



ORDINANCE NO. 11

v1.2

AN ORDINANCE ESTABLISHING A PLANNING COMMISSION FOR THE CITY OF PINE SPRINGS, WASHINGTON COUNTY, MINNESOTA.

The City Council of the City of Pine Springs does hereby ordain as follows:

SECTION 1. ESTABLISHMENT OF A COMMISSION

A City Planning Commission for the City of Pine Springs is hereby established pursuant to Minnesota Statutes.

SECTION 2. COMPOSITION

Said Planning Commission shall consist of five (5) members, and said members shall be appointed by the City Council. The members of the Commission first appointed shall be as follows:

- Two (2) for the term of one (1) year;
- Two (2) for the term of two (2) years;
- One (1) for the term of three (3) years

Their successors shall be appointed for terms of three years. Both original and successive appointees shall hold office until their successors are appointed and have qualified. The members of the Commission shall elect one member as Chairman and one member as Secretary of said Commission, who shall be elected every year. Vacancies during a term shall be filled by the City Council for the unexpired term of said vacancy. Every appointed member shall, before entering upon the disposition of his duties, take an oath that he will faithfully perform the duties of his office. All members shall serve without compensation, and shall hold office at the pleasure of the City Council.

The City Council shall appoint one of the members of said Council to serve as an ex-officio member of said Planning Commission and who shall not have a vote in any proceedings before said Commission or hold any office.

SECTION 3. DUTIES

It shall be the duty of the Planning Commission to study and make recommendations to the City Council concerning all matters involving planning and zoning which are referred to it by the City Council. Among such duties shall be included:

- (1) the development of a comprehensive plan for land use within the City
- (2) to consider and make recommendations to all applications for rezoning, special use permits, and related matters
- (3) to conduct public hearings upon such matters as are directed to it for hearing by the City Council

All matters referred to the Planning Commission shall be considered by said Commission and reported back to the Council within 90 days after the matter has been originally referred to it. This time limit shall not affect long term studies such as the development of a comprehensive plan but shall apply to all matters that are required because of a petition made by a landowner.

SECTION 4.

For the purposes of appeals from administrative decisions or for variances, the City Council shall act as such Appeal Board and shall hear, consider and determine these appeals. Such appellate matters may be referred by the Council acting as an Appeal Board to the Planning Commission for factual studies and recommendation. Any such appeal matter referred to the Planning Commission shall be reported back to the Council within 45 days.

SECTION 5.

This ordinance shall take effect from and after passage and publication as provided by statute.

Passed by the Council of the City of Pine Springs this 7th day of October 1969.

Paul Linnerooth (signature)
Mayor

Attest:
R. G. Zietlow (signature)
Clerk

REPEALED

Revision History

Ver.	Changes	Date Changed
1.0	Adopted by the City Council	Oct 7, 1969
1.1	Amended by Ordinance 26	Nov 10, 2020
1.2	Repealed and replaced by Ordinance 30	Feb 7, 2023