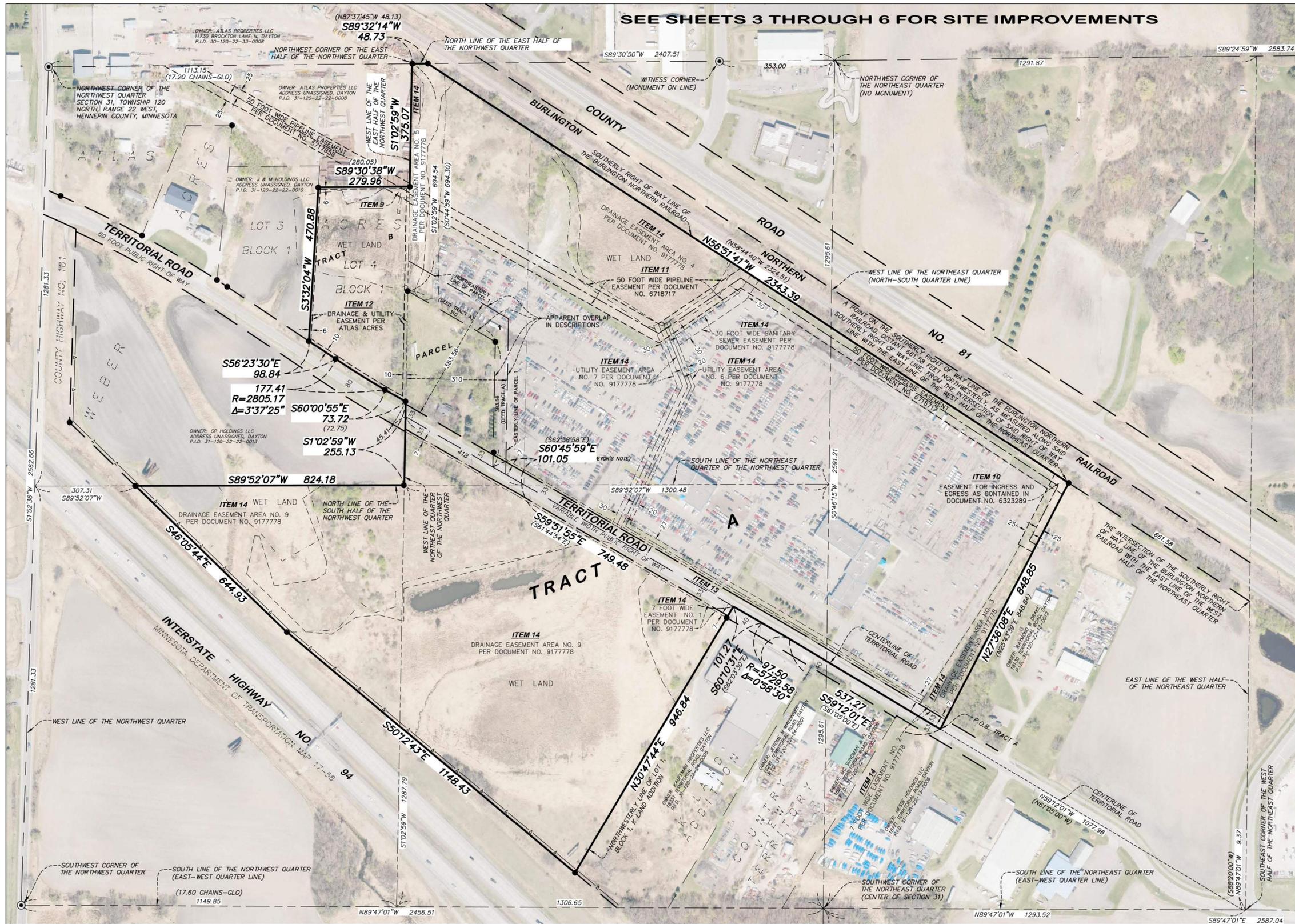


METL-SPAN CF SANTA FE WALL PANEL EXAMPLE
IMAGE - COLOR TO MATCH EXISTING BUILDINGS
ON-SITE

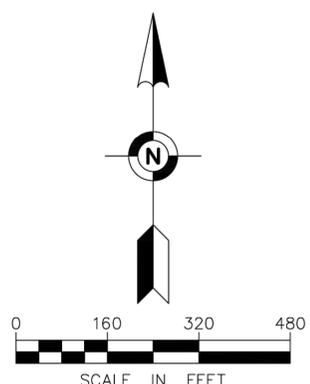


METL-SPAN CF SANTA FE WALL PANEL EXAMPLE
PROJECT

**ALTA/NSPS LAND TITLE SURVEY FOR:
Kimley Horn & Associates, Inc.**



SEE SHEETS 3 THROUGH 6 FOR SITE IMPROVEMENTS



- FOUND IRON MONUMENT
 - ⊙ FOUND CAST IRON MONUMENT
 - ⊙ SET IRON MONUMENT MARKED WITH LICENSE NUMBER 47476
 - (N00°00'00"E XX.XX) RECORD MEASUREMENT
- The south line of the Northeast Quarter is assumed to bear North 89 degrees 47 minutes 01 seconds West
- A— LIMITED ACCESS

FIELD BOOK	PAGE	FIELDWORK CHIEF:	REVISIONS		
NO.	DATE	DESCRIPTION	NO.	DATE	DESCRIPTION
2668	49	IC			
DRAWN BY:					
NCP					
PMD					
CHECKED BY:					
EAR					

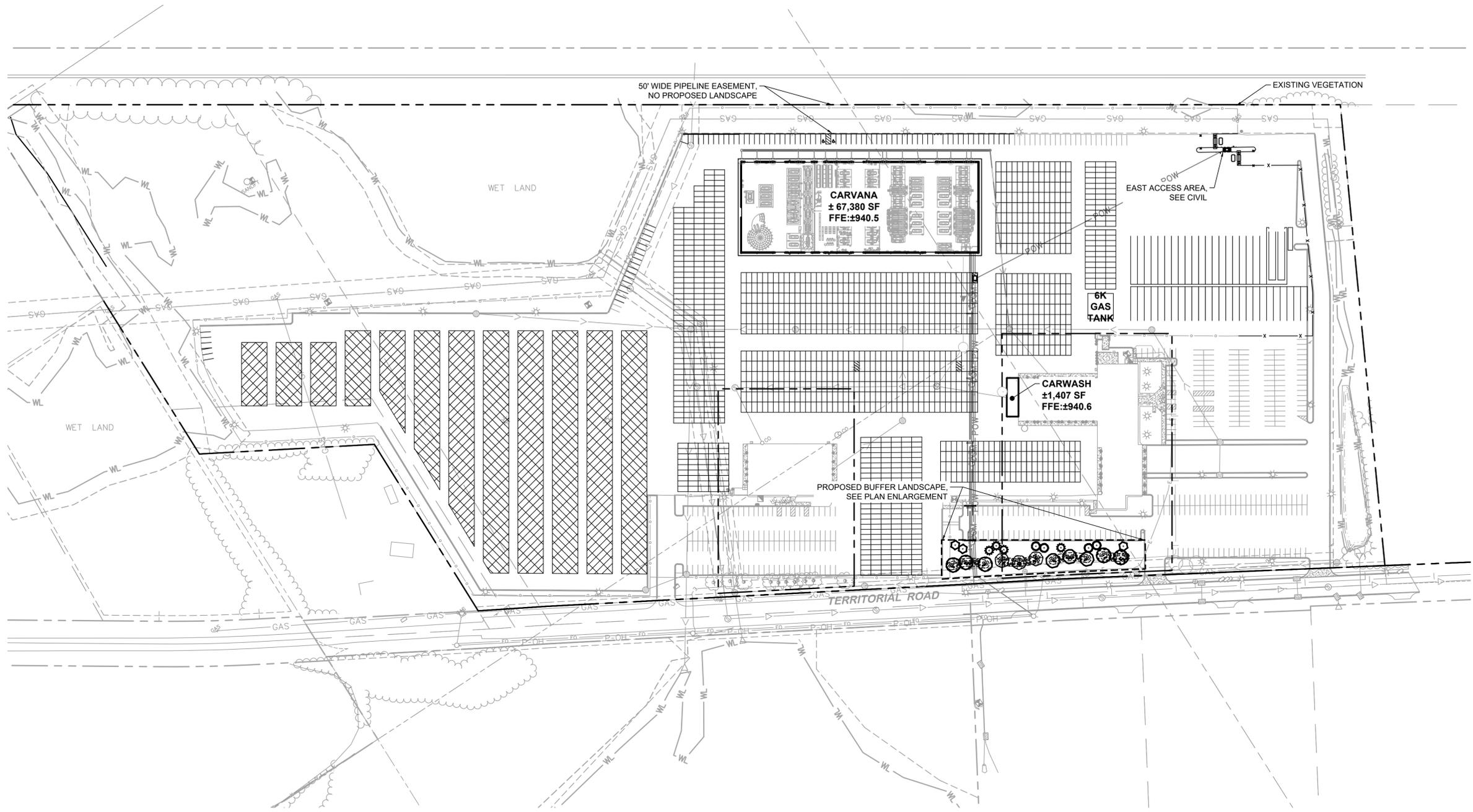
**ALTA/NSPS
LAND TITLE SURVEY**

SURVEY FOR:
Kimley Horn & Associates, Inc.

PROPERTY ADDRESS:
**18270 Territorial Road
Dayton, Minnesota 55369**



1229 Tyler Street NE, Suite 100
Minneapolis, Minnesota 55413
PHONE: (612) 466-3300
FAX: (612) 466-3383
WWW.EFSURVEY.COM
COPYRIGHT © 2020 BY EGAN, FIELD & NOWAK, INC.
land surveyors since 1872



811
Know what's below.
Call before you dig.

NORTH

GRAPHIC SCALE IN FEET
0 50 100 200

LANDSCAPE SUMMARY

- REQUIRED BUFFER YARD PLANTINGS: 22 TREES = (356 L.F. BUFFER YARD / 100) * 6
A VARIETY OF DECIDUOUS SHRUBS & EVERGREEN SHRUBS
- PROVIDED BUFFER YARD PLANTINGS: 11 OVER-STORY TREES
11 EVERGREEN TREES
59 DECIDUOUS SHRUBS
63 EVERGREEN SHRUBS

PRELIMINARY - NOT FOR CONSTRUCTION

CARVANA - DAYTON
PREPARED FOR
CARVANA

DAYTON MN
SHEET NUMBER
L100

**OVERALL
LANDSCAPE PLAN**

KHA PROJECT	160997003
DATE	12/08/2025
SCALE	AS SHOWN
DESIGNED BY	ATK
DRAWN BY	ATK
CHECKED BY	RAH

THESE CERTIFICATES HAVE BEEN PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

RYAN A. HYLLESTED, P.L.A.
M.N. LIC. NO. 53828
DATE: 12/08/2025

Kimley»Horn
2024 KIMLEY-HORN AND ASSOCIATES, INC.
787 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
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No.	REVISIONS	DATE	BY

2. Encourage Public/Private Partnerships to construct public infrastructure to support quality development

In 2025, Dayton Storage extended water along Territorial Road to serve their property, 18800 Territorial Road. This private development was done as a cost savings measure (vs. installing well and water tanks for fire suppression). This extension benefits three vacant properties and encourages further development.

In 2025, work began on a traffic signal at Dayton Parkway and Territorial Road. The \$640,000 public/private project received donations from Kwik Trip (\$442,500) and Cemstone (\$10,000).

In 2025, plans were substantially completed to extend municipal sewer from the Stenslie property (vacant) to service the DDL property (vacant). This \$286,000 public project is being done to encourage development and redevelopment in the area of Dayton Parkway and 113th / 117th Avenue. Construction is planned in winter/spring 2026.

3. Foster Employment growth with strong wage opportunities through attraction of new businesses and expansion of existing businesses

Known new businesses in 2025 include:

- Forgent Power ??? employees
- NFI Industries 41 employees
- Kwik Trip #1157 60-70 employees
- TurbinePros 40-50 employees

There were no known business expansions in 2025.

Known business closures in 2025 include:

- Bluebird Nest Resale Boutique

4. Ensure city processes are business friendly and do not create barriers to development

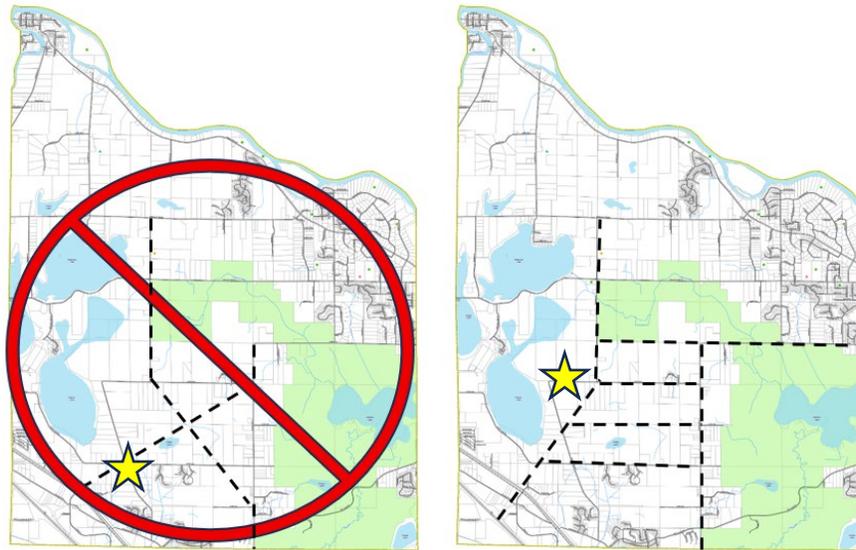
In 2025, after multiple developers complained that city Trunk and Connection Fees are too high, Staff conducted a study comparing development fees, if several Dayton projects were to occur in neighboring cities, what would their fees be. Trunk Fees are substantially higher in developing cities like Dayton because of the lack of existing infrastructure. The City Council directed no changes to the Fee Schedule (2025).

In 2025, there are three known non-residential projects that did not occur because of construction costs:

- Scannell – 126,000sf spec warehouse/distribution
- Oppidan – 200,000sf spec warehouse/distribution
- Telcom – 26,000sf contractors' yard
- Fisher Farms - conversion of Agricultural building to Commercial building

5. Promote the growth of a “City Center” located [at] Territorial Road and Holly Lane Area

In 2024, the City Council abandoned the planned “X” road corridor, in which a City Center was planned for the Territorial Road & Holly Lane area (2022). Direction was given to plan for a grid pattern.



Oversimplified version of X vs. H road corridor plan, with City Center (star) shifting north.

In 2024, the City Council considered a master plan for an area northwest of the previously planned City Center, rejecting the plan. In 2025, no progress was made for a new plan. This will be picked up again during the Comprehensive Plan update (2027-2028).

6. Explore preservation, reinvestment, and redevelopment possibilities within the Historic Village

In 2025, the EDA purchased the 1.2 acre Lent property, considered four redevelopment concepts, choosing a preferred mixed-use concept (restaurant, commercial/retail with apartments above). IAG began marketing the property in November 2025, listing for \$259,000. Although the project has received interest, no redevelopment proposals have been received.

7. Provide greater clarity around when and how to use City Assistance for projects

In 2025, Scannell requested Tax Increment Financing (TIF) of \$887,000 to construct a \$17 million 126,000sf spec warehouse/distribution facility. The City Council denied the request because the project did not provide a public benefit to justify the TIF amount.

The EDA administers a Low Interest Loan program intended for businesses in the Historic Village, Balsam Lane corridor, and the I-94 & Co Rd 81 corridor. Loan amounts are for \$5,000 - \$50,000 with a 2% interest rate. The Loan is intended to cover a maximum of 50%

of project costs. The program is posted on the city's website and was posted in the January 2025 Dayton Communicator. In 2025, the EDA received no loan applications.

In 2025, the EDA applied for a \$50,000 Love Local Storefronts grant from Hennepin County. A partial award will be provided to the EDA in 2026 for commercial/retail businesses in the Historic Village.

8. Strengthen quality of life within Dayton through enhancement of recreational opportunities

In 2025, the city programmed regular and special activities in the Activity Center aimed toward children and seniors, in addition to seasonal activities at Central Park (Easter egg hunt), Elsie Stephens (three concerts, Family Fun Night, Jack O'lantern Trail), and City Hall (HoliDayton), in addition to the Winter Medallion Hunt.

In 2025, the city added irrigation at Sundance Woods, Hayden Hills, Ion Gardens, River Hills, and Elsie Stephens parks. Dugouts were added at McNeil Park with assistance from CDAA, and the MN Twins. Public trails were constructed (or began) in Brayburn Trails East, and Territorial Grove neighborhoods.

In 2025, the city updated a Master Plan for Elsie Stephens / Cloquet Overlook Community Park. The project is proposed to be completed in five phases. Estimated project costs are \$16.8 million (2025). In 2026, the city is working toward reducing the Phase 1 project scope to \$1.5 million.

In 2025, the city began construction of Dayton Farms Park (AKA Area 21) in the Brayburn Trails / Sundance Greens / DCM Farms neighborhoods. The Neighborhood Park will be completed in two phases (phase 1 = 2026).

9. Use Economic Development resources to promote a full range of housing choices within Dayton

In 2025, Dayton issued permits for 138 single-family homes, a 46% reduction from 244 single-family and attached townhomes in 2024 (no townhomes were built in 2025). In conversations with developers, 6% interest rates have deterred buyers who have 2%-4% rates (2011-2022) on their current homes and are reluctant to move.



30-year fixed mortgage rate (Federal Reserve Bank of St. Louis)

In 2024-2025, the City Council has been supportive of reducing development fees for highly desirable housing projects, such as the proposed *The Parkway Neighborhood*, consisting of 650 apartment units in southwest Dayton. The development fee reduction is intended to offset infrastructure costs.

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

(multiple)

ROLE OF ECONOMIC DEVELOPMENT COMMISSION:

None.

RECOMMENDATION:

Looking forward to 2026 and beyond, there is a need for additional industrial land for large developments, and a need for industrial development catering to small contractors' yards such as lawncare and excavators. There are many small businesses operating from homes that are (or will be) pushed out as Dayton develops.

More attention is needed to the Historic Village, to implement the 2023 Framework Plan, such as planning for improvements for street parking, sidewalk replacement, lighting and street furniture. A plan should be implemented and costs assigned to the Long Term capital plan.

More effort is needed to understand Dayton's new population; why did they move here? What are their expectations? What is their tolerance for property taxes, traffic delays, and inconveniences associated with moving to a rural community with limited services. The city intends to conduct opinion surveys every 2-3 years. A survey is planned for 2026.

ATTACHMENT(S):

Economic Development Strategy Plan (2022)

City of Dayton, MN

ECONOMIC DEVELOPMENT STRATEGIC PLAN

APPROVED: July 19, 2022



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, Minnesota 55113

ACKNOWLEDGMENTS

The Economic Development Authority of the City of Dayton (EDA) developed this document to ensure a pragmatic approach to growth and economic development throughout the City of Dayton. The EDA is comprised of seven commissioners – two commissioners are City Council members, and five commissioners represent local businesses.

Economic Development Authority Board of Commissioners:

- Scott Salonek, City Council Member
- Julie Gustafson, City Council Member
- Jack Bernes, Business Representative
- Tim Huttner, Business Representative
- Jim Berge, Business Representative
- Vacant, Business Representative
- Vacant, Business Representative

Staff Liaisons:

- Zach Doud, Interim City Administrator/Finance Director
- Tina Goodroad, Former City Administrator

Consultant:

- Jason Aarsvold, Ehlers and Associates
- Keith Dahl, Ehlers and Associates

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Introduction

OVERVIEW

The City of Dayton, Minnesota is a growing community located in the northwest corner of the Minneapolis-St. Paul Statistical Area. It is located at the confluence of the Mississippi River and Crow River and remains largely rural compared to adjoining communities. The United States Census Bureau estimates the City had a population of 8,226 in 2021. This is an increase of about 76% from the 2010 census or a 13% increase from the 2020 census.

The City is seeing strong demand for both residential and business growth given its available land and location within the Twin Cities Metropolitan Area. The EDA is intently aware of its assets, competitive position, and growth potential after the completion of the Dayton Parkway Interchange on Interstate 94. Dayton intends to capitalize on its opportunities and help shape growth over the next several years in a manner consistent with community values. To accomplish this, the EDA undertook an in-depth and intentional strategic planning process for economic development.

This Economic Development Strategic Plan sets forth an achievable, strategic economic development plan for the EDA and City of Dayton. The Strategic Plan identifies specific goals, strategies and actions which build upon unique strengths and distinct characteristics of the City. Each of the goals focus on one or more priorities of the EDA which factor into the economic health and enhanced vitality of the City. The Strategic Plan's purpose is to articulate a set of measurable strategic actions that facilitate development within the City and provide guidance to staff on where to spend their time and City resources.

The Strategic Plan is not meant to be an exhaustive outline, but rather is intended to be a roadmap for guidance and direction. In addition, the plan is meant to be fluid in that it should be reviewed regularly to determine if there is a change in priorities or if resources need to be shifted. A key aspect of this Strategic Plan is to assure the mechanisms are in place to recognize success, big or small, in development and to continuously realign the resources and policies of the City to meet the goals of the EDA.

PROCESS

The EDA initiated the strategic planning process at its meeting on April 19, 2022 with a review of the City's current status. Data was gathered, analyzed, and distilled to conduct a "level setting" planning session with the EDA. Discussions focused on understanding City perspectives, perceptions, and realities, identifying EDA priorities, reviewing roles and responsibilities, and assessing the course of direction for the future. The major themes discussed are presented below as Strengths, Weaknesses, Opportunities, and Threats (SWOT).

Strengths:

- Availability of land
- Proximity to commercial, healthcare, and other services in adjacent communities
- Convenient freeway access with addition of the Dayton Parkway Interchange at I-94
- Geographic location along the Mississippi River and Crow River
- Lots of parks and trails
- Diversity of new and younger families
- Strong local housing market

Weaknesses:

- Cost to construct new public infrastructure
- Maintenance costs of existing public infrastructure
- Lack of convenient access/connections to parks and trails
- High residential tax burden
- Distance to a national or regional airport
- Service and consumer based commercial
- No apparent City Center

Opportunities:

- Preserve and reinvest into the Historic Village
- Expand access to and increase use of outdoor recreational areas
- Collaborate with regional partners to promote Dayton
- Increase marketing efforts to build awareness of development opportunities
- Attract capital intensive industries (i.e. Research and Development)
- Develop a City Center Master Plan

Threats:

- Loss of agricultural land - rural decline
- Staffing levels to adequately provide public services
- Making development decisions to pay debt service
- Financial strain of high tax burdens
- Onerous public approval processes

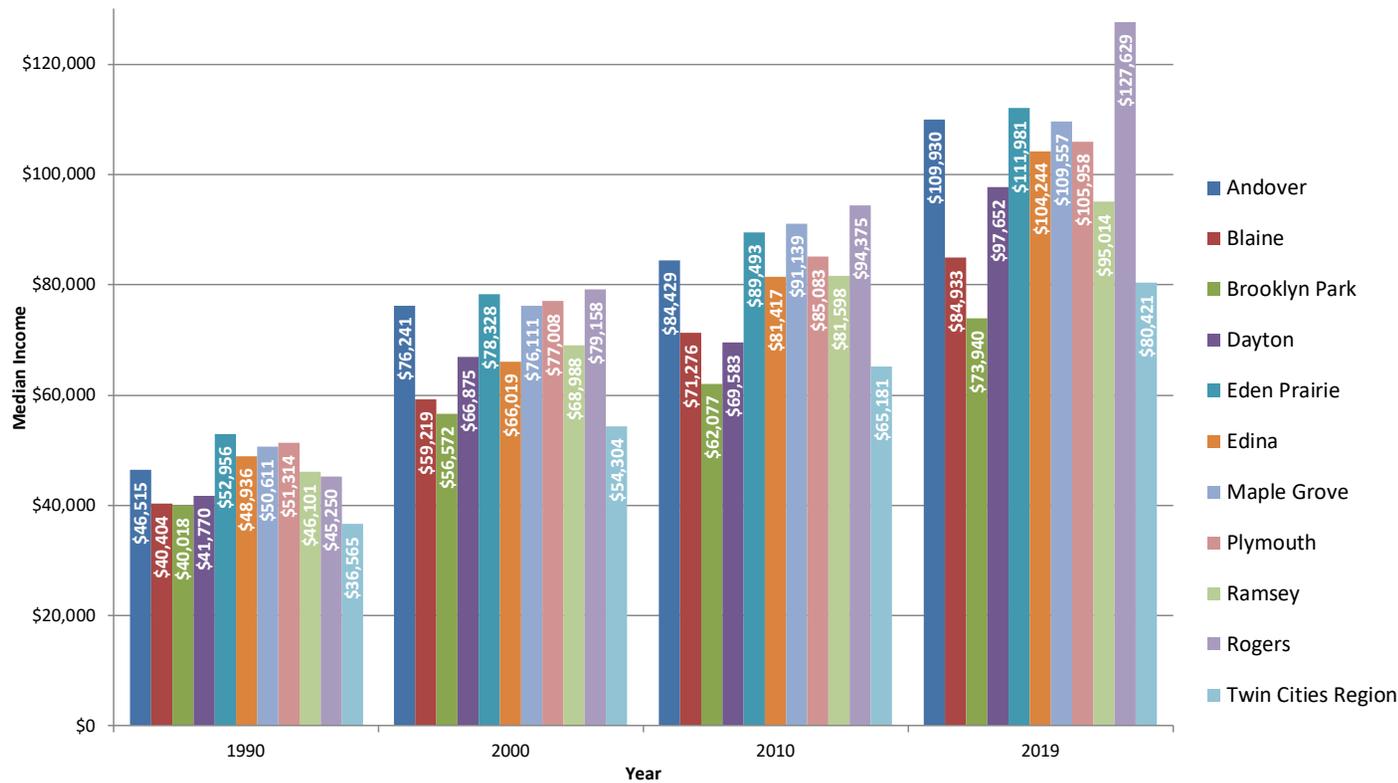
Following the April 14, 2022 meeting, staff took the EDA commissioner's feedback and began to formulate draft goals for consideration. At its meeting on May 17, the EDA reviewed and revised proposed strategies and came to consensus on the final goals for inclusion in the Plan.

On June 21, 2022 EDA commissioners considered strategies, and action steps for inclusion in the Plan to direct the City's economic development efforts over the next several years.

Context

EDA Commissioners spent time reviewing data about the City of Dayton to help inform the strategic planning process. The following is information and key “take-aways” provided through the planning process to review these in the context of the metro area, peer cities, and the State.

INCOME



Dayton’s median household income increased from \$41,770 in 1990 to \$97,652 in 2019 (134%)

Median household income in the Twin Cities increased from \$36,565 in 1990 to \$80,421 in 2019 (120%)

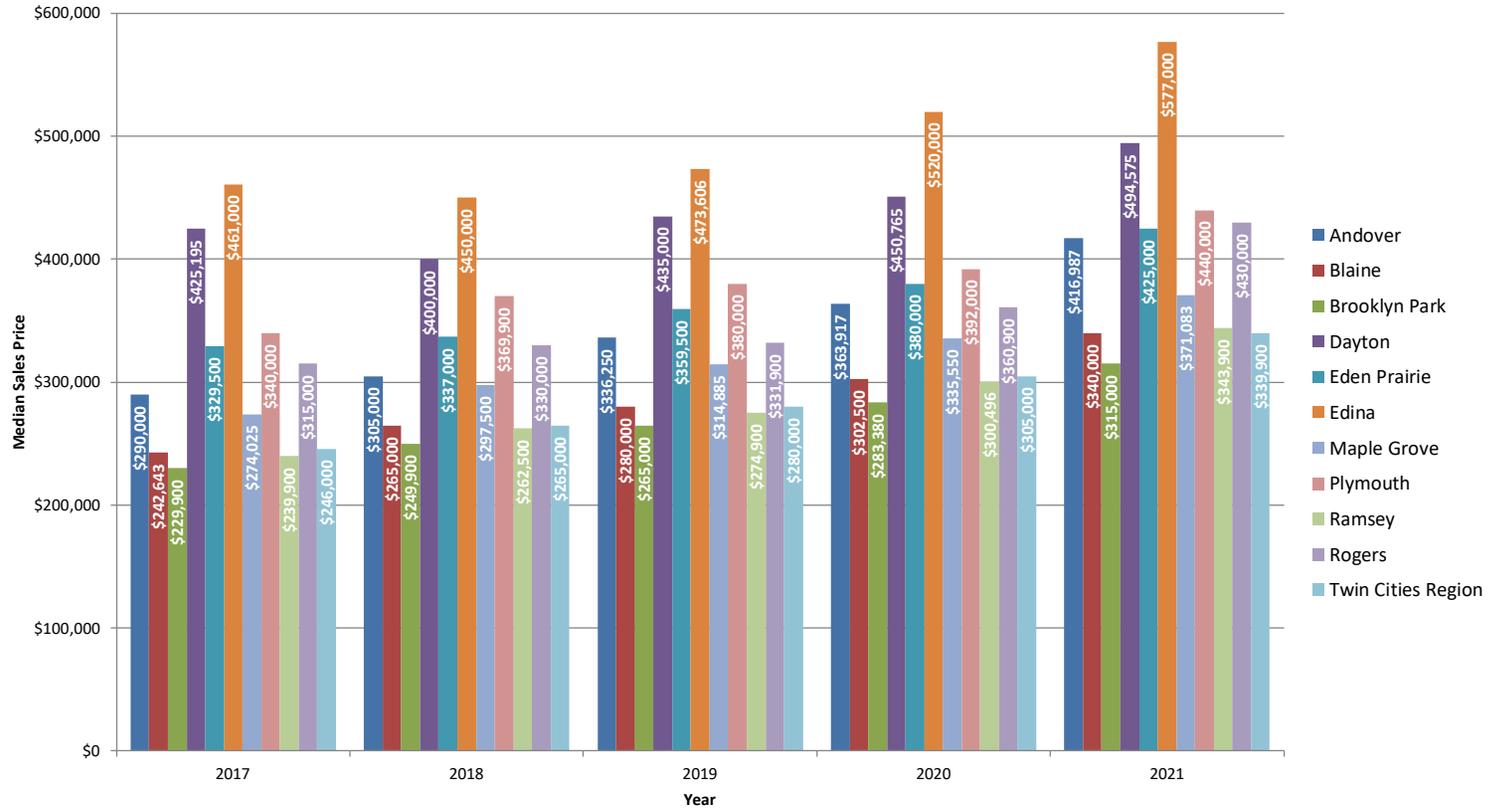
Dayton’s median income is growing faster than the Twin Cities region

HOUSING SALES

Dayton’s median home sale price was \$425,195 in 2017 and increased to \$494,575 in 2021, which is a 16% increase

The median home sale price in the Twin Cities region was \$246,000 in 2017 and increased to \$339,900 in 2021, which is a 38% increase

Dayton’s median home sales price is among the highest of the peer cities reviewed



TAX BASE

Growing the tax base is one of the central goals of any economic development effort. Tracking the growth in Dayton’s tax base will be one important way to measure success. Comparing that growth to the state as a whole, as well as other peer communities will help the City understand if the tax base growth is simply inflationary, or if the City’s growth is increasing relative to its peers. A strong economic development strategy is one factor that can contribute to tax base growing faster than peer communities. The table below compares Dayton’s market value and tax capacity, which are measures of the City’s tax base, to the state of Minnesota between 2015 and 2021. While City level data is available for 2023, aggregated State level data is not. Thus, the tables below use 2021 data since it is the latest aggregated data available at the State level.

	Year		Change 2015 - 2021	
	2015	2021	Amount	Pct.
Estimated Market Value				
Dayton	\$509,036,227	\$1,100,677,500	\$591,641,273	116.23%
Minnesota	\$626,900,095,947	\$804,978,906,709	\$178,078,810,762	28.41%
Tax Capacity				
Dayton	\$5,252,308	\$11,629,398	\$6,377,090	121.42%
Minnesota	\$6,502,590,274	\$8,716,666,897	\$2,214,076,623	34.05%

Source: Minnesota Department of Revenue

As the table shows, Dayton’s tax base has grown well over 116% since 2015, as compared to the state which has grown over 28%. In addition to comparing Dayton’s growth to the state as a whole, it is also beneficial to see how the City is doing relative to its peer cities. The table below compares the growth in market value between 2015 and 2021 amongst Dayton and select peer communities. This comparison is a helpful way to understand whether the City’s market value growth reflects the general inflation within the region, or if there may be other factors contributing, such as an intentional economic development effort.

City	2020 Population	Estimated Market Value		Change 2015 - 2021		Market Value Per Capita
		2015	2021	Amount	Pct.	
Andover	32,601	\$2,610,013,669	\$3,685,468,000	\$1,075,454,331	41.20%	\$113,047.70
Blaine	70,222	\$5,339,903,262	\$8,195,586,700	\$2,855,683,438	53.48%	\$116,709.67
Brooklyn Park	86,478	\$5,485,607,651	\$8,458,083,900	\$2,972,476,249	54.19%	\$97,806.19
Dayton	7,212	\$509,036,227	\$1,100,677,500	\$591,641,273	116.23%	\$152,617.51
Eden Prairie	64,198	\$9,096,573,076	\$11,447,364,200	\$2,350,791,124	25.84%	\$178,313.41
Edina	53,494	\$9,893,204,412	\$13,465,932,900	\$3,572,728,488	36.11%	\$251,727.91
Maple Grove	70,253	\$7,741,298,726	\$10,770,851,200	\$3,029,552,474	39.13%	\$153,315.18
Plymouth	81,026	\$9,669,972,231	\$13,897,052,002	\$4,227,079,771	43.71%	\$171,513.49
Ramsey	27,646	\$2,026,693,935	\$3,043,174,200	\$1,016,480,265	50.15%	\$110,076.47
Rogers	13,295	\$1,582,611,852	\$2,348,313,600	\$765,701,748	48.38%	\$176,631.34
Minnesota	5,576,606	\$626,900,095,947	\$804,978,906,709	\$178,078,810,762	28.41%	\$144,349.25

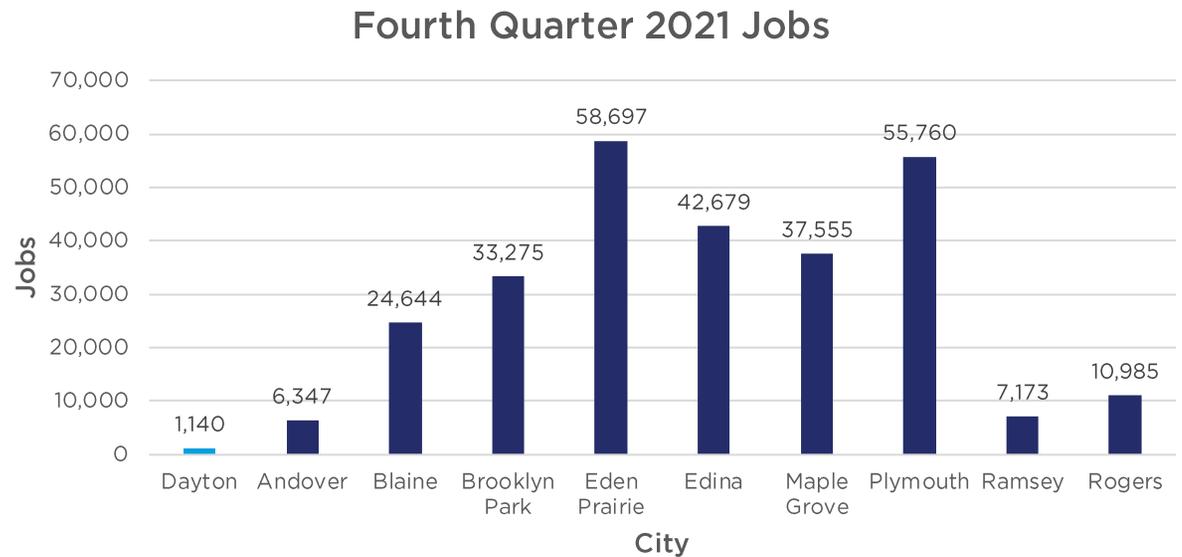
Source: US Census; Minnesota Department of Revenue

Dayton’s market value is growing faster than the peer cities reviewed. The fact that Dayton is a growth community with available land, is contributing to this. Total market value is lower than the peer cities, but this presents an economic development opportunity for the City’s future. On a per capita basis, Dayton ranks in about the middle for market value among the peer cities reviewed.

EMPLOYMENT

Existence of job opportunities within a community is one indicator of economic strength. Jobs provide opportunities for residents, but they also bring significant economic activity that helps support additional growth in the commercial sector. The table below compares the number of jobs in Dayton to peer cities.

According to the Minnesota Department of Employment and Economic Development’s Quarterly census of employment and wages, Dayton had 1,140 jobs in the community as of 4th quarter 2021. This is very low relative to the number of jobs in the peer cities reviewed. Recent development activity as well as a renewed focus on job growth through economic development efforts are expected to narrow this gap in jobs between peer cities.



Resources

Successful implementation of Dayton’s Economic Development Strategic Plan will require attention to the balance between priorities and available resources. The amount of work in this plan the City can take on and the timeframe within which it can be accomplished will be a function of available resources. These resources include both money and staff time. There will always be more activities on the economic development wish list than available resources to give them all the appropriate attention.

The City’s staff and other financial resources are finite, and it is difficult to create a large enough “war chest” in the short-term to address all the City’s needs. The City has relied in the past on the use of some public resources and tools that exist to accomplish its goals and will need to in the future as well.

The primary limiting resource for the City is internal staff capacity necessary to fully execute long-term plans. Done correctly, adding staffing capacity is an investment with a return to the City, not solely an expense. The intent of creating a thoughtful plan is to make sure these limited resources are deployed in a way that meets the City’s objectives.



For this reason, prioritizing the City's economic development activities is critical. This exercise in prioritization must be done in the context of the resources available to get the job done. Finding the proper balance will help ensure the City's investment in economic development is achieving the goals most important to the community. If priorities and resources are out of balance, the City will either have trouble accomplishing its goals, or will be investing more than may be necessary. The City will need to continually evaluate its economic development program and funding levels to stay in balance.

This plan contemplates time horizons for accomplishing each goal based on a schedule that uses short term, mid-term, and long-term increments. These time horizons are based on each goal's complexity and necessary level of involvement and resources. The exact date by which each goal will be accomplished is a function of the priority they are given and the City's available staff capacity and resources.

We recommend establishing an annual work plan to address these goals that can prioritize which items are most important and then match the resources necessary to carry out that plan. This plan should be revisited annually, and priorities and resources should be adjusted accordingly.

Economic Development Strategy

GOAL 1: STRENGTHEN THE LOCAL TAX BASE

STRATEGY	ACTIONS	TIMELINE
1.A. Encourage tax base growth and diversification	Meet with economic development partners, such as the local Chamber of Commerce, Hennepin County, Greater MSP, and DEED to inform them of sites, buildings, and EDA economic development initiatives	On going
	Meet with site selectors to understand their needs and ensure Dayton is producing relevant information to provide during site selection processes	On going
	Assemble a list of “available sites” for residential, commercial, and industrial development. Include site specific information about zoning classification, square footage, access to amenities, transportation access, access to utilities, and other pertinent information	Short-Term
	Continually update the list of available sites as sites are developed and new sites become available	On going
	Send a delegation to a Site Selector conference	Long-Term
1.B. Attract capital and job intensive industries	Conduct a sector industry analysis to determine target industries	Short-Term
	Develop target industry profiles that summarize Dayton’s competitive positioning and highlights the benefits of doing business in the city	Mid-Term
	Distribute marketing materials to local and regional partners, including making them available on the City’s website	Mid-Term

1.C. Encourage commercial and industrial property reinvestment and revitalization	Implement a consistent Business Retention and Expansion program to assess existing businesses needs and growth	Long-Term
	Create business assistance grant and/or loan programs that incentivize reinvestment of existing commercial and industrial buildings	Long-Term
1.D. Evaluate financial and staffing resources necessary to accomplish goal		Short-Term

DATA COLLECTION POINTS

1. Measure increased market value and tax base growth
2. Track number of businesses relocating and expanding
3. Track number of site visits to assess businesses needs
4. Identify three or more target industries and produce target industry profiles for each
5. Track google analytics

GOAL 2: ENCOURAGE PUBLIC/PRIVATE PARTNERSHIPS TO CONSTRUCT PUBLIC INFRASTRUCTURE TO SUPPORT QUALITY DEVELOPMENT

STRATEGY	ACTIONS	TIMELINE
2.A. Evaluate new development impacts on underserved or unserved areas	Review property land use guidance for undeveloped industrial and commercial areas within the City to assess future public infrastructure needs	On going
2.B. Coordinate construction of public infrastructure in concurrence with new development	Adopt a development-fee program and other appropriate financing measures, so that new development pays its share of the costs when new public infrastructure is required	Short-Term
	Seek grant funding for public infrastructure needs (i.e., TED and TEDI grant programs through DEED) that position areas for development and have the potential to reduce development costs	On going
2.C. Limit areas of new development to be concentrated around existing public infrastructure to not prematurely expand service delivery areas		On going

DATA COLLECTION POINTS

1. Track the development ratio of public to private funds invested
2. Track total amount of grant funds secured and received
3. Measure length of public infrastructure paid for by the private sector

GOAL 3: FOSTER EMPLOYMENT GROWTH WITH STRONG WAGE OPPORTUNITIES THROUGH ATTRACTION OF NEW BUSINESSES AND EXPANSION OF EXISTING BUSINESSES

STRATEGY	ACTIONS	TIMELINE
3.A. Direct any potential City assistance for higher job density and pay	Update the City’s Business Subsidy Policy to ensure applicants are aware of required goals to receive public assistance	Short-Term
3.B. Expand marketing efforts to build awareness of opportunity in Dayton	Create an economic development portion of the City’s current website to have economic development information accessible and in a centralized location	Short-Term
	Create a community profile that summarizes Dayton’s competitive positioning and highlights the benefits of doing business in the City	Mid-Term
	Publish a list of available incentives the EDA would be willing to consider and/or support if the incentive is through the County, State or Federal government	Mid-Term
3.C. Promote development of existing vacant and underutilized properties	Create business assistance grant and/or loan programs that incentivize reinvestment of existing commercial and industrial buildings	Long-Term

3.D. Evaluate potential commercial and industrial development sites	Assemble a list of “available sites” for residential, commercial, and industrial development. Include site specific information about zoning classification, square footage, access to amenities, transportation access, access to utilities, and other pertinent information	Short-Term
	Continually, update the list of available sites as sites are developed and new sites become available	On going
	Pursue data collection processes that would be useful in determining if an existing business is out growing its space	On going
3.E. Collaborate with local and regional partners to promote Dayton	Meet with economic development partners, such as the local Chamber of Commerce, Hennepin County, Greater MSP, and DEED to inform them of sites, buildings, and city economic development initiatives	On going
	Create a process to push out information to real estate brokers when a site and/or building is ready for development and the owner is willing to sell	Mid-Term
	Communicate local businesses needs identified from BRE to local and regional partners to determine if there is a solution that can be implemented	On going
3.F. Evaluate financial and staffing resources necessary to accomplish goal		Short-Term

DATA COLLECTION POINTS

1. Measure number of jobs created and retained
2. Track average wage levels overtime
3. Track number of businesses relocating and expanding
4. Measure net increase in commercial and industrial square footage
5. Produce a community profile brochure
6. Track number of available sites
7. Track number of website visits and clicks on Dayton's Economic Development subpage

GOAL 4: ENSURE CITY PROCESSES ARE BUSINESS FRIENDLY AND DO NOT CREATE BARRIERS TO DEVELOPMENT

STRATEGY	ACTIONS	TIMELINE
4.A. Conduct an internal audit of existing processes and timelines	Review existing entitlement processes	Short-Term
	Determine if there are any opportunities to streamline approval processes and reduce approval timeframes	On going
4.B. Collaborate with internal and external stakeholders	Hold focus group discussions to obtain feedback	Mid-Term
	Discuss approval processes with recently established businesses	On going

DATA COLLECTION POINTS

1. Review and track approval timelines for developments
2. Conduct two focus groups discussions – one for internal stakeholders and one for external stakeholders

GOAL 5: PROMOTE THE GROWTH OF A “CITY CENTER” LOCATED IN TERRITORIAL ROAD AND HOLLY LANE AREA

STRATEGY	ACTIONS	TIMELINE
5.A. Facilitate development of the “City Center”	Engage property owners to discuss and identify development opportunities	On going
	Review property located in the City Center to determine if there may be any barriers to development (i.e., financial, market based, etc.)	Mid-Term
	Identify opportunities to remove barriers to development	On going
	Create a list of incentives	Mid-Term
5.B. Consider establishing a small area master plan		Long-Term
5.C. Engage developers to determine opportunities for implementation		Long-Term

DATA COLLECTION POINTS

1. Track and report on efforts made to increase marketing efforts around the City Center
2. Complete a small area master plan
3. Track and monitor properties as they become available

GOAL 6: EXPLORE PRESERVATION, REINVESTMENT, AND REDEVELOPMENT POSSIBILITIES WITHIN THE HISTORIC VILLAGE

STRATEGY	ACTIONS	TIMELINE
6.A. Conduct high level redevelopment feasibility analysis	Engage property owners to discuss and identify opportunities for preservation, reinvestment, and/or redevelopment	On going
	Identify financial or market gaps that are barriers to opportunities	Mid-Term
	Identify significant historic buildings and sites that qualify to be certified as historic on the National Register of Historic Places	Long-Term
6.B. Collaborate with the local Chamber of Commerce to attract businesses	Share redevelopment feasibility analysis with Chamber members and engage in open dialogue about the future of the Historic Village	On going
6.C. Consider establishing a small area master plan		Long-Term

DATA COLLECTION POINTS

1. Track and report on efforts made to communicate with property owners and increase marketing efforts related to the Historic Village
2. Complete a redevelopment feasibility analysis

GOAL 7: PROVIDE GREATER CLARITY AROUND WHEN AND HOW TO USE CITY ASSISTANCE FOR PROJECTS

STRATEGY	ACTIONS	TIMELINE
	7.A. Update and expand upon existing business subsidy policy	Short-Term
	7.B. Prepare an application for public assistance	Short-Term
	7.C. Formalize a process for consideration of requests for public assistance	Short-Term

DATA COLLECTION POINTS

1. Update business subsidy policy
2. Create an application requesting public financial assistance
3. Develop a list of available incentives and publish on the economic development subpage of the City's website

GOAL 8: STRENGTHEN QUALITY OF LIFE WITHIN DAYTON THROUGH ENHANCEMENT OF RECREATIONAL OPPORTUNITIES

STRATEGY	ACTIONS	TIMELINE
8.A. Increase access to parks, trails, and outdoor opportunities	Identify opportunities and projects that highlight family-friendly activities, activities for young professional, and ethnic group-related activities to promote a healthy and active lifestyle within Dayton	On going
	Seek local partners (Chamber of Commerce, businesses, adjacent communicates, Hennepin County, non-profit organizations) to help secure private funding	On going
	Promote areas to access local lakes and adjacent rivers	Mid-Term
	Encourage City Council to increase access and connectivity to lakes and adjacent rivers, as well as constructing the West Mississippi Regional Trail and city-wide trail development	On going
8.B. Prepare a “Quality of Life” brochure to promote lifestyle opportunities and benefits for businesses and workers to relocate to Dayton		Mid-Term

DATA COLLECTION POINTS

1. Monitor and track use of public recreational facilities and trails
2. Track park dedication funds and other private funds received from businesses attraction and retention efforts
3. Design and publish a quality-of-life brochure on the economic development subpage of the City’s website

GOAL 9: USE ECONOMIC DEVELOPMENT RESOURCES TO PROMOTE A FULL RANGE OF HOUSING CHOICES WITHIN DAYTON.

STRATEGY	ACTIONS	TIMELINE
9.A. Promote Housing choice	Identify financial or market gaps that are barriers to opportunities	Mid-Term
	Create a list of incentives available through the city	Mid-Term
9.B. Update and expand upon existing business subsidy policy to include conditions for use of public financing to promote housing choice		Short-Term

DATA COLLECTION POINTS

1. Complete inventory of existing housing choices
2. Update business subsidy policy