

Planning Commission Work Plan 2016 – 2018
THIS IS A WORKING DOCUMENT. ITEMS WILL BE COMPLETED AS
RESOURCES PERMIT



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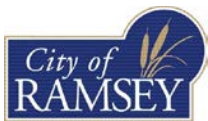
To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve budget preparation to identify operational efficiencies and cost-savings	Community Development/ Engineering	PC1.1 - Analyze development fees to ensure proper nexus to development impacts 	2018	2018	None	None	Multiple	<ul style="list-style-type: none"> Completion of System Plan Studies. Amended rates and charges as recommended. Part of Resilient Communities Project (RCP)
	Community Development/ Economic Development	PC1.2 - Create a policy to foster a business incubator facility 	2016	2018	TBD	TBD	TBD	<ul style="list-style-type: none"> Proper land use controls in place. Completed an analysis of appropriate sites. Completed an analysis of City's role. Part of RCP



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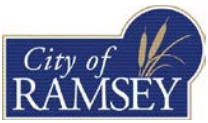
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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors	Engineering	PC2.1 - Conduct CSAH 5 Corridor Study (land use and traffic integrated) in cooperation with the County [Strategic Plan]	2018	2018	Professional services - \$50,000 (PIR) Anoka County Coordination Construction funds	None	B. Westby	<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018
	Engineering	PC2.2 - Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka [Strategic Plan]	2018	2018	Anoka County & MNDOT coordination Construction Funds	None	B. Westby	<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018
	Community Development	PC2.3 - Ensure correct address and street name standards	2016	2016	None	None	TBD	<ul style="list-style-type: none"> Corrected Street Name and Address Database
Create a diverse and robust offering of recreational opportunities	Community Development	PC2.4 - Develop Plan for future parks, trails, and open space capital improvements [Strategic Plan] [Comprehensive Plan]	2016	2017-2018 [Minimum requirements for Comprehensive Plan Amendment – broader plan in future years]	None	None	T. Gladhill	<ul style="list-style-type: none"> Completed Master Park and Trail Plan Update CIP Aligned with Parks Plan



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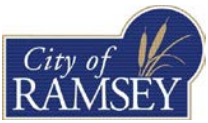
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve and maintain safety of the community	Community Development/Fire Department	PC2.5 - Expand and improve residential rental licensing program Strategic Plan	2017	2017 <i>Program approved by City Council. Implementation in Q2 2017.</i>	None	None	T. Gladhill	<ul style="list-style-type: none"> Cost Benefit analysis completed Improved property maintenance Improved landlord/tenant relationships Improved public safety response
		PC 2.6 – Ensure adequate telecommunications coverage	2018	2018	None	None	TBD	<ul style="list-style-type: none"> Revised telecommunications tower ordinance
Enhance Community Engagement	Community Development	PC2.7 - Increase engagement opportunities in future land use decisions Strategic Plan	2015	2018	Professional service dollars for technical support and analysis (forecasts, etc.) <u>\$32,000 Planning Grant awarded by Metropolitan Council.</u>	TBD	T. Gladhill	<ul style="list-style-type: none"> Adopt a citizen engagement framework for 2040 Comprehensive Plan update (Complete) Determine appropriate scale of update to the City's Comprehensive Plan (Complete) Complete required 2040 Comprehensive Plan update Clarified vision for the COR Tax Directed Planning Policy Comprehensive Transportation Plan



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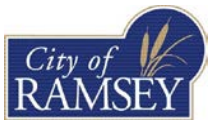
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Enhance Community Engagement	Community Development	PC3.1 - Create a walkable community in The COR that balances market realities 	2015	2016-2018	None	None	T. Gladhill	<ul style="list-style-type: none"> Completed Boards and Commissions Survey Completed Citizen Survey/Workshop Updated Development Plan
	Community Development	PC3.2 - Prevent erosion from damaging shoreline properties and reducing water quality along the Mississippi River. 	2015-2017	2016-2018 Phase 1 (Inventory) Complete!	\$5,000 in professional services	None	C. Anderson	<ul style="list-style-type: none"> Completed shoreline inventory through Anoka Conservation District. (Complete) Develop toolkit for stakeholders



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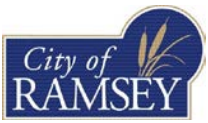
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	Community Development	PC3.3 - Create a community sign plan that focuses on community gateways and focal points. Strategic Plan 	<u>2017</u> Now part of <u>COR System Plan Effort</u>	<u>2018</u>	None	None	<u>Gladhill</u>	<ul style="list-style-type: none"> Revised zoning code Monument signage plan for the City completed Tenant panel distribution policy completed Funding and Priority Plan
Enhance Community Engagement	Community Development	PC3.4 - Enhance protection of wetlands during and after construction activities and ensuring adequately sized lots.	January, 2016	April, 2016 <u>Complete!</u>	None	None	L. Linton	<ul style="list-style-type: none"> Amend City Code per LRRWMO requirements for wetland setbacks.
	Community Development	PC3.5 - Create areas to support existing residential neighborhoods	2017	2017	None	None	T. Gladhill	<ul style="list-style-type: none"> Create Neighborhood Office District



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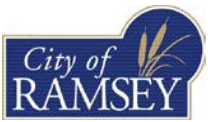
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
	Community Development	PC3.6 - Ensure timely completion of projects that do not disrupt the tranquility of residential neighborhoods	2018	2018	None	None	T. Gladhill	<ul style="list-style-type: none"> Establish policy for extensions of Building Permits.
	Community Development	PC3.7 - Create lifecycle housing that allows our aging population find housing without leaving our community. 	2016	Ongoing Partially Complete.	TBD	TBD	TBD	<ul style="list-style-type: none"> Facilitate the private development of a one-level housing product with common area maintenance.
Ensure long-term sustainability of Public Water System	Engineering	PC3.8 - Develop a Comprehensive Plan for City long-term water supply [Strategic Plan] [Comprehensive Plan]	2015	2017 <u>Complete!</u>	None	TBD	B. Westby	<ul style="list-style-type: none"> Updated Comprehensive Water Supply Study



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Strategic Imperative IV: An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Required	Tools	Responsible Party	Key Indicators/Metrics	Outcome
Continue to implement process improvement initiatives	Community Development	PC4.1 - Improve submittal process for the Lower Rum River Watershed Management Organization	2017 or as time permits in 2016	2017	None	None		T. Gladhill	• Revised Application Packet	
	Community Development	PC4.2 - Ensure safety and welfare of the community without creating burdensome and duplicative requirements.	2017 Note – business licensing policy may be undertaken by the City Clerk in 2016	2018 <u>Partially Complete!</u>	None	None		TBD	• Revised Variance Policy (2017) • Revised CUP Policy (2017) • Revised Business License Policy (2017)	
	Community Development	PC4.3 - Clarify development standards for the Flintwood Hills Neighborhood	2018	2018	None	None		C. Anderson	• Bulk Standard Matrix	