

City of Vergas Comprehensive Plan

West Central Initiative

City of Vergas

Overview:

A comprehensive plan is a guiding document that functions as a blueprint for local government leaders to better plan changes to the social, economic, physical, aesthetic, or other characteristics and conditions that impact the community and its ability to achieve its goals and improve the quality of life for all.

Provided by Comprehensive Plan:

- An overall community vision with long-term goals and strategies to achieve goals.
- A plan for public infrastructure and facilities to handle population needs.
- A plan to protect and enhance community assets.
- A strategy to guide future commercial and economic opportunities.
- Promotion of housing development that aligns with community needs.
- Any other specific community needs identified during the planning process.

Advantages of Comprehensive Plan:

- Planning Commission and City Council review and approve plans based on alignment and consistency with the plan.
- Local ordinances must be consistent with the comprehensive plan.
- State agencies must consider alignment with comprehensive plan that may impact local community.
- Projects can move forward more quickly.
- Can be used to support grant requests to fund projects and initiatives.
- Predictable and straight-forward plan for developers, investors, and residents to follow.
- Plan provides long-term continuity in the event of changes in leadership and personnel.

Vision and Future Insights of a Comprehensive Plan:

- Identification of deficiencies and future needs that disrupt future plans.
- Identification of community assets and resources that support a vibrant future.
- Determination of capacity needs and strains on infrastructure.
- Provide community partners and leaders with direction for future expenditures.
- Creation of an agenda and actionable steps for governmental agencies, local partners, and elected officials they can use to achieve goals.

Outline of Comprehensive Plan

Executive Summary:

This will include a general overview of the city profile and include the key goals and strategies of the completed comprehensive plan.

Planning Process:

Inclusion of the history of planning efforts in Vergas, the intent and background of adopting a comprehensive plan, and a detailed overview of the entire planning process that was used to develop the final plan.

Community Profile:

The profile will utilize studies and data provided by the city and county. It may also describe survey results or public data sources from the Census, the MN Department of Employment and Economic Development, the State Demographer's Office, and other widely available data sources.

Community Vision:

This section is intended to provide guidance for goals, strategies, and implementation work included in the comprehensive plan. It will be developed through a combination of public outreach and the thoughts of elected officials in Vergas who are involved in the planning process.

Planning Areas:

Areas may include land use, zoning, housing, parks and recreation, economic development, public infrastructure, transportation, or public health. All areas in the comprehensive plan will be established by City representatives and this section will include goals and strategies for the future vision of each of these areas.

Implementation:

The final section will include actionable items over the short, medium, and long-term efforts to achieve the vision described in the comprehensive plan.

Schedule:

The planning process will take approximately 6 months to complete, and any further time will be contingent on the completion of a written document.

August - October (Project will begin the first of August)

- *Public Outreach and Input - WCI and Vergas will host or attend 1-2 public events in order to speak with residents about the present and future needs.*
- *Data and Research Collection - WCI staff will prepare community profile using existing research and studies and add new datasets and maps in order provide an in depth profile.*
- *Determine Comp Plan Task Force (CPTF) - A team of city officials will need to establish a recurring meeting with WCI staff to make decisions about the development and implementation of various parts of the process.*

November - January 2022

In the first three months, the planning commission and CPTF will determine broad topics and establish a vision for the comprehensive plan. Each sub-topic will get a separate meeting where stakeholders will be invited to participate. In total, there would be 6-8 meetings depending on the decision of CPTF and other decision makers in this process.

January 2022 - March 2022

Presentation of plan to public comment. Methods of engagement during this phase will be determined prior to the notification of public comment period. This phase will end upon the completion, passage, and adoption of the plan by the Planning Commission and City Council of Vergas. This may extend past March 2022, and WCI will remain in partnership with Vergas until the passage of the final comprehensive plan.'

Roles and Responsibility

City Staff and Representatives:

- *Meeting Space and coordination of attendance by involved parties*
- *Official notice and communication of public input opportunities*
- *Provide WCI planner with relevant information, data, plans, studies, and other resources needed for plan*
- *Distribution of draft to interested parties*
- *Make plan publicly available to all residents and community members*

WCI Planner and Staff:

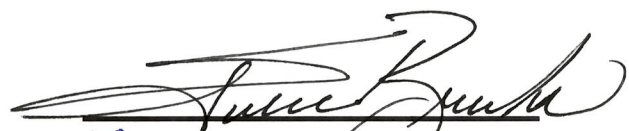
- *Development of planning process utilized for creating the comprehensive plan*
- *Facilitation of all comprehensive plan meetings including of public input meetings*
- *Write and design final comprehensive plan*
- *Provide expert advice and research when requested by stakeholders*
- *Alexander Johnson will be the lead planner coordinating WCI's involvement in this process*

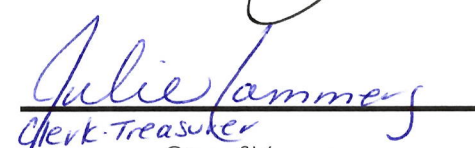
Cost of Services

The City of Vergas and West Central Initiative agree to a fee of \$7,200 to be paid in two separate amounts. The first payment will be due on the first of September, with the second payment due on the first of the month following the passage of the comprehensive plan by the Planning Commission and City Council.

The \$7,200 includes 90-100 hours of WCI staff time dedicated to fulfilling this project. That includes meeting times, research, design, drafting, and other tasks needed to complete the comprehensive plan. If additional staff time is needed to fulfill this project, WCI and Vergas agree to meet to in order to determine adequate compensation.

West Central Initiative


Mayor
City of Vergas


Clerk-Treasurer
City of Vergas