

M.M.L.

Municipal Plan Approval Process

Step 1. Send notice of intent to prepare plan by first class mail to:

- a) Planning Commissions of municipalities within or contiguous to your community.
- b) Regional Planning Agency (optional, required if no County PC)
- c) County Planning Commission (or board if no PC)
- d) Each registered public utility and railroad in community
- e) Any government entity registered with the community for this purpose.

LOTS OF WORK

Step 2. Municipal Planning Commission creates Plan

Step 3. Planning Commission submits plan to Elected Body for review and comment

Elected Body approves distribution

Elected Body does NOT approve distribution

Plan is returned to the Planning Commission for review/revision

Step 4A. Planning Commission distributes copies of proposed plan to:

- a) Planning Commissions of municipalities within or contiguous to the community
- b) Region Planning Agency (optional, see above)
- c) County Planning Commission (or board)
- d) Each public utility, railroad or governmental entity that registered for this purpose with the municipality

Step 4B. Concurrent with Step 4A, Municipal Planning Commission submits to County Planning Commission a signed statement that step 4A, items a) and b), have been carried out. Statement will include the names and addresses of each recipient, and the date of submittal.

Step 5. Municipal Planning Commission receives comments submitted by a), b), or d) in Step 4A above within 60 days. Neighboring Planning Commissions and Regions (Step 4A item a & b) shall concurrently submit a copy of their comments to the County Planning Commission

Step 6. Municipal Planning Commission receives advisory comments submitted by the County Planning Commission not less than 75 days or more than 90 days after the date submitted to the county.

63 DAYS FOR ALL

Step 7. Municipal Planning Commission now holds public hearing having duly noticed the meeting. NOTICE ≥ 15 DAYS NEWSPAPER

PLUS ALL ENTITIES IN STEP 1.

Step 8. Municipal Planning Commission approves the plan either at the public hearing or at a subsequent meeting. Approved plan is distributed to original notice list unless the Elected Body has asserted their right to approve the plan.