

**Part 2            Comprehensive Plan**

AN ORDINANCE ESTABLISHING A COMMISSION TO PLAN FOR THE PHYSICAL DEVELOPMENT OF THE VILLAGE OF CARLTON, MINNESOTA, AND TO RECOMMEND A ZONING PLAN.

The Village Council of Carlton, Minnesota, ordains:

**902.01            Preparation of City Plan.** It shall be the function and duty of the planning commission to prepare and adopt a comprehensive City plan for the physical development of the City, including proposed public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, the use of property, the density of population, and other matters relating to the physical development of the City. Such plan may be prepared in sections, each of which shall relate to a major subject of the plan, as outlined in the commission's program of work.

**902.02            Procedure for Adoption of Plan.** Before adopting the City plan or any section of it or any substantial amendment thereof, the commission shall hold at least one public hearing thereon, notice of the time and place of which shall be given by publication in a newspaper of general circulation at least ten days before the day of the hearing. The adoption of the City plan or of any section or amendment thereof shall be by resolution of the commission, approved by the affirmative votes of not less than five-sevenths of its total membership. The commission may from time to time amend or add to the City plan or section thereof as herein provided for the adoption of the original plan whenever changed conditions or further studies by the commission indicate that such amendment or addition is necessary.

An attested copy of the plan or of any section, amendment or addition to the City plan adopted by the planning commission shall be certified to the City Council.

**902.03.            Means of Executing Plan.** Upon the adoption of the City plan or any section thereof, it shall be the duty of the planning commission to recommend to the City Council reasonable and practicable means for putting into effect such plan or section thereof in order that the same will serve as a pattern and guide for the orderly physical development of the City and as a basis for the efficient expenditure of the funds thereof relating to the subjects of such City plan.

Such means shall consist of a zoning plan, the control of subdivision plats, a plan of future streets, coordination of the normal public improvements of the City, a long term program of capital expenditures and such other matters as will accomplish the purpose of this section.

**902.04.            Zoning Plan.** The planning commission upon its own motion may and upon instructions by the City Council shall prepare a plan of proposed rights of way for future streets or highways, or the future widening of existing streets or highways, or for the reservation of lands for other public purposes.

**902.05.            Official Map of Street Extension.** The planning commission with the assistance of the City engineer, may and upon instruction by the City Council, shall prepare an official map of the platted and unplatted portions of the City and adjoining territory, or portions thereof, indicating upon such map the proposed future extension or widening of streets of the City within such existing platted and developed territory or across such unplatted territory.

After such map has been prepared and a hearing on it has been held as provided in 902.04, it shall be submitted to the Council, which shall thereupon consider such map and may adopt it or any part of it with such amendments as it deems advisable. Before such adoption by the Council, a public hearing shall be held upon the proposal at least ten (10) days after a notice thereof has been published in a newspaper published in the City. After such map has been adopted by the Council and filed with the Register of Deeds, whenever any existing street or highway is widened or improved, or any new street is opened, or lands for other public purpose are acquired by action of the City it shall not be required in such proceedings to pay for any building or structure placed without a permit or in violation of conditions of a permit after the filing of such a map within the limits of the mapped street, or outside of any building line that may have been established upon the existing street, or within any area thus reserved for public purposes.

**902.06.** Plats. Every proposed plat of land within the City shall be submitted to the City Council before being filed and no plat of land shall be filed unless and until the same shall first have been approved by the City Council.

Any person who violates this provision or who sells land or offers land for sale or contracts for the sale of land by reference to or by other use of any plat before such plat has been approved by the planning commission and the City Council in accordance with the provisions of this section shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine, as set in the Fine Schedule, not to exceed the maximum as set by Minnesota Statutes or by imprisonment for not more than ninety days (90). Before acting on such plat the City Council shall submit the same to the planning commission for its recommendations.

The planning commission, within forty (40) days after any such plat has been referred to it by the City Council, shall act on the same and shall make its recommendations with respect thereto. Such recommendations may consist of:

- (a) recommendation that the City Council approve such plat; or
- (b) recommendation that the City Council disapprove such plat, in which case such recommendation shall include a statement of the specific reasons for such recommendation, or
- (c) recommendation that the City Council approve such plat after specified changes or revisions are made therein, which recommendations may include the condition that a revised plat, containing such changes or revisions, be submitted to the planning commission, in which case such revised plat shall be so submitted to the planning commission for its further consideration and recommendations before action thereon by the City Council.

**902.07.** Procedure for Changes. No change shall be made in the zoning plan, future street and public lands plan, or regulations governing the platting of land after such plans or regulations have been adopted by the City Council, until the proposed change has been referred to the planning commission for report thereon and an attested copy of such report has been filed with the Council; and no ordinance or resolution establishing any of such plans or specifications shall be adopted by the City Council until such ordinance or

resolution has been referred to the planning commission for a report thereon and an attested copy of such report has been filed with the Council. Failure of the planning commission so to report within forty (40) days or such longer period as may be designated by the Council after such reference shall be deemed to be approved of the proposed change.

**902.08.** **List of Recommended Public Works.** Each officer, department, board or commission of or in the City whose functions include recommending, preparing plans for, or constructing public works shall, at least three (3) months before the end of each fiscal year, submit to the planning commission a list of the proposed public works recommended by such officer, department, board, or commission for planning, initiation, or constructing during the ensuing fiscal year. The planning commission shall request from the local school district a similar list of its proposed public works. The planning commission shall list and classify all such proposed public works and shall prepare a coordinated program of proposed public works for the ensuing fiscal year. Such program shall be recommended by the commission to the Council and to such other officers, departments, boards, or public bodies as have jurisdiction over the recommending, planning or construction of such public works. A copy of such recommended program of public works shall be included in the annual report of the planning commission provided for in Section 3.