

Summary of Draft Amendments to Stevens County Subdivision Ordinance July 21, 2020

1. Section IV.A (p. 9) – Minor Subdivision

- a. Add new section for “minor subdivisions” that would allow for administrative approval by the Zoning Administrator (no Planning Commission review or public hearing) if it is a simple subdivision that meets certain requirements – i.e. not more than 6 new parcels being created, lots all meet minimums required dimensions, no new roads being dedicated, adequate road frontage, etc..

2. Section IV.C (p. 11-12) – Final Plat

- a. Amendments to indicate that final plat submittals would no longer need to go through the Planning Commission. Instead, they would be initially reviewed by the Zoning Administrator, with the County Board providing a final review and formal approval. The intent is speed up the review process for final plats that meet all of the requirements imposed on it during any approval of the preliminary plat (which would generally go through the Planning Commission).

3. Section V.I (p. 17-18) – Environmental Review Procedures

- a. Add new section to address procedures for subdivisions that are required to go through an Environmental Assessment Worksheet (EAW) or Environmental Impact Statement (EIS) process as outlined in state law.

4. Section VI.C (p. 19-20) – Streets

- a. Add reference for road/street construction standards to the standards as determined by the County Engineer or County Board.
- b. Reduce the required width for rights-of-way for local streets from 70 feet to 66 feet.
- c. Add language to give the County the flexibility to approved longer roads ending in cul-de-sacs should conditions warrant it (current language limits roads to a length of 500 feet).

5. Section VI.G (p. 20-21) – Lots

- a. Section VI.G.1 (Layout): Add language to specify that lots shall be arranged so that they can be built on without significant alterations.
- b. Section VI.G.2 (Size and Dimension): Add language specifying that land under the ordinary high water elevation does not count towards lot size requirements. Add language giving the County flexibility to allow for less than normal lot widths at a road, where deemed appropriate.
- c. Section VI.G.6 (Access): Add language requiring that all newly created lots have public road frontage.
- d. Section VI.G.7 (Double Frontage Lots): Add language discouraging lots that have roads on both their front and back.

6. Section VI.H-VI.M (p. 21-22)

- a. Add requirements requiring the subdivider to place survey monuments at lot corners and other important areas, to ensure adequate sewer treatment areas and water supply, drainage, easements for utilities, drainage, etc. and subdivision requirements for lots that are not intended for residential use.

7. Section IX (p. 29) – Administration and Enforcement

- a. Section IX.B (Jurisdiction and Interpretation): Add language to clarify what types of subdivisions are subject to the ordinance and which are not.
- b. Section IX.E (Amendment) and F. (Violations): Add language to create a process for amending the Subdivision Ordinance and for how violations of the ordinance are to be administered.

8. Section X (p. 32) – Miscellaneous

- a. Section X.A (Variances): Add language to clarify the procedures and requirements for the granting of a variance to a requirement of the Subdivision Ordinance.
- b. Section X.E (Fees): Add language to allow the County to require that the subdivider establish an escrow account or other financial security, to cover costs incurred by the County in the review of a subdivision request.

9. Miscellaneous Edits

- a. Section III.A (Statutory Authorization and Rules): Add language referencing the MN Statutes that apply to subdivisions.
- b. Section IV.F (Construction Plans): Minor edits.
- c. Section V.A (Conformity to Official Map and Comprehensive Plan): Minor edits.
- d. Section V.F (Preservation of Natural Features): Add “wetlands” to list of natural features to be reviewed for preservation during subdivisions. Correct typographical error.
- e. Section V.H (Requirements for Subdivisions): Apply the requirements of this section to all subdivisions, not just those in shoreland.
- f. Section V.J (Registered (Torrens) Land Survey Procedures): Add new section to address procedures for the submittal and approval of Registered Land Surveys (RLS).
- g. Section VI.C.7 (Private Streets): Change reference from “integrated districts” to “planned unit development”
- h. Section VI.E (Trees): Add language indicating that tree branches that hang over a right-of-way are subject to removal or trimming.
- i. Section VI.F (Street Names and Signs): Add language indicating that street signs must be placed by the subdivider to County standards.
- j. Section VII.B (Proposed Subdivision Areas): Add reference to applicable Minnesota Statutes for Park land dedication.
- k. Section XI.E (Adoption of Plat Manuals by Reference): Add language indicating that minimum guidelines established by the Minnesota Land Surveyors Association are to be met during the platting process.