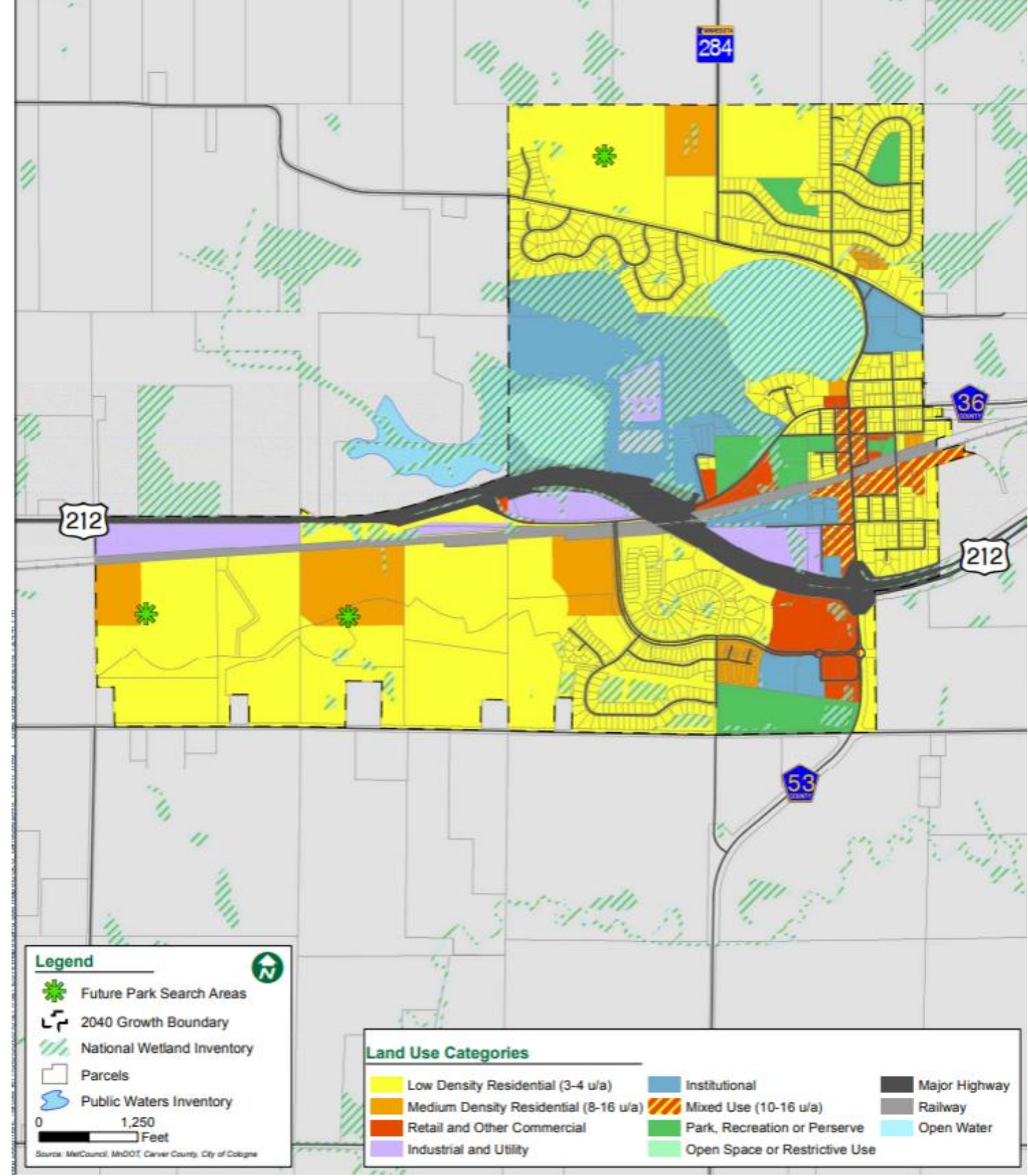


# Community Conditions and 2040 Comp Plan



# 2050 System Statement and Community Profile Review



- System statements explain the implications of metropolitan system plans for each community in the region
- Intended to help communities prepare or update their comprehensive plan.
- Community profiles contain key information and trends about the city or township, including charts and data on population, employment, income and poverty, housing, commuting, land use and development.

# Reflections on 2040 Comp Plan

- What is your impression of the 2040 Comp Plan?
- Is it used in local decision making?
- Do you think the 2050 Plan should be similar or a big update?
- What has changed since the last cycle?

# Existing Community Conditions

- How much has changed since the 2040 plan?
- What are the biggest topics or issues this community is facing?
- Are there any changes happening at the local, county, or regional level that are impacting the community?

# Community Engagement



# Community Engagement



## Timeline

- The Work Group is expected to complete 3 community engagement events or opportunities
  - Meeting 1 – Nov/Dec 2026/Jan 2027
  - Meeting 2 – Jan/Feb/Mar 2027
  - Meeting 3 – Mar/Apr/May 2027

## Focus on topics in the comprehensive plan:

- Visioning – How does the community want to see itself in 20 years?
- Priorities and Goals – What is most important
- Underrepresented populations – Who do you NOT usually hear from, and how might they be meaningfully reached during engagement?

# Methods and Documentation

- What are good opportunities to get input from community members over the next 9 months?
- Met Council staff can help you think through the format, topics, and logistics.
- Documenting outcomes of engagement



# Next Steps



# Next steps to prepare for community input



## Work Group

- Identify date for next work group meeting, and determine how often group will meet
- Develop community engagement process, timeline, and materials
- Begin engaging community and documenting outcomes to share with Met Council staff

## City staff/consultants

- Compile and send any background information to Met Council staff
- Act as point of contact for Work Group and Met Council staff

## Met Council Staff

- Continue to assemble background information and data
- Assist with planning and preparing materials for community engagement, as needed
- Begin drafting minimally required comp plan elements

# Questions and Wrap Up



# Thank you

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# SMALL COMMUNITIES PLANNING PROGRAM

A 2050 Comprehensive Plan assistance program of the Metropolitan Council for eligible small communities in the Twin Cities region

## PROJECT INITIATION GUIDE



August 2026

The Met Council's mission is to foster  
efficient and economic growth for  
a prosperous metropolitan region.

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## Metropolitan Council Members

|                  |            |                 |             |
|------------------|------------|-----------------|-------------|
| Robin Hutcheson  | Chair      | Diego Morales   | District 9  |
| Judy Johnson     | District 1 | Peter Lindstrom | District 10 |
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The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Met Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor.

On request, this publication will be made available in alternative formats to people with disabilities. Call Metropolitan Council information at 651-602-1140 or TTY 651-291-0904.

**Introduction**

This guide is an overview of the Met Council’s new Small Communities Planning Program. It outlines key project activities and milestones and the collaboration that will occur between the community and the Met Council project team.

**Program Guide Contents**

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**Program Overview**

The Small Communities Planning Program offers a high level of comprehensive planning assistance to support some of the smallest communities in the region with their 2050 Comprehensive Plan updates. Participating cities and townships will work collaboratively with program staff from the Met Council’s Local Planning Assistance team to update their local comprehensive plan. Program staff will focus on the technical work of collecting information, data, creating maps, and producing and writing the plan. Local governments with input from community members will lead the community visioning, priority setting, and strategic direction to guide the community through the year 2050.

Communities eligible for the program are identified on this [map](#) and [list](#).

**Program Contact**

For more information about the program, contact Merritt Clapp-Smith, Planning Analyst on Met Council’s Local Planning Assistance team ([merritt.clapp-smith@metc.state.mn.us](mailto:merritt.clapp-smith@metc.state.mn.us) or 651.602.1567).

## Small Communities Planning Program Schedule

The preparation of 2050 Comprehensive Plans under the Small Communities Planning Program will occur between mid-2026 and mid-2028, with a goal of having completed plans ready to submit for Met Council review by end of May 2028. There is no requirement or guarantee that all work and Plans will be completed within this timeline, due to circumstances which may arise beyond the control of the Met Council program team or participating community partners. However, all efforts will be made in good faith by Met Council staff and consultants and community representatives to proceed with activities as outlined in the following schedule.

### Program Phases, Activities, Roles and Schedule

- I. Small Communities Planning Program Participation Contract - April to August 2026**  
COMPLETE
- II. Project Initiation and Background Information – August to November 2026**
  - a. Project Initiation Meeting (Met Council [MC] & Local Staff/Reps) – Aug/Sept 2026
  - b. Prepare community data and trends (Met Council) – Aug/Sept/Oct 2026
  - c. Provide initial local data, i.e. plans, ordinances, GIS and establish timeline for assembling other local data (engagement results, etc.) (Local Staff/Reps) – Aug/Sept/Oct 2026
  - d. Project Kickoff Meeting w/ Work Group (MC & Local Workgroup) – Sep/Oct 2026
    - i. Discuss 2040 Plan and key updates
    - ii. Review 2050 Plan Minimum Requirements & Plan preparation
    - iii. Discuss schedule & community engagement
  - e. Identify community engagement plan (Local Workgroup) – Sep/Oct/Nov 2026
    - i. ...
- III. Community Engagement – September 2026 to June 2027**
  - a. Identify 2050 Plan priorities and issues (MC & Local Workgroup) – Sep/Oct 2026
  - b. Prepare for community engagement (Local Workgroup) – Oct/Nov/Dec 2026
  - c. Community engagement (Local Staff/Reps)
    - i. Meeting 1 – Nov/Dec 2026/Jan 2027
    - ii. Meeting 2 – Jan/Feb/Mar 2027
    - iii. Meeting 3 – Mar/Apr/May 2027
  - d. Community engagement - other methods (Local Staff/Reps) – Nov 2026 to Jun 2027
- IV. Plan Elements: Land Use, Housing, Transportation, Parks & Rec, Water & Wastewater, Natural Systems & Climate – Sept 2026 to Aug 2027**
  - a. Prepare community data and trends (Met Council) – Sep to Dec 2026
  - b. Identify opportunities & issues (Local Workgroup) – Sep to Dec 2026
  - c. Engagement to identify priorities (Local Staff/Reps) - Oct 2026 to May 2027
  - d. Summarize priorities from engagement (Met Council) - Nov 2026 to May 2027
  - e. Comp Plan Chapters - Draft 1 (Met Council) - Dec 2026 to Apr 2027
  - f. Comp Plan Chapters - Review Draft 1 (Local Staff/Reps) – Mar to Jul 2027

g. Comp Plan Chapters - Draft 2 (Met Council) – Jun/July/Aug 2027

**V. Plan Draft, A & A Review, Final Plan & Authorization – August 2027 to October 2028**

- a. Final Draft 2050 Comprehensive Plan (Met Council) - Aug/Sep 2027
- b. 6-month Adjacent and Affected Review (Other jurisdictions) - Oct 2027 to Mar 2028
- c. Internal Met Council Reviews (Met Council) – Oct/Nov 2027
- d. 2050 Comprehensive Plan – revisions (Met Council) - Mar/Apr 2028
- e. 2050 Comprehensive Plan - local review (Local Staff/Reps) – Mar/Apr 2028
- f. Public Hearing on 2050 Plan (Local Officials) Apr/May 2028
- g. Local Resolution Re Plan Submittal (Local Officials) – Apr/May 2028
- h. Met Council staff review Plan (Met Council) – May to Aug 2028
- i. Potential revisions based on comments (Local Staff/Reps) - Jun-Sep 2028
- j. Met Council Plan Authorization (Met Council) - Sep-Nov 2028

## Program Responsibilities, Project Phasing, and Deliverables

### Met Council Responsibilities, Project Phasing, and Deliverables

Met Council Program staff and consultants will focus on the technical work of collecting information, data and maps, and producing and writing the plan. Staff will interact regularly with the community project leads and Work Group, while providing modest support for community engagement.

#### Project Initiation and Background Information Phase (July – November 2026)

1. Identify a Met Council project lead and other staff who will be the direct points of contact for the community regarding the 2050 Comprehensive Plan update. Maintain responsive, consistent communication throughout the project.
2. Develop a general work plan and schedule for preparing the 2050 Comprehensive Plan update in conjunction with identified project lead(s) from the community. The work plan and schedule will identify major activities, deliverables, and milestones for Met Council staff and the community.
3. Collect community specific data and information to address applicable minimum requirements for the 2050 Comprehensive Plan Update as contained in the [Local Planning Handbook](#).

#### *Deliverables*

- ✓ Copy of completed Program application and Program Contract.
- Data about the community based on recent Census, the American Community Survey, and other Met Council information resources. To be provided during the early research phase of the project.

#### Community Engagement and Planning Phase (September 2026 – August 2027)

4. Use community-specific Minimum Requirements to address the topics of land use, housing, transportation, water resources, parks and trails, climate, and natural systems. If needed, engage with identified municipal consultants, technical contacts, local experts, or others identified by the community who have specialized knowledge in one or more of the topic areas, as agreed upon by the community project lead(s).
5. Participate in three (3) joint meetings with the community's 2050 Comprehensive Plan work group and Program staff at project kick-off, mid-project, and during final plan drafting. Additional meetings can be held upon mutual agreement between the work group and Met Council staff as time and schedule allow.
6. Assist community project leads in considering the format, topics, and logistics for three locally led, community-sponsored meetings or workshops to inform and solicit input from community members on the 2050 Comprehensive Plan update.
7. Attend three public meetings in the community to provide information on the 2050 Comprehensive Plan update process. The meetings may be City Council, Town Board, Planning Commission, or work groups specific to the Comprehensive Plan update.

8. Make draft Plan materials available to the community for review consistent with the agreed upon work plan and upon request throughout the process.
9. Identify and respond to any issues of consistency with Met Council policy, conformance with regional system plans, and compatibility with plans of affected and adjacent jurisdictions towards a determination of “complete for review” by the Met Council. Make any revisions necessary to the Plan and discuss the changes with the community prior to submitting the final Plan.

#### *Deliverables*

- ☐ 2050 Comprehensive Plan outline and template for review by the local Comprehensive Planning Work group. To be provided during the early plan drafting phase of the project.
- ☐ Early draft of each 2050 Comprehensive Plan chapter for review by the local Comprehensive Planning Work group. To be provided throughout the project as each chapter is prepared.
- ☐ Full draft of 2050 Comprehensive Plan to be reviewed by local Comprehensive Planning Work group and local elected officials. To be provided at end of Plan drafting phase and prior to release for plan draft for 6-month Adjacent and Affected jurisdictions review.

#### **Plan Review and Finalization Phase (August 2027 – November 2028)**

10. Provide a full draft 2050 Comprehensive Plan update to the community for review by September 1, 2027. Attend a public hearing hosted by the community to solicit input on the draft plan.
11. Revise the draft Plan based on public hearing input and community feedback, with a revised draft ready for distribution to affected and adjacent jurisdictions by October 10, 2027, for the required 6-month adjacent and affected jurisdiction review.
12. Circulate the draft Plan for preliminary review by Met Council technical staff during the 6-month affected and adjacent review period.
13. Review comments and input from affected and adjacent jurisdictions and Met Council technical staff. Discuss potential updates to the Plan based on the feedback with the community’s 2050 Comprehensive Plan work group.
14. Revise 2050 Comprehensive Plan for final consideration and approval by the community, in preparation for formal Plan submittal to the Met Council by May 31, 2028.
15. After authorization of the community’s 2050 Comprehensive Plan by the Met Council and local plan adoption, provide two (2) printed copies and one (1) digital copy to the Plan to the community.

#### *Deliverables*

- ☐ Final 2050 Comprehensive Plan for community adoption and submission to the Metropolitan Council for review and authorization. To be provided after 6-month review and any final revisions to the Plan.

- Revised 2050 Comprehensive Plan, if Plan revisions are requested by Met Council reviewers prior to Met Council authorization.

## **Community Responsibilities, Project Phasing, and Deliverables**

Local government officials and community members will identify the community vision, priority setting, and strategic direction to guide the community through the year 2050, consistent with Met Council requirements and policies. The vision, priorities, and strategies will form the basis of the 2050 Comprehensive Plan update. The community will review and provide input on Plan drafts which will shape a final Plan reflective of community interests for local adoption.

### **Project Initiation and Background Information Phase (July – November 2026)**

1. Identify project lead(s) from the community that Program staff can communicate with, as reasonably needed, during plan development.
2. Identify a 2050 Comprehensive Plan work group to guide community conversations and engagement and to consider and review content prepared by Met Council Program staff for the Comprehensive Plan update. The work group may be composed of current elected and/or appointed officials, community staff or consultants, residents, businesspeople, organizational partners, or others the community thinks important. The work group will:
  - a. Participate in three (3) joint meetings with Met Council Program staff at project kick-off, mid-project, and during final plan drafting. Additional meetings can be held if needed and upon mutual agreement between the work group and Met Council staff if time and schedule allow.
  - b. Review and provide comments on the first draft and the final draft of the community's 2050 Comprehensive Plan update prepared by Met Council Program staff.
3. Identify key municipal consultants, technical contacts, local experts or others who have subject matter expertise that can help inform the Comprehensive Plan update. Met Council Program staff will only engage local consultants as directed by the community.
4. Provide community data or background information that may be relevant to the plan update, including history about the community, GIS data, recent records of zoning or ordinance updates, or other items. Private data or information that the community deems to be sensitive does not need to be shared or provided. Met Council program staff and local leads for the 2050 Comprehensive Plan update can discuss and identify relevant information and data in the early phase of program collaboration
5. Provide an editable, digital copy of the community's current Comprehensive Plan to Met Council Program staff, preferably in Microsoft Word or similar format.

### *Deliverables*

- ✓ Completed contract for the Small Communities Planning Program [Program], including signed copy of local resolution authorizing participation in the Program.
- ☐ Identified project lead(s) from the community.
- ☐ Identified 2050 Comprehensive Plan work group.
- ☐ Identified consultants, technical contacts, agency partners, or other subject matter experts that Met Council staff can engage with during Plan preparation.
- ☐ Local information, data and ordinances, if available, that may be relevant to the plan update, including history about the community, GIS data, recent records of zoning or ordinance updates, or other items.
- ☐ Editable, digital copy of the community's current 2040 Comprehensive Plan in Microsoft Word or similar format, if available.

### **Community Engagement and Planning Phase (September 2026 – August 2027)**

6. Host at least three (3) meetings or workshops for community members to discuss the future of the community and provide ideas and input that shape priorities and strategies for the 2050 Comprehensive Plan. Met Council Program staff can assist community project leads in considering the format, topics, and logistics for the events.
7. Hold a public hearing on the draft 2050 Comprehensive Plan to solicit input from the local community. Conduct any additional community engagement, public surveying, or community meetings.

### *Deliverables*

- ☐ Description of community led engagement events, meetings, surveys or other methods to solicit input on 2050 Comprehensive Plan topics and priorities, and summary of community input received.

### **Plan Review and Finalization Phase (August 2027 – November 2028)**

8. Send the draft 2050 Comprehensive Plan update to affected and adjacent jurisdictions for 6-month review (as required under MN Statute 473.858, subd. 2) by October 15, 2027.
9. Review the Plan and adopt a resolution authorizing submittal of the 2050 Comprehensive Plan to Met Council for review by May 31, 2028.
10. Adopt the final Plan after Met Council completes its review and authorizes local plan adoption.

### *Deliverables*

- ☐ Signed copy of local resolution authorizing distribution of the community's Draft 2050 Comprehensive Plan for the 6-month adjacent and affected jurisdictions review required under [MN §473.858 Subd. 2](#).
- ☐ Signed copy of local resolution authorizing submission of the community's updated 2050 Comprehensive Plan to the Met Council for review and authorization.

## Community Leads, Work Group and Resource People

During the project, various project leads and resource people from the community will engage in some way with preparation of the 2050 Comprehensive Plan. Below are anticipated contacts and resource people for the project.

### Community Primary Contact

This person will be the primary point of contact for Met Council staff throughout the project and can assist in directing project activities to other appropriate people.

### 2050 Comprehensive Plan Work Group

This group of 4-8 people will guide community conversations and engagement on 2050 Comprehensive Plan topics. Work Group members will help identify priorities and policies for the community's future and review draft 2050 Comprehensive Plan content prepared by Met Council Program staff. The Work Group will participate in three (3) joint meetings with Met Council Program staff at project kick-off, mid-project, and during final plan drafting. Additional meetings can be held if needed and upon mutual agreement between the work group and Met Council staff if time and schedule allow. The Work Group may be composed of elected and/or appointed officials, community staff or consultants, residents, businesspeople, organizational partners, or others the community thinks important.

### Key Staff, Consultants or Technical Contacts

These people are consulting staff to the community and local experts or others who have subject matter expertise that can help inform the Comprehensive Plan update. Met Council Program staff will only engage local consultants as directed by the community.

| Role                    | Name | Email/Phone | When to Contact                                               |
|-------------------------|------|-------------|---------------------------------------------------------------|
| Primary Contact         |      |             | For general project items                                     |
| Consulting Planner      |      |             | Re: Land use, housing, ordinances and general planning topics |
| Consulting Engineer     |      |             | Re: transportation, wastewater or water infrastructure        |
| Other staff/consultants |      |             |                                                               |
| Work Group              |      |             |                                                               |
| Work Group              |      |             |                                                               |
| Work Group              |      |             |                                                               |
| Work Group              |      |             |                                                               |
| Work Group              |      |             |                                                               |
| County staff            |      |             |                                                               |
| Watershed staff         |      |             |                                                               |
| ...                     |      |             |                                                               |
| ...                     |      |             |                                                               |

## Data and Background Information

The Met Council project team is prepared to work with whatever level of data and background information the community has available to share. Below is a list of information that communities or their consultants may have available, which would assist Met Council in preparing the 2050 Comprehensive Plan. It is anticipated that communities will have some but not all items. The items are grouped by general topic.

For each item in the list below, please indicate what data is available and in what format it exists. The Council will set up a file sharing system specific to each community, where communities can submit and receive files and information throughout the project.

### Land Use, Zoning and Ordinances

- ☐ Current 2040 Plan (including amendments) in Word or editable format, if possible
- ☐ Current local ordinances and zoning code
- ☐ Local Zoning Map (GIS, if possible)
- ☐ Existing Land Use Designations and Map (GIS, if possible)
- ☐ Existing Plans or Studies (small area plans, environmental reviews, policy plans, etc.)
- ☐ 2040 Future Land Use Data and Map (GIS, if possible)
- ☐ Land Use and Utility Staging Plan Data and Map (GIS, if possible)
- ☐ Map of local park and trails (GIS, if possible)
- ☐ Mississippi River Corridor Critical Area Plan (if applicable)
- ☐ Inventory of Historic Sites (Map, if possible)

### Transportation

- ☐ Transportation Corridor Studies (if present)
- ☐ List of local transit providers (not Metro Transit)
- ☐ Map of local transit network (not Metro Transit)
- ☐ Map of local and planned bike network and pedestrian network (GIS, if possible)
- ☐ Safe Route to Schools Plan (if present)
- ☐ ADA Transition Plan or Self-Evaluation

### Water and Wastewater

- ☐ Sewer System Data (GIS)
- ☐ Wastewater Facility Planning Reports (if applicable)
- ☐ NPDES (National Pollutant Discharge Elimination System) and SDS (State Disposal System) Permits (if applicable)
- ☐ SSTS (septic) Ordinances/Management Program
- ☐ Map of Private Communal Septic Systems (if present; GIS, if possible)
- ☐ Map of Individual SSTS (if present; GIS, if possible)
- ☐ Wastewater Service Agreements (if applicable)

- ☐ Water Service Agreements (if applicable)
- ☐ Emergency Water Service Agreements (if applicable)
- ☐ Local Surface Water Management Plan(s) (LSWM), including Drainage areas, Volume-Rate-Paths for stormwater runoff, and map of areas and elevations for stormwater storage (if not in LSWM)
- ☐ Joint Powers Agreements with local Watershed Management Organization(s) (if applicable)
- ☐ Local Climate Action Plan (if present)

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