

**WORTHINGTON CITY COUNCIL
SPECIAL MEETING**

**4:00 P.M. - Wednesday, June 26, 2024
City Hall Council Chambers**

A. CALL TO ORDER

B. CITY COUNCIL BUSINESS - ADMINISTRATION

1. Cannabis Licensing and Regulatory Authority

C. CITY COUNCIL BUSINESS - COMMUNITY DEVELOPMENT

1. Comprehensive Plan Implementation Action Items - Discussion

D. ADJOURNMENT

ADMINISTRATION MEMO

DATE: June 18, 2024

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

1. CANNABIS LICENSING AND REGULATORY AUTHORITY

In 2023, the State of Minnesota legalized recreational marijuana including retail sales, cultivation, and other businesses. There are State licenses and many specific requirements that must be adhered to for any retail sales, cultivation, etc. The State is targeting the beginning of 2025 to begin issuing the first retail licenses.

However, in conjunction with State issued licenses and requirements, there is significant authority granted to local governments with respect to licensing and other requirements (such as zoning regulations, amount of local licenses, hours of operation, distance/location requirements, and other powers).

Nobles County has extended an offer to enter into a joint powers agreement which would allow for the County to be the licensing and regulatory authority over the City. This would be similar to tobacco licensing.

City Council is asked to decide whether the City should retain licensing and regulatory authority over cannabis in the City or transfer those powers to Nobles County.

Staff recommends that the City retain licensing and regulatory authority over cannabis businesses in the City. Additional decisions will need to be made at later dates following this decision.

Council action is requested.

COMMUNITY DEVELOPMENT MEMO

DATE: June 18, 2024

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

1. COMPREHENSIVE PLAN IMPLEMENTATION ACTION ITEMS – DISCUSSION



Staff and the City's consultant, SRF Consulting Group have been working on significant portions of Our Worthington 2045 Comprehensive Plan. We have developed a plan outline and have now drafted objectives for each section along with implementation actions. The basic format of the plan will be as follows:

Chapter 1: Introduction
Chapter 2: Issues and Opportunities
Chapter 3: Goals and Policies
Chapters 4-10: Plan Elements
Chapter 11: Implementation

A significant element of the Plan, and the focus of the discussion will be the implementation action items. The implementation actions are developed based on community engagement, the earlier defined goals of the Plan, and the analysis work completed surrounding existing conditions and opportunities. These implementation actions are connected to each section of the plan along with the objectives for each plan element.

Staff will present all of this information in greater detail but for now, the current draft of the implementation action items can be seen in *Exhibit 1*.

Implementation Plan Format

Category	Description	How is this displayed?
Action Type	<p>Identifies the general action type from the following categories:</p> <ul style="list-style-type: none"> • Regulatory: development of policy or ordinance • Program: creation or maintenance of program • Planning: action that require additional planning or exploration for implementation • Guidance: general guidance to be considered during the decision-making process • Infrastructure: construction of infrastructure improvements 	<p>Notation of the type of action: Regulatory, Program, Planning, Guidance, or Infrastructure</p>
Complexity	<p>How complex is the implementation of the action?</p> <p>This category identifies the overall complexity for achieving success for each action. Factors that inform a low, medium, or high rating of complexity include cost, coordination with partners, and the completion of additional studies.</p>	<p>The level of complexity is provided on a scale of low, medium, and high, identified by the number of circles.</p> 
Benefit	<p>What is the overall benefit of the implementation of the action?</p> <p>This category identifies the overall level of benefit of the action for the community. Factors that inform a low, medium, or high benefit rating include those that directly support progress towards the identified goals and objectives.</p>	<p>The range of benefit complexity is provided on a scale of low, medium, and high, identified by the number of circles.</p> 
Lead Department	<p>Which Worthington city department will take the lean on completing the action?</p> <p>While other departments can assist, the lead department will take responsibility for completing and implementing the identified actions.</p>	<p>List of Departments</p>
Partners	<p>What partners can assist in carrying out the action?</p> <p>This category identifies partners that may support the implementation of this action. This is not meant to be an exhaustive list.</p>	<p>Potential partners have been identified by name.</p>

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Land Use	Update the zoning ordinance to reflect land use category changes, including density and district modifications.	Regulatory			Community Development	Planning Commission, City Council
Land Use	Update and reorganize residential zoning districts, including dimensional standard updates to promote a variety of housing types.	Regulatory			Community Development	Planning Commission, City Council
Land Use	Explore and pursue amendments to the zoning ordinance to support the commercial land uses and goals identified in the plan, including creating mixed-use allowances, updates to dimensional standards, and revisions to allowed and conditional uses.	Regulatory			Community Development	Planning Commission, City Council
Land Use	Utilize the phasing plan to guide growth in an efficient manner.	Guidance			Community Development	Planning Commission, City Council
Land Use	Prioritize infill, reuse, and redevelopment.	Guidance			Community Development	Planning Commission, City Council
Land Use	Integrate open space, trails, and greenways into development projects to promote a connected and walkable community.	Guidance			Community Development	Planning Commission, City Council, Parks, Developers

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Land Use	Evaluate connections between residential, commercial, and parks as new development is proposed to promote community connection.	Program			Community Development	Engineering
Land Use	Develop zoning category and process fact sheets to educate the public and property owners on regulations and process. Create in English and Spanish.	Guidance			Community Development	Administration
Land Use	Consider the development of a Downtown Plan to establish specific goals and implementation actions to enhance the downtown area.	Planning			Community Development	Administration, City Council, Business Owners
Land Use	Maintain active collaboration with Nobles County regarding future growth planning outside of City Limits.	Planning			Community Development	Administration, Nobles County
Land Use	Review the Comprehensive Plan every 5-years and assess minor updates. Develop a full update every 10-years	Planning			Community Development	All Departments, Community Partners
Housing	Establish city managed housing maintenance funding and assistance programs.	Planning			Community Development	Finance, EDA
Housing	Explore and consider adoption of regulations that allow development of alternative housing options, including tiny homes, accessory dwelling units (ADU), etc.	Planning/Regulatory			Community Development	Planning Commission, City Council

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Housing	Explore programs that support maintenance of rental housing in a state of good repair.	Program			Community Development	Finance, Landlords, EDA
Housing	Pursue housing maintenance education opportunities.	Planning			Community Development	Administration
Housing	As residential development is proposed, assess access to goods and services and identify the need to promote other development.	Guidance			Community Development	Developers, Planning Commission
Housing	Implement the recommendations of the housing studies.	Program			Community Development	
Housing	Coordinate with local and regional housing agencies to support housing development and access to all.	Planning			Community Development	City Council, HRA, Southwest MN Housing Partnership
Housing	Explore and implement development incentives (building height increase, lot coverage reduction, etc.) that could support the development of affordable housing development.	Policy			Community Development	Planning Commission, City Council
Housing	Develop a plan that encourages higher-density development options near existing infrastructure and amenities.	Planning			Community Development	Planning Commission, City Council
Economic Development	Maintain and enhance building façade grant programs.	Planning			Community Development	Finance

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Economic Development	Develop opportunities to overcome cultural barriers to business growth and expansion.	Planning			Community Development	Administration, City Council, Forward Worthington
Economic Development	Maintain the commercial building assessment maps and metrics to serve as a siting tool for future development.	Planning			Community Development	Administration
Economic Development	Monitor market changes within downtown and commercial corridors to understand market needs and opportunities.	Planning			Community Development	Forward Worthington, Local Realtors
Economic Development	Support existing business expansion.	Program			Community Development	Administration, EDA, City Council, Forward Worthington, WREDC
Economic Development	Support the redevelopment and reuse of existing commercial spaces.	Guidance			Community Development	Planning Commission, City Council
Economic Development	Develop a business incubator or co-working space.	Program			Community Development	EDA, City Council, Forward Worthington
Economic Development	Invest in high-speed internet access.	Program			Community Development	City Council, EDA

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Economic Development	Maintain a list of economic development tools and strategies that support growth and enhancement and regularly assess new tools and opportunities.	Planning			Community Development	Administration
Economic Development	Study the approach of shovel ready development program to promote investments in commercial spaces.	Planning			Community Development	Administration
Economic Development	Support revitalization of Downtown Worthington and include revitalization strategies within the Downtown Plan.	Planning			Community Development	Planning Commission, City Council, EDA, Downtown Business Owners
Transportation	Explore and establish pavement preservation tools and planning guidance to maintain the existing network.	Program			Engineering	
Transportation	Actively collaborate with MnDOT and Nobles County regrading regional transportation improvements.	Planning			Engineering	Community Development, Nobles County, MnDOT
Transportation	Implement the recommendations of the airport master plan.	Infrastructure			Public Works	Administration, Engineering
Transportation	Create a sidewalk and trail implementation program to fill system gaps and a policy to support multimodal infrastructure in new growth areas.	Policy Program			Engineering	Community Development

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Transportation	Execute a pilot program to close causeway to vehicles.	Regulatory			Engineering	Community Development
Transportation	Explore funding opportunities and studies to identify transportation improvements (safety routes to school, Safety Action Plans).	Planning			Engineering	Community Development
Transportation	Conduct safety assessments for high-crash corridors and develop improvement plans.	Planning			Engineering	Community Development
Transportation	Expand and improve bikeway network.	Infrastructure			Engineering	Community Development
Transportation	Assess and expand the Complete Streets Policy to consider the safety of all road users in future projects.	Policy			Engineering	Community Development, City Council
Parks and Recreation	Complete a feasibility study for the creation of gathering spaces/community center.	Planning			Public Works	Community Development, Park Board
Parks and Recreation	Continue to monitor recreation field and programming offerings in alignment with population trends and usage.	Planning			Parks	Community Development, Park Board
Parks and Recreation	Support opportunities to incorporate recreation with economic development efforts.	Guidance			Parks	Community Development, Park Board
Parks and Recreation	Develop an acquisition plan to identify and prioritize sites for new parks and recreation facilities in areas with high demand or limited access.	Planning			Community Development	Public Works, Administration, Park Board

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Parks and Recreation	Expand all-seasons youth and adult programming.	Planning			Parks	Community Development, Park Board
Parks and Recreation	Expand recreational opportunities near the lake.	Planning			Parks	Community Development, Park Board
Parks and Recreation	Maintain and update an inventory of recreational facilities and identify opportunities to reinvest in city parks.	Program			Parks	Community Development, City Council, Park Board
Parks and Recreation	Study opportunities for the former Prairie View Golf Course and establish a plan for future action.	Planning			Community Development	Parks, City Council, Park Board
Utilities	Utilize the comprehensive plan to inform utility extension.	Guidance			Engineering	Community Development, Worthington Public Utilities
Utilities	Explore broadband/fiber grant programs.	Planning			Engineering	Community Development, Worthington Public Utilities
Utilities	Monitor system usage and explore facility investment and expansion needs.	Planning			Engineering	Administration, Worthington Public Utilities
Utilities	Develop an asset management inventory and identify facility needs and investments.	Program			Engineering	Administration, Worthington Public Utilities

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Public Buildings	Complete an ADA assessment of existing city buildings to identify access improvements.	Program			Community Development	Administration
Public Buildings	Develop educational and reference materials in multiple languages.	Program			Administration	All
Public Buildings	Explore sustainability investments at public buildings, including electric vehicle charging stations, solar panels, etc.	Infrastructure			Administration	Engineering, Worthington Public Utilities, Community Development
Public Buildings	Develop a plan for transitioning the municipal vehicle fleet to electric options.	Infrastructure			Administration	Engineering, Worthington Public Utilities, Community Development
Public Buildings	Monitor facility and service needs through the community to ensure that all community members can access public services.	Planning			Administration	Community Development
Natural Resources	Maintain and implement a list of available programs and policies for the preservation of natural and cultural resources.	Planning			Community Development	Public Works, Administration
Natural Resources	Maintain active collaboration with Nobles County, the Minnesota DNR, and other agencies to identify collaboration opportunities.	Planning			Community Development	Administration, Nobles County, DNR, Watershed Districts

Plan Element	Action	Action Type	Complexity	Benefit	Lead Department	Partners
Natural Resources	Emphasize opportunities to connect people and destinations to the lake and create education and interaction opportunities.	Planning			All	Planning Commission, City Council, Park Board
Natural Resources	Pursue policies and opportunities that minimize run off and protect water quality.	Policy			Engineering	Community Development, DNR, Watersheds