

**C** Community Development Committee  
For the Metropolitan Council meeting of December 10, 2008

**ADVISORY INFORMATION**

**Date Prepared:** November 24, 2008

**Subject:** City of Vadnais Heights Comprehensive Plan Update Extension Request

**Proposed Action**

That the Metropolitan Council extend the comprehensive plan update submission deadline from for the City of Vadnais Heights from December 31, 2008, to October 13, 2009.

**Summary of Committee Discussion / Questions:**

Council staff presented an overview of the requests received from communities for extension of the deadline for submitting comprehensive plan updates. The Committee focused on two distinct groups of cities making requests; 1) those without local planning assistance grants from the Council; and 2) those that have been given local planning assistance grants. The committee adopted the proposed action for four cities - Chaska, Minnetonka Beach, Orono, and Vadnais Heights, as requested by the cities, without Committee discussion.

A motion to approve the above proposed action was made, seconded, and unanimously approved.

# C Community Development Committee

Meeting date: November 17, 2008

## ADVISORY INFORMATION

<b>Subject:</b>	City of Vadnais Heights Comprehensive Plan Update Extension Request
<b>District(s), Member(s):</b>	District 11, Georgeanne Hilker
<b>Policy/Legal Reference:</b>	Metropolitan Land Planning Act (Minn. Stat. § 473.175)
<b>Staff Prepared/Presented:</b>	Lisa Barajas, Principal Reviewer (651-60-1895) Phyllis Hanson, Manager, Local Planning Assistance (651-602-1566)
<b>Division/Department:</b>	Community Development / Planning & Growth Management

### Proposed Action

That the Metropolitan Council extend the comprehensive plan update submission deadline from for the City of Vadnais Heights from December 31, 2008, to October 13, 2009.

### Background

Minnesota Statutes section 473.864 requires all local governments in the seven-county metropolitan area to review and update their local comprehensive plans submit those updates to the Metropolitan Council for review and comment by December 31, 2008. Section 473.864 authorizes the Council to grant extensions to local government units if they need additional time to complete their comprehensive plan review and revisions. According to statute, any extensions granted by the Council “must include a timetable for completion of the review.” The Metropolitan Land Planning Act requires the Council to establish guidelines and procedures to which local government units must conform when preparing, adopting, and submitting their plans. In June, the Council adopted guidelines and procedures for communities to follow when requesting extensions to the comprehensive plan update submission deadline.

Pursuant to the guidelines adopted by the Metropolitan Council on June 25, 2008, the City of Vadnais Heights has submitted the required materials to request an extension to the statutory submission date for the comprehensive plan update. The City has requested that their submission date be extended from December 31, 2008, to October 13, 2009.

In the request materials, the City explains that in-house staff workload, budget limitations, additional natural resource and sustainability components, and recent large redevelopment projects in the City have delayed the planning progress. The City indicates that the draft of the comprehensive plan will be complete by April 1, 2009, with the adjacent community and affected jurisdiction review being initiated on April 1, 2009. The 6-month review period would then be complete in the beginning in October 2009, with the public hearing and City Council action scheduled for October 6, 2009. The City then intends to submit their Update to Metropolitan Council by October 13, 2009.

### Rationale

Anticipating that some communities may encounter issues in completing and submitting their plans by the statutory December 31, 2008 submission date, the Council adopted a process and guidelines that allow for the extension of the submission date. Requests for extensions up to May 29, 2009 may be administratively reviewed and granted, while requests for extensions to a date beyond May 29, 2009 require Council action.

The City’s request for an extension to October 13, 2009 is more than four months beyond the administrative review deadline. The City is nearing completion on the text of the plan, having incorporated additional elements addressing economic development and natural resources planning. The City plans to hold additional workshops for these remaining elements of the plan and then initiate the 6-month adjacent review period at the beginning of April 2009. Allowing for the full six months, the adjacent review period would end in October 2009.

The City has indicated that the proposed timeline presented in the submitted application form is a “worst case scenario” and that they intend to work with their neighboring and affected jurisdictions to expedite the review period as the City has reviewed the plans of neighboring jurisdictions in a shortened timeframe. It has been Council staff’s experience that many communities have been able to obtain comments from the affected jurisdictions prior to the termination of the full six months.

**Funding**

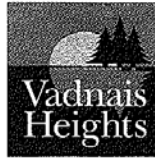
No Metropolitan Council funding involved. The City did not receive a comprehensive planning grant or loan.

**Known Support / Opposition**

No known support or opposition.

Gerald J. Urban  
City Administrator

651.204.6010 Phone  
651.204.6110 Fax  
gurban@cityvadnaisheights.com



The City of Vadnais Heights  
800 East County Road E  
Vadnais Heights, MN 55127

October 22, 2008

Ms. LisaBeth Barajas, Sector Representative  
Local Planning Assistance  
Metropolitan Council  
390 North Robert Street  
St. Paul, MN 55101

**OCT-24 2008**

RE: Comprehensive Plan Update for the City of Vadnais Heights

Dear Ms. Barajas:

Enclosed please find a Resolution requesting additional time within which to complete the Comprehensive Plan Decennial review and Request for Extension of Planning Record for the City of Vadnais Heights. It is our intent to work diligently and to have our Comprehensive Plan Update to you prior to the May 29, 2009, and our target dates in the attached report is kind of a worst case situation if we can't get neighboring communities to review our completed plan in an accelerated manner.

Please contact me should you have any questions or require further information at any time.

Sincerely,

The City of Vadnais Heights

Gerald J. Urban  
City Administrator

Enc.

Z:\City Admin\2008 correspondence\Barajas.102208.doc



### REQUEST FOR EXTENSION OF PLANNING PERIOD

Completed request form and accompanying Resolution must be received at the Metropolitan Council offices by **November 1, 2008**. Your responses to the following questions will provide the Metropolitan Council with information needed to help ensure plan completion.

---

Community Name Vadnais Heights Request Date 10/22/08  
 Community Contact Person Donn Wiski Phone 651.204.6027  
 Email Address dwiski@cityvadnaisheights.com Fax 651.204.6127

---

**PLANNING PROCESS TIMELINE:** Please provide the target dates for each step of the planning process identified below.

Process Step	Target Date
Completion of draft plan text and mapping	April 1, 2009
Initiation of 6-month review/comment period by adjacent jurisdictions, affected special districts, and school districts	April 1, 2009
Public hearing date	October 6, 2009
City Council / Town Board / County Board action	October 6, 2009
Date of plan submission to Metropolitan Council	October 13, 2009
Completion of fiscal devices and official controls review/amendment	December 18, 2009

Please note that a target date for plan submission to the Metropolitan Council after May 29, 2009 will require a presentation to and formal action by the Metropolitan Council. If the Target Date for plan submission is prior to May 29, 2009, the extension may be administratively granted by the designated Metropolitan Council staff.

**PLANNING ISSUES:** Please place a checkmark (✓) next to the issue(s) identified below that are contributing to the need for the requested extension.

- Staff workload
- Contract planner delays
- Issues affecting adjacent communities
- Data/mapping/GIS
- MUSA expansion issues
- Area development or redevelopment plan(s) in process
- Planning Commission/City Council/Board member concerns
- Population, household, employment forecast issues
- Sewer flow forecast issues
- Growth staging plan
- Public participation process
- Metropolitan Council density policy issues
- Development of plan components:
  - Existing land use
  - Future land use
  - Housing
  - Surface water management
  - Transportation
  - Sewer Plan
  - Park/Open Space Plan
  - Water Supply Plan
  - Historic Preservation Plan
  - Implementation Plan
  - Critical Areas/MNRRRA
  - Other \_\_\_\_\_

---

---

**OTHER COMMENTS:** Please provide any additional comments here, included explanations as needed of planning issues checked on the previous page. Include a realistic appraisal of your community's ability to submit your updated plan for review by indicated deadline as well as the subsequent review/amendment of fiscal devices and official controls. (Use additional sheets as necessary.)

The City of Vadnais Heights has been working on its Comprehensive Plan decennial update for quite some time; however, we need to ask for an extension to complete our work. We will work hard to deliver the update to the Metropolitan Council as soon as possible and ahead of the target dates listed in this application if at all possible. We will ask our surrounding communities to expedite their review of our plan, as we have done or will for their plans and this will significantly cut down on our anticipated extension time.

Vadnais Heights has limited staff and we don't receive any local government aid to help support our budget so we need to do most of our work in-house. We have updates of our main utilities well underway by an outside consultant. We have had two very large developments before the City over the past 12 to 18 months including a 300,000 square foot retail/service development and a \$40,000,000 twenty acre sports facility complex which includes multiple ice sheets, YMCA, swimming pools and indoor track/football/soccer facility. The site involved includes approximately 14 acres of a contaminated demolition landfill site. The City has also worked on several additional key redevelopment areas which have taken considerable time.

Vadnais Heights is entering its final stages of development so we are taking significant time to get our plan right for our future and are including significant plan elements for housing, transportation, including the Northeast Diagonal transit way, and sustainable development principles. Our city, along with the City of Roseville, are taking a leadership role with adjacent communities on this very important matter for our northern suburbs and have requested that they include this important future infrastructure in their Comprehensive Plan updates.

**CITY OF VADNAIS HEIGHTS**  
**RESOLUTION NO. 2008-10- 185 I**

**RESOLUTION REQUESTING ADDITIONAL TIME  
WITHIN WHICH TO COMPLETE COMPREHENSIVE PLAN  
“DECENNIAL” REVIEW OBLIGATIONS**

**WHEREAS**, Minnesota Statutes section 473.864 requires local governmental units to review and, if necessary, amend their entire comprehensive plans and their fiscal devices and official controls at least once every ten years to ensure comprehensive plans conform with metropolitan system plans and ensure fiscal devices and official controls do not conflict with comprehensive plans or permit activities that conflict with metropolitan system plans; and

**WHEREAS**, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2008; and

**WHEREAS**, Minnesota Statutes section 473.864 authorizes the Metropolitan Council to grant extensions to local governmental units to allow local governmental units additional time within which to complete the “decennial” review and amendments; and

**WHEREAS**, any extensions granted by the Metropolitan Council must include a timetable and plan for completing the review and amendment; and

**WHEREAS**, the City will not be able to complete its “decennial” review by December 31, 2008, for the following reasons: staff workload and budget limitations resulting from state funding requirements, mapping and GIS capabilities resulting from budget limitations, additional information to include natural resource and sustainability components, and pending revisions to the Transportation Policy Plan affecting local plans;

**WHEREAS**, the City Council finds it is appropriate to request from the Metropolitan Council an extension so the City can have additional time to complete and submit to the Metropolitan Council for review an updated comprehensive plan and amend its fiscal devices and official controls.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF VADNAIS HEIGHTS, MINNESOTA, AS FOLLOWS:**

1. The City Administrator is directed to submit to the Metropolitan Council no later than November 1, 2008, an application requesting an extension to April 1, 2009 for completion to circulate plan updates to neighboring communities and submit to the Metropolitan Council as soon thereafter but not later than October 13, 2009.
2. The City Administrator must include with the request a reasonably detailed timetable and plan for completing: (a) the review and amendment by April 1, 2009 completion and submitted to neighboring communities for their review and comment by no later than October 13, 2009 and submitted to the Metropolitan Council; and (b) the review and amendment of the City’s fiscal devices and official controls will follow within 90 days.

Adopted by the City Council of the City of Vadnais Heights on October 21, 2008.

Approved:

Susan L. Benovez  
Mayor

Attested:

Merald Urban  
Administrator



