

C Community Development Committee
Meeting date: August 17, 2009

E Environment Committee
Meeting date: August 11, 2009

ADVISORY INFORMATION

Subject: City of Circle Pines 2030 Comprehensive Plan Update
Tier II Comprehensive Sewer Plan
Review File No. 20435-1
District(s), Member(s): District 10, Councilmember Kris Sanda
Policy/Legal Reference: Minnesota Statute Section §473.175
Staff Prepared/Presented: Victoria Dupre, Principal Reviewer (651-602-1621)
Phyllis Hanson, Local Planning Assistance Manager (651-602-1566)
Kyle Colvin, Engineering Services Asst. Manager (651-602-1151)
Division/Department: Community Development / Planning and Growth Management
Environmental Services / Engineering Services

Proposed Action

That the Metropolitan Council adopts the attached Review Record and takes the following actions from each committee:

Recommendations of the Community Development Committee:

1. Authorize the City of Circle Pines to put its 2030 Comprehensive Plan Update into effect.
2. Advise the City to:
 - a. Participate in Council activities to monitor redevelopment and infill in developed communities.
 - b. Implement the advisory comments in the Review Record.
 - c. Update the comprehensive stormwater management plan within two years from the date that the new Rice Creek Watershed District (RCWD) watershed management plan is approved by BWSR, and submit it to the Council for review concurrent with its submittal to the RCWD for approval.
 - d. Revise the *Water Emergency and Conservation Plan* to reflect the Update's 2010 population forecast.

Recommendations of the Environment Committee:

Approve the City of Circle Pines' Tier II Comprehensive Sewer Plan.

ADVISORY COMMENTS

City of Circle Pines 2030 Comprehensive Plan Update and Tier II Comprehensive Sewer Plan

Review File No. 20435-1 – Council Business Item No. 2009-271

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.
 - (c) Submit one electronic copy of the City Council resolution evidencing final approval of the Update.
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 also receives final approval by the City’s governing body. After the Update receives final approval 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 Circle Pines (City) is located in Anoka County bordered by Blaine to the north, Lino Lakes to the east, Shoreview to the south and Lexington to the west (Figure 1).

The Metropolitan Council's (Council) January 2004-adopted *2030 Regional Development Framework (RDF)*, identifies Circle Pines as a "Developed" community. Figure 2 shows the designation and regional systems serving the City and surrounding area.

The City submitted its *2030 Comprehensive Plan (Update)* to the Council for review on June 5, 2009 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 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
(Wastewater Services and Surface Water Management) | Yes |

Consistent with Council Policy Requirements:

- | | |
|--|-----|
| 1. Forecasts | Yes |
| 2. Housing | Yes |
| 3. <i>2030 Regional Development Framework & Land Use</i> | Yes |
| 4. Individual Sewage Treatment Systems 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 |
|--------------------------------|-----|

Funding

The City received no funding.

Known Support / Opposition

There is no known opposition.

REVIEW RECORD

Review of the City of Circle Pines 2030 Comprehensive Plan Update

STATUTORY AUTHORITY

The Metropolitan Land Planning Act (MLPA) requires local units of government to submit comprehensive plan updates and 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 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 *Parks Policy Plan (RPPP)*. The Update acknowledges the Rice Creek Chain of Lakes Park Reserve and the proposed segment of the Rice Creek North Regional Trail located in the City. The Update also acknowledges and plans for these regional parks facilities.

Transportation

Roads and Transit

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

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

There are no metropolitan highways in the city of Circle Pines. Circle Pines is within the Metropolitan Transit Taxing District and is within Market Area III. Service

options for Market Area III include peak-only express, small vehicle circulators, midday circulators, special needs paratransit (ADA, seniors), and ridesharing.

Aviation

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

The Update is in conformance with the *TPP* and is consistent with Council *Aviation* policies.

Water Resources Management

Wastewater Service

Reviewer: Kyle Colvin, ES – Engineering Services (651-602-1151)

The Update is in conformance with the *Water Resources Management Policy Plan (WRMPP)*. The Update summarizes the City's vision for the next 20 years or to year 2030. It includes growth forecasts that are consistent with the Council's forecasts for population, households, and employment.

The Metropolitan Council Environmental Services currently provides wastewater treatment services to the City. Wastewater generated within the City is conveyed to and treated at the Metropolitan Council's Metropolitan Wastewater Treatment Plant in St. Paul. The City is provided wastewater conveyance service through interceptor 4-NS-523. The Update projects that the City will have 2,200 sewered households and 2,450 sewered employees by 2030. The Metropolitan Disposal System with its planned scheduled improvements has or will have adequate capacity to serve the City's growth needs.

The Update provides sanitary flow projections in 10-year increments. The rationale for the projections is given in the Update and determined appropriate for planning for local services.

Circle Pines is not currently a community that has been identified as a community impacted by wet weather occurrences. However, the Update does include an inflow and infiltration (I/I) reduction plan which inspects and regularly maintains the public sanitary sewer system. The City is implementing a water meter replacement program that includes the documentation of the existence of sump pumps and noting their discharge location. This information is then used for implementing the City sump pump disconnection program.

Tier II Comments

Council staff reviewed the Update's Tier II Sewer Element against the Council's requirements for Tier II Comprehensive Sewer Plans for developed communities and found it consistent with Council policies. The Council's approval of the Tier II Plan becomes effective upon the City's adoption of the Update. At that time, the City may alter, expand or improve its sewage disposal system consistent with the approved Tier II Sewer Plan. A copy of the City Council Resolution adopting the final Update 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 *WRMPP* requirements for local surface water management. Circle Pines lies within the Rice Creek watershed. The Rice Creek Watershed District's watershed management plan was approved by the Board of Water and Soil Resources in 1997. Circle Pines prepared a Comprehensive Stormwater Management Plan (CSWMP) in 2000. Along with the CSWMP, the Update includes supplemental information that adequately addresses the requirements of the Council's *WRMPP*.

Advisory Comment: The City is advised to update the CSWMP as soon as Rice Creek Watershed District updates their watershed management plan which is scheduled to be approved in 2009 or early 2010.

CONSISTENCY WITH COUNCIL POLICY

Forecasts

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

The Update is consistent with the *2030 Regional Development Framework* policies on forecast growth and the 2005 System Statement. The forecasts reflected 353 new households between 2000 and 2010, with an additional 150 households by 2030.

The City had 1,697 households in 2000. Residential building permit data indicate about 400 units constructed between 2001 and 2006, with no permit activity in 2007 or 2008. The permit activity suggests that the City has already achieved its 2010 household forecast. The City forecasts 503 additional households and 300 jobs from 2000 to 2030.

Table 1: City of Circle Pines Forecasts

	2000	2010	2020	2030	<i>2000 to 2030 change</i>
Households	1,697	2,050	2,100	2,200	503
Population	4,663	5,400	5,300	5,400	737
Employment	2,150	2,250	2,400	2,450	300

2030 Regional Development Framework and Land Use

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update is consistent with the *2030 Regional Development Framework (RDF)*, which identifies Circle Pines as a community in the "Developed" geographic planning area. The *RDF* goals and policies for "Developed" communities accommodate

growth forecasts through reinvestment at appropriate densities (5 units plus in developed areas) and target higher density in locations with convenient access to transportation corridors and with adequate sewer capacity.

The planning area sets overall densities that the Council expects the City to achieve, at five units an acre through redevelopment and infill. The Council is developing a monitoring program, similar to the plat monitoring program for developing areas, and encourages the City to participate by reporting redevelopment information.

The City is fully developed and 1,082 acres in size, with a third in open space and park. The City largest land uses are 39 percent residential, 33 percent park and 14 percent right-of-way. Half of the City’s housing was built by 1980, with another 30 percent built by 1990.

The existing land use analysis shows 2,086 housing units on 481 residential acres, a density of 4.3 dwelling units per acre. Table 2 compares existing and future land uses, showing few land use changes to the year 2030.

Table 2: Existing and 2030 Future Land Use

Existing (2008) Land Use	Acres	Future 2030 Land Use	Acres	2008-2030 Change
Residential Single Family <i>(legend 2-3 du/ac)</i>	188.2	Residential Single Family <i>(legend 2-3 du/ac)</i>	188.2	0
Residential Multi Family <i>(legend 4-10 plus du/ac)</i>	292.8	Residential Multi Family <i>(legend 4-10 plus du/ac)</i>	294.8	+2
Commercial	25.0	Commercial	23.0	(2)
City & County Parks	161.9	City & County Parks	161.9	0
Schools, Church, non-Public	55.2	Schools, Church, non-Public	55.2	0
Regional Open Space	201.0	Regional Open Space	201.0	0
Right of way	179.0	Right of way	179.0	0
Water	139.2	Water	139.2	0
Total Acres	1,028.0	Total Acres	1,028.0	0

The Update’s existing and future land use show a decrease in Commercial use and an increase in High Density Residential (HDR) use. The HDR guiding is ten-plus units per acre, providing the potential to accommodate approximately 20 future residential units.

Housing

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

The Update is consistent with the Council’s housing policy and meets 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 the 2011 to 2020 period which is 13 units.

The Update provides opportunities to meet this need by indicating that three acres of land will be available for high density residential development at 6-7 units per acre, and approximately 27 acres are designated for higher density residential development within the Mixed Use Primarily Residential land use category, at 8 to 12 units per acre.

The Update provides implementation tools and programs to promote opportunities to address the City's share of the region's housing need. The City will continue to contract with the Housing Resource Center to administer affordable and life cycle housing programs, will continue maintenance and preservation of existing affordable housing through code enforcement actions and the use of available loan programs, and will continue to use its local financial resources including tax credits, Tax Increment Financing and Community Development Block Grant rehabilitation program to address housing issues in the community. Circle Pines is a participant in the Livable Communities Local Housing Incentives Account program.

Individual Sewage Treatment Systems (ISTS) Program

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

The Update indicates that the community is entirely served by a local sanitary sewer collection system and the Metropolitan Wastewater Treatment Plant, and has no ISTS.

Water Supply

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

The Update is consistent with the *WRMPP* requirements for water supply planning. The City needs to reflect the 2010 population forecast of 5,072 in the Demand Projection table of the City's *Water Emergency and Conservation Plan*.

Resource Protection

Historic Preservation

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update addresses Historic Preservation as required by the MLPA.

Solar Access Protection

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update addresses Solar Access Protection as required by the MLPA.

Aggregate Resources Protection

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

The *Minnesota Geological Survey Information Circular 46* indicates that the City contains no aggregate resource deposits available for mining, as the community is fully developed.

PLAN IMPLEMENTATION

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

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's implementation section describes the City's official controls which include zoning, subdivision regulation, water and natural resources management, housing, and a capital improvements program.

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

The City submitted the Update to adjacent local units of government, school districts, counties and special districts for comment on April 16, 2008. The City received responses from Anoka County, Rice Creek Watershed District, Lino Lakes and Blaine. The Update appears compatible with the plans of adjacent governmental units, affected special districts and school districts.

DOCUMENTS SUBMITTED FOR REVIEW:

- City of Circle Pines *2030 Comprehensive Plan Update*, dated 2008
- 2008 Comprehensive Plan Update Transmittal Form received December 29, 2008
- Planning Commission meeting minutes of October 20, 2008
- City Council meeting minutes of December 9, 2008
- Comments from adjacent and affected jurisdictions
- City response to the Council's request for supplemental information (forecasts, surface water, transportation, housing) dated June 2, 2009
- City response to the Council's request for supplemental parks information dated June 25, 2009

ATTACHMENTS

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

Figure 1. Location Map Showing Regional Systems
Circle Pines

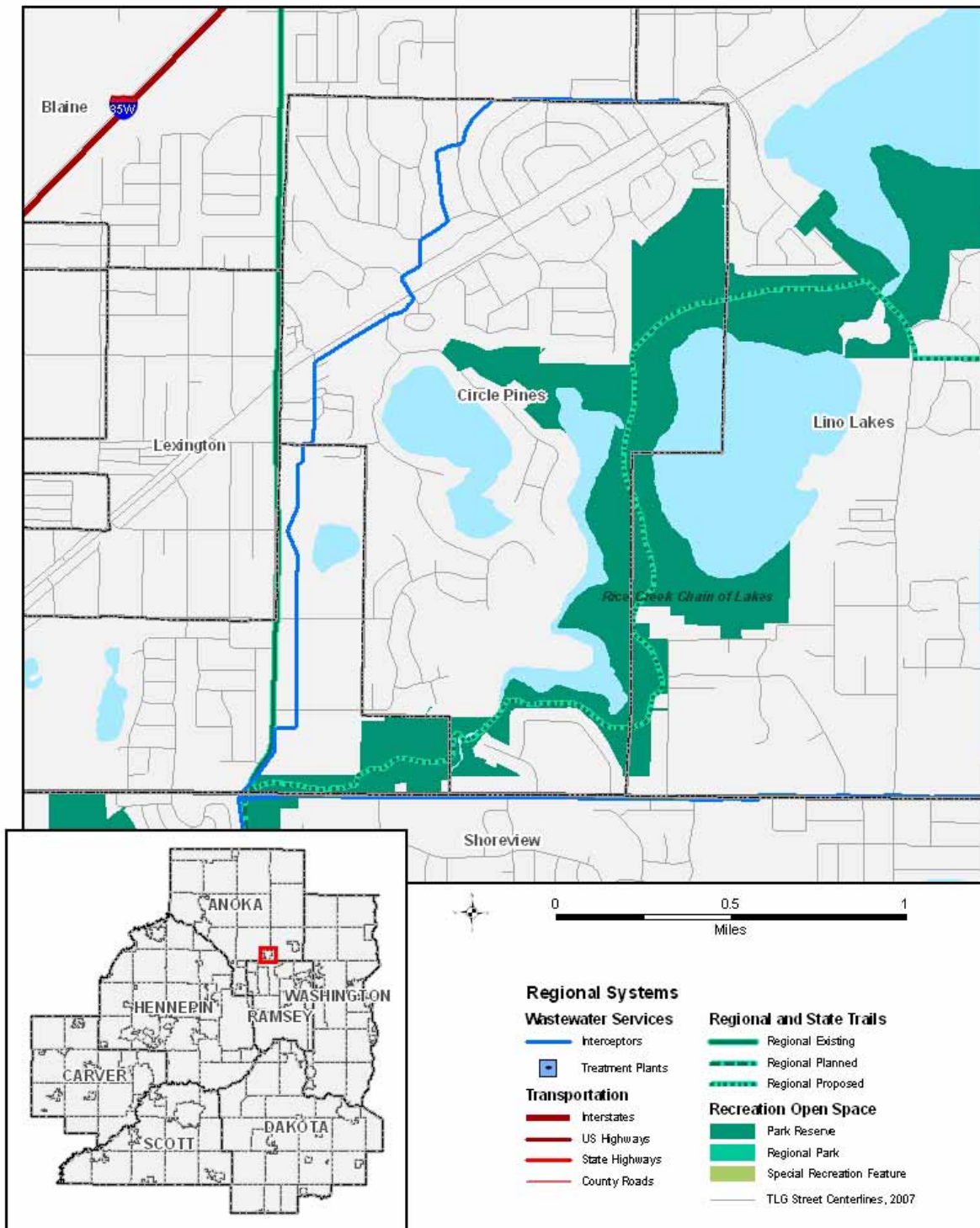


Figure 2. 2030 Regional Development Framework Planning Areas

Circle Pines

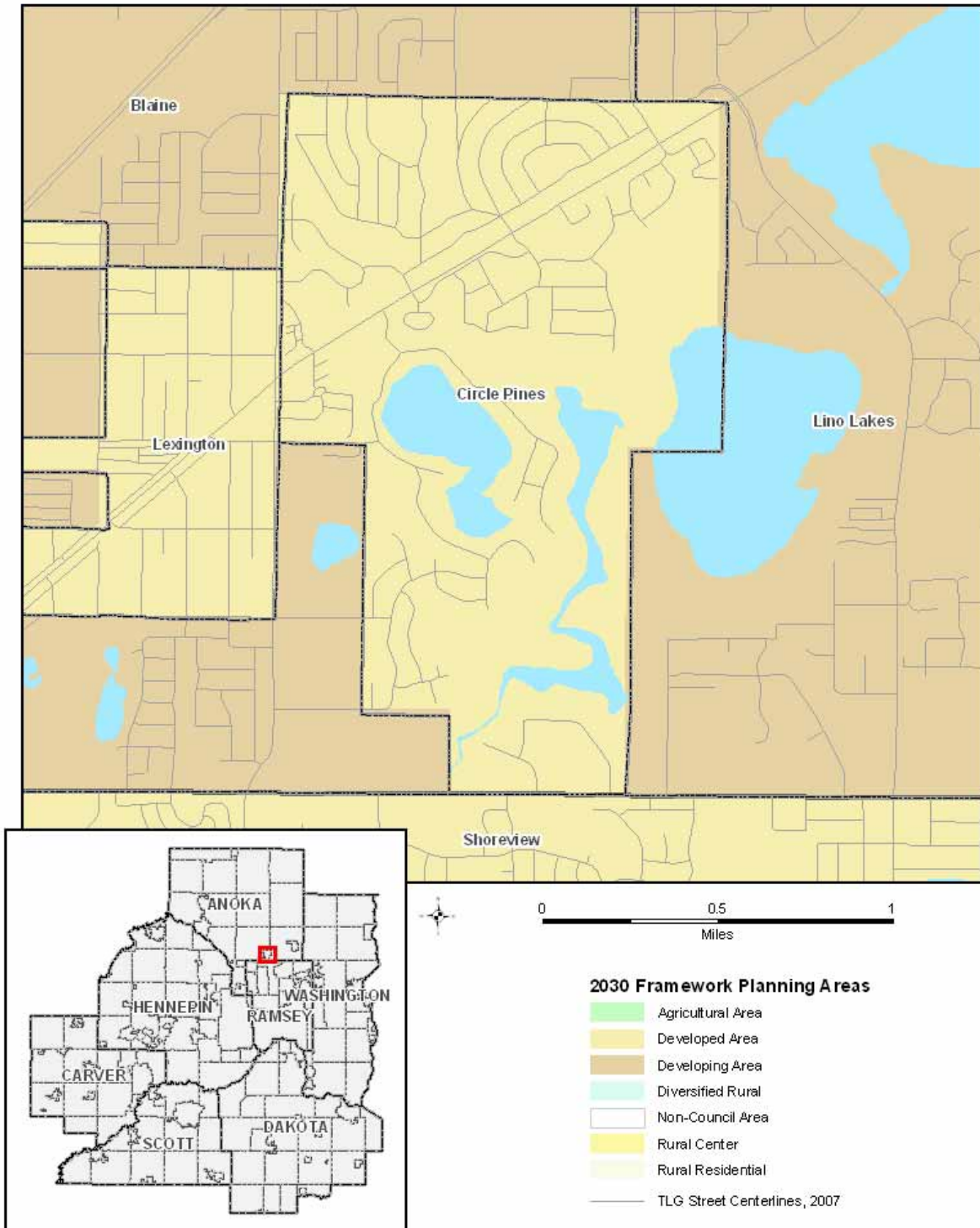


Figure 3: Existing Land Use

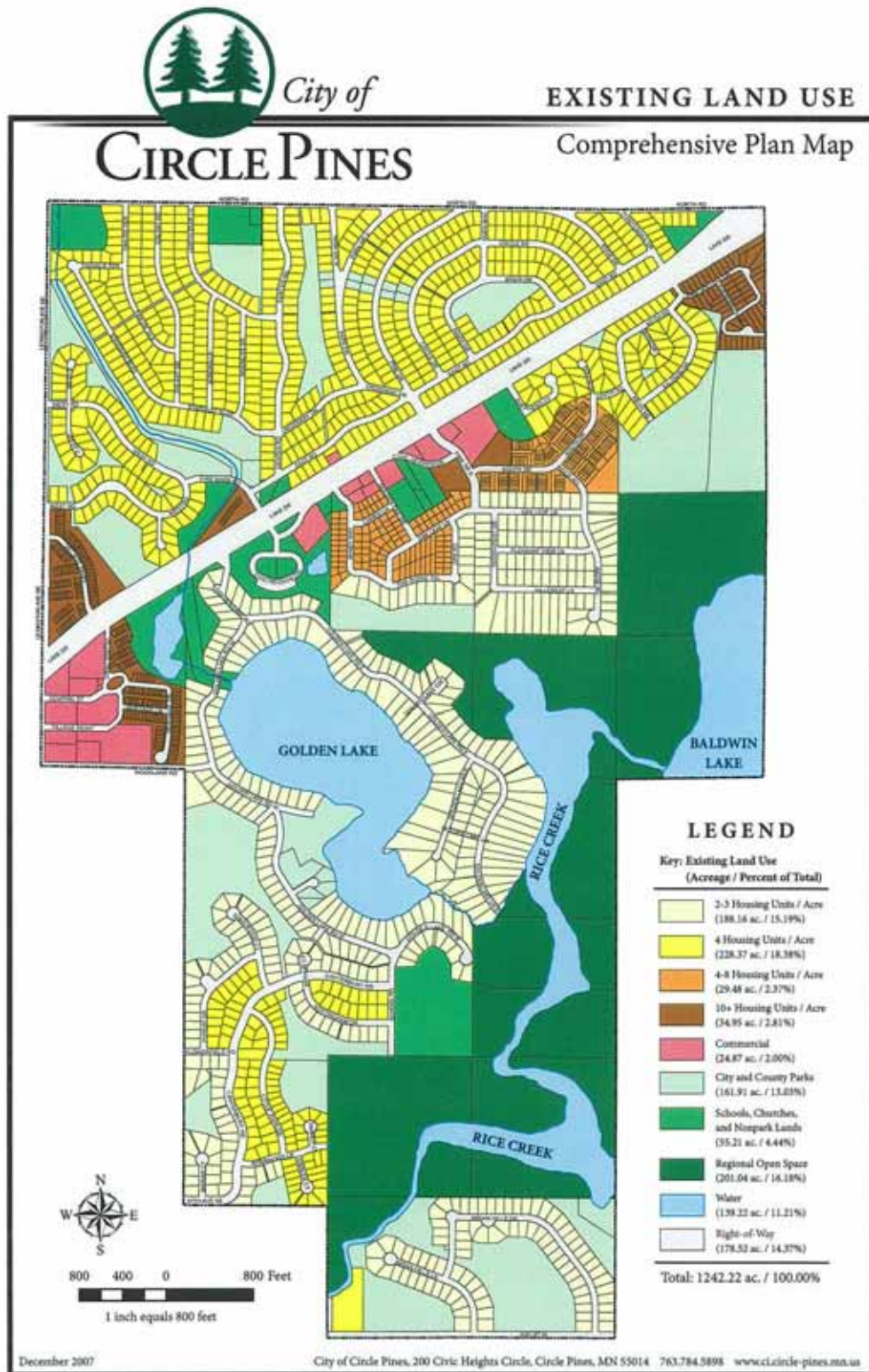


Figure 4: 2030 Land Use Plan

