



**PLANNING COMMISSION MEETING AGENDA**  
**Thursday, April 03, 2025**  
**4:00 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids Planning Commission will be held on Thursday, April 3, 2025 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**APPROVAL OF MINUTES:**

1. Consider approval of the February 6, 2025 regular meeting minutes.

**PUBLIC HEARINGS:**

2. Conduct a Public Hearing to consider a variance petition submitted by Stewart Simmons (PID 91-650-1230)
3. Conduct a Public Hearing to consider a variance petition submitted by Keystone Design Build (PID 91-028-3415)

**GENERAL BUSINESS:**

4. Consider initiating the process to review and amend Sec. 30-564 (23) Farm Animals of the Land Use Regulation Ordinance
5. Consider the election of Planning Commission Officers

**PUBLIC INPUT:**

*Individuals may address the Planning Commission about any non-public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.*

**MISCELLANEOUS:**

**REPORTS/ANNOUNCEMENTS/UPDATES:**

**ADJOURNMENT:**

**NEXT REGULAR MEETING IS SCHEDULED FOR MAY 1, 2025 AT 4:00 PM.**

Hearing Assistance Available: This facility is equipped with a ready assistance system.

ATTEST: Aurimy Groom, Administrative Assistant



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**PLANNING COMMISSION MEETING MINUTES**  
**Thursday, February 06, 2025**  
**4:00 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids Planning Commission will be held on Thursday, February 6, 2025 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**PRESENT**

- Commissioner Paul Bignall
- Commissioner Amanda Lamppa
- Commissioner David Marquardt
- Commissioner David Kreitzer

**ABSENT**

- Commissioner Betsy Johnson
- Commissioner Patrick Goggin

**APPROVAL OF MINUTES:**

1. Consider approval of the December 5, 2024 regular meeting minutes.

Motion by Commissioner Lamppa, second by Commissioner Kreitzer to approve the minutes from the December 5, 2024 regular meeting. The following voted in favor thereof: Lamppa, Kreitzer, Bignall. Opposed: None, Marquardt abstained, motion passed.

**GENERAL BUSINESS:**

2. Consider a recommendation to the City Council regarding a vacation of a platted utility easement (Airport South Industrial Park – Phase 1)

Community Development staff is asking the Planning Commission to consider a recommendation to the City Council regarding a vacation of a platted utility easement in the Airport South Industrial Park-Phase 1. Assistant Community Development Director Swenson provided background.

The Commissioners reviewed the considerations for the record:

1. Is the right-of-way needed for traffic purposes?  
Why/Why not? No, it is in a field it is not needed for traffic purposes.

2. Is the right-of-way needed for pedestrian purposes?

Why/Why not? No, due to its location there is no need for pedestrian purposes.

3. Is the right-of-way needed for utility purposes?

Why/Why not? No, due to the combination of the parcels it is no longer needed.

4. Would vacating the right-of-way place additional land on the tax rolls?

Why/Why not? Yes, a very small portion.

5. Would vacating the right-of-way facilitate economic development in the

City? Why/Why not? Yes, it will allow for future development.

Motion by Commissioner Marquardt, second by Commissioner Kreitzer to approve initiating the vacation request of the platted utility easement described as:

*A thirty-foot-wide utility easement centered on the north, east, and south lines of Lot 5, Block 2 of Airport South Industrial Park - Phase 1, Grand Rapids, Itasca County, Minnesota.*

The following voted in favor thereof: Kreitzer, Marquardt, Lamppa, Bignall. Opposed: None, motion passed unanimously.

3. Consider initiating the process to review and amend Division 30-VI-12 (Floodplain Restrictions) of the Land Use Regulations Ordinance

Staff would like the Planning Commission to consider initiating the review and consideration of an amendment to Division 30-VI-12 (Floodplain Restrictions) of the Ordinance. The Ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and Flood Insurance Study for Itasca County, to maintain participation in the National Flood Insurance Program.

Motion by Commissioner Kreitzer, second by Commissioner Lamppa to initiate the review of Division 30-VI-12 entitled (Floodplain Restrictions) to meet current State and Federal standards. The following voted in favor thereof: Bignall, Lamppa, Marquardt, Kreitzer. Opposed: None, motion passed unanimously.

4. Consider a recommendation to the City Council regarding an amendment to Division 30-VI-12 (Floodplain Restrictions) of the Land Use Regulations Ordinance

Assistant Community Development Director Swenson provided background information. The ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and Flood Insurance Study for Itasca County, to maintain participation in the National Flood Insurance Program.

The Commissioners read their considerations for the record:

1. Will the change affect the character of neighborhoods?

Why/Why not? No, there is no change to the neighborhoods.

2. Would the change foster economic growth in the community?

Why/Why not? Yes, it will allow for the purchase of flood insurance for those who need it.

- 3. Would the proposed change be in keeping with the spirit and intent of the ordinance? Why/Why not? Yes, it is maintaining FEMA and DNR standards.
- 4. Would the change be in the best interest of the general public? Why/Why not? Yes, it will allow for the purchase of flood insurance.
- 5. Would the change be consistent with the Comprehensive Plan? Why/Why not? Yes, it allows the opportunity for growth.

Motion by Commissioner Lamppa, second by Commissioner Kreitzer that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commissioner does hereby forward a favorable recommendation to the City Council regarding a draft amendment to replace the existing floodplain restrictions ordinance language with ordinance language consistent with state floodplain management rules and the floodplain management standards of the Federal Emergency Management Agency of Division 30-VI-12 of the land use regulation ordinance. The following voted in favor thereof: Kreitzer, Marquardt, Lamppa, Bignall. Opposed: None, motion passed unanimously.

**PUBLIC INPUT:**

*Individuals may address the Planning Commission about any non-public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.*

None

**MISCELLANEOUS:**

None

**REPORTS/ANNOUNCEMENTS/UPDATES:**

None

**ADJOURNMENT:**

There being no further business the meeting adjourned at 4:19 p.m.

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 6, 2025 AT 4:00 PM.

Hearing Assistance Available: This facility is equipped with a ready assistance system.

**ATTEST:**

Aurimy Groom, Administrative Assistant



**Planning Commission**  
**Staff Report**

<b>Agenda Item</b>	<b>Community Development Department</b>	<b>Date: 4/03/2025</b>
<b>Statement of Issue:</b>	Conduct a Public Hearing to consider a variance petition submitted by Stewart Simmons (PID 91-650-1230).	
<b>Background:</b>	The background for this item will be presented in the attached PowerPoint document.	
<b>Considerations:</b>	When reviewing a request for a variance, the Planning Commission must make findings based on the attached list of considerations.	
<b>Recommendation:</b>	<p>Staff recommends that the Planning Commissioners visit the site and look at the situation.</p> <p>Prior to making a motion to approve or deny the request, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or deny the variance(s).</p>	
<b>Required Action:</b>	<p>Approve a motion to either: approve, approve with additional conditions, or deny the petitioned variance.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public’s best interest, the Planning Commission does hereby <b>(grant)(deny)</b> the following variance to Stewart Simmons for the property legally described within the presentation.</p> <ul style="list-style-type: none"> <li>to allow a variance of the requirements of Section 30-593 B.1. of the Municipal Code, which lists minimum setbacks for corner lots. This variance permits an expansion of the building 18’ from the west side property line.</li> </ul> <p><i>(If the Planning Commission wishes to place conditions upon their approval, the following should be added to the motion:)</i></p> <p>and that the following condition(s) shall apply: none</p>	
<b>Attachments:</b>	<ul style="list-style-type: none"> <li>Site Map</li> <li>Copy of the variance petition and associated documentation</li> <li>List of the Planning Commissions Variance Considerations</li> </ul>	





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Item 2.

# Public Hearing

## Stewart Simmons Variance Request

***PID: 91-650-1230***

***Oakland Addition to Grand Rapids, Lots 11-12, Blk 12***

**April 3, 2025**





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# Variance Request

- **Petitioners:** Stewart Simmons
- **Filing Date:** February 16, 2025
- **Requested Variances:** The requested variance would permit the construction of a 20'x24' addition to the west side of the single-family home that extends 12' into the required 30' side yard setback.
- **Relevant portions of Zoning Ordinance:** Section 30-593 B.1. of the Municipal code, which lists minimum yard setbacks for corner lots, "Corner lots. Where a side yard abuts a street which is adjacent to the front yard on one or more residential lots on the same block, such side yards shall be a minimum of 30 feet. The same yard dimension determined for a side yard shall apply to structures in the rear yard".
- **Legally Described Property:**
  - *Oakland Addition to Grand Rapids, Lots 11-12, Blk 12*



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# Variance Request

Item 2.

## Variance Details:

The applicant describes:

- The unique size of the parcel and location of the property that abuts a street as a circumstance that was not created by the owner.
- The addition to the single-family home as consistent with the current zoning and in harmony with the surrounding neighborhood.

## VARIANCE 20' X 24' ADDITION





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# Variance Request

## Variance Details:

- **Subject property is a 6,623 sq. ft. parcel with a single-family home and a storage shed. With the proposed addition the property will not exceed the maximum lot coverage of 30%.**
- **The closest point of the addition is of 18' from the west property line.**





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# Variance Request

## Summary of requested variance:

The proposed project would require the Planning Commission's approval of one variance:

- 1) Section 30-593 b.1. of the Municipal Code, which list required side and rear yard enlargement stating," Corner lots. Where a side yard abuts a street which is adjacent to the front yard on one or more residential lots on the same block, such side yards shall be a minimum of 30 feet. The same yard dimension determined for a side yard shall apply to structures in the rear yard".

This variance would permit the proposed addition to the single-family home at a reduced setback of 18', which is 12' less than required.

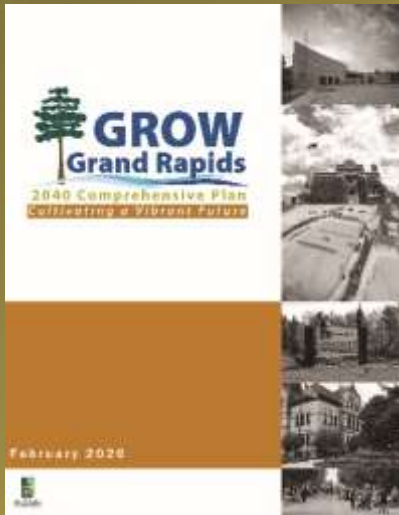




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# Variance Request

## Comprehensive Plan: Goals & Objectives related to Land Use



**Goal 4: Protect and enhance the character, amenities, variation, and livability of residential areas.**

*b. Promote the development, rehabilitation, and retention of neighborhoods and their existing character within urbanized areas. Traditional neighborhoods are the largest residential land use category on the Future Land Use Map. Core neighborhoods contain a variety of traditional architectural styles and naturally-occurring affordable housing. A focus on retention and enhancement of core neighborhoods helps preserve the City's cultural identity and strengthens community.*



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# Variance Request

Item 2.

## Planning Commission Variance Considerations:

### PLANNING COMMISSION

#### Considerations

#### VARIANCE

1. Is this an "Area" variance rather than a "Use" variance?
2. Does the proposal put property to use in a *reasonable manner*?  
Why/Why not-
3. Is the owner's plight due to circumstances which are unique to the property and which are not self-created by the owner?  
Why/Why not-
4. Is the variance in *harmony with* the purposes and intent of the ordinance?  
Why/Why not-
5. Will the variance, if granted, alter the *essential character* of the locality?  
Why/Why not-
6. Is the variance *consistent with* the *comprehensive plan*?  
Why/Why not-



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Item 2.

# Questions/Comments?



**Planning Commission**  
**Staff Report**

<b>Agenda Item</b>	<b>Community Development Department</b>	<b>Date: 4/03/2025</b>
<b>Statement of Issue:</b>	Conduct a Public Hearing to consider a variance petition submitted by Keystone Design Build (PID 91-028-3415).	
<b>Background:</b>	The background for this item will be presented in the attached PowerPoint document.	
<b>Considerations:</b>	When reviewing a request for a variance, the Planning Commission must make findings based on the attached list of considerations.	
<b>Recommendation:</b>	<p>Staff recommends that the Planning Commissioners visit the site and look at the situation.</p> <p>Prior to making a motion to approve or deny the request, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or deny the variance(s).</p>	
<b>Required Action:</b>	<p>Approve a motion to either: approve, approve with additional conditions, or deny the petitioned variance.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public’s best interest, the Planning Commission does hereby <b>(grant)(deny)</b> the following variance to Keystone Design Build for the property legally described within the presentation.</p> <ul style="list-style-type: none"> <li>to allow a variance from the requirements of Section 30-512 Table 2-A of the Municipal Code, which lists minimum setbacks for principal structures. The variance permits an expansion of the building 5’ from the west side property line.</li> </ul> <p><i>(If the Planning Commission wishes to place conditions upon their approval, the following should be added to the motion:)</i></p> <p>and that the following condition(s) shall apply: None</p>	
<b>Attachments:</b>	<ul style="list-style-type: none"> <li>Site Map</li> <li>Copy of the variance petition and associated documentation</li> <li>List of the Planning Commissions Variance Considerations</li> </ul>	







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# Public Hearing

## Keystone Design Build Variance Request

**PID: 91-028-3415**

**S 361.68' OF SE SW LESS W 631.68' & LESS REV DESC #3 & LESS E 177'**

**April 3, 2025**



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# Variance Request

- **Petitioners:** Keystone Design Build
- **Filing Date:** March 13, 2025
- **Requested Variances:** The requested variance would permit the construction of a 30'x55' addition to the northwest side of the existing business. The addition extends 10' into the required 15' side yard setback.
- **Relevant portions of Zoning Ordinance:** Section 30-512 Table 2-A of the Municipal code, which lists minimum yard setbacks.
- **Legally Described Property:**
  - S 361.68' OF SE SW LESS W 631.68' & LESS REV DESC #3 & LESS E 177'



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# Variance Request

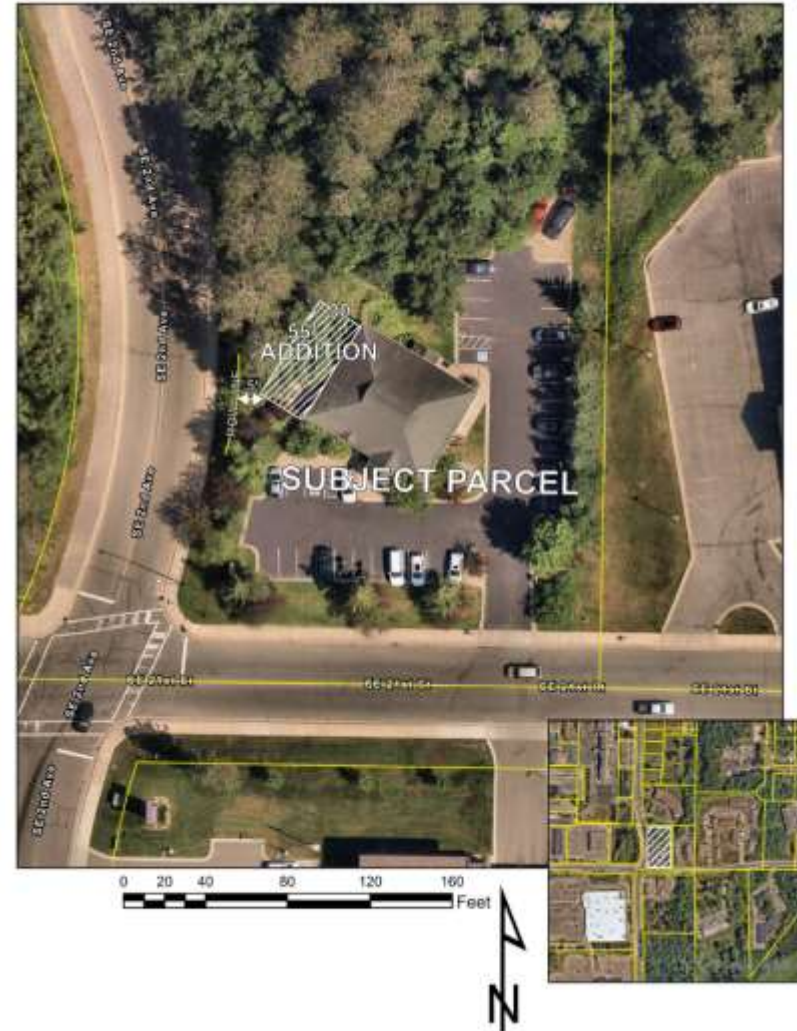
Item 3.

## Variance Details:

The applicant describes:

- The unique size of the parcel and location of the property that abuts a street as a circumstance that was not created by the owner.
- The addition to the existing business is consistent with the current zoning and in harmony with the surrounding area.

VARIANCE 91-028-3415





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# Variance Request

## Variance Details:

- **Subject property is a 2.3-acre parcel with an existing dental office. With the proposed addition the property will not exceed the maximum lot coverage of 30%.**
- **The closest point of the addition is 5' from the west property street ROW.**







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# Variance Request

## Summary of requested variance:

The proposed project would require the Planning Commission's approval of one variance:

- 1) Section 30-592 table 2-A of the Municipal Code, which list the required street side yard setback of 15' for General Business. This variance would permit the proposed addition at a reduced setback of 5'.

TABLE 2-A DISTRICT DEVELOPMENT REGULATIONS - PRINCIPAL STRUCTURES

Zone	MINIMUM LOT SIZE			MINIMUM YARD SETBACKS				MAXIMUM LOT COVER- AGES			BUILDING SIZES	
	Gross Area	Area S/F Unit	Width	Front	Interior Side	Street Side	Rear	Building (percent- age)	Total Surface (percent- age)	GUOS Unit	Maximum Height (feet)	Minimum Dimension (feet) <sup>2</sup>
RR	1.25 acre	1.25 AC	150	30	15	30	30	20	N/A		35	24
R-1	8,400	8,400	70	30	6—9 <sup>1</sup>	15	30	30	N/A		30	24
R-1a	6,000 <sup>4</sup>	6,000	44	30	6	15	30	40	N/A		30	24
R-2	7,000 <sup>4</sup>	5,000	50 <sup>4</sup>	30	6—9 <sup>1, 4</sup>	15	30	30	N/A		30	24
R-3	15,000 <sup>4</sup>	5,000	100 <sup>4</sup>	35	10 <sup>4</sup>	15	35	30	75	400	30	24
R-4	15,000 <sup>4</sup>	2,500	100 <sup>4</sup>	35	20 <sup>4</sup>	30	35	35	75	400	45	24
LB	14,000 <sup>4</sup>	3,000	100 <sup>4</sup>	30	10 <sup>4</sup>	15	15	35	85	500	35	24
GB	10,500	3,000	75	30	10	15	10	40	90	500	50	24
CBD	7,000	3,000	50	N/A	N/A	N/A	N/A	100	100	N/A	60	24
MU	40,000	2,500	100	35	20	30	35	40	75	N/A	45	24
M <sup>3</sup>	20,000	3,000	100	30	10	15	15	35	85	500	35	24
RC	1.5 acre	1.5 acre	200	50	25	25	25	25	50	N/A	35	N/A
BP	30,000	N/A	150	50	15	25	15	40	85	N/A	35	24
I-1	1 acre	N/A	150	50	25	25	25	50	90	N/A	40	24
I-2	1 acre	N/A	150	50 <sup>2</sup>	25	25 <sup>2</sup>	25	60	90	N/A	110	N/A
PU	1 acre	N/A	50	30	10	15	30	N/A		60	N/A	
CD	N/A		50	50	50	50	50	N/A		N/A		
AG	2.5 acres	2.5 acres	50	50	50	50	50	N/A		N/A		
AP	N/A		50	50	50	50	50	N/A		N/A		



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# Variance Request

## Comprehensive Plan: Goals & Objectives related to Land Use

**Goal 2: Promote commercial development that serves local and regional markets.** A diversity of commercial land uses offers multiple benefits to residents and visitors and enhances economic sustainability.

- a. **Recognize distinct classes of commercial development that serve different markets and are compatible within different land use and transportation contexts.** Different commercial uses serve distinct markets and perform best when clustered with uses that serve similar markets or require similar infrastructure. For example, a large commercial use such as a retail store typically serves a broad market area, generates substantial traffic, and requires a large amount of surface parking. Therefore, siting is most appropriate along high-volume thoroughfares.
- b. **Consider opportunities for commercial development at various scales.** For example, neighborhood commercial uses provide for localized commercial development that meets the needs of a neighborhood population. Neighborhood commercial supports community vitality and sense of place. It is important to provide zoning flexibility, as well as adequate land and infrastructure, for business to thrive at various scales.
- c. **Explore opportunities for the introduction of mixed-use into Grand Rapids land use planning, including all types of mixed-land uses.** The inclusion of mixed uses improves access to a range of needs and varied lifestyles. Mixed-use also supports community goals for active living, encourages compact development, and stimulates more variety in community development styles.
- d. **Consider opportunities to support local artisans, entrepreneurs, and home-based businesses through zoning tools and creative community partnerships.** Grand Rapids seeks to cultivate a creative culture and encourage entrepreneurship. Planning and zoning should support these objectives – examples

**Goal 1. Actively manage growth that provides supportive relationships between all land uses and assesses the potential location within the existing core or future growth areas.** At its core, land use planning aims to develop synergy between supportive land uses and minimize harmful impacts between incompatible, or conflicting, land uses. The classic example of a land use conflict is a heavy industrial use that negatively impacts surrounding properties. Single-use zoning, setback requirements, and similar standards help avoid and mitigate potential nuisances and harmful spillover effects. On the other hand, mixing compatible uses helps foster active neighborhoods by connecting residents to jobs, activities, and one another. Grand Rapids seeks to provide a balanced land use mix and flexible planning to encourage a harmonious pattern of development. The City will evaluate the future land use, density, and intensity of proposed development, particularly as these relate to the existing neighborhood context and the Future Land Use Map.

- a. **Ensure that development and redevelopment is orderly, following the guidance established within the Future Land Use Map.** The Future Land Use map portrays the development and redevelopment patterns that are consistent with the Community Vision, Values and Principles. Implementing the pattern in a staged and efficient process will sustain the City's community, economic, and natural infrastructure.
- b. **Reduce and eliminate land use conflicts within long-range planning and identify opportunities to create synergy among uses.** Recognize conflicts and synergies in setting and administering land use regulation. Conflicts may include incompatible land uses where one property is impacted from the use of an adjacent lot. Look beyond the similarity of uses (i.e. small commercial and large commercial) to maximize synergies (i.e. small commercial and multifamily residential).
- c. **Promote the best use of the land, from the community's long-term perspective, for conservation, new development, or redevelopment.** The City will consider the long-term consequences of development decisions as well as the value of development proposals under today's market conditions. To promote conservation of existing natural areas, the City will consider the value of land in terms of the ecosystem services it provides – including its productive value, recreational value, cultural value, and other environmental benefits.
- d. **Assess opportunities and locations for growth both within new growth areas on the edges of the community and within the existing developed areas.** The Comprehensive Plan guides growth to suitable locations within the City. New development and redevelopment should be sited in locations with adequate public services and utilities. Significant new developments, such as major subdivisions, should generally be located proximal to existing development. The City will evaluate the capability of land to support proposed development, ensuring adequate provision of roads, water, sewer, parking, stormwater management, and other supportive infrastructure.



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# Variance Request

Item 3.

## Planning Commission Variance Considerations:

### PLANNING COMMISSION

#### Considerations

#### VARIANCE

1. Is this an "Area" variance rather than a "Use" variance?
2. Does the proposal put property to use in a *reasonable manner*?  
Why/Why not-
3. Is the owner's plight due to circumstances which are unique to the property and which are not self-created by the owner?  
Why/Why not-
4. Is the variance in *harmony with* the purposes and intent of the ordinance?  
Why/Why not-
5. Will the variance, if granted, alter the *essential character* of the locality?  
Why/Why not-
6. Is the variance *consistent with* the *comprehensive plan*?  
Why/Why not-





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Item 3.

# Questions/Comments?



# Planning Commission Staff Report

Agenda Item #	Community Development Department	Date: 4/03/25										
<b>Statement of Issue:</b>	Consider initiating the process to review and amend Sec. 30-564 (23) Farm Animals of the Zoning Ordinance.											
<b>Background:</b>	<p>Section 30.564 (23) establishes uses with restrictions specifically farm animals within established zoning districts.</p> <p>(23) Farm animals (within AG, RR, SRR zone) provided:</p> <p>“a. All farm and permitted non-domestic animals must be so contained to prevent the animals from escaping onto neighboring properties or injuring the public.</p> <p>b. Enclosed pens, corrals, feed lots, and structures used to house farm and permitted non-domestic animals shall be setback a minimum of 25 feet from the nearest lot line or the applicable accessory structure setback, whichever is greater (said setback shall not apply to open grazing or pasture areas).”</p> <p>It has come to the Departments attention that standards for lots size and number of animal units were not incorporated in the Ordinance. Staff have researched other ordinances and have found the below additional language would address the matter.</p> <p>“Recognizing that residential uses and the keeping of farm animals may be incompatible, the following limits apply:</p> <p>c. On parcels of less than five acres, keeping of farm animals is not permitted.</p> <p>d. On parcels five to nine acres, three animal units are permitted.</p> <p>e. On parcels or contiguous parcels larger than nine acres, three animal units plus one animal unit for every two acres beyond nine acres are allowed.</p> <p>f. On all public waters, farm animal uses shall be setback 150’ from the ordinary high-water level. Farm animals shall not be contained in shore impact zones, bluff impact zones or steep slopes.</p> <p>g. Farm animal units shall be determined according to below.</p> <table style="margin-left: 40px; margin-top: 20px;"> <thead> <tr> <th style="text-align: left;">Animal</th> <th style="text-align: left;">Animal Units</th> </tr> </thead> <tbody> <tr> <td>1 dairy cow</td> <td>1.4 units</td> </tr> <tr> <td>1 steer, heifer, horse</td> <td>1.0 units (each)</td> </tr> <tr> <td>1 swine</td> <td>.4 units</td> </tr> <tr> <td>1 sheep</td> <td>.2 units”</td> </tr> </tbody> </table>		Animal	Animal Units	1 dairy cow	1.4 units	1 steer, heifer, horse	1.0 units (each)	1 swine	.4 units	1 sheep	.2 units”
Animal	Animal Units											
1 dairy cow	1.4 units											
1 steer, heifer, horse	1.0 units (each)											
1 swine	.4 units											
1 sheep	.2 units”											

	<p>Staff would like the Planning Commission to consider initiating the review and consideration of an amendment to section 30.564, changing the language to account for lot size and animal units as additional restrictions to section 30.564 (23).</p>
<p><b>Considerations:</b></p>	
<p><b>Recommendation:</b></p>	<p>Pass a motion initiating the review of an amendment to Section 30-564 (23).</p>
<p><b>Required Action:</b></p>	<p>Pass a motion initiating the review of an amendment to Section 30-564 (23) to the Zoning Ordinance.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ Motion by _____, second by _____ that, to <b>(approve) (not approve)</b> to initiate the review of an amendment to Section 30-564(23), adding additional language that restricts lot size and animal units.</p>
<p><b>Attachments:</b></p>	



**Planning Commission**  
**Staff Report**

<b>Agenda Item</b>	<b>Community Development Department</b>	<b>Date: 4/03/2025</b>
<b>Statement of Issue:</b>	Conduct the election of Planning Commission Officers	
<b>Background:</b>	<p>In accordance with the bylaws of the Planning Commission, the officers include a chair, vice-chair/secretary.</p> <p>The present officers are:</p> <p>Chair – Pat Goggins Vice-chair/Secretary – Betsy Johnson</p> <p>When conducting elections, the Chair shall first request nominations from Planning Commission members. If only one member is nominated, the election may be by unanimous consent. Otherwise, on hearing no further nominations, the Chair shall announce the names of all members nominated, and then conduct a vote on each nominee, in the order nominated, until someone is elected. The favorable vote of a majority of the full membership of the Commission is necessary to elect a member as Chair or Vice-Chair/Secretary.</p>	
<b>Considerations:</b>		
<b>Recommendation:</b>	Pass a motion electing the Planning Commission Officers	
<b>Required Action:</b>		
<b>Attachments:</b>		