

The Planning Commission is an advisory body to the City Council. One of the Commission's functions is to hold public hearings and make recommendations to the City Council. The City Council makes all final decisions on these matters.

Lake Elmo Ordinances require that certain documents and information be included in applications. The Planning Commission may postpone consideration of an application that is incomplete and may for other reasons postpone final action on an application.

For each item, the Commission will receive reports prepared by the City Staff, open the hearing to the public, and discuss and act on the application. If you are aware of information that hasn't been discussed, please fill out a "Request to Appear Before the Planning Commission" slip; or, if you came late, raise your hand to be recognized. Comments that are pertinent are appreciated.

AGENDA

LAKE ELMO PLANNING COMMISSION

MAY 8, 1989

7:30 p.m.

MEETING CONVENES

1. AGENDA
2. MINUTES: APRIL 24, 1989
3. ROAD WIDTHS GUIDELINES
4. OLD VILLAGE HISTORICAL DISTRICT
5. METROPOLITAN SYSTEM STATEMENT AMENDMENTS
6. 1989 WORK PLAN - Chairman Enes
7. OTHER
8. ADJOURN



LAKE ELMO PLANNING COMMISSION MINUTES

APRIL 24, 1989

Chairman Enes called the Planning Commission meeting to order at 7:34 p.m. in the City Council chambers. Present: Enes, DeLapp, Bucheck, Stevens, Kunde, Dave Johnson, Dick Johnson, Conlin, and City Administrator Morrison. Absent: Johnston, Haacke, John.

1. AGENDA

Add: If by 10:00 p.m., with time permitting, add Road Widths to the agenda. If this is not possible, Road Widths will be added to the next PZ agenda. 10A. Procedure for Distribution of Minutes by Steve DeLapp.

M/S/P Dick Johnson/Kunde - to approve the April 24, 1989 Planning Commission agenda as amended. (Motion carried 8-0).

2. MINUTES: April 10, 1989

In regard to Page 2, 5th paragraph, Ann Bucheck requested insertion of the statement made by Councilman Graves where he had flipfopped on the issue and now wanted Residential Estates Zoning in the Comp Plan. Graves had stated the PZ did what the City Council directed them to do, but he had the right to change his mind from what he voted on.

Ed Stevens commented that it was not feasible to correct another's statement without their consent.

Steve DeLapp requested insertion of words "alternative RE" Future Land use Map on Page 2, 9th paragraph.

Page 3, Minutes: March 27, 1989: request the wording "The PZ asked Steve DeLapp to submit in writing a procedure for distributing official meeting minutes.

Page 4, 1st paragraph, Add:representing the Sunburrow Homeowners Assoc., asked for support in opposing the Oakdale Comp Plan Amendment.... Add: Mr. Garofalo advised the Commission that the City of Oakdale has changed....

Page 4, 4th paragraph, Add: Don Garofalo stated they have a petition, signed by all but two ~~sunburrow~~ ^{affected} residents that were out of town,

Page 4. MN Pipeline CO.: It was not that the PZ thought this an unworthy item to address, but the PZ just received the MN Pipeline Company's 20-page document at 10:00 p.m. and did not have time to review it.

M/S/P DeLapp/Stevens - to approve the April 10, 1989 Planning Commission Minutes as amended. (Motion carried 8-0).

3. PUBLIC HEARING: LARGE LOT SUBDIVISION - Apostolic Bible Church

Chairman Enes opened up the Public Hearing at 7:50 p.m. in the City Council Chambers.

Mr. Jeff Roos explained the Apostolic Bible Church has applied for a Large Lot Subdivision to divide a 38 acre parcel into 3 lots each exceeding 10 acres (Lot 1-12.7 acres, Lot 2-12.4 acres and Lot 3-11.5 acres).

Previously, they had provided a plan showing how Lots 2 and 3 could be divided into 2.5 acre lots if the area is ever approved for 2.5 acres.

In Larry Bohrer's review, which Mr. Roos and the PZ just received at the meeting, Bohrer pointed out that these lots, especially the Church lot should have perc tests and soil borings performed to know if septic systems can be constructed before approval is given. Mr. Roos responded that he would have the soil borings and perc tests performed on these three proposed lots.

Mr. Roos indicated they have provided a pond on Lot 1 to accommodate all additional runoff that would be generated by the construction of the street and by the church site. Bohrer indicated the site does naturally drain to the NE, and they (Church) do not intend to put any additional drainage in that direction than what naturally flows right now.

There was no one to speak for or against the application.

Chairman Enes closed the public hearing at 7:55 p.m.

Commission member DeLapp and Bucheck suggested this application be tabled because they had just received Larry Bohrer's recommendations. The PZ should not take any action until soil borings and perc tests have been performed and the information is provided to the PZ.

M/S/ DeLapp/Bucheck - to table the Large Lot Subdivision by the Apostolic Church until the PZ has soil borings and perc test info on the three lots proposed and can provide a reasonable configuration given the nature of the soils.

Mr. Roos stated that he would provide the requested soil borings and perc tests that were requested by the City Engineer, but felt this was a redundant action because this testing will occur, again, during the building permit process.

Steve DeLapp decided to withdraw his motion based on the assumption that, in his letter, the City Engineer was ^{recommending} asking for City Council approval of the Preliminary Plan for the proposed church on Lot 1. The only question before the PZ, DeLapp stated, is whether the ^{lot} configuration and the road correspond to our City ordinances as they exist.

DeLapp/Bucheck withdrew their motion on the basis that it has three 10 acre lots that are accessible to a road and it meets the zoning district requirements as they exist.

M/S/P DeLapp/Dave Johnson - to recommend City Council approval for the Large Lot Subdivision requested by the Apostolic Bible Church based on the plan has 3 - 10 acre lots that are accessible to a road and the plan meets the Rural Residential Zoning District requirements as they exist. (Motion carried 8-0).

3. PUBLIC HEARING: LARGE LOT SUBDIVISION, Robert, Dorothy & Steve Ziertman

Mr. & Mrs. Robert Ziertman have submitted a sketch plan in accordance with

Section 401.260 B.2. of the City Code for a subdivision of a 10.1 acre lot on Keats Avenue. The lot is properly zoned Rural Residential.

Chairman Enes opened up the Public Hearing at 8:12 p.m. in the City Council chambers.

There was no one to speak for or against the application.

Chairman Enes closed the public hearing at 8:15 p.m.

The Commission indicated the application required no variances, but the applicant should have a survey prepared showing the right-of-way for Keats Avenue at 33 feet. The applicant responded that both brother and sister were having their surveys completed together in order to save on the cost.

M/S/P Stevens/DeLapp - to recommend approval by the City Council for a Large Lot Subdivision requested by Robert and Dorothy Ziertman based on the following Findings of Fact: (1) The lot is properly zoned Rural Residential, (2) The applicant should have a Certificate of Survey prepared and show 33 feet of right-of-way for Keats Avenue and (3) The lot width exceeds the minimum 300 feet required by the Code and the ratio of length to width is less than the 4:1 maximum required by the Code. (Motion carried 8-0).

5. SITE PLAN REVIEW: STATE BANK OF LAKE ELMO

John Culligan, Project Manager, stated his firm of Borman Associates, have been working on the plan for the Lake Elmo Bank since August. A sketch was provided for the Commission's review.

The site is developed to be accessed off of 39th Street for both main parking areas and the 5-lane Drive Thru. The main entrance to the site is parking into the bank, occurring approx. 160' from the intersection accessing in thru the parking lot which has parking available for 40 stalls. A secondary parking lot is provided primarily for employee parking which has 23 stalls. In addition to this the Drive Thru area would accommodate approx. 36 cars stacked up within 6 lanes. Basically, they could accommodate 106 parking stalls.

The bank building is made up of nature products, basically, a brick building with a series of layers of rock base block and bands of brick on every other course. A pyramidal sky light is planned for the main entrance of the bank to provide natural lighting. In terms of lighting they will be uplighting the main skylights along with downlights at the main entrance canopy, the drive thru canopy and the back entrance to the building. The site lighting is an energy efficient 400 watt shoebox light fixture on light poles that are 25' high. This lighting would be adequate for the needs of the bank and not provide a glare on the highway.

According to their calculations, it appears the bank will be at 42% impervious surface which is under the City's requirement of 45% maximum impervious surface requirement.

The landscape plan was provided which the applicant felt went beyond what the City required.

The septic system has been designed and there is sufficient area for a primary and an alternate drainfield.

They are proposing an illuminated sign at the corner of 39th and Stillwater highway. This will be a pedestal sign approx. 8' high, 12' wide, 10' above grade to the bottom of the sign. There will be street numbers on the buildings, a smaller sign identifying the Lake Elmo Bank and some directional signs. DeLapp reminded the applicants of our sign ordinance which requires signs be lit only during business hours.

Dick Johnson asked if they require fill to raise the building because he had a concern this fill might block any drainage easement. The applicant responded they would bring in fill for the building and most of the drainage that would take place is going to be handled through the roadway system.

They anticipate starting construction the second or third week in June with 9-10 months planned for construction of the building.

Ann Bucheck asked if the City, MnDOT and the Bank have discussed the amount of traffic that will be stopping there on a Friday night. The applicant's understanding is a left turn lane will be provided.

Steve DeLapp complimented the applicant on the effort they have made to meet the City ordinances. If the parking lot is designed for more than 25 cars there should be internal landscaping in an area equal to 10% of the required parking area, depending on how you interpret the parking ordinances, it looked to Steve the applicants were trying very hard to meet the intent of the ordinance.

M/S/P DeLapp/Dave Johnson - to recommend approval by the City Council of the site plan for the State Bank of Lake Elmo with a probable variance granted for the interior landscaping on the one parking lot that is over 25 cars and grant a variance for the number of parking spaces required because the PZ would prefer preserving green space rather than tacking on parking if it is not needed for the sake of having parking. (Motion carried 8-0). and because of the provision for additional parking in the Drive-Up window lanes. (Amended)

6. PETITION FOR CONCURRENT DETACHMENT/ANNEXATION: Sunburrow Subdivision

Ed Stevens and Steve DeLapp presented for the Commission's review a draft resolution for the City of Lake Elmo regarding the proposed annexation of certain properties in Section 8 of Oakdale.

Steve DeLapp had called for a representative from Sunburrow to be present at the meeting, but due to time limitations, no one could come.

M/S/P Stevens/Bucheck - to recommend approval by the City Council of the presented resolution for the City of Lake Elmo regarding the proposed annexation of certain properties in Section 8 of Oakdale.

Dave Johnson referred to Resolution 89-20 approved by our City Council in regard to Section 32/33 annexation where the City Council went on record of opposing the method of detachment/annexation as a legitimate means of

resolving differences over philosophies. Dave felt by asking our Council to approve this resolution is asking them to state we encourage you to seek annexation to this City because we will accept your land.

Steve DeLapp: We are saying we will accept them if so ordered by the Municipal Board. We are not actively seeking somebody. This is much different than what Dave is saying. This is a very serious thing for the people that live in the Tri-Lakes, we have to provide all the parks and everything else--major regional implications for us. This is not the kind of thing we would sluff off and ignore. It is important to note there are 26 families, who actually live there, who felt they have been very badly treated by their City and have asked to come into our City as a defense against being imposed on by the imposition of a sewer system. If the people are not brought into Lake Elmo, they will be forced in about two years to hook up to the sewer systems in Oakdale and instantly have their properties rezoned to 1/3 acre lots.

Ann Bucheck: What happens to the water in Lake Olson and the environment, which happens to belong to the City of Lake Elmo, if this development does come in.

Ed Stevens: We should consider Dave's point because it is valid. We are saying the PZ sympathizes with the Sunburrow residents, but we don't particularly sympathize with the ones in Section 32; that is why we would like to accept one and reject the other. Basically, it is a group of people that are dissatisfied with what is going to happen or has happened in their City and the like what is going on in the other City--to him this is quite similar.

Ann Bucheck: Ann felt Dave brought up a good point. In one breath, we are saying we don't agree with you, but we feel sorry for you and are willing to accept you.

Dick Johnson questioned the 3rd WHEREAS in the Resolution stating: every resident in this area has signed the petition. It was confusing to him as to what are we asking to be annexed. DeLapp answered this is everybody that lives in that area signed the petition. We are willing to accept the property of the people that have signed the petition, that have applied for their land to go to Lake Elmo.

M/S/P Bucheck/Stevens - to amend the motion to delete, in the NOW BE IT RESOLVED paragraph, wording "supports the petitioners from the City of Oakdale and" will accept the petitioners(Motion carried 5-3: DeLapp, Dave Johnson, Dick Johnson).

Administrator Morrison explained that the City received notice today that the Met Council approved Olson Lake Estates in accordance with their recommendation of their community development. DeLapp responded, "the Council approved sewer, not Olson Lake Estates based on a false statement. They would be providing a temporary lift station on Olson Lake Trail, that the City of Oakdale presented. You show me how that is a temporary lift station, and I will show you how the Met Council was deceived.

Morrison advised the PZ that the City Council is asking from the PZ to look at the land use impact, as you see it, to the community of Lake Elmo.

Do you find it acceptable to incorporate this area within the City of Lake Elmo?

Morrison asked about the third paragraph in the resolution as to the area covered. Being that this had not been checked by staff, she would prefer if accepted by the PZ, indicate it encompasses only those persons who have signed the petition. DeLapp and Stevens accepted added wording "resident petitioners".

M/S/P DeLapp/Stevens - to recommend approval by the City Council of the Resolution for the City of Lake Elmo regarding the proposed annexation of certain properties in Section 8 of Oakdale and to delete in the NOW IT BE RESOLVED paragraph, wording "supports the petitioners from the City of Oakdale and" and add the word petitioners. (See Resolution). (Motion carried 8-1: Dave Johnson: Opposed to this because this goes directly into contradiction with the CC stating opposition to annexation as a means of resolving intercity differences of philosophy.)

7. CITY COUNCIL REQUEST R-1 DISTRICTS

The Council directed the PZ to review, on a city-wide basis, appropriate future R-1 placement, and within that a review inclusion and consideration of The Forest as an R-1 site and to include review of the Packard Park 3rd Addition, for consequent amendment of the Comp Plan and return with their recommendation for the April 4th Council Meeting.

The Council felt the action that the PZ took at their April 10th meeting, did not correspond with the Council's request. At the CC meeting of April 18th, they returned the matter to the Planning Commission and were advised to look at the entire City for future R-1 areas, not just these two proposals.

Ed Stevens presented a draft motion for approval by the PZ. Steve DeLapp explained the reason for the motion was based on this telephone poll where 7 out of 10 members would like to have R-1 restricted to Section 32 and the alternate map for RE adopted as the Future Land Use Map. Some of the PZ members had presented their recommendations in writing.

M/S/F DeLapp/Buchek - to support future R-1 Zoning for The Forest, Section 32 and part of Section 33. (Motion failed 3-4-1: John, Kunde, Enes, Conlin, Abstain: Dick Johnson). Johnson

The Commission discussed confirming their motion from their previous meeting.

Dick Johnson indicated he would compromise on additional R-1 Zoning in the City, however, until they are addressed and voted upon, the City should not consider R-1 zoning further.

M/S/P DeLapp/Dick Johnson - to recommend support for future R-1 zoning areas: The Forest (Morton Engstrom), Packard Park 3rd Addition (G. Peltier), and Section 32 and Part of Section 33. (Motion carried 5-3: Kunde: See written report, Buchek: see list of reasons, Dave Johnson: Packard Park 3rd Addn. should be rezoned to R-1 because it is contiguous to R-1 zoning where The Forest would be considered spotzoning).

8. DISCUSSED PROPOSED RULES FOR PZ MEETINGS: Ed Stevens

Ed Stevens stated in his written submittal to the PZ, "Because of the disorder which has prevailed during PZ meetings," (Ed Stevens) ^{He} proposed a set of rules as referenced. Discussion followed and the following motion was made.

M/S/P Dave Johnson/Dick Johnson - to accept Item #3 and Item #8, as presented by Ed Stevens, as a working arrangement for the PZ. (Motion carried 8-0).

Steve DeLapp presented a set of Procedures as referenced and asked the help of the City Staff on Items #1-#8, excluding #6.

9. DISTRIBUTION OF METROPOLITAN SYSTEMS STATEMENT AMENDMENTS

The City has received the 1989 Metropolitan System (annual) Statement of changes in the system policy plans. Copies are being made for the CC and PZ.

10. OTHER

Steve DeLapp presented a proposal to the PZ for distribution of official meeting minutes.

M/S/P Dick Johnson/Kunde - to adjourn the Planning Commission meeting at 10:50 p.m. (Motion carried 8-0).

1989 PLANNING COMMISSION WORK PLAN

1. Review all applications in accordance to the Comprehensive Plan, comment and make recommendations to the City Council.
2. Complete the revision of the Comprehensive Plan and update Ordinances to relate to the Plan.
3. Consider local responses to State of MN proposed revisions to Shoreland Management regulations.
4. Residential Estates Zoning
 - a. Definition and Length of cul-de-sacs.
 - b. Road Design
 - c. Creation of a volunteer, City Forester Position
5. Review of Highway Business Zoning on I-94.
6. Building height limitation--Eliminate the exception which allows broadcast transmission towers.
7. Stronger restrictions for accessory structures in the R1 Zone--the size and number of parcels of less than 5 acres. Definition of garage and storage accessory structures. Size and number of accessory structures in RR Zone on parcels of 20 acres or more. (Check amended ordinances).
8. Conditions or possible restrictions on residential subdivisions where large accessory structures exist.
9. Meet with the county and adjacent community planners to discuss common issues on an "as-needed" basis.
10. Future Road Plan (ties in with road design).
11. Retention of wildlife habitat and wetland areas--adequacy of wetland overlay district.
12. Recommend to the City Council a committee be established, comprising of PZ members, business owners, and interested residents (5-7 members) to study an Historic Building/Architectural Design Overlay District in the Old Village Area.
13. Adopt an ordinance for utility (pipeline and power lines) setbacks in the City's Subdivision and platting regulations..
14. Sign Ordinance
15. Review sideyard setbacks relative to lot size.
16. Amend the Subdivision Ordinances (Section 400-14, 400-15) requesting the signatures on the Certificate for approval by the Chairman and Secretary of the Planning Commission.

April 24 ,1980

On February 27, 1989 P&Z reviewed a proposal entitled 'City of Lake Elmo Residential Estate Proposal.'

'The Forest' (Engstrom PUD) should be accepted temporarily as a variance, because it is in fact RE, and, after adoption of the above proposal, will be in the RE zone.

The map after page 14 of the above mentioned proposal shows areas recommended for RR, RE, and R-1. P)Z recommended acceptance of that ~~xxxxx~~ proposal, including the map, thereby complying with the request for a 'city-wide analysis'.

Ann Bucheck

① voters have stated at last election that we want to have a rural residential city

② the comp plan has stated that we want to have a rural atmosphere and I agree with it - regardless of which year (comp plan) we are speaking of

③ the metro council has asked that we keep our ratio to 1 house/10 acre.

④ In order to keep the ratio low and stay within the projected population forecast we could downzone RR from 1 house/10 to 1 house/2½-5 acre.

⑤ People can build on 10 acre - we are not taking the right to build a house away - people can still make use of the land they own.

MEMO

TO: Lake Elmo Planning Commission

FROM: Steve DeLapp

SUBJECT: Official Meeting Minutes Proposal

Date: April 23, 1989

At our last meeting I made a recommendation that we not distribute mark-ups of our "Draft" minutes as our "Approved" minutes. I was asked to state this in writing.

The "APPROVED" Minutes are just that--the minutes approved by the PC as stating what is said at our meetings. Erroneous "DRAFT" information is not part of the "approved" minutes and should not be distributed as such. It is however important that the Commission Members be able to be able to tell where corrections have been made by the Recording Secretary.

I suggest the following:

1. Distribute "clean" approved minutes of our meetings to the Council, the Public and ourselves.
2. Have the Recording Secretary draw a vertical line or put a dot in the margin beside any item receiving a correction.--This is how the Uniform Building Code, among others, alerts readers to a Code change from year to year.

As a point of interest, I called two neighboring cities to see what they do and was told that both only distribute the "APPROVED" version of their Council and P.C. minutes. Indeed there is no basis to do otherwise.

Memo

TO: Lake Elmo Planning Commission

FROM: Steve DeLapp

**SUBJECT: Ed Stevens Proposed PC Procedural Rules
Item No. 8, April 24, 1989 Meeting**

Ed Stevens is concerned about the method of operation of the Planning Commission. His comments address the symptoms of his concern, but only touch on the problem. I would like to summarize his complaints, discuss why they have appeared, and make some suggestions on achieving a solution.

Complaints:

1. Some of us talk longer than necessary to make a point.
2. Some of us are repetitious in making a point.
3. Some of us carry on side conversations to try and circumvent general discussion that is not of interest to us.
4. We often have a frustratingly difficult time arriving at some decisions when the Ordinances and Comp. Plan indicate an "obvious" answer.
5. Our motions are unclear to ourselves and those in the room.

Surficial reasons for lack of "business-like" behavior:

1. We do not start discussions with a clear understanding of what we are trying to accomplish.
2. We have greatly differing levels of experience and understanding of the Current Ordinances and the operating Comprehensive Plan.
3. We have significant absenteeism.
4. We are often unable to determine basic facts because of a lack of available information and misunderstanding of City Ordinances and of the significance of the Comp. Plan.
5. We are often hampered by inadequate advanced preparation of discussion topics by Members.

Suggested ways to address the concerns:

1. **Get packets in the mail by Wednesday** preceeding the meeting. We have had several reports of Members not receiving packets until the evening of the meeting. Saturday night and Sunday are clearly insufficient for Members to put together ideas that may be the basis for a consensus. Members who are away for the weekend will not even see the packets until Sunday night.
2. Provide the Engineers comments while there is time to read them and evaluate them. **If there are no Engineers comments on a topic, ask that the topic be put before the Commission and immediately tabled**--we normally have a number of weeks before a report to the Council is required.
3. **Include in our packets a suggested plan of attack for each item in the proposed agenda.** Include reasons based on the Ordinances and the Comp. Plan on various approaches to an issue. Include two suggested motions for each item--one recommending approval perhaps with modifications and one opposing--both should have preliminary findings of fact. (We have numerous cases where the Ordinances are inconsistent and language in the Comp. Plan contradicts itself, making decisions less than cut and dried).
4. **Have the City Attorney and City Engineer present** for discussion of difficult issues and several times a year to be available for general consultation.
5. Have the PC **meet on a more regular basis with the City Council** to discuss zoning and Comprehensive Plan issues.
6. Require a **higher level of attendance by Members.**
7. **The City Staff should initiate meetings of the sub-committees** such as the Historical District Sub-committee to help the PC be continually fed with new ideas for the Comp Plan and Ordinances.
8. Let everyone concerned know that the Lake Elmo Planning Commission will never be a rubber stamp like those in most other Minnesota cities. Lake Elmo is not just any other Metropolitan City run by a dynasty building staff fed by outside developers. Our City is run by the voters, for the voters and of the voters. **The Planning Commission is a grass-roots body of residents whose chief concern is maintaining and improving the quality of life for all the residents.** We would not be appointed if the Council thought we had any other foremost interest.

Steve Delapp submitted
the following survey:
4-24-89

DAVE JOHNSON
PABE HAACKER
OP STEVENS
ANN BUCHER
ROB ENES
STUE DRAPP
RITA CONLIN

RESTRICT R-1 TO SECT. 32 IF UNSEWERED

AL KUNDE - SHARPER GRAVEL PIT
EAST SIDE OF LAKE ELMO (1/2 MILE)
FEW ACRES BY CITY PARK ON HWY 5
SECT. 32

DUCK JOHNSON - SIMILAR TO AL KUNDE (SEE REPORT)

DUAN JOHNSON - NOT REACHED

WYM JOHN - WEST PORTION OF SEC^N 24.
NORTH HALF OF SOUTH WEST QUARTER SEC^N 10
NORTH HALF OF NORTH EAST QUARTER SEC^N 16??

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6-6444

RULES PROPOSED FOR PLANNING AND ZONING COMMISSION MEETINGS

The disorder which has prevailed during P&Z meetings has resulted in much delay and confusion. P&Z can not accomplish its task until order and a business-like atmosphere are established. To this end I propose adoption of the following rules.

1) The chair shall appoint a time keeper, equipped with a stop watch. I can supply a stop watch.

2) No person shall speak unless recognized by the chair.

3) Anyone speaking without having been recognized by the chair shall be declared out of order by the chair.

If that person continues to speak, the chair shall immediately declare a two minute recess, thereby withholding from the record anything said during those two minutes.

4) When the time keeper announces the end of the two minute recess, the chair shall call the meeting to order, to resume business as before. Any subsequent failure to maintain order shall result in repeating the procedure of rule 3).

5) The chair shall use rule 3) for other failures to maintain order, for example private conversations between two or more persons, whenever such failure tends, in his judgement, to disturb order.

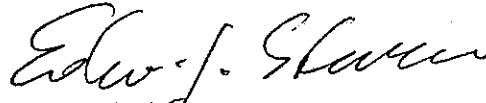
6) Each person recognized by the chair shall have 60 seconds for speaking. The end of the 60 second period shall be announced by the time keeper. If the speaker wishes to speak longer, he/she shall say 'I ask for additional time', without explaining why additional time is needed. The chair shall ask immediately 'should the speaker be given additional time?' A vote shall be taken at once, without prior discussion. If a majority votes yes, the speaker shall be given an additional two minutes, at the expiration of which the procedure may be repeated.

7) When the speaker is giving a report, or asks or is asked to make statements which obviously will take more the 60 seconds, the chair shall ask the speaker how much time he/she requires, and then in his/her sole discretion assign a time which need not be identical with the time requested.

8) Passing of all motions shall be tentative, unless the entire text is in writing. The maker of a passed motion, or a unanimously acceptable volunteer, shall immediately write out the motion in ~~xxx~~ legible form, and re-submit it at once to the commission for a final vote. At this point it may be passed or rejected, regardless of the prior vote.

9) In all other respects Roberts Rules of Order, Revised shall prevail.

The above rules are offered for discussion. Details might be changed, for example the 60 seconds of Rule 6). I realize that these are dictatorial rules. In a group of people who exercise self discipline, such rules would not be needed, but the current Planning and Zoning commission is not such a disciplined group.



Edward J Stevens

Member of P&Z