

**C** Community Development Committee  
Meeting date: March 2, 2009

**E** Environment Committee  
Meeting date: March 10, 2009

<b>ADVISORY INFORMATION</b>	
<b>Subject:</b>	City of Loretto 2030 Comprehensive Plan Update Review File No. 20466-1 Tier II Comprehensive Sewer Plan
<b>District(s), Member(s):</b>	District 1, Council Member Roger Scherer
<b>Policy/Legal Reference:</b>	Minnesota Statutes Section 473.175
<b>Staff Prepared/Presented:</b>	Freya Thamman, Principal Reviewer (651-602-1750) Phyllis Hanson, Local Planning Assistance Manager (651-602-1566) Kyle Colvin, Engineering Services Asst. Manager (651-602-1151)
<b>Division/Department:</b>	Community Development / Planning and Growth Management Environmental Services / Engineering Services

**Proposed Action**

That the Metropolitan Council adopt the attached Advisory Comments and Review Record, and the following:

**Recommendation of the Community Development Committee:**

1. Authorize the City of Loretto to put its 2030 Comprehensive Plan Update into effect;
2. Advise the City to:
  - a. Inform the Council of the dates when the Pioneer Sarah Creek Watershed Management Commission approves the final version of the Local Surface Water Management Plan, the date the City adopts the plan and send a final copy of the plan.
  - b. Continue to implement conservation programs targeted at reducing residential water use.

**Recommendation of the Environment Committee:**

Approve the City's Tier II Comprehensive Sewer Plan.

## ADVISORY COMMENTS

### City of Loretto 2030 Comprehensive Plan Update and Tier II Comprehensive Sewer Plan

Review File No. 20466-1 - Council Business Item No. 2009-50

The following Advisory Comments are part of the Council action authorizing the City to implement its 2030 Comprehensive Plan Update (“Update”) and approving the City’s Tier II Comprehensive Sewer Plan:

#### Community Development Committee

1. The Council-adopted *Local Planning Handbook* states that the City must take the following steps:
  - (a) Adopt the Update in final form after considering the Council’s review recommendations; and
  - (b) Submit one electronic copy and one hard copy of the Update to the Council. The electronic copy must be organized as one unified document.

A copy of the City Council resolution evidencing final approval of the Update should be submitted to the Council.

2. The Council’s *Handbook* also states that local governments must formally adopt their comprehensive plans within nine months after the Council’s final action. If the Council has recommended changes, local governments should incorporate those recommended changes into the plan or respond to the Council before “final approval” of the comprehensive plan by the governing body of the local governmental unit. (Minn. Stat. § 473.858, subd. 3).
3. Local governmental units must adopt official controls as described in their adopted comprehensive plans and must submit copies of the official controls to the Council within 30 days after official controls are adopted. (Minn. Stat. § 473.865, subd. 1).
4. Local governmental units cannot adopt any official controls or fiscal devices that conflict with their comprehensive plans or which permit activities in conflict with the Council’s metropolitan system plans. (Minn. Stat. §§ 473.864, subd. 2; 473.865, subd. 2). If official controls conflict with comprehensive plans, the official controls must be amended within nine months following amendments to comprehensive plans. (Minn. Stat. § 473.865, subd. 3).

#### Environment Committee

1. The Council-approved Tier II Comprehensive Sewer Plan becomes effective only after the Update is finally approved by the City’s governing body. After the Update is finally approved by the City and the Tier II Sewer Plan becomes effective, the City may implement its Update to alter, expand or improve its sewage disposal system consistent with the Council-approved Tier II Sewer Plan.
2. A copy of the City Council Resolution adopting its Update, including the Tier II Sewer Plan, must be submitted to the Council.

## Background

The City of Loretto is located in Hennepin County and is entirely surrounded by the City of Medina (see Figure 1). The *2030 Regional Development Framework (RDF)*, as amended in December 2006, identified the Loretto as within the “developed” geographic planning area (see Figure 2).

The City submitted its *2030 Comprehensive Plan (Update)* to the Council for review to meet the Metropolitan Land Planning Act requirements (Minn. Stat. 473.175) and the Council’s 2005 Systems Statement requirements.

## Rationale – Standard of Review & Findings

1. Does the proposed Update conform to Regional Systems Plans?
2. Is the Update consistent with Metropolitan Council policies?
3. Is the Update compatible with plans of adjacent governmental units and plans of affected special districts and school districts?

### Conformance with Regional Systems Plans:

- |   |     |
|---|-----|
| 1. Regional Parks   | Yes |
| 2. Transportation including Aviation  | Yes |
| 3. Water Resources Management<br>(Wastewater Services and Surface Water Management) | Yes |

### Consistent with Council Policy Requirements:

- |   |     |
|---|-----|
| 1. Forecasts  | Yes |
| 2. Housing  | Yes |
| 3. 2030 Regional Development Framework and Land Use   | Yes |
| 4. Individual Sewage Treatment Systems (ISTS) Program | Yes |
| 5. Water Supply                                       | Yes |

### Compatible with Plans of Adjacent Governmental Units and Plans of Affected Special Districts and School Districts

- |                                |     |
|--------------------------------|-----|
| 1. Compatible with other plans | Yes |
|--------------------------------|-----|

## Known Support / Opposition

There is no known opposition.

# **REVIEW RECORD**

## **Review of the City of Loretto's 2030 Comprehensive Plan Update**

### **STATUTORY AUTHORITY**

The Metropolitan Land Planning Act (MLPA) requires local units of government to submit comprehensive plans and plan amendments to the Council for review and comment (Minn. Stat. § 473.864, Subd. 2). The Council reviews plans to determine:

- *Conformance with metropolitan system plans,*
- *Consistency with other adopted Plans of the Council, and*
- *Compatibility with the Plans of other local jurisdictions in the Metropolitan Area.*

The Council may require a local governmental unit to modify any plan or part thereof if, upon the adoption of findings and a resolution, the Council concludes that the Plan is more likely than not to have a substantial impact on or contain a substantial departure from metropolitan system plans (Minn. Stat. § 473.175, Subd. 1).

Each local government unit shall adopt a policy plan for the collection, treatment and disposal of sewage for which the local government unit is responsible, coordinated with the Metropolitan Council's plan, and may revise the same as often as it deems necessary. Each such plan shall be submitted to the Council for review and shall be subject to the approval of the Council as to those features affecting the Council's responsibilities as determined by the Council. Any such features disapproved by the Council shall be modified in accordance with the Council's recommendations (Minn. Stat. § 473.513).

### **CONFORMANCE WITH REGIONAL SYSTEMS**

#### **Regional Parks**

##### ***Parks and Trails***

*Reviewer: Jan Youngquist, CD – Regional Parks System Planning, (651-602-1029)*

The Update is in conformance with the *Regional Park's Policy Plan*. The Update acknowledges the planned Lake Independence Regional Trail.

#### **Transportation**

##### ***Roads and Transit***

*Reviewer: Ann Braden, MTS – Systems Planning, (651-602-1705)*

The Update is in conformance with the *Transportation Policy Plan* (TPP) and addresses all the applicable transportation and transit requirements. There are no metropolitan highways in Loretto and the City is outside of the Metropolitan Transit Taxing District.

#### **Aviation**

*Reviewer: Chauncey Case, MTS – Systems Planning (651-602-1724)*

The Update is in conformance with the *Aviation* policies in the *Transportation Policy Plan*.

#### **Water Resources Management**

*Reviewer: Roger Janzig, ES – Engineering Services, (651-602-1119)*

The Update is in conformance with the *Water Resources Management Policy Plan*. The Update summarizes the City's vision for the next 20 years or to year 2030. The City's forecasts are consistent with

the Council's. Current wastewater treatment services are provided by the City at a wastewater treatment plant (WWTP) owned and operated by the City. At this time the City is not requesting the Council to acquire the WWTP.

In order for the Council to consider acquisition of the City's WWTP, the City would need to make a formal request for acquisition and would have to provide, at the time of the request, information regarding the current wastewater flow, the current capacity of the wastewater treatment plant, and potential cost effective options for future wastewater treatment plant expansions.

The Update indicates that the City's WWTP, based on growth forecasts, has sufficient capacity to provide services through 2030. There are no plans to expand the facility; however, should there become a need to enlarge the current facility, expansion is feasible at its current location. The Update provides sanitary flow projections in 10-year increments and were determined appropriate for planning for local services.

The Update outlines an Inflow and Infiltration (I/I) reduction program. In 2007, the City initiated its I/I maintenance plan which includes televised inspection of pipes for leaks and problems, and repairing problems as they become apparent. The City also prohibits connection of sump pumps, rain leaders, and passive drain tile to the sanitary sewer system.

### ***Tier II Comments***

The Tier II Sewer Element of the Update has been reviewed against the requirements for Tier II Comprehensive Sewer Plans for developed communities. It was found to be complete and consistent with Council policies. Upon adoption of the Update by the City, the action of the Council to approve the Tier II Plan becomes effective. At that time, the City may implement its Update to alter, expand or improve its sewage disposal system consistent with the approved Tier II Sewer Plan. A copy of the City Council Resolution adopting its Plan needs to be submitted to the Metropolitan Council for its records.

### ***Surface Water Management***

*Reviewer: Judy Sventek, ES – Water Resources Assessment (651-602-1156)*

The Update is in conformance with the *Water Resources Management Policy Plan* for local surface water management. The City of Loretto lies within the Pioneer Sarah Creek watershed. The Pioneer Sarah Creek Watershed Management Commission's (PSCWMC) watershed management plan was approved by the Board of Water and Soil Resources in 2004.

Loretto prepared a Local Surface Water Management Plan (LSWMP) in May 2008 that was reviewed by Council staff under separate cover. A revised LSWMP was reviewed as well in July 2008. The Update includes a LSWMP dated December 2008. Council staff reviewed the December 2008 LSWMP and found it to be consistent with Council policy and the Council's *Water Resources Management Policy Plan*. The City needs to send the Council the date that the PSCWMC approves the final version of the LSWMP, the date the City adopts the plan and a final copy of the plan.

## **CONSISTENCY WITH COUNCIL POLICY**

### **Forecasts**

*Reviewer: Dennis Farmer, CD - Research, (651-602-1552)*

The Update is consistent with Council forecasts and with Council policies.

**Table 1: Council Forecasts as Compared to the City’s Update**

	2000		2010		2020		2030	
	Met Council	City	Met Council	City	Met Council	City	Met Council	City
<b>Population</b>	570	570	690	690	700	700	700	700
<b>Households</b>	225	225	280	280	290	290	300	300
<b>Employment</b>	250	250	280	280	300	300	350	350

\* Council forecasts are from the City’s 2005 System Statement.

**2030 Regional Development Framework and Land Use**

*Reviewer: Freya Thamman, CD – Local Planning Assistance, (651-602-1750)*

The Update is consistent with the *2030 Regional Development Framework (RDF)*, which designates Loretto as a “Developed”. More than 85% of the land in these communities is developed and infrastructure is well established. Developed communities often have little developable land available and most future growth will be accommodated through redevelopment or infill. The RDF states that Developed communities need to accommodate overall densities of 5 units per acre in areas of reinvestment. The Update reflects Loretto’s Developed status. The System Statement indicates that Loretto should have 300 household by 2030. The City is expecting a net density of 4.8 - 5.0 units per acre (see Table 2).

**Table 2: Net Residential Density**

Future Residential Land Uses	Proposed Net Acres	System Statement 2030 Households	Density (units/acre)
Single Family Residential (SFR)	51.4		
Multi-Family Residential (MFR)	8.5		
<i>Subtotal of SFR and MFR only</i>	59.8	300	5.0
Single Family Residential	51.4		
Multi-Family Residential	8.5		
Mixed Use (MU)*	2.9		
<i>Subtotal including MU</i>	62.7	300	4.8

\* Mixed Use (MU) category allows residential, assumed 50% of the 5.71 MU acres (2.9 acres).

Loretto is 139.75 acres. The Existing Land Use (Table 3) shows that the City is primarily residential with approximately 73 acres (52 %) of single and multi-family residential land uses. Loretto has 21 acres of park and recreation (21%) and commercial and industrial land uses account for approximately 20 acres (13%). The remainder of the City is institutional, agricultural, mixed use, railway, and utility. The City has less than 4 vacant developable acres at the present time, and plans for that acreage to be fully developed by 2030.

**Table 3: Loretto Existing and Proposed Land Uses**

	Existing Land Use		Proposed Land Use	
	Existing Acres	Percent of Total	Proposed Acres	Percent of Total
<b>Agriculture</b>	1.54	1%	---	---
<b>Single Family Residential</b>	65.07	47%	61.32*	44%
<b>Multi Family Residential</b>	7.58	5%	10.4**	7%
<b>Mixed Use</b>	0.92	1%	5.71	4%
<b>Commercial</b>	7.61	5%	13.5	10%
<b>Industrial</b>	11.51	8%	7.02	5%
<b>Institutional</b>	8.36	6%	8.36	6%
<b>Park &amp; Recreation</b>	21.24	15%	21.6	15%
<b>Utility</b>	0.95	1%	0.74	1%
<b>Railway</b>	11.1	8%	11.1	8%
<b>Undeveloped</b>	3.87	3%	---	---
<b>TOTAL</b>	<b>139.75</b>	<b>100</b>	<b>139.75</b>	<b>100</b>

\*Water bodies and wetlands contained within City limits: 9.95 acres

\*\*Water bodies and wetlands contained within City limits: 1.94 acres

The Update includes a description of each residential land use category along with their density ranges and the City guided enough land to accommodate its forecasts. As shown in Table 3, the amount of single-family residential (1-3 units/acre) has been reduced and the land guided multi-family residential (4-8 units/acre) and mixed use (allows residential with 4-15 units/acre) increased. The City has guided its existing agricultural land as well as several parcels of industrial and single-family to multi-family residential. The City provides additional redevelopment and development opportunities through the mixed use designation. The Update states that the mixed use category could include 50% or more residential. Most of the City’s proposed mixed use areas are along or near County Road 19. In addition, the land guided commercial was increased to encourage highway commercial along County Road 19.

**Housing**

*Reviewer: Linda Milashius, CD – Livable Communities, (651-602-1541)*

The Update is consistent with the Council’s policies on housing. The housing element fulfills the affordable housing planning requirements of the Metropolitan Land Planning Act. The Update acknowledges the City’s share of the region’s affordable housing need for 2011-2020 which is 3 units. To provide opportunities to meet this need the plan indicates that approximately 3 acres of land will be available through 2020 for medium and high density residential development, with densities at 4-8 units per acre and 9 units or more per acre, respectively. In addition, the City has indicated the desire to provide additional redevelopment and development opportunities through the emphasis of a mixed use land designation category which will include an additional 4 acres of land that will be available for a mix of commercial and medium/high density residential development.

The Update provides the implementation tools and programs the City will use to promote opportunities to address its share of the region’s housing need. As a fully developed community, the City’s primary goal will be the maintenance and preservation of its housing stock. The City has prioritized enforcing zoning and building codes, promoting private reinvestment and providing community education and information to local property owners on home maintenance, repair and assistance opportunities. The Update indicates the City will pursue available regional, state and federal resources to facilitate community improvements and programs; consider using tax increment financing as a means of assisting community development and redevelopment efforts; and encourage the establishment of community foundations capable of accepting donations and contributions for local projects, improvements or events.

**Individual Sewage Treatment Systems (ISTS) Program**

*Reviewer: Jim Larsen, CD – Local Planning Assistance, (651-602-1159)*

The Update is consistent with the *Water Resources Management Policy Plan* for ISTS. The entire City is served by a local sanitary sewer collection and treatment system. There are no ISTS remaining in operation in the City, and a policy is in place requiring all new construction to connect to the City’s collection system.

**Water Supply**

*Reviewer: Sara Bertelsen, ES – Water Supply Planning, (651-602-1035)*

The Update is consistent with the policies of the *Water Resources Management Policy Plan* for water supply. The Council recommends the City continue to implement conservation programs targeted at reducing residential water use. For more information about conservation programs visit the Council’s water conservation toolbox at <http://www.metrocouncil.org/environment/WaterSupply/conservationtoolbox.htm>.

**Resource Protection**

***Historic Preservation***

*Reviewer: Freya Thamman, CD – Local Planning Assistance, (651-602-1750)*

The Update contains a section on Historic Preservation as required by the MLPA.

***Solar Access Protection***

*Reviewer: Freya Thamman, CD – Local Planning Assistance, (651-602-1750)*

The Update contains a section on Solar Access Protection as required by the MLPA.

***Aggregate Resources Protection***

*Reviewer: Jim Larsen, CD – Local Planning Assistance, (651-602-1159)*

The Update contains section of aggregate resources that indicates that there are no known deposits of viable aggregate resources within the community. *Minnesota Geological Survey Information Circular 46* concurs with the City’s determination.

**PLAN IMPLEMENTATION**

*Reviewer: Freya Thamman, CD – Local Planning Assistance, (651-602-1750)*

The Update includes a description of:

- Capital Improvement Program Yes
- Zoning Code Yes
- Subdivision Code Yes
- ISTS Codes NA
- Housing Implementation Program Yes

The Update contains a description of zoning categories, a CIP summary and a description of the City’s implementation tools. These tools include zoning and subdivision ordinances. The Council reminds the City that it must submit copies of changes made to any of these documents within 30 days following adoption.



## **COMPATIBILITY WITH PLANS OF ADJACENT GOVERNMENTAL UNITS AND PLANS OF AFFECTED SPECIAL DISTRICTS AND SCHOOL DISTRICTS**

The City submitted the 2030 Comprehensive Plan Update to adjacent local units of government, school districts, counties and special districts for comment on May 12, 2008. No compatibility issues with plans of adjacent governmental units and plans of affected special districts and school districts were indicated.

### **DOCUMENTS SUBMITTED FOR REVIEW:**

- City of Loretto *2030 Comprehensive Plan Updated*
- Comprehensive Plan Transmittal form
- Supplemental information received for the land use chapter on January 20, 2009

### **ATTACHMENTS**

- Figure 1: Location Map with Regional Systems
- Figure 2: 2030 Regional Development Framework Planning Areas
- Figure 3: City of Loretto Existing Land Use
- Figure 4: City of Loretto Future Land Use

**Figure 1. Location Map Showing Regional Systems, City of Loretto and Surrounding Area**

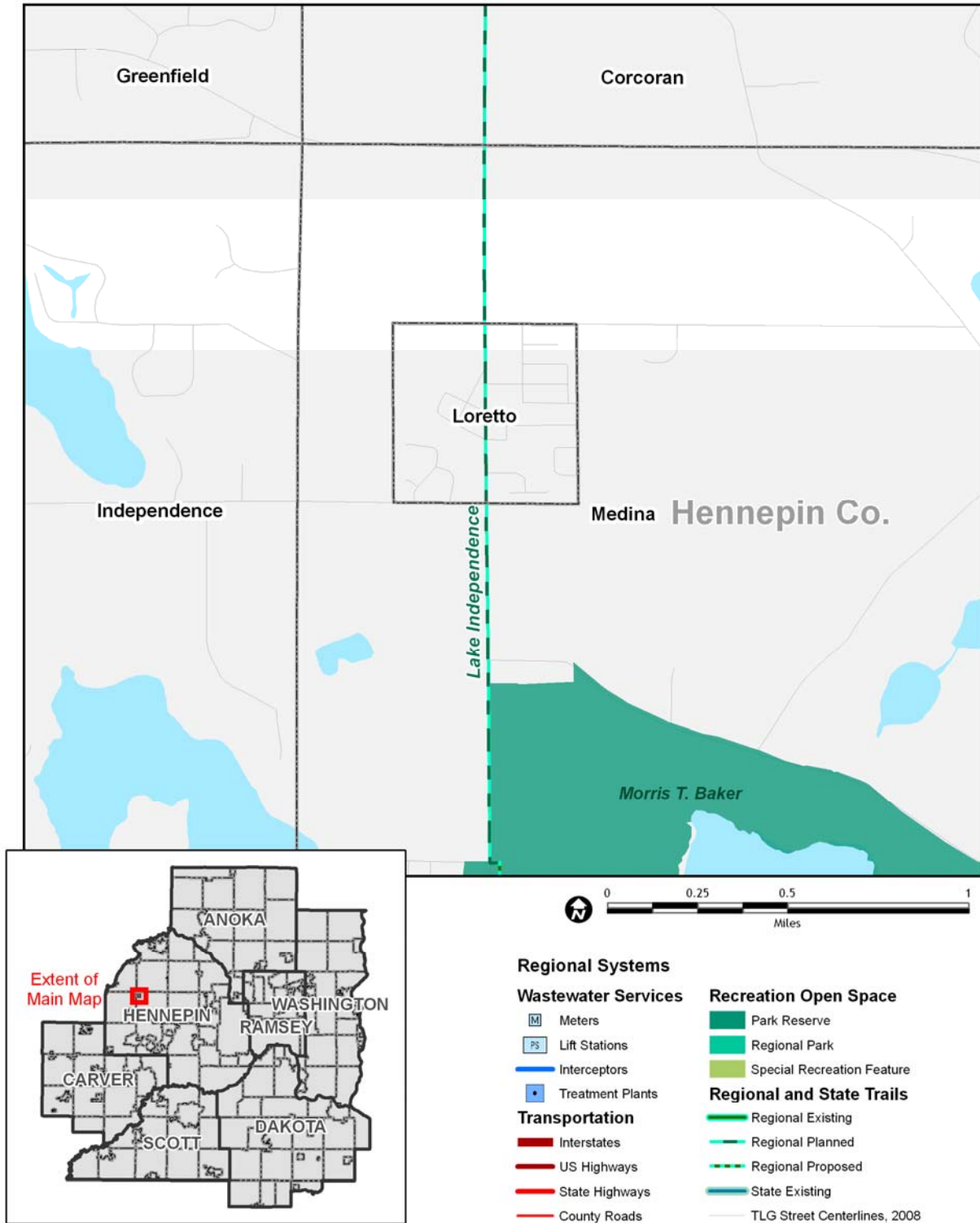


Figure 2. 2030 Regional Development Framework Planning Areas

**Loretto**

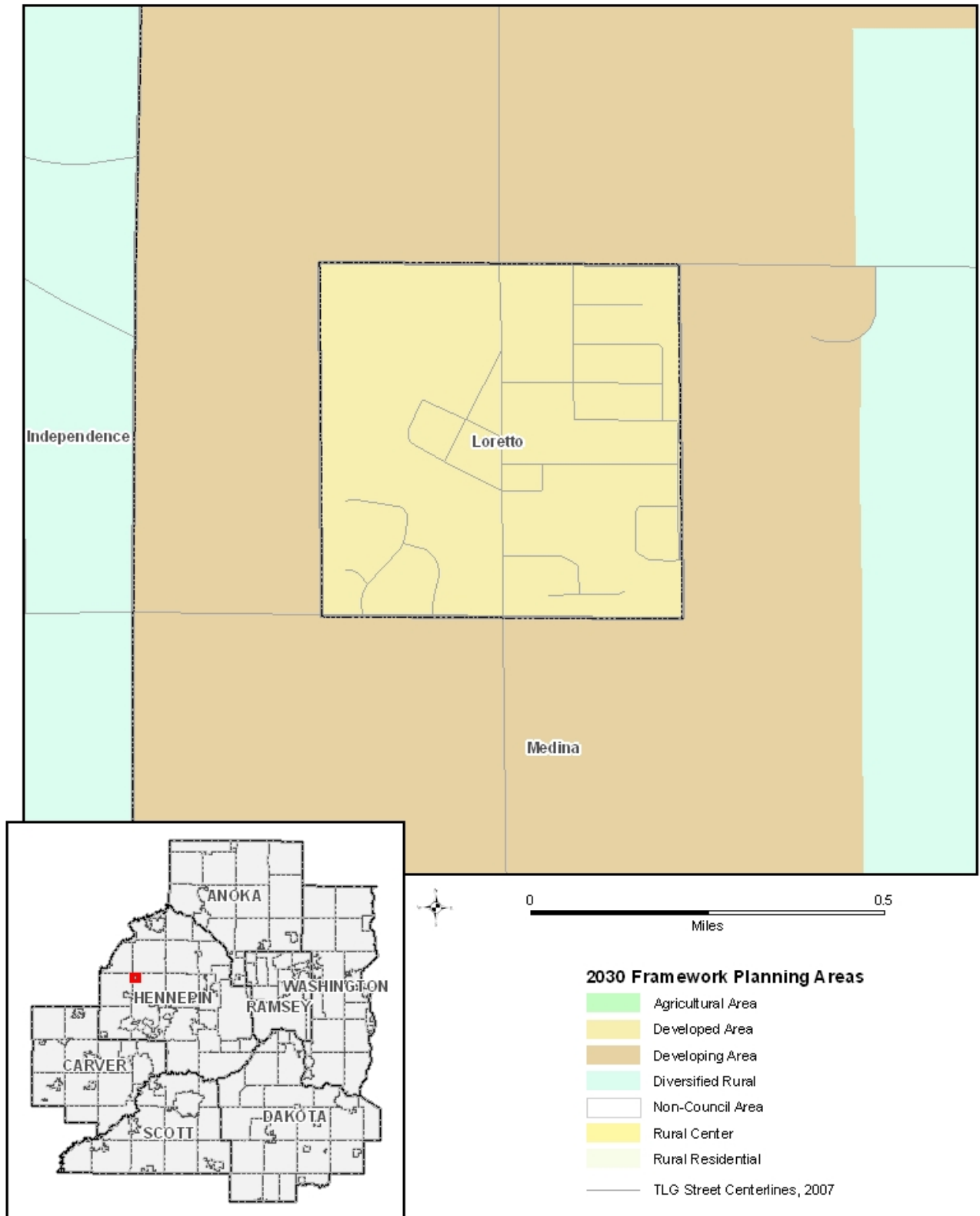


Figure 3.

# CITY OF LORETTO

# Existing Land Use

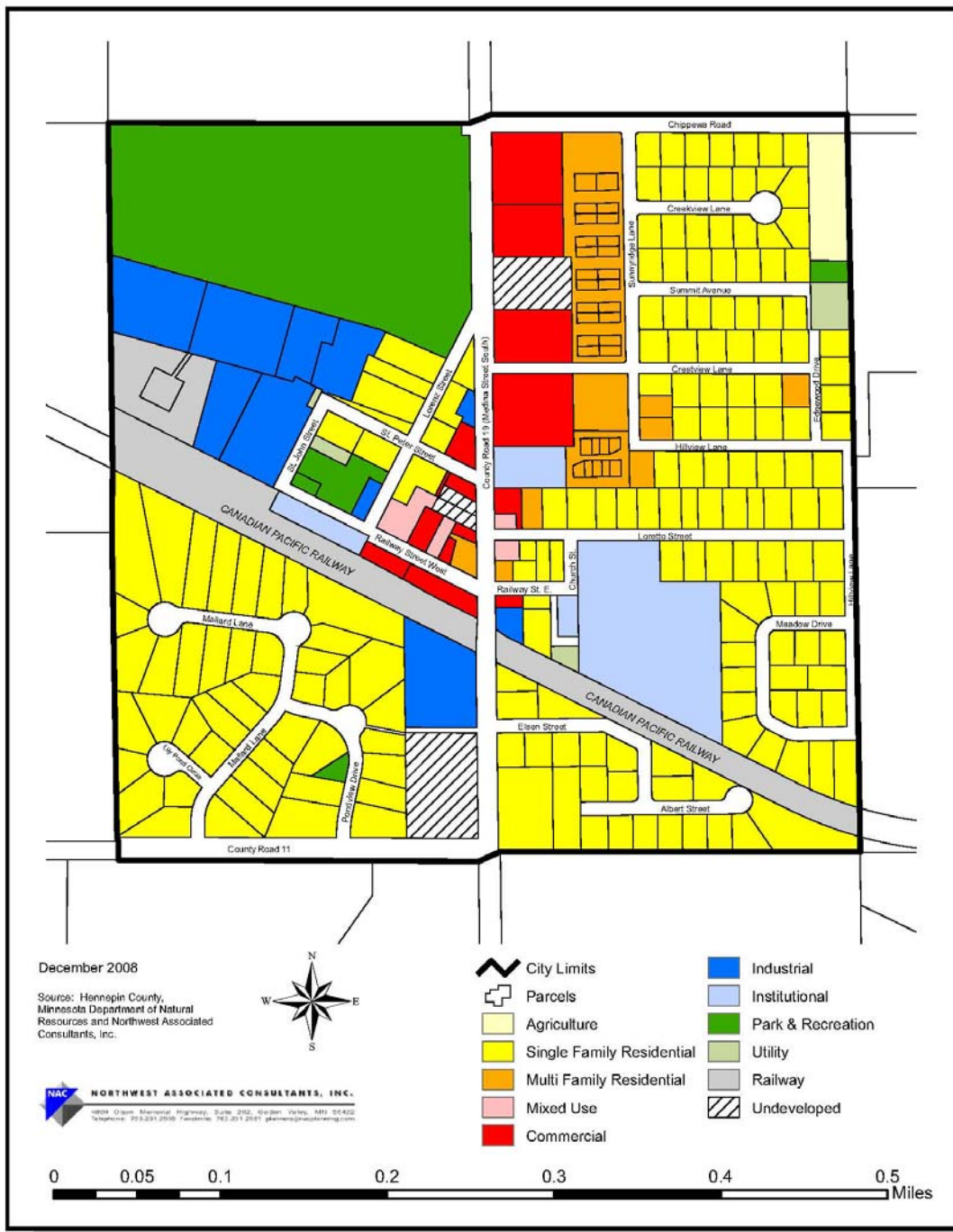


Figure 4.

# CITY OF LORETTO

# Proposed Land Use

