



John Biren – Planning & Zoning Administrator

1424 E College Dr. Suite 600

Marshall, MN 56258

507-532-8207

Chris Webb – Transportation Planner

2401 Broadway Avenue, Suite 1

Slayton, MN 56172

507-836-1633

Lyon County Comprehensive Plan Kick-Off Meeting Minutes

Tuesday, June 11th | 6:00 PM

Lyon County Commissioner's Room – 607 West Main Street – Marshall, MN 56258

ATTENDEES:

John Biren, Anita Cauwels, Lyon County P&Z Office

Gary Crowley, Lyon County Commissioner

Cody Sleiter, Carolyn Olson, Ken DeBaere, Ken Louwagie, Kevin Meulebroeck, Lyon County P&Z Commission/Board of Adjustments Board

Jason Overby, Lincoln-Pipestone Rural Water -

Mark Hanson, Minnesota Pollution Control Agency

Tonya Ormberg, Amiret Township

Chris Webb, SRCD Planner

ABSENT: None

1. CALL TO ORDER/OPENING REMARKS

- Biren opened meeting at 6:05 p.m.
- All present recited the Pledge of Allegiance
- Introductions of attendees
- Goals for Commission Board Members- Updates since last publication, give commission ideas/questions to ask agencies/participants moving forward in a positive direction

- Goals for Other Participants – Jason Overby – Lincoln Pipestone Rural Water- Grant opportunities and with doing a comp plan will help with the grant procedures – utilities leverage
- Mark Hanson - MPCA – involved as much as needed to be - compliance
- Tonya Ormberg – Amiret Township – address nuisance homes, lack of water and septic service.
- Grandview Township – 3-mile creek on road repairs – flooding issues – upstream retention
Coon Creek Township – Involvement in 2025
- Topics can be covered in new comp plan. Possible grant opportunities for county and townships. Having it in the plan and how it will move forward.

2. ITEMS TO BE DISCUSSED

Strategic Planning – Definition – Looking at the current make up of the county (where has the county been? economic development, land use, population trends, work force trends) Goals – Where you want the county to go? Projections for 20-40-60 years from now. Looking to model Rice Counties Comp Plan. Doing county “Fact Sheets” to present.

- **PHASE 1** Opening Meetings & Public Engagement (June-November 2024)
- Going over the schedule of what Chapter’s and which months everything will be addressed
 - Chapter 1 – Introduction & Demographics – July 2024
 - Chapter 3 – Economic Development Workshop – August 2024
 - Chris emailed City Administrators and EDA Directors about August meeting
 - Split up Planning Commission into Sub-Groups
 - Reach out to local people/county residents that already work in that area
 - Stakeholder Engagement Meetings – September-November 2024
 - 3 Stakeholder Meetings – To be held in Marshall (Library), Balaton (Community Center) & Cottonwood (Community Center)
 - Discuss strategies for engaging stakeholders
 - Plan outreach activities & discuss a community survey
 - Sub-Groups shall meet with identified stakeholders during this time
 - 2 Sub-Groups for each month from September-November
- Making future comprehensive plan more user friendly
- Goal is to have 2-3 goals for each section – What we have now and where we want to go
 - This is for the next 20 years
 - Achievable – Direction for County Staff, Planning Commission and County Commissioners
- **PHASE 2** – Visioning & Goal Setting (January-February 2025)
 - White Boards/Poster Boards – What is the information gathered at Stakeholders and Sub Group Meetings – Compile and look at goal sections
- **PHASE 3** – Data Analysis and Goal Setting Workshops (March-August 2025)
 - Each month will focus on a different Chapter
 - Chris will bring Chapters to look over the rough drafts and make changes
- **PHASE 4** – Plan Review & Adoption (September – December 2025)
 - Review County Fact Sheets (September 2025)
 - Present Draft Fact sheets and solicit feedback
 - Discuss and revisions
 - Comprehensive Plan Open House (October 2025)
 - Review draft sections
 - Discuss policies, actions & implementation
 - Make Revisions
 - Final Plan Review & Adoption (November-December 2025)

- Present revised comprehensive plan for final review and approval
 - Address any remaining concerns or suggestions
 - Hold a public hearing to present the Final Draft
 - Celebrate!!
- Roles & Responsibilities (Steering Committee)
 - Guidance and Oversight
 - Plans align with the County vision, goals and regulatory requirements
 - Communication and Outreach
 - Serve as ambassadors for the comprehensive plan within the community, explaining its importance, benefits and implications to various stakeholders
 - Stakeholder Engagement
 - Engaging with stakeholders such as community members, local businesses, government agencies, advocacy groups to gather input, address concerns & build support
 - Long-term Visioning
 - Considering the long-term future of the county and ensuring that the comprehensive plan reflects a vision for sustainable growth, development and quality of life for current and future residents
 - Plan Development
 - Collaborating with planners, local partners, and other agencies to develop the comprehensive plan. This involves reviewing data, analyzing trends, identifying priorities and drafting plan elements
 - Consensus Building
 - Facilitating discussions and consensus-building among committee members and stakeholders with diverse interests and perspectives
 - Review and Revision
 - Reviewing draft versions of the comprehensive plan and providing feedback for revisions to ensure accuracy, completeness and effectiveness
 - Approval Process
 - Presenting the final draft of the comprehensive plan to the county

The County Comprehensive Plan Steering Committee plays a crucial role in shaping the future direction of the county through the development and implementation of a comprehensive plan that reflects future needs, values, and development

Have Planning Commission decide which Sub-Groups each member wants to be part of. Prefer to have two Sub Groups each. Would like this decision prior to the July Meeting.

- Land Use & Growth Management
- Housing
- Transportation
- Parks, Recreation & Historical Resources
- Sustainability
- Implementation

6. NEXT MEETING (JULY 9, 2024)

- Next meeting will be at 6:00 p.m. on July 9, 2024 in the Commissioner's Room