

CHAPTER 5  
**AMENDMENTS TO COMPREHENSIVE PLAN**

SECTION:

- 5.01: Purpose
- 5.02: Initiate
- 5.03: Application and Procedure
- 5.04: Criteria
- 5.05: Map Change
- 5.06: Compatibility Factors
- 5.07: Supplemental Data
- 5.08: Coordination with other Plans

**5.01: PURPOSE:** The adopted Comprehensive Plan is the official statement of the City that sets forth major policies concerning desired future development of the community. The Comprehensive Plan is the controlling land use planning instrument for the City, and as such land development regulations and related actions are required to conform with the Plan. This Section pertains to lands within the City limits. Those portions of the Comprehensive Plan that apply to areas outside the City limits but within an urban growth boundary shall be amended in accordance with applicable procedures set forth in the Plan or Joint Agreements, as applicable.

**5.02: INITIATE:** Comprehensive Plan amendments may be initiated by an application submitted by the property owners or their authorized agents or a majority vote of the City Council. Comprehensive Plan Amendments filed in conjunction with an annexation application shall be reviewed concurrently. The procedural requirements of Chapter 9 (Zoning Application Procedures) of this Ordinance shall not apply to such proposed amendments initiated by the City except to the extent required by Minnesota State Statute. Any person owning real estate within the City may initiate a request to amend the Comprehensive Plan.

**5.03: APPLICATION AND PROCEDURE:** Application for a Comprehensive Plan amendment (text or map) requires a public hearing and is to be in accordance with the procedures set forth in Chapter 9, (Zoning Application Procedures) of this Ordinance. The information required as applicable for all amendment applications generally consists of items outlined in Chapter 9 (Zoning Application Procedures) of this Ordinance, and shall be submitted unless exempted by the City.

**5.04: CRITERIA:** Factors to be considered in determining the possible effects of the proposed Comprehensive Plan amendment shall include, without limitation, the following:

- A. Response to changing conditions and community attitudes.
- B. Whether there is a public need for the change and the change being proposed is the best means of meeting the identified public need.
- C. Whether there is a net benefit to the community that will result from the change.

**5.05: MAP CHANGE:** To change a future land use map designation, the proposed map amendment must do one of the following:

- A. Respond to a substantial change in conditions beyond the property owner's control

applicable to the area within which the subject property lies.

- B. Better implement applicable Comprehensive Plan policies than the current map designation.
- C. Correct an obvious mapping error.
- D. Address an identified deficiency in the Comprehensive Plan.

**5.06: COMPATIBILITY FACTORS:** In addition, the following compatibility factors shall be considered for proposed amendments to the Comprehensive Plan Future Land Use Map:

- A. Visual elements (scale, structural design and form, materials, and so forth);
- B. Noise effects;
- C. Noxious odors;
- D. Lighting;
- E. Signage;
- F. Landscaping for buffering and screening;
- G. Traffic;
- H. Effects on off-site parking; and
- I. Effects on land, air and water quality.

**5.07: SUPPLEMENTAL DATA:** The applicant may need to provide documentation to address the public facilities and services elements that may be necessary for the proposed designation. Such services may include water, sewer, storm drainage, transportation, police and fire protection, and schools.

**5.08: COORDINATION WITH OTHER PLANS:** The Comprehensive Plan amendment(s) may be coordinated with, and take into consideration, the Comprehensive Plans adopted by Counties, Townships or Cities with which the City has, in part, common borders or related regional issues.