

Ravenna Township Dakota County. MN

1. Carl Reuter called the January 23, 2020 Joint Meeting of the Town Board and the Planning Commission to order with the Pledge of Allegiance at 7:30 p.m. Town Board Supervisor Paul Curtis and Brian Riches; Planning Commission members Randy Arndtson, Allen Clement, Jeff Human, Rich Otteson, Jeremy Rother and Tiffany Soucek; and Caroline Spurgeon, Clerk/Treasurer, were present.
2. Paul moved to approve the agenda as printed. Rich seconded; motion passed unanimously.
3. Introductions were done due to new members.
4. Chair and Vice Chair positions for the planning commission were discussed. Brian nominated Fred Johnson as Chair. If Fred does not accept the position, Rich will be chair. Allen will remain Vice Chair.
5. Allen moved to approve the planning commission meeting minutes of 5/3/2018 and public hearing meeting minutes of 7/26/2018 as printed. Rich seconded; motion passed unanimously.
6. The meeting was turned over to Mike Lamb of LHB, Inc. LHB, Inc. was awarded the CDBG contract to assist with ordinance revisions. Mike gave an introduction of himself and the company he works for.
7. Everyone received copies of the 2040 Rural Collaborative Comprehensive Plan. The ordinances need to align with the comp plan. Mike would like to provide an annotated outline of the ordinances at the March meeting. He will set a draft schedule and send out.
8. The MRCCA ordinance has to be a part of our revisions. A model ordinance was provided by Dan Petrik of the DNR. An overlay district will be needed.
9. Based upon a survey that was issued to all town board and planning commission members prior to this meeting, Mike provided a sheet that shows four main areas to review for ordinance updates: Roles/Management/Enforcement/Policy, Requirements/Standards/Use, Process/Approvals, and Definitions. Items under each area were reviewed for clarifications. All were tasked to flag any other "Definitions" that need to be reviewed.
10. Each member noted their top three areas to be done under Requirements/Standards/Use. The top four areas are as follows: Businesses allowed (CUPs'/IUP's/Home Occupations), Sign Ordinance – what should the standards be, Accessory Structures – review sizes and sidewall heights, and Building in Water Quality Corridors – plants/buildings that could affect water flow.
11. Upcoming meetings – February 27th: Mike will provide an agenda of items to work on. March 26th – annotated outline, April 23, and June 25th. Due to scheduling conflicts, there probably will be no meeting in May.
12. The meeting was adjourned at 9:11 p.m.

Respectfully Submitted,

Caroline Spurgeon
Ravenna Township Clerk / Treasurer