

**ZONING, PLANNING & ORDINANCE COMMITTEE MEETING MINUTES**  
**MAY 29, 2007 – 7:00 p.m.**

Chairman Hay called the meeting to order at 7:00 p.m. Committee members present: Aldermen Hay, Logan, and Szczap. Alderman Leyden was absent. Also present were Mayor Nolan, City Clerk Wells, Aldermen Adams, Marzahl and Perkins, Administrator Nelson and Community Development Director Santeler.

**Overnight Parking**

The Committee discussed implementing a city-wide overnight parking ban on public roadways and reviewed a draft ordinance to amend the Harvard Municipal Code regarding parking requirements. Mayor Nolan addressed the committee re any concerns of 24 hour restaurants or business on Ayer Street. The general consensus was that other than Milk Day weekend, no businesses at this time would be open 24 hours and that if a business should decide to do so, the parking restrictions could be revisited at that time.

Discussion followed on the timetable for public hearings for the parking restrictions and the zoning code changes. The consensus of the committee was as follows:

- June 12 - proposed ordinances to be presented to City Council for perusal prior to public hearing
- June 13 – Zoning, Planning, Ordinance Committee Meeting to be held as a public hearing re proposed parking restriction ordinance
- July 3 – Planning and Zoning Commission hearing re code text amendment re parking restrictions
- July 10 – recommendations from all hearings presented to City Council

Clerk Wells reviewed staff recommendations to add the following changes to the draft ordinance:

17.32.030C. 5. ii. To read: ..... certain factors, *but not limited to said factors*, which shall be used to determine....

19.15 –B(3) To read: the driveway or parking area shall be parallel to the principal residence *and side yard lot line and perpendicular to the roadway*.

Moved by Logan, seconded by Hay to recommend to the City Council that staff be directed to draft and file for hearing with the Planning and Zoning Commission a petition for text amendment pursuant to sections reference in the draft ordinance as amended herein and subject to any other language changes the committee deems appropriate following the public hearing on June 13<sup>th</sup>. Said language changes being subject to committee motion and approval at that time. All ayes. Motion carries 3-0.

Clerk Wells presented the committee with copies of Chapter 15, Traffic highlighting the current sections of town that prohibit overnight parking and sections that allow overnight parking by permit only. After discussion by the committee on these sections and with the intention of citywide consistency:

Moved by Logan, seconded by Szczap to recommend to the City Council that city staff be directed to draft an ordinance to amend section 15.07 (C) replacing current language to read as follows

*Overnight Parking: parking shall be prohibited on all city roadways between the hours of 2am and 5am; excepting those areas specifically referenced herein as Section 15.04 Parking, Permit*

Amend section 15.04 Parking, Permit pursuant to staff recommendation regarding current listed areas and subject to committee approval after public hearing meeting on June 13<sup>th</sup>.

Draft ordinance to be forwarded to City Council by June 12<sup>th</sup> for perusal and review and to be presented by the committee at its public hearing meeting on June 13<sup>th</sup>.

All ayes. Motion carries 3-0.

Chairman Hay asked that staff publicize the public hearing by newspaper ad and community sign as soon as possible to ensure public knowledge of the meeting date.

At 7:45 p.m., moved by Logan, seconded by Hay to adjourn the meeting. All ayes. Motion carried.

Submitted by:  
Chairman Tom Hay