



Meeting Agenda
City of Mora, Planning Commission
5:30 p.m. Monday, December 11, 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 Planning Commission is to serve the City Council in an advisory capacity on matters relating to citizen requests for action, zoning changes and review, Comprehensive Plan reviews, capital improvement reviews, and other actions as deemed necessary to carry out the functions of a pro-active Planning Commission.

1. Call to Order
2. Roll Call: ☐ Jody Anderson ☐ Sheldon Shepard ☐ Lance Strande
 ☐ Sara Treiber ☐ Tim Dahlberg
3. 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.)*
4. Minutes
 - a. Approve minutes from November 13, 2023
5. 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.)
6. Old Business: (none)
7. Public Hearings: (none)
8. New Business
 - a. Discussion regarding public parking lot
9. Reports
(In addition to the items listed below, each board and staff member will be given the opportunity to share information.)
10. Adjournment
The next meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, January 9, 2023.**

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Minutes
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Pursuant to due call and notice thereof Chair Sheldon Shepard called to order the regular meeting of the Planning Commission at 5:30 p.m. Monday, November 13, 2023, in the Mora City Hall council chambers.

2. Roll call:

Commissioners present: Sheldon Shepard, Tim Dahlberg, Sara Treiber and Lance Strande

Commissioners absent: Jody Anderson

Staff present: Building Official Caleb Christenson, Community Development Director Kirsten Faurie

Guests: Sadie Broekemeier – Recovering Hope Treatment Center; Danielle DeMarre – All Energy Solar

3. Adopt Agenda: MOTION made by Treiber, seconded by Dahlberg and unanimously carried to adopt the agenda as presented.

4. Approval of Minutes: MOTION made by Dahlberg, seconded by Shepard and unanimously carried to approve the October 2, 2023 minutes as presented.

5. Open Forum: No one spoke during open forum

6. Old Business: None

7. Public Hearings:

a. Conditional Use Permit (CUP) Request for solar system at 711 Fair Oaks Dr.

Shepard opened the public hearing at 5:32 p.m. Danielle DeMarre of All Energy Solar spoke representing the project. It is a 15-module system designed to offset their electrical consumption. The project meets the city's ordinance requirements. City staff had no concerns. Shepard closed the public hearing at 5:33 p.m.

- i.** The commission discussed the project and expressed no concerns. Dahlberg liked the addition of condition #10 which prevents unused/inoperable systems from becoming a nuisance. MOTION by Treiber to approve Resolution # PC 2023-1111, seconded by Dahlberg and unanimously carried.

b. Conditional Use Permit (CUP) Request to allow a residential facility serving more than six unrelated person to be located in the R-3 Multiple Dwelling District.

Shepard opened the public hearing at 5:37 p.m. Faurie introduced the CUP request from Ray Ludowese of Recovering Hope Treatment Center. RHTC proposes the construction of four pre-fabricated houses with attached garages on Hope Lane. Each home has eight bedrooms, with the intent to house two RHTC's clients per bedroom for a total of 16 persons per house. The houses are adjacent to the existing RHTC campus and facility.

Sadie Broekemeier representing Recovering Hope explained Minnesota has changed

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how substance use services are provided. These homes are a reaction to those changes and an attempt to provide a medium-level intensity of care for clients and keep them engaged in treatment. It is a licensed, intensive out-patient program with a lodging component. The homes will have live-in staff, as well as staff nearby in the existing facility.

No concerns were identified by the Public Works Director, City Administrator, Building official or Fire Chief.

The homes will be on Hope Lane, a privately owned and maintained road with plans to pave it in the spring. The commission discussed whether or not additional off-street parking would be required. The commission discussed that most of the clients do not have their own vehicle, and the existing parking lot at RHTC seems larger than what is needed. Considering the unique circumstances of the project, that demand for parking spaces would be low, the road privately owned and maintained, and additional off-street parking could easily be accessed at the RHTC campus, the board determined they would not require more parking as a condition of the CUP.

Shepard closed the public hearing at 5:56 p.m.

- i. The commission discussed the project and expressed no concerns. MOTION by Dahlberg to approve Resolution # PC 2023-1111 with an amendment: "Condition 5: Due to the road being a private road, nearby parking at the main campus, and other unique aspects of the use, no additional off-street parking is being required." Seconded by Treiber and unanimously carried.

8. New Business:

- a. 2024 Meeting Schedule: MOTION by Treiber, seconded by Dahlberg and unanimously carried to approve the 2024 Meeting Schedule.

9. Reports: Staff had no additional items to report.

10. Adjournment: MOTION to adjourn by Treiber, seconded by Dahlberg, and unanimously carried to adjourn the Planning Commission meeting at 6:07 p.m. The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, December 11, 2023.**

Commission Chair

Attest: _____

Kirsten Faurie
Community Development Director



MEMORANDUM

Date December 11, 2023
To Planning Commission
From Kirsten Faurie, Community Development Director
RE Discussion of Public Parking Lot – Back of Union St. between Railroad Ave & Forest Ave.

SUMMARY

The Planning Commission will discuss current conditions of the City-owned, public parking lot on the back of Union Street between Railroad Avenue and Forest Avenue. The Planning Commission will consider existing parking needs, future parking needs, and current ordinances to determine if any adjustments/changes should be considered.

BACKGROUND

The parking lot is located in downtown Mora within the city's B-1 Central Business District. This area provides a pedestrian-oriented, compact center for retail sales, professional services, offices, etc., and includes some residential units that are above, attached or part of the main structures.

City ordinances currently restrict overnight parking during snow season, so that any vehicles may not park in or on a public street, alley or city-owned parking lot between 2 a.m. to 6 a.m. from Nov. 1-March 31. The exception for off-street parking in the B-1 District is for apartments if they acquire a seasonal parking permit.

A new business owner purchased the property at 125 Railroad Avenue SW. Formerly Midwest Environmental Consulting, the new owner expressed their intent to open a bar/pizza business which will put more parking demand on the lot and surrounding street parking, and potentially more vehicles parked overnight.

Staff has brought this information to the Planning Commission so they can discuss existing parking conditions and needs, future parking needs, current ordinances and discuss if any adjustment should be considered.

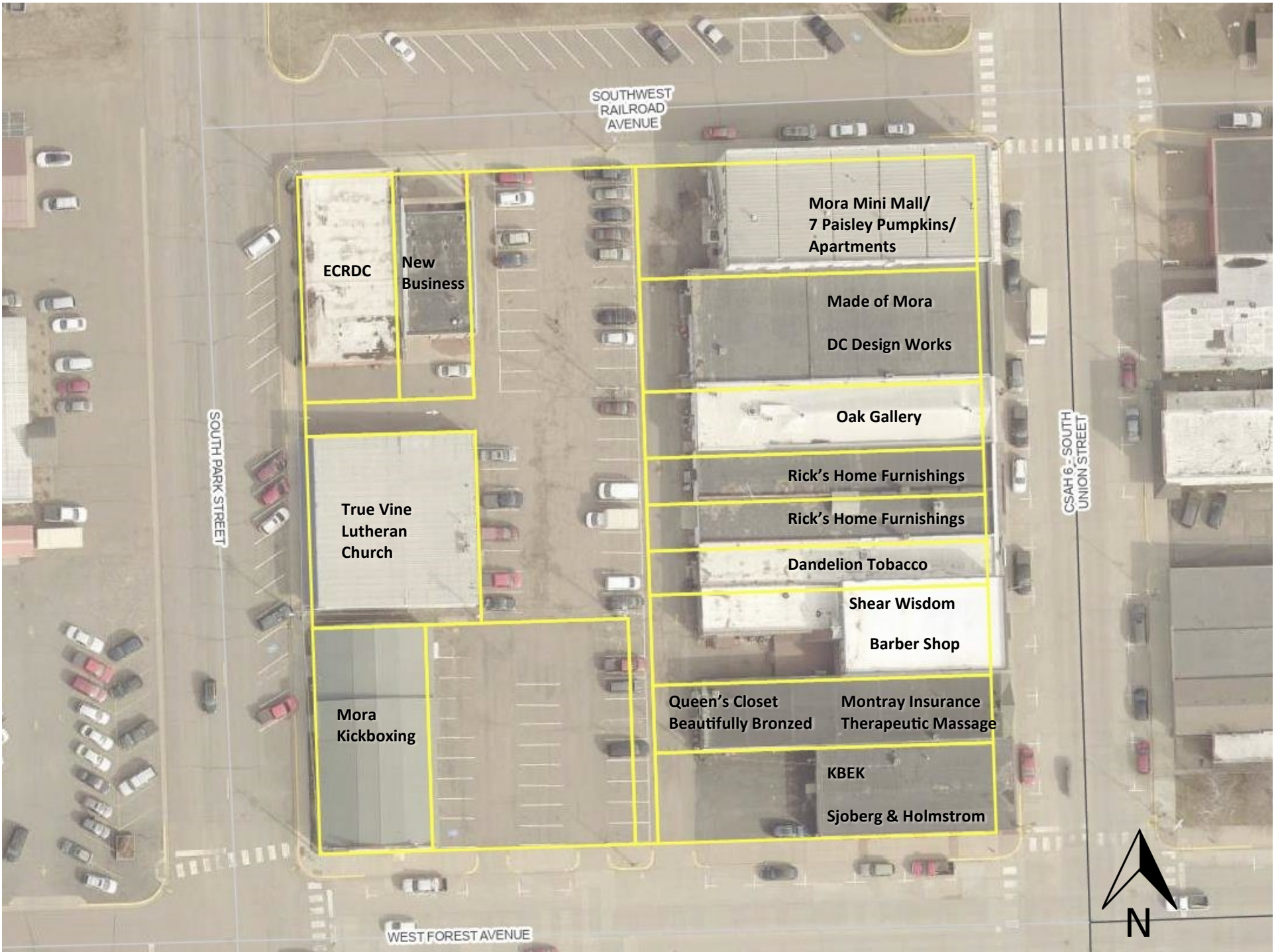
RECOMMENDATIONS

Discuss needs of the parking area, consider options, and direct staff

Attachments

Map

City Ordinance 71.05 Restricted Parking During Snow Season



SOUTHWEST
RAILROAD
AVENUE

ECRDC

New
Business

Mora Mini Mall/
7 Paisley Pumpkins/
Apartments

Made of Mora

DC Design Works

Oak Gallery

Rick's Home Furnishings

Rick's Home Furnishings

Dandelion Tobacco

Shear Wisdom

Barber Shop

Queen's Closet
Beautifully Bronzed

Montray Insurance
Therapeutic Massage

KBEK

Sjoberg & Holmstrom

True Vine
Lutheran
Church

Mora
Kickboxing

SOUTH PARK STREET

CSAH 6 - SOUTH
UNION STREET

WEST FOREST AVENUE



§ 71.05 RESTRICTED PARKING DURING SNOW SEASON.

(A) In order to facilitate snow removal from the public streets, from November 1 through March 31 of each year, no vehicles shall be parked on any public street between the hours of 2:00 a.m. and 6:00 a.m.

(Am. Ord. 341, passed 10-4-2005)

(B) If any vehicle is parked, abandoned or left standing in violation of the provisions hereof, the same may be summarily removed without notice to the owners at the direction of the city through its officers, agents and employees. This summary removal shall be to a place designated by the city, and the removed vehicles shall be stored at the designated place until released by the owner or his or her agent upon the following conditions: the owner or his or her agent shall first pay all costs and expenses incident to the removal, towing and storage of the vehicle, the costs and expenses to be paid to the City Clerk, his or her agent or any other person or firm authorized by the Council to receive same. Costs and expenses as herein stated shall mean expenses as are actually incurred if the removal, towing and storage is performed by someone for hire, or the reasonable cost of the work if same is performed by city employees, as determined from time to time by the City Council. Amount paid by the owner under this section for release of a vehicle shall not be deemed to be a penalty or fine.

(C) The presence of a vehicle in or upon any public street, alley or city-owned parking lot within the city stopped, standing or parked in violation of this section shall be prima facie evidence that the person, in whose name the vehicle is registered as owner, committed or authorized the commission of the violation.

(D) Exception: The City Council may allow off-street parking, for apartments in a B-1 District, in city owned parking lots or streets, with the acquisition of a seasonal parking permit. The cost of a seasonal parking permit shall be in an amount set forth by the City Council from time to time.

(E) Violation of this section shall be a petty misdemeanor.

(1969 Code, § 62.050) (Am. Ord. 157, passed 2-5-1980; Am. Ord. 312, passed 11-5-2002; Am. Ord. 320, passed 2-4-2003; Am. Ord. 376, passed 1-20-2009) Penalty, see § 10.99