

# C Community Development Committee

Meeting date: December 5, 2011

## ADVISORY INFORMATION

<b>Date:</b>	November 29, 2011
<b>Subject:</b>	City of Dellwood Comprehensive Plan Update 2008 Review File No. 20463-1
<b>District(s), Member(s):</b>	District 12, Council Member Harry Melander
<b>Policy/Legal Reference:</b>	Minnesota Statutes Section 473.175
<b>Staff Prepared/Presented:</b>	Tom Caswell, Principal Reviewer, 651-602-1319 Phyllis Hanson, Local Planning Assistance Manager, 651-602-1566
<b>Division/Department:</b>	Community Development / Planning & Growth Management Environmental Services / Engineering Services

### Proposed Action

That the Metropolitan Council adopt the Advisory Comments and Review Record and take the following actions:

### Recommendations of the Community Development Committee:

1. Authorize the City of Dellwood to put its Comprehensive Plan Update 2008 into effect.
2. Adopt the revised forecasts for population, households, and employment for the City, as detailed in the Forecast Table of the attached Review Record.
3. Advise the City to implement the advisory comments for Parks, Surface Water Management, Subsurface Sewage Treatment Systems, and Water Supply.

## ADVISORY COMMENTS

### City of Dellwood Comprehensive Plan Update 2008

Review File No. 20362-1 – Council Business Item No. 2011-344

The following Advisory Comments are part of the Council action authorizing the City to implement its Comprehensive Plan Update 2008 (“Update”)

#### Community Development Committee

The Council-adopted *Local Planning Handbook* states that the City must take the following steps:

1. Adopt the Update in final form after considering the Council’s review recommendations; and
2. Submit one electronic copy and one hard copy of the Update to the Council. The electronic copy must be organized as one unified document.
3. Submit to the Council a copy of the City Council resolution evidencing final approval of the Update.
4. 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)
5. 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)
6. 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).

## Background

Dellwood is located in Washington County. The City shares boundaries with the Cities of Grant, Mahtomedi, and White Bear Township. White Bear Lake borders the southwestern portion of the city. (Figure 1).

The *2030 Regional Development Framework* (RDF) identifies the City as being within the Diversified Rural geographic planning area (Figure 2). The City submitted its Comprehensive Plan Update 2008 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

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 the 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. <i>2030 Regional Development Framework</i> and Land Use | Yes |
| 4. Individual Sewage Treatment Systems (ISTS) Program      | Yes |
| 5. Water Supply  | Yes |

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

- |                             |     |
|-----------------------------|-----|
| Compatible with other plans | Yes |
|-----------------------------|-----|

## Funding

None.

## Known Support / Opposition

There is no known opposition.

# REVIEW RECORD

## Review of the City of Dellwood Comprehensive Plan Update 2008

### STATUTORY AUTHORITY

The Metropolitan Land Planning Act (MLPA) requires local units of government to submit comprehensive plans (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 Update 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**

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

The Update is in conformance with the *2030 Regional Parks Policy Plan (RPPP)*. The RPPP identifies the planned Bruce Vento-Gateway Regional Trail, which will travel through Dellwood as it connects the Bruce Vento Regional Trail in White Bear Lake to the Gateway State Trail in Grant Township as part of the Lake Links Trail Network. The Update acknowledges the regional trail in the text of the plan.

#### *Advisory Comment*

The Update must include a map of the trail before submitting the final adopted comprehensive plan to the Council. The City needs to include a map of the regional trail alignment that was approved by the Council as part of the Lake Links Regional Trail Master Plan.

#### **Transportation**

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

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

The Update is in conformance with the *2030 Transportation Policy Plan (TPP)* adopted in 2004, and addresses all the applicable transportation and transit requirements of a comprehensive plan.

##### ***Aviation***

*Reviewer: Russell Owen, MTS – Systems Planning, (651-602-1724)*

The Update is in conformance with the TPP and consistent with Aviation council policy. The City of Dellwood is not near an aviation facility.

## **Water Resources Management**

### ***Wastewater Service***

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

The Update is in conformance with the *2030 Water Resources Management Policy Plan*. The Update represents the City's guide for future growth and development through the year 2030. The City is entirely provided wastewater service through the use of private wastewater systems, or Subsurface Sewage Treatment Systems (SSTS). The Plan indicates continued wastewater services will be provided through the use of SSTS through 2030.

The City's plan does not propose nor anticipate requesting connection to the Regional Wastewater Disposal system within the 20-year planning period. Therefore the City is not required to submit for approval of a Tier II Comprehensive Sanitary Sewer Plan.

The Metropolitan Council does not have plans to provide wastewater services to the community within the 2030 planning period.

### ***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. Dellwood is in the Rice Creek watershed. Rice Creek Watershed District's most recent watershed plan update was approved by the Board of Water and Soil Resources (BWSR) in May 2010.

Dellwood included the local surface water management plan it prepared in response to Rice Creek Watershed District's 1997 plan in their Update. The section titled Water Management Plan (WMP) was reviewed by Council staff under separate cover. The WMP was reviewed based on a number of unique characteristics specific to City of Dellwood:

- the City does not have a formal storm sewer system,
- the Rice Creek Watershed District (RCWD) has rules and standards they use to review projects within the City, and
- RCWD acts as the LGU for wetland regulation and management in the City.

Council staff found that the WMP fulfilled the requirements for local water management plans and is generally consistent with the Council's *Water Resources Management Policy Plan*.

### **Advisory Comment**

The City will need to revise its local surface water management plan by May 2012 in response to the recent watershed plan update by the Rice Creek Watershed District for consistency with Minnesota Rule 8410 and Minnesota Statutes 103B requirements.

## **CONSISTENCY WITH COUNCIL POLICY FORECASTS**

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

Population and household forecasts within Dellwood's 2030 Comprehensive Plan Update slightly exceed the Council's projections. The City proposes a projected 404 households in 2010 and 444 households in 2020 and 2030. The Update bases these higher forecasts (shown in the table below) on the development capacity offered by a sizable tract of land, as well as some smaller undeveloped parcels. Council staff finds the City's proposed household forecasts reasonable and recommend the household and population revision shown in the table below in the Council's action on the Update. Metropolitan Council's forecasts would be officially revised, as shown below, effective upon Council action on the Update.

**Forecasts for the City of Dellwood**

	<b>Census</b>	<b>Previous Council Forecasts</b>			<b>Revised Council Forecasts</b>		
	<b>2000</b>	<b>2010</b>	<b>2020</b>	<b>2030</b>	<b>2010</b>	<b>2020</b>	<b>2030</b>
<b>Population</b>	1,033	1,060	990	970	1,050	1,120	1,190
<b>Households</b>	353	380	390	390	400	440	440
<b>Employment</b>	282	150	170	180	150	170	180

A table of the Transportation Analysis Zone (TAZ) allocation of forecasts (page 30) shows revised employment forecasts. The columns are unlabeled, so it unclear if the forecasts are revised. Council staff recommends maintaining the Council's original employment forecasts in the Council's action on the City's Update.

**2030 Regional Development Framework and Land Use**

*Reviewer: Tom Caswell, CD – Local Planning Assistance, (651-602-1319)*

The Update is consistent with the 2030 *Regional Development Framework* (RDF). The RDF identifies the City as being within the Diversified Rural geographic planning area. Communities in this area contain a wide variety of farm and non-farm land. The land use patterns include a mix of large lot residential, agricultural, and other uses. Regional services to these communities are limited to parks, open spaces, and green corridors.

The Update contains a detailed description of existing land uses in the City, as well as discussion of the limited remaining vacant land within Dellwood.

The City plans only for single family residential development on three to five acre lots. The existing residential density in the City is approximately one unit per four acres. The existing land use is shown on Figure 3, below.

There are three existing commercial developments in the City, but no additional commercial uses are contemplated.

The Table below is taken from the Council's Generalized Land Use inventory, and shows existing land use acreages.

## Land Use

Land Use Categories	2005 Total (in acres)	2010 Total (in acres)	Change 2005-2010	
			Absolute (in acres)	Relative (percentage)
<b>Residential Total</b>	<b>821</b>	<b>836</b>	<b>16</b>	<b>+2%</b>
Single Family Residential	813	830	16	+2%
Farmsteads	7	7	-1	-10%
Multi-family Residential	0	0	0	0%
<b>Mixed Use</b>	<b>5</b>	<b>0</b>	<b>-5</b>	<b>-100%</b>
<b>Commercial</b>	<b>7</b>	<b>5</b>	<b>-2</b>	<b>-30%</b>
<b>Industrial Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Industrial & Utility	0	0	0	0%
Extractive	0	0	0	0%
Railway	0	0	0	0%
<b>Institutional</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Parks, Recreation &amp; Preserves</b>	<b>350</b>	<b>349</b>	<b>-1</b>	<b>-0%</b>
<b>Major Vehicular Rights-of-Way</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Airports</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Agriculture &amp; Undeveloped Total</b>	<b>505</b>	<b>497</b>	<b>-7</b>	<b>-1%</b>
Agriculture	92	96	3	+4%
Undeveloped Land	412	402	-11	-3%
Agricultural & Vacant	N/A	N/A	N/A	N/A
Industrial Parks not Developed	N/A	N/A	N/A	N/A
Public & Semi-Public Vacant	N/A	N/A	N/A	N/A
<b>Open Water</b>	<b>112</b>	<b>112</b>	<b>0</b>	<b>+0%</b>
<b>Total</b>	<b>1,799</b>	<b>1,799</b>	<b>-0</b>	<b>-0%</b>

Notes:

- The bold rows in the table show major categories of land use.
- Percentages and acres are rounded to the nearest whole number.

## Housing

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

The Update fulfills the affordable housing planning requirements of the Metropolitan Land Planning Act. As a community without regional sanitary sewer, the city does not have a numerical share of the regional need of affordable housing. The Update provides an assessment of the housing stock, and provides goals and strategies the city will use to address its local affordable and life cycle housing needs.

These strategies include maintaining a system for monitoring and evaluating the condition of the housing supply, and partnering with Washington County HRA and/or local lenders to permit home rehabilitation loans and grants to be made available to low and moderate income residents.

## Subsurface Sewage Treatment Systems (SSTS)

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

There are an estimated 394 SSTS in operation for residences in the community. Eight homes within the 'Greens of Dellwood' are served by a community wetland treatment system. All SSTS in the City are inspected annually by City staff for operational integrity

and maintenance needs. The Update indicates the City's ordinance is consistent with MPCA Chapter 7080 Rules. The City's maintenance management program appears to meet MPCA and Council requirements and policies.

Advisory Comment

Council staff was unable to access the City's SSTS ordinance. An electronic or paper copy of the ordinance needs to be forwarded to Council.

**Water Supply**

*Reviewer: Lanya Ross, ES – Water Supply Planning, (651-602-1803)*

The Update is in conformance with the *Water Resource Management Policy Plan* and *Master Water Supply Plan* for water supply.

*Advisory Comment:*

Dellwood does not have a municipal water supply system and is not required to have a water supply plan. However, Drinking Water Supply Management Areas (DWSMAs) for both White Bear Lake and White Bear Township extend within the Dellwood city limits. The White Bear Lake DWSMA in the southernmost part of Dellwood is designated as "vulnerable". The City is encouraged to recognize the benefits of cooperating with neighbors to manage drinking water source areas.

**Resource Protection**

***Historic Preservation***

*Reviewer: Tom Caswell, CD – Local Planning Assistance, (651-602-1319)*

The Update addresses historic preservation in the community as required by the MLPA.

***Solar Access Protection***

*Reviewer: Tom Caswell, CD – Local Planning Assistance, (651-602-1319)*

The Update discusses access to solar energy. The City had adopted the Minnesota State Building Code by reference, which covers solar energy installation.

***Aggregate Resources Protection***

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

The Update does not address the presence or absence of aggregate resources in the community. However, the Council's aggregate resources inventory does not indicate the presence of aggregate resources available for mining.

**PLAN IMPLEMENTATION**

*Reviewer: Tom Caswell, CD – Local Planning Assistance, (651-602-1319)*

The Update includes a description of:

- Capital Improvement Program Yes
- Zoning Code Yes
- Subdivision Code Yes
- SSTS Code Yes
- Housing Implementation Program Yes

The Update describes official controls, such as zoning and subdivision regulations, the capital improvement plan, and housing improvement program.



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

The City submitted its Update to the adjacent communities, affected school districts, affected watershed districts, and other special districts for comment on September 4, 2008. There do not appear to be any conflicts with the plans of adjacent and affected jurisdictions.

### **DOCUMENTS SUBMITTED FOR REVIEW**

- Comprehensive Plan Update – 2008, City of Dellwood. Received October 28, 2008
- Supplemental information. Received January 6, 2009
- Comprehensive Zoning and Shoreland Management Ordinance

### **ATTACHMENTS**

- Figure 1: Location Map with Regional Systems
- Figure 2: 2030 Regional Development Framework Planning Areas
- Figure 3: Existing Land Use

**Figure 1. Location Map with Regional Systems**

City of Dellwood

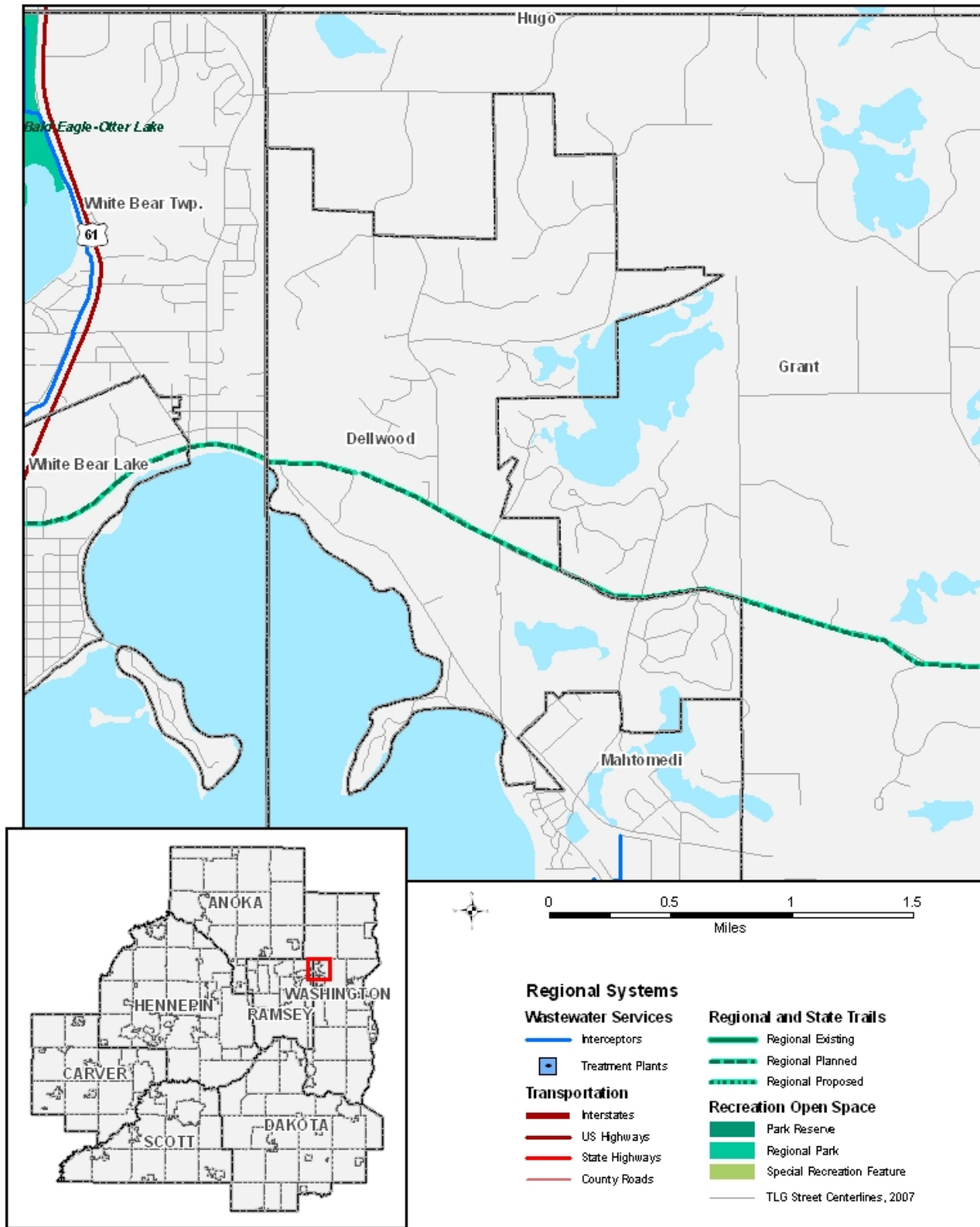


Figure 2. 2030 Regional Development Framework Planning Area

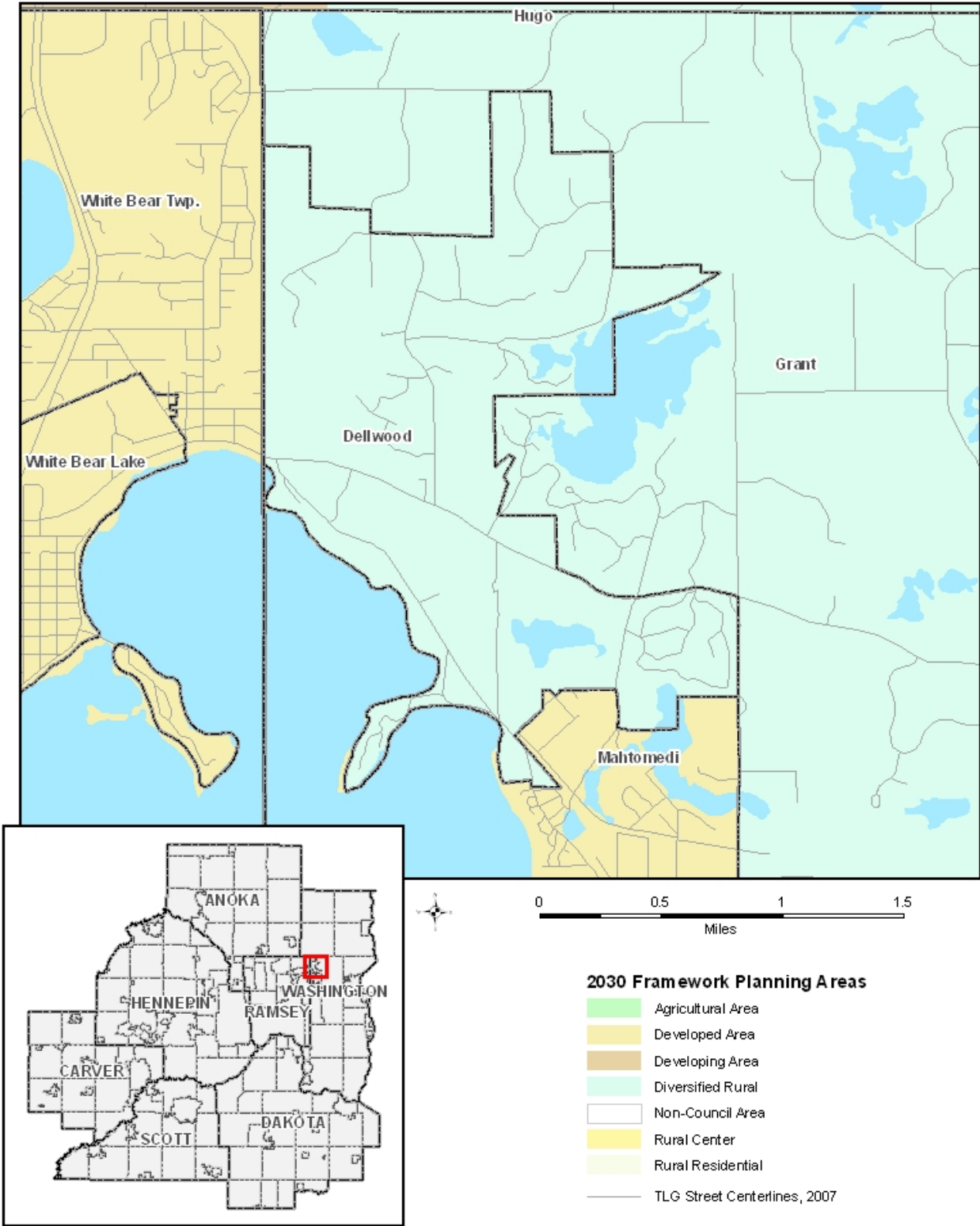
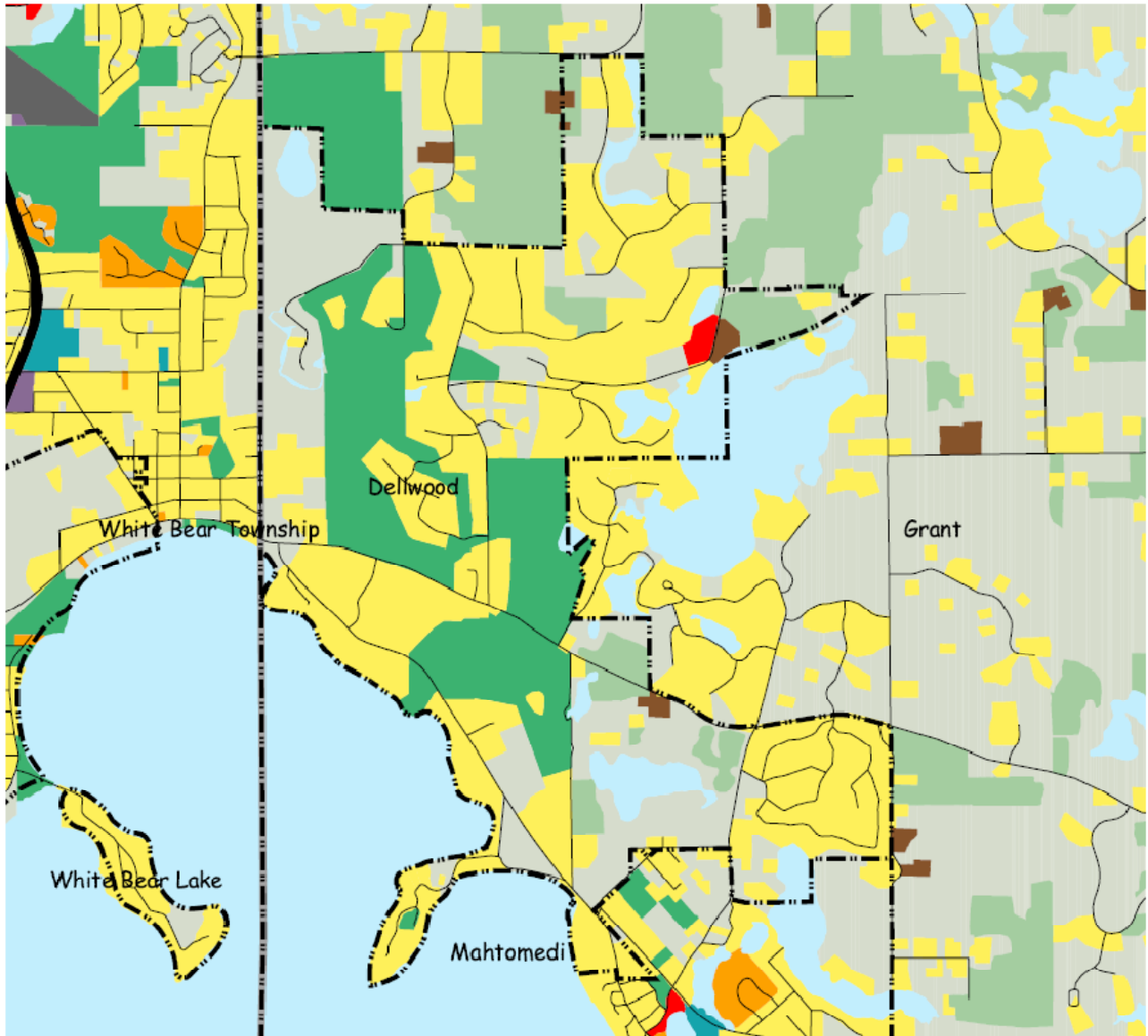


Figure 3. Existing Land Use



- Single Family Residential
- Multi-Family Residential
- Commercial
- Industrial
- Institutional
- Mixed Use

- Extractive
- Parks, Recreation & Preserves
- Undeveloped
- Open Water
- Agriculture
- Farmsteads

- Airports
- Major Vehicular Rights-of-Way
- Railways
- Community Boundaries
- County Boundaries
- Local Roads
- Highways

