



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: ADOPTION OF ORDINANCE #359 REPEALING CHAPTERS 150 THROUGH 153 OF THE NEW PRAGUE CITY CODE AND REPLACING THOSE CHAPTERS WITH A NEW CHAPTER 150 TITLED UNIFIED DEVELOPMENT CODE REGARDING ZONING, SUBDIVISION, FLOODPLAIN AND BUILDING REGULATIONS AND APPROVE RESOLUTION FOR SUMMARY PUBLICATION
DATE: MARCH 12TH, 2026

As the City Council is aware, City staff has been working with Bolton & Menk as a consultant to prepare the “Unified Development Code” which consolidates and updates the City’s zoning, subdivision, floodplain and building regulations.

At the City Council meeting on March 2nd, Bolton & Menk presented a summary of the past 15 months that they have been assisting the City with the writing of the Unified Development Code which includes numerous public meetings, an online survey, public input at Czech Out New Prague, a joint City Council / Planning Commission work session and a public hearing at the November Planning Commission Meeting.

While the formatting of the Unified Development Code is all new, it does not contain entirely new language as the sections relating to building regulations and floodplain regulations were incorporated as previously written and some language of the existing zoning ordinance and subdivision ordinance was retained. Various new graphics and tables were added throughout. Bolton & Menk’s memo highlights the major changes due to the length of the UDC (270 pages).

The City Council approved the first reading and introduction of the ordinance on March 2nd, 2026.

Due to the length of the ordinance, staff recommends approval of the attached resolution to publish the ordinance by summary. Approval of this resolution requires a 4/5th vote of the council (M.S. 412.191, Subd. 4).

Recommendations

1. Staff recommends that the City Council conduct a second reading and adopt Ordinance #359 for the Unified Development Code.
2. Staff also recommends approval of the attached resolution to publish a summary versus the full ordinance document.