
SUBJECT: PLANNING FUNCTION OF CASS COUNTY

ADOPTED DATE: JANUARY 4, 2016

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MISSION STATEMENT

To enhance the overall quality of life in Cass County through proactive growth management.

PLANNING GOALS IN SUPPORT OF MISSION

1. To manage growth by influencing the primary characteristics of growth: rate, amount, type, location, and quality.
2. To ensure that, if adequate infrastructure is not currently in place to accommodate growth, the supporting infrastructure is provided by the development.
3. To ensure Cass County's resources are used in a manner to provide the greatest long-term benefits to the citizens of Cass County as a whole.
4. To maintain a current Comprehensive Land Use Policy Plan and the tools to implement the plan. The plan is to be used as the County's primary planning policy.
5. To preserve Cass County's natural resources and natural environment.

COUNTY PLANNING ORGANIZATION

COUNTY BOARD OF COMMISSIONERS

COUNTY PLANNING
COMMISSION

TOWNSHIP BOARD
OF SUPERVISORS

COUNTY ENGINEER

COUNTY PLANNER

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PLANNING ORGANIZATION AND RESPONSIBILITIES

County Board of Commissioners: Responsible for exercising all powers conveyed to it by the North Dakota Century Code including, but not limited to: restricting the use of buildings and structures and the use, condition of use, or occupancy of lands for residence, recreation, and other purposes. The County Board of Commissioners will not act on subdivision requests without hearing recommendations by both the County Planning Commission and the Township Board of Supervisors. Ultimate planning authority lies with the County Board of Commissioners.

County Planning Commission: Serves as an advisory board to the County Board of Commissioners. All subdivision applications and other planning issues will be referred to and receive recommendations from the County Planning Commission prior to being placed on the County Commission agenda.

County Engineer: Serves as department head for the county planning staff and planning activities. The County Engineer reports to the County Board of Commissioners. The County Engineer works in cooperation with the County Planning Commission.

County Planner: The County Planner is the primary staff member in the planning organization. The County Planner reports to the County Engineer. The County Planner works in cooperation with the County Planning Commission.

Township Board of Supervisors: Townships have the authority to regulate land use and administer zoning conveyed to it by the North Dakota Century Code. The County regulates subdivision of land. The Century Code further specifies that townships may relinquish its authority to the County. Unless a township relinquishes its authority, the County relies on townships to properly administer zoning. The Township Board of Supervisors work in cooperation with the County.

Municipalities: Municipalities have the authority to regulate the subdivision of land and administer zoning conveyed to it by the North Dakota Century Code. The Century Code further specifies that municipalities may relinquish its authority to the County. Unless a municipality relinquishes its authority, the County relies on municipalities to properly regulate the subdivision of land and administer zoning. Municipalities work in cooperation with the County.

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PLANNING ACTIVITIES AND FUNCTIONS

The planning organization shall focus its efforts on those activities necessary to achieve the County's mission and goals. County Planning funds should be expended on activities that benefit the County as a whole. Planning activities in support of an individual or a small group of individuals, such as subdivision review, should charge sufficient fees to generally cover all associated county costs.

Planning activities include:

1. Maintain a current Comprehensive Land Use Policy Plan to be used as the County's primary planning policy.
2. Maintain current subdivision regulations.
3. Review and approve/disapprove subdivision applications. Appropriate fees to be charged to recover county costs involved with subdivisions.
4. Provide training and educational opportunities for townships and municipalities in planning.
5. Provide assistance to the Greater Fargo Moorhead Cass County Economic Development Corporation in evaluating prospective sites for economic development.
6. Provide assistance to townships and municipalities in updating their comprehensive plans and zoning ordinances.
7. Participate in special planning projects.
8. Hear appeals on orders or determinations of the Health Officer or designated officer related to Cass County on-site septic regulations.

HISTORICAL REFERENCE DATE: MAY 3, 1993
JANUARY 4, 2016