



## **Administrative Review of Certain Plan Amendments**

On September 12, 2007, the Metropolitan Council adopted new guidelines for administratively reviewing comprehensive plan amendments. Language has been added to these guidelines to include land use changes due to enrollment in the Metropolitan Agricultural Preserves Program.

If you think the administrative review process may be appropriate for your community's proposed comprehensive plan amendment, contact your Sector Representative to determine how much of the Plan Amendment Submittal Form to complete. Administrative review typically occurs 30 days after receiving a complete plan amendment.

The Council authorized the Regional Administrator or designee to administratively review minor comprehensive plan amendments, and the Metropolitan Council Environmental Services (MCES) General Manager to administratively review local water management and water supply plan amendments, that meet the following criteria:

### **All Minor Comprehensive Plan Amendments, local Water Management and local Water Supply Plan Amendments**

- community must show that it has addressed or is committed to address through a resolution any outstanding issues with the 2030 Comprehensive Plan Update or other Council actions.

### **Minor Comprehensive Plan Amendments**

- meets the submittal requirement of the Metropolitan Land Planning Act for content or is determined to be complete for review by the Council;
- is consistent with local applicable controls or the jurisdiction submits evidence that the local controls will be modified to be consistent with the proposed amendment;
- is within 5 percent of the Council's forecasts;
- conforms to regional systems plans;
- is consistent with the MUSA guidelines if residential units are proposed;
- is consistent with the 2030 Regional Development Framework;
- is consistent with Council housing policies;
- is compatible with plans of adjacent jurisdictions;
- if the adjacent jurisdiction is potentially impacted by the amendment, the Council has received documentation that the adjacent jurisdiction has been notified;
- proposes a land use change that will result in less than 100 housing units;
- proposes a land use change less than 80 acres, unless the land use change is for Agricultural Preserve enrollment;
- proposes a land use change to guide land at no more than one unit per 40 acres to meet requirements of the Metropolitan Agricultural Preserves Program (Minn. Stat. Ch.473H); and
- does not have the potential for a cumulative impact.

## **Water Management and Water Supply Plan Amendments**

1. Local **water management plans** that are submitted as comprehensive plan amendments may be reviewed administratively if they meet the following conditions:

- The plan conforms to Council policy plans and regional systems plans;
- The plan does not present a substantial departure from regional plans or substantial impact to regional systems;
- The plan includes ordinances or refers to adopted ordinances as identified in the Water Resources Management Policy Plan to aid in plan implementation; and
- The plan includes all required elements of local water management plans as outlined in the Water Resources Management Policy Plan.

2. Local **water supply plans** that are submitted as comprehensive plan amendments may be reviewed administratively if they meet the following conditions:

- The plan is consistent with Council policy plans;
- The plan is not proposing new wells in the Mt. Simon Hinckley aquifer;
- The plan is not proposing interconnection with other communities as the main source of water for the community;
- The plan is not proposing a residential gallons/capita/day of more than 100 gpcd;
- The plan includes all required elements of local water supply plans as outlined in the Water Resources Management Policy Plan; and
- The community does not have any known significant contamination problems with their water supply source.