



## Legislation Text

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**File #:** 18-046, **Version:** 1

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**City Council Meeting Date:** January 16, 2018

**To:** Mayor and City Council

**From:** City Administrator, Ben Martig  
Chris Heineman, Community Development Director

**Subject:**

Consider Establishment of a Northwest Area Land Use Consultant and Process Advisory Committee.

**Action Requested:**

The City Council approves establishing Northwest Area Land Use Consultant and Process Advisory Committee and appointing the following members: Fred Rogers (Hospital Board); Jan Hanson (St. Olaf); Brent Nystrom (Housing & Redevelopment Authority); Tracy Heisler (Planning Commission); Will Schroeer (Planning Commission); Betsey Buckheit (Planning Commission); Greg Colby (City Council); Jessica Peterson-White (Economic Development Authority, City Council); and Mayor Rhonda Pownell, Committee Chair (Economic Development Authority, City Council).

**Summary Report:**

Mayor Pownell is recommending Council appointments of the individuals as listed in the “Action Requested” section above. The background from the prior work session that council discussed, and did not have any additional direction on, is included in the memo that follows. Additionally, the tentative timeline at the end of the memo has also been added.

*Background Provided At Work Session*

In 2017, the City Council initiated a comprehensive Strategic Planning process resulting in six strategic priorities for 2018-2020. One of these strategic priorities was economic development which included a desired outcome of expanded commercial and industrial tax base. One of the strategic initiatives under this desired outcome is to develop a new growth plan and increase the availability of commercial and industrial land. This relates to building opportunities for both existing business expansion and new business attraction.

In a spirit of collaboration, an initial step being recommended by staff and Mayor Pownell is to have a small group of representatives from the Council, applicable advisory boards, and some targeted key stakeholders to meet with staff to explore options for consulting services and processes to facilitate working toward a shared vision. This advisory group would not have any expected responsibilities beyond exploring the process, who may be appropriate to assist in that process review, and making that recommendation to the City Council.

The membership contemplated would include representatives from the Economic Development Authority, Planning Commission, Housing and Redevelopment Authority, Hospital Board and City Council. Additionally, a representative from St. Olaf is suggested to be an appropriate key stakeholder as a significant property owner of contiguous agricultural areas within the City limits that are identified in their adopted Framework Plan as

potential future non-college development areas. Ultimately, a smaller group of maybe 5-7 total representatives is suggested to keep the membership at a reasonable level. Staff would suggest following a similar past process that would have the Mayor appoint and Council confirm the membership.

Staff is not expecting the future work to include substantial new comprehensive studies but rather being more narrowly focused and building off what has been completed. Staff will be seeking any clarifications and feedback from the Council on this proposed process.

**Alternative Options:**

None.

**Financial Impacts:**

There are no costs associated with this process review. Any recommendation coming forward from the Advisory Committee would include costs estimates and proposed source funding.

**Tentative Timelines:**

- January 16 - consent agenda this evening consider committee and appointees
- April 2018 (or prior) - Report back from Northwest Area Land Use Consultant and Process Advisory Committee.
- July 2018 (or prior) - Goal of Council Approved Common Vision for the Northwest Area.