AMENDMENTS TO THE
COMPREHENSIVE WATERSHED MANAGEMENT PLAN

Amendments to the Comprehensive Plan

This appendix provides a process for developing, revising, amending and making administrative changes to the Comprehensive Watershed Management Plan and associated plans for the Coon Creek Watershed. The chapter should be used in conjunction with Minnesota Statutes 103B.231 and Minnesota Rule 8410.140

The Board of Managers recognizes that it will be necessary to amend the Comprehensive Watershed Management plan from time to time, in light of changing conditions and as new information becomes available.

Statutory Authority

Minnesota statute 103B.231 subd. 11 Authorizes amendments to the Comprehensive Watershed Management Plan

“To the extent and in the manner required by the adopted plan, all amendments to the adopted plan shall be submitted to the towns, cities, county, the Metropolitan Council, the state review agencies, and the Board of Water and Soil Resources for review in accordance with the provisions of subdivisions 7 and 9. Amendments necessary to revise the plan to be consistent with the county groundwater plan, as required by subdivision 4, must be submitted for review in accordance with subdivisions 7 and 9. Minor amendments to a plan shall be reviewed in accordance with standards prescribed in the watershed management plan.”

Regulatory Authority

Minnesota Rule 8410.140 requires that each Comprehensive Watershed Management Plan

1. Contain a section entitled "Amendments to Plan" containing the year the plan extends to and establishing the process by which amendments, as defined in this part, may be made and who may initiate the amendments.

2. A plan must extend at least five years but no more than ten years from the date the board approves the plan.

3. An organization must evaluate the implementation actions in its plan with the annual activity report under part 8410.0150, subpart 3, item E, at a minimum of every two years. If changes to the implementation actions are necessary as a
result of the evaluation, then a plan amendment is required unless otherwise provided under subpart 1a.

**Objectives**

The general objectives of the plan amendment process are:

1. To develop and maintain a fully integrated plan to guide the management of the water and related land resources of the watershed

2. To disclose the short- and long-term management intent for the watershed to the public, and local, state and Federal governments

**Policy**

It is the District’s policy to:

1. Prepare and maintain a work plan to guide and manage the planning process

2. Organize the planning record and make it available for public review when the District has released a DRAFT planning document

3. Write using plain language as much as possible so documents are clear, concise and well organized

4. Amend plan with sufficient frequency to keep plan current throughout the 10-year plan period

5. Use the current Comprehensive Watershed Management Plan as a starting point for revisions and make changes based on a need to do so.

6. Encourage participation by local, State and Federal agencies, as well as the public, and consider their input in the planning process.

**Identifying Amendment Needs**

The need to amend the Comprehensive Watershed Management Plan may arise from several sources, including the following:

1. Board of Managers, Coon Creek watershed District

2. Staff Coon creek Watershed District

3. Recommendations from the Technical or Citizen Advisory Committees or other comparable administrative or unit or Interdisciplinary team that are based on findings that result from monitoring or evaluating implementation of the Comprehensive Watershed Management Plan.

4. Findings that existing or proposed permits, contracts, cooperative agreements and other instruments authorizing use, or which are not consistent with the Comprehensive Watershed Management Plan, not should be approved

5. Changes necessitated by resolution of administrative appeals

6. Changes in plan guidance need to correct planning errors
7. Changes in plan guidance necessitated by changed physical, social or economic conditions
8. Desired implementation projects or activities outside the scope of the Comprehensive Watershed Management Plan

Upon receiving advice an Advisory Committee or Interdisciplinary Team that the plan requires change, the (District Administrator/Board) shall determine whether proposed changes to a land management plan are significant or not significant in accordance with the following requirements.

**Plan Amendments that are not Significant**

Changes to the watershed management plan that are not significant can result from:
1. Actions that do not significantly alter the goals and objectives for long-term water and related resource management of the District.
2. Adjustments of management area boundaries or management prescriptions resulting from further on-site analysis when the adjustments do not cause significant changes in the goals and objectives for long-term water and related water resource management.
4. Opportunities for additional projects or activities that will contribute to achievement of the management prescription.

**Plan Amendments that are Significant**

The following examples indicate circumstances that may cause a significant change to the Comprehensive Watershed management plan:
1. Changes that would significantly alter the long-term relationship between levels of beneficial uses originally projected.
2. Changes that may have an important effect on the entire watershed management plan or affect water and related resources throughout a large portion of the watershed during the planning period.

When a significant change needs to be made to the Comprehensive Watershed management plan, the District shall prepare an amendment. Documentation of a significant change, including the necessary analysis and evaluation should focus on the issues that have triggered the need for the change. In developing and obtaining approval of the amendment for significant change to the watershed management plan, follow the same procedures as are required for developing and approving the watershed management plan.
Public Notification  It is the responsibility of the Board of Managers to determine the need for and method of public notification of administrative corrections.

The CCWD Board of Managers each year during its annual budget process will discuss and consider the need for any potential amendments to this Plan. Need will be evaluated based on:

- annual and comprehensive evaluations
- changed conditions
- changes in statute
- monitoring and inspection program information
- new information.

Issues or opportunities may arise when the public comments on the need for change and proposed plan amendment or revision are received.

Appropriate public notification is required before implementation of the amendment.

Amendment Process  This Watershed Management Plan extends to the year 2023. The Coon Creek Watershed District Board of Managers, in accordance with the following amendment procedure, may initiate interim amendments to the Plan.

All amendments to the Plan, excepting minor amendments, must adhere to the full review process outlined in Minnesota Statutes section 103B.231, subdivisions 7, 8 and 9, as they now exist or as subsequently amended. The CCWD Board of Managers shall adopt the proposed plan amendments upon their approval by the Board of Water and Soil Resources under Minnesota Statutes section 103B.231 (9), as amended.

Minor Plan Amendments  The amendment procedure for proposed “minor” plan amendments will be in accordance with Minnesota Rules 8410.0140, subpart 2, as such rules now exist or as subsequently amended.

No plan amendment is necessary for the following changes:


b. Projects included in the approved CIP are implemented in a different year than shown.
c. When a capital project is included in the approved Capital Improvement Program and an updated cost estimate does not exceed 125 percent of the cost shown on the CIP, as adjusted by the Construction Cost Index as published by the Engineering News Record.

d. When a capital project is included in the approved Capital Improvement Program and an updated cost estimate is less than the cost shown on the CIP, as adjusted by the Construction Cost Index as published by the Engineering News Record. However, the Board of Managers will review such projects to evaluate the extent to which the original project objectives are being met.

Form of Amendments: Unless the entire plan document is reprinted, all amendments adopted by the CCWD Board of Managers must be printed in the form of replacement pages for the plan, each page of which must:
   a. On draft amendments being considered, show deleted text as stricken and new text as underlined.
   b. Be renumbered as appropriate; and
   c. Include the effective date of the amendment.