CITY OF TONKA BAY
ITEM NO. 9A

Memo

To: Honorable Mayor and City Council

From: Joe Kohlmann, City Administrator

Date: November 27, 2012

Re: Councilmember Planning Workshop

I have received the attached email and flyer from Greenwood Mayor Deb Kind. Greenwood has booked a Planning workshop on Saturday January 12th with Government Training Services. The cost for participation is $125 per person.

There is another option to retain WSB and our City Planner to put on a similar workshop that would be tailored to the City of Tonka Bay's planning applications. This could be conducted in a worksession format prior to the first or second City Council Meeting.

Finally, since Planning and Zoning is a very complex topic and every application is unique, it may be beneficial to conduct both. In my experience, GTS puts on very good training sessions, most beneficial if you can put their topics into perspective and apply them to situations. Just reviewing the terminology on the flyer, such as "comp plans"; "zoning/subdivision ordinances"; "due process"; "taking"; findings of fact"; and "60 day rule". These are all basic concepts of zoning but attaching these concepts to an actual request from Tonka Bay is also an important part of learning these topics.

Council Action Requested:
Discuss the request from Greenwood and the possibility of a WSB workshop.

Joe Kohlmann

From: Debra Kind [dkind100@gmail.com]
Sent: Monday, November 12, 2012 9:43 AM
Subject: Greenwood Hosted Planning & Zoning Workshop
Follow Up Flag: Follow up
Flag Status: Red
Attachments: 01-12-13 Planning Workshop Invite.pdf; ATT00007.htm

Mayors & Administrators --

We have settled on the date of Saturday, January 12, 2013 for the Planning & Zoning Workshop at the Southshore Center (see the attached invitation). Space is limited, so please send in your registration as soon as possible. Also, please pass along the invitation to your respective city council members, newly-elected city council members, planning commissioners, and staff members. The general public is welcome to attend as well. The registration deadline is 12-27-12. Print the attached invitation, complete the form, and mail along with $125 payment to:

City of Greenwood
20225 Cottagewood Road
Deephaven, MN 55331

This workshop will be a great way to "train" elected and appointed officials and refresh knowledge for experienced officials. Government Training Services' presenters Richard Thompson and Michael Couri conduct this workshop at locations around the state. This is your opportunity to attend a session in our area.

We hope you can join us!

Deb

DEBRA J. KIND

Mayor, City of Greenwood
20225 Cottagewood Road
Deephaven, MN 55331
www.greenwoodmn.com
Main: 952.474.6633
Direct: 612.718.6753

The city of Greenwood invites you to a ...

Planning & Zoning Workshop

For newly elected officials, experienced officials, planning commissioners, city staff, and interested citizens

Saturday, January 12, 2013
Southshore Center
5735 Country Club Road, Shorewood, MN 55331
9am to 4pm (8:30am check-in)
$125 per person

This workshop will cover the nuts and bolts of planning, zoning, and subdivision regulations. Participants will learn how planning and zoning is developed, where they fit into the process, and how the different "players" maximize their impact. The non-refundable $125 fee includes workshop materials, continental breakfast, snacks, and lunch. The topics to be addressed include:

- The History – How the system has gotten to where it is today, the authority and limits to planning and zoning.
- The Land Use & Zoning Tools – Comprehensive plans, zoning and subdivision ordinances, amendments, permits, and enforcement.
- Legal Basics – Avoiding litigation, what is "due process," what is a "taking," conducting public hearings, making findings of fact, and understanding the 60-day rule.
- Your Role, Responsibilities & Opportunities
- Hands-On Simulations – Actual planning and zoning dilemmas.
- Hot Issues – Answers to your questions.

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Questions? Contact Greenwood Mayor Deb Kind, dkind100@gmail.com, 612.718.6753

Participant Name (print clearly) _____

City _____ Title _____

Email address _____

Mail this form and $125 check to: City of Greenwood, 20225 Cottagewood Road, Deephaven, MN 55331 ~ Deadline: 12-27-12