

<b>Board</b>	<b>Application Acceptance Week</b>	<b>2024 Meeting Date</b>	<b>County Board Tentative Date</b>
PAC		*MLK Jr. Day 3 <sup>rd</sup> Mon	
Joint Meeting BOA	Dec 25-29 2023	Monday Jan 22*	Feb 6
PAC		*President's Day 3 <sup>rd</sup> Mon	
Joint Meeting BOA	Jan 29-Feb 2	Monday Feb 26*	March 5
PAC	Feb 19-23	Monday Mar 18	April 2
BOA	Feb 26-Mar 1	Monday Mar 25	NA
PAC	Mar 18-22	Monday April 15	May 7
BOA	Mar 25-29	Monday April 22	NA
PAC			
Joint Meeting BOA	April 22-26	Monday May 20*	June 4
		*Memorial Day 4 <sup>th</sup> Monday	
PAC	May 20-24	Monday June 17	TBA
BOA	May 27-31	Monday June 24	NA
PAC	June 17-21	Monday July 15	TBA
BOA	June 24-28	Monday July 22	NA
PAC	July 22-26	Monday Aug 19	Sept 3
BOA	July 29-Aug 2	Monday Aug 26	NA
PAC	Aug 19-23	Monday Sept 16	Oct 1
BOA	Aug 26-30	Monday Sept 23	NA
PAC	Sept 23-27	Monday Oct 21	Nov 5
BOA	Sept 30-Oct 4	Monday Oct 28	NA
PAC			
Joint Meeting BOA	Oct 21-25	November 18	Dec 3
PAC			
Joint Meeting BOA	Nov 18-22	December 16	Jan 7

Anyone interested is invited to attend. Agenda items may be subject to cancellation or rescheduling. Please contact Land Use Management at (651)385-3104, or visit us on the web at [www.co.goodhue.mn.us](http://www.co.goodhue.mn.us) for the most current agenda.

## HOW DOES THE PROCESS WORK?

Please review the instructions in this application and contact the LUM Department to request an appointment to discuss requirements and the review process before submitting the application and fees. The assigned staff will review the application in accordance with the Goodhue County Comprehensive Plan, the Ordinance, and department policies and set a hearing date to consider the request.

**Step 1.** Request application and **discuss circumstances with staff.**

**Step 2.** File application (See Attached Calendar for Schedule) this must include all of the following:

- a. **Application:** A completed application form with the required filing fee
- b. **Site Plan:** A complete site plan
- c. **Township Signature** of acknowledgement

Upon review, projects may require other information concerning the property or adjoining property as determined by the Zoning Administrator that demonstrates compliance with the Goodhue County Zoning Ordinance.

## A SUMMARY OF THE PUBLIC HEARING PROCESS:

The Zoning Administrator requests that applicants familiarize themselves with the procedure for public hearings, which are listed below.

**Hearings.** A public hearing will be held on any matter before the Board of Adjustment or Planning Advisory Commission. The Board or Commission Chairperson may impose time limits on appearances by members of the public and may otherwise exercise his or her discretion on procedures for the conduct of public hearings. The procedure for such public hearings shall be as follows:

1. A description of the issue by the Zoning Administrator along with the Planning Department's recommendation.
2. A presentation of the proposal by the project sponsor or applicant.
3. Public comments from opponents and proponents of the proposal.
4. The project sponsor or applicant will be given a period within which to clarify any questions raised in previous testimony.
5. Discussion by the Board or Commission on the matter.

Conditions: The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

Conditions: The Planning Commission shall attach such conditions to the granting of conditional use permits as it deems necessary to fulfill the purposes of the Goodhue County Zoning Ordinance.

6. Decision approval, disapproval, or modification

PAC: The Planning Commission shall make its decision upon the application and forward its recommendations to the County Board.

BOA: In the case of variances, the determination of the Board of Adjustment shall be final except that appeals therefrom may be taken.

## Opportunities for Appeals:

Decisions relating to actions taken regarding the Goodhue County Zoning Ordinance pursuant to MN Statutes Chapter 394 and the provisions of sections 394.21 to 394.37 may be reviewed upon request for appeal. An appeal shall stay all proceedings in furtherance of the action appealed from unless a stay would cause imminent peril to life or property.

1. An appeal to any order, requirement, decision, or determination made by any administrative official charged with enforcing any adopted ordinance, shall be filed with the Board of Adjustment within 30 days, after receipt of notice of the decision. See ARTICLE 5, SECTION 4 of this Ordinance for the appeals application process.
2. An appeal from decisions of the Board of Adjustment decision in granting variances or in hearing appeals shall be filed with the Goodhue County District Court within 30 days after receipt of notice of the decision.
3. An appeal from decisions of the County Board relating to actions taken regarding the Goodhue County Zoning Ordinance shall be filed with the MN Court of Appeals within 30 days after receipt of notice of the decision.

**Expiration:** Variance and Conditional/ Interim Use Permit decisions shall expire and be considered null and void one year after the Board's final decision to grant the permit if no permit for construction has been issued. One administrative extension of up to one year may be granted by the Zoning Administrator upon written request of the property owner, provided there is reasonable cause for the request and further provided that the written request is made no less than 30 days prior to the expiration of the permit.