COLUMBUS
JUST NORTH ENOUGH

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Want to Blacktop Your Road?

STEP 1 – Informal Resident Survey

Many things need to be considered before initiating a petition for a public road improvement.

- Do a majority of your neighbors want to pave the road?
- What is the cost that will be assessed to your property?
- What is the legal process of petitioning by following local ordinances and Minnesota statutes? How long does this process take? What is the probability the petition will be approved?

STEP 2 – Informal Petition

Someone will need to start the process by meeting with the City Administrator to obtain preliminary information.

An informal landowner petition must be submitted containing the date, names, addresses, and signatures of fifty-one percent (51%) of landowners showing interest in having an informal neighborhood meeting. This petition is only to show interest in obtaining detailed information on the blacktopping project. The informal petition will be presented to the City Council who will then decide if a neighborhood meeting should be scheduled.

STEP 3 – Informal Neighborhood Meeting

Once the decision to proceed with an informational neighborhood meeting has been made, the City Administrator will send letters to all of the landowners within the scope of the project and all who will benefit from this improvement, asking them to attend the meeting.

The neighborhood meeting will be conducted with the assistance of the City Engineer to answer any questions and advise the landowners of the following:

1. The legal process of a formal petition.
2. The estimated cost of the project.
3. The calendar of events.
4. The city's costs.
5. The required form of the petition and the formalities that must be observed in obtaining the signatures of the landowners.

At the end of the informational meeting, an informal show of hands will be counted to determine the interest in proceeding. The City Council, however, makes the final decision to proceed to the next step.

STEP 4 – Final Petition Letter

If the City Council decides to proceed, the City Administrator will send a formal Petition for Public Improvement letter to **all landowners to be benefited**. This will show the costs that will be assessed to landowners. Landowners need to sign the petition in favor of, or against, the project.

The petitions are mailed back to the City Administrator. The tally will be presented to the City Council and they will decide if the City should proceed with a public hearing.

STEP 5 – Public Hearing and Decision

A public hearing will be scheduled and a notice of the time and date will be published in the newspaper. At the public hearing, landowners may voice their opinions and concerns, either in person or in writing. The City Council will make the final decision for the road improvement at a City Council Meeting.

If the project is ordered, bids will be gathered and the project will be awarded to the most cost effective bidder.

When the exact costs are determined, an assessment hearing will be held and the costs will be assessed to the landowners.

City Code, Chapter 19: PUBLIC IMPROVEMENT PROJECT

Previous Road Improvement Projects	**Year Completed**
Gehrig Street	1996
Crossways Lake Drive/ Furman Street	2003
Furman Street / E. Rondeau Lake Drive	2004
Jodrell Street	2005
189th Ave. / Vassar Street	2006
145th Ave.	2006
147th Ave.	2008
Pine/Zodiac Street	2010
Howard Lake Drive	2010
Bender Street/184th Ave.	2014
177th Ave./178th Ave./Heidelberg Street	2014