

## Minutes of the

### REGULAR MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE

Monday, October 7, 2019

**Committee Members Present: Chamblis, Cummings, Johnson, Lee, Lilligren, Lindstrom, Vento, Wulff**

**Committee Members Absent: Atlas-Ingebretson, Muse**

**Committee Members Excused:**

#### CALL TO ORDER

A quorum being present, Committee Chair Lilligren called the regular meeting of the Council's Community Development Committee to order at 4:00 p.m. on Monday, October 7, 2019.

#### APPROVAL OF AGENDA AND MINUTES

It was moved by Wulff, seconded by Cummings to approve the agenda. Motion carried.

It was moved by Vento, seconded by Wulff to approve the minutes of the September 16, 2019 regular meeting of the Community Development Committee. Motion carried.

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#### BUSINESS

**2019-264 JT:** City of Shakopee 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 22004-1

Senior Planner Raya Esmaeili presented the business item to the Community Development Committee. It was moved by Wulff, seconded by Lee, that the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

#### Recommendations of the Community Development Committee

1. Authorize the City of Shakopee to place its 2040 Comprehensive Plan into effect.
2. Revise the City's forecasts upward as shown in Table 1 of the attached Review Record.
3. Revise the City's allocation of affordable housing need to 975 units.
4. Advise the City to implement the advisory comments in the Review Record for Surface Water Management and Land Use.

#### Recommendation of the Environment Committee

1. Approve the City of Shakopee's Comprehensive Sewer Plan.

**Motion carried.**

Joe Widing, Senior Planner with the City of Shakopee was in attendance. Councilmember Cummings inquired about considerations for orderly annexations. Ms. Esmaeili responded that these considerations include ensuring the validity of the agreement for the duration of the planning process and confirming that the annexation area is a viable land supply for growth accommodation. Community Development Director

Community Development Division Director Barajas added that orderly annexations help the Council ensure appropriate wastewater capacity for future growth areas and its timing.

Councilmember Lee asked how often Cities and Townships annex each other and if there are other reasons for annexations. Esmaeili replied that in case of orderly annexation, both parties participate in creating a mutual agreement, such as the case between Shakopee and Jackson Township. In the case of annexation by ordinance, Township landowners can make the request to be annexed into the City and it will follow a local approval process. It should be noted that not all Townships have annexation agreements with neighboring Cities.

**2019-265 JT:** City of Vadnais Heights 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 22173-1

Senior Planner Raya Esmaeili presented the business item to the Community Development Committee.

It was moved by Vento, seconded by Johnson, that the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

**Recommendations of the Community Development Committee**

1. Authorize the City of Vadnais Heights to place its 2040 Comprehensive Plan into effect.
2. Advise the City to implement the advisory comments in the Review Record for Transportation and Surface Water Management.

**Recommendation of the Environment Committee**

1. Approve the City of Vadnais Heights's Comprehensive Sewer Plan.

**Motion carried.**

Councilmember Wulff inquired about the wetland overlay on the future land use map and whether wetlands are separate outlots in new developments. Ms. Esmaeili responded that the City could be platting wetlands as separate outlots, but they are not a separate land use category, and are excluded in net residential density calculations.

**2019-271 JT:** City of Lake Elmo 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 22215-1

Senior Planner Corrin Wendell presented the business item to the Community Development Committee.

It was moved by Vento, seconded by Lee, that the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

**Recommendations of the Community Development Committee**

1. Authorize the City of Lake Elmo to place its 2040 Comprehensive Plan into effect.
2. Revise the City's forecasts upward as shown in Table 1 and Table 2 of the attached Review Record.

3. Revise the City's Allocation of Affordable Housing Need to 989 units.
4. Advise the City to:
  - a. Revise TAZ allocations of 2020 and 2030 employment in the Plan to match the community-wide totals, prior to final adoption of the Plan.
  - b. Implement the advisory comments in the Review Record for Roadways and Surface Water Management.

**Recommendation of the Environment Committee**

1. Approve the City of Lake Elmo's Comprehensive Sewer Plan.

**Motion carried.**

One representative from the City of Lake Elmo was in attendance, Ken Roberts, Planning Director. The Community Development Committee unanimously recommended approval of the proposed action with no questions or discussion.

**2019-272 JT:** City of Lilydale 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 22172-1

Planning Analyst Patrick Boylan presented the business item to the Community Development Committee.

It was moved by Lee, seconded by Vento, that the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

**Recommendations of the Community Development Committee**

1. Authorize the City of Lilydale to place its 2040 Comprehensive Plan into effect.
2. Revise the City's forecasts upward as shown in Table 1 of the attached Review Record.
3. Revise the affordable housing need allocation for the City to 18 units.
4. Advise the City to adopt the MRCCA Plan within 60 days after receiving final DNR approval and submit a copy of the final adopted plan and evidence of adoption to the DNR, Council, and National Park Service within 10 days after the adoption.

**Recommendation of the Environment Committee**

1. Approve the City of Lilydale's Comprehensive Sewer Plan.

**Motion carried.**

Ms. Mary Schultz, City Administrator from Lilydale and Mr. Phil Carlson, Consultant, were in attendance. The Community Development Committee unanimously recommended approval of the proposed action with no questions or discussion.

**2019-273 JT:** City of Hugo 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 21932-1

Senior Planner Michael Larson presented the business item to the Community Development Committee.

It was moved by Vento, seconded by Johnson, that the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

### **Recommendations of the Community Development Committee**

1. Authorize the City of Hugo to place its 2040 Comprehensive Plan into effect.
2. Strongly encourage the City to address all widely known tools in order to be fully consistent with Council housing policy. The City should consider addressing the following tools in the Plan before final adoption:
  - a. A local 4d tax program
  - b. Partnership with local NOAH preservation organizations
  - c. Consideration of a local Fair Housing Policy
  - d. Consideration of measures to support and protect existing manufacture housing
3. Advise the City to implement the advisory comments in the Review Record for Land Use.

### **Recommendation of the Environment Committee**

1. Approve the City of Hugo's Comprehensive Sewer Plan.

### **Motion carried.**

No representatives from the City of Hugo were in attendance. Councilmember Johnson inquired about resources to assist the City in addressing the recommendations regarding housing tools. Mr. Larson stated that housing policy staff were available to assist the City.

**2019-274 JT:** City of Columbus 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 22174-1

Senior Planner Jake Reilly presented the business item to the Community Development Committee.

It was moved by Vento, seconded by Wulff, that the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

### **Recommendations of the Community Development Committee**

1. Authorize the City of Columbus to place its 2040 Comprehensive Plan into effect.
2. Advise the City to implement the advisory comments in the Review Record for Transportation, Wastewater, Surface Water Management, and Land Use.

### **Recommendation of the Environment Committee**

1. Approve the City of Columbus's Comprehensive Sewer Plan

### **Motion carried.**

Mayor Jesse Preiner and Council Member Janet Hegland and City Administrator Elizabeth Mursko from the City of Columbus were in attendance. The Community Development Committee unanimously recommended approval of the proposed action with no questions or discussion.

**2019-266** Future Reimbursement Consideration for Carver County, Highway 5 Regional Trail  
Senior Parks Planner Jessica Lee presented the business item to the Community Development Committee.

It was moved by Wulff, seconded by Cummings, that the Metropolitan Council:

1. Consider reimbursing Carver County up to \$1,000,000 from its share of a future Regional Parks Bonding Program for costs it incurs for the development of a two-mile segment of the Highway

- 5 Regional Trail located between Lake Minnewashta Parkway and Century Boulevard in Chanhassen; and
2. Inform Carver County that the Council does not under any circumstances represent or guarantee that it will reimburse the County and that expenditure of local funds never entitles a park agency to reimbursement.

**Motion carried.**

Council Member Chai Lee asked when the Highway 5 Regional Trail will be fully constructed. Ms. Lee responded that while she wasn't sure of the construction timeline for the entire trail, most of the trail utilizes existing sidewalks and trails and will be updated as needed to meet the Regional Parks Policy Plan and ADA requirements. Ms. Lee said she would follow-up with more information on the construction timeline.

**2019-259** 2019 Unified Budget Amendment – Third Quarter

Finance Director Heather Aagesen-Huebner presented the business item to the Community Development Committee.

It was moved by Lee, seconded by Vento, that the Metropolitan Council authorize the 2019 Unified Budget amendment as indicated, and in accordance with the attached tables in the business item.

**Motion carried.**

Ms. Aagesen-Huebner responded to a few questions regarding the change in equity grant funding, in which she explained the funds budgeted for the FDP and CIP. The importance of transparency was mentioned by the committee to avoid the appearance of un-allocating funds. Ms. Aagesen-Huebner indicated the budget amendments are 6 months apart, pass through funds are allocated quickly. Ms. Aagesen-Huebner was asked a question regarding Parks' projects and how many received funding. She explained the projects identified, and their subsequent funding.

**2019-275** Establish Public Hearing for Livable Communities Act Affordable and Life-Cycle Housing Goals for 2011-2020

Livable Communities Manager Paul Burns presented the business item to the Community Development Committee.

It was moved by Chamblis, seconded by Vento, that the Metropolitan Council conduct a public hearing on December 16, 2019, at 4:00 P.M. in the Metropolitan Council Chambers to receive comment on the Livable Communities Act (LCA) Local Housing Incentives Account Affordable and Life-cycle Housing goals for 2011-2020 adopted by any community electing to participate in the LCA by November 15, 2019.

**Motion carried.**

The Community Development Committee recommended approval of the proposed action without questions or discussion.

**INFORMATION**

1. Land Use Advisory Committee Report

Council member Wulff presented information for the Community Development Committee include from the Land Use Advisory Committee. The Land Use Advisory Committee (LUAC) gives advice and assistance on metropolitan land use, comprehensive planning, and matters of metropolitan significance as requested by the Metropolitan Council. Half of Committee members must be locally elected officials. Council Member Wulff chairs the Committee, and 11 locally elected officials are members. Committee members covered orientation material, the Metropolitan Land Planning Act, and affordable homeownership. The Committee reviewed land use policy and discussed ongoing collaboration with the Metropolitan Area Water Supply Advisory Committee (MAWSAC). Most recently, the Committee discussed the status of local comprehensive plans, equity in *Thrive MSP 2040*, Local Planning Highlights in the Local Planning Handbook and equity implementation.

## 2. Community Development Division Capital Program

Finance Director Heather Aagesen-Huebner provided an overview of the Regional Parks system, funding sources, allocations, assumptions, and notable modifications from the approved 2019-2024 program to the 2020-2025 proposed program. The Capital Program is a multi-year plan representing authorized and planned projects. The Council adopts a program-level budget for each division. Individual projects are grouped into 'programs' based on their similarities. Projects carry forward from year to year and are added, removed and changed through the Council's amendment process. The proposed 2020-2025 Community Development Capital Program builds on the approved 2019-2024 Capital Program.

## **ADJOURNMENT**

Business completed, the meeting adjourned at 5:55 p.m.

Michele Wenner  
Recording Secretary