



PLANNING COMMISSION MEETING AGENDA

Thursday, August 07, 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, August 7, 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 minutes from the June 24th, 2025 special meeting

PUBLIC HEARINGS:

2. Conduct a Public Hearing to consider a variance petition submitted by Housing & Redevelopment Authority of Itasca County.

GENERAL BUSINESS:

3. Consider a recommendation to the City Council regarding amendments to Section 30-564 Uses with Restrictions, Subsection 23 Farm Animals (within AG, RR and SRR)

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 SEPTEMBER 4, 2025 AT 4:00 PM.

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

ATTEST: Aurimy Groom, Administrative Assistant



CITY OF
GRAND RAPIDS
 IT'S IN MINNESOTA'S NATURE

PLANNING COMMISSION SPECIAL MEETING MINUTES

**Tuesday, June 24, 2025
 4:00 PM**

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids Planning Commission will be held on Tuesday, June 24, 2025 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PRESENT

Commissioner Betsy Johnson
 Commissioner Patrick Goggin
 Commissioner Paul Bignall
 Commissioner Amanda Lamppa
 Commissioner David Marquardt
 Commissioner David Kreitzer

APPROVAL OF MINUTES:

1. Consider approval of minutes from the May 1st, 2025 regular meeting.

Motion by Commissioner Goggin, second by Commissioner Lamppa to approve the minutes from the May 1st, 2025 regular meeting. The following voted in favor thereof: Kreitzer, Lamppa, Bignall, Goggin Marquardt, Johnson. Opposed: None, motion passed unanimously.

PUBLIC HEARINGS:

2. Conduct a Public Hearing to consider a variance petition submitted by Peter and Cynthia Lyman.

Community Development Director Mattei provided background information. Peter and Cynthia Lyman have requested one variance from Section 30-563(a)2(b) which limits the combined area of accessory buildings to a maximum of 1,500 square feet on R-1 zoned lots that have an area equal to or more than 15,000 square feet. The current area of accessory space on the lot is 1,528 square feet, which was permitted through a variance previously granted by the Planning Commission in 2014. The requested variance which if granted would allow for an additional 176 square feet of detached accessory space.

Motion by Commissioner Kreitzer, second by Commissioner Johnson to open the public hearing. The following voted in favor thereof: Johnson, Marquardt, Goggin, Bignall, Lamppa, Kreitzer. Opposed: None, motion passed unanimously.

Mr. Peter Lyman, 1108 McGuire Lane explained he has already purchased the shed and was unaware that there would be an issue with adding additional accessory space.

Motion by Commissioner Lamppa, second by Commissioner Goggin to close the public hearing. The following voted in favor thereof: Kreitzer, Lamppa, Bignall, Goggin, Marquardt, Johnson. Opposed: None, motion passed unanimously.

Attorney Sterle noted for the record a letter had been submitted from Travis Cole, 1111 McGuire Lane, he is neutral on the outcome of the variance. He is however following the Commission's decision because he is considering adding an accessory structure to his property.

1. Is this an "Area" variance rather than a "Use" variance?

Area

2. Does the proposal put property to use in a reasonable manner?

Why/Why not- Yes, it is a single family lot and it is being used as that.

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- Yes, the lot is larger than most in it's zoning designation and should allow for more accessory structure square footage.

4. Is the variance in harmony with the purposes and intent of the ordinance?

Why/Why not-It is not in direct conflict of the purpose and intent of the ordinance because it is a larger lot size.

5. Will the variance, if granted, alter the essential character of the locality?

Why/Why not- No, it is still a residential lot and will allow for the owners to keep it looking nice by keeping tools and mowers inside a shed rather than out in the open.

6. Is the variance consistent with the comprehensive plan?

Why/Why not- Yes, it will help sustain and assist with the maintenance of the neighborhood.

Motion by Commissioner Kreitzer, second by Commissioner Johnson that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby grand the following variance to Peter and Cynthia Lyman for the property legally described within the presentation.

a variance from the requirements of 30-563(a)2(b) which limits the combined area of accessory buildings to a maximum of 1,500 sq. ft. on R-1 zoned lots that have an area equal to or more than 15,000 sq. ft. If granted the variance requested, would permit the addition of a 11 x 16 (176 sq.ft.) detached accessory structure, bringing the total accessory space permitted on the subject property to a maximum of 1,704 sq. ft.

The following voted in favor thereof: Johnson, Goggin, Bignall, Lamppa, Kreitzer. Opposed: Marquardt, motion passed.

GENERAL BUSINESS:

3. Consider a recommendation to the City Council regarding vacation of a portion of the platted 12th Ave. NW right-of-way within Syndicate Division to Grand Rapids

A power point presentation provided the background for the vacation request. Diane Larson, Executive Director on behalf of the Itasca County HRA submitted a vacation request for a portion of the 12th Avenue NW Right of Way of Lots 13-18, Block 10 of Syndicate Division, Grand Rapids, Itasca County, Minnesota. If approved, the vacation would permit the applicant to reconstruct a portion of their existing parking.

The Commissioners reviewed the considerations for the record.

1. Is the right-of-way needed for traffic purposes?

Why/Why not? No, it is not needed for traffic purposes.

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

Why/Why not? No, it is not there is no sidewalk in that location.

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

Why/Why not? A utility easement will be retained.

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

Why/Why not? There will be no change to the tax rolls.

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

City? Why/Why not? Yes, it will allow for better parking for the current tenant and future tenants.

Motion by Commissioner Goggin, second by Commissioner Lamppa that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the vacation of public right-of-way described as:

The East 7' of the 12th Avenue NW lying adjacent to Lots 13-18 and the East 7' of 12th Avenue NW lying adjacent to the south half of the vacated E/W alley, all located in Block 10 of Syndicate Division, Grand Rapids, Itasca County, Minnesota.

Contingent on the following stipulation:

That a public infrastructure easement be retained.

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

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.

There was no input from the public.

MISCELLANEOUS:

REPORTS/ANNOUNCEMENTS/UPDATES:

Community Development Director Mattei updated the Commissioners on the Farm Animal Ordinance, there needs to be more discussion and research done before bringing it back to the Commission.

ADJOURNMENT:

There being no further business the meeting adjourned at 4:43 p.m.

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 7, 2025 AT 4:00 PM.

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

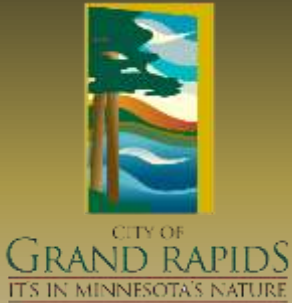
ATTEST: Aurimy Groom, Administrative Assistant



Planning Commission Staff Report

Agenda Item	Community Development Department	Date: 08-07-2025
Statement of Issue:	Conduct a Public Hearing to consider a variance petition submitted by Housing & Redevelopment Authority of Itasca County (PID 91-705-1050).	
Background:	The background for this item will be presented in the attached PowerPoint document.	
Considerations:	When reviewing a request for a variance(s), the Planning Commission must make findings based on the attached list of considerations.	
Recommendation:	<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>	
Required Action:	<p>Approve a motion to either: approve, approve with additional conditions, or deny the petitioned variance(s).</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 (grant)(deny) the following variance to Housing & Redevelopment Authority of Itasca County for the property legally described within the presentation.</p> <ul style="list-style-type: none"> • to allow variance(s) from the requirements of Section 30-512 (Table 2C) which establishes the minimum yard setbacks for surface parking. • The variance(s) from Section 30-512 (Table 2C) are: North = 5'; South = 10'; East = 6'; West = 10' • The variance(s) permit reconstruction of existing drive aisles, parking lot, and retaining wall with zero (0') setback(s) from the East, South, and West property lines – and 1' from the North property line. <p><i>(If the Planning Commission wishes to place conditions upon their approval, the following should be added to the motion:)</i></p>	

Attachments:	<ul style="list-style-type: none">• Site Map• Copy of the variance petition and associated documentation• List of the Planning Commissions Variance Considerations



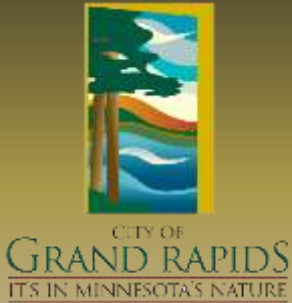
Public Hearing

Housing & Redevelopment Authority of Itasca County

PID: 91-705-1050

**LOTS 13-18 BLK 10, AND W1/2 VAC ALLEY LYG ADJ,
Syndicate Div. of Grand Rapids, Itasca County, Minnesota.**

August 7, 2025



Variance Request

- **Petitioners:** Housing & Redevelopment Authority of Itasca County
- **Filing Date:** June 4, 2025
- **Requested Variances:** HRA is requesting variance to minimum yard setbacks established for surface parking to reconstruct existing drive aisles, parking lot, and retaining wall. The reconstructed parking lot would encroach setbacks by 10' (Front - West); 10' (Street Side - South); 5' (Interior Side - North); and 6' (Rear - East).
- **Relevant portions of Zoning Ordinance:** Section 30-512 (Table 2C) of the Municipal code, which lists minimum yard setbacks for surface parking as: Front (10'); Interior Side (6'); Street Side (10'); Rear (6').



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Variance Request

Table 2C District Development Regulations; Surface Parking

ZONES	MINIMUM YARD SETBACKS				INTERIOR LANDSCAPING REQUIREMENTS	
	FRONT	INTERIOR SIDE	STREET SIDE	REAR	AMOUNT (sq. ft./stall)	THRESHOLD ³
RR	Please refer to section 30-593(e)				N/A	
R-1	Please refer to section 30-593(e)				N/A	
R-1a	Please refer to section 30-593(e)				N/A	
R-2	Please refer to section 30-293(e)				N/A	
R-3	10	6	10	6	20	25
R-4	10	6	10	6	15	40
LB	10 ¹	6	10	10	20	25
GB	10 ¹	6	10	6	15	40
CBD	6	6	6	6	10	40
M	10 ¹	6	10	10	20	25
MU	10 ¹	6	10	10	20	25
RC	35 ¹	10	25	10	10	40
BP	10	6	10	6	10	25
I-1	10	6 ²	10	6 ²	N/A	
I-2	10	6 ²	10	6 ²	N/A	
CD, PU	25	25	25	25	15	40
AG	N/A					
AP	25	25	25	25	N/A	

Variance Request

Item 2.

Variance Details:

The applicant describes:

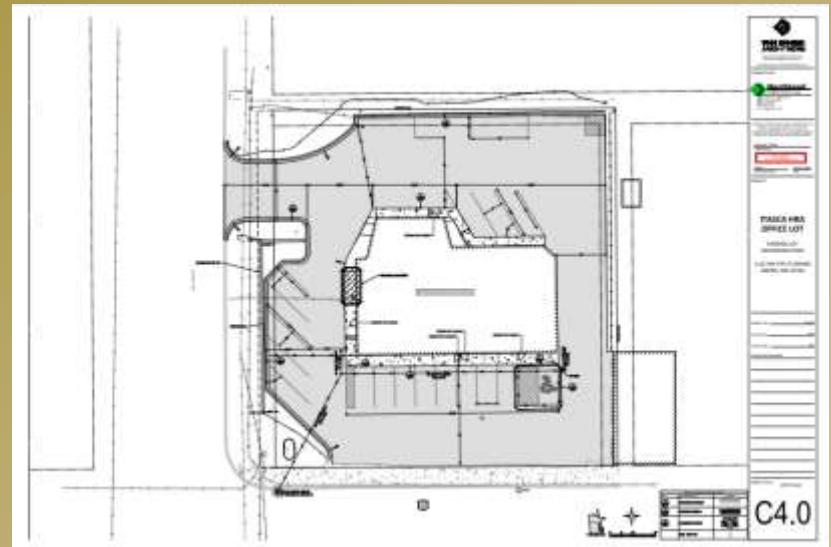
- **HRA purchased property with existing parking lot in 2021.**
- **Variance(s) will allow for reconstruction of existing parking lot.**
- **Proposed reconstruction will not enlarge parking lot.**



Variance Request

Variance Details (cont.)

- **Proposed reconstruction would eliminate one entrance/exit.**
- **Variance(s) would allow use to retain required number of parking stalls.**





CITY OF
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Variance Request

Comprehensive Plan: Goals & Objectives related to Land Use (Chapter 3 Values and Guiding Principles)

6. Sustain and enhance the city's status as a regional center and its role in the greater region:

“Grand Rapids is the commercial and service center for the surrounding region, serving surrounding communities and rural areas, and in turn is support by them. Investment in regional infrastructure, such as information technologies and commercial and recreational transportation are critical, as is intergovernmental coordination, to sustain the City's regional benefits.”

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?



Petition for Variance

Community Development Department
 420 North Pokegama Ave.
 Grand Rapids, MN 55744
 Tel. (218) 326-7601 Fax (218) 326-7621
 Web Site: www.cityofgrandrapidsmn.com

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

Housing & Redevelopment Authority of Itasca County

Name of Applicant*¹

1115 NW 4th Street

Address

Grand Rapids MN 55744

City State Zip

218.326.7978/diane@itascacountyhra.org

Business Telephone/e-mail address

Name of Owner (If other than applicant)

Address

City State Zip

Business Telephone/e-mail address

*¹ If applicant is not the owner, please describe the applicant's interest in the subject property. _____

Parcel Information:

Tax Parcel # 91-705-1050

Property Size: 0.54 acres

Existing Zoning: Shoreland General Business (SGB)

Existing Use: HRA Office Building

Property Address/Location: 1115 NW 4th Street, Grand Rapids, MN 55744

Legal Description: See tax statement attached
 (attach additional sheet if necessary)

I (we) certify that, to the best of my (our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

Diane R. Larson

Signature(s) of Applicant(s)

6/04/2025

Date

Signature of Owner (If other than the Applicant)

Date

Office Use Only

Date Received _____ Certified Complete _____ Fee Paid _____

Planning Commission Recommendation: _____ Approved _____ Denied _____ Meeting Date _____

Summary of Special Conditions of Approval: _____

Required Submittals:

☒ Application Fee - \$252.50 *²

☒ Site Map- Drawn to scale, showing the property dimensions, existing and proposed, building(s)/addition(s) and their size(s) including: square footage, curb cuts, driveways, access roads, parking spaces, sidewalks and wells & septic systems.

**² The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Proposed Variance:

A. Please describe in detail the proposed or requested variance:

Due to existing circumstances of the HRA office parcel, the Itasca County HRA requests a variance to reduce the parking/drive lane lot setbacks of six feet (6') to zero feet (0') around the entire parcel. Existing parking and drive aisles encroach on the property line on all sides. Parking lot will not be expanded; request is for use as it is currently being used. A partial street vacation request was presented on the west property line to allow the footprint of the existing, and proposed, parking lot and retaining wall to remain the same.

B. Provide an itemization of the required regulations pertaining to this variance (i.e., setback lines, lot coverage ratios, parking requirements).

- **6' parking lot setback**

Justification of Requested Variance: Provide adequate evidence indicating compliance with the following provisions of the ordinance concerning variances (Section 30-453(e) "Findings for Variances"). Detailed answers are needed because the Planning Commission shall grant a variation only when they have determined, and recorded in writing, that all of the following provisions have been met.

A. That the requested variance does not allow a use that is otherwise excluded from the particular zoning district in which it is requested.

Applicant justification (refer to Table of Uses in City Code Section 30-512):

This variance request does not request a use that is excluded from the current zoning district. Vehicles have been utilizing the parking for employee and customer parking in its current form for more than 10 years. The property did not have proper variance approvals previously. This request is to formalize a practice that has been in place for many years. This variance will allow for appropriate parking space to serve the existing building and allow for overall improvement of site function and safety.

Reconstruction will commence to match existing scenarios.

B. Does the proposal put property to use in a reasonable manner?

Applicant justification - Describe how your situation applies to the above statement:

Yes, proposed use will match existing long time use. Proposed work to include closure of one entrance/exit to existing parking lot to increase safety at the corner of Hwy 2 and 12th Avenue. Parking lot will be reconstructed to improve usability and visibility along Hwy 2 corridor.

C. The plight of the landowner is due to circumstances unique to the property in question, and not created by the landowner subsequent to the adoption of this ordinance.

Applicant justification - Describe how your situation applies to the above statement:

The HRA purchased the property as-is in 2021 and relied upon the seller property survey and county GIS at the time; an ALTA survey was not required. When the HRA purchased the property, the existing parking lots in the north, west, and south were being used by the previous owners as a parking lot. Previous owners (over the years) were encroaching the setbacks but used the space for necessary parking for business purposes.

The property is landlocked between two private owners, a state highway, and a city street; there are no options to purchase additional adjacent land. The proposed plan is to use the existing surface area to create additional parking spaces, maximizing the use of space. It is the same surface space currently used for parking but reconfiguration of how parking is permitted will allow efficient use of the space.

D. That the variance, if granted, shall be in harmony with purposes and intent of the ordinance, and will not be detrimental to the public welfare or the property or improvements in the neighborhood, and will not alter the essential character of the locality.

Applicant justification - Describe how your situation applies to the above statement:

The requested variance will allow the parking lot and overall site to function in the exact manner as it does today. Reconstruction will add both safety and visibility improvement to the site.

E. That the variance, if granted, shall be consistent with the comprehensive plan.

Applicant justification - Describe how your situation applies to the above statement:

Reconstruction as proposed is consistent with the City's GROW Grand Rapids 2040 Comprehensive Plan. Parking lot and overall site will function in the exact manner as it does today.

City Process:

1. Applicant submits a completed application to the Grand Rapids Community Development Department by the 15th of the month.
2. Review by staff for completeness of application.
3. Notification of adjoining property owners.
4. Publish Notice of Public Hearing.
5. Prepare Staff Report and background information.
6. Public Hearing and action at Planning Commission Meeting (First Thursday of each month).

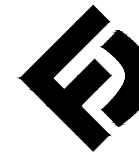
Findings for Approval:

The Planning Commission, in support of its action, will make findings of fact based on their responses to the following list of considerations:

- Is this an "Area" variance rather than a "Use" variance?
- Does the proposal put property to use in a reasonable manner?
- Are there unique circumstances to the property not created by the landowner?
- Is the variance in harmony with the purposes and intent of the ordinance?
- Will the variance, if granted, alter the essential character of the locality?
- Is the variance consistent with the comprehensive plan?

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the City of Grand Rapids Planning Commission, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.



**FINN DANIELS
ARCHITECTS**

1440 Northland Drive, Suite 350
Mendota Heights, MN 55120
651.690.5525 // www.finn-daniels.com

CONSULTANT:



102 South 21st Ave. West Suite #1
Duluth, Minnesota 55806
Tel: 218.722.9995
Fax: 218.722.7777
www.nce-engineers.com

I hereby certify that this plan specification, or report was prepared by or under my supervision and that I am a Licensed Engineer under the laws of the State of Minnesota.

ADAM R. ZWAK

Typed Name

PRELIMINARY
NOT FOR CONSTRUCTION

55456

License Number

05.12.2025

Date

PROJECT:

ITASCA HRA OFFICE LOT

PARKING LOT RECONSTRUCTION

1115 NW 4TH ST, GRAND
RAPIDS, MN 55744

PROJECT NO.: 25-104

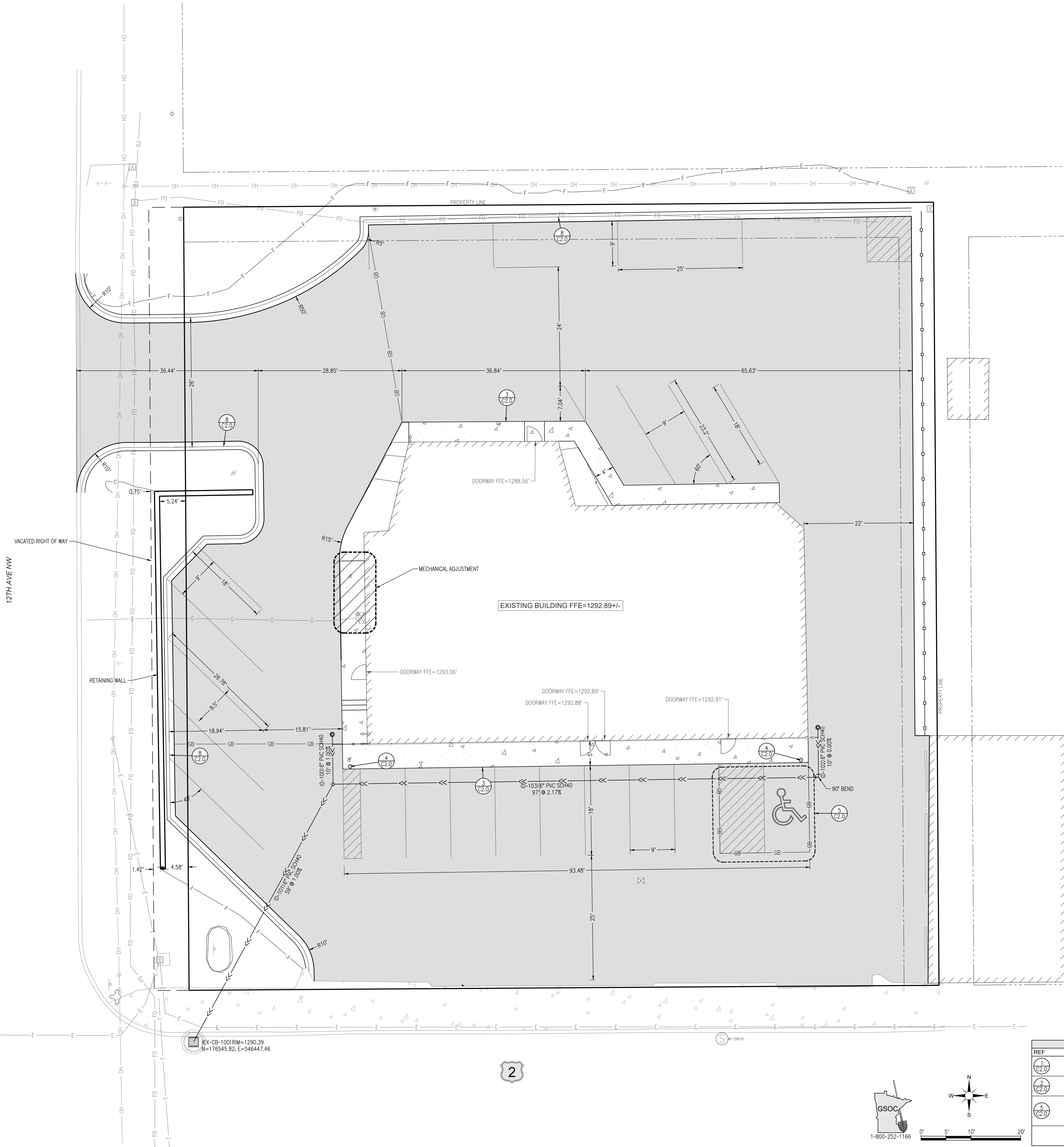
DRAWN BY: DRH

CHECKED BY: ARZ

ISSUES AND REVISIONS:

SHEET TITLE: SITE PLAN

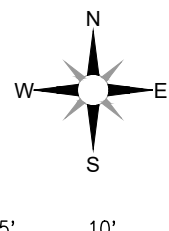
C4.0



SITE LEGEND AND NOTES		
REF	DESCRIPTION	SYMBOL
1 C4.0	BITUMINOUS PAVEMENT	
2 C4.0	CONCRETE SIDEWALK	
3 C4.0	ACCESSIBLE PARKING	
	SIGN - SEE PLAN	

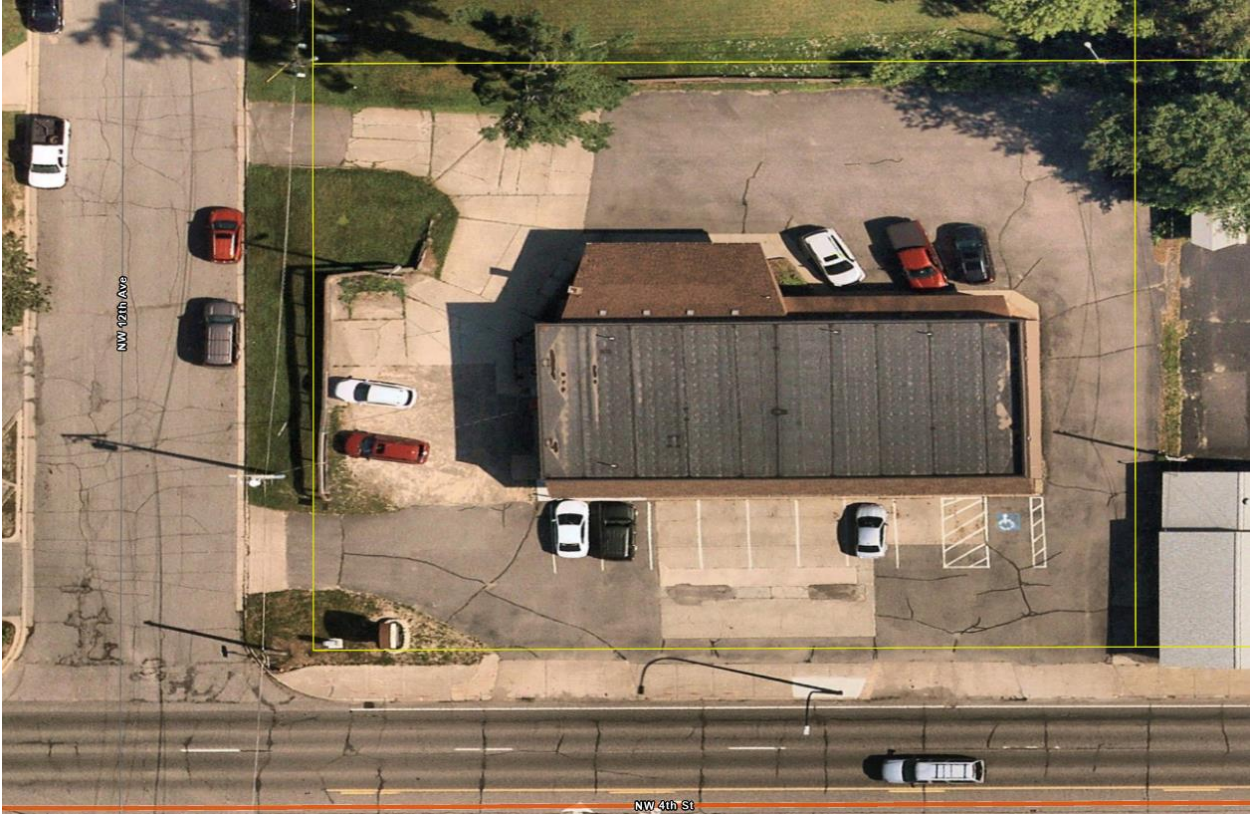


1-800-252-1166



0' 5' 10' 20'

2



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-



Planning Commission Staff Report

Agenda Item #	Community Development Department	Date: 8/07/25
Statement of Issue:	Consider a recommendation to the City Council regarding an amendment to Section 30-564 of the Zoning Ordinance (Uses with Restrictions), Subsection 23 (Farm Animals in AG, RR and SRR zoning districts).	
Background:	<p>On April 4th, the Planning Commission initiated the process to consider amendments to Section 30-564 of the Zoning Ordinance (Uses with Restrictions), Subsection 23 (Farm Animals in AG, RR and SRR zoning districts).</p> <p>The intent of the amendments is to place limits on the type and density or intensity of farm animal use in the three zoning districts where they are permitted with restrictions, Agricultural, Rural Residential and Shoreland Rural Residential.</p> <p>The initial discussion of this by the Planning Commission touched on the differing purpose and intent of Rural Residential vs. Agricultural zoning and the need to treat them differently in terms of types of farm animals permitted and their density or number of animals as a factor of land area.</p> <p>Commissioner Johnson volunteered to assist staff with further research on this topic. Based on that research and the Planning Commission's prior discussion, the attached proposed amendments have been prepared for your consideration.</p>	
Considerations:	<p>The Planning Commission should make specific findings of fact regarding the proposed amendments to the ordinance:</p> <ol style="list-style-type: none"> 1. Will the change affect the character of the neighborhood? 2. Will the change foster economic growth in the community? 3. Would the proposed change be in keeping with the spirit and intent of the Zoning Ordinance? 4. Would the change be in the best interest of the general public? 5. Would the change be consistent with the Comprehensive Plan? 	
Recommendation:	Based on the above findings the Commission should consider a recommendation to the City Council regarding these draft changes.	
Required Action:	Pass a motion, based on the findings of fact, to forward either a favorable recommendation, either with or without changes to the draft amendments, to the City Council, or pass a motion, based on the findings of fact, forwarding an unfavorable recommendation to the City Council regarding and	

	<p>amendment to Chapter 30 of the Zoning Ordinance.</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 forward a <u>(favorable)(unfavorable)</u> recommendation to the City Council regarding draft amendments which to Section 30-564 of the Zoning Ordinance (Uses with Restrictions), Subsection 23 (Farm Animals in AG, RR and SRR zoning districts).</p>
Attachments:	<ul style="list-style-type: none">• Draft Text Amendments:• Text Amendment Considerations

30-564 Uses With Restrictions

The following restrictions apply in this article as indicated:

1. Accessory apartments (within the CBD zone): Shall be required to have one off-street parking stall per unit.
2. Administrative and support services (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
3. Automotive/RV repair (within CBD, GB, SGB, BP, SBP zone) provided:
 1. No repair work shall take place outside of the principal structure; and
 2. Any damaged or disassembled (partially or wholly) vehicle stored overnight shall be kept in an enclosure screening the vehicle and/or other materials from public view in such manner as described in section 30-594(h).
4. Bank, savings and loan, or loan agency (within the LB, SLB zone): Maximum size of structure 2,000 square feet GFA.
5. Bed and breakfast facilities (within R-2, SR-2 zones) provided:
 1. One off-street parking space is provided for each guestroom in addition to the minimum number required for residential and any other permitted uses.
 2. The facility shall be limited to providing service to four persons, excluding children under 12 accompanied by a parent; provided that service to up to ten persons may be allowed in an R-2 zone by conditional use permit.
 3. The facility shall not have more than two guestrooms; provided that up to five guestrooms may be allowed in an R-2 zone by conditional use permit.
 4. Signs identifying bed and breakfast facilities shall not exceed three square feet in area. This provision shall take precedence over any less restrictive sign regulations in this article.
6. Bed and breakfast facilities (within R-3, SR-3, R-4, SR-4 zone): Same restrictions as the R-2 zone, except that the facility may serve up to ten persons, but shall not have more than five guestrooms.
7. Brewery/distillery/winery use (within CBD, GB zone): Provided as follows:
 1. Ten thousand square feet or less gross floor area.
 2. Must be co-located with taproom/tasting room use.
8. Brewery/distillery/winery use (within BP zone). Provided as follows:
 1. Greater than 10,000 sq. ft. gross floor area.
9. Car, truck and equipment cleaning establishments (within GB, SGB zone): Subject to the special restrictions established for gasoline and fuel sales and service establishments. See subsection (25). In addition, the vehicle entrance door shall be no more than ten feet high.
10. Churches and similar places of worship provided as follows (within RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4, LB, SLB, GB, SGB, CBD zone):
 1. No principal building shall be located within 30 feet of any lot line of an abutting lot in an R district;
 2. The site shall be at least one-acre in size; and
 3. The use shall be subject to the site development standards defined in division 7, and for bufferyard purposes shall be treated as an R-3 property.
11. Clinic (within the PU, SPU zones): Must be accessory to a permitted principal use.
12. Clubs, lodges and membership organizations (within RR, LB, GB, SGB, CBD, MU, SMU, and AG zone):
 1. Within GB, SGB, CBD, MU and SMU, may not be located closer than 600 feet to any school.
 2. Within RR, LB and AG districts, no commercial (retail or service) uses shall be conducted as part of the organization's operations from the site.
13. Contractor's yard, material storage (within the GB, SGB, I-1, SI-1, I-2 and SI-2 zone): All outdoor storage of equipment, except automobiles and trucks up to two-ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).

14. Construction material suppliers (within LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area, and no more than 1,000 square feet GFA of retail sales space.
15. Customary home occupations are subject to all of the following conditions:
 1. Home occupations shall be conducted solely by persons residing in the residence.
 2. All business activity and storage shall take place within the interior of the residence and shall not take place in an accessory building or buildings.
 3. There shall be no alteration to the exterior of the residential dwelling, accessory building or yard that in any way alters the residential character of the premises.
 4. No sign, display, or device identifying the occupation shall be used.
 5. The occupation shall not be visible or audible from any property line.
 6. Such occupation shall not involve the retail sale or rental of products on the premises.
 7. No vehicle used in the conduct of the occupation shall be parked, stored or otherwise present at the premises other than such as is customarily used for domestic or household purposes such as a van or three-quarter-ton truck.
 8. Only on-site off-street parking facilities normal for a residential use shall be used.
 9. The use of substances that may be hazardous to the health, safety or welfare of neighbors and neighboring property shall not be used in the conduct of a home occupation.
16. Day care centers (within MU, SMU, M, SM, I-1, SI-1, I-2, SI-2 zone): Must be accessory to a permitted use and available only for employees of that permitted use.
17. Day care centers for 15 or more persons (within the RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4 zone): Licensed by the state within elementary, junior high and senior high schools and religious institutions.
18. Educational services institution (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
19. Emergency housing facility (within R-1, R-2, R-3, SR-3, R-4, SR-4, LB, SLB, GB, PU, SGB, CBD, MU, SMU, AG zone): Provided as follows:
 1. Facility shall provide detailed program information including goals, policies, site plan, building plan, staffing pattern, target capacity, security measures, and emergency management plan.
 2. The facility shall not be located in a two-family or multifamily dwelling unless it occupies the entire structure.
 3. The facility shall be limited to no more than 16 residents in residential zoning districts or 32 residents in nonresidential districts without a conditional use permit.
 4. Existing residential structures used for an emergency housing facility shall not be externally altered so that the original residential character of the structure is compromised unless approved by the city council.
 5. No on-street parking shall be allowed. Adequate off-street parking shall be required by the city based on the staff and resident needs of the specific facility. Private driveways shall be of adequate width to accommodate effective vehicle circulation. Emergency vehicle access shall be available at all times.
 6. Landscaping and buffering shall be provided consistent with the requirements contained in section 30-594.
 7. Signage of the emergency housing facility shall be limited to the provisions of division 10 based on the zoning district in which it is located.
 8. Emergency housing within the R-1 and R-2 districts shall be as accessory uses to the principle use.
20. Equipment and/or tool rental (within the GB, SGB zone): All outdoor storage of equipment, except automobiles and trucks up to two ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
21. Essential services (within all zones): Provided as follows:

1. Prior to the installation, the owner files with the city engineer/zoning administrator all maps, sketches or diagrams and other pertinent information as deemed necessary by the city engineer/zoning administrator for review of the proposed project.
2. Radio transmitters and receivers accessory to an essential service may be located on existing utility poles or light standards within the public right-of-way provided the radio transmitters and receivers comply with the following standards:
 1. Radio transmitters and receiver devices located on a utility pole/tower or light standard shall be at least 15 feet above grade.
 2. Radio transmitters and receiver devices shall not exceed 18 inches in length or width or extend more than 18 inches from the pole.
 3. Antennas may not extend more than 24 inches from the equipment.
 4. A map shall be submitted showing the location of all proposed radio transmitters and receivers. The map shall be accompanied by a list of all sites referenced by the closest street address or property identification number. The list of sites must also describe the type of pole to be used.
 5. The applicant shall notify the city of any changes to the approved list prior to erecting or placing any additional equipment in the right-of-way.
 6. The applicant shall notify the city at the time of permit application of any obstruction that would cause traffic to be rerouted or stopped.
 7. The applicant shall enter into an encroachment agreement with the city if required.
22. Essential service structures (LB/SLB, GB/SGB, M/SM, RC/SRC, BP/SBP, I-1/SI-1, I-2/SI-2, CD, PU/SPU, AG, AP): Provided they shall not be located within 30 feet of any lot line of an abutting residential district.
23. Farm animals (within AG, RR, SRR zone) provided:
 1. All farm and permitted non-domestic animals must be so contained to prevent the animals from escaping onto neighboring properties or injuring the public.
 2. Enclosed pens, corrals, feed lots, pasture areas and structures used to house farm and permitted non-domestic animals shall be setback a minimum of 25 feet from the nearest lot line, 150 feet from the Ordinary High Water Level of a lake or river or the applicable accessory structure setback, whichever is greater.
 3. Farm animals permitted in RR and SRR zoning districts shall be limited to horses and chickens.
 4. Permitted Farm Animal Density is defined as the number of Animal Units per Habitable Acre.
 5. Habitable Acre is defined as an area that is fenced in accordance with this Section to restrain the animals and is accessible to the animal(s) at all times of the year,
 6. Roosters shall only be permitted on parcels within AG zoning that have greater than 9 Habitable Acres
 7. Density:
 1. On RR and SRR zoned parcels, which have less than 4 Habitable Acres, the keeping of farm animals is not permitted, with the exception of what is permitted under Sections 10-71 through 10-77.
 2. On AG, RR and SRR zoned parcels, where the keeping of farm animals is permitted, the following Farm Animal Density requirements, in total Animal Units per Habitable Acre, apply.
 1. 0.5 Animal Units per Habitable Acre.
 2. The Animal Units for this calculation shall be as follows:

Animal Units (A.U.)	
Dairy Cow	1.4
Horse, Steer, Heifer	1.0
Swine	0.4

Sheep and Goats	0.2
Poultry, Fowl and Rabbits	0.05
For other Farm Animals not listed, the A.U is the average weight of the type of animal divided by 1,000 lbs.	

24. Garage/yard sales (within RR, SRR, R-1, SR-1, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4, LB, SLB, AG)—Temporary: Provided as follows:
 1. The sale is not more than four successive days in duration.
 2. Not more than three such sales are conducted on the premises in a calendar year.
 3. There shall be at least one month between sales on the same premises.
25. Gasoline and fuel sales and service establishments including accessory car washes (within GB, SGB zone): Subject to all of the following:
 1. Minimum front yard of 30 feet.
 2. All operations shall be conducted within the principal building except for vacuuming and gas pumps.
 3. A curb six inches above grade shall be provided at any edge of a parking lot abutting a property line which adjoins a public street.
 4. The site shall be planned so as not to permit water from a car wash to run into a public street or accesses thereto. A drainage system shall be installed subject to the approval of the city engineer.
 5. Pump islands, canopies, and tank vents shall conform to yard requirements or a minimum of 20 feet from a street right-of-way whichever is greater.
26. Gasoline station (within CBD zone): No more than one carwash bay and/or two service bays shall be permitted as accessory uses.
27. Golf and country clubs (within residential zones and PU, SPU zone): Other than golf driving ranges and miniature golf courses but including clubhouses provided the site shall be 40 or more acres in size and shall have a direct access to a major street as defined by the city comprehensive plan. Swimming pools, tennis courts, structures and parking shall be located a minimum of 50 feet from all residential property lines.
28. Group homes, foster homes or licensed residential facilities for six or fewer persons (within residential zones, LB, SLB and AG zone): Must be licensed by the state for six or fewer persons.
29. Grower stand (within AG, RR, and SRR zone) are subject to all of the following conditions: a. A grower stand is allowed only if it is accessory to an on-site agricultural operation where farm products and value-added farm products are produced. b. The total sales area of a grower stand shall not exceed 1,500 square feet. c. A grower stand shall comply with the height and setback requirements that apply in the zone in which the property is located. d. No more than 15% of the grower stands sales shall come from off-site agricultural products or value-added farm products. e. Adequate on-site parking for consumers and employees shall be provided. If a grower stand consists of a structure, one off-street parking space shall be provided for each 300 square feet of structural floor area, with a minimum of two parking spaces. f. One sign shall be permitted during the operation of the growers stand, with a maximum size of 16 square feet (four feet by four feet). Such sign may contain up to two sides, and shall not encroach on the public right-of-way.
30. Health and fitness club (within LB, SLB zone): Maximum size of structure 3,000 square feet GFA.
31. Individual manufactured homes with a minimum dimension of less than 24 feet (within AG zone): Provided:
 1. They are occupied by members of the family or an employee.
 2. Not more than two such units are permitted on each farm.
32. Manufactured housing as defined by Minn. Stat. § 327.31 and further subject to the following:
 1. Manufactured homes will conform to Minn. Stat. §§ 327.31—327.35 (the Manufactured Home Building Code, July 1972 to present) and shall bear the state inspectors seal.

2. Manufactured home foundation installations shall comply with the state building codes.
33. Manufacturing, light (within LB, SLB zone): Subject to the following:
 1. Not to exceed a gross floor area of 1,000 square feet with at least one-third of such space to be used for retail sales and display purposes.
 2. No outdoor storage permitted.
 3. No hazardous materials used in the fabrication of materials.
34. Manufacturing, light (within GB, SGB, CBD zone): Subject to the following:
 1. Not to exceed a gross floor area of 6,000 square feet with at least one-third of such space to be used for retail sales and display purposes.
 2. No hazardous materials used in the fabrication of materials.
35. Multifamily residential (within CBD zone): Shall provide one off-street parking space per unit.
36. Office—Business (within LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
37. Outdoor storage (within RR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2 zone): Is accessory to the existing principal use of the property.
38. Outdoor storage (within R-3 SR-3, R-4, SR-4, LB, SLB zone): Subject to the following:
 1. All outdoor storage is accessory to the existing principal use of the property, and shall be accommodated within a central storage area.
 2. Such outdoor storage area shall not be within a required yard.
 3. The storage area shall be screened from view from all public streets and R districts by a wall, fence and/or plant materials providing 90 percent capacity during all seasons of the year to a height above the ground of six feet, in such a manner as described in section 30-594(h).
39. Outdoor storage—Merchandise/material (within GB, SGB, CBD, BP, SBP, I-1, SI-1, I-2, SI-2 zone) is accessory to the existing principal use of the property: Of those items not normally considered to be retail display items, shall be subject to the requirements of section 30-594(h). Such items may include, but shall not be limited to, construction materials, tires, packaged inventory, salvaged/discarded materials, damaged or disassembled vehicles. This would not include such items as cars, trucks, recreational vehicles, lawn equipment, ornaments, etc., to the extent that the display items conform to the setback requirements for parking lots in the district.
40. Outdoor storage of land/sea containers (within all nonresidential zones, including MU and SMU): Shall be allowed on a temporary basis as an accessory use subject to the following:
 1. A permit shall be obtained prior to the arrival and placement of one or more containers on the site. The permit shall be issued for a maximum of 24 consecutive months in industrial zones and 12 consecutive months in all other nonresidential zones. In unique situations when the lapse of permit and abrupt discontinuance of the land/sea container use will not have a harmful effect upon the principal use of the property, the planning commission may consider approval of a one-time permit term extension, the length of which will be determined by the planning commission, with a maximum extension of no greater than one-year in non-industrial permitted areas. The permit shall identify the number of containers to be placed on the site within the set time period. No permit shall be reissued until at least 18 months has elapsed in industrial zones and six months has elapsed in other nonresidential zones since the expiration of the previous container permit.
 2. Containers shall not be stacked and shall be placed on a level, stable surface allowing for adequate drainage at all times.
 3. Containers shall not be stored in the front yard of the property or in the required side or rear yard setback areas.
 4. All non-industrial properties obtaining more than two permits in three years shall screen any containers from the motoring public or residential neighborhoods immediately adjacent to the property where it is located through fencing, walls or landscaping.
 5. Containers shall not be placed on parking spaces required to meet the site's parking demand.

6. Containers shall be placed to provide sufficient access to the container and any buildings on the site for fire fighting purposes.
7. The recipient of the permit shall be the only party allowed to use the container.
8. The containers shall be limited to a maximum square footage of container storage area not to exceed two percent of the gross area of the site on which the container is located. In no cases shall the footprint of all of the containers on a site exceed 3,200 square feet.
41. Pharmacy (within the LB, SLB, MU, SMU zone): Must be accessory to a permitted principal use.
42. Pharmacy (within the M and SM zones): May be accessory to a permitted principal use, or as a stand alone principal use, provided the following:
 1. The lot, upon which a pharmacy, as a principal use, is to be located, shall not be adjacent to residentially zoned property.
 2. Type "C" bufferyard requirements shall be adhered to.
 3. No greater than five percent of the gross floor area of the structure shall be utilized for the display and sale of merchandise which is not either medication or medical/health care supplies.
43. Private noncommercial recreation (within residential zones and LB, SLB zone): Including tennis courts, hot tubs and swimming pools provided they are located no nearer the front lot line than the principal structure and are not less than ten feet from a property line. Swimming pools shall be completely enclosed with a six-foot high protective fence and a latching gate.
44. Professional, scientific, and technical services (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
45. Recycling center (within GB, SGB zone): All outdoor storage of equipment, except automobiles and trucks up to two-ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
46. Restaurant (within the M, SM zone): Must be accessory to a permitted principal use; no sale of alcoholic beverages.
47. Restaurant (within the RC, SRC zone): Must be accessory to a permitted principal use.
48. Retail—General sales and service (within the LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area, and no more than 1,000 square feet GFA of retail sales space.
49. Retail—General sales and service (within the AP zone): Shall be permitted to occupy up to 25 percent of the gross floor area in the main terminal building, and shall not have signs visible from the public street right-of-way.
50. Salon/barbershop (within the LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area.
51. Salon/barbershop (within the R-3, SR-3, R-4, SR-4 zone): Must be accessory to a permitted principal use.
52. Satellite dishes and solar energy systems/collectors (within all zones): Provided they comply with the yard and height requirements for principal buildings. Where a rear yard abuts a lake or stream, satellite dishes and solar collectors shall not be permitted between the water body and the principal building.
53. Schools—Elementary through secondary (within RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4 zone): Subject to the following:
 1. Small schools within existing buildings: Schools for 25 or fewer students shall be permitted within the existing principal church or religious building provided that:
 1. Alterations: There shall be no external alteration of the building(s) or grounds to reflect school usage.
 2. Parking: There shall be sufficient parking within the existing parking lot to accommodate off-street parking as required by section 30-628.
 2. Primary, middle or secondary schools:
 1. Minimum site area: One-acre.

2. Minimum yards: 30 feet from all R district lot lines or the minimum for the district, whichever is greater.
 3. All other requirements of the zoning district are met.
 4. The use shall be subject to the site development standards in division 7, and for bufferyard purposes shall be treated as an R-3 property.
54. Shooting ranges (within RC zone): Subject to the following:
1. All shooting ranges shall be subject to the standards set forth in Minn. Stat. ch. 87A, as may be amended.
 2. Shooting activities and discharge of firearms shall be limited to 7:00 a.m. to 10:00 p.m. daily.
 3. All shooting ranges shall comply with the minimum standards for range design, location, management, operation, noise abatement and safety listed in the National Rifle Association's Range Sourcebook, 1999; or successor sourcebook.
 4. No part of any shooting range may be located within 500 feet of any residential dwelling, commercial or industrial building or other structure used for human occupancy.
 5. There shall be no discharge of lead shot into any wetland.
55. Senior housing with services (within RR, R-1 and R-2 zone): Subject to the following:
1. For six or fewer persons, said use shall be licensed by the State of Minnesota for six or fewer persons.
 2. For seven to eight persons, in situations when the area of the lot upon which the proposed use is to be located is equal to or less than two acres, the use will be considered as a conditional use, and, as such will require the issuance of a conditional use permit by the city.
 3. For nine to 16 persons, the maximum density of the proposed use shall not exceed four persons per acre.
56. Temporary buildings (within all zones): Incidental to construction work on the premises. Such buildings shall be removed upon completion or abandonment of such work or within the period of one-year from the establishment of the building whichever is the lesser.
57. Temporary outdoor sales (within GB, SGB, CBD, MU, SMU, PU, SPU zone): Subject to all of the following:
1. The sale is conducted by the owner or lessee of the premises, or with his written permission.
 2. The sale is no longer than four months in duration.
 3. The setbacks for a parking lot in that district shall be met for the storage and display of all merchandise and equipment used for the sale.
 4. One sign shall be permitted per vendor, with a maximum size of 16 square feet (four feet by four feet). Such sign may contain up to two sides. Off-premises signs shall not be permitted.
 5. Parking demand shall be sufficiently met. If the use of parking spaces by the temporary outdoor sales results in insufficient parking for the area, the temporary outdoor sales area must be reduced to ensure sufficient parking supply.
58. Vending machines (within LB, SLB, GB, SGB, CBD, MU, SMU, M, SM, SRC, I-1, SI-1, I-2, SI-2, PU, SPU, AP zone): Subject to the following:
1. Must be accessory to a permitted principal use.
 2. Must conform to setback requirements of principal structure.
 3. Must be located adjacent to principal structure.
59. Veterinary services (within CBD zone): Limited to domestic animals only.
60. Veterinary services (within BP, SBP zone): All animals shall be housed indoors.
61. Video arcades (within GB, SGB, and CBD zone): Subject to the following:
1. Any arcade with 15 or more machines shall have an adult supervisor on the premises during all hours of operation.
 2. No arcade shall be operated within 500 feet of a school, church or residence.

62. Warehouse—General (within PU, SPU zone): Limited to the indoor storage of private recreational vehicles. Warehouse space shall not be leased, rented or sold for commercial purposes or uses.
63. Woodpiles: Are maintained in a neat, safe and orderly fashion and further provided that they are not stored in the front yard or nearer the front lot line than the principal building, or less than five feet from any other lot line.

(Code 1978, § 23.5(H); Ord. No. 06-03-02, 3-27-2006; Ord. No. 07-03-06, § 2(Exh. A), 3-27-2007; Ord. No. 12-06-07, Exh. E, 6-11-2012; Ord. No. 12-12-11, Exh. C, 12-17-2012; Ord. No. 13-10-12, 10-28-2013; Ord. No. 16-05-05, Exhs. B, D, 5-23-2016; Ord. No. 17-04-02, 4-24-2017)

HISTORY

Amended _____ by _____ Ord. [21-09-06](#) on _____ 9/13/2021
 Amended by Ord. [21-10-07](#) on 10/25/2021

PLANNING COMMISSION

Considerations

ZONING ORDINANCE AMENDMENT

1. Will the change affect the character of neighborhoods?

Why/Why not?

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

Why/Why not?

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

Why/Why not?

4. Would the change be in the best interest of the general public?

Why/Why not?

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?