

Appendix G: Action Plan Worksheets

Action Plan

LAND USE	Schedule	Lead	Status	Comments
Preserve the rural, agricultural character of Scandia through zoning regulations, ordinances, and site design standards				
1. Provide on-going code enforcement in the City.	Ongoing	Zoning Administrator / Sheriff Deputy	Started	This is an ongoing activity
2. Carry out a study of the City and current zoning map to identify areas for preservation of open space, arable land, large lots, and prime agricultural land.	2019-2023	Planning Commission		
3. Identify programs and tools to facilitate preservation of open space and prime agricultural land.	2019-2020	Planning Commission		
Manage land use to prevent the premature demand for extension of urban services and in ways that allow existing service levels to meet service needs				
1. Carry out a study of the City and current zoning map to identify areas for preservation of open space, arable land, large lots, and prime agricultural land.	2019-2023	Planning Commission		
2. Update Capital Improvement Plan biennially to be proactive in identifying infrastructure issues	Ongoing	Capital Improvement Committee		The next update is scheduled for 2020.
Ensure a variety of lot sizes to create affordable development opportunities to best meet the needs of residents and businesses in Scandia				
1. Identify infrastructure improvements necessary to allow smaller lots in Village Neighborhood Districts	2020	City Engineer/City Council		
2. Update the Development Code for lot area and setbacks in Village Mixed Use and Neighborhood Districts	2019-2020	Planning Commission		
Protect and encourage agricultural production to ensure it is a part of the community as a viable long-term land use				
1. Review Development Code related to General Rural and Ag Core zones for uses, lot area and setback requirements	2019-2023	Planning Commission		May be part of the study identified above.
2. Review zoning map for General Rural and Ag Core to protect prime farmland	2019-2020	Planning Commission		May be part of the study identified above.
3. Provide for greater density in the Village Neighborhood District to focus growth away from prime agricultural land	2019-2020	Planning Commission		

Action Plan

LAND USE	Schedule	Lead	Status	Comments
4. Identify potential tools to encourage preservation of prime agricultural land as part of development.	2019-2020	Planning Commission		Purpose is to allow concentrated development in a small area if the rest of the land is put under permanent protection as farmland/open space.

Allow for the safe and orderly extraction of aggregate resources while protecting sensitive resources on or near those properties and providing for transitions to other uses when resource extraction is complete

1. Require annual review of operating plans for mines	Ongoing	City Council		
2. Permit continuation of current mining activities	Ongoing	City Council		
3. Review Development Code related to mining and related activities	2019-2020	Planning Commission		
4. Update zoning map after mines are no longer in operation		Planning Commission		Timing will be based on schedule of existing mines

Ensure Zoning Code is reflective of Comprehensive Plan

1. Update Zoning Ordinance to reflect new changes in Comp Plan	2019-2020	Planner / Planning Commission	Started	Complete by end of 2019
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Action Plan

NATURAL RESOURCES	Schedule	Lead	Status	Comments
Protect natural resources and look for opportunities to connect large areas of open space				
1. Identify potential funding sources and grant opportunities	Ongoing	Lead/Partners		Look for resources that do not rely on City budget
2. Evaluate tools such as preservation and conservation easements as part of development.	Ongoing	Lead/Partners		
Preserve high quality natural areas				
1. Continue to maintain and to preserve existing natural areas on City-owned properties.	Ongoing	Public Works / Parks & Recreation		
2. Create an inventory of high quality natural areas	2020	Parks & Recreation / MnDNR		
3. Increase community awareness of threats to natural areas such as buckthorn and other invasive species	Ongoing	Parks & Recreation / MnDNR		
Eliminate, reduce, or mitigate the negative effects of invasive species on natural resources				
1. Support efforts of Watershed Districts and Lake Associations to treat AIS and educate public	Ongoing	Watershed Associations and Lake Associations		
2. Support programs that are proactive in limiting the effects of invasive species where appropriate.	Ongoing	Watershed Associations and Lake Associations		City action may be limited by city budget; support other partners
3. Increase community awareness of threats to natural areas such as buckthorn and other invasive species	Ongoing	Parks & Recreation / MnDNR		
4. Develop a maintenance plan for invasive species control on City-owned property.	2019-2020	Public Works / Parks & Recreation		
Recognize and enhance publicly owned lands and improve public access to such lands where appropriate				
1. Prepare inventory of public lands, including current conditions and uses, issues related to the property and opportunities for the future	2020	Public Works / Parks & Recreation		
2. Use CIP process to develop 5-year plans for improvements	Ongoing	Public Works / Parks & Recreation		Next CIP process is scheduled for 2020
3. Identify potential funding sources and grant opportunities	Ongoing	Public Works / Parks & Recreation		Look for resources that do not rely on City budget
4. Develop management plans for City owned properties	2021	Public Works / Parks & Recreation		
Work with property owners to protect and preserve native, endangered, threatened, and unique plants and animals on privately owned land				
1. Provide access to information on significant ecological areas and species in Scandia	2021	Public Works / Parks & Recreation		

Action Plan

RESILIENCE	Schedule	Lead	Status	Comments
Encourage the use of renewable, local and diverse forms of energy in order to increase use of local resources, mitigate the local risk from fossil fuel scarcity and price increases, and help meet Minnesota's climate protection goals.				
1.	Implement GreenStep Cities Best Practices as appropriate	Ongoing	Staff / Green Step Committee	
2.	Increase community awareness of City's efforts to implement GreenStep best practices.	Ongoing	Staff / Green Step Committee	
3.	Provide ongoing review of new technologies and tools, and their impact on City regulations.	3 - 5 years	Commission	Proceed with caution. Past experience shows how quickly new technologies can turn out not as expected and creating new unique problems
Encourage energy efficient housing that exceeds the minimum efficiency levels required in the State building codes				
1.	Work with utility providers to provide educational materials on best management practices and energy saving programs	Ongoing	Excel Energy / Minnesota Energy Resources	

Action Plan

HOUSING	Schedule	Lead	Status	Comments
Support a variety of housing types and densities for residential uses in and surrounding the Village Center				
1. Review zoning map and Development Code regulations for Village Mixed Use and Village Neighborhood districts	2019-2020	Planner / Planning Commission		
2. Identify future infrastructure issues for developing housing at increased densities, and plan for future development as part of CIP.	2020	Engineer / Public Works / CIP Committee		Next scheduled CIP is 2020
Expand life-cycle housing opportunities for residents at all points of life				
1. Review Development Code regulations for uses in the Village Mixed Use and Village Neighborhood districts	2019-2020	Planning Commission		
2. Work with Washington County CDA to identify options for expanded senior housing in Scandia	Ongoing	City Staff / Planning Commission / WCDA		
Encourage a range of housing choices that fit with the character of the community				
1. Review Development Code regulations for uses in the Village Mixed Use and Village Neighborhood districts	2019-2020	Planning Commission		
2. Work with potential developers to provide a variety of housing options in the City	Ongoing	Planning Commission		

Action Plan

ECONOMIC COMPETITIVENESS		Schedule	Lead	Status	Comments
Concentrate on retaining and expanding local businesses in and around the Village Center and existing Rural Commercial districts					
1.	Review Development Code regulations for commercial and mixed use districts	2019-2020	EDA / Planning Commission / Planner		
2.	Develop an incentives program to assist local businesses and to encourage business retention	Ongoing	EDA		
3.	Investigate programs and tools to help rebuild/renovate	2020	EDA / Council		
4.	Review Development Code regulations to allow more flexibility in lot subdivisions	2019-2020	Planning Commission / Planner		
Actively support the retention and expansion of Scandia community-scale agricultural operations					
1.	Carry out a study of the City and current zoning map to identify areas for preservation of open space, arable land, large lots, and prime agricultural land.	2019-2023	Planning Commission		
2.	Work with outside agencies to provide educational materials on small scale farming operations	Ongoing	Minnesota Food Association		
3.	Review Development Code regulations to continue to encourage and protect community-scale agriculture	2019-2020	Planning Commission		
4.	Review Development Code related to General Rural and Ag Core zones for uses, lot area and setback requirements	2019-2020	Planning Commission		
5.	Review Development Code regulations to identify barriers to small scale agricultural uses.	2019-2020	Planning Commission		
Encourage home-based entrepreneurs and businesses					
1.	Review Development Code regulations to permit and encourage home-based businesses	2019-2020	Planning Commission		
2.	Evaluate options to meet state service minimum internet standards throughout the City	2020	City / Internet Providers		
3.	Look for opportunities to facilitate expansion of internet infrastructure as part of road development and reconstruction projects.	Ongoing	City / DEED / Internet Providers		This could involve the placement of conduit to facilitate future expansion

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ECONOMIC COMPETITIVENESS		Schedule	Lead	Status	Comments
Expand access to internet services throughout the entire City					
1.	Work with internet providers to provide educational materials about available programs for businesses	Ongoing	City / Internet Providers		Frontier is now offering business programs to better serve local business and home based businesses in certain areas.
2.	Evaluate options for community-wide upgrades	2019	City / Internet Providers		
3.	Evaluate options to meet state service minimum internet standards throughout the City	2020	City / Internet Providers		
4.	Identify funding strategies to accelerate expansion and upgrade of internet service.	2019	City /DEED / Internet Providers		

Action Plan

PARKS AND TRAILS		Schedule	Lead	Status	Comments
Develop an effective planning approach to developing and maintaining parks and recreation areas and constructing and maintaining trails and routes to meet the needs of residents					
1.	Prepare inventory of public lands, including current conditions and uses, issues related to the property and opportunities for the future	2019	Public Works / Parks & Recreation		
2.	Update the 2006 Park Plan to reflect current goals and anticipated park needs based on areas of future development.	2020	Public Works / Parks & Recreation		
3.	Use CIP process to develop 5-year plans for improvements	Ongoing	Public Works / Parks & Recreation / CIP Committee		Next CIP process is scheduled for 2020
Develop a close working relationship with other agencies and groups to enhance the parks and recreation facilities and develop trails and routes in the City					
1.	Develop a list and meet with groups who can partner with the City to meet the updated Par Plan goals.	2020	Parks & Recreation Committee		
2.	Continue work with MnDNR on Gateway Trail through Scandia	Ongoing	MnDNR / City		
3.	Work with Washington County on connections to Big Marine Park Reserve	Ongoing	Parks & Recreation Committee / Washington County Parks		
4.	Establish better connection with William O'Brien State Park as a part of Scandia	2020	Parks & Recreation / Public Works / MnDNR		
Support a network of parks and trails to provide community-wide connections to serve the health and welfare of residents					
1.	Develop a long-range plan to connect neighborhoods within the City via trails.	2022	Parks & Recreation		
2.	Support creation of County-wide bike plan that incorporates County and State highways.	Ongoing	County Parks / Cycling Scandia		
Use park and recreational facilities search areas and other natural resource information to guide and encourage park acquisition donations and potential site acquisitions when property becomes					
1.	Develop an inventory of high priority sites for future park development in areas of projected future development, and establish priorities for acquisition and development.	2022	Parks & Recreation		

Action Plan

TRANSPORTATION		Schedule	Lead	Status	Comments
Provide an integrated, internally-connected, efficient street system connecting village and higher density neighborhoods to the Village Center					
1.	Develop a long-range street plan for Village Neighborhood District	2022-2023	Engineer / Pubic works		
2.	Require street connections as development occurs	Ongoing	Engineer / Pubic works		
Establish context-sensitive roadway design standards that will protect the narrow and heavily wooded character of identified low-traffic roadways					
1.	Review Engineering standards to provide alternate context-sensitive standards	2020	City Engineer		
2.	Consider including a section on road design in the architectural design guidelines	2019	City Engineer /Planning Commission		
Maintain Scandia's system of local roadways that is well coordinated with MnDOT and Washington County roadways					
1.	Participate in County long-range planning and CIP activities	Ongoing	City Engineer / Washington County		
2.	Participate in MnDOT long-range planning activities	Ongoing	City Engineer / MnDOT		
Encourage the use of non-automotive modes of transportation					
1.	Educate the public about trails and biking	Ongoing	Parks & Recreation / Cycling Scandia		
2.	Provide information on transportation options, such as Metro Mobility and Transit Link service.	2018	City		
Support the development of regional and local transit options					
1.	Work with Washington County and the Metropolitan Council on the expansion of transit options	Ongoing	City / Washington County / Metropolitan Council		
Preserve the safety of regional air traffic					

Action Plan

WATER RESOURCES		Schedule	Lead	Status	Comments
Preserve and protect the quantity and quality of surface water and groundwater					
1.	Identify threats and risks involved in the use of road salt and explore potential options and alternatives to mitigate the threats and risks.	Ongoing	Public Works		
2.	Update Shoreland Overlay district requirements to minimize building impact on waterfront	2019-2020	Planning Commission		
3.	Identify sensitive water areas to require protective practices in these areas	2020-2021	City Engineer / Watershed Districts		
Improve stormwater management and land stewardship practices.					
1.	Participate in Watershed District planning efforts and support projects to improve water quality	Ongoing	City Engineer/ Staff / Watershed Districts		
2.	Work with Watershed District to identify areas where stormwater Best Management Practices can be implemented	Ongoing	City Engineer/ Staff / Watershed Districts		
3.	Identify areas where direct impacts to impaired waters can be reduced	Ongoing	Engineer/ Staff		
Protect the natural and scenic resources of the St. Croix River Corridor, both within and adjacent to the St. Croix National Scenic Riverway					
1.	Evaluate opportunities to improve public access to the Saint Croix.	2022-2028	City		
2.	Review Lower St. Croix River Ordinance and update as needed to address land use issues.	2019-2020	Planning Commission		
Ensure financial and environmental accountability for installation, maintenance, remediation, and management of any permitted private wastewater system					
1.	Search for sources of funding for septic repair/replacement for households .	Ongoing	Washington County Public Health		
2.	Promote Washington County SSTS low interest loan program and SSTS fix Up grants for low-income residents for improvement to non-compliant septic systems	Ongoing	Washington County CDA		
3.	Explore options to extend Metropolitan Council interceptor to replace Bliss system	2020	City Engineer		