

Minutes
of the
NORTH MANKATO PLANNING COMMISSION MEETING
North Mankato, Minnesota
December 12, 2019

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., December 12, 2019, in the Council Chambers of the Municipal Building.

Planning Commission Members present: Chair Stephanie Stoffel, Corey Brunton, Jason Beal, Randy King and Nick Meyer. Staff members present: Council Liaison Sandra Oachs, City Attorney Chris Kennedy, and Community Development Director Mike Fischer.

A motion was made by Commissioner Meyer, seconded by Commissioner King, to approve the minutes of the November 14, 2019, regular meeting of the North Mankato Planning Commission. Vote on the motion: all ayes, 0 nays; motion carried.

Burnett's Ravine Ridge No. 6 Preliminary and Final Plat

Staff presented a request from Burnett Farms, Inc. to plat 2.38 acres of land which is being annexed into the City limits located along the west side of Raymond Drive. The plat known as Burnett's Ravine Ridge No. 6 consists of eight lots for future single-family residential development. As all proposed lots exceed the minimum lot size requirements and individual water/sewer services have already been made available to accommodate future residential development, staff recommended approval of the preliminary and final plat, pending successful annexation of the property into City limits. It was moved by Commissioner Brunton, seconded by Commissioner King, to approve the preliminary and final plat of Burnett's Ravine Ridge No. 6. Vote on the motion: all ayes, 0 nays; motion carried.

Z-2-19, A Request to Zone Burnett's Ravine Ridge No. 6 as R-1, One-Family Dwelling

Staff presented a request from Burnett Farms, Inc. to zone Burnett's Ravine Ridge No. 6 as R-1, One-Family Dwelling. Staff indicated as the property is being annexed into the City limits, it is necessary to provide a zoning classification based on the intended use of the property. Staff noted that all proposed lots exceed the minimum lot size requirements for R-1 zoning districts. Additionally, the R-1 zoning request is consistent with the Future Land Use Map and consistent with existing area zoning. It was moved by Commissioner King, seconded by Commissioner Beal, to approve Z-2-19. Vote on the motion: all ayes, 0 nays; motion carried.

Northport No. 21, Preliminary and Final Plat

Staff presented a request from the North Mankato Port Authority to replat Outlot A, Northport No. 19 and part of Section 3. Staff indicated that the Port Authority has recently purchased land in Section 3 to be combined with land with it currently owns to be platted as Northport No. 21. The proposed plat consists of 2 lots with access from Howard Drive West. Lot 1 would be sold to D&K Powder Coating for construction of an additional building and Lot 2 would be marketed for future industrial development. Chair Stoffel requested clarification of the land currently owned by the Port Authority and land recently purchased. It was moved by Commissioner Meyer, seconded by Commissioner Beal, to approve the preliminary and final plat of Northport No. 21. Vote on the motion: all ayes, 0 nays; motion carried.

Off-Street Parking Amendments

Staff summarized the previous discussions about off-street parking amendments by the Planning Commission and summarized proposed amendments to Section 156.035 (FF) regarding the off-street parking of campers, trailers, boats, and recreational vehicles in residential districts. Bess Tsaouse, 136 Mary Circle, raised concerns about enforcing the amendments. Barb Church, 102 Wheeler Avenue questioned the newspaper notification for Planning Commission meetings, as well as the justification for specific language in the amendments relating to the storage of vehicles and the language limiting the number of vehicles to 2. Planning Commission members discussed citizens' concerns, clarifying several points of language within the amendments. The Planning Commission discussed the language in the amendment which specifies that vehicles, campers, boats and trailers stored on residential property must be licensed and registered to the property owner or tenant and the storage of material within them. It was moved by Commissioner Brunton, seconded by Commissioner King, to recommend approval of the proposed amendments subject to a revision of (3) whereby automobiles, trailers, campers, boat and recreational vehicles do not need be licensed and registered to the property owner or tenant. Vote on the motion: all ayes, 0 nays; motion carried.

Amendments to City Code Chapter 90: Grass and Weed Control

Staff presented proposed amendments to City Code Chapter 90, Management of Public and Private Property, which would allow property owners to create habitat for pollinators which exceeds 6 inches in height. Staff explained that this model is used by another Minnesota City and allows all residential and commercial property owners the ability to create pollinator habitat subject to size and setback requirements. Staff summarized the application process required for larger pollinator habitats. After a brief discussion of the proposal, the subject was opened for public discussion:

Barb Church, 102 Wheeler Avenue, commented that the City should not be involved with the planting of vegetation on private property and health and safety issues should be considered. She requested that the Planning Commission table the request.

Stephanie Jaquette, 509 Wheeler Avenue, expressed concerns for private property rights, questioned why only one other City policy was considered, believed the process would discourage homeowners from planting natural lawn areas, referenced State orders for pollinator habitat and requested that the Planning Commission table the issue.

Bess Tsaouse, 136 Mary Circle, stated the policy was restrictive, believed the definitions need to be expanded and provided the Planning Commission with documentation from the State encouraging natural lawn areas.

Mara Natrakul, 59254 230th Street, Mankato, urged the Planning Commission to clarify definitions and specify types of plants allowed and referenced State grants available for the creation of pollinator habitats. Additionally, she felt that the process to discouraging to those who want to plant pollinator habitats.

Tom Hagan, 927 Lake Street, commented about a prior lawn complaint on Allan Avenue, the treatment of elderly persons, urged citizens of North Mankato to be better neighbors and believed more education of the subject is needed.

Diane Anderson, 225 Allan Avenue, spoke about a nuisance property on Allan Avenue that decreases property values and that people could move out of City limits if they want more greenery and less regulations.

Tracy Mcquown, 200 West Lind Street, asked questions about specific plants and how the policy would be enforced. She provided an example where she worked with City staff to make changes to her vegetation based on traffic visibility.

Kay Helms, 1025 East Mulberry Street urged the Planning Commission to recognize the difference between an un-kept lawn and pollinator habitat. She also brought up that most turf grass is not native and therefore is difficult to maintain.

Following public comments and questions, the Planning Commission held considerable discussion regarding the proposed amendments and many of the concerns raised by the public. Discussions included the need to regulate pollinator habitats, balancing the rights of all property owners, safety concerns, needing more information including more definitions and that the proposed amendments allow pollinator gardens which are currently not permitted. It was moved by Commissioner Beal, seconded by Commissioner King, to table the amendment. Vote on the motion: Meyer, King, Beal, and Stoffel aye, Brunton nay. Motion carried. Following the motion, Chair Stoffel directed Staff to obtain more information and present more options for further discussion at a later date.

Other Business

There being no further business, it was moved by Commissioner Meyer, seconded by Commissioner Brunton, to adjourn. Vote on the motion: all ayes, 0 nays; motion carried. The meeting was adjourned at 8:30 p.m.

Z-1-20

A REQUEST FROM THE NORTH MANKATO PORT AUTHORITY

THE CITY OF NORTH MANKATO

SUBJECT: Z-1-20

APPLICANT: North Mankato Port Authority

LOCATION: Part of Northport No. 21

EXISTING ZONING: Ag

DATE OF HEARING: February 13, 2020

DATE OF REPORT: January 29, 2020

REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to zone part of Northport No. 21 as M-2, Heavy Industrial

COMMENT

In 2019, the North Mankato Port Authority purchased 3.58 acres of vacant land in a location shown on Exhibit A. The property was then annexed into the City limits and platted with existing land owned by the Port Authority as Northport No. 21 shown on Exhibit B. As the 3.58 acres was annexed into the City limits, it is necessary to provide a zoning classification based on its intended use. The Port Authority is requesting to zone the property as M-2, Heavy Industrial which as shown on Exhibit A, is consistent with existing area zoning.

As shown on the Future Land Use Map (Exhibit C), the 3.58 acres of land is guided for future Commercial or Industrial zoning. As a result, the requested zoning is consistent with the guided zoning for that area.

RECOMMENDATION

Staff recommends approval of Z-1-20



Legend

- City Limits
- Medians
- Roadways
- Parcels (6-7-2018)
- Lakes & Ponds
- Minnesota River
- Zoning
 - R-A Residential Agricultural
 - R-1 One Family Living
 - R-1S One Family Dwelling Small
 - R-2 One and Two Family Dwelling
 - R-3 Limited Multiple Dwelling
 - R-4 Multiple Dwelling
 - OR-1 Office Residential
 - CBD Central Business
 - B-1 Neighborhood Business
 - B-3 General Commercial
 - B-2 Community Business
 - M-2 Heavy Industrial
 - M-1 Light Industrial
 - I-1 Planned Industrial
 - TUD Transitional Unzoned District
 - P-1 Public Park
- Nman_cty19_3inch.sid
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3

Z-1-20



Disclaimer:

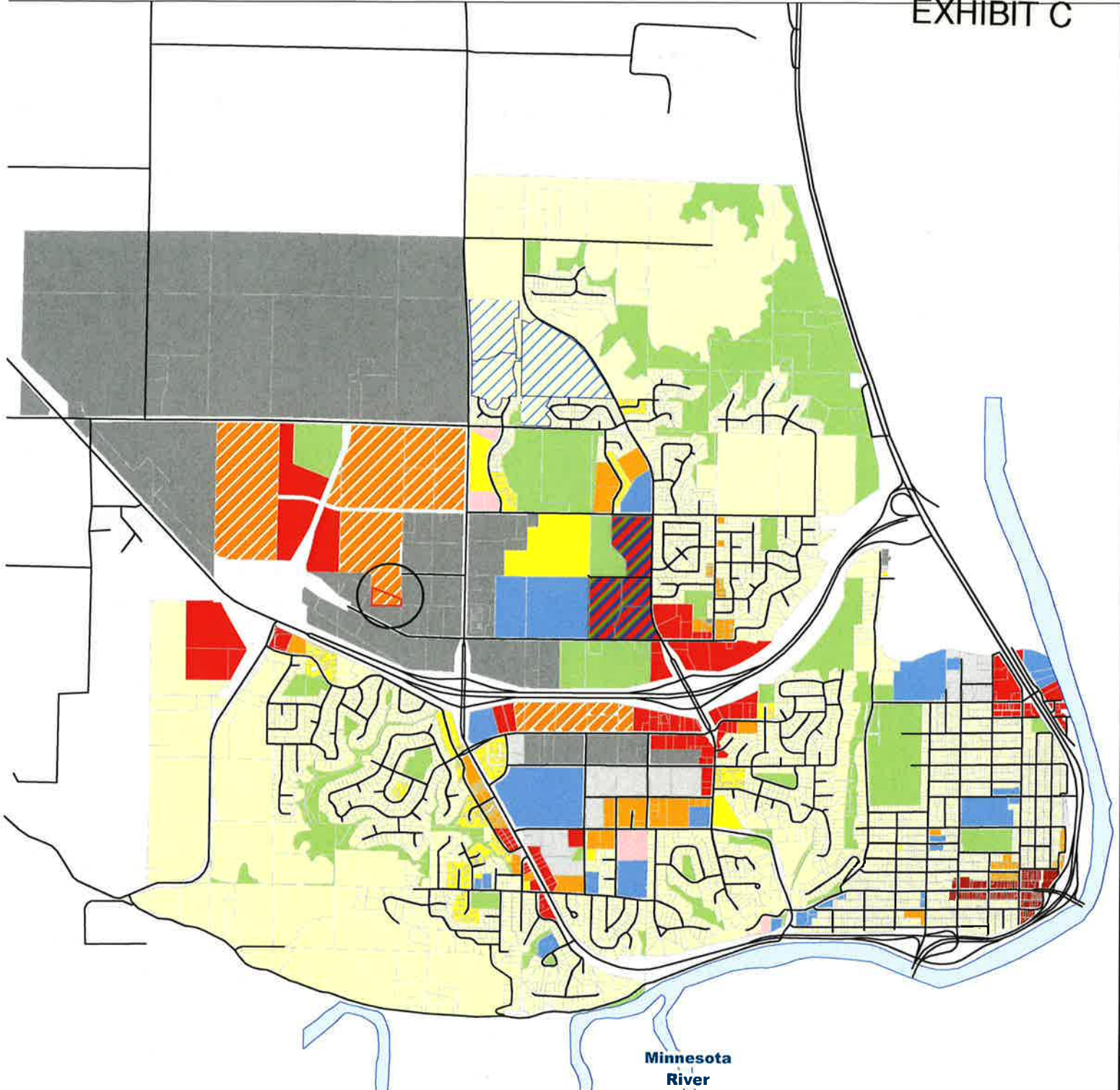
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.



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527 Feet





Future Land Use

- | | | | |
|--|---------------------------------|--|--------------------------------------|
| | Central Redevelopment District | | High Density Residential |
| | Central Business District | | Medium Density Residential |
| | General Commercial | | Low Density Intermediate Residential |
| | Neighborhood Commercial | | Low Density Small Lot Residential |
| | Commercial/Industrial Mixed Use | | Institutional |
| | Heavy Industrial | | Open Space/Park |
| | Light Industrial | | Right of way |



1 inch = 2,916.67 feet



Figure 3-2: Future Land Use
North Mankato Comprehensive Plan



January 30 ,2020

Dear Property Owner:

The City of North Mankato has received a request from the North Mankato Port Authority to zone land recently annexed into the City limits as M-2, Heavy Industrial. The location of the land is shown on Exhibit A.

This request will be considered by the Planning Commission on Thursday, February 13, 2020 and by the City Council on Tuesday, February 18, 2020. Both meeting begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue. As a nearby property owner, you have the opportunity to comment on the zoning request. You may attend either or both meetings or submit written comments to the City by February 13, 2020.

Sincerely,

THE CITY OF NORTH MANKATO

Mike Fischer
Community Development Director

Enc



Z-1-20

O'Brien Properties of North Mankato
7100 Sunwood Drive
Ramsey, MN 55303

MDC Development 1031 LLC
15760 Acorn Trail
Faribault, MN 55201

Burnett Properties LLLP
16738 State Highway 66
Good Thunder, MN 56037

Application for
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # _____ Block # _____

Subdivision Part of Northport No. 21 Address _____

APPLICANT:

Name North Mankato Port Authority Address _____ Phone _____

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: AG CURRENT USE OF PROPERTY: Future Industrial Development

PROPOSED ZONING: M-2, Heavy Industrial

REASON ZONING CHANGE NEEDED: Land annexed into City limits

REQUEST PREVIOUSLY CONSIDERED? Yes _____ No X If Yes, date _____

Comments:

SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$335

Notice Charge # 3 @ \$2.00 = \$6.00

Total Fee \$341 Receipt # _____

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant _____ Date _____

Pursuant to the requirements of Chapter 156 of the North Mankato City Code, this application was received by me or my duly designated representative on January 17, 2020, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator _____ Date _____

PLANNING COMMISSION ACTION: Date: February 13, 2020

_____ Approved Additional Conditions:

_____ Denied Reason:

CITY COUNCIL ACTION: Date: February 18, 2020

_____ Approved Additional Conditions:

_____ Denied Reason:

OTHER COMMENTS

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF NORTH MANKATO)

I, the undersigned, being the duly qualified and acting City Clerk of the City of North Mankato, Minnesota, hereby certify that I have carefully compared the attached variance approved by the City of North Mankato with the original thereof on file and of record in my office, and that the same is a full, true and completed copy of said original.

WITNESS my hand and the official seal of said City of North Mankato this _____ day of _____, 20__.

City Clerk, City of North Mankato



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1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

MEMORANDUM

Date: February 13, 2020
To: City of North Mankato Planning Commission
From: Matt Lassonde, Planner, Bolton & Menk, Inc.,
Cc: John Harrenstein, City Administrator,
Mike Fischer, Community Development Director
Subject: City of North Mankato Comprehensive Plan Update Schedule

I. INTRODUCTION

The purpose of this memo is to communicate a schedule for the systematic review of the 2015 City of North Mankato Comprehensive Plan in preparation for a 2021 update. City staff will work with the Planning Commission through this review to understand the initiatives of the 2015 plan, what the City has accomplished from that plan, and what has emerged. The results of this review will inform the changes that will need to be made in the 2021 Comprehensive Plan update. As with other planning/policy initiatives, the plan will be developed by City staff guided by the Planning Commission and City Council until a draft is completed which is anticipated for spring of 2021. Public engagement will begin once a draft is completed.

II. PLAN FOR SYSTEMATIC REVIEW

Staff will review the 2015 Plan chapter-by-chapter taking findings/recommendations to the Planning Commission periodically for feedback and direction. The following provides a schedule for this review:

Topic(s)	Comprehensive Plan Chapter(s)	Date for Planning Commission Review
Economic Development	Chapter 5	March 12, 2020
Parks, Trails, and Recreation	Chapter 8	May 14, 2020
Transportation	Chapter 6	July 9, 2020
Downtown Redevelopment	Chapter 9	September 10, 2020
Uptown Redevelopment	Chapter 10	November 12, 2020
Utilities	Chapter 7	January 14, 2021
Community Design	Chapter 11	March 11, 2021
Vision & Land Use	Chapters 2 & 3	May 13, 2021
Housing	Chapter 4	July 8, 2021*
Community Engagement for 2021 Update	N/A	Beginning July 2021

* The Housing Chapter is dependent on the availability of data from the 2020 Census which is anticipated to be available beginning March of 2021. Review and updating will be completed after data is available.



TO: Planning Commission
FROM: Mike Fischer, Community Development Director
DATE: December 18, 2019
SUBJECT: 2019 Year-End Planning & Zoning Report

Attached is the 2019 Year-End Planning & Zoning Report which summarizes all plats, variances, CUP's and rezoning's considered by the Planning Commission in 2019. Other topics considered in 2019 included:

1. Rezoning policy amendments
2. Sign ordinance amendments
3. Mobile home separation amendments
4. Off-street parking amendments
5. Future land use map amendment
6. Swimming pool setback amendments
7. Small cell facility ordinance
8. Natural lawn area regulations

Lastly, attached is a summary of the building permit activity for 2019.

NORTH MANKATO ZONING HISTORY

PLATTING
2019

Legal Description	Application	Applicant	Zoning District	Planning Comm. MO/YR.	Action	City Council MO/YR.	Action	Subdivision Name
Outlot A, The Landing North Phase 2	Preliminary & Final Plat	KWS, LLC	R-1	Feb-19	Approval	Feb-19	Approval	The Landing North Phase 3
North Mankato Original Plat	Preliminary & Final Plat	Growth Holdings/Frandse Bank	CBD	Jun-19	Approval	Jun-19	Table	Romey Hinz Addition
Outlot D, The Landing North Phase 1	Preliminary & Final Plat	KWS, LLC	R-1	Jul-19	Approval	Jul-19	Approval	The Landing North Phase 4
Parts of Sections 3 & 4	Preliminary & Final Plat	Burnett Farms, Inc	R-1	Dec-19	Approval	Dec-19	Approval	Burnett's Ravine Ridge No. 6
Outlot A, Northport No. 19 Part of Section 3	Preliminary & Final Plat	North Mankato Port Authority	M-2	Dec-19	Approval	Dec-19	Approval	Northport No. 21

NORTH MANKATO ZONING HISTORY

CONDITIONAL USE PERMITS

2019

Address	Applicant	Application Number	Planning Comm. MO/YR	Action	City Council MO/YR	Action	Applications/ Conditions
1730 Commerce Drive	Express Care	CU-1-10 Amendment	Aug-19	Approval	Aug-19	Approval	<ol style="list-style-type: none"> 1. All parking spaces conform to the City Code requirements 2. All parking spaces are clearly painted 3. Parking of vehicles shall be consistent with the original parking plan or a revised plan approved by staff 4. Stacked or double parking of vehicles within the front parking lot is not permitted 5. Access to adjacent businesses shall not be blocked 6. There shall be no more than 20 motor vehicles, including vehicles and vehicles for sale stored on the property outside overnight and that no vehicle being repaired shall be stored outdoors on the property for a period of longer than 4 consecutive weeks 7. All parts and equipment shall either be stored within the building or within an entirely screened-in area outside the building

NORTH MANKATO ZONING HISTORY

ZONING - 2019

Address/Legal Description	Applicant	Application Number	Planning Comm.		City Council		Applications/ Conditions
			MO/YR	Action	MO/YR	Action	
1253/1255 Lake Street	Cole Halvorson	Z-1-19	Nov-19	Approval	Dec-19	Approval	Rezone from R-1 to R-2
Burnett's Ravine Ridge No. 6	Burnett Farms	Z-2-19	Dec-19	Approval	Dec-19	Approval	Zone as R-1

NORTH MANKATO ZONING HISTORY

VARIANCES

2019

Address	Applicant	Application Number	Planning Comm. MO/YR	City Council MO/YR	Applications/ Conditions
545 Grant Ave.	Holy Rosary Church	V-1-19	May-19 Approval	May-19 Approval	1. The display of the sign be black and white 2. The brightness of the sign be reasonable 3. The sign cannot change messages more than once every 3 hours 4. The sign be turned off 1 hour after sunset each day

Issued Building Permits - Year to Date Report

	Single Family	Duplex	Twin Homes	Townhome Condos	Apt./ Asst. Living	Garages	Industry Commercial	Other	Residential Remodel	Totals
2019 - December										
Number of Permits	24	0	0	0	2	0	102	12	1,155	1,295
Number of Units	24	0	0	0	8	0	0	0	0	32
Dollar Value	\$ 7,836,395	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ 7,130,904	\$ 11,300	\$ 6,369,548	\$22,148,147
Revenue	\$ 65,941	\$ -	\$ -	\$ -	\$ 7,753	\$ -	\$ 78,542	\$ 556	\$ 143,131	\$295,923.26
2018										
Number of Permits	28	0	0	1	2	0	111	23	1060	1,225
Number of Units	28	0	0	6	8	0	0	0	0	42
Dollar Value	\$7,958,580	\$0	\$0	\$1,198,500	\$795,000	\$0	\$29,748,940	\$2,500	\$5,637,275	\$45,340,795
Revenue	\$69,184.85	\$0.00	\$0.00	\$9,241.35	\$7,711.83	\$0.00	\$241,223.01	\$768.00	\$131,777.66	\$459,906.70
2017										
Number of Permits	19	0	0	6	3	0	84	21	1035	1,168
Number of Units	19	0	0	35	32	0	0	0	0	86
Dollar Value	\$5,036,280	\$0	\$0	\$5,749,970	\$3,078,733	\$0	\$9,556,049	\$25,500	\$5,237,219	\$28,683,751
Revenue	\$44,392.31	\$0.00	\$0.00	\$49,420.66	\$27,056.19	\$0.00	\$94,725.53	\$1,072.06	\$126,340.38	\$343,007.13
2016										
Number of Permits	21	0	0	0	2	0	75	22	984	1,104
Number of Units	21	0	0	0	8	0	0	0	0	29
Dollar Value	\$6,085,130	\$0	\$0	\$0	\$40,000	\$0	\$6,572,787	\$13,800	\$4,795,952	\$17,507,669
Revenue	\$51,602.28	\$0.00	\$0.00	\$0.00	\$726.76	\$0.00	\$85,121.76	\$884.99	\$128,314.89	\$266,650.68
2015										
Number of Permits	41	0	0	5	3	2	45	25	825	946
Number of Units	41	0	0	19	12	0	0	0	0	72
Dollar Value	\$9,800,910	\$0	\$0	\$3,665,000	\$1,020,000	\$34,400	\$8,944,511	\$895,255	\$5,537,629	\$29,897,705
Revenue	\$86,883.85	\$0.00	\$0.00	\$29,143.47	\$8,254.59	\$696.96	\$84,172.44	\$7,649.13	\$121,107.59	\$337,908.03