

**HOPKINS PLANNING & ZONING COMMISSION
REGULAR MEETING PROCEEDINGS
JUNE 28, 2022**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins Planning & Zoning Commission was held on Tuesday, June 28, 2022 at 6:30 p.m. in the Council Chambers at City Hall, 1010 1st Street South.

Chairperson Stiele called the meeting to order with Commission Members White, Terrill, Wright and Sedoff attending. Commissioner Dyrland was absent. Also present was City Planner Krzos.

ADOPT AGENDA

Motion by Terrill. **Second** by Sedoff.

Motion to Adopt the Agenda as presented.

Ayes: All.

Absent: Dyrland.

Nays: None. Motion carried.

COMMUNITY COMMENT

None.

CONSENT AGENDA

Motion by Terrill. **Second** by White.

Motion to Approve the Consent Agenda as amended to remove Youth Member Searles listed as present at the meeting.

1. Minutes of the May 31, 2022 Planning & Zoning Commission Meeting

Ayes: All.

Absent: Dyrland

Nays: None. Motion carried.

PUBLIC HEARINGS

None.

OLD BUSINESS

None.

NEW BUSINESS

1. Review Planning & Zoning Commission Bylaws

City Planner Krzos provided background information on the Planning & Zoning Commission Bylaws and the proposed amendments made to the draft document. There is a required 30-day review period prior to amending the Bylaws which may be

**HOPKINS PLANNING & ZONING COMMISSION
REGULAR MEETING PROCEEDINGS
JUNE 28, 2022**

amended by a two-thirds vote of the Commission with City Council review and approval prior to taking effect.

After general discussion on the draft document, additional amendments suggested by the Commission included: opening the eligibility of youth members on the Commission to reside outside of Hopkins if they are enrolled in the Hopkins School District, allowing a one-time extension on the time limit for speakers during public hearings which the Chairperson or Commission would decide or vote on at the beginning of the meeting, and agreeing to a future discussion on ways to further engage the youth members.

These amendments will be incorporated by staff and a vote on the final draft of the Bylaws will take place during the July 26 Planning & Zoning Commission agenda followed by City Council review in August prior to taking effect.

2. Election of Planning & Zoning Commission Officers for 2022/2023

City Planner Krzos shared an overview of the nomination and election process of Planning & Zoning Commission Officers. The newly elected Officers will take their positions at the July 26, 2022 Planning & Zoning Commission meeting.

Chairperson Stiele asked the Commission for nominations for the position of Chairperson. Commissioner Sedoff nominated Commissioner White. There were no other nominations.

Motion by Wright. **Second** by Sedoff.

Motion to close Chairperson nominations.

Ayes: All.

Absent: Dyrland

Nays: None. Motion carried.

Motion by Sedoff. **Second** by Wright.

Motion to Elect Commissioner White for position of Chairperson.

Ayes: All.

Absent: Dyrland

Nays: None. Motion carried.

Chairperson Stiele asked the Commission for nominations for the position of Vice-Chairperson. Commissioner Wright nominated Commissioner Terrill. There were no other nominations.

**HOPKINS PLANNING & ZONING COMMISSION
REGULAR MEETING PROCEEDINGS
JUNE 28, 2022**

Motion by Wright. **Second** by Sedoff.

Motion to close Vice-Chairperson Nominations.

Ayes: All.

Absent: Dyrland

Nays: None. Motion carried.

Motion by Wright. **Second** by White.

Motion to Elect Commissioner Terrill for position of Vice-Chairperson.

Ayes: All.

Absent: Dyrland

Nays: None. Motion carried.

3. Outgoing Planning & Zoning Commissioner Recognition

City Planner Krzos acknowledged and thanked outgoing members Samuel Stiele and Douglas Dyrland for their service to the Planning & Zoning Commission. Planner Krzos also invited the Commissioners to provide any advice they may have to the incoming Commissioners.

Chairperson Stiele suggested finding more opportunities for team building. Commissioner Sedoff commented on the value of training sessions and speaking up during meetings for clarification and to provide input on the topic. Commissioner Terrill complimented the way Chairperson Stiele ran the meetings and the unique viewpoints each Commissioner brings to a topic. Commissioner White commented on the respectful way the Commission has approached controversial agenda items.

ANNOUNCEMENTS

City Planner Krzos informed the Commission about a joint training session on July 21 along with the Park Board members.

Commissioner Sedoff questioned where in the process the zoning code rewrite is. Planner Krzos stated that the first reading of the ordinance took place at the June 20 City Council meeting, which will be followed by a second reading on July 19 and publication and implementation on July 28.

ADJOURNMENT

Motion by White. **Second** by Terrill.

Ayes: All.

Absent: Dyrland.

Nays: None. Motion carried.

**HOPKINS PLANNING & ZONING COMMISSION
REGULAR MEETING PROCEEDINGS
JUNE 28, 2022**

The meeting adjourned at 7:03 p.m.

Respectfully submitted,
Courtney Pearsall, Administrative Assistant

ATTEST:

A handwritten signature in black ink, appearing to read 'Nathan White', is written over a horizontal line.

Nathan White, Chair