

**CITY OF BAYPORT
CITY COUNCIL AND PLANNING COMMISSION
JOINT WORKSHOP MINUTES
COUNCIL CHAMBERS
December 4, 2017
4:30 P.M.**

CALL TO ORDER

The workshop was called to order by Deputy McGann.

ROLL CALL

Members Present: Deputy Mayor McGann, Councilmembers Hanson, Carlson, and Buckley, Planning Commissioners Beth Kelly, Coleen Siegfried, John Dahl, and Tom Triplett

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, Public Works Director Matt Kline, City Engineer John Parotti, and City Planning Consultant Dan Licht

BUSINESS

COMPREHENSIVE PLAN UPDATE

Consultant Planner Licht reviewed the premise of the 2040 Comprehensive Plan update process required by the Metropolitan Council, which is due December 31, 2018. He highlighted specific components of the plan, such as community designation, Municipal Urban Service Area (MUSA), growth projections, and housing, noting steps staff will take to address each topic. Consultant Licht also noted several milestone work tasks staff will undertake as part of the update process, including issues identification, policy planning, and refining land use and engineering system plans. He also reviewed the city's existing land use plan and future sanitary service area plan, noting that updates to these plans will play a critical role in helping to guide future development and the potential extension of utility services. Discussion and questions followed on growth projects, affordable housing, trail designations/connections, and orderly annexation from adjacent jurisdictions. Consultant Licht stated the next joint work session to review progress on the plan updates is tentatively scheduled for February/March.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Commissioner Dahl to adjourn the workshop at 5:37 p.m.