

The image shows the cover of a spiral-bound notebook. The cover is a light beige or tan color with a fine, woven fabric texture. On the left side, there is a silver metal spiral binding. The text is centered on the cover in a black, serif font. The main title is "Silver Lake Planning Commission Planning & Zoning The Basics". Below this, there is a subtitle in purple, italicized, and underlined text: "The Importance of Proper Planning".

Silver Lake Planning Commission Planning & Zoning The Basics

The Importance of
Proper Planning

Introduction to City Government

The City of Silver Lake is organized as a Statutory City which means that any powers of the City are required, or permitted through Minnesota Statutes.

Statutory Requirements for Silver Lake

- Must have an elected City Council and Mayor
- Must have an appointed Clerk & Treasurer

Other Permitted Offices allowed by state statute

- Can organize Police, Fire, & Ambulance services
- Can operate Municipal Liquor operations
- Can develop & enforce Planning & Zoning Ordinances (MS 462)

Planning & Zoning

MS 462.351 MUNICIPAL PLANNING AND DEVELOPMENT; STATEMENT OF POLICY.

"The legislature finds that municipalities are faced with mounting problems in providing means of guiding future development of land so as to insure a safer, more pleasant and more economical environment for residential, commercial, industrial and public activities, to preserve agricultural and other open lands, and to promote the public health, safety, and general welfare. Municipalities can prepare for anticipated changes and by such preparations bring about significant savings in both private and public expenditures. Municipal planning, by providing public guides to future municipal action, enables other public and private agencies to plan their activities in harmony with the municipality's plans. Municipal planning will assist in developing lands more wisely to serve citizens more effectively, will make the provision of public service less costly, and will achieve a more secure tax base. It is the purpose of sections 462.351 to 462.364 to provide municipalities, in a single body of law, with the necessary powers and a uniform procedure for adequately conducting and implementing municipal planning."

Formation of planning commissions by city councils has been permitted under statute for the purpose of advisory and administrative functions based on a greater knowledge base than a city council concerned with a larger variety of issues will likely develop.

Planning Commission Duties & Responsibilities

- Continued review and revision of the City Comprehensive Plan;
- Review & Enforce Zoning Ordinance;
- Capital Improvement Planning
- Review applications for the following:
 - Conditional Use Permits
 - Variances
 - Vacation (Streets, alleys, & not the clerk's!)
 - Zoning changes

Your Leadership will define our Future!!!



Conducting PC Business

The Planning Commission operates utilizing the following tools:

- Public Hearings: These are hearings designed to gather information on a topic;
- Issue “Findings of Fact”: This is a legal term used to determine that the decision was well thought out and not “capricious or arbitrary”
- Findings of Fact must answer the following Five questions:
 - (1) Is the proposed CUP in harmony with the general purposes and intent of the zoning ordinance?
 - (2) Is the proposed CUP consistent with the comprehensive plan?
 - (3) Is the proposed use reasonable?
 - (4) Is the need for the variance caused by circumstances unique to the property not created by the landowner?
 - (5) Will the CUP not alter the essential character of the neighborhood?

Conducting PC Business (cont.)

- AND MOST IMPORTANTLY: Talk with the Public: Many times there are a few people who will voice their opinions on matters, but remember good government takes into account the needs of the many and not just the few. This can take some work on your part.