

Lake Elmo City Council Agenda Item

Executive Summary

Title of Item: **Comprehensive Planning Process**

Meeting Date: **3-6-07**

Staff/Guest Reporting: **Ben Gozola, City Planner**

Summary: As you know, the City is currently under a state mandated deadline of July 12th to update its zoning codes to be in conformance with the approved comprehensive plan. At the February 13th joint Council/Commission meeting, staff presented an estimated timeline to complete this work, and promised to return with an updated schedule after we had an opportunity to meet with Bob Mazanec at the Metropolitan Council. The following is a summary of our discussion along with the proposed timeline for completing the work.

Meeting Summary: We can gladly report that the City's sector representative at the Metropolitan Council agrees with the actions staff proposed at the joint Council / Commission meeting on February 13th. Specifically, it was agreed that interim zoning districts are appropriate for both the I-94 corridor and the Village area. The interim districts will maintain the existing properties in their current configurations and uses until such time that development is guided or sewer becomes available. Such districts will be in conformance with the current comprehensive plan as the planned type of development cannot yet occur. Creation of such districts also carry the added benefit of providing the City with additional time to craft the final zoning language that will govern these areas.

Revised Timeline: Given our suggested approach of establishing interim zoning districts, here is our suggested timeline for completion:

- Week 5 (Mar 12 to the 16th): Staff will present this revised timeline to the planning commission as an informational item to keep them informed on the proposed process.
- Week 5 & 6 (Mar 12 to the 23rd): Staff will begin work on crafting interim zoning district regulations for both the I-94 corridor and the Village area. If possible, staff may place an initial draft of the ordinance before the Planning Commission at their March 26th meeting. If more time is needed, both districts will go before the planning commission on April 9th.

- (cont.)
- Week 7 through 11 (Mar 26 to April 27th): Depending upon when the Planning Commission takes action on the proposed interim ordinances, staff will need time to prepare revised materials for consideration by the City Council. To be conservative, we will assume this will be completed by the end of April, to allow for Council review and approval in May.
 - Week 12 through 14 (Apr 30 to May 18th): Staff anticipates Council will be able to act on the interim zoning districts on May 1st or May 15th. Adoption of the interim zoning standards would complete the City's mandated actions required by State Statute.

Once this matter is resolved, staff will then be free to begin work on the next priority established by the 2007 Work Plan.