

IMPLEMENTATION

I. Introduction

During community meetings, participants in the Comprehensive Planning process identified New Prague's strengths or most positive attributes. Among the top items noted were:

- Small town feel/friendly people
- Convenience to City life/proximity to metro
- Safe community – safety with police/fire/ambulance
- Parks
- School system
- Medical facilities
- Upkeep of the town

Throughout the Comprehensive Planning Process, Planning Commissioners and participants in the Community Survey, Neighborhood meeting, and Business Meeting were asked what the major challenges facing the community are. Following are the most common responses:

- Growth management
- Property taxes and keeping the City affordable
- Industrial diversification
- Infrastructure improvement
- Maintaining the school system/providing additional facilities
- Maintaining public safety (low crime)
- Planning and zoning issues
- Traffic through town/keeping the downtown area
- Risk of losing retailers to the cities

This section will identify methods in which the City may implement the Comprehensive Plan and accomplish the goals and assist in addressing challenges identified by the community. The tools available include:

- Zoning Ordinance
- Subdivision Ordinance
- Capital Improvement Plan
- Orderly Annexation Agreement
- Comprehensive Plan Review and Revision
- Implementation Strategies

A description, implementation information and recommendations for each of the City's local controls follows.

II. Zoning Ordinance

The current City of New Prague Zoning Ordinance, Ordinance 187, was adopted by the City Council in February, 2000 with the most recent revisions adopted in March 2014. The Zoning Ordinance includes specific regulations governing land use and an official zoning map. The City Council recognizes the Comprehensive Plan as the policy with the responsibility to regulate land use and development in accordance with the policies and purpose set forth within the Zoning Ordinance. The City administers the Zoning Ordinance on an on-going basis.

Purpose: The purpose and intent of the New Prague Zoning Ordinance is to protect the public health, safety, and general welfare by regulating the use of land, the location and use of building and the arrangement of buildings on lots, and the density of the population in the City.

Contents: Local controls relative to the Land Use portion of the Comprehensive Plan and provided by the Zoning Ordinance include, but are not limited to, the following:

- Intent and Purpose
- Rules and Definitions
- General Provisions
- Administration of the Ordinance
- Zoning Districts and District Provisions
- Performance Standards; and
- Violations

Implementation: The Zoning Ordinance is reviewed and subsequently administered by planning staff, the Planning Commission and the City Council.

The Zoning Ordinance is subject to periodic review to ensure consistency with the City's Comprehensive Plan and overall goals/objectives as defined by the City. The City Council may amend the Ordinance provided the Council adheres to constitutional, statutory, and other lawful procedures. In order to ensure the Zoning Ordinance is consistent with the goals and objectives of the Comprehensive Plan, as amended from time to time, the Planning Commission and Council may wish to amend the ordinance to address the following:

Recommendations:

1. The Planning Commission and Council may wish to include a new section in the Zoning Ordinance relating to "Tree Preservation and Reforestation" to ensure significant trees are not removed, therefore protecting the natural resources of the City. This may be more applicable as the City annexes land to the north where larger stands of trees exist.
2. The Planning Commission and Council may wish to further expand building design requirements for the B-1 Commercial District by implementing as requirements the building design and sign guidelines previously adopted by the City Council on September 7, 2014 because as they are written today they are only guidelines.
3. The City has adopted a Wellhead Protection Plan, therefore the City's Zoning Ordinance should be updated to ensure protection of this natural resource.
4. The Planning Commission and Council should review other sections of the Zoning Ordinance to ensure consistency with state statutes.
5. The Planning Commission and Council should strive to be on the forefront of new development trends in order to include proper planning for development types which may not exist at the time of writing this document.

III. Subdivision Ordinance

The City of New Prague Subdivision Ordinance was adopted in 2010 and amended in 2011. This Ordinance regulates the division or platting of land within the City's corporate limits, as well as two miles beyond within Lanesburgh Township, for the purpose of sale into two or more lots, parcels, or tracts, with minor exceptions.

Purpose: A Subdivision Ordinance has been adopted to safeguard the best interests of the City and to assist the subdivider in harmonizing the subdivider's interests with those of the City at large. The Ordinance

is intended to prevent the piecemeal planning of subdivisions which could result in an undesirable, disconnected patchwork or pattern of development or fiscal inefficiency. The Subdivision Ordinance is correlated to the City's Comprehensive Plan and consistent with a goal of promoting unified community interests.

Contents: The Subdivision Ordinance includes provisions that:

1. Dictate procedures for filing, submittal and review: including the required contents of and conditions for concept plan, preliminary plat and final plat.
2. Establish and ensure design standards including: blocks, lots, streets and alleys, planned unit developments and other standards which promote the public health, safety, and general welfare.
3. Define parks and open space requirements.
4. Require improvements according to City standards for general improvements, streets, sanitary sewer and water distribution and public utilities.
5. Grounds for denial of subdivision proposals.
6. Allow for variances from this Ordinance provided unique circumstances exist; and
7. Provide for enforcement of and penalties for violation.

Implementation: The Subdivision Ordinance is subject to periodic review to ensure consistency with the City's Comprehensive Plan and overall goals/objectives as defined by the City. The City Council may amend the Ordinance provided the Council adheres to constitutional, statutory, and other lawful procedures.

In order to ensure the Subdivision Ordinance is consistent with the goals and objectives of the Comprehensive Plan the Planning Commission and Council may wish to amend the ordinance to address the following:

Recommendations:

1. The Planning Commission and City Council should review requirements within the City's Subdivision Ordinance and consider requiring the installation of boulevard trees in new subdivisions while acknowledging that boulevard trees can have negative effects on underground utilities and streets
2. The City may wish to consider the adoption of additional tree preservation and reforestation requirements.
3. The City should consider the adoption of a local "Right to Farm" ordinance to preserve existing agricultural land use and operations adjacent to the City, to reduce the occurrence of conflicts between agricultural and non-agricultural land uses and to protect the public health. The ordinance could:
 - a. Provide livestock farm operations greater protection from nuisance laws,
 - b. Provide purchasers and tenants of non-agricultural land close to agricultural land or operations with notice about the City's support of the preservation of agricultural lands and operations,
 - c. Require all new developments adjacent to agricultural land or operations to provide a buffer to reduce the potential conflicts between agricultural and non-agricultural land uses, and
 - d. Provide for a dispute resolution procedure designed to amicably resolve any complaints about agricultural operations that is less formal and expensive than court proceedings.

IV. Capital Improvement Plan and Debt Management Study

The City of New Prague has not formally instituted a comprehensive City wide Capital Improvement Program (CIP) that allows lists projects, prioritizes expenditures and identifies sources of funding for the scheduled financing of capital expenditures relative to the implementation and maintenance of public facilities and services necessary for the City's growth. An informal CIP is in place with review of capital

projects as a part of the annual budget process but noting that the City does have an adopted Street CIP which includes road projects out to the year 2020 at this time. The City has reconstructed a number of streets in recent years and included about \$150,000 per year in the electric fund for capital improvements.

The overall objective of a Capital Improvement Plan (CIP) is to provide for the efficient use of fiscal resources in funding future capital expenses. The CIP should be a flexible, evolving tool the City uses as a guide for the future. The CIP should be updated annually to allow for capital necessity and prioritization changes. Along with anticipated expenditures, the CIP should include proposed sources of funding such as special assessments, enterprise funds (water, sewer, electric), state aid, annual levy, etc. Expenditures such as municipal vehicles (police), a municipal building for ambulance, police and City administration, street and utility projects, park improvements and the like should be included. The phasing in of projects which require the same sources of funds can assist in retaining a level annual tax levy.

Recommendations for Implementation:

1. The City should develop a formal comprehensive City wide Capital Improvement Plan identifying capital projects, estimated costs, year to be completed, sources of funds and priority ranking.
2. The City should include in its Capital Improvement Plan large projects which have been identified as important to the community as a part of this Comprehensive Plan.
3. The City should consider including in the Capital Improvement Plan the completion of an update of utility studies as the City grows and plans become outdated, specifically related to the need for sanitary sewer trunk lines

V. Growth Areas and Annexation

The City of New Prague, through its comprehensive planning process, has identified land use needs to accommodate additional residential, commercial and industrial development both within the existing corporate limits as well as in potential annexation areas. The future land use boundary is anticipated to meet the needs of the City to the year 2035. The placement of appropriate land uses, extension of infrastructure; including water, sewer and streets, should be planned for within this area before the growth occurs.

The City of New Prague has discussed a draft Orderly Annexation Agreement with Helena Township in the past, however a formal agreement has never been executed in recent times. No agreements have been signed or are pending with Lanesburgh Township. Scott County is strongly encouraging communities and townships to work together to identify future land uses within City growth boundaries.

The City has adopted a resolution granting authority to the City to review plats within two miles of the City limits within Lanesburgh Township. No joint planning boards between the City of New Prague and Helena or Lanesburg Townships exist.

Recommendations for Implementation:

1. The City and Townships should continue to work together to develop and adopt Orderly Annexation Agreements.
2. The City of New Prague should take an active role in the review and provide comments on future Scott County and Le Sueur County Comprehensive Plans as they relate to transportation systems, land uses, and regional trail and park plans which may impact the City of New Prague.

VI. Comprehensive Plan Review and Revision

The Comprehensive Plan is intended to guide the growth of the community. As events and circumstances within the community change, the Comprehensive Plan should be reviewed and updated, as appropriate. Amendments to the Comprehensive Plan should not occur without public notice, a public hearing conducted by the Planning Commission and City Council final review and approval. Amendments to the Comprehensive Plan should be considered if there have been changes within the community or issues which were not anticipated by the Plan.

Recommendations:

1. It is recommended the Planning Commission and City Council review and update the Comprehensive Plan at five to ten year intervals to ensure it is a current reflection of the City's growth patterns, community goals and land use needs.
2. The Comprehensive Plan may be amended upon petition from the public, initiation by the Planning Commission or direction from the City Council. No amendment shall be adopted until a public hearing has been conducted by the Planning Commission with recommendation to the City Council. A 2/3 affirmative vote of the City Council is required to amend the Plan.
3. It is recommended that on an annual basis the Planning / Community Development Director report to the Planning Commission and City Council (re) development issues which have occurred as they relate to the Comprehensive Plan, proposed projects which have an impact on the accuracy on the Plan projections, and a list of implementation goals identified within the Plan and the status of implementation.

VII. Comprehensive Plan Implementation Strategies

To summarize, the Comprehensive Plan:

- Includes a summary of the City's demographic profile,
- Projects future housing and population trends,
- Identifies natural resources and goals for preserving natural amenities,
- Inventories current land uses and projects future land use needs with the identification of where appropriate land uses should be located,
- Analyzes the past, current and future housing stock,
- Reviews the current transportation system and includes a future transportation plan and policies
- Inventories current park land and recreational amenities and includes recommendation for future park and recreational facilities,
- Summarizes the community facilities and public services with identification of future needs, and
- Addresses municipal utilities as they relate to current and future land use needs.

In order to implement the goals and policies identified in each of these chapters, the following implementation strategies have been prepared:

1. **Zoning and Subdivision Ordinances:** Update the City's Zoning and Subdivision Ordinances to ensure consistency with the Comprehensive plan, as noted within this chapter.
2. **Capital Improvement Plan.** Adopt a capital improvement plan, including major capital expenditures identified in this Plan.
3. **Joint Annexation Agreements.** Begin dialog with Helena Township and Lanesburg Township to develop new orderly annexation agreements.

4. **Transportation.** Continue to work with Scott County, Le Sueur County and MnDOT as well as Helena and Lanesburgh Township to develop and maintain a regional transportation plan. Require the platting of collector streets identified on the transportation plan. Request a study from MNDOT relating to the future of TH 19, particularly in the downtown central business district.
5. **Utilities.** Address the need for two new trunk sewer mains to accommodate future development on both the east and west sides of the City which are known in Chapter 5 as the “East Sewer Main” and “West Sewer Main”. This would also require the update of the *Comprehensive Sanitary Sewer Plan for 2026 Service Area* dated December 22, 2003.
6. **Education.** Continue to support education in the community, meeting periodically with school administration to discuss joint programming of recreational programs and facilities, and timing on municipal and educational capital projects.
7. **Park and Recreation.** Obtain land and trail corridors, as a part of the subdivision process, in areas in which community and neighborhood parks have been identified as required to support future growth. Continue to seek donations, grants, and other funding to upgrade existing parks and develop new parks as they are acquired. The City should also continue to collaborate, where possible, with the School District on recreational facilities.
8. **Housing.** Consider adopting housing maintenance code provisions for the on-going and long-term maintenance of the City’s housing stock. Inform builders or housing programs to support the various types of life-cycle housing. The City should also consider implementation of a rental housing ordinance as well which would expand upon the existing rental registration ordinance.
9. **Sense of Community.** Continue to focus on the heritage of the community through design elements, murals and celebrations. Continue community events to assist in retaining the small town feel and sense of community as the population continues to grow. Provide opportunities for involvement by new residents and long-term residents to come together.