



DATE: May 29, 2018

TO: Honorable Mayor and City Council
Dave Perrault, City Administrator

FROM: Matthew Bachler, City Planner

SUBJECT: **Planning Case #18-006**
Applicant: City of Arden Hills
Request: 2040 Comprehensive Plan Update

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

Council Should Consider

Motion to approve Resolution 2018-029 Authorizing the Release of the Draft 2040 Comprehensive Plan Update to Neighboring Jurisdictions and Affected Governmental Units for Review.

Background

Minnesota state law requires that all communities within the Minneapolis-St. Paul metropolitan area update their Comprehensive Plans every ten years. The City has until December 31, 2018 to complete the 2040 Comprehensive Plan Update. The purpose of the Comprehensive Plan is to establish the policies that guide the future physical and community development of Arden Hills. It is also a reference document for the Planning Commission and City Council when evaluating private development projects, and helps with the City’s budgeting process.

In addition to identifying local community goals, the Comprehensive Plan must reflect the adopted regional policies in the Metropolitan Council’s system and policy plans. Local planning efforts are linked to the larger regional infrastructure of parks and trails, road networks, and wastewater infrastructure, and the City’s plan must conform to the regional vision.

Communities adopt different approaches to developing and implementing their Comprehensive Plans. Some plans include a great amount of detail with specific implementation timelines, while

other plans focus more on general goals and policies. The Arden Hills 2040 Comprehensive Plan establishes a vision for the community with supporting goals, and recognizes the need to develop specific implementation strategies after adoption.

Comprehensive Plan Organization

The 2040 Comprehensive Plan is divided into the following chapters and appendices:

1. Introduction
2. Community Profile
3. City Vision
4. Active Living
5. Twin Cities Army Ammunition Plant (TCAAP)
6. Land Use
7. Housing
8. Economic Development and Redevelopment
9. Parks and Recreation
10. Protected Resources
11. Transportation
12. Resilience and Sustainability
13. Public Facilities, Services, and Infrastructure
14. Implementation

Appendices:

- A. Draft Capital Improvements Plan
- B. Transportation System Principles and Standards
- C. Transportation Plan Forecasts
- D. Water Supply Plan
- E. Comprehensive Sanitary Sewer Plan
- F. Stormwater Management Plan
- G. Zoning District Regulations

Chapters 4 through 13 include a general goal statement at the beginning of each chapter. The goal statement is supported by background data, policies, and strategies that are designed to advance the goal and the overall City vision. The appendices are primarily used for technical reports and plans required by the Metropolitan Council

Community Involvement and Review Process

The Comprehensive Plan update process included a significant amount of input and review from the City Council, Planning Commission, Economic Development Commission (EDC), and the Parks, Trails, and Recreation Committee (PTRC). In all, the City Council held four work sessions on the

Comprehensive Plan, the Planning Commission held three, the EDC two, and the PTRC one. During the update process, draft versions of the plan were provided on the City's website and a project website was set up to solicit public comments.

The City Council reviewed the draft Comprehensive Plan at their Work Session on March 19, 2018. The attached memo from WSB & Associates provides a summary of the change made to the plan since this meeting. The red-lined versions of the chapters that have been updated are included in Attachment C.

Planning Commission Recommendation and Remaining Schedule

The Planning Commission held the required public hearing on the draft Comprehensive Plan at their meeting on April 4, 2018 and they unanimously recommended approval of the plan with no changes. No public comments were provided during the public hearing.

Upon City Council authorization, the Comprehensive Plan will be sent to neighboring jurisdictions and affected governing bodies for review. The Comprehensive Plan cannot be officially approved by the City until after these entities have had an opportunity to review the draft plan and provide comments. The City is required to give them up to six months to review the plan, but the reviews are typically completed sooner.

After all of the comments are received from the other government entities, the City Council will review the comments, make any final changes, and then forward the Comprehensive Plan to the Metropolitan Council for review. The plan must be submitted to the Metropolitan Council by December 31, 2018.

Implementation

While preparing the Comprehensive Plan is a significant undertaking, it is only the first step in the planning process. After the plan is officially adopted, the City will need to focus on implementation. Implementing the Comprehensive Plan will require direction from the City Council, coordination between City departments, and efforts from the Planning Commission, EDC, and PTRC.

After the official adoption of the Comprehensive Plan, the City is required to review and update its official controls within nine months to bring the City's ordinances into conformance with the Comprehensive Plan. While a few changes will be needed, significant changes to the zoning and subdivision ordinances are not anticipated because there are only minor land use changes proposed.

Options and Motion Language

If there are any edits or corrections needed in the plan, those can be included with the authorization to release the plan for review. The City Council is encouraged to provide any minor edits or corrections to staff prior to the meeting. If there are any unresolved concerns, please feel free to contact staff prior to the meeting.

1. Approve: Motion to approve Resolution 2018-029 Authorizing the Release of the Draft 2040 Comprehensive Plan Update to Neighboring Jurisdictions and Affected Governmental Units for Review.
2. Approve with Changes: Motion to approve Resolution 2018-029 Authorizing the Release of the Draft 2040 Comprehensive Plan Update to Neighboring Jurisdictions and Affected Governmental Units for Review, with the following changes...
3. Table: Motion to table Resolution 2018-029 Authorizing the Release of the Draft 2040 Comprehensive Plan Update to Neighboring Jurisdictions and Affected Governmental Units for Review for the following reasons...

Attachments

- A. Resolution 2018-029 Authorizing Staff to Distribute Draft Comprehensive Plan for Review
- B. Draft 2040 Comprehensive Plan (Clean Version)
- C. Redlined City Council Comments of Draft 2040 Comprehensive Plan



Memorandum

To: *Honorable Mayor and City Council*
Dave Perrault, City Administrator
Matthew Bachler, City Planner

From: *Eric Zweber, AICP*

Date: *April 18, 2018*

Re: *Arden Hills 2040 Comprehensive Plan*
WSB Project No. 03455-200

Background

On March 19, 2018, the City Council reviewed the options to meet the 51% to 80% AMI requirement during their Work Session. After reviewing and discussing various options, the consensus was to leave the residential land use districts the same as those from the 2030 Land Use Map. The 51% to 80% AMI requirement is achieved through three sites: the surplus units from the TCAAP Town Center, the Medium Density Residential guided land at Parkshore Dr and Old Highway 10, and the land available for redevelopment in the B-2 zoning district.

Summary

On April 4, 2018, the Planning Commission conducted a Public Hearing for the draft 2040 Comprehensive Plan. No residents spoke during the public hearing. Following the Public Hearing, the Planning Commission recommended approval of the draft 2040 Comprehensive Plan without any revision to the Plan. The vote was unanimous.

There have been three minor formatting changes to the draft Comprehensive Plan since the March 19 Wok Session. The font size of the heading for Chapter 5 was changed to be consistent, the subheadings in the Housing Chapter were modified to be only the affordable housing issues, and the capitalization of Section 10.5.3 was changed to be consistent with the rest of the Plan.

Neighboring Jurisdictional Review

The neighboring communities and affected governing bodies have six months to review the draft Comprehensive Plan. There are some other overlapping review timelines, such as the requirement for local communities to update their local Surface Water Management Plan within one year of a Watershed District updating their Plan. For that reason, the Surface Water Management Plan had been submitted to Rice Creek Watershed District and their comments were received early this month. Staff is still reviewing and analyzing the Rice Creek comments

and will provide them to the City Council along with the other comments received from the neighboring communities.

Requested Action

1. Review the draft 2040 Comprehensive Plan.
2. Authorize the distribution of the draft 2040 Comprehensive Plan to the neighboring jurisdictions and affected governing bodies for review.

Next Steps

Review the comments from the neighboring communities and affected governing bodies, make any final changes to the draft plan, and submit the plan to the Metropolitan Council for review.

Thank you,



Eric Zweber, AICP

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