Agenda

City of Minnetonka

Study Session

Monday, Feb. 12, 2018

6:30 p.m.

Community Center Dining Room

1. Crisis communications overview
2. 2040 Comprehensive Guide Plan Update
3. Adjournment
4. Study session summary Jan. 29, 2018

The purpose of a study session is to allow the city council to discuss matters informally and in greater detail than permitted at formal council meetings. While all meetings of the council are open to the public, study session discussions are generally limited to the council, staff and consultants.
The purpose of this study session is to provide the council with an overview of the city’s crisis communications strategy.

The city’s crisis communications plan is built to support the National Incident Management System (NIMS), which is the command structure public safety teams around the country utilize when responding to incidents. Just as the NIMS command structure is built to ebb and flow with the needs of varying situations, the city’s crisis communications plan is built to be flexible depending on the factors of an incident.

Real-time communications tools, such as email, text message and social media, serve as the foundation to the city’s crisis communications response, and the plan utilizes different strategies depending on the severity of the situation. The plan is also built to ensure accurate, timely and consistent messages are distributed to the media.

SUMMARY

Though every crisis situation is different, a flexible communications strategy that is built to support the national incident response system allows city staff to distribute effective messages in a variety of situations. Staff will also provide tips for responding to media requests.

Submitted through:
  Geralyn Barone, City Manager
  Perry Vetter, Assistant City Manager

Originated by:
  Kari Spreeman, Communications and Marketing Manager
Joint Meeting of the City Council, Economic Development Advisory Commission, Planning Commission, and Park Board
Agenda Item #2
Meeting of Feb. 12, 2018

Brief Description 2040 Comprehensive Guide Plan Update
Recommendation Discuss the approach and provide feedback

Background
Preparation of the city’s 2040 comprehensive plan guide plan update is well underway. February marks the halfway point in the process to prepare, review and approve a plan. Every ten years, cities in the seven county metropolitan area are required by law to update comprehensive plans in conformance with the adopted regional plan, Thrive MSP 2040. Each city’s comprehensive plan is required to be submitted to the Metropolitan Council by the end of 2018.

The Comprehensive Plan Steering Committee appointed by the city council has continued to engage monthly in foundational topic areas of the comprehensive plan. As identified in the schedule below, these scheduled topical meetings which began in June 2017 will continue through May 2018. In the remaining months of this educational series, staff will begin to prepare plan drafts for review by the steering committee in the spring and summer. This is a summary of the monthly meetings. It is also listed on the city’s website at eminnetonka.com/2040guideplan.

- **June 21, 2017 – Kick-off Meeting**
  The kick-off meeting provided a first introduction of committee members to share their experience in Minnetonka. Staff overviewed the comprehensive plan process.
  - packet link
  - presentation slides

- **July 12, 2017 – Resiliency and housing preview**
  The steering committee rallied around the resiliency topic showing interest to incorporate the topic throughout the plan. Specific discussion and ideas regarding resiliency included green infrastructure, sustainable energy, sustainable green resources, adaption to a changing climate, economic investments, embracing technological advancements, the use and benchmarking of data, and communication and coordination.
  - packet link
  - presentation slides

- **August 23, 2017 – Housing**
  Marquette Advisors prepared the Housing Market Assessment that examines the city’s housing supply. Marquette Advisors presented highlights of the draft report to the steering committee.
  - packet link
  - meeting video

- **September 13, 2017 – Land Use**
  Land use is one of the more involved comprehensive plan topic areas. Steering committee members engaged in small group discussions to explore ideas for developing land use policies to address future population, household and employment projections.
  - packet link
• **October 11, 2017 – Transportation**  
The city’s transportation consultant, SRF, presented an overview of components the transportation plan will address. Committee members provided feedback on transportation policies.
  - **packet link**
  - **meeting video**

• **November 15, 2017 – Natural and Water Resources; Community Resiliency**  
City staff overviewed natural and water resources information, current and future issues, with the steering committee. Freshwater Society staff also previewed a workshop the committee would be engaged in at the January meeting.
  - **packet link**

• **December 13, 2017 – Economic Development**  
As a part of this optional plan element, students from the University of Minnesota prepared an economic development assessment for the city to consider.
  - **packet link**

• **January 17, 2018 – Community Resiliency**  
Through a grant with the Minnehaha Creek Watershed District, the Freshwater Society engaged the steering committee in a community resiliency workshop focused on adapting to climate change.
  - **packet link**
  - **presentation slides**
  - **meeting video**

• **February 21, 2018 – Land Use**

• **March 21, 2018 – Parks, Trails and Open Space**

• **April 18, 2018 – Recap/Review plan elements**

• **May 2018 – Recap/Review plan elements**

**Mid-process Community Outreach**

At the October 30, 2017 city council study session, staff presented outreach ideas to keep the public engaged in the comp plan process. The council affirmed that mid-process outreach was very desirable.

To better reach people in the community where they are in their daily lives, staff identified a number of opportunities for the public to drop-in for updates on the plan. The meetings are structured to reach a variety of people during the course of the day at a variety of places and events. These thirteen drop-in meetings provide a quick means to make a connection, get informed about the comprehensive plan process and provide input. The meetings are included in social media and the city’s website. Weekly reminders appear on social media. The following is posted on the city’s website.
Discuss Minnetonka’s future with city officials: Jan. 24–Feb. 28
The city is currently preparing its 2040 Comprehensive Guide Plan, which will provide a framework to guide development and redevelopment decisions in Minnetonka over the next 20 years.

Take advantage of one of the following opportunities to learn more about the comprehensive guide plan, ask questions and provide input.

Rise and Shine Coffee: Jan. 24–Feb. 28
Start your day with a cup of coffee and chat with city officials about the future of Minnetonka. The first 20 people will receive a complimentary cup of coffee.

- Wednesday, Jan. 24 | 7:30 – 9 a.m. | Caribou Coffee | 1444 Excelsior Blvd.
- Wednesday, Jan. 31 | 7:30 – 9 a.m. | Caribou Coffee | 3434 County Road 101
- Wednesday, Feb. 14 | 7:30 – 9 a.m. | Caribou Coffee | 1700 Plymouth Road
- Wednesday, Feb. 21 | 7:30 – 9 a.m. | Caribou Coffee | 10997 Red Circle Drive
- Wednesday, Feb. 28 | 7:30 – 9 a.m. | Dunn Bros. Coffee | 14525 Highway 7

Game Night: Jan. 31 and Feb. 7
Bring friends and family for an engaging evening of games and trivia. Who knew learning about the city could be so much fun?

- Wednesday, Jan. 31 | 5 – 7 p.m. | Unmapped Brewing Co. | 14625 Excelsior Blvd.
- Wednesday, Feb. 7 | 5 – 7 p.m. | Unmapped Brewing Co. | 14625 Excelsior Blvd.

On-the-Go Input: Jan. 24–Feb. 11
Stop by one of these events at your convenience to discuss the city and its future.

- Wednesday, Jan. 24 | 11 a.m.–1 p.m. | Minnetonka Community Center | 14600 Minnetonka Blvd.
- Friday, Feb. 2 | 6:30 p.m. | Minnetonka at Hopkins Boys’ Basketball Game | Lindbergh Center | 2400 Lindbergh Drive, Hopkins
- Wednesday, Feb. 7 | 11 a.m.–1 p.m. | Minnetonka Community Center | 14600 Minnetonka Blvd.
- Sunday, Feb. 11 | 12–3:30 p.m. | Kids’ Fest | Minnetonka Community Center | 14600 Minnetonka Blvd.
- Wednesday, Feb. 14 | 11 a.m.–1 p.m. | Ridgedale Center Rotunda | 12401 Wayzata Blvd.
- Friday, Feb. 16 | 6:30 p.m. | Eden Prairie at Minnetonka Girls’ Basketball Game | Minnetonka High School | 18301 Highway 7
- Wednesday, Feb. 21 | 11 a.m.–1 p.m. | Minnetonka Community Center | 14600 Minnetonka Blvd.

Subscribe for email/text notifications about the Comprehensive Guide Plan update at eminnetonka.com/2040guideplan. For more information or questions, contact the planning division at 952-939-8290.

Although the turnout has not been overwhelming to date, each meeting has had a number of people who came specifically to talk about the comprehensive plan and community happenings.
Friday, Feb. 2\textsuperscript{nd} On-the-Go Input at Hopkins v. Minnetonka H.S. Boys Basketball game

A few handouts, including a Minnetonka Trivia exercise, have been prepared for this outreach to help people better understand what is involved in the comprehensive plan update (see attached).

**Preparation of draft plan elements**

As the educational work with the steering committee looks to wrap up over the next few months, the next stage is plan element drafting. Drafts of the following plan elements are underway.

- Demographic and socio-economic
- Housing
- Transportation
- Water Resources
- Economic Competitiveness
- Community Resiliency

In particular, the city has been working with Barr Engineering to update the 2018 Water Resources Management Plan (WRMP), which will also be the foundation for the water resources portion of the 2018 Comprehensive Plan. The draft WRMP reflects new regulatory mandates from the Minnesota Pollution Control Agency, the four watershed management organizations within the city, and the Metropolitan Council. Additionally, the plan includes updated goals, policies, and implementation tools and strategies (see attached).

The 2018 WRMP is designed to manage wetland protection, water quality, flood control, groundwater protection, and erosion/sediment control. When approved by reviewing agencies and adopted by the city, the 2018 WRMP will be used to guide development, city roadway and utility projects, and other water resource oriented activities.

City engineering staff has reviewed the components of the WRMP with the Comprehensive Plan Steering Committee. The draft 2018 WRMP is nearly complete, and will be submitted later this month to the different reviewing agencies for their approval.

The major components of the draft 2018 WRMP will be presented at the study session, and a summary is attached. Copies of the entire draft 2018 WRMP are available for review at the engineering department office.
Over the next few months as the steering committee provide additional insights, draft work will begin on the remaining elements. They include:

- Land Use
- Parks, Trails and Open Space
- Infrastructure
- Implementation

There are some clear themes emerging from the steering committee that is beginning to shape the direction of the plan. Strong areas of interest include community resiliency in the way Minnetonka responds to climate change, population and household growth, protection and enhancement of natural resources and mobility about the city.

**Continued Public Outreach**

The drafting stage is where continued outreach will occur. The outreach will be needed to affirm the plan direction reflects community desires. When the plan is in detailed draft form, the formal engagement process will follow to review plan language and any proposed land use changes (public meetings, hearings, etc.) It is anticipated the draft plan will incorporate a number of traditional and more innovative means to gather public input.

Prior to public input, staff is proposing an additional joint meeting with the council and boards and commissions to overview the draft plan. Tentatively, a review meeting could be held in August. These input meetings should be held prior to formal public hearings at the planning commission and city council. The table below provides a more definitive timetable to the plan preparation, public input and review process.

*Continued to next page*
Subject: 2040 Comprehensive Guide Plan Update

* This is a tentative schedule subject to adaptation and change

**Group exercise**

There are two goals for Monday’s meeting. The first is to provide an overview of the work completed to date for the comprehensive plan and specifically, the water resources management plan. Any feedback on the discussion questions below is appreciated.

Secondly, staff will engage in a group exercise to provide specific feedback on future policy direction for two of the more significant plan elements - land use and the parks, trails and open space chapters. To help prepare for this exercise a number of resource and background materials are included in the links below.

- [2030 Land Use Plan](#) (current comprehensive plan)
- [2030 Parks, Open Space and Trail Plan](#) (current comprehensive plan)
- [Comprehensive Plan Steering Committee meeting – Sept. 13, 2017](#) (topic: land use)
- [Comprehensive Plan Steering Committee meeting – Nov. 15, 2017](#) (topic: Natural and Water Resources)

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Discussion Questions

- Does the group have any feedback regarding the draft water resources management plan?

- Does the group have any specific ideas about public input prior to the formal adoption process?

- Does the group have any other feedback?

Submitted through:
  Geralyn Barone, City Manager

Originated by:
  Loren Gordon, AICP, City Planner
  Julie Wischnack, AICP, Community Development Director
  Tom Dietrich, Water Resources Engineering Coordinator
  Will Manchester, Director of Engineering
What is a Comprehensive Plan?

A comprehensive plan is the primary document used to guide city policy decisions. It includes a compilation of policies, goals, standards and maps for guiding the physical, social and economic development, both public and private, of the municipality and its environment. By law, all cities in the Twin Cities metro are required to update their comprehensive plan every ten years to be consistent with metropolitan area system plans. This comprehensive plan update looks forward to the year 2040.

What is Minnetonka doing to update its plan?

In May 2017, the city council appointed a steering committee to help guide preparation of the comprehensive plan. The steering committee is currently reviewing information and providing input on topical areas of the plan.

What is important to the city in this update?

Identifying community issues and strategizing ways to address these issues is an overarching role of the comprehensive plan. As a precursor to the update, in 2016 the city undertook a community visioning process, Imagine Minnetonka, to better understand what residents want. The 576 ideas residents identified are grouped into three clear themes known as the “3 C’s” - Connection, Character, or Citizens. More information on Imagine Minnetonka can be found on the city’s web site: https://eminnetonka.com/imagine-minnetonka

Many issues identified in the current comprehensive plan continue to be important for this update in addition to themes from Imagine Minnetonka. The steering committee has reinforced many of these themes - increasing diversity, aging in place, mobility for cars, bikes and pedestrians, re-investment in aging infrastructure, adapting to climate change, affordable housing, maintaining quality school districts, natural resource and open space.

A few important facts:

By 2040, the Metropolitan Council projects Minnetonka will add about 10,000 residents and 5,500 households. That represents a 20 percent population increase over the next 20+ years. (from 52,700 to 61,500)

Between 2000 and 2013, Minnetonka attracted 2,300 residents of color.

In the three major Minnetonka school districts, there are between 40 and 42 languages spoken.

With almost no vacant land supply, nearly all new development in Minnetonka is redevelopment. This typically means new development can bring changes to the character and interactions of a neighborhood or place.
### COMPREHENSIVE PLAN SCHEDULE

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Additional community input on the draft plan will occur when the draft plan is ready during the summer of 2018. If you are interested in learning more about the city's 2040 comprehensive plan update, please visit: [https://eminnetonka.com/planning/comprehensive-guide-plan/2040-comprehensive-guide-plan](https://eminnetonka.com/planning/comprehensive-guide-plan/2040-comprehensive-guide-plan)

Thank you for choosing to be informed and engaged!
People
1. What is Minnetonka’s population?
2. How many people is Minnetonka projected to add by 2040?
3. How many households is Minnetonka projected to add by 2040?
4. In 1990, what percent of Minnetonka households are married families with children? In 2016?
5. In 1990, what percent of Minnetonka’s population was non-white? In 2016?
6. In 1990, what percent of Minnetonka’s population was below the poverty level? In 2016?
7. In 1990, what percent of Minnetonka’s population had a Bachelor’s degree or higher? In 2016?
8. In 1990, what was the average Minnetonka resident commute to work time? In 2016?
9. What city is the #1 workplace for Minnetonka residents?
10. What city is the #1 place of residence for Minnetonka workers?

Places
11. How many square miles does Minnetonka encompass?
12. What year did Minnetonka become a city?
13. How many public school districts are located in Minnetonka? Which has the largest geographic area in the city?
14. How many places of worship are in Minnetonka?
15. Total number of city parks?
16. What is the largest park?
17. Total acres of parks, open space and preserves?
18. Residential land uses comprise what percent of the city?
19. What is the largest water body in Minnetonka that is not Lake Minnetonka?

20. When did the Glen Lake Sanatorium open? When did it close?

21. For many years the Glen Lake Sanatorium treated patients with what disease?

22. Ty Abel’s Corner refers to what roadway intersection?

Government

23. Minnetonka nearly became two villages. What legal tool was used to keep it as one village?

24. Prior to the current city hall location at Minnetonka Blvd. and Williston Rd., where was city hall located?

25. Including the mayor, how many people serve on the city council?

26. How many ward councilmembers serve on the city council? How many at large?

27. How many residents serve on the planning commission?

Empirical

28. What is the average single family home sales price? All units?

29. How many affordable housing units did Minnetonka lose between 2010 – 2015?

30. What is the largest employer in Minnetonka?

31. How many miles of trails are in Minnetonka?

32. How many miles of Lake Minnetonka shoreline are located in the city?

33. The Williston water tower is how tall?

34. What is the size of Ridgedale Mall (in square feet)?

35. What is the tallest building in Minnetonka?
**Introduction and Plan Purpose**

The purpose of the city of Minnetonka’s Water Resources Management Plan (WRMP) is to provide a complete and intensive guide and reference for managing water resources, setting the course for the city’s management of the water resources and stormwater within the city of Minnetonka. The WRMP assists the city with policy decisions, water resource management, implementation priorities, regulatory program references, and capital improvement budgeting for water resource issues. The 2018 WRMP replaces the 2008 *City of Minnetonka Water Resources Management Plan*.

The WRMP acts as a standalone document that is incorporated into the *Minnetonka Comprehensive Plan* by reference. Complete details regarding the city’s stormwater and water resources direction and tasks can be obtained by referring to the WRMP itself. This document provides a summary of the WRMP and explains how the WRMP impacts land use planning and development within the city.

The WRMP is a local water management plan prepared in accordance with Minnesota Statute 103B.235 and Minnesota Rules 8410. The goals of the WRMP include those outlined in Minnesota Statute 103B.201 for metropolitan water management programs. According to statute, the purpose of water management programs is to:

- Protect, preserve, and use natural surface and groundwater storage and retention systems;
- Minimize public capital expenditures needed to correct flooding and water quality problems;
- Identify and plan for means to effectively protect and improve surface and groundwater quality;
- Establish more uniform local policies and official controls for surface and groundwater management;
- Prevent erosion of soil into surface water systems;
- Promote groundwater recharge;
- Protect and enhance fish and wildlife habitat and water recreational facilities; and
- Secure the other benefits associated with proper management of surface and groundwater.

Additionally, this WRMP aligns with the Metropolitan Council’s 2040 Water Resource Policy Plan that emphasizes integrating planning for wastewater, water supply, and surface water management. The plan includes surface water management strategies designed to:

- Reduce “nonpoint” and “point” source pollutant loads to receiving waters.
- Decrease stormwater runoff.
- Partner with state, federal, and local units of government.
• Work with stakeholders to promote protection of waterbodies.

Four watershed management organizations cover Minnetonka, each with its own governing body: the Bassett Creek Watershed Management Commission (BCWMC), the Minnehaha Creek Watershed District (MCWD), the Nine Mile Creek Watershed District (NMCWD), and the Riley Purgatory Bluff Creek Watershed District (RPBCWD). Figure 1 shows the jurisdictional boundaries of these four watersheds. Chapter 4 of the WRMP presents a detailed description of the watersheds and their individual plans. In addition to complying with Minnesota Statute, the WRMP meets the policies and requirements of these watershed organizations and their watershed management plans.

**Water Resources Regulatory History**

As state and federal laws have changed over the years, the role of the city in water resource management has also changed. The following paragraphs provide a brief history of some of these mandates.

In 1972, the U.S. Congress enacted amendments to the Federal Water Pollution Control Act to address the growing public awareness and concern for controlling water pollution. This act became known as the Clean Water Act (CWA). Amendments to the CWA in 1977 addressed “point source” facilities, such as municipal sewage plants and industrial facilities. The National Pollutant Discharge Elimination System (NPDES) became the program for regulation of point source pollution.

In 1987, the Minnesota legislature enacted laws to control polluted runoff, broadening attention from “point” source to “nonpoint” source pollution. “Nonpoint” source pollution refers to the movement of pollutants from land to water, typically in stormwater or snowmelt runoff from streets, lawns, construction sites, farms, etc. Also in 1987, state regulatory authority was delegated from the U.S. Environmental Protection Agency (EPA) to the MPCA.

In 1990, the EPA promulgated regulations establishing the Phase I Stormwater Program. The Phase I federal regulations required two general categories of stormwater discharges to be covered under a NPDES stormwater permit: (1) 11 regulated categories of industrial activity including construction activity that disturbs five or more acres of land; and (2) municipal separate storm sewer systems (MS4s) serving populations of 100,000 or more (including Minneapolis and St. Paul).

In 1999, the Phase II federal regulations were promulgated, which expanded the scope of the NPDES Stormwater Program to include smaller MS4s in urbanized areas, construction activities that disturb between one and five acres of land, and smaller municipally owned industrial activities.

In 2003, Phase II of the NPDES program began. Regulated parties under the Phase II program must develop stormwater pollution prevention programs to address their stormwater discharges and determine the appropriate pollution prevention practices or “best management practices” to minimize pollution for their specific site. Each of the three permit types—construction, industrial, MS4—has distinct requirements and some regulated parties may require more than one permit.

In 2006, the MPCA issued a new MS4 General Permit. The new permit identifies a group of 30 selected MS4 cities that must complete a pollutant loading assessment and a nondegradation report as part of their MS4 Storm Water Permits. These MS4s cities must assess the volume of total suspended solids (soil, sand and silt), phosphorus and water in
storm water runoff and establish a non-degradation plan to keep pollutant loadings at 1988 levels. The city of Minnetonka is part of this MS4 group.

The CWA also requires states to adopt water quality standards to protect the nation’s waters. Water quality standards designate beneficial uses for each waterbody and establish criteria that must be met within the waterbody to maintain the water quality necessary to support its designated use(s). Section 303(d) of the CWA requires each state to identify and establish priority rankings for waters that do not meet the water quality standards. The list of impaired waters, sometimes called the 303(d) list, is updated by states every two years.

In 2013, the MPCA reissued the MS4 General Permit shifting the focus from program development to measuring program implementation.

The above regulations and requirements have led to the following specific requirements for the city of Minnetonka and other similar cities:

- Preparation of the MS4 General Storm Water Permit Application and Storm Water Pollution Prevention Program (SWPPP).
- Preparation of a storm sewer infrastructure inventory.
- Preparation of the Water Resources Management Plan (WRMP).
- Preparation of future updates to the MS4 permit and WRMP to address impaired waters issues.

Background

The city’s 1982 Water Resources Management Plan established an integrated stormwater management system for the city and represented the city’s “first generation” plan. In 1999, the city developed the City of Minnetonka Water Resources Management Plan. The 1999 plan represented the “second generation” of water resource planning and took previous stormwater management efforts in the city a step further by integrating flood control with wetland and water quality needs. The city now operates under the “third generation” 2008 City of Minnetonka Water Resources Management Plan.

Water Resource Management Plan (WRMP)

The WRMP sets goals and policies for the city and its resources, provides data and other background information, outlines the applicable regulations, assesses city-wide and specific issues, and lists implementation tasks to achieve the goals. The WRMP also provides information regarding the funding of the implementation program.

The WRMP is organized into six major chapters as follows:

- Executive Summary
- Chapter 1 - Introduction
- Chapter 2 - Goals and Policies
- Chapter 3 - Physical Environment Inventory
- Chapter 4 - Watershed Plans
- Chapter 5 - Assessment of Issues
- Chapter 6 - Implementation Program
- Chapter 7 - References
Chapter 1 - Introduction

Chapter 1 outlines the main requirements of the current MS4 permit, many of which the city has already addressed, is in the process of addressing, or have been incorporated in the WRMP implementation program as high priority implementation items. The requirements include:

- Continued education and outreach, which includes educating the public on illicit discharge recognition and reporting in addition to other specifically selected stormwater issues to be emphasized during the permit term, and evaluation of the program to determine its effectiveness.

- Continued development and maintenance of the storm water system information/maps and pond, lake, and wetland inventories.

- Documentation of programs including written procedures for the various BMPs included in the SWPPP along with associated Enforcement Response Plans (ERP).

- Increased efforts for identification of illicit discharges, including incorporation into other municipal inspections/maintenance, training of field staff on illicit discharge recognition and reporting, identifying priority areas for illicit discharge detection, developing procedures for investigation, locating, and eliminating illicit discharges, and outlining spill response procedures.

- Adoption of post-construction storm water management programs including requirements for stormwater runoff volume control, Total Suspended Solids (TSS), and Total Phosphorus (TP). This also includes prohibition and limitation of infiltrating stormwater, and outlines mitigation requirements when TSS and TP cannot be managed on-site and legal mechanisms to ensure long-term maintenance of stormwater management practices.

- Continued development of facility inventories that contribute pollutants to stormwater discharges. This includes quarterly inspection of stockpiles/storage and material handling areas.

- Development of procedures and schedules to assess TSS and TP treatment effectiveness of stormwater ponds.

- Continued tracking of impaired resources that receive stormwater discharges from the city (based on the MPCA’s 303(d) list and completed TMDLs and applicable Waste Load Allocations (WLAs)).

- Development of a compliance schedule to achieve applicable WLAs, and annual reporting that demonstrates progress toward meeting the applicable WLAs.

As well as meeting the requirements of its NPDES MS4 Permit and other regulations, the City of Minnetonka actively and progressively manages stormwater to protect life, property, waterbodies within the city, and receiving waters outside the city. The Minnetonka WRMP establishes the blueprint for the city’s management of stormwater toward meeting this protection goal. The importance of waterbody protection, and the impacts that land use has on stormwater runoff quality, necessitates that the WRMP be considered as a basis for the Minnetonka Comprehensive Plan. The following summarizes important aspects of the WRMP that provide basis for this plan.
Chapter 2 - Goals and Policies

The WRMP states the City of Minnetonka’s goals and policies with regard to water resource protection. These goals and policies set one of the foundations for land use planning direction and implementation. Chapter 2 of the WRMP presents the city’s water resource goals and policies in detail. Water resource specific goals and policies are detailed in this chapter and include:

- **Water Quality**
  - Manage the water resources within the city, with input from the public, so that the beneficial uses of wetlands, lakes and creeks remain available to the community.
  - Manage water on a regional basis to protect designated waterbodies and meet applicable water quality standards, including pollutant reductions resulting from Total Maximum Daily Load studies (TMDL’s) and other water quality studies.

- **Creeks**
  - Maintain or enhance the natural beauty, public access and ecological function of creeks running through the city.
  - Minimize the rate and volume of stormwater runoff entering creeks.

- **Wetlands**
  - Protect and restore wetlands to improve or maintain their functions and values in accordance with the Minnesota Wetland Conservation Act and the city’s Wetland Protection ordinance.
  - Evaluate the current wetland classifications (function and value) to understand how it relates to impacts to properties.

- **Education and Public Involvement**
  - Involve and educate the residents of the city in water resource related issues.
  - Offer programs, educational opportunities and information that facilitate an understanding of water resource issues in the city and downstream.

- **Water Quantity and Flooding**
  - Manage the rate and volume of runoff entering rivers, creeks, lakes and wetlands within the city.
  - Manage floodplain areas to minimize the impact of flooding and protect the functions of the floodplain.
  - Protect the public from flooding through measures that ensure public safety and prevent inundation of occupied structures.
  - Minimize flooding potential while minimizing, to the greatest extent practical, the public capital expenditures necessary to control excessive volumes and rates of runoff.

- **Groundwater**
  - Protect groundwater quality and quantity to preserve it for sustainable and beneficial purposes.

- **Erosion and Sedimentation**
  - Prevent sediment from entering the city’s surface water resources.
  - Control the erosion and sedimentation in drainage ways within the city.
• Funding
  o Provide sufficient funding to implement measures and policies contained in this plan.
  o Promote efficiency in stormwater and surface water management roles through cooperation with the WMO’s and other applicable agencies.

Chapter 3 - Physical Environment Inventory
The city of Minnetonka contains abundant physical and water resources including more than 800 wetlands, several large recreational lakes, three major creeks, abundant wooded areas, parks, and recreational lands. Because of the early water management efforts of the city, these areas have been preserved from development and other pressures. Figure 2 shows the Minnesota Department of Natural Resources public waters and their distribution in the city. Chapter 3 of the WRMP presents a detailed description and maps of the physical attributes of the city and includes information regarding climate and precipitation, topography, soils, geology, groundwater, DNR public waters, wetland, surface water resource monitoring information, floodplain information, unique features and scenic areas, pollutant sources, and major basin and overall drainage patterns.

Water Resource Protection Approach
In Minnetonka, wetland protection is accomplished through a process that includes wetland inventory, classification, and planning. The wetland inventory identifies wetland vegetation, type, location, size, and approximate jurisdictional boundary elevations. Based on the inventory, the goals and policies of the city, local and regional input, and the susceptibility of the wetland to stormwater degradation, the city classified each wetland in terms of the desired level of wetland protection and the tolerable or desired hydrologic changes. Through a hydrologic and water quality analysis of each wetland the city assessed stormwater impacts. Finally, the city prepared a wetland management system that avoids, minimizes, and mitigates impacts consistent with individual waterbody classifications, while still achieving overall goals of flood control and water quality protection. The result is no net loss of wetland function and values. Figure 3 shows wetlands in Minnetonka and their management classification. Chapter 3 of the WRMP details the city’s wetland management system.

Historically, the city adopted a water quality classification system for designated waterbodies and wetland functions. This system was designed to preserve the beneficial uses of these waterbodies, and included evaluation of recreational uses, park areas, wildlife habitat, and sensitive areas. The four watershed organizations within the city also established their own methods of classifying water resources. In recent years, the Minnesota Pollution Control Agency (MPCA) has updated its water quality standards to include quantitative criteria for lakes and streams on a state-wide basis. The WRMP provides guidelines to meet or exceed all water quality related standards as established by the state and adopted by the watershed organizations for lakes and streams throughout the city. Chapter 3 of the WRMP details the city’s water quality protection system.

As with wetland protection and water quality, flood control planning depends on allocating flood storage in waterbodies with minimal impact to wildlife or water quality functions. The city uses its hydrologic/hydraulic model to evaluate stormwater storage needs in conjunction with wetland protection and water quality goals. A principal component of this WRMP will be the update of the city’s hydrologic/hydraulic model to accommodate the most current precipitation data, known as Atlas 14.
Chapter 4 - Watershed Plans

The city’s WRMP presents a summary of the four watershed plans that have jurisdiction with the City of Minnetonka. Chapter 4 of the WRMP presents a detailed description of the watersheds and their individual plans. As well as complying with Minnesota Statute, the WRMP meets the policies and requirements of these watershed organizations and their watershed management plans.

Ordinances and Development Review Process

Fundamental to the city’s water resource program is the continued implementation and enforcement of city ordinances. The WRMP calls for the city to continue its implementation of the following regulations and programs:

- Performance Standards ordinance, which includes provisions for erosion and sediment control, tree preservation, and steep slope protection (Minnetonka City Code Section 300.28).
- Wetland Protection ordinance (Minnetonka City Code Section 300.23).
- Floodplain District ordinance (Minnetonka City Code Section 300.24), regulating development within mapped floodplains. Figure 4 shows the FEMA mapped flood areas within the city of Minnetonka.
- Shoreland District ordinance (Minnetonka City Code Section 300.25), regulating development in shoreland areas.
- Subdivision ordinance (Minnetonka City Code 400).

In addition to the above regulations, the WRMP specifies strict stormwater design criteria for new and re-developments. Those criteria and a summary of the city’s ordinance and permit requirements are detailed in Appendix A of the WRMP.

The above ordinances and design criteria are often implemented through the city’s development review process. This process requires permits and/or approvals for land disturbing projects (including developments). Water resource or stormwater-related city permits and/or approvals include, but are not limited to, the following:

- Concept Plan Review
- Preliminary Plat Approval
- Final Plat Approval
- Land Alteration (Excavation and Fill) Permit
- Wetland or Floodplain Alteration Permit
- Wetland Conservation Act (WCA) Review and Approval

The city also informs developers and other project applicants regarding the requirements of the city, BCWMC, MCWD, NMCWD, RPBCWD, and other agencies as part of the above process. Within the MCWD, Minnetonka has water resource permitting authority for projects requiring a permit under the MCWD Floodplain Rules, the MCWD Stormwater Rules and the MCWD Erosion Control and Sedimentation Rules. Through the WRMP, the city intends to pursue permitting authority for water related projects within the NMCWD, RPBCWD and BCWMC in an effort to streamline the review and permitting process and eliminate duplicated efforts.
The city also uses the development review process to protect its drinking water source areas. Since the city’s groundwater supply has a high sensitivity and a high susceptibility to contamination, it is important that recharge areas be protected from contamination. In an effort to reduce the potential adverse affects of pollutants from surface infiltration, the WRMP directs the city to consider the Minnesota Department of Health’s *Evaluating Proposed Stormwater Infiltration Projects in Vulnerable Wellhead Protection Areas*, as amended, as guidance in evaluating all proposed stormwater projects within or adjacent to vulnerable portions of the Drinking Water Supply Management Areas (DWSMA). The city will also utilize additional pertinent information (when available) in determining the potential adverse effects of stormwater infiltration to the vulnerable DWSMA.

**Chapter 5 - Assessment of Issues**

Chapter 5 of the WRMP reviews a number of categories which include NPDES SWPPP, impaired waters, watershed organizations, Metropolitan Council, as well as citywide issues, and city-specific local issues, to identify areas that may potentially be of concern and allow the city to develop implementation for improvement. The issues range from controlling construction site runoff, to reducing sediment and phosphorus loading, identifying and improving impaired waters, managing flood risk, and identifying creek restoration and stabilization to name a few. The identification is then used in future citywide planning efforts to continue improvement and management of the city’s valuable resources.

**Chapter 6 - Implementation Program**

Chapter 6 of the WRMP describes the significant components of the city’s WRMP implementation program, including its NPDES Phase II MS4 permit, operation and maintenance of its stormwater system, education and public involvement, funding, ordinance implementation and official controls, and implementation priorities. Highlights of the implementation tasks include:

- Completion of city-wide hydrologic and hydraulic modeling for Atlas 14 rainfall data and development of the associated flood mitigation strategies.
- Fulfillment of the NPDES MS4 Permit requirements, including all the components of the city’s SWPPP and TMDL requirements.
- Review and revision of the city’s stormwater related ordinances to meet the standards of the BCWMC, MCWD, NMCWD, and RPBCWD watershed management plans and specific tasks required by the Watershed Management Organizations.
- Continued implementation of a comprehensive education program.
- Stormwater-related capital improvements.
- Extensive operational and maintenance activities.
- Summary of opportunities that have potential to strengthen the implementation of the WRMP.
Sources:
Public Waters from the Minnesota Department of Natural Resources.
Direction from the City of Minnetonka. Parcels from Hennepin County, Minnesota.

Sources:
- Bassett Creek
- Minnehaha Creek
- Nine Mile Creek
- Riley-Purgatory-Bluff Creek

Utilize/Manage 3

Flow Direction

Wetland Management Classification

City/MCWD
- Preserve/Preserve
- Manage 1/Manage 1
- Manage 2/Manage 2
- Utilize/Manage 3
- Not Classified

Subwatersheds

Drainage Subdistricts

Parcels (2017)

Minnetonka Boundary

Rivers and Streams

Lakes and Ponds

WMOs
- Bassett Creek
- Minnehaha Creek
- Nine Mile Creek
- Riley-Purgatory-Bluff Creek
Wiersum called the meeting to order at 6:30 p.m.

1. **Reports from City Manager**  
   City Manager Geralyn Barone announced that the staff report for mountain biking would be presented to the park board at their Feb. 7 meeting. A link to the Park Board packet will be emailed to the City Council.

   Barone reminded the council of the upcoming meeting schedule and that the annual legislative breakfast would be scheduled in mid to late February.

2. **Communications exercise amongst the council**  
   Insights Practitioner Dr. Jean Davidson led the council through a communication exercise using the Insights communication and discovery model. The council suggested continuing the Insights work once the Ward 3 seat is filled and a new councilmember is seated.

3. **Adjournment**  
   The study session adjourned at 9:03 p.m.

Respectfully submitted,

David Maeda  
City Clerk