

**C** Community Development Committee  
For the Metropolitan Council meeting of May 23, 2007

Item: 2007-20

**ADVISORY INFORMATION**

**Date Prepared:** May 15, 2007

**Subject:** 2007 Local Planning Assistance Grant Program

**Summary of Committee Discussion:**

Staff responded to questions about the application, process and notification to eligible communities.

**Recommendation:**

Council staff recommends that the Metropolitan Council take the following actions:

1. Authorize staff to implement a local planning assistance grant program to make grants available to qualifying local governments and counties to prepare and submit comprehensive plan updates to the Metropolitan Council by December 31, 2008.
2. Authorize that eligible applicants for this grant program be:
  - a. Communities with a 2005 Net Tax Capacity (NTC) amount less than or equal to 300 percent of the median NTC (\$12,840,000) for all communities in the metropolitan area.  
and,
  - b. With a forecasted household growth for 2010 to 2030 that is a percent growth equal to or greater than the median (21) percent of forecasted household growth.  
or,
  - c. Be a county, or a consortium of at least five communities working collaboratively to update their local comprehensive plans.
3. Authorize the Community Development Director to sign the grant agreements for this program.

<b>C</b>	<b>Community Development Committee</b>	<b>Item: 2007-20</b>
	Meeting date: May 7, 2007	

<b>ADVISORY INFORMATION</b>	
<b>Date</b>	May 2, 2007
<b>Subject</b>	2007 Local Planning Assistance Grant Program
<b>Districts, Members</b>	All
<b>Prepared by</b>	Tom Caswell, Principal Reviewer (651-602-1319) Phyllis Hanson, Manager Local Planning Assistance (651-602-1566) Mark Vander Schaaf, Director, Planning & Growth Management (651-602-1441) Guy Peterson, Director, Community Development (651-602-1418)
<b>Division/Department</b>	Community Development / Planning and Growth Management

<b>BACKGROUND</b>
<p>The Metropolitan Land Planning Act authorizes the Council to establish a planning assistance fund to make grants and loans to local governments to assist in preparation of local comprehensive plans (473.867 Planning Assistance; Grants; Loans).</p> <p>Attached is a summary of the framework for a local planning assistance grant program to make grants available to qualifying local governments and counties to prepare and submit comprehensive plan updates to the Metropolitan Council by December 31, 2008.</p> <p>This information has been presented and discussed with the CDC on January 16, 2007, and February 5, 2007.</p>

<b>ISSUES</b>
<p>The Minnesota House of Representatives has not yet passed the legislation that will allow the Council to transfer \$1 million from the Livable Communities Demonstration Account (LCDA) to the Local Planning Assistance Fund. However, in order to prepare materials and communications associated with this planning assistance effort in a timely manner once the Governor signs the legislation into law, staff is seeking concurrence by the Council with the construct for the 2007 program. Final action to authorize the program by the Council will not be sought until the Governor signs the legislation into law, and the Council amends the budget to transfer the funds from the LCDA to the Planning Assistance Fund.</p>

<b>PROPOSED ACTION</b>
<p>Council staff recommends that the Metropolitan Council take the following actions:</p> <ol style="list-style-type: none"> <li>1. Authorize staff to implement a local planning assistance grant program to make grants available to qualifying local governments and counties to prepare and submit comprehensive plan updates to the Metropolitan Council by December 31, 2008. <ol style="list-style-type: none"> <li>a. Authorize that eligible applicants for this grant program be:</li> </ol> </li> <li>2. Communities with a 2005 Net Tax Capacity (NTC) amount less than or equal to 300 percent of the median NTC (\$12,840,000) for all communities in the metropolitan area.</li> </ol>

and,

- a. With a forecasted household growth for 2010 to 2030 that is a percent growth equal to or greater than the median (21) percent of forecasted household growth.

or,

- b. Be a county, or a consortium of at least five communities working collaboratively to update their local comprehensive plans.

3. Authorize the Community Development Director to sign the grant agreements for this program.

### **2007 PLANNING ASSISTANCE GRANT FRAMEWORK**

The Council has indicated a preference for distributing the funding assistance to small communities with limited budgets and staff.

Council staff considered “need” based on NTC, and percent household growth from 2010 to 2030 to identify those communities having comparatively low property values, but with forecasts for substantial household growth given their current household numbers.

The Council will provide a grant - 50 percent of the grant upon review and execution of the grant agreement and the remaining 50 percent following the Council’s action on the plan – to applicants that agree to the following requirements:

1. Meet Council grant agreement requirements that require the applicant to provide a work plan that identifies the eligible grant funding activities for which the grant funds will be used as set forth in Minn. Stat. §473.867, subd. 6, *Assistance for plan updates*.
2. Submit a plan update which:
  - a. is received no later than December 31, 2008;
  - b. includes complete information to meet content requirements set forth in Minn. Stat. §473.859;
  - c. conforms with metropolitan system plans as defined in Minn. Stat. §473.852, subd. 8.
3. Distribute a draft plan for adjacent local government review by June 30, 2008.  
(473.858, subd. 2 requires local governments to submit draft plans to adjacent governmental units and affected school districts for review and comment at least six months prior to submitting the plan to the Council.)
4. Discuss a draft plan with Council sector representatives twice to update the Council on plan progress or potential policy conflicts prior to circulating the plan to adjacent units of government.
5. Discuss a draft plan with the appropriate watershed management organizations for local surface water management plan requirements.

**Proposed Grant Amounts**

The application of “need” based on NTC and percent household growth increase, results in a list of 47 eligible communities, townships and cities where their county does not prepare their comprehensive plans (*see attached table*).

Of these, 11 are unsewered communities and 36 are sewerred communities. In addition, three counties, Carver, Dakota and Scott, are eligible counties/consortiums for assistance may result in preparation of plans for 23 townships. In total, 70 communities may be assisted by grants from this program.

Sewered communities will receive a larger grant than unsewered communities because of the additional planning requirements they face. The counties will receive a larger amount for preparing plans for their townships.

Eligible to Apply	Grant Amount	Total Grants
11 Unsewered Communities	\$15,000	\$165,000
36 Sewered Communities	\$20,000	\$720,000
3 Counties or Consortiums for Townships	\$50,000	\$150,000
		\$1,035,000.00

**POTENTIAL TECHNICAL ASSISTANCE ALTERNATIVE**

Several communities have a low net tax capacity (NTC) and very little or no forecasted 2010 to 2030 household growth. To these communities, the Council expects to be able to offer assistance in preparation of their comprehensive plan updates through the use of the Council’s Electronic Content Management System being implemented in 2007.

By using the available software, Council staff may be able to electronically scan the 1998 plans. Once scanned, Council staff, with city input, can review the document and identify information that needs to be changed to meet current content requirements. The software redacts specific numbers or wording that need to be updated, amended or expanded to meet the 2030 planning requirements.

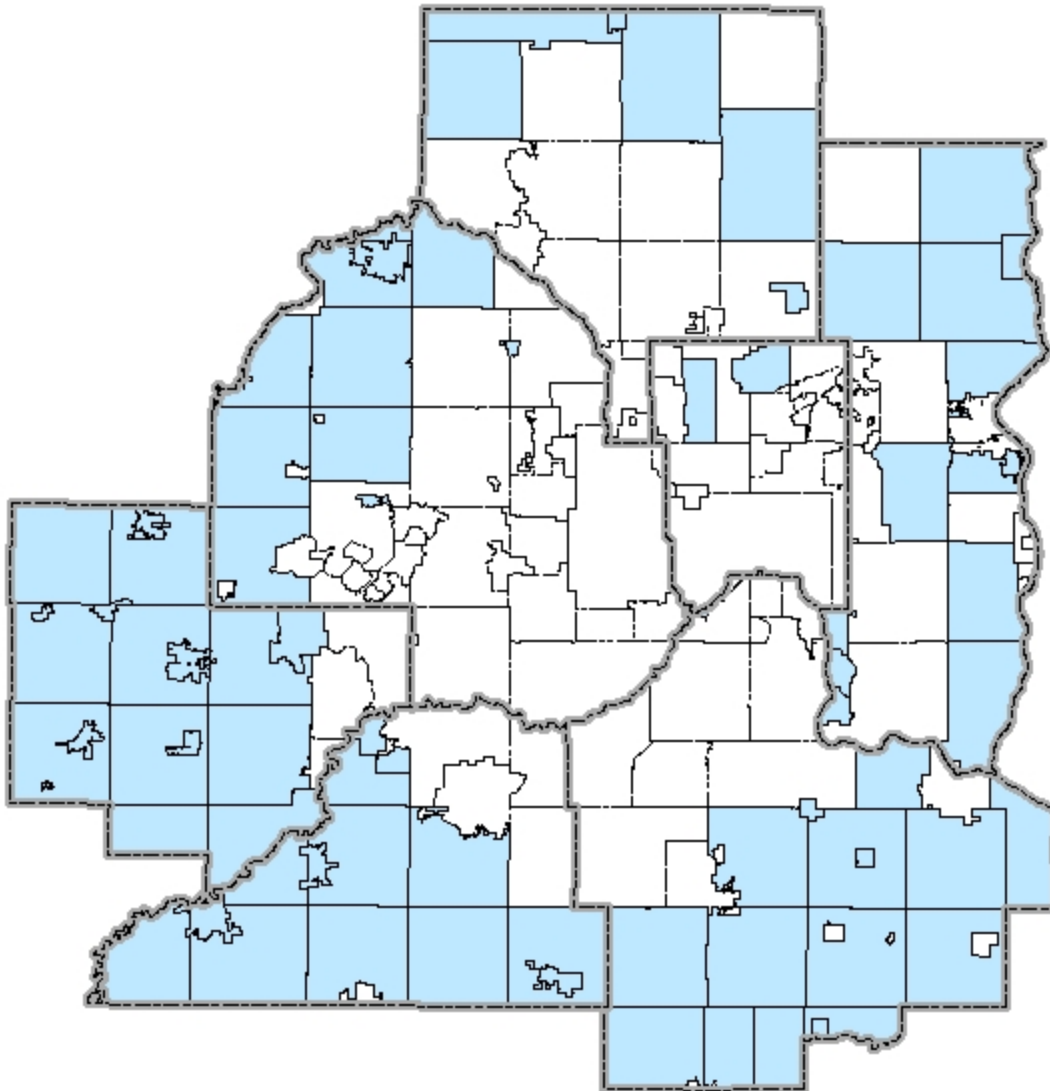
This assistance would significantly limit the amount of work and cost for communities that have relatively few and minor changes from the current, 1998 comprehensive plan.

The following communities with zero or one percent forecasted household growth to 2030, with a low net tax capacity, would potentially be eligible for this technical assistance.

<b>Community</b>	<b>County</b>	<b>Net Tax Cap</b>	<b>%HH Inc</b>
New Trier	DA	65,149	0%
Landfall	WA	113,851	0%
Miesville	DA	150,804	0%
Hilltop	AN	313,837	0%
Pine Springs	WA	514,392	0%
Lakeland Shores	WA	556,167	0%
St. Mary's Point	WA	689,182	0%
Lake St. Croix Beach	WA	1,019,643	0%
Birchwood	WA	1,294,017	0%
Lilydale	DA	1,747,811	0%
Minnetonka Beach	HE	2,465,982	0%
Lakeland	WA	2,140,808	1%

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## Communities Eligible for Assistance



Potentially Eligible Communities

Community	Co	Net Tax Cap	HH 2010	HH 2030	Chg 2010-2030	HH % Growth	Status
<b>Anoka</b>							
Bethel	AN	325,830	160	200	40	25%	local sewer
Centerville	AN	3,316,325	1,340	1,850	510	38%	metro sewer
Burns Township	AN	4,280,027	1,530	2,120	590	39%	unsewered
Columbus	AN	4,578,446	1,450	1,750	300	21%	metro sewer
St. Francis	AN	5,073,587	2,800	5,000	2,200	79%	local sewer
East Bethel	AN	9,162,907	4,500	9,000	4,500	100%	metro sewer
<b>Carver Co</b>							
New Germany	CA	230,748	180	370	190	106%	local sewer
Hamburg	CA	335,515	240	400	160	67%	local sewer
Hancock Township*	CA	414,046	140	170	30	21%	unsewered
Young America Township*	CA	953,401	300	450	150	50%	unsewered
Cologne	CA	1,013,415	1,180	3,840	2,660	225%	local sewer
Mayer	CA	1,107,525	1,500	3,700	2,200	147%	local sewer
San Francisco Twp*	CA	1,122,559	350	460	110	31%	unsewered
Hollywood Township*	CA	1,184,050	410	500	90	22%	unsewered
Waconia Township*	CA	1,730,877	490	620	130	27%	unsewered
Dahlgren Township*	CA	1,836,445	750	6,250	5,500	733%	unsewered
Watertown Township*	CA	1,888,193	540	700	160	30%	unsewered
Norwood Young America	CA	2,518,510	1,800	3,800	2,000	111%	local sewer
Watertown (City)	CA	2,679,963	1,800	3,000	1,200	67%	local sewer
Victoria	CA	8,271,211	4,000	10,200	6,200	155%	metro sewer
Waconia	CA	9,174,563	4,500	10,000	5,500	122%	metro sewer

\*Carver County has planning authority for townships

**Dakota Co**

Mendota	DA	208,063	90	120	30	33%	metro sewer
Coates	DA	209,270	70	90	20	29%	unsewered
Randolph	DA	273,433	140	170	30	21%	unsewered
Vermillion	DA	360,136	200	300	100	50%	local sewer
Sciota Township*	DA	484,056	130	190	60	46%	unsewered
Greenvale Township*	DA	1,142,166	260	340	80	31%	unsewered
Nininger Township*	DA	1,204,933	330	400	70	21%	unsewered
Hampton Township*	DA	1,288,051	360	450	90	25%	unsewered
Vermillion Township*	DA	1,532,619	430	550	120	28%	unsewered
Eureka Township*	DA	2,260,510	550	700	150	27%	unsewered
Empire Township	DA	2,496,076	950	2,300	1,350	142%	metro sewer

\*Dakota County offers planning coordination

**Hennepin Co**

Long Lake	HE	2,953,000	900	1,100	200	22%	metro sewer
Osseo	HE	3,131,826	1,100	1,400	300	27%	metro sewer
Greenfield	HE	3,755,918	1,000	1,600	600	60%	metro sewer
Hassan Township	HE	4,584,700	1,200	1,600	400	33%	metro sewer
Dayton	HE	4,852,030	2,000	11,000	9,000	450%	metro sewer
Independence	HE	6,448,950	1,380	1,800	420	30%	metro sewer
Corcoran	HE	6,688,735	4,000	8,500	4,500	113%	metro sewer
Rogers	HE	11,412,066	4,700	9,000	4,300	91%	local sewer
Minnetrissa	HE	11,845,388	2,100	5,300	3,200	152%	metro sewer
Medina	HE	12,652,403	2,100	4,450	2,350	112%	metro sewer

**Ramsey Co**

North Oaks	RA	11,598,759	1,600	2,300	700	44%	metro sewer
Arden Hills	RA	11,636,900	3,800	8,000	4,200	111%	metro sewer



**Scott Co**

Blakeley Township*	SC	616,553	220	310	90	41%	unsewered
St. Lawrence Township*	SC	646,602	200	500	300	150%	unsewered
Jackson Township*	SC	1,019,583	510	650	140	27%	unsewered
Belle Plaine Township*	SC	1,150,058	280	500	220	79%	unsewered
Louisville Township*	SC	1,745,305	450	600	150	33%	unsewered
Sand Creek Township*	SC	1,948,406	550	750	200	36%	unsewered
Helena Township*	SC	2,043,067	550	800	250	100%	unsewered
Elko New Market	SC	2,742,034	2,120	8,000	5,880	277%	local sewer
Jordan	SC	3,329,448	2,700	4,600	1,900	70%	local sewer
Cedar Lake Township*	SC	3,656,508	950	1,400	450	47%	unsewered
Belle Plaine (City)	SC	4,146,774	2,900	6,500	3,600	124%	local sewer
New Market Township*	SC	4,764,999	1,300	1,950	650	50%	unsewered
Spring Lake Township*	SC	4,770,034	1,470	1,990	520	35%	unsewered

\*Scott County has planning authority for townships

**Washington Co**

Grey Cloud Island Township	WA	434,564	370	2,500	2,130	576%	unsewered
Marine on St. Croix	WA	1,465,230	320	430	110	34%	unsewered
Bayport	WA	2,467,826	1,140	1,500	360	32%	metro sewer
Denmark Township	WA	2,849,785	650	990	340	52%	unsewered
Baytown Township	WA	3,004,681	600	760	160	27%	unsewered
St. Paul Park	WA	3,574,804	2,900	4,150	1,250	43%	metro sewer
Newport	WA	3,600,980	1,580	2,130	550	35%	metro sewer
Stillwater Township	WA	3,855,325	960	1,260	300	31%	unsewered
Afton	WA	5,208,955	1,150	1,550	400	35%	unsewered
May Township	WA	5,260,191	1,200	1,600	400	33%	unsewered
Scandia	WA	5,437,461	1,590	2,100	510	32%	unsewered
Hugo	WA	11,055,641	7,200	15,600	8,400	117%	metro sewer
Lake Elmo	WA	11,198,715	3,619	8,727	5,108	141%	metro sewer