

CITY OF CHATFIELD COMMITTEE OF THE WHOLE
AGENDA
City Council Chambers - 21 SE Second Street, Chatfield, MN 55923
April 27, 2026, 5:30 P.M.

Notice is hereby given that some City Council members may be participating in the meeting by interactive technology.

- A. Minutes
 - 1. [February 23, 2026 Committee of the Whole Meeting Minutes](#)
Review the minutes from the previous meeting.
- B. Discussion Items
 - 1. [Nuisances, Fees, and Enforcement](#)



COMMITTEE OF THE WHOLE MEETING STAFF REPORT

Meeting Date: April 27, 2026

Agenda Item: February 23, 2026 Committee of the Whole Meeting Minutes

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Review the minutes from the previous meeting.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2026.02.23 C.O.W. Notes.pdf](#)

Committee of the Whole Meeting Notes

February 23, 2026

Council Members Present: Mayor John McBroom, Councilors Paul Novotny, Mike Urban, Pam Bluhm and Josh Broadwater

Members Absent: None

Others Present: Beth Carlson, Michele Peterson, Alison Bentley, Brian Burkholder, Gretchen Mensink, and Rocky Burnett

The Committee of the Whole met on Monday, February 23, 2026

- A. Minutes
 - a. Notes from the October 27, 2025, meeting were reviewed.
- B. Discussion Items
 - a. Community Development Presentation
 - i. Heritage Preservation Commission: There are currently only three appointed members of the seven required under the current ordinance. Since no additional members have been appointed, the recommendation was made to forgo a separate Heritage Preservation Commission. Instead, the Planning & Zoning Commission could oversee any applications presented regarding the Heritage Preservation. The discussion will be presented to the Planning & Zoning Commission at their next meeting.
 - ii. Planning & Zoning Commission
 - 1. Shady Oak Redevelopment: The Planning & Zoning Commission is recommending the development of some of the land at Shady Oak Park. The goal is to keep a park in this area, while allowing for three to four developable lots as well. Price and timing requirements would be part of the decision.
 - 2. Permits Issued: There were five new homes built in 2025, and several other zoning certificates issued.
 - 3. Enterprise Drive: Members discussed the opportunity to rezone a corner lot on Enterprise Drive and Hillside Drive. The idea would be to split the lot currently zoned commercial, therefore allowing for an additional residential development, while maintaining a buffer zone to industrial properties.
 - b. EDA
 - i. Home Incentive Program: The first home has closed, and a second home is due to be completed in April.
 - ii. VFW Memorial: Work has been done to help identify a the best possible location for a memorial within the community. A site on School property has

been identified, and work continues to verify that this is the proper location for the project. The project would be fully funded by the VFW, including ongoing maintenance.

- iii. Artist in Residency Program: An artist has been identified, and a kick-off meeting will be held in the near future. The artist will engage with the community to create an art project, yet to be identified, while learning more about the water within the community.

Next Meeting: Monday, April 27, 2026, at 5:30 p.m.



COMMITTEE OF THE WHOLE MEETING STAFF REPORT

Meeting Date: April 27, 2026

Agenda Item: Nuisances, Fees, and Enforcement

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[Nuisances_Fees_Enforcement_COW_FINAL.pdf](#)

Nuisances, Fees, and Enforcement

Committee of the Whole
April 27, 2026

Purpose of This Discussion



Clarify what the City can
and cannot enforce



Explain enforcement tools
and fine options



Support consistent,
transparent decisions



Provide context for public
understanding

What Is a Public Nuisance?

- Conditions that threaten public health, safety, or comfort
 - Defined in Chapter 16 of the City Code
 - Applies to property conditions, vehicles, noise, animals, and obstructions

Common Enforceable Nuisances



Overgrown weeds or grass over eight inches



Accumulations of junk, debris, or garbage



Snow and ice not cleared from sidewalks within 24 hours



Abandoned or junk vehicles



Animal noise or animals running at large

Recreation Vehicles, Boats & Campers

- One per residential lot
 - Must be parked in the rear yard
 - Occupancy limited to a maximum of ten days
 - Public street parking limited to 48 hours

Streets, Sidewalks & Right-of-Way

- Sidewalks must be cleared within 24 hours
 - Obstructions in public right-of-way are prohibited
 - City may remove hazards and assess costs
 - Property owners responsible for damage they cause

Parking Enforcement – What Is Enforceable

Parking in posted
fire lanes

Parking in alleys
beyond one hour

Violating posted
no-parking or
temporary
restrictions

Improper vehicle
type in restricted
areas

Improper parallel
or angle parking

Ordinance highlights

Sec. 113-414. - Other parking restrictions.

- The city council may by resolution order the placing of signs, devices or marks, or the painting of streets or curbs prohibiting or restricting the stopping, standing or parking of vehicles on any street where, in its opinion, as evidenced by a finding in its official minutes, the stopping, standing or parking is dangerous to those using the highway, or where the stopping, standing or parking of vehicles would unduly interfere with the free movement of traffic. The signs, devices, marks, or painting shall be official signs, devices, marks or painting, and no person shall stop, stand, or park any vehicle in violation of the restrictions thereon or as indicated thereby.
- It shall be unlawful for a person to park a motor vehicle in an area designated by posted signs pursuant to council resolution for certain types of vehicles, unless the motor vehicle is one of the types of vehicles specifically permitted.

Sec. 16-2. - Vehicles constituting public nuisance.

- Any vehicle, whether occupied or not, that is found stopped, standing, or parked in violation of any ordinance or state statute, or that is reported stolen, or that is found impeding firefighting, snow removal or snowplowing, or the orderly flow of traffic, is declared to be a public nuisance and may be abated as provided herein or as provided by any other article or section of this Code or state statute.

Resolution
approved
September 10,
2012

Now, therefore, be in resolved that the Common Council of the City of Chatfield hereby orders appropriate signage to be placed along Main Street, from First Street to Fifth Street, that would prohibit the parking of vehicles between the hours of 2:00 a.m. and 6:00 a.m. every day of the week.

Administrative Enforcement Option

- Alternative to criminal prosecution
 - Administrative citations with set fines
 - Voluntary payment resolves the violation
 - Failure to pay may lead to criminal charges

Administrative Fine Snapshot



NUISANCE
VIOLATIONS: \$100



ANIMAL-RELATED
VIOLATIONS: \$50



STREET, SIDEWALK,
AND PARKING
VIOLATIONS: \$50



*REPEAT VIOLATIONS
INCREASE BY 25
PERCENT*

Comparison: How Issues Are Handled

Administrative citation: minor, correctable violations

Nuisance abatement: ongoing or hazardous conditions

Parking enforcement: immediate traffic or safety impacts

Criminal charges: repeated, severe, or uncorrected violations

Notice, Appeals & Due Process



Written notice provided for nuisances



Administrative citations may be appealed



Emergency abatements allowed for immediate hazards



Costs may be assessed if the City performs abatement

Council Decision Checklist

Is the issue defined in the City Code?

Does it pose a health, safety, or public access concern?

Is Council action required (resolution, fee, assessment)?

Is signage or policy direction needed for enforcement?

Is this a City role or a private civil matter?

What the City Cannot Enforce

Purely private
disputes between
neighbors

Aesthetic concerns
not tied to safety
or code standards

Issues not
addressed in the
City Code

Matters preempted
by state or federal
law

Council's Role



Adopt and amend ordinances



Set fine and fee amounts



Authorize parking restrictions by resolution



Hear appeals and provide policy guidance

Comments and Questions