

C Community Development Committee

Meeting date: August 20, 2007

Metropolitan Council Meeting date: September 12, 2007

ADVISORY INFORMATION

Date:	June 28, 2007
Subject:	Amending the Administrative Review Guidelines for Minor Forecast Changes
District(s), Member(s):	All
Policy/Legal Reference:	
Staff Prepared/Presented:	Mark Vander Schaaf, Director, Planning & Growth Management (651-602-1441)
Division/Department:	Planning and Growth Management/Community Development

Proposed Action/Motion

Modify the Council's guidelines for Administrative Review of Certain Plan Amendments to specify that "consistency with the Council's forecasts" is defined to be within 5 percent of the Council's forecasts.

Issue(s)

- Should the Council modify its guidelines for Administrative Review of Certain Plan Amendments to define what constitutes "consistency with the Council's forecasts"

Overview and Funding

The Council initiates a major revision of its 30-year regional and local forecasts approximately every five years. The last such major revision was published in 2004 as part of the Regional Development Framework. Less substantial "interim" forecast revisions are made on a case-by-case basis, typically via comprehensive plan amendments/updates that are reviewed and approved by the Council.

The Council on May 11, 2005 adopted guidelines for administratively reviewing minor comprehensive plan amendments. The guidelines state that one criterion of a minor comprehensive plan amendment is consistency with the Council's forecasts, but does not define what that means.

It is proposed that consistency with the Council's forecasts be defined to be within 5 percent of the Council's forecasts (see attached). This would enable staff to make minor forecast changes as part of the process of administratively approving minor comprehensive plan amendments.



Administrative Review of Certain Plan Amendments

On May 11, 2005, the Metropolitan Council adopted new guidelines for administratively reviewing Comprehensive Plan Amendments. If you think the administrative review process may be appropriate for your community's proposed comprehensive plan amendment, contact your [Sector Representative](#) to determine how much of the Plan Amendment Submittal Form to complete. Administrative review typically occurs 30 days after receiving a complete plan amendment.

The Council authorized the Regional Administrator or designee to administratively review minor comprehensive plan amendments, and the Metropolitan Council Environmental Services (MCES) General Manager to administratively review local water management and water supply plan amendments, that meet the following criteria:

All Minor Comprehensive Plan Amendments, local Water Management and local Water Supply Plan Amendments

- community must show that it has addressed or is committed to address through a resolution any outstanding issues with the 2020 Comprehensive Plan Update or other Council actions.

Minor Comprehensive Plan Amendments

- meets the submittal requirement of the Metropolitan Land Planning Act for content or is determined to be complete for review by the Council;
- is consistent with local applicable controls or the jurisdiction submits evidence that the local controls will be modified to be consistent with the proposed amendment;
- is consistent with the Council's forecasts (i.e., is within 5 percent of the Council's forecasts);
- conforms to regional systems plans;
- is consistent with the MUSA guidelines if residential units are proposed;
- is consistent with the 2030 Development Framework;
- is consistent with Council housing policies;
- is compatible with plans of adjacent jurisdictions;
- if the adjacent jurisdiction is potentially impacted by the amendment, the Council has received documentation that the adjacent jurisdiction has been notified;
- proposes a land use change less than 80 acres;
- proposes a land use change that will result in less than 100 housing units;
- does not have the potential for a cumulative impact

Water Management and Water Supply Plan Amendments

1. Local **water management plans** that are submitted as comprehensive plan amendments may be reviewed administratively if they meet the following conditions:
 - The plan conforms to Council policy plans and regional systems plans
 - The plan does not present a substantial departure from regional plans or substantial impact to regional systems
 - The plan includes ordinances or refers to adopted ordinances as identified in the Water Resources Management Policy Plan to aid in plan implementation
 - The plan includes all required elements of local water management plans as outlined in the Water Resources Management Policy Plan

2. Local **water supply plans** that are submitted as comprehensive plan amendments may be reviewed administratively if they meet the following conditions:
 - The plan is consistent with Council policy plans
 - The plan is not proposing new wells in the Mt. Simon Hinckley aquifer
 - The plan is not proposing interconnection with other communities as the main source of water for the community
 - The plan is not proposing a residential gallons/capita/day of more than 100 gpcd
 - The plan includes all required elements of local water supply plans as outlined in the Water Resources Management Policy Plan
 - The community does not have any known significant contamination problems with their water supply source