

Minutes of the

REGULAR MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE

Tuesday, January 18, 2022

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

Committee Members Absent: Lindstrom, 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 Tuesday, January 18, 2022.

APPROVAL OF MINUTES

It was moved by Cummings, seconded by Johnson to approve the minutes of the January 3, 2022, regular meeting of the Community Development Committee. Motion carried.

[Click here to view the January 18, 2022 Community Development Committee meeting video](#)

BUSINESS - Consent

2022-2 North Creek Greenway Regional Trail, Park Acquisition Opportunity Fund (Rockport), Dakota County

It was moved by Vento, seconded by Lee, that the Metropolitan Council approve a grant of up to \$217,125 to Dakota County to acquire the 1.17- acre Rockport property, Outlot B, located at Pilot Knob Road and 157th Street West in Apple Valley, for the North Creek Greenway Regional Trail.

Motion carried.

The Community Development Committee recommended approval of the proposed action without questions or discussion as part of its consent agenda.

2022-13 City of Eden Prairie - The Ellie Comprehensive Plan Amendment, Review File 21978-7

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

1. Authorize the City of Eden Prairie to place its comprehensive plan amendment into effect.
2. Find that the amendment does not change the City's forecasts.

Motion carried.

The Community Development Committee recommended approval of the proposed action without questions or discussion as part of its consent agenda.

BUSINESS – Non-Consent

2022-3 City of Dellwood 2040 Comprehensive Plan, Review File 22383-1

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

1. Authorize the City of Dellwood to place its 2040 Comprehensive Plan into effect.
2. Revise the City’s forecasts downward as shown in Table 1 of the attached Review Record.

Motion carried.

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

2022-14 2021 Livable Communities Demonstration Account Funding Recommendation

Senior Planner Hannah Gary presented the Business Item to the Community Development Committee. It was moved by Vento, seconded by Chamblis, that the Metropolitan Council award eight Livable Communities Demonstration Account grants as shown in Table 1, totaling \$9,304,250 and. Authorize its Community Development Director to execute the grant agreements on behalf of the Council.

Table 1. Recommended Grant Projects and Funding Amounts

Applicant	Recommended Project	Award Amount
City of Minneapolis	Northrup King Residential	\$1,907,000
City of Minneapolis	Simpson Community Shelter and Apartments	\$1,500,000
City of Minneapolis	Plymouth Avenue Apartments	\$314,700
City of Richfield	Minnesota Independence College and Community	\$1,210,000
City of Oakdale	Cornerstone Village – Oakdale	\$565,000
City of Columbia Heights	City of Columbia Heights Affordable Housing and Community Food Site Project	\$1,232,000
City of Chaska	City Square West	\$1,914,000
City of Edina	Cornelia View	\$661,550

Motion carried.

Council Member Lee expressed disappointment that none of the projects from the City of Saint Paul are being recommended for funding and asked about the timing of Development grants. Council staff provided an overview of the schedule, noting that Pre-Development awards are offered twice each year while Development awards are offered annually. Council staff also noted that they will continue to work with Saint Paul to support successful applications coming through the program. Council Member Wulff inquired about the minimum equity score, noting that several projects did not meet the minimum equity score. Council Member Wulff is interested in the total scores for the projects that did not meet the minimum equity score. Council staff will follow up to provide that information to Council Member Wulff.

Several Council Members expressed their gratitude to LCAC members, Mayor Abrams, and staff for managing the grant review process.

2022-16 2021 Livable Communities Demonstration Account Transit Oriented Development Funding Recommendations

Senior Planner Stephen Klimek and Livable Communities Advisory Committee Chair Mayor Marylee Abrams presented the Business Item to the Community Development Committee.

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

1. Award four Livable Communities Demonstration Account Transit-Oriented Development grants totaling \$4,435,600, as shown in the table below.

2. Authorize its Community Development Division Director to execute the grant agreements on behalf of the Council.

Applicant	Recommended Project	Award Amount
City of Minneapolis	Seward Commons	\$1,500,000
City of Minneapolis	3030 Nicollet	\$500,000
City of Hopkins	325 Blake Road	\$1,250,000
City of Brooklyn Park	Tessman Ridge	\$1,185,600

Motion carried.

Council Member Cummings asked how receptive applicants were to the new equity criteria and how staff were assisting current and future applicants in understanding. Staff shared various outreach efforts made to prepare applicants for successful applications across all criteria but especially equity criteria, including webinars, workshops, and individual conversations, as well as communications materials that explained the criteria in detail and provided examples of how to achieve points. Additionally, staff noted several follow up meetings with applicants wherein they recognized their applications underperformed in equity and learned what they could do to improve in the future. Council Member Chamblis commended that it was helping to know there were technical assistance webinars made available and suggested those should continue to be shared as a resource to support applicants. CM Chamblis also commended on her familiarity with several recommended projects and noted the importance of creating more lifecycle housing. Council Member Johnson asked what the follow up procedure is with applicants that are not recommended for funding, and how many of those applicants reapply or are unable to move forward as a result of a lack of funding. Staff responded that program officers follow up with all applicants to debrief on scoring, review comments, and outline where the application could be more competitive if they reapply.

INFORMATION

1. **Evaluation of the 2040 Comprehensive Plan Review Process** - Local Planning Assistance Manager Angela R. Torres and Planning Analyst Patrick Boylan presented the Information Item to the Community Development Committee.

The Metropolitan Council (Council) implements the Metropolitan Land Planning Act (MLPA). Specifically, Minn. Stat. § 473.851 establishes the requirement for local comprehensive planning and directs the Council to provide technical assistance to communities for the preparation of comprehensive plans. The Local Planning Assistance (LPA) work unit coordinates the decennial review process and technical assistance efforts.

The 2040 Comprehensive Plan (2040 Plan) review process is a multi-year effort that will continue until the Council authorizes all 168 expected local comprehensive plans. To facilitate completion of local comprehensive plans, the Council's [Sector Representatives](#) provided direct technical assistance and LPA staff coordinated development of a wide array of tools and resources ([PlanIt training program](#)). The Council also authorized planning assistance grant funds for local governments.

Through the 2040 Comprehensive Plan Debrief Project (Project), Council staff initiated a review of technical assistance initiatives as well as an evaluation of the 2040 Plan review process by engaging with local governments and other stakeholders. Feedback on the decennial comprehensive plan review process will inform recommendations for improvements to the review process and technical assistance efforts.

Council Members agreed smaller communities need support with their Comprehensive plans, and streamlining will make the work less expensive.

A Council Member asked for an explanation of an incomplete letter, and another expressed their appreciated being cc'd on those letters.

Mr. Boylan explained the timeline and submission process for notifying communities of inconsistencies, missing elements, etc. in their Comprehensive plans.

2. Community Designations - Local Planning Assistance Manager Angela R. Torres and Senior Planner Raya Esmaeili presented the Information Item to the Community Development Committee.

informational purposes and to seek Committee direction on working with the Council's Land Use Advisory Committee to recommend proposed community designations for the 2050 regional plan.

The Metropolitan Land Planning Act (§473.145) tasks the Council with planning for the orderly and economic growth of the region. Every 10 years, the Council prepares a regional development guide for the seven-county metro area that sets the vision and land use policies that are carried forward in the regional systems and policy plans. Regional land use policies are framed around common characteristics of communities. These characteristics, identified in the current regional development guide, *Thrive MSP 2040* (Thrive), form the basis for the current community designations.

As part of the regional development guide, community designations work in concert with land use policies to guide growth in areas with urban infrastructure; establish distinct land use policies and density expectations; protect agricultural land and natural amenities; and outline strategies to meet the region's forecasted growth. Community designations are further used to plan and implement regional policies at the local level.

Council Member Lee expressed his appreciated for the presentation and background and asked if the same designation change used in next round of comprehensive plans.

Ms. Esmaeili responded no plans to change, the outcome of analysis can change designations.

3. 2022 Livable Communities Act Funding Availability Discussion (Tara Beard 651-602-1051) **postponed to the February 7, 2022**
4. 2022 Livable Communities Act Scoring and Program Criteria Discussion Senior Planners Hannah Gary, Stephen Klimek and Marcus Martin presented the Information Item to the Community Development Committee.

Feedback from the Committee will inform final recommendations for program scoring criteria.

The Livable Communities Act (LCA) requires that the Council prepare an annual plan for distribution of the Livable Communities funds that includes scoring criteria for all LCA programs. Building upon the [November 15, 2021 information item](#), staff is continuing conversations with the Community Development Committee before recommending adoption of criteria for 2022 LCA programs at the February 7, 2022, regularly scheduled committee meeting.

In 2021, the Council substantially changed LCA scoring criteria for the Livable Communities Demonstration Account (LCDA) and LCDA-Transit Oriented Development (LCDA-TOD) programs to better reflect the foundational purpose of the Livable Communities Act and to improve clarity and transparency of the criteria. All programs reorganized the scoring criteria within three categories: Project Outcomes (“What”), Project Process (“How”), and Project Team (“Who”).

For 2022 scoring criteria, staff are proposing changes that generally refine and improve the 2021 criteria, based on conversations with applicants, scorers, and our own observations on the scoring process over 2021. The majority of these changes simplify or clarify language, make small additions or omissions, or move the criterion to a different section where they would be more suitably scored.

Council Member Wulff asked about the engagement process. Were LCA & LCDA participants contacted?

Ms. Beard explained the engagement in 2020 for changes in 2021 included a lot of engagement with applicants, colleagues, however less formal.

Council Member Wulff suggested seeking input / buyin from communities and include follow up with elected officials.

Ms. Gary provided information on an annual survey to all applicants regarding technical assistance, scoring, etc., which will provide some comparable data.

Council Members continued to inquire about engagement efforts to small groups, and non-profits.

Ms. Beard described the cycle timing for recommendations, and the modeling of LCDA content.

Council Member Wulff express her concern about modeling TBRA after LCDA, and the tax levies or tax roles.

Ms. Beard explained the share of points in TBRA are not changing.

ADJOURNMENT

Business completed; the meeting adjourned at 5:45 p.m.

Michele Wenner
Recording Secretary