



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council
FROM: Samantha DiMaggio – Community Development Director
SUBJECT: Annual Update and Approval of 2021 Planning Commission Work Plan
DATE: For the City Council Meeting of January 11, 2021

PURPOSE/ACTION REQUESTED

Review the 2020 activities of the Planning Commission and consider approving the proposed 2021 Work Plan.

SUMMARY

The following Members served on the Planning Commission in 2020:

- Chair Melissa Huntington
- Vice-Chair Jack Roberts
- John Dieball
- Andrea Faches
- Colleen Johnson
- Day Ryerson
- Julie Sheehy
- Newell Krogmann – Council Liaison

The Planning Commission has compiled a list of their 2020 accomplishments as well as a 2021 Work Plan based on the 2040 Comprehensive Plan. This plan will be used as a reference and tool for developing priorities, budgets, and goals for the Planning Commission.

ACTION REQUESTED

Staff is recommending the approval of the 2021 Planning Commission Work Plan.

PLANNING COMMISSION



OVERVIEW

The Planning Commission has developed the following 2021 Work Plan to be used as a reference and tool for developing priorities, budgets, goals, and initiatives derived from the city's 2040 Comprehensive Plan.

COMPREHENSIVE PLAN

The Planning Commission is responsible for preparing the plan and any subsequent amendments and submitting these to the City Council for adoption.

1. Strategy 3 – Official Controls:

Official controls are key tools for implementing the Comprehensive Plan. Official controls generally refer to the ordinances and regulations that control the physical development of a city such as a zoning ordinance, subdivision ordinance, building codes and official maps. These controls need to be consistent with the comprehensive plan. The Comprehensive Plan provides the broad policy framework and basis for the more detailed zoning ordinance. The following topic areas need to be addressed and updated:

- ✓ A full review of the zoning code as it pertains to state laws that need to be integrated with local zoning laws
 - ✓ Incorporation of renewable energy standards and uses such as wind, solar, or geothermal. Where should they be allowed and what form? What standards should be applied and what is the process for getting approvals?
 - ✓ Revisit the uses and design standards of the B-1 (central business district) and B-2 (fringe downtown) district. This should be done as part of the downtown master planning effort
 - ✓ Are there certain land uses such as micro-breweries, wineries, or other emerging uses that should be considered in certain districts?
- **Action Steps**
 - ✓ Conduct a thorough review of the zoning and subdivision ordinance confirming purpose and objective statements, use regulations and bulk standards.
 - ✓ Revise the zoning and subdivision ordinance to incorporate updates.

- ✓ Adopt a new and updated zoning map

2. Strategy 8: Future of the City Forum:

Establish a “Future of the City Forum” or similar event to review the plan on an annual basis and facilitate a community dialogue about what has worked well and what has maybe not worked so well. This evaluation should lead to identifying a need for amendments or updating the “to do list” on an annual or every other year basis. This can occur through regular survey mechanisms or through a process designed to “take the pulse of the community” and celebrate community accomplishments.

○ Action Steps

- Schedule a recurring “Future of the City Forum” to occur December of each year after plan adoption.
- Prepare a report template that can be appended gradually over the year documenting issues with plan implementation, actions completed or new actions that should be added. This report template serves as the working agenda for the annual meeting.

2021 GOALS:

- A partial update of the zoning code including but not limited to sections:
 - § 153.076 SWIMMING POOLS
 - § 153.049 FENCES
 - § 153.044 YARD AND YARD REQUIREMENTS
 - § 153.020 GENERAL ADMINISTRATION
- Review and make recommendations on the Transportation and Utility Plans looking for consistence with the Comprehensive Plan and the Future Land Use Map.
- Recommend streetscape and signage that defines the downtown district as part of the Main Street Redesign.
- Participate in the “Future of the City Forum” annual basis and facilitate a community dialogue about what has worked well and what has maybe not worked so well.
 - This evaluation should lead to identifying a need for amendments or updating the “to do list” on an annual or every other year basis.
 - This can occur through regular survey mechanisms or through a process designed to “take the pulse of the community” and celebrate community accomplishments.

2020 ACOMPLISHMENTS:

- Reviewed the CSAH 22 Improvement Project.
- Re-examined the Planning Commission Policy and Procedure Manual.
- Training on the Basics of Planning and Zoning.
- Modified Chapter 4 of the Comprehensive Plan along with the Future Land Use/Extra Territorial Land Use, Downtown Sub-district, and Priority Growth Area Maps.
- Examined the Downtown Master Plan.
- Developed a Comprehensive Plan Amendment Process.
- Reviewed sections of the Zoning Code that need to be updated in 2021.
- Preparation on the Transportation Planning Process.
- Reviewed the proposed Main Street Reconnection Plan and recommended it's approval by the City Council.