

AGENDA
PLANNING COMMISSION
THURSDAY, SEPTEMBER 21, 2023, 6:30pm
COURTLAND CITY HALL
329 MAIN STREET

Call to Order

Approval of Minutes

Visitors

Unfinished Business

Amending Chapter IV, Part 3 Parking Regulations

New Business

Adjournment

Mission of the City of Courtland

We envision Courtland as a city with managed growth, which offers a high quality of life for individuals, families and businesses at an affordable cost.

Planning Commission Minutes

Regular Meeting

August 17, 2023

Present: Commissioner Chair Ed Mages
Commissioner Julie Holm
Commissioner Greg Juberien
Commissioner Natasha Goblirsch

Absent: Commissioner Al Poehler

Visitors: NONE

The regular scheduled Planning Commission meeting was opened by Commissioner Chair Mages on August 17, 2023 at 6:35 p.m. in the Courtland City Council Chambers.

APPROVAL OF MINUTES.

Goblirsch made a motion to approve the minutes from the July 20, 2023 Planning Commission meeting. Juberien seconded the motion. The motion carried with all in favor.

Commissioners discussed parking ordinance amendment drafted by city attorney. Discussion on wording of Parking During Snow Removal Period, eliminate odd/even days and streets, eliminate signs being posted use reference to snow emergency announcement as outlined in Snow Plowing Policy. Additional discussion of needing to post time period as previous ordinance used October 1 to April 1. Commissioners also discussed last section of draft, Damages, this wording leads to thinking owner or driver of vehicle towed may recoup costs from city for having towed. Holm will research more and provide for next meeting.

Juberien made motion to adjourn. Goblirsch seconded the motion. Motion carried with all in favor.

Meeting adjourned at 6:55p.m.

Respectfully submitted,

Ed Mages, Chair

Julie Holm, City Clerk

**ORDINANCE 23-104
CITY OF COURTLAND
NICOLLET COUNTY, MINNESOTA**

**An Ordinance Amending Part 3 of Chapter IV of the City Code of the City of Courtland
Relative to Parking Regulations**

403.01. Parking; Snow Removal Periods and Street Cleaning

Subdivision 1. Definitions. For purposes of this Part 3, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

1. **Snow Removal Period.** That period commencing any time snow accumulates on the ground in excess of three inches, or when the property city official designated by the City Council directs the proper city personnel to declare a snow emergency as outlined in city snow plowing policy, and terminating on those streets on which snow has been removed if the removal has been completed in a period of time less than three days, and in any event shall terminate after three-days' time.
2. **Street.** Includes any streets, avenues, alleys or other public ways in the City of Courtland.
3. **Vehicle.** Includes all motor vehicles, trailers of all kinds, and contrivances of any kind being moved on wheels, and any non-wheeled object or apparatus located on the any Street.

Subdivision 2. Parking During Snow Removal Period.

No person except emergency vehicles or private vehicles belonging to first responders, on emergency calls, shall park any vehicle on any Street during a Snow Removal Period and shall terminate when snow removal is complete and in no event, after three -days' time.

403.02. Towing Authority.

For purposes of this section, "Towing Authority" means the City of Courtland, as authorized by Minn. Stat. § 169.04, as amended from time to time, and a private towing company authorized by the City of Courtland. The City of Courtland by the City Council may appoint such elected officers, appointed officials and/or city employees as the parking enforcement officer for the City of Courtland authorized to enforce the provisions of this Part 3, including the issuing of citations, towing reports and engaging the private towing company to remove any offending Vehicles.

403.03. Towing Order Required.

A towing authority may not tow a motor vehicle from public property unless a peace officer or parking enforcement officer has prepared, in addition to the parking citation (which need not carry a fine), a written towing report describing the motor vehicle and the reasons for towing. The report must be signed by the officer and the tow driver.

**ORDINANCE 23-104
CITY OF COURTLAND
NICOLLET COUNTY, MINNESOTA**

403.04. Four-Hour Waiting Period.

In enforcing state and local parking and traffic laws, a towing authority may not tow, or allow or require the towing of, a motor vehicle from public property for a parking or traffic violation until four hours after issuance of the traffic ticket or citation, except as provided in §403.05.

403.05. Towing Allowed.

A towing authority may tow a motor vehicle without regard to the four-hour waiting period if:

1. The vehicle is parked in violation for snow emergency regulations or § 403.01 hereof; and has received a warning no less than 24 hours prior to the time of the tow;
2. The vehicle is blocking a driveway, alley or fire hydrant;
3. The vehicle is parked within 30 feet of a stop sign and visually blocking the stop sign;
4. The vehicle is parked in a disability transfer zone or disability parking space without a disability parking certificate or disability license plates;
5. The vehicle is parked in an area that has been posted for temporary restricted parking at least 12 hours in advance;
6. The vehicle is parked within the right-of-way of a controlled-access highway or within the traveled portion of a public street when travel is allowed there;
7. The vehicle is unlawfully parked in a zone that is restricted by posted signs to use by fire, police, public safety or emergency vehicles;
8. A law enforcement official has probable cause to believe that the vehicle is stolen, or that the vehicle constitutes or contains evidence of a crime and impoundment is reasonably necessary to obtain or preserve the evidence;
9. The driver, operator or person in physical control of the vehicle is taken into custody and the vehicle is impounded for safekeeping;
10. A law enforcement official has probably cause to believe that the owner, operator, or person in physical control of the vehicle has failed to respond to five or more citations for parking or traffic violations;
11. The vehicle is unlawfully parked and prevents egress by a lawfully parked vehicle;
12. The vehicle is junk, abandoned, or is otherwise an unauthorized vehicle as defined in Minn. Stat. § 168B.011 and is subject to immediate removal under Chapter 168B of Minnesota Statutes.

**ORDINANCE 23-104
CITY OF COURTLAND
NICOLLET COUNTY, MINNESOTA**

403.06. Private Property.

This section does not restrict the authority of the owner of private property to authorize the towing of a motor vehicle unlawfully parked on the private property.