CITY OF EYOTA
PLANNING COMMISSION MEETING MINUTES
NOVEMBER 27, 2017

Present: Members: Lief Hughes, Casey Johnson, John Chesney and Franklin Merchant
Council Reps: Ray Schuchard Secretary: Marlis Knowlton
Absent: Member Janet Hughes and Council Rep Bryan Cornell

Call to Order: Chair Lief Hughes called the meeting to order at 7:00 p.m.

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

Minutes: Motion was made by Johnson and seconded by Merchant to approve the October 18, 2017 regular meeting minutes and the November 8, 2017 special meeting minutes as presented. Ayes 4, Nays 0. Motion carried.

New City Code: The Commission reviewed the remaining sections of the new code for accuracy and relating to the existing permits, applications, forms, fees, etc. for needed revisions or to create new ones accordingly. Title 15 Land Use, Table of Special Ordinances, Parallel References and Index

Title 15:
§152.075 (B) The wording states "City Ord. 40. The applicant shall be required to meet all necessary requirements of Ord. 40 (as codified in Chapter 50 of this code of ordinances) of the city." In all other sections any reference to previous ordinances have been eliminated and changed to reference the proper section of the new code. It was assumed this should be the same situation. (B) should just read "the applicant shall be required to meet all necessary requirements in Chapter 50 of this code of ordinances."

§152.076 (C) This is the same situation as before; it refers to the old ord. 14-3, as codified as Chapter 91. The reference to 14-3 should be deleted.

§153.091 Floodplain Management District, General Provisions, (B). At the end of the paragraph the map reference numbers were omitted and should be put back in. The DNR was very specific about using their language in the Floodplain ordinance. Reference numbers to be inserted are: 27109C0350E and 27109C0351E.

§153.124 (B) Is another reference to the old City Ord. 40 and should be eliminated because it is now as codified in Chapter 50.

Table of Special Ordinances – There are some additional special ordinances that should be sent to American Legal that should be in included. These are ordinances that were passed after the initial information was sent to and compiled by American Legal. This will be a city expense as a requested addition.

The next steps will be to send these final changes to American Legal and wait for the revised final document to be returned. Seeing that we have no idea how long that will take, American Legal already said yearend is very busy for them; we will wait to schedule the required public hearing. The Commission did not want to try to have a public hearing around the holidays. They also did not feel it was necessary to plan on any special mailings for notices; the normal notifications should be sufficient.

Schedule Future Meetings: Seeing that the revised code is not anticipated to be back from American Legal to schedule a public hearing at the December meeting and there are no pending other agenda items at this time; the Commission authorized Knowlton to cancel the December if nothing came up requiring action.

Other Business: The Commission discussed December is when members would normally be recommended to be appointed to a new term. There may not be a December meeting.

Motion was made by Merchant and seconded by Chesney to recommend to the Council to appoint Lief Hughes to another term as Planning Commission member. Ayes 4, Nays 0. Motion carried.

Motion was made by Lief Hughes and seconded Chesney to recommend to the Council to appoint Frank Merchant to another term as Planning Commission member. Ayes 4, Nays 0. Motion carried.

Adjourn: Motion was made by Merchant and seconded by Johnson to adjourn. Ayes 4, Nays 0. Motion carried. Meeting was declared adjourned at 7:30 p.m.

Marlis Knowlton

Marlis Knowlton, Clerk/Treasurer