

**CITY OF EYOTA  
PLANNING COMMISSION MEETING MINUTES  
APRIL 19, 2017**

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

**Absent:** Member: John Chesney was absent at roll call but arrived at 7:01 p.m.  
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 Janet Hughes and seconded by Johnson to approve the March 13, 2017 regular meeting minutes, the March 21, 2017 special meeting minutes and the April 11, 2017 special meeting minutes as presented. Ayes 4, Nays 0. Motion carried.

\*\*\* John Chesney arrived at 7:01 p.m.

**Ordinance Codification:**

**Draft Ordinance 153 Regulating Fireworks:** The Commission did not suggest any changes to the proposed ordinance and requested it to go to the Council for review and approval. The permit application and fees can be finalized at a later date.

**Traffic Code:** Suggested edits were reviewed, the majority being rearranging American Legal's suggested schedules into the ordinance wording versus being separated. Wording will be added as code 700.01 Adoption of State Traffic Regulations, which in summary states regulations will be consistent with Minnesota Statutes Chapter 169. It will need to be noted the winter parking hours in the newest parking ordinance should be changed to no parking December 1 to March 31, 2:00 to 6:00 a.m. per Council's direction on December 22, 2016. The streets in the commercial district of Stone Ridge Plaza subdivision will need to be added to the truck route list, after verification from the city engineers.

The Commission discussed at great length the current requirement to give written notice and ten day waiting period before towing a vehicle. They agreed that after a vehicle (including things like trailers) has been tagged, it will be towed after twenty four hours.

Golf cart regulations are included in the traffic code. It was questioned if golf carts could be allowed on the pedestrian/bike path along Highway 42 for access to Arbor Gardens and the commercial businesses. This will not be addressed now.

**Zoning Ordinance 53:** Changes discussed and agreed on:

- Parking regulations for restaurants should include "on largest shift" for employees; this should accommodate restaurants that have only a few employees working at any one time but employs numerous part-time employees.

- The restrictions for manufactured homes next to the right-of-way line of T.H. 14 and C.S.A.H. 7 does not need to be changed.
- The requirement for any manufactured home being replaced to be no older than seven years should be deleted.
- Zoning certificate information should be changed from submitting it to the County to submitting it directly to the City.
- Knowlton pointed out other minor changes and corrections that would be included.

Subdivision Ordinance 51: Regarding the review and approval of subdivision concept plans, it will be changed to read the “city” will be doing that. This will leave it open for staff, contracted professionals, Commission members and/or Council to be involved and responsible for those tasks. Plans should be submitted thirty days prior to a desired action. And it should be added that when reviewing the need for required trails or sidewalks, areas should be graded for future sidewalks even if sidewalks are not being required to be constructed at the time of the subdivision construction.

Liquor Ordinance: Knowlton presented samples of wording to refer to the fee schedule and remove the actual dollar amount of the fees from the ordinance. Also sample wording to replace the detailed days and hours of operation with reference to State Statute. This will eliminate the need to change the ordinance if the State changes operation regulations in the future. The City regulations will be consistent with State Statute regulations.

Other: Request to remove the use of roman numerals.

Knox Boxes: Wording is included to require these lock boxes (allowing entrance to buildings by the Fire Department) in the section of the zoning ordinance for businesses that have hazardous materials. But these boxes should be required to be installed on all new construction except for single family residential homes. Maybe it could be added as safety regulations. Knowlton will check with Kristi Clarke (contracted planner) for suggestions on where and how to include this requirement.

Schedule Future Meetings: No additional special meetings were scheduled at this time. The next regular meeting will be May 17. The Council will be asked if the Commission can hold the required public hearings for the zoning and subdivision ordinances on May 17. A special meeting or rescheduled regular meeting could be held on May 24 as an alternative date. Other ordinances included in the public hearing would be liquor and possibly fireworks and nuisance.

Other Business: none

Adjourn: Motion was made by Janet Hughes and seconded by Merchant to adjourn. Ayes 5, Nays 0. Motion carried. Meeting was declared adjourned at 8:40 p.m.

  
Marlis Knowlton  
Clerk/Treasurer