

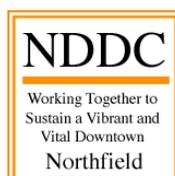
PHYSICAL ENHANCEMENTS TO DOWNTOWN NORTHFIELD: A PROJECT CHECKLIST

Proposals from the *ACTION SQUAD* of the Northfield Downtown
Development Corporation

July 31, 2003



ACTION SQUAD Goal: To create a more pedestrian-friendly, hospitable downtown.



This list is divided into three parts based on cost and complexity. The first set of items, “Routine Maintenance,” will have virtually no cost to them, simply a reprioritization of city staff time and use of citizen volunteers. The second set, “Minor Upgrades,” will require small dollar commitments, but the monies are probably within existing budgets. The third group, “Major Upgrades,” will definitely require new money, but there may be funding opportunities from other sources beside the City budget.

In the pages following this checklist, each line item below will be developed into a

1) DOWNTOWN MAINTENANCE PROGRAM—**ROUTINE**

No cost: staff reprioritization/volunteer labor

1. Cleanliness

1.1. Sidewalk washing with machine used on Riverwalk

- Proposal created
- Item accomplished

1.2. Litter receptacles outside each Division St. eatery

- Proposal created
- Item accomplished

2. Maintenance

2.1. Painting schedule for railings, lamp posts, benches, litter receptacles

- Proposal created
- Item accomplished

2.2. Painting schedule for enhanced crosswalks

- Proposal created
- Item accomplished

2.3. Painting scheme for Riverwalk utility boxes

- Proposal created
- Item accomplished

3. Landscaping

3.1 All downtown plantings use Garden Club standards

- Proposal created
- Item accomplished

3.2 Bridge Square grass watered daily

- Proposal created
- Item accomplished

3.3 Riverwalk areas maintained at 2002 standard

- Proposal created
- Item accomplished

4. Lighting

4.1 Monitor downtown weekly for nonfunctional street lights

- Proposal created
- Item accomplished

2) DOWNTOWN MAINTENANCE PROGRAM—**MINOR UPGRADES**

Low dollar cost: money within existing budgets

1. Cleanliness

1.1. Purchase and install additional litter receptacles

- Proposal created
- Item accomplished

1.2. Implement weekend garbage pickup (Waste Management)

- Proposal created
- Item accomplished

1.3. Grant program for streetside sill cocks to facilitate sidewalk cleanliness

- Proposal created
- Item accomplished

2. Maintenance

2.1 Replace two 2002 water fountains and add a third

- Proposal created
- Item accomplished

3. Landscaping

3.1 Purchase and install iron arches over each Riverwalk entrance

- Proposal created
- Item accomplished

3.2 Purchase and install planters throughout Riverwalk (like Bridge Square)

- Proposal created
- Item accomplished

3.3 Clean up river edge of Riverfront development site (Kump property)

- Proposal created
- Item accomplished

3.4 Clean up west edge of millpond (Ames Park)

- Proposal created
- Item accomplished

4. Furniture

4.1 Purchase and install additional bike racks

- Proposal created
- Item accomplished

4.2 Purchase and install benches and tables for both east and west Riverwalk

- Proposal created
- Item accomplished

5. Security and hospitality

5.1 Walking Beat Cop in evenings

- Proposal created
- Item accomplished

5.2 Customer cards for parking, shopping, dining, events

- Proposal created
- Item accomplished

3) DOWNTOWN MAINTENANCE PROGRAM—**MAJOR UPGRADES**

Significant cost: funding may come from non-city sources

1. Signage

1.1. Hire consultant to recommend comprehensive and coordinated upgrade of downtown signage

- Proposal created
- Item accomplished

1.2. Develop graphical identity for Historic District

- Proposal created
- Item accomplished

1.3. Purchase and install information kiosks

- Proposal created
- Item accomplished

1.4. Develop year round light pole banner program

- Proposal created
- Item accomplished

2. Landscaping

2.1 Implement Hoisington/Koegler plan for Bridge Square

- Proposal created
- Item accomplished

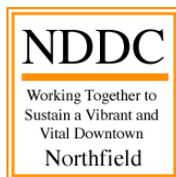
3. Riverwalk

3.1 Develop both north and south extensions from existing boundaries

- Proposal created
- Item accomplished

Downtown Maintenance Program

ROUTINE



PAINTING ENHANCED CROSSWALKS

ROUTINE MAINTENANCE 2.2

A Proposal from the *ACTION SQUAD*
Northfield Downtown Development Corporation
September 1, 2003



Action Proposal

We recommend that some of the crosswalks in Downtown Northfield be painted with a more visible method than the customary two white parallel lines.

Current Situation Rationale

It is in the best interests of the health of the City and the sustainability of Downtown businesses that there are as many pedestrians as possible in the historic district. One of the ways to encourage pedestrian traffic and ensure repeat visits is to make the pedestrian experience comfortable and safe. Presently there are a number of Downtown intersections where pedestrians aren't as visible to drivers as they could be.

Solution Rationale

By using either a bright color (something other than white) or a patterned crosswalk using a scheme other than two parallel lines (or both), crosswalks and their pedestrian occupants would become much easier for drivers to see. As a result, cars would stop more frequently (and probably drive more slowly over time, anticipating pedestrians) and pedestrian crossings would happen more easily and more quickly.

Specific Recommendation

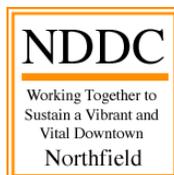
We recommend enhancing crosswalks at key Downtown locations using either a series of diagonal lines between the existing two parallel lines or using large painted rectangles as is the practice of the Minnesota Department of Transportation. Another method is to use multiple lines that are perpendicular to the flow of traffic and spaced so that the average car tires will not run over them. An example of this approach is on the cover of this proposal. If the crosswalks are at an intersection, use this method on all sides of the intersection.

The primary locations where this would be beneficial are:

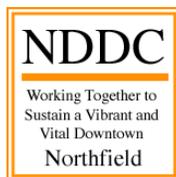
2 nd and Division	5 th and S. Water
3 rd and Division	4 th and S. Water
4 th and Division	3 rd and S. Water
5 th and Division	
6 th and Division	

Secondary locations where this would be beneficial are:

7 th and Division	7 th and S. Water	3 rd and Washington
		4 th and Washington
		5 th and Washington



Downtown Maintenance Program
MINOR UPGRADES



LITTER RECEPTACLES IN DOWNTOWN NORTHFIELD MINOR UPGRADE 1.1

A Proposal from the *ACTION SQUAD*
Northfield Downtown Development Corporation
August 22, 2003



Action Proposal

We recommend to the City that it purchase enough additional litter receptacles and refurbish existing ones, if possible, to provide a cleaner, more attractive streetscape. We also propose a 4th pickup on Saturday to be added to the current MWF schedule to ensure fewer overflows during the weekend.

Current Situation Rationale

Here is our assessment of what exists today:

- There is an inadequate number of receptacles for the size of the Downtown and the volume of waste that is generated
- Many existing receptacles are in poor condition
- Consideration of receptacle placement does not coincide with litter generation sites
- Insufficient number of pickups causes unsightly, overflowing receptacles
- All of the above contribute to a feeling of lack of civic pride and hospitality

Lack of an effective process for siting litter receptacles means that business owners may block placement of receptacles that are needed, may cause removal of a receptacle that is well placed or may not be able to obtain a receptacle that is needed. Some receptacles have been placed without obvious rationale in locations where nearby business owners feel the receptacle detracts from the aesthetics of their businesses. Placement only a short distance away would have been satisfactory.

Photos on the first page of this document illustrate the unsatisfactory placement of a receptacle, the poor condition of a receptacle. Also shown is an outdoor seating location for food consumption from which a litter receptacle was removed without consultation with the building or business owner.

Solution Rationale

A determination should be made as to how many receptacles are needed per block, making sure that each outside eating space has an adjacent receptacle. This may require enforcement by being made part of an outside eating permit. Siting should be consultative with the business owners in the immediate vicinity wherever possible. However, for the good of the larger community the City needs, ultimately, to decide on receptacle placement. Without creating too complex a process, perhaps a small panel of building and business owners could be used as a sounding board by city staff when determining placement and could in turn receive owner input.

We also propose adding one additional pickup day—Saturday. Waste Management (WM) is contracted to pick up trash Monday-Wednesday-Friday in Downtown but will also pick up Saturdays if the business needs it. The WM cost of pick-up is \$0.60 per receptacle so, for example, 30 receptacles at \$0.60 would be \$18.00 additional for a more garbage free weekend. To minimize costs additional pick-ups may be necessary only seasonally or in conjunction with special events.

Specific Recommendation

We recommend acquiring additional receptacles of the same model currently used. We also recommend that litter receptacles that have been damaged through normal use or vandalism be refurbished or replaced. We believe the make and model in use is Victor Stanley Ironsites Series Model S-42. We have been quoted a price of \$600.00 each for that unit. They are manufactured to order in the color required. We believe that is dark green. Delivery time is approximately 12 weeks.

As the following photographs illustrate, these receptacles are available in three sizes. S-42 is the middle size. It might be appropriate to consider the smaller size for side streets and the larger size for areas in which more litter is collected.



S-42 - (36 gal) current size S-32 (24 gal), S-42, S-45 (45 gal) S-35 with 3-year old

With regard to numbers of receptacles, we assume there are standards relevant to population size. In absence of existing guidelines or standard practice, we recommend two receptacles on each side of each single length block, provided there is an additional receptacle by each outside eating area where litter is generated. We estimate that this would require the purchase of between five and ten new receptacles for a cost between \$3,000 and \$6,000. We do not have a cost estimate for the refinishing of existing receptacles.

We are sensitive to the fact that the politics of this issue are significant and need to be tactfully handled. Businesses feel the presence of litter receptacles affects their image and appeal. In fact, this is an additional reason for litter receptacles to be in good condition and frequently emptied. Anecdotal information on this subject is available from Action Squad members and we are available to assist city staff if requested.

Contact Information

Manufacturer:

Victor Stanley, Inc

Phone: 800-368-2573

Email: sales@victorstanley.com

Website: <http://www.victorstanley.com>

Minnesota District Representative:

Flanagan Sales, Inc.

1567 East County Road "E"

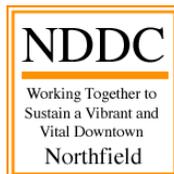
St. Paul, MN 55110

651-633-0123

800-328-355

Email: wecanhelp@flanagansales.com

Website: flanagansales.com



BIKE RACKS IN DOWNTOWN NORTHFIELD

MINOR UPGRADE 4.1

A Proposal from the *ACTION SQUAD*
Northfield Downtown Development Corporation
August 21, 2003



Action Proposal

We recommend to the City that it install additional bicycle racks in Northfield's C-1 District to encourage local and visiting cyclists to stop in Downtown Northfield for sightseeing, dining, or shopping.

Current Situation Rationale

Existing bike racks with a capacity of 10-15 bikes have been placed in locations at the edges of the district with the obvious intention of keeping bicycles in targeted areas (near the Library, the Post Office, and on the south side of the McLaughery Block). For some people this is useful, but rarely are there more than two or three bikes in these racks at a time. Often they sit empty.

In reality, cyclists want to park their bikes near their destinations just as do automobile drivers. This can be seen daily by observing that bikes are chained to trees, light poles, and sign poles. They're dropped on the sidewalk, leaned up against buildings, and actually brought into buildings. This makes them unsightly and impediments to pedestrians. It also creates daily headaches for business owners. More than one retailer has installed their own rack in front of their business for just this reason. We'd like to prevent the rest from having to do this in order to achieve a consistent look.

Solution Rationale

A solution to this situation is to install smaller bike racks in convenient (to the cyclist) locations distributed throughout the C-1 District. If this is done with thoughtful and deliberate planning, it can achieve positive results for retailers and cyclists, and should not negatively impact pedestrians or automobiles. We have found a solution that, in addition to being sized appropriately, is relatively inexpensive and will fit aesthetically into the historic district.

Specific Recommendation

We recommend deploying a rack called "Bike Hitch" manufactured by the Dero Bike Rack Company. Each Bike Hitch can park two bikes. It has the following features that make it the right choice, in our opinion:

- Design: it's simple and attractive (great historical resonance!)
- Price: \$124 complete with powder coated color finish and hardware for surface mounting on a concrete base
- Size: 21 inches wide (a very small footprint)
- High security: it supports the frame of the bike and meshes well with the most effective and popular bike lock, the U lock

- Perfect for sidewalk placement
- Easy installation



We recommend a minimum installation of 16 racks and a maximum of 30 racks by putting one or two racks on each side of the street in the blocks below. The minimum number is on the left, the maximum on the right.

	<i>Division St.</i>	<i>5th St.</i>	<i>4th St.</i>	<i>Water St. (west side)</i>
0 block (Bridge Sq.)			2;4	
100 block (W.)		2;4		
200 block	2;4			
300 block	2;4			2;4
400 block	2;4			
500 block	2;4			

In addition to the locations above, we recommend installing a rack at the north entrance to the east Riverwalk and one on the west Riverwalk near the pedestrian bridge landing.

The minimum scenario will accommodate 32 bikes and the maximum will provide parking for 60 bikes. The cost for this project would be \$1,984 (plus installation) for the minimum plan and \$3,844 (plus installation) for the maximum plan.

When the Bike Hitch is installed parallel to the street, it prevents bikes from intruding into the sidewalk or the street. Wherever possible, the racks should be installed in such a way that they adjoin or bracket an existing item on the sidewalk (trees, light poles, sign poles, or waste containers). This is both for aesthetic reasons and so that we retain as much sidewalk as possible for pedestrians. Final siting could be done with consultations between the City’s Public Works staff and the business/building owners, with input from the Heritage Preservation Commission.

Bike racks already installed in the C-1 District could be removed to achieve a uniform appearance or left in place for additional capacity. If existing racks are left in place, the

minimum installation in this proposal would double current capacity and the maximum installation would triple it.

Contact Information

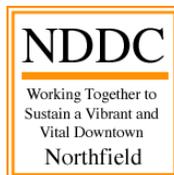
The Bike Hitch rack and its specifications can be seen at the following web address:

<http://www.dero.com/hitch.html>

Company contact information:

Derovations Company
221 Arthur Ave. SE
Minneapolis, MN 55454

888.337.6729
dero@dero.com



NEWSPAPER VENDING BOXES IN DOWNTOWN NORTHFIELD

CO-LOCATION FOR MORE PEDESTRIAN-FRIENDLY SIDEWALKS

A Proposal from the *ACTION SQUAD*
Northfield Downtown Development Corporation
October 30, 2003



Action Proposal

We recommend to the city that it take whatever action necessary to effect a change in the locating of newspaper vending boxes in order to achieve the goal of providing less cluttered, more pedestrian-friendly sidewalks.

Current Situation

Various newspaper vending boxes are scattered around the downtown, generally placed by the vendor. Placement rarely considers the most efficient use of sidewalk space, making walking difficult in some instances, and causing snow shoveling problems in the winter.

The random nature of this placement has unsightly results and creates an inefficient search for the customers who must scan the block looking for the newspaper of their choice. Boxes are often tightly chained to trees or lampposts, sometimes without an abrasion guard on the chain.

Some business owners may want vending newspaper boxes near their businesses, thereby encouraging customers to purchase a food or beverage item at the same time that they buy the daily paper. Other business and building owners may consider these boxes an unnecessary and unsightly cluttering of their sidewalks.

Solution Rationale

Realizing that these newspaper boxes are protected by First Amendment rights, we only wish to organize, not eliminate them from the streetscape.

Identifying a site in each block of the Historic District where these vending boxes could be located in a group, would alleviate concerns of business and building owners who find the present placement unacceptable. It could also present a more rational destination for the purchaser. The ideal site would be a recessed, but still easily visible niche, large enough to accommodate a box for each publication. Possibly a design feature like an iron rail could be installed to which the boxes could be secured with a cable.

Two examples of spaces that fit these criteria are the Library wall along Division Street, south of the public phone, and the recessed south wall of the Community Bank, just east of the FedEx box.

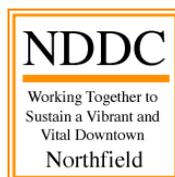
Specific Recommendation

We recommend that city staff investigate these placement issues with the vendors. As always, we are sensitive to the fact that some businesses or building owners may have strong feelings one way or another on this matter and a selective survey may need to be taken. Following that input gathering, action should be taken to achieve the desired goal.

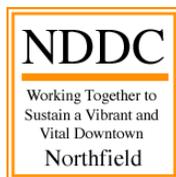
This may require a controlling ordinance passed by City Council and/or the establishment of a permitting process.

We would appreciate the advice of the Design Advisory Board concerning the visual aspects of the physical structure needed to organize and anchor the boxes. The cover page of this proposal shows photographs of one such solution.

Anecdotal information is available from the Action Squad, and we would be glad to help facilitate communications with property or business owners.



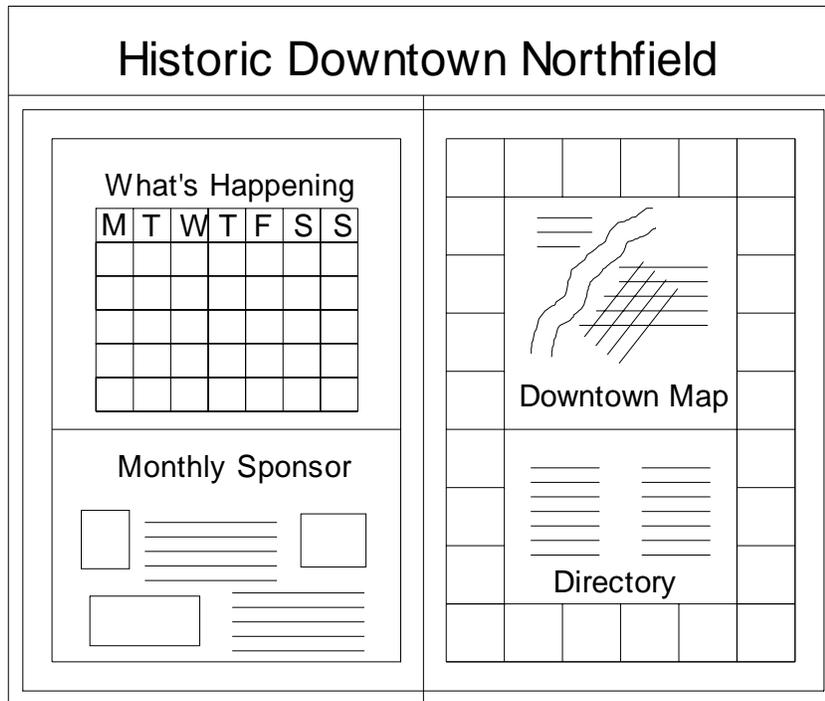
Downtown Maintenance Program
MAJOR UPGRADES



INFORMATION KIOSKS IN DOWNTOWN NORTHFIELD

MAJOR UPGRADE 1.3

A proposal from the *ACTION SQUAD*
Northfield Downtown Development Corporation
October 2, 2003



Action Proposal

We recommend a public or private sponsor purchase and maintain a series of free standing Kiosks and associated wall mounted display cases located throughout downtown. These units will provide pertinent information about downtown such as current events and schedules; a map of stores, restaurants, restrooms, and other points of interest; historical information; and other information pertinent to visitors/locals. Along with providing the physical “information centers”, the sponsor shall also be responsible for maintaining and updating the media content contained within on a regular basis.

Current Situation Rationale

Here is our assessment of what exists today:

- There are no sources of public information located downtown.
- The one kiosk that was located on Bridge Square was removed a few years ago. It was not used effectively and was in disrepair.
- The public is accustomed to kiosk information centers similar to those found on both local campuses and located in all mall shopping centers.

Solution Rationale

We believe the communication of Northfield’s vibrant and diverse commercial activity and cultural interests is a critical element in making the downtown a more inviting, more accessible, and more pedestrian friendly environment.

To successfully implement this Action Proposal, the interested sponsor(s) needs to develop a workable plan both for the hardware (kiosks and display cases) and the software (media content located within the displays). If the hardware is installed and the software is not maintained – this good intentioned project will become a failure most likely finding a destiny similar to the recently removed Bridge Square kiosk.

There are many examples of successfully similar projects – colleges, malls, and more specifically, Como Park. Perhaps more than some of the other proposals, this project, if successful, will require a sponsor who is committed for the long run.

Specific Recommendation

Any specific recommendation needs to be generated by the sponsor since, depending on the sponsor, many different approaches could be found to the same solution. Below is an example with the following sponsor assumption.

Sponsor – A private media company agrees to provide the on-going service, perhaps with a subsidy provided by local interested groups (City/Chamber/NDCC) The sponsor will be responsible for developing both the “Hardware” and “Software” into an integrated kiosk/Display Case information system in downtown Northfield.

Locations

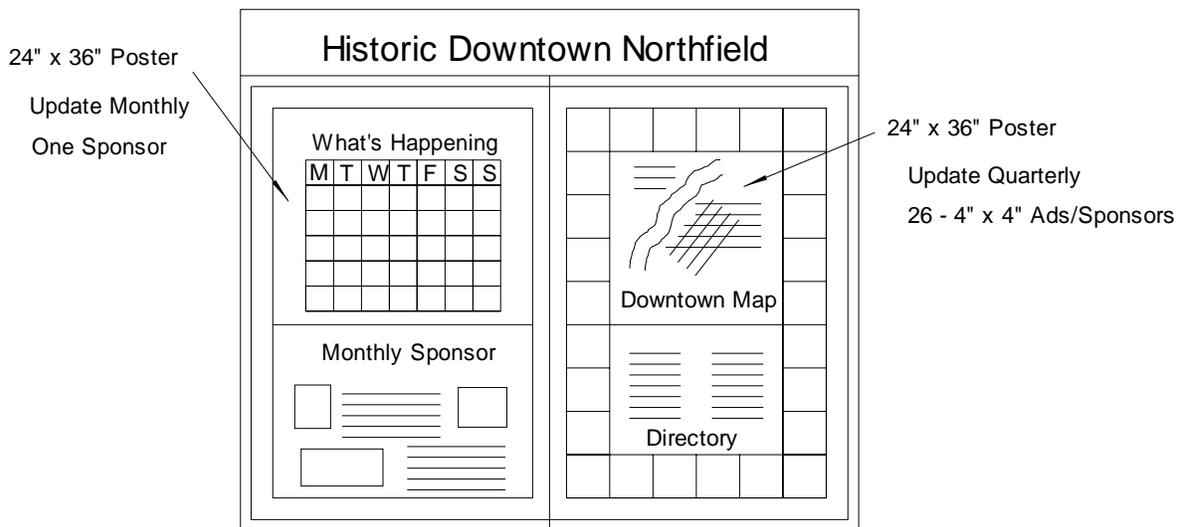
Kiosks

- Carleton Wedge Block (North End)
- Bridge Square (Central)
- West Side Parking Lot (West End)
- Riverside Park/Collegeville Development (South End)
- Public Parking 5th and Washington (East End)

Display Cases

- Archer House
- Grand Theater
- Any vacant brick wall

Typical looking Display Case



The private media company would be responsible for updating the posters. In return, the media company would generate revenue from advertisement space and possibly from a subsidy from interested civic-minded groups.

