

**COMPREHENSIVE PLAN STEERING COMMITTEE
MEETING SUMMARY
May 7, 2007
5:00 p.m.—6:30 p.m.
Shady Oak Room
Minnetonka Community Center, Upper Level**

Steering Committee:	Mayor Jan Callison	David Nichols
	Lee-Hoon Benson	Cathy Rude
	John Cheleen	Sue Sjeklocha
	Jim Couling	Blaine Waters
	Janet Dupre	Terri Yearwood
	Chris Meehan	

Project Manager: Ann Perry, Resource Strategies Corporation

City Staff:	Geralyn Barone	Julie Wischnack
	Ron Rankin	Elise Durbin

1. Introduction and Welcome.

Mayor Callison welcomed the group to the meeting. Introductions were done.

2. Accept April 12 Meeting Summary.

The committee accepted the meeting summary with one change.

3. Comprehensive Plan Orientation and Work Program.

Perry explained a comprehensive plan is a long range plan for how the community grows or redevelops, and reflects the community vision by containing goals and policies to achieve the vision. She said the city uses the comprehensive plan through many implementation strategies.

Perry said Minnetonka's first comprehensive plan was completed in 1962. In the 1970's many plans were done, one to guide sewer and water installation and several area plans including Highway 7/101 and Highway 12. Perry said the 1981 comprehensive plan centered on maintaining the single-family character of existing neighborhoods. Perry said the 1999 comprehensive plan focused on 15 geographic areas.

Perry said the 1975 Land Planning Act requires the Metropolitan Council to have communities update their comprehensive plans every 10 years. She said this comprehensive plan update due in 2008 looks out to 2030. Perry said it must conform to the Metropolitan Council's regional framework. She said the Metropolitan Council has designated Minnetonka as fully developed and is to have an overall net housing density of three to five units per acre. Perry said the Metropolitan Council issues a system statement for each city, which includes items such as density, sewer capacity, population and employment forecasts that are to be abided by.

Perry reviewed the work plan for the steering committee.

4. Discussion of Community Values.

Barone said the committee is to review the updated values and make a recommendation to the City Council. She said the values are the underlying basis of the comprehensive plan.

Under Natural Resources, Sjeklocha said the wording "encourage green technology and energy conservation" needs to be stronger. Yearwood agreed, and said the city should be a leader in this. Callison thought this fit better under the Development value.

Barone said the Public Safety value was important to keep, despite the lack of comments.

Barone said some components under Transportation were deleted, but are there in another form. Nichols said “improve and support regional and intra-community transportation links” contains a lot of jargon. Barone replied the city is part of a larger transportation system and cannot function on its own. Callison said “enhance resident and business mobility” is similar. Perry responded it is missing the leadership part the other has. Barone said “improve and support regional and intra-community transportation links” will be replaced with the previous wording of “meet local and regional needs through leadership and collaboration”.

Callison said Development received many comments. Cheleen said the word “affordable” should be included and expected. Barone suggested rewording to “promote a quality and affordable life-cycle housing stock”. Callison suggested moving “manage growth while respecting the natural environment” to Natural Resources.

Barone confirmed re-wording the green technology phrase to “promote green technology and energy conservation” and move it to Development. Meehan suggested including the word “sustainable”. Waters proposed “promote green technology and sustainable development”.

Under Building Community, Sjeklocha suggested embracing history be included in “embrace our proud past, cultural heritage and growing diversity”. Yearwood asked how “play a leading role in local, metro and national partnerships” fits. Callison questioned if this fits at this level.

Barone said staff will review the comments and make the changes for approval by the City Council at their May 21 meeting.

5. Discuss and Adopt Community Involvement Framework.

Perry said when the City Council looked at the comprehensive plan process they wanted strong public involvement. She reviewed the elements of the community involvement framework: open houses, city boards/commissions, *Minnetonka Memo*, web page, topical focus groups and geographic focus groups.

Rude said there are changing racial demographics and an increasing number of languages in the community. Perry said there will be a focus group with the schools and social service agencies. Benson said it is important to include young adults as well.

Sjeklocha said there needs to be ways for spontaneous reaction. Callison suggested going to events, rather than having the public come in. Couling suggested going to parks to gather information and to educate by throwing out bits and pieces at a time. Dupre suggested going to schools. She said it must be specific information that is brought to them. Yearwood asked how what the city has learned from past projects can be incorporated.

Sjeklocha suggested using the public access channel and *Sun Sailor*. Yearwood added an in-depth article in the *Sun Sailor* about the comprehensive plan should be done. Sjeklocha suggested using the term “Minnetonka Plan” rather than comprehensive plan.

6. Discuss Bus Tour

The committee will participate in a bus tour to see different areas of the city on May 23.

7. Adjournment.

The meeting adjourned at 6:30 p.m.