

**City of Roseville
ORDINANCE NO. 1675**

AN ORDINANCE ESTABLISHING

TITLE 10, CHAPTERS 1024

**CREATING TITLE 10 CHAPTER 1024 TO TRANSFER THE PROCEDURES
FOR PREPARATION, ADOPTION, AND AMENDMENT OF THE
COMPREHENSIVE PLAN FROM TITLE 2, CHAPTER 202 TO TITLE 10
CHAPTER 1024.**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: The Title 10 shall be renamed as follows:

ZONING AND LAND USE

SECTION 2: Title 10, Chapter 1024 of the Roseville City Code is hereby created to read as follows:

CHAPTER 1024 COMPREHENSIVE PLAN

SECTION:

1024.01: Preparation of Comprehensive Plan

1024.02: Procedure for Adoption of Comprehensive Plan

1024.03: Procedure for Consideration of Requested Amendment to Comprehensive Plan

1024.04: Adoption or Amendment of Comprehensive Plan by City Council

1024.05: Means of Executing Plan

1024.01: PREPARATION OF COMPREHENSIVE PLAN

It shall be the function and duty of the Planning Commission to prepare and recommend a Comprehensive City Plan for the development of the City, including proposed public buildings, street arrangements, public utility services, parks, playgrounds and other similar developments, the use of property, the density of population and other matters relating to the development of the City. Such Plan may be prepared in sections, each of which shall relate to a major subject of the plan, as outlined in the Commission's program of work.

1024.02: PROCEDURE FOR ADOPTION OF COMPREHENSIVE PLAN

The Planning Commission may, at any time, recommend to the City Council the adoption of the City Comprehensive Plan, any section of it or any substantial amendment thereof. Before making such a recommendation to the City Council, the Planning Commission shall hold at least one public hearing, as provided for in Chapter 108 of this Code. The recommendation by the Planning Commission to the City Council shall be by a resolution of the Commission, approved by the affirmative votes of not less than 5/7th of its total membership. The Commission may from time to time recommend minor amendments to the City Comprehensive Plan or any section thereof without the public hearing mentioned herein providing that a majority of its members are of the opinion that such hearing is not necessary or in the public interest.

1024.03: PROCEDURE FOR CONSIDERATION OF REQUESTED AMENDMENT TO COMPREHENSIVE PLAN

If an amendment to the Comprehensive Plan Future Land Use Map is requested by a property owner, the applicant shall hold an open house meeting with residents and property owners in the vicinity of the affected property prior to submitting an application for the amendment. Open House: Requirements for such an open house are as follows:

- A. Purpose: To provide a convenient forum for engaging community members in the development process, to describe the proposal in detail, and to answer questions and solicit feedback.
- B. Timing: The open house shall be held not more than 30 days prior to the submission of an application for Comprehensive Plan Future Land Use Map Amendment approval and shall be held on a weekday evening beginning between 6:00 p.m. and 7:00 p.m. and ending by 10:00 p.m.
- C. Location: The open house shall be held at a location in or near the neighborhood affected by the proposed amendment, and (in the case of a site near Roseville's boundaries) preferably in Roseville. In the event that such a meeting space is not available the applicant shall arrange for the meeting to be held at the City Hall Campus.
- D. Invitations: The applicant shall prepare a printed invitation identifying the date, time, place, and purpose of the open house and shall mail the invitation to the recipients in a list prepared and provided in electronic format by Community Development Department staff. The recipients will include property owners within 500 feet of the project property, members of the Planning Commission and City Council, and other community members that have registered to receive the invitations.
- E. Summary: A written summary of the open house shall be submitted as a necessary component of an application for Comprehensive Plan Future Land Use Map Amendment approval.

1024.04: ADOPTION OR AMENDMENT OF CITY COMPREHENSIVE PLAN BY CITY COUNCIL

Upon receiving a recommendation from the Planning Commission for the establishment or amendment of a plan, the City Council shall follow procedure as set forth in Chapter 108 of this Code. The City Council may adopt such plan or amendments by a majority vote of its members or by a larger majority if required by statute.

1024.05: MEANS OF EXECUTING PLAN

Upon the adoption of the City Plan or any section thereof, it shall be the duty of the Planning Commission to recommend to the City Council reasonable and practicable means for putting into effect such Plan or section thereof in order that the same will serve as a pattern and guide for the orderly physical development of the City. Such means shall consist of a zoning plan, the control of subdivision plats, a plan for future street locations, etc.

SECTION 3: Effective Date.

This ordinance shall take effect upon its passage and publication.

Passes by the City Council of the City of Roseville this 22nd day of April 2024.

Signatures as follows on separate page:

Ordinance – CREATING TITLE 10 CHAPTER 1024 TO TRANSFER THE PROCEDURES FOR PREPARATION, ADOPTION, AND AMENDMENT OF THE COMPREHENSIVE PLAN FROM TITLE 2, CHAPTER 202 TO TITLE 10 CHAPTER 1024

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager