



Meeting Agenda  
City of Mora, Planning Commission  
**5:30 p.m. Monday, February 13, 2023**  
Mora City Hall

Mora City Hall  
101 Lake Street S  
Mora, MN 55051  
Kanabec County,  
Minnesota

*City of Mora Code of Ordinances, Chapter 32: The role of the Airport Board is to be a recommending advisory body to the City Council regarding all aspects of airport land use, airport operations, and airport capital improvements.*

1. Call to Order
2. Oath of Office:  
Tim Dahlberg will pledge the oath of office for a one-year term expiring Dec. 31, 2024  
**Lance Strande & Sheldon Shepard will pledge the oath of office for 3-year terms exp. Dec. 31, 2025**
3. Roll Call: ☐ Jody Anderson      ☐ Sheldon Shepard      ☐ Lance Strande  
☐ Sara Treiber      ☐ Tim Dahlberg
4. Adopt Agenda *(No item of business shall be considered unless it appears on the agenda for the meeting. Board members may add items to the agenda prior to adoption of the agenda.)*
5. Election of Officers for 2023
6. Minutes
  - a. Approve minutes from December 12, 2022
7. Public Hearings (none)
8. Open Forum  
*(Individuals may address the committee about any item not contained on the regular agenda. There is a maximum of fifteen (15) Minutes set aside for open forum. A maximum of three (3) minutes is allotted per person. The Planning Commission will take no official action on items discussed at the forum, with the exception of referral to staff for future report.)*
9. New Business (none)
10. Old Business (none)
11. Reports  
*(In addition to the items listed below, each board and staff member will be given the opportunity to share information.)*
  - a. Mora Summary of Construction Activity 2022
12. Adjournment  
The next meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, March 13, 2023**





# MEMORANDUM

Date February 13, 2023  
To Planning Commission  
From Kirsten Faurie, Community Development Director  
RE Election of officers

## SUMMARY

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The Planning Commission will elect officers for 2023.

## DETAILS

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Below is a brief summary of the officers to be elected and their duties. The Planning Commission must select a Chairperson; if it chooses the Planning Commission may create and fill other offices (ex: vice chair). The role of Secretary is held by the Community Development Director.

CHAIRPERSON: (previously held by Jake Mathison)

- Presides at all meetings of the board

SECRETARY: (role of City's Community Development Director)

- Keeps minutes of the meetings and maintains records of the Planning Commission
- Per City ordinance 32.67, *"The City Zoning Administrator or his or her designate shall act as Secretary of the Planning Commission, but he or she shall not be a member unless he or she is appointed by the Council as a voting member ..."*

## RECOMMENDATIONS

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Select a Planning Commission chairperson.



**City of Mora Planning Commission  
Minutes  
December 12, 2022 – 5:30 pm  
Mora City Hall**

**Item No. 6a**

Commission Chair Jake Mathison called to order the regular meeting of the Planning Commission at 5:30 p.m. Monday, December 12, 2022, in the Mora City Hall council chambers.

**2. Roll call:**

Commissioners present: Jake Mathison, Sheldon Shepard, Sara Treiber, Lance Strande

Commissioners absent: None

Staff present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie

**3. Adopt Agenda:** MOTION made by Shepard, seconded by Strande and unanimously carried to adopt the agenda as presented.

**4. Approval of Minutes:**

a. MOTION made by Strande, seconded by Shepard and unanimously carried to approve the Sept. 12, 2022 minutes as presented.

b. MOTION made by Treiber, seconded by Strande and unanimously carried to approve the Sept. 26, 2022 Special Meeting minutes as presented.

**5. Open Forum:** No one spoke during open forum

**6. Old Business:** None

**7. Public Hearings:**

a. **719 Hwy 65 Rezoning Request:** Faurie introduced the background of the rezoning request for 719 Highway 65 to rezone the property from a B-2 General Business District to R-3 Multiple Dwelling District.

At 5:34 p.m. Mathison opened the public hearing to consider the rezoning request.

Steve Kelling, the applicant, spoke to the commission about his intent for the property. Kelling explained that Kelling Capital would be the developer and the intent is to create as many as 32-units in 4-plex style, market rate rentals.

Considering the need for housing and location near Mora Public Schools, Kelling said he anticipates the homes will be a good location for families of school-aged children.

With no other comments, Mathison closed the public hearing at 5:37.

**8. New Business:**

a. **Rezoning Request: 719 Hwy 65:** Faurie told the commissioners city staff has reviewed the rezoning request had no concerns. Mathison expressed his support for the rezoning and creation of new housing, stating it's exactly the type of development he likes to see in the city.

MOTION by Strande recommend City Council approval of rezoning 719 Highway 65 from B-2 General Business District to R-3 Multiple Dwelling District. Seconded by Shepard and unanimously carried.

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- b. 2023 Planning Commission Meeting Calendar:** Faurie presented the 2023 Planning Commission Meeting Calendar.

MOTION made by Strande, seconded by Shepard and unanimously carried to approve the 2023 Planning Commission meeting Calendar as presented.

- 9. Verbal Reports:** Mathison noted that the Planning Commission still has a vacant seat and encouraged both staff and commission members to reach out to others that may be interested in filling that vacancy.
- 10. Adjournment:** MOTION to adjourn by Treiber, seconded by Strande, and unanimously carried to adjourn the Planning Commission meeting at 5:47 p.m.

The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, January 9, 2023.**

\_\_\_\_\_  
Commission Chair

Attest: \_\_\_\_\_

Kirsten Faurie,  
Community Development Director



CITY OF MORA, MN  
SUMMARY OF CONSTRUCTION ACTIVITY 2022

	2022	2021
TOTAL NUMBER OF BUILDING PERMITS ISSUED .....	162	161
TOTAL VALUATION OF PERMITS .....	\$6,540,224	\$3,251,950

Total Commercial Permits .....	17	15
Total Commercial Valuation .....	\$2,917,906	\$747,030

Total Residential Permits .....	117	130
Total Residential Valuation .....	\$3,622,318	\$2,504,920

### New Single Family Homes

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1. Less Caswell .....	720 Highway 65
2. Heartland Acre .....	404 Bluebird St
3. Heartland Acre.....	406 Bluebird St
4. Heartland Acre.....	409 Cardinal St
5. Heartland Acre.....	411 Cardinal St
6. Regency of Minnesota Inc.....	708 Kenwood Ln
7. Regency of Minnesota Inc .....	709 Kenwood Ln
8. Regency of Minnesota Inc .....	732 Kenwood Ln
9. Regency of Minnesota Inc .....	721 Portage Ave
10. Regency of Minnesota Inc .....	942 Frankie Ln

### New Commercial Buildings

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1. Dollar General .....	140 Little Ranches Rd
2. RJ Mechanical .....	901 N Industrial Park Rd

### Miscellaneous

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1. Maintenance Permits.....	71
2. Plumbing Permits .....	17
3. Mechanical Permits .....	25
4. Fence Permits .....	7
5. Sign Permits .....	8
6. Demolition Permits .....	4