

**THE DETROIT LAKES DEVELOPMENT AUTHORITY
INVITES DEVELOPMENT PROPOSALS FOR
THE CRESCENT REDEVELOPMENT AREA**

The Detroit Lakes Development Authority seeks development proposals from any financially capable person, corporation, limited liability company or partnership for development of approximately 5 acres near the City's downtown. This prime location is a strategic part of the Business Corridor Redevelopment Plan and includes multiple sites of public and private property.

This request for proposals is designed to identify developers interested in developing the redevelopment sites. The City of Detroit Lakes invites and encourages the submission of proposals from developers to acquire the property and construct commercial or mixed-use development on any one or all of the sites.

I. LOCATION AND DESCRIPTION

The redevelopment area is located east of downtown between Highway 10 and Holmes Street, consisting of parcels A, B, and C on the attached map. A map of the redevelopment sites is enclosed as Exhibit I.

The sites are generally level and are located in the "B-1" Central Business District. The redevelopment area is served by Public Utilities, including water, sanitary sewer and electricity. The location of water, sewer and electrical service is shown on the enclosed map see Exhibit 2.

The Business Corridor Redevelopment Plan shows new parking/roadway called Crescent Parkway. The plan also shows several redevelopment sites. Copies of the recently completed Business Corridor Redevelopment Plan are available upon request.

Developers may present proposals for individual sites or for all of the sites. Pages 60-63 of the Business Corridor Redevelopment Plan, which provide detail on the type of development desired are enclosed as Exhibit 3.

II. CITY AIMS AND OBJECTIVES

In seeking proposals for the development of the Crescent Area Site, the Detroit Lakes Development Authority hopes to:

- A. Develop an architecturally significant commercial mixed-use structure (s) that will be compatible with and that will enhance the Central Business District.
- B. Encourage development that will reinforce the public and private investment in the area and that enhance opportunities for future development.

- C. Create economic opportunities, expand the mix of businesses to fill gaps in the commercial market and possibly provide housing opportunities in the Central Business District.
- D. Draw visitors and customers from throughout the regional trade area to the Central Business District.
- E. Support the creation of a unique commercial environment that will draw repeat business to the Central Business District.

III. **PROPOSED USES AND DESIGN CONSIDERATIONS**

Proposals submitted must be in conformance with the following:

Proposed uses should be compatible uses in a "Central Business District" (B-1) zoning district. The development site is currently zoned "B-1".

The proposed development must be compatible with the surrounding public and private development in terms of scale, building materials; display good design quality; and provide strong pedestrian connections to surrounding developments. The development must be of a size and scale consistent with the prime location of the site within the overall redevelopment concept. The site plan and design of the facilities must be approved by the Detroit Lakes Development Authority.

The proposed development must comply with City land use regulations, building codes and other appropriate regulations.

Commercial Or Mixed Use Development

DESIGN GUIDELINES:

Objective: The objective of the design guidelines is to encourage desirable elements which the community would like to see reinforced in building design and property development. The guidelines are intended to promote pedestrian activity, define the street edge and to encourage a scale and character that is appropriate for the downtown.

GUIDELINES:

1. Building should not exceed three stories;
2. Facades should be organized vertically. Larger buildings should be divided into increments of 48 feet or less through articulation of the façade;
3. A minimum of 60% of the ground level facade shall be transparent;
4. Reflective glass or glass tinted more than 40% is not allowed;
5. Building setbacks
 - Downtown: 0 feet
 - Crescent Area: 0 to 10 feet to allow for landscaping
 - Up to 20 feet can be allowed for a public plaza or outdoor seating space;

6. Landscaping: 15% of lot must be landscaped and 8% of the interior of parking lots must include landscaping;
7. Building Materials: Building should exhibit a high degree of quality and permanence. Primary materials would include:
 - glass curtain wall system;
 - architectural concrete;
 - brick, stone & other high quality materials;
 - ceramic tile;
 - stucco above the base level;
8. Minimize the impact of parking facilities garbage dumpster, mechanical equipment and other elements that do not contribute to or enhance the aesthetics of the area;
9. Building in the Crescent Area should have front entrances on the parkway and on the public parking lot;
10. LEED (Leadership In Energy & Environmental Design Buildings)
LEED certification is strongly encouraged;
11. No free standing signs are allowed in this area;

DESIGN REVIEW COMMITTEE

The Detroit Lakes Development Authority will serve as the design review committee. Final approval of all development plans will be made by this committee.

IV. ROLES OF THE DETROIT LAKES DEVELOPMENT AUTHORITY AND THE DEVELOPER

The Detroit Lakes Development Authority intends to encourage commercial or mixed use development at this location. In order to accomplish this,

The Detroit Lakes Development Authority will:

- 1) Consider the use of Tax Increment Financing in an amount necessary for the viability of the project;
 - 2) Consider the use of IRP Loans and Revolving Loan Funds for eligible projects;
 - 3) Provide technical assistance and review all project plans;
 - 4) Consider the proper timing and scope of public improvements in the area;
- Note:** Crescent parkway will be a publicly owned road/parking area

The developers will:

- 1) Negotiate in good faith with the Development Authority and private land owners.
- 2) Grant the Detroit Lakes Development Authority final approval of site plan and architectural design;
- 3) Begin construction of the development within six months of the successful negotiation and execution of a redevelopment agreement between the City and the successful developer and clarification of a land acquisition issues.

Note: The Highway 10 turn-back from the Minnesota Department of Transportation has not taken place, but is expected to occur early to mid year. The City may have some title work to take care of after the turn-back is completed.

V. CONTENT OF PROPOSAL

Cover Letter

Please include a cover letter of no more than two pages, indicating the name of the proposer and a brief description of the project, including anticipated participants.

A. Developer Information

In this section, provide the following information about the developer;

- 1) Name (full legal name), address and telephone number of the developer;
- 2) Name, title and telephone number of the authorized representative for the developer;
- 3) Year development entity formed;
- 4) Brief description of your mission;
- 5) Brief description of your ownership and organizational structure;
 - a. Attach Corporate Articles and By-laws, the Limited Liability Company Operating Agreement or the Partnership Agreement, if applicable;
 - b. Attach a list of your current Board of Directors, if applicable;
- 6) Attach copies of resumes or provide brief description of the backgrounds of the development team who would be involved in this project. Identify what specific tasks each member will carry out and who will be responsible for coordinating the work of the team;
- 7) Attach the developer's audited financial statement for the most recent full calendar year. The financial statement will be kept confidential;
- 8) Describe in detail any similar projects carried out by the developer that are relevant to the project proposed as evidence of the proposer's ability to develop commercial property;

B. Market

Provide a brief description of the market for the proposed development. Attach any market studies or data that supports the size of the development and the proposed uses in the development;

C. Project Description

In this section, provide detailed, conceptual information for the proposed project;

- 1) Provide a conceptual site plan and elevations for the proposed development. Include a statement that the City of Detroit Lakes will be given final approval of the site plan and architectural design for the project;
- 2) Provide descriptions of proposed occupants of the completed development and evidence of interest by specific businesses, if available at the time of the proposal;
- 3) Provide a schedule of proposed building and site improvements with cost estimates;
- 4) Provide a schedule of construction timing and expected date of completion for each phase of the project;
- 5) Describe how you will market the development to prospective occupants;

D. Project Financing

In this section, provide information on the project budget, adequacy of funding, and other sources of support.

- 1) Provide a preliminary development budget for this project that includes all major costs items required for its implementation and identifies all sources of funds. Also include a description of your assumptions and the sources of information used in developing the budget.
- 2) Provide a statement of the proposed method of financing the improvements, including specific information on the terms of interim financing for construction and marketing of the proposed development and for permanent development financing. Attach a statement of interest and/or commitment to the project by a prospective interim and permanent lender, if available.

VI. PROCEDURES FOR SUBMISSION

- 1) An official of the corporation or entity authorized to bind the proposer must sign the proposal;
- 2) The proposal shall contain the full name of the person, firm, or corporation submitting the proposal and the address of the person, firm or president of the corporation if not the owner or developer;
- 3) The proposal must contain a statement to the effect that the proposal is firm for a period of not less than 180 days after the closing date of this request;
- 4) The proposal must contain a statement to the effect that the developer agrees to accept immediate responsibility for the security and maintenance of the site upon transfer of ownership;
- 5) The proposal must be submitted in ten (10) copies;
- 6) Each proposer which is a foreign corporation, that is, a corporation not incorporated in Minnesota but licensed to do business in Minnesota is required to submit with this proposal an affidavit duly executed by the President, Vice President or General Manager of the Corporation, stating in said affidavit, that said foreign corporation has, in accordance with the provision of the statutes of the State of Minnesota obtained a certificate authorizing it to do business in the State of Minnesota;
- 7) Sealed written proposals in approximate format of 8 ½" x 11" will be received by the Detroit Lakes Development Authority, PO Box 647 Detroit Lakes, Minnesota 56502 on or before 1:00 PM on Friday May 1, 2009. Please identify as "The Crescent Redevelopment Project": on the exterior of the sealed envelope.

VII. FURTHER INFORMATION

Questions regarding this request for proposals should be addressed to Larry Remmen, Community Development Director, 218-846-7125, City of Detroit Lakes, PO Box 647, Detroit Lakes, Minnesota.

VIII. OPENING PROPOSALS

Proposals must be received not later than 1:00 PM on Friday, May 1st, 2009. Proposals will be opened at a date and time determined at the sole discretion of the Detroit Lakes Development Authority. The Authority also reserves the right to extend the deadline for submissions if it so desires.

IX. EVALUATING PROPOSALS

After the opening of the proposals, the Detroit Lakes Development Authority will review the proposals and schedule the interviews with the selected developers.

- A. Evaluation and recommendations of the selection committee will be based primarily on:
- 1) The extent to which the proposals appear to implement the City's aims and objectives;
 - 2) The qualifications and financial responsibility of the developer;
 - 3) The degree of financial commitment for the proposer(s) and associated lenders of the project;
 - 4) The quality of the proposed development;
 - 5) Relationship of proposal to the surrounding neighborhood;
 - 6) The conditions, if any, attached to the proposal;
 - 7) The amount of public assistance requested;
 - 8) Proposed development schedule;

X. AWARD

The Detroit Lakes Development Authority shall make the final selection of developers from those recommended by the Committee. The selection will be made on the basis of:

- A. The best proposal as defined above;
- B. That a satisfactory agreement between the developer and the City can be prepared;
- C. Sale of the property to the developer;
- D. Completed certification of the qualification and financial responsibility of the proposed developer;

The Detroit Lakes Development Authority reserves the right to reject any and all proposals, to extend the time for acceptance of proposals, to modify the requirements of this proposal via addendum, and to advertise for new proposals.

EXHIBIT 1

EXHIBIT 2.

EXHIBIT 3.

RE-DEVELOPMENT AREA

DETROIT LAKES, MINNESOTA

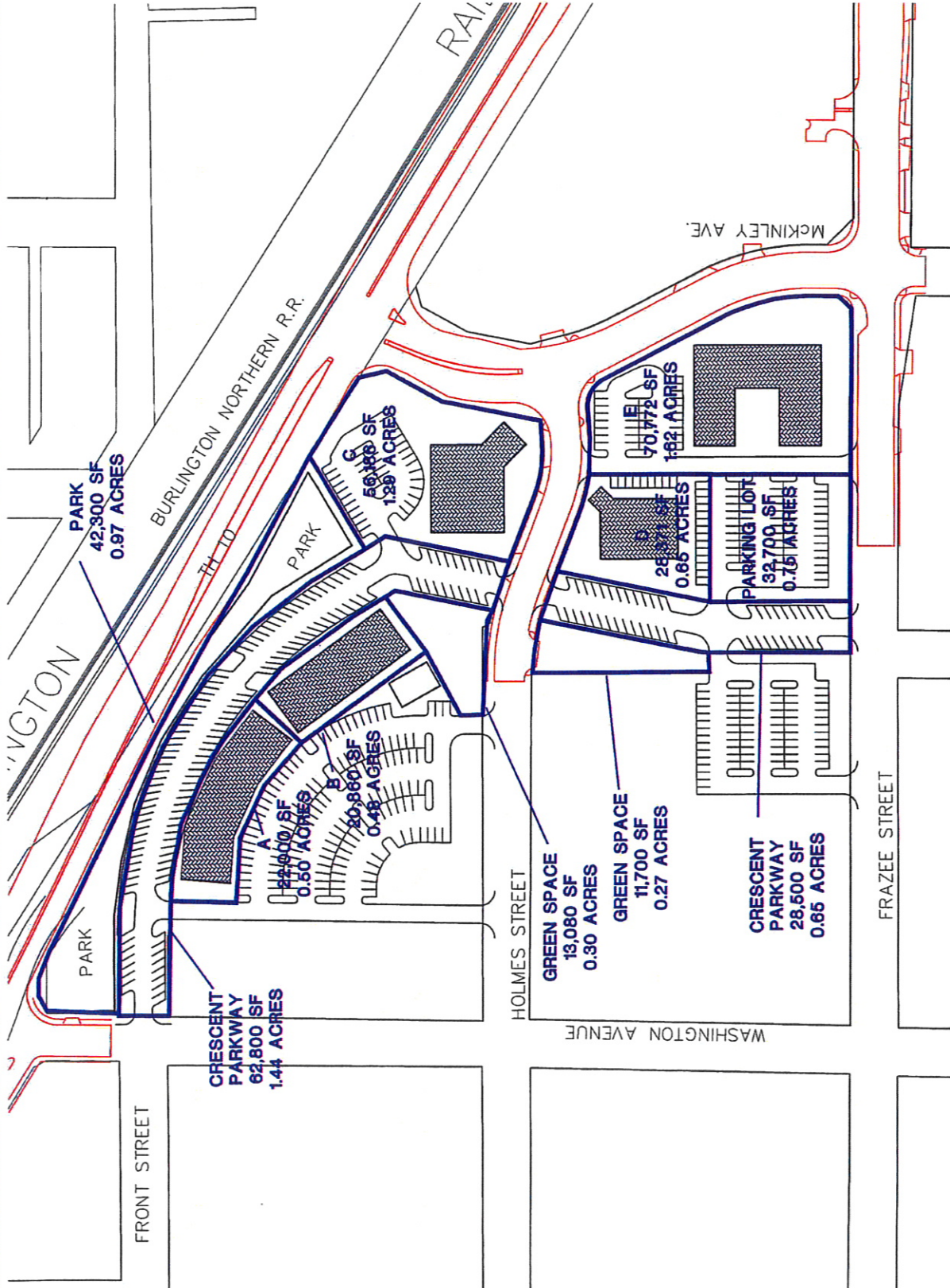
Revision	Date	Number	By



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Checked By: MDJ
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PARCELS

Project Number: 10011
Date: AUGUST 1, 2008
Sheet: 4 of 4



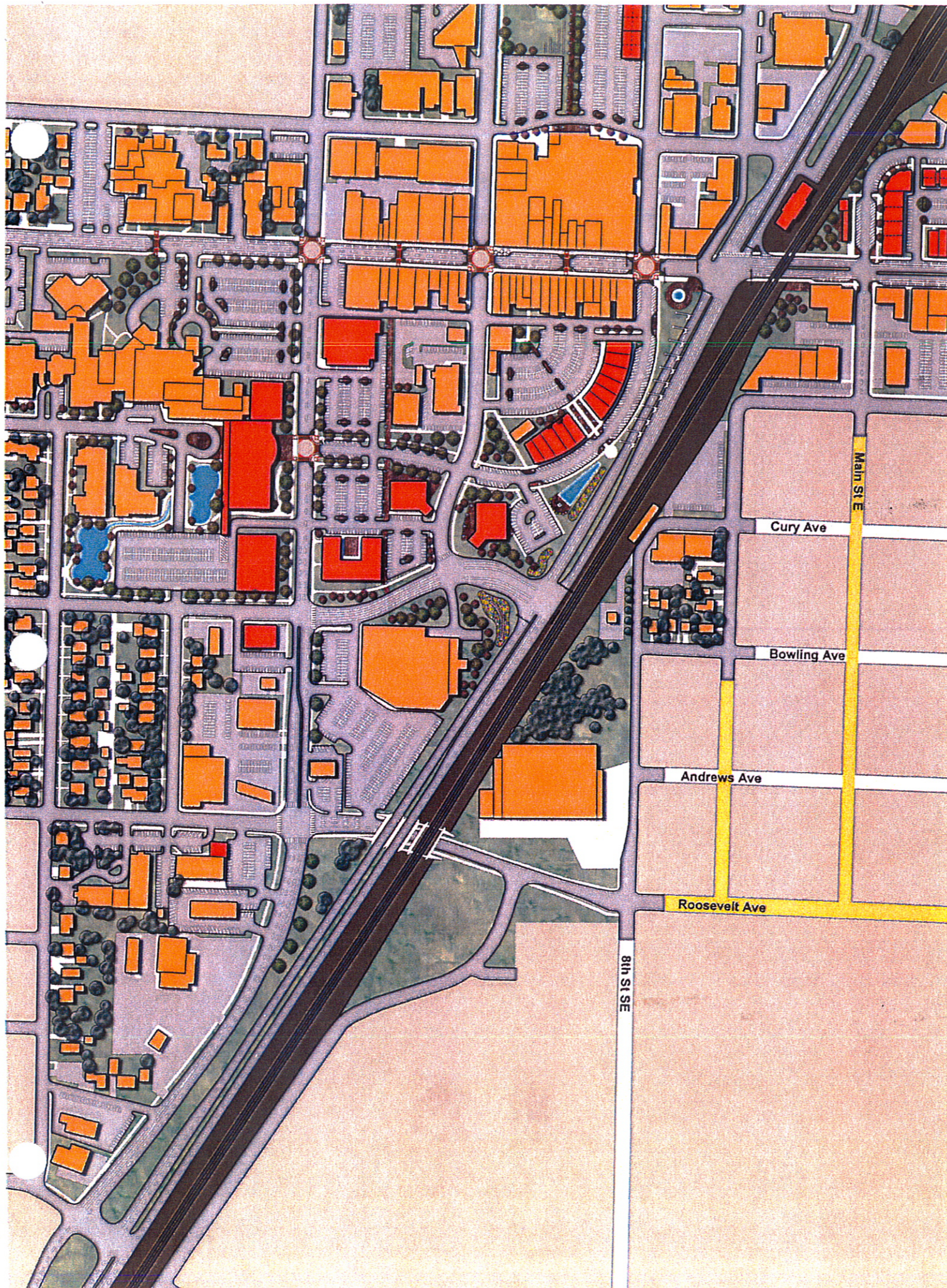


EXHIBIT 2.

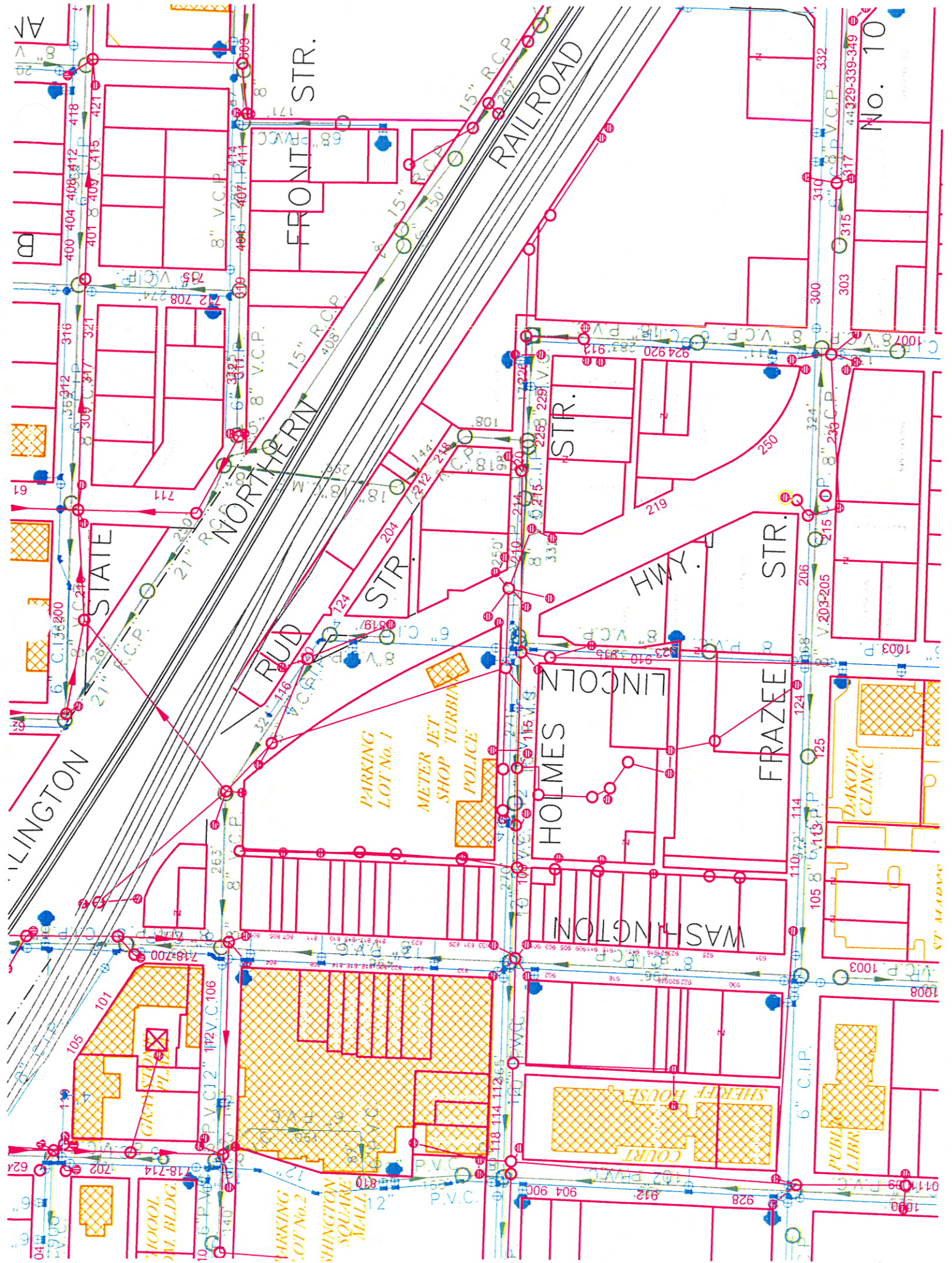


EXHIBIT 3.



THE CRESCENT

The Crescent development area incorporates the district opened for development by the Highway 10 relocation and previously referred to as the “gateway district.” The Crescent concept takes its name from the form of a new street that arcs south and east from Front and Washington and to the current intersection of Frazee and Lincoln. This new street becomes a pedestrian-oriented front door for Downtown Detroit Lakes as viewed from Highway 10 and the spine for new development that unifies Downtown and the growing St. Mary’s campus.

Program

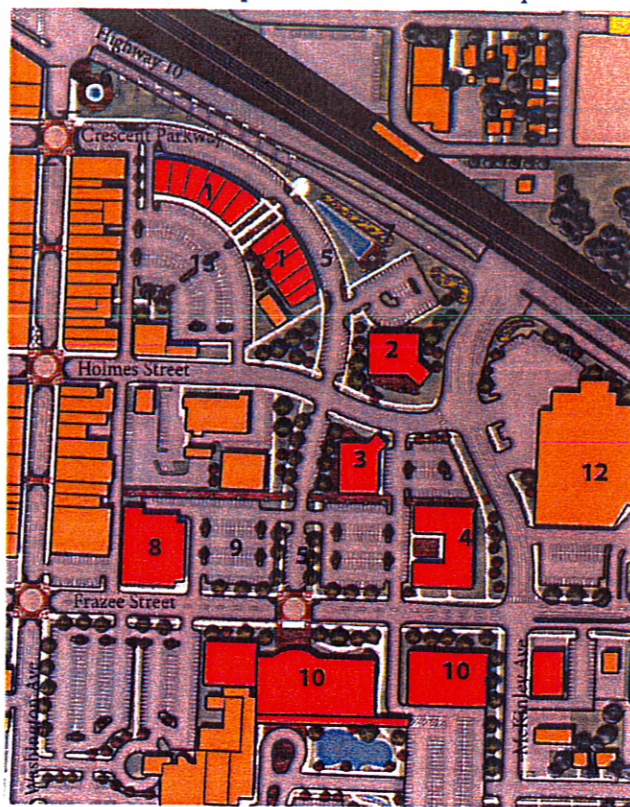
The program for the Crescent district includes:

- › A new, pedestrian-oriented circulator street that defines the form of the district, serves new development, and improves local circulation in the downtown district.
- › New retail or mixed use development oriented to both the new street and readily visible from Highway 10, that includes both the row storefronts of a traditional district, and free-standing pad buildings.
- › A highly developed, linear green between Highway 10 and the new street that includes a Veterans Memorial, intended both as a signature community feature and a forecourt for the expanded central district.
- › Other public green spaces to accommodate activities and establish a greenway that ultimately extends to the lakefront.
- › Reconfigured city parking lots and added on-street parking to increase convenience and support existing and new businesses.
- › Secure and attractive pedestrian paths that connect the new crescent commercial uses with the traditional Washington Avenue district.
- › A seamless pedestrian connection between the new development district and the St. Mary’s campus.

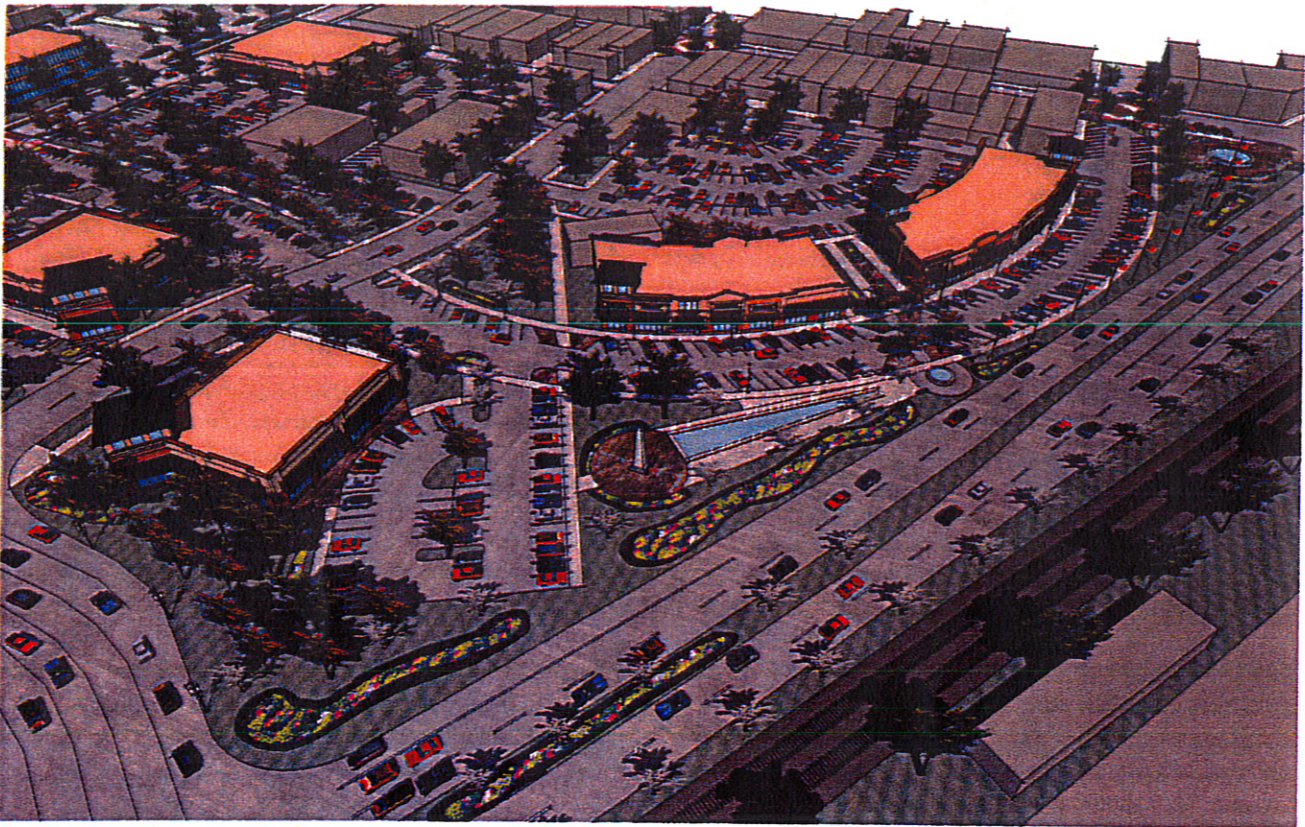
Components of the Concept

• **CRESCENT PARKWAY.** Crescent Parkway is the spine of the new development area. This new street begins as an extension of Front Street at Washington and curves southeast to the alignment of Lincoln Avenue, ending at Frazee Street. This design moves local traffic around the Downtown core and provides frontage for new development that also enjoys maximum visibility from Highway 10. Crescent Parkway will have the design

Map 4.2a: The Crescent Development Area



- 1 Crescent Development Site 1
- 2 Crescent Development Site 2
- 3 Crescent Development Site 3
- 4 Crescent Development Site 4
- 5 New Crescent Parkway
- 6 North Gateway
- 7 Veteran's Memorial
- 8 Meritcare Dialysis Building
- 9 Parking Improvements
- 10 St. Mary's Regional Health Center
- 11 Norby's Passageway
- 12 Central Market Place Facade Enhancements
- 13 Redesigned Public Parking



Crescent Development. Above, bird's eye view looking southwest towards downtown. Concept shows pedestrian-oriented development along the new Crescent Parkway and a new Veteran's Memorial.



Development Character. Key elements of the project include various articulations of facade and roof line, strong corner business, potential drive through, awnings, available parking and oriented to the pedestrian.

Many participants prefer a design character that is more inline with a northwoods character and complements the existing Washington Avenue character.



of a traditional, pedestrian-oriented main street, including on-street diagonal parking and a human-scaled streetscape featuring street landscaping, thematic lighting, and street furniture and other amenities. Sidewalk width will typically be 15 feet, with bump-outs defining parking areas and easing pedestrian movement across the street.

• **CRESCENT DEVELOPMENT SITES.** The Crescent concept establishes four development sites, including:

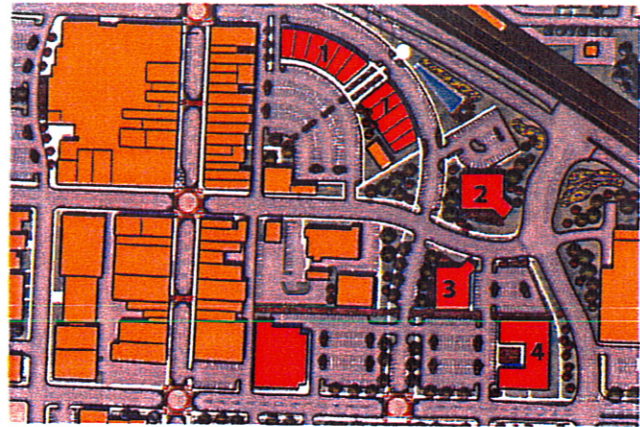
- › **Site 1**, the west side of Crescent Parkway north of Holmes Street.
- › **Site 2**, north of Holmes between the Crescent and McKinley Avenue. The redesign of Highway 10 makes McKinley a primary access into the Downtown core, making this site especially strategic.
- › **Sites 3 and 4**, between Holmes and Frazee east of Crescent Parkway.

Site 1 anticipates two street-defining urban retail or mixed use structures along Crescent Parkway. These structures will have direct exposure to Highway 10, and should be similar in height and scale to traditional main street structures along Washington Avenue. They should follow the main street pattern of individual storefronts in a row, and should include awnings, window rhythms, quality construction materials, color, and street elements to provide interest at street level. Drive-through access should not interrupt the building rows, but a drive-through adjacent to the alley on the west edge of the row is permissible. In addition to providing excellent highway visibility, the Site 1 concept hides both the existing public parking lot and the rear elevations of Washington Avenue buildings from casual view of drivers along Highway 10.

Site 2 accommodates a free-standing commercial building. Parking is proposed north of the building, with access from Crescent Parkway to avoid interference with the McKinley and Highway 10 intersection. The new building should provide a strong presence along its three bordering streets.

Sites 3 and 4 can accommodate either free-standing or multi-tenant commercial buildings. The configuration illustrated in the master plan defines the southeast corner of Holmes and Crescent Parkway and the northwest quadrant of McKinley and Frazee. In this scheme, two parking lots are connected by a common, north-south drive. Other building configurations are possible, but any alternative should provide good street definition and high design standards for these highly visible building.

Map 4.2b: The Crescent Development Area

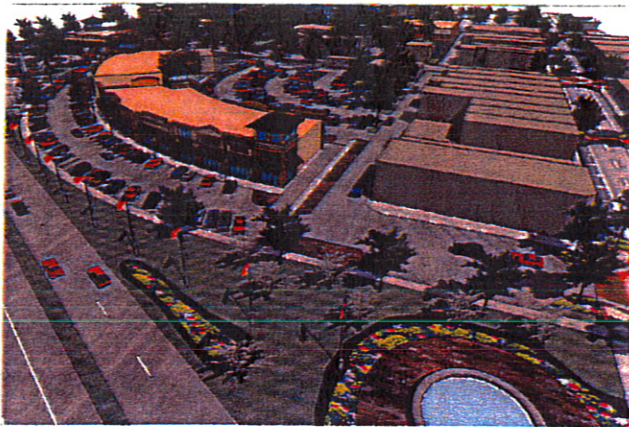


Site 1 should develop multi-tenant retail rows with the possibility of upper-level offices or apartments. Potential uses for Sites 2, 3, and 4 include:

- › A new Detroit Lake Liquors location. A new site anchors retail development in the Crescent district, improves regional access to this major retail outlet, permits the enhancement program discussed above, and allows the city to reprogram the vacated area with badly needed offices and meeting facilities.
- › Free-standing restaurant. These redevelopment sites provide highly visible locations for a high-quality, free-standing sit-down restaurant.
- › Medical retail center. Sites 3 and 4 can accommodate a multi-tenant health retailing building, with adequate parking and adjacency to St. Mary's.
- › Other free-standing commercial uses. One possibility is a new location for the city's bowling alley, or a similar commercial or recreational use. However, such a "box" should not expose blank side and rear walls to major street approaches.

• **DESIGN GUIDELINES.** High quality project design is critical in the Crescent development area. The city should develop clear design guidelines for all development in the area. These guidelines should be incorporated into the requests for redevelopment proposals and should be used to evaluate proposals. Key variables include:

- › Building siting that provides a strong street definition.
- › Quality building materials.
- › Façade height of sufficient mass and height to provide a main street scale.
- › Transparency and façade detail.
- › Signage of appropriate visibility and design.
- › Appropriate building use.
- › Orientation to key site features.



Design guidelines should neither limit creativity or dictate recreation of historical styles. Crescent Parkway should not be a replica of Washington Avenue, but should use patterns of human-scaled, quality architecture common to all periods of construction.

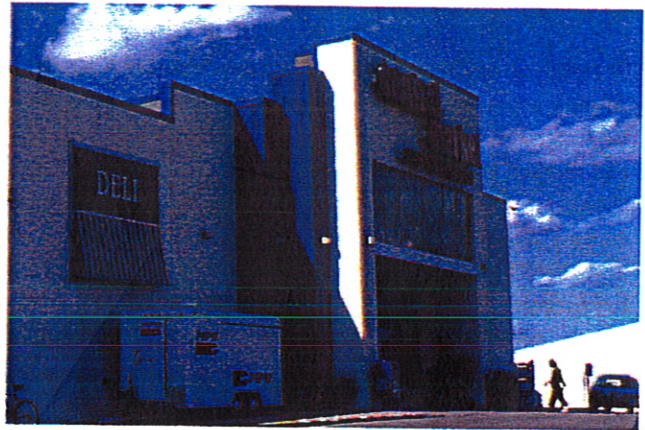
- **GAS POWER PLANT.** The Crescent's design concept preserves the city's existing gas power plant building and conceals its facades from streets. Exposed exterior elevations should be improved for consistency with adjacent new buildings.

- **NORTH GATEWAY AND VETERAN'S MEMORIAL PARK.** A linear community green between the new Highway 10 and Crescent parkway will establish Detroit Lake's new front lawn for highway travelers. This common space begins the green necklace that eventually extends to City Park and includes:

- › A gateway plaza, possibly including a fountain, on the southeast corner of Highway 10 and Washington Avenue, the site of the existing Max Building. This plaza both establishes a northern entrance to the downtown core and helps unite Washington Avenue across Highway 10 and the railroad.

- › A new Veteran's Memorial Park, extending along the east side of the Crescent to redevelopment site 2. The concept illustrated here includes a procession of flags leading to an axial pedestrian crossing of Crescent Parkway. A reflecting pond leads from this crossing, terminating at a memorial obelisk etched with names of Detroit Lakes residents who died in service to America.

- **OPEN SPACE & PARK.** A triangular park on the northwest corner of Holmes and Crescent Parkway provides a highly visible and accessible small park, providing a place for individual enjoyment and small events. The park is also part of the Crescent to Lake greenway. The park's design may also include a rain garden to help detain rainfall and water plantings.



- **CENTRAL MARKET FACADES.** The Highway 10 realignment exposes views of Central Market, a key business corridor asset and the city's major supermarket, that were previously hidden. Adding scale and detail to these largely blank facades would make this large building more consistent with a finely-scaled urban environment. Paint, awnings, simulated windows, back-lighted displays, fencing and landscaping should be considered. The building's loading area, now exposed to Highway 10, should also be screened.

- **MERITCARE DIALYSIS DETROIT LAKES.** St. Mary's North Annex, including its dialysis center, occupies the west half of the former County Market building, while the east half remains unoccupied. Visitors to the center park on the adjacent surface lot, using a corridor through the vacant section to reach the center. This unoccupied area, an earlier addition to the building, can be removed to shorten the distance for patients and provide space for additional parking. A new façade consistent with district design guidelines would be built on the east side of the modified building.

- **PARKING REDESIGN AND WALKWAYS.** Crescent Parkway's two-sided diagonal parking will serve the parking needs of commercial development on site 1. The commercial row also wraps the existing city parking lot. This lot would be redesigned a curvilinear pattern, increasing efficiency and parking count. An axial walkway would bisect the curve, lining up with the pedestrian crossing to the Veterans' Memorial Park, through a plaza between the two commercial rows, and terminating at the rear entrance to Norby's, the primary existing link to Washington Avenue from the city lot.

- **ST MARY'S REGIONAL HEALTH CENTER.** A new St. Mary's clinical building would terminate Crescent Parkway and connect to the existing hospital. A strong pedestrian crossing of Frazee Street would help tie the St. Mary's campus into the downtown environment. High quality architecture will make this building a landmark for the city. The St. Mary's District section discusses this transitional concept in greater detail.