

STEPS TO ADOPT TOWN MASTER PLAN

- STEP 1.** Master Plan Committee approves Plan by resolution (no hearing or notice required) and forwards Plan to Planning Commission.
- STEP 2.** Planning Commission holds hearings on Plan (minimum of two).
- STEP 3.** Planning Commission passes resolution of approval of Plan and certifies Plan to Council.
- STEP 4.** Council receives Plan and can approve it by resolution and without hearings reading (Plan is not an ordinance and three readings are not required). Plan is effective immediately.

STEPS TO CONCURERNTLYLY ADOPT TOWN ZONING AND SUBDIVISION ORDINANCES

- STEP 1.** State Statutes and current Town ordinances have no Planning Commission process requirements. Planning Commission can recommend ordinances to Council without hearings or notice.
- STEP 2.** Council receives ordinances and sets hearing date.
- STEP 3.** Council's hearing requires 15 days' notice. (This requirement is unique to zoning ordinances—the rest of the process is the same as for all ordinances.)
- STEP 4.** Council has three readings of ordinance, taking at least 10 days.
- STEP 5.** Council passes zoning ordinance after 3rd reading and adopts plan.
- STEP 6.** Ordinance is effective 10 days after publication and posting;