

**CITY OF EYOTA
PLANNING COMMISSION MINUTES
DECEMBER 21, 2016**

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

Absent: Council Rep: Bryan Cornell

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

Approve Agenda: Motion was made by Janet Hughes and seconded by Johnson to approve the agenda as presented. Ayes 5, Nays 0. Motion carried.

Minutes: Motion was made by Janet Hughes and seconded by Merchant to approve the November 16, 2016 regular meeting minutes, the November 30, 2016 special meeting minutes and the December 12, 2016 special meeting minutes. Ayes 5, Nays 0. Motion carried.

2017 Commission Member Terms and Chair Positions:

Planning Commission is formally recommending to the Council to appoint John Chesney to another three year term, new term will be 2017-2018-2019.

Motion was made by Merchant and seconded by Chesney to nominate and appoint Lief Hughes as the 2017 Commission Chair. Ayes 5, Nays 0. Motion carried.

Motion was made by Lief Hughes and seconded by Janet Hughes to nominate and appoint Casey Johnson as the 2017 Commission Co-Chair. Ayes 5, Nays 0. Motion carried.

Ordinance Codification: The Commission continued its task to answer the questions from The Legal and Editorial Research and Report from American Legal Publishing as part of the review to codify ordinances.

Merchant has completed revising the fireworks section and will forward the document to Knowlton to be presented to the Council for consideration. Knowlton reviewed some of the codification questions from the last meeting and gave answers. The City Attorney has not responded to the last batch of questions.

The Council will make their decision on the 22nd to hire Kristi Clarke as a contracted planner to assist with the zoning and subdivision sections of the ordinances. If Clarke is hired there is no way to know at this time what her schedule might be, so a special meeting will be scheduled and if necessary it will be cancelled or rescheduled.

Motion was made by Janet Hughes and seconded by Merchant to schedule another special meeting to continue the codification process, Wednesday, January 11 starting earlier at 6:30 p.m. Ayes 5, Nays 0. Motion carried.

Other Business: Knowlton updated the Commission on other activities that may affect the Commission: Our Savior's Lutheran Church new building development plans are continuing, interest in establishing a daycare in the Second Street Wetlands parcel, possible request to rezone 123 Center Avenue S apartment building and Perry Dental is coming to town.

Adjourn: Motion was made by Lief Hughes and seconded by Merchant to adjourn the meeting. Ayes 5, Nays 0. Motion carried. Meeting was declared adjourned at 7:46 p.m.



Marlis Knowlton
Clerk/Treasurer