

**City of Pine Island
Planning and Zoning Commission
Agenda
Tuesday, September 13th, 2016
7:00 PM
Second Floor – City Hall
250 South Main Street**

- I. Roll Call
- II. Pledge of Allegiance
- III. Minutes of August 10th, 2016
- IV. Discussion on Food Trucks
- V. Adjourn

City of Pine Island
Planning and Zoning Commission
Minutes
Wednesday August 10th, 2016
7:00 P.M. – City Hall

Meeting called to order at 7:00 P.M. by Chairman Paul Perry

Present: Grant Friese, Brad Rehling, T.J Schutz, Paul Perry

Absent: Curt Njus

Also Present: Stephanie Pocklington, David Todd, Joel Knox

Pledge of Allegiance was recited.

Motion by Grant Friese, and seconded by T.J Schutz to accept the minutes of the March 8th, 2016 meeting. Approved 4-0-0

Paul Perry opened the public hearing.

City Administrator, David Todd gave a brief explanation as to the reason(s) the City of Pine Island should opt out of the requirements of Minnesota Statute authorizing temporary family health care dwellings.

After some discussion, it was decided that the City needed to opt out for the time being to give staff time to create an ordinance that would better reflect the rules and regulations of the City.

Motion by T.J Schutz and second from Brad Rehling to recommend opting out of the requirements of Minnesota Statutes, section 462.3593 to City Council and Staff. Approved 4-0-0

Motion from Grant Friese to close the public hearing. Second from Brad Rehling. Approved 4-0-0

Motion by Grant Friese and second by Brad Rehling to adjourn at 7:15 P.M. Approved 4-0-0.

Respectively Submitted,

Stephanie Pocklington

**Proposed Food Truck Event:
“Monday’s on Main”
Mondays 10:30am - 2pm May - Sept
Parking lot & east side of Main Street**



How do other communities facilitate food truck vendors and events?

ROCHESTER

Heard about the recent controversy surrounding Rochester food trucks? It costs more to operate a food truck in downtown Rochester than downtown Minneapolis!

- Mobile Food Unit application is valid April 1st to March 31st annually
 - License Fee: \$150.00 per year per vehicle
 - Franchise Fee: \$1,100 per year per vehicle
- Application asks vendors for:
 - Proposed menu
 - Affiliated licensed food establishment’s contact information & approval
 - Copies of all licenses or permits required by the State Health Department or Olmsted County Public Health
 - Signed statement protecting City from damage/injury & certificate of vendor’s insurance
 - Inspection report to prove unit complies with local and state safety standards

MINNEAPOLIS

- Application asks vendors for:
 - Proposed menu--for 1st time food trucks vehicle and site plans are required for approval (Plan Review Application/Fee)
 - Health Addendum--must have use of a commercial kitchen located in Minneapolis
 - If operating on private property instead of allocated street locations: site plan that conforms to the Mobile Food Vehicle Site Requirements Letter of Consent
 - Hold harmless statement for public property operations & certificate of liability insurance
- \$818 licensing fee (cheaper than Rochester!)
- The Uptown Food Truck Festival and Canterbury Park Food Truck Festival, among other food truck events, also include craft beers, live music, games, and giveaways

ZUMBROTA

- Dan King, Community Development Director, said the request for a food truck ordinance came from a Chinese food vendor
- The city used their peddlers ordinance to create a new food truck ordinance--this includes an application for vendors, a \$25 annual participation fee, and specifies the vendor must be on private property

NORTHFIELD

- Matt Eastzold organizes the event as a church volunteer--there’s no need for a city ordinance to host the event since the food trucks are in the church parking lot (private property)
- Church promotes event in the community for Food Truck Tuesdays: “Come to the First United Church of Christ parking lot on Tuesdays between 11am–1pm to pick up a tasty, affordable lunch from a different food truck each week. See friends, have a picnic on our lawn, and sample some fun new eats!”

What inspired the Chamber to pursue this event?

- Bring more foot traffic downtown and raise awareness about existing businesses
- Attract people to visit Pine Island: both food truck followers and outside communities
- Offer this lunch alternative to community members and industrial business employees
- Encourage downtown business participation--set up a table outside their storefront, offer lunch specials, chamber membership, community involvement
- Provide a community event for citizens--branded with the Chamber's name

Besides the benefits listed above, holding a food truck event downtown will market Pine Island as an inclusive community that participates in current hot button events. The Chamber of Commerce will brand "Monday's on Main" as a weekly downtown event, benefiting the existing businesses and raising community engagement.

How is the Pine Island Chamber going to proceed?

- The Executive Committee discussed the idea in June, researched local ordinances and events
- The Chamber voted for further research and implementation at the July 12th meeting
- Kelly promoted the idea on the Chamber's website and facebook page with an informational handout to view and download in July
- Kelly conducted downtown business visits in August with above handout/ membership forms
- The Chamber will hold a public forum for feedback from the community at the September Planning & Zoning meeting (9/13)
- City Council would discuss the initiative at the September Council meeting (9/20)
- Zoning ordinance would be drafted in the fall with the help of the City Administrator and Attorney
- Ordinance revision would be approved by Council during the winter
- Kelly would contact possible food truck vendors, associations in winter 2017 with ordinance language and application (participation fees, health regulations, hours of operation, etc)
- Chamber would promo for event in spring 2017--logo, flyers, facebook events each week, Channel 7, website, press releases for kickoff in May 2017

But how do I provide feedback?

- Attend a Chamber meeting: 2nd Tuesday of the month, every month
- Join the Chamber and be an active member!
- Visit our website for more information: pineislandmnchamber.com
- Email pichamber@bevcomm.net
- Call 507-356-8233

