

**CITY OF BAXTER, MINNESOTA
RESOLUTION 2024-063**

**A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT TO AMEND THE
TEXT OF THE BAXTER COMPREHENSIVE PLAN TO TRANSFER AUTHORITY FROM THE
LONG RANGE PLANNING COMMISSION TO THE PLANNING COMMISSION FOR THE
CITY'S COMPREHENSIVE PLAN (CITY FILE NUMBER 2024-022)**

WHEREAS, the City of Baxter has requested Comprehensive Plan Amendments to amend the text of the Comprehensive Plan; and

WHEREAS, the Long Range Planning Commission has reviewed the proposed Comprehensive Plan Amendments at a duly called public hearing on June 17, 2024, and recommends approval;

WHEREAS, the City Council considered the Long Range Planning Commission recommendation at their July 16, 2024 meeting;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAXTER, MINNESOTA, that it should and hereby does approve the Comprehensive Plan Amendment to amend the text of the Comprehensive Plan amendment as follows:

Chapter 1. Introduction, 1-6

Adopting and Amending the Comprehensive Plan

When complete, the Comprehensive Plan will be officially adopted by the City Council upon recommendation of the ~~Long Range~~ Planning Commission. Following adoption, the Plan can be amended as follows:

- Ideally the ~~Long Range~~ Planning Commission and City staff would set up an annual review of the Plan to determine if any part of the Plan needs to be reviewed and updated.
- Pertinent section(s) of the Plan can be recommended for review and revision by the City staff, citizens, property owners, the ~~Long Range~~ Planning Commission, other city boards and commissions, the City Council or others, at any time.
- The item is referred to the ~~Long Range~~ Planning Commission for study, who may refer it to City staff for research and analysis.
- Appropriate communication and discussion among affected parties – property owners, business owners, neighbors, etc. – would be managed by the ~~Long Range~~ Planning Commission with assistance from City staff.
- An amendment to the Plan is prepared by City staff.
- A public hearing is scheduled in front of the ~~Long Range~~ Planning Commission with notice given to property owners within 500 feet of the affected area(s). For large-scale amendments affecting significant portions of the City, notice need only be made in the City's official newspaper and on the City website.

- The City Council would hear the recommendation of the [Long Range](#) Planning Commission and make a final decision on the Plan amendment.
- If the amendment involves a change in land use then it should be followed with an appropriate rezoning within a reasonable period of time.
- Specific procedures for comprehensive plan amendments are in Title 10-7-2 of the zoning ordinance.

Whereupon, said Resolution is hereby declared adopted on this 16th day of July 2024.

Darrel Olson, Mayor

ATTEST:

Kelly Steele, Assistant City Administrator/Clerk

City Seal