

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 05/17/2010
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: 2030 Comprehensive Plan Implementation—Review of Master Plans

1 **BACKGROUND**

2 The 2030 Comprehensive Plan identifies strategies to implement its goals and policies and one of
3 these strategies is to “establish a plan to identify pre-2009 master plans” (Chapter 11, page 11-4).
4 In the previous Comprehensive Plan, which had been most recently adopted on January 26,
5 2004, the City adopted many plans, studies, and supplemental information into the
6 Comprehensive Plan as part of a volume of appendices. During the 2008 updating process, the
7 Comprehensive Plan Update Steering Committee decided to eliminate all of the appended
8 documents, including master plans. Of all of these documents, master plans were the only
9 category of document that the committee had difficulty in reaching consensus.

10 The Comprehensive Plan established a policy that defined a master plan, identified how future
11 (post-2009) master plans would be addressed in the Comprehensive Plan, determined that the
12 City Council would review pre-2009 plans and determine if and how these plans would be
13 addressed in the Comprehensive Plan, and confirmed that pre-2009 master plans are not
14 addressed in the Comprehensive Plan without further City Council action. See Attachment A to
15 review the policy.

16 Staff has identified seven pre-2009 plans that have been considered master plans in the past to
17 determine, if under the Master Plan Policy, they meet the standards of a master plan and, if so,
18 determine if they have been adequately addressed in the Comprehensive Plan. The master plans
19 reviewed include:

- 20 • Tower Place Area Business Park Plan
- 21 • James Addition Neighborhood Master Plan
- 22 • Roseville City Center Master Plan and Development Strategy
- 23 • Twin Lakes Business Park Master Plan
- 24 • Cornerstone Neighborhood Mixed Use Project Report
- 25 • Arona-Hamline Neighborhood Master Plan
- 26 • McCarron’s Neighborhood Master Plan

27 In its review of these plans, staff examined whether each of the plans meet the definition of a
28 master plan provided in the Comprehensive Plan. In order to be considered a master plan, a

29 document must contain a general land-use plan for the study area, the study needed to identify a
30 specific geographic area, and finally, the study could not be project specific. Based on these
31 criteria, only three of the seven identified plans could be considered master plans, including
32 Tower Place Area Business Park Plan, Twin Lakes Business Park Master Plan, and Arona-
33 Hamline Neighborhood Master Plan. The James Addition Neighborhood Master Plan, the
34 Cornerstone Neighborhood Mixed Use Project, and McCarron’s Neighborhood Master Plan did
35 not contain a general land-use plan for the area studied and the Roseville City Center Master
36 Plan and Development Strategy was a project-specific plan.

37 Next, staff identified if there had been any changes in land use in the areas guided by the plans.
38 For those plans meeting the definition of a master plan, staff reviewed the plan against the 2030
39 Comprehensive Plan to determine if the plan had been addressed in either or both the Future
40 Land Use Map or within the appropriate Planning District. Finally staff made a recommendation
41 if the master plan was adequately addressed in the Comprehensive Plan and any additional
42 relevant comments. Attachment B is a summary of staff’s analysis.

43 **POLICY OBJECTIVE**

44 By determining if the pre-2009 master plans are adequately addressed in the 2030
45 Comprehensive Plan, the City is undertaking one of the implementation strategies identified in
46 the plan.

47 **BUDGET IMPLICATIONS**

48 There are no budget implications to this request.

49 **STAFF RECOMMENDATION**

50 Staff recommends that the City Council determine that the 2030 Comprehensive Plan adequately
51 addresses the pre-2009 master plans and that no further action needs to take place in relationship
52 to these plans and the Comprehensive Plan. It should be noted that non-incorporation of the pre-
53 2009 master plans into the Comprehensive Plan is not equivalent to the elimination of these
54 plans—they are documents that were adopted or approved by the City Council and staff will
55 continue to utilize them and guiding documents.

56 In the future it may be appropriate to update both the Tower Place Area Business Park Plan and
57 the Twin Lakes Business Park Master Plan. If the Council directs staff to complete these
58 updates, the Comprehensive Plan would need to be updated as guided by Master Plan Policy.

59 **REQUESTED COUNCIL ACTION**

60 By resolution, determine that the 2030 Comprehensive Plan adequately addresses those plan
61 adopted prior to 2009 that meet the definition of a master plan set forward in the Comprehensive
62 Plan.

Prepared by: Jamie Radel, Economic Development Associate

Attachments: A: Master Plan Policy from the 2030 Comprehensive Plan
B: Master Plan Review, Recommendations, and Comments
C: Draft resolution

Master Plans

For the purpose of the policies described here, the term “master plan” refers to general land-use plans prepared and adopted by the City for specific geographic areas as the result of City-initiated study or analysis, and does not include project-specific redevelopment detail plans.

It is the policy of the City that all master plans, once adopted, shall also be addressed in the Comprehensive Plan. The master plans shall be addressed by one or more of the following means, as appropriate:

1. Including references to the master plan as a tool for use in implementing various aspects of the Comprehensive Plan;
2. Updating the content of the land-use plan and other elements of the Comprehensive Plan to correspond to the master plan; and/or
3. Adopting into the Comprehensive Plan as a specific element of the Land Use Chapter, and separate and distinct from the master plan document itself, those policies, design guidelines, and other elements of the master plan that are identified in the master plan for such inclusion to promote its implementation.

For master plans adopted before 2009, the City Council shall review each plan and determine whether each one should be addressed in the Comprehensive Plan, and if so, how it will be addressed in the Comprehensive Plan pursuant to this policy.

This policy does not limit the City Council’s ability to amend the Comprehensive Plan to address and/or incorporate other plans, policies or guidelines.

The City will require that the all future master plans include a description of how they will be addressed in the Comprehensive Plan.

Master plans adopted prior to 2009 are not addressed in the Comprehensive Plan without further action of the City Council.

Capital Improvements Plan

State Law requires that the implementation program for the Comprehensive Plan contain a capital improvement program for transportation, sewers, parks, water supply, and open space facilities. Each relevant chapter of the Comprehensive Plan contains a section on future capital improvements. The Comprehensive Plan serves as the foundation for ongoing capital-improvements planning by the City.

The City has created a capital-improvements plan (CIP) that matches the estimated project costs over a ten-year period with funding sources. The CIP allows the City to prioritize projects and to make best use of available revenues. By looking at future needs, the City is better able to find funding sources to fill gaps and to coordinate projects with other jurisdictions. The CIP is updated and approved annually. See Appendix A for Roseville’s 2009–2018 CIP.

The Comprehensive Plan guides capital improvements by all political subdivisions. According to State Law (M.S. Section 462.356, Subd. 2), no capital improvements shall be authorized by the City (and its subordinate units) or any other political subdivision having jurisdiction within Roseville until the Planning Commission has reviewed the CIP and reported in writing to the City Council as to its compliance of

with the Comprehensive Plan. The City Council may, by resolution adopted by two-thirds vote, dispense with this requirement when it finds that the proposed capital improvement has no relationship to the Comprehensive Plan.

Housing

The Comprehensive Plan must include a housing implementation program, including official controls which will provide sufficient existing and new housing to meet the local unit’s share of the metropolitan area need for low- and moderate-income housing. The City will continue to work with the Metropolitan Council to determine Roseville’s fair share of the region’s new affordable housing for the years 2011–2020. The City and its Housing and Redevelopment Authority (HRA) will continue to monitor Roseville’s housing supply, identify needs for public action, and design programs to meet these needs.

Other Implementation Tools

Other Policy Plans

The Comprehensive Plan refers to other policy plans that Roseville uses to guide municipal systems, actions and investments. These plans cover municipal systems for transportation, sanitary sewer, water supply, surface-water management, and parks. These plans serve as ongoing tools for implementing the plans, goals, and policies in the Comprehensive Plan. These plans may be updated and modified without updating the Comprehensive Plan.

Plan	Year Produced	Is it a Master Plan by Comp Plan Definition?			Redeveloped?	Does the Comprehensive Plan Address Areas not Redeveloped?		Recommendations	Comments
		General Land-Use Plan	Specific Geographic Area(s)	Not Project Specific		Future Land Use Map	Planning District		
Tower Place Area Business Park Plan	1996	Yes	Yes	Yes	Parcels along the County Roads have begun to redevelop on a parcel-by-parcel basis, including the HOM Store, LA Fitness, Stone & Tile, and Renewal by Anderson.	Yes	No	Future land use designation of Business Park adequately addresses this master plan. Due to the age of the plan, not recommended to add additional references in the Planning District 9.	The Tower Place Plan has some useful recommendations and should be updated to reflect current conditions. If updated, should consider integrating basic themes into the Planning District section of the Comprehensive Plan.
James Addition Neighborhood Master Plan	1997	No	Yes	Yes	N/A	N/A	N/A	N/A	This is not a master plan as defined by the Comprehensive Plan, but a series of recommendations made by the James Addition Neighborhood Task Force.
Roseville City Center Master Plan and Development Strategy	2000?	No	Yes	No	The City selected a different development strategy for the City campus.	N/A	N/A	N/A	This is not a master plan as defined by the Comprehensive Plan. This was a very specific development plan for the City Hall Campus.
Twin Lakes Business Park Master Plan	2001	Yes	Yes	Yes	Redevelopment of the area has begun with the construction of the public infrastructure and the Metro Transit Park and Ride.	Yes	Yes	The Twin Lakes Business Park Master Plan has been adequately addressed into the Comprehensive Plan through the future land use designation of Community Mixed Use for the majority of the area and High-Density Residential in those areas adjacent to existing residential areas. In addition, this Master Plan has been referenced in the Planning District 10	The City last updated this master plan in 2001 in conjunction with a proposal for a large-scale medical facility. The new proposed zoning code calls for the Twin Lakes area to have a regulating map, which will give the City the ability to relook at the redevelopment of Twin Lakes. If this is undertaken, upon its completion, the City should review the Comprehensive Plan to ensure that they remain consistent.
Cornerstone Neighborhood Mixed Use Project	2001	No	Yes	Yes	N/A	N/A	N/A	N/A	The Cornerstone Neighborhood Mixed Use Project report is a general set of design guidelines for small-scale commercial nodes at the intersection of county roads. These nodes have been preserved with the future land-use designation of Neighborhood Business. Further design-oriented requirements will be addressed in the Zoning Code update.
Arona-Hamline Neighborhood Master Plan	2004	Yes	Yes	Yes	Former City-owned Reider School site has been redeveloped. Improvements have been made to Centennial Gardens.	Yes	No	The Arona-Hamline Neighborhood Master Plan was adequately addressed through the future land use designations of High-Density Residential and Neighborhood Business. With recent development in the area, do not need to include in the Planning District 3.	With the redevelopment of the former school site and the reinvestment in the apartment complexes as well as the Presbyterian office building, this Master Plan only pertains to redevelopment at the Hamline Shopping Center site, which at one time had an approved plan for a senior-housing project.
McCarron's Neighborhood Master Plan	2005	No	Yes	Yes/No	Construction was begun on the Guptil property, which was the primary focus of this plan.	N/A	N/A	N/A	This is not a master plan as defined by the Comprehensive Plan. Its primary focus was site specific—the Guptil property—that development has since begun. There are recommendations for the area near this site, but there is no general land-use plan to illustrate the recommendations.

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**EXTRACT OF MINUTES OF MEETING
OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 17th day of May, 2010, at 6:00 p.m.

The following members were present:

and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No. XXXXX

Addressing Pre-2009 Master Plans in the 2030 Comprehensive Plan

WHEREAS, the City of Roseville 2030 Comprehensive Plan, which was adopted by the City Council on October 26, 2009, defines a master plans as “general land-use plans prepared and adopted by the City for specific geographic areas as the result of City-initiated study or analysis, and does not include project-specific redevelopment detail plans.”

WHEREAS, the Comprehensive Plan sets forward a process for the City Council to review and determine whether each one of the master plans should be addressed in the Comprehensive Plan.

WHEREAS, the City Council has identified three plans adopted prior to 2009 that meet the Comprehensive Plan definition of a master plan;

WHEREAS, the City Council has analyzed each of these plans in relationship to the 2030 Comprehensive Plan and determined that the Comprehensive Plan adequately addresses each of these plans.

NOW, THEREFORE, BE IT RESOLVED, that the 2030 Comprehensive Plan adequately addresses the master plans adopted prior to 2009 and no further actions to incorporate these plans into the Comprehensive Plan are needed.

The motion for the adoption of the foregoing resolution was duly seconded by Member

, and upon a vote being taken thereon, the following voted in favor thereof:

46

47 and the following voted against the same: none.

48

49 WHEREUPON said resolution was declared duly passed and adopted.