

**CITY OF EYOTA
PLANNING COMMISSION MINUTES
OCTOBER 19, 2016**

Present: Members: Lief Hughes, Janet Hughes, Casey Johnson and John Chesney
Council Rep: Ray Schuchard Secretary: Marlis Knowlton

Absent: Council Rep: Bryan Cornell

Call to Order: Chair Lief Hughes called the meeting to order at 7:02 p.m.

Approve Agenda: Motion was made by Janet Hughes and seconded by Johnson to approve the agenda as presented. Ayes 4, Nays 0. Motion carried.

Minutes: Motion was made by Janet Hughes and seconded by Chesney to approve the September 21, 2016 regular meeting minutes. Ayes 4, Nays 0. Motion carried.

New Member Application – Franklin Merchant:

The Commission reviewed Franklin Merchant's application and spoke directly with him regarding his interest in the City and the Planning Commission. Merchant will fill the seat vacated by Chad Ohl; term expires December 2017. Motion was made by Janet Hughes and seconded by Chesney to recommend the Council approve and appoint Franklin Merchant as a Planning Commission member. Ayes 4, Nays 0. Motion carried.

Ordinance Codification: The Legal and Editorial Research and Report from American Legal Publishing had been distributed to the Commission at the last meeting to begin reviewing. This is basically a list of over one hundred questions that the Commission needs to answer as the first part of the review to codify ordinances. The Commission began going through each question and answering as many as possible. Some were noted to be discussed in detail at a later date after more consideration, or questions to be referred to the City Attorney for legal advice and others to be sent to other professionals like the City Engineers. Section 94 is specific to the parks and the Commission requested that it be sent to the Park Board for their review and recommendations. Because of the magnitude of this project, change in Commissioners and the holidays coming up, it was agreed to ask American Legal for a two month extension to submit all the changes. Another special Commission meeting will be scheduled for November 2, to continue the codification process.

Other Business: none

Adjourn: Motion was made by Janet Hughes and seconded by Chesney to adjourn the meeting. Ayes 4, Nays 0. Motion carried. Meeting was declared adjourned at 9:12 p.m.



Marlis Knowlton
Clerk/Treasurer