

CHAPTER 50
CITY OF MAPLE LAKE

ORDINANCE ESTABLISHING A PLANNING COMMISSION

50.01 ESTABLISHMENT OF COMMISSION

A city planning commission for the City of Maple Lake is hereby established. The commission shall be the city planning agency authorized by the State of Minnesota.

50.02 COMPOSITION

1. Membership

The city planning commission shall consist of five members, including one council member. Members shall reside in or own property within the City of Maple Lake corporate limits. However, at least three of the members, including the council member, shall be residents of the City. The council member shall have the same voting powers as other commission members. The members shall be appointed by the City Council.

2. Terms, Vacancies, Oath

Members shall be appointed for terms of four years.

Members may resign voluntarily or may be removed from office by a majority vote of the City Council at any time without cause.

Appointees shall hold their office until their successors are appointed and qualified unless they move out of the corporate limits or no longer own property within the corporate limits. Vacancies during the term shall be filled by the Council for the unexpired portion of the term.

Every member shall take an oath to faithfully discharge the duties of the office.

3. Compensation

Members shall serve with compensation as set by the City Council.

50.03 ORGANIZATION, MEETINGS, ETC.

1. Officers

The commission shall elect a chairperson and a secretary from among its appointed members for a term of one year. The commission may create and fill such other offices as it may determine.

2. Meetings, Records, Reports

The planning commission shall hold regular meetings on the second Tuesday of each month at 7:00 p.m. Special meetings may be called by the chairperson or any two commission members in the same manner as special city council meetings. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, and findings, which record shall be a public record. On or before February 15 of each year the commission shall submit to the city council a report of its work during the preceding calendar year. Expenditures of the commission shall be within amounts appropriated for the purpose by the city council.

50.04 POWERS AND DUTIES OF THE COMMISSION.

The planning commission shall have the powers and duties given planning agencies generally by law. The commission shall also exercise the duties conferred upon it by this ordinance and by the city council. After the commission has prepared and adopted a comprehensive plan, the commission shall periodically, but at least once every five years, review the comprehensive plan, any ordinances and any capital improvement program the council has adopted to implement the plan. After such review, it shall, to the extent it deems necessary, revise the comprehensive plan, adopt the amendments or the new comprehensive plan, and recommend it to the city council in accordance with law. Similarly, after such review, it shall recommend to the council any amendments it deems desirable to the capital improvement program and any ordinance implementing the plan.

50.05 ZONING ORDINANCE ADOPTION

No zoning ordinance or amendments shall be adopted by the council until a public hearing has been held thereon by the planning commission upon notice as provided in Minnesota Statutes, Section 462.357, Subd. 3.

50.06 PLAT APPROVAL

Any subdivision plat submitted to the council for approval shall, prior to final approval, be referred to the planning commission for review and recommendation. Any plat so referred shall be returned to the council by the commission with its recommendations within 30 days, and failure of the commission to report within that period is deemed to have satisfied the requirements of this section.