



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
Planning Commission

Mora City Hall  
101 Lake Street S  
Mora, MN 55051

Wednesday, October 6, 2021

5:30 PM

Mora City Hall

*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:** Carmen Finn, Jake Mathison, Todd Sjoberg and Sara Treiber.

**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. Approval of Minutes**

a. September 13, 2021 Meeting

**5. Public Hearings**

None

**6. Open Forum**

**7. New Business**

None

**8. Old Business**

a. Day Care Facilities in Residential Districts. The commission will consider scheduling a public hearing to consider a text amendment to the City's Code of Ordinances regarding day care facilities in residential districts.

b. Comprehensive Plan Update. The commission will debrief the September 22<sup>nd</sup> open house and consider scheduling a public hearing for potential recommendation to City Council adoption.

**9. Verbal 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 regular meeting is scheduled for **Monday, November 8, 2021** at 5:30 PM.



**City of Mora, MN  
PLANNING COMMISSION  
Meeting Minutes**

**September 13, 2021**

Present: Carmichael Finn, Jake Mathison and Todd Sjoberg  
Absent: Sara Treiber  
Staff Present: Community Development Director Beth Thorp  
Also Present: Leah Cheney

1. Call to Order. Chair Sjoberg called the meeting to order at 5:30 pm.
2. Roll Call.
  - Finn – Present
  - Mathison – Present
  - Sjoberg – Present
  - Treiber – Absent (excused)
3. Adopt Agenda. Motion by Mathison, second by Finn to adopt the September 13, 2021 agenda as presented. All present voted aye, motion carried.
4. Approval of Minutes. Motion by Finn, second by Mathison to approve the August 9, 2021 meeting minutes as presented. All present voted aye, motion carried.
5. Public Hearings.
  - None
6. Open Forum. No members of the public were present for open forum.
7. New Business.
  - None
8. Old Business.
  - a. Daycare Facilities in Residential Districts. Leah Cheney, 443 Forest Avenue E., addressed the commission regarding her day care business. Cheney provided detail about her residential day care facility, her wish to transition the business to a non-residential day care facility, and the zoning conflicts therein. Cheney expressed her desire for the city to amend its zoning regulations to make it easier for property owners to use their homes for non-residential day care. Cheney acknowledged that parking had been raised as a concern about her business and she explained that she was exploring options for increasing the size of her driveway to accommodate additional off-street parking. Cheney provided the commission with information regarding her hours of operation, capacity limits for providers, and limitations on the number of facilities a provider may be licensed to operate. Sjoberg thanked Cheney for speaking with the commission. Thorp provided the commission with and reviewed proposed amendments to each of the city's four residential districts pertaining to day care facilities, off-street parking requirements for day care facilities, and definitions pertaining to

day care uses. The commission offered support for staff's proposed amendments as presented, and the consensus was to initiate the text amendment process.

- b. Comprehensive Plan Update. Sjoberg reminded fellow commissioners of the September 22<sup>nd</sup> open house for the comprehensive plan. Thorp presented the commission with a draft PowerPoint presentation intended to be run continuously during the open house and added to the city's website for those who weren't able to attend, and commented that she would prepare other visuals for the event as well.

9. Verbal Reports.

- a. Community Development Director Transition. Acknowledging her resignation from the city, Thorp shared that the city was recruiting for a new Community Development Director and would be utilizing SEH for planning and zoning services in the interim.
- b. Fox Run Activity. Thorp shared that the City Council would be considering three items related to Fox Run at its September 21<sup>st</sup> meeting: Final Plat of Fox Run 3<sup>rd</sup> Addition including 19 single family home lots; Fox Run PUD Amendment to allow single family home lots on previously approved twin home lots; and, a Minor Subdivision to combine two city-owned parcels proposed to be developed as a city park.
- c. Community Video. Thorp shared that the city and Mora Public Schools coordinated on the production of a series of three videos to promote the community. Thorp stated that the videos would be released in the near future and added to the city's website and Facebook.
- d. Land Activity. Thorp shared information about commercial properties that were currently for sale.
- e. 330 Forest Avenue E. Thorp shared that she had recently met with the owner of 330 Forest Avenue E., a property located in the B-1 Central Business District, to discuss possible commercial uses for the former single family dwelling.

- 10. Adjournment. Motion by Mathison, second by Finn to adjourn. All present voted aye, motion carried and the meeting was adjourned at 6:21 pm.

\_\_\_\_\_  
Todd Sjoberg  
Chair

ATTEST: \_\_\_\_\_  
Lindy Crawford  
City Administrator



# MEMORANDUM

TO: Planning Commission  
FROM: Mark Nolan, AICP, Senior Planner II  
Short Elliott Hendrickson, Inc.  
SUBJECT: Day Care Facilities in Residential Districts  
DATE: October 6, 2021

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## SUMMARY

The Planning Commission will conclude its discussion about Residential and Non-Residential Day Care Facilities located in residential districts and consider scheduling a public hearing for a text amendment to the City's Code of Ordinances.

## DISCUSSION

At its September 13<sup>th</sup> meeting the Planning Commission reviewed proposed amendments pertaining to residential and non-residential day care uses (district regulations, off-street parking requirements and definitions) and heard from a local day care provider about day care uses and impacts. The commission supported staff's proposed amendments as presented with a consensus to proceed with the text amendment process.

## ACTION REQUESTED

1. Schedule a public hearing with the commission at its November 8, 2021 meeting to consider a text amendment to the City's Code of Ordinances.

## ATTACHMENTS

1. Residential district regulations with proposed amendments
2. Off-street parking requirements with proposed amendments
3. Definitions with proposed amendments



## RESIDENTIAL DISTRICT REGULATIONS WITH PROPOSED AMENDMENTS

- All day care related uses are shown **highlighted in yellow**.
- Language proposed to be added is shown underlined.
- Language proposed to be deleted is shown ~~stricken~~.

### R-1 SINGLE FAMILY RESIDENTIAL DISTRICT

#### § 150.060 R-1 SINGLE FAMILY RESIDENTIAL DISTRICT.

The R-1 Single Family Residential District is intended to maintain existing single-family residential areas and provide for the development of new single-family residential areas served or to be served with public sanitary sewer, storm sewer, and water facilities. Unless otherwise specified, all structures in the R-1 District shall comply with the following minimum standards:

(A) A permanent foundation under the entire structure which complies with the Minnesota Building Code.

(B) The minimum pitch on any shingled roof must be at least two-twelfths (2/12) or in the case of a flat roof design, a built up roof assembly to comply with the State Building Code. All roofs must be shingled or be an A roof assembly.

(C) The minimum width and length of the principal structure must be twenty-four (24) feet for more than fifty percent (50%) of the floor area. Minimum square footage of the main floor shall be five hundred seventy-six (576) square feet.

(D) Any alterations or additions must be of the same materials, type of construction, and must have the same appearance as the principal structure.

(E) No building permits shall be issued until a complete drainage system has been reviewed by the city. If deemed appropriate, the City Building Official may require approval of the drainage system by the City Engineer.

(F) All principal structures must have a basement or approved solid footing wall around the perimeter of the structure or a footing around the perimeter of the structure designed by a state licensed engineer and approved by the local building official.

(G) Every new single-family dwelling must construct a garage with a minimum size of two hundred forty (240) square feet. Every new two-family dwelling must construct one (1) or two (2) garages with a total minimum size of four hundred eighty (480) square feet. The garage(s) must be constructed before a final certificate of occupancy will be granted.

#### § 150.061 PERMITTED USES.

Within the R-1 Single Family Residential District, no structure or land shall be used except for one (1) or more of the following uses:

(A) Single-family dwellings. One (1) family detached dwellings.

(B) Parks and playgrounds. Public parks and playgrounds, community centers and other recreational facilities operated by governmental agencies.

(C) Horticultural uses. Truck gardening, produce stands and other horticultural activities provided that only those products grown on the premises be sold or offered for sale.

**(D) Day care facilities - Residential. Facility serving up to fourteen (14) persons.**

**(X) Day care facilities – Non-Residential. Facility serving up to fourteen (14) persons.**

(E) Uses not listed. Other residential and commercial uses determined by the Planning Commission and City Council to be of the same general character as identified permitted and conditional uses and found not to be detrimental to the general public's health, safety, and welfare. The use will be placed in the category based upon its compatibility to those uses listed.

**§ 150.062 CONDITIONAL USES.**

Within any R-1 Single Family Residential District, no structure or land shall be used for the following uses except by conditional use permit:

(A) Agricultural uses. Agricultural activities including the keeping of farm animals or fowl provided no building having farm animals or fowl be nearer than one hundred (100) feet of a property line. Chickens numbering three (3) or fewer are excluded from agricultural uses and subject to the provisions of §§ [150.400-150.403](#).

(B) Churches and other places of worship. Church buildings and areas, schools of religion and similar facilities, including all expansions of buildings, facilities and ground.

(C) Duplex structures. Two-family dwellings.

(D) Country clubs. Country clubs, golf courses and other private non-commercial recreation areas and facilities, including swimming pools; provided that any principal building or swimming pool shall be located not less than fifty (50) feet from any other lot in an R District.

(E) Cemeteries. Cemeteries adjacent to or in extension of existing cemeteries.

(F) Museums. Museums, and other public buildings not permitted as a principal use.

(G) Health care facilities. Including hospitals, clinics, nursing homes and other similar health care facilities.

(H) Essential service structures. Essential service structures, including but not limited to structures such as telephone exchanges, substations, wells, pumping stations and elevated water storage tanks.

(I) Commercial or residential stables. Stables and riding academies provided the property upon which the use is located is a minimum of five (5) acres. One horse is allowed upon the first five (5) acres and an additional two (2) acres are required for each additional horse.

(J) Kennels. Any lot or premises or portion thereof on which four (4) or more dogs and/or cats over six (6) months old are owned, boarded, bred or offered for sale. No more than five (5) dogs and/or cats shall be allowed by conditional use permit. (See also [Chapter 90](#))

(K) Parking. Off-street parking when the proposed site of the off-street parking abuts on a lot which is in the B or I districts and in the same ownership as the B or I district.

**(L) Day care facilities - Residential. Facility serving fifteen (15) or more persons. If required, the facility must be state licensed and meet all state mandated conditions.**

(M) Temporary buildings. Buildings temporarily located for purposes of construction on the site for a period of time not to exceed the construction period.

(N) Funeral homes and mortuaries.

(O) Outdoor furnaces and boilers, provided the following conditions are met:



(1) The applicant shall submit a site plan, drawn to scale, showing the location of the proposed outdoor furnace or boiler in relation to existing structures and property lines as well as proposed screening or enclosure.

(2) Outdoor furnaces and boilers shall only be allowed on lots five (5) acres in size or greater. If the lot is divided in the future, so as to be less than five (5) acres, the outdoor furnace shall be removed.

(3) Outdoor furnaces and boilers shall be set back a minimum of fifty (50) feet from all property lines when abutting a residential district. When the property does not abut a residential district, the furnace shall comply with minimum setback requirements of the zoning district it is within.

(4) No burning materials shall be stored within five (5) feet of the principal structure and materials shall be stored in an orderly fashion.

(5) The outdoor furnace or boiler must be enclosed in a structure or screened with fencing and/or other materials as approved by the City Council.

(6) When the outdoor furnace or boiler is enclosed in a structure, the structure shall generally match the exterior of the principal structure.

(7) When the outdoor furnace or boiler is enclosed in a structure, the structure shall not count against the allowable square footage for future accessory structures, as long as it strictly serves as an enclosure for the furnace or boiler and the structure does not exceed one hundred (100) square feet in size.

(8) If the outdoor furnace or boiler is to be replaced, it shall meet the city and/or state requirements in place at that time.

(9) The outdoor furnace or boiler shall be UL Listed, or certified per the State Building Code, and the applicant shall follow all manufacturer specifications.

(10) If the outdoor furnace or boiler is taken out of service for a period of one (1) year or more, the permit shall become null and void and the unit and enclosure shall be removed from the property.

(P) Community center buildings. Community center buildings not operated by a governmental agency.

(Q) Bed and breakfast inn, provided the following are adhered to:

(1) Off-street parking shall be provided in accordance with the parking requirements of § [150.217](#). A minimum of one (1) off-street parking space per guest room shall be provided in addition to the parking requirements for the zoning district in which the facility is located. Off-street parking is to be screened from the surrounding residences.

(2) Signs shall be in accordance with the sign requirements in § [150.213](#) and meet the requirements for the zoning district that the business is located within. (Identifying signs to be not more than four (4) square feet in total, located on the building and consistent with the character of the building).

(3) A maximum of five (5) units may be established in a structure.

(4) A bed and breakfast establishment shall show proof of inspection or proof of proper operating licenses by the state and/or country.

(5) All guest rooms shall be contained within the principal structure.

(6) Dining and other facilities shall not be open to the public, but shall be used exclusively by the residents and registered guests.

(7) The maximum stay for guests shall be fourteen (14) days within a thirty (30) day period.

(8) The inn shall comply with all applicable laws, rules, and regulations governing its existence and operation, including, but not limited to, the State Building Code, the State Fire Code, and the State Health Code.

(9) A conditional use permit shall be terminated upon occurrence for the following:

(a) Non-compliance with the provisions of these provisions.

(b) Transfer of ownership of said property from the owner/operator.

(c) The creation of a condition which adversely affects the health, safety, or general welfare of the city or its residents.

(10) The owner or operator shall reside on the property or submit a management plan for approval as part of the conditional use permit.

(R) Produce sales. Produce display for the sale of agricultural products, other than that raised on the site, provided that said display is located a minimum of ten (10) feet from the front property line.

(S) Schools. Public schools and private schools which have a curriculum equivalent to a public elementary or secondary school, provided no building is less than fifty (50) feet from any abutting residential lot.

(T) Dwellings with a zero (0) lot line. When dwelling units of a two-family structure are to be under separate ownership, a zero (0) lot line may be permitted between the units. State Building Code and Fire Code requirements shall be complied with. Also, minimum lot frontage and lot area requirements shall be met.

(U) Land reclamation. See § [150.015](#).

(V) Mining. See § [150.016](#).

#### **§ 150.063 INTERIM USES.**

Those other uses which in the opinion of the Planning Commission are appropriate only on an interim basis, and pursuant to § [150.037](#).

#### **§ 150.064 ACCESSORY USES.**

Within any R-1 Single Family Residential District, the following uses shall be permitted accessory uses, provided, that only one (1) accessory building one thousand (1,000) square feet per principal structure be allowed on lots up to twenty thousand (20,000) square feet. If the lot is over twenty thousand (20,000) square feet, you can add five percent (5%) of the lot area over twenty thousand (20,000) square feet to the garage, up to a maximum of one thousand six hundred (1,600) square feet. (See also § [150.011](#)) One utility/storage building up to a maximum of one hundred forty-four (144) square feet is allowed.

(A) Garages. Private garage, carport or parking space for passenger cars and for not more than one (1) one and one-half (1½) ton truck.

(B) Boarders. The keeping of not more than two (2) boarders by resident family.

(C) Pools and similar recreational facilities. Private swimming pools, tennis courts and other recreational facilities necessary to conduct a home sporting event.

(D) Home occupations as defined by this Zoning Code.

(E) Signs as permitted by this Zoning Code.

(F) Utility and storage buildings. Lawn, garden and other buildings used for private storage purposes provided that not more than one (1) building is located per dwelling unit and the maximum floor area of the building does not exceed one hundred forty-four (144) square feet.

(G) Decorative landscape features. Decorative landscape features including but not limited to arbors, hedges, walls, shrubs, trees, and similar features.

(H) Essential services. Local service, electrical power lines, gas utilities, telephone lines and similar essential services.

**(X) Day care facility – Non-Residential. Facility accessory to legal conforming church, school or health care facility.**

**§ 150.065 AREA, HEIGHT, LOT WIDTH AND YARD REQUIREMENTS.**

(A) When dwelling units of a two-family or multiple dwelling structures are to be under separate ownership, zero (0) lot lines will be permitted between the units. State Building Code requirements for zero (0) lot lines shall be complied with.

(B) Side yard-corner lot. A side yard abutting a street shall not be less than thirty (30) feet in width.

(C) Area, frontage, and yard requirements. The following requirements shall be the minimum permitted in this district:

Area (ft.)	Frontage (ft.)	Height (ft.)	Front Yard Setback (ft.)	Side Yard Setback (ft.)	Rear Yard Setback (ft.)
Single family dwelling lots with public sewer:					
10,000	80	30 or 2½ stories, whichever is lesser	30	8	30
Two-family dwelling lots with public sewer:					
12,500	100	30 or 2½ stories, whichever is lesser	30	8	30
Single family dwelling lots without public sewer and water if allowed:					
1 acre	150	30 or 2½ stories, whichever is lesser	30	8	30
Dwellings with zero lot lines with public sewer:					
8,750	70	30 or 2½ stories, whichever is lesser	30	8	30
Utility/storage structures: see § <a href="#">150.011</a>					
		15 or 2 stories, whichever is lesser		5	10

Detached garages: see § <a href="#">150.011</a>					
				5	10
See subdivision § <a href="#">153.057</a> for corner lot widths.					

(D) Lots without public sewer - minimum lot area requirement. The minimum lot area for single family dwellings shall be one (1) acre or larger as required to accommodate an on-site sewage disposal system. Soil and percolation tests conducted in accordance with recommended procedures of the Minnesota Department of Health shall be made to determine whether or not the lot size as proposed, will meet the minimum standards of health and sanitation required by the Minnesota Pollution Control Agency and the city.

(E) Miscellaneous.

(1) Frontage for lots without public sewer shall be a minimum one hundred fifty (150) feet on a public right-of-way.

(2) Structures should be placed in such a manner to be able to subdivide for smaller lot development in the event that public sewer becomes available.

(3) No septic tank, drain field, or drywell shall be less than twenty (20) feet from a property line. See MHD - most restrictive shall apply.

## R-2 MANUFACTURED HOME PARK DISTRICT

### § 150.075 R-2 MANUFACTURED HOME PARK DISTRICT.

The R-2 Manufactured Home Park District is intended to provide a district exclusively for manufactured homes served by public sanitary and storm sewers and water facilities. Every manufactured home park in the R-2 district must conform to all state regulations. No manufactured home built before June 15, 1976 shall be permitted on any site within the city unless said site is part of an approved manufactured home park, and it has a HUD seal showing it has been inspected.

### § 150.076 PERMITTED USES.

Within the R-2 Manufactured Home Park District, no structures or land shall be used except for one (1) or more of the following uses:

(A) Manufactured homes. Only units which are connected to electric, sewer and water utilities shall be allowed as a permitted use.

(B) Storm shelter.

### § 150.077 CONDITIONAL USES.

Within any R-2 Manufactured Home Park District, no structure or land shall be used for the following uses, except by conditional use permit:

(A) Permanent residential structures. Includes residence connected with management offices.

(B) Essential service structures. Essential service structures including, but not limited to, buildings such as telephone substation, pumping station and elevated water storage tanks.

(C) Manufactured home sales. Sales office and display area.

(D) Parking. Off-street parking when the proposed site of the off-street parking abuts on a lot which is in the B or I districts and in the same ownership as the B or I district.

(E) Service buildings. Laundry facilities, management offices, repair shops, and storage areas.

(F) Recreation facilities. For exclusive use of mobile home park residents, indoor and outdoor swimming pools, community center, etc.

(G) Land reclamation. See § [150.015](#).

(H) Mining. See § [150.016](#).

**(X) Day care facilities – Residential. Facility serving up to fourteen (14) persons.**

**(X) Day care facilities – Non-Residential. Facility serving up to fourteen (14) persons.**

### § 150.078 INTERIM USES.

Those other uses which in the opinion of the Planning Commission are appropriate only on an interim basis, and pursuant to § [150.037](#).

### § 150.079 ACCESSORY USES.

Within any R-2 Manufactured Home Park District, the following uses shall be permitted as accessory uses:

(A) Car ports. Car port or parking space for passenger cars.

(B) Enclosed entry. An entry addition consistent with the design of the manufactured home to which it is attached and not exceeding one hundred twenty (120) square feet of the manufactured home floor area.

(C) Signs as permitted by this Zoning Code.

(D) Decorative landscaped features. Decorative landscape features including but not limited to, pools, arbors, hedges, walls, shrubs, trees and similar features.

(E) Utility and storage building. Lawn, garden and other buildings used for private storage purposes, provided that not more than one (1) building is located per lot and the maximum floor area of the building does not exceed one hundred sixty-eight (168) square feet. The structure shall be located no less than six (6) feet from the home and no less than ten (10) feet from any adjacent principal structure.

**§ 150.080 AREA, HEIGHT, LOT WIDTH AND YARD REQUIREMENTS.**

(A) Side yard-corner lot. A side yard abutting a public street shall not be less than thirty (30) feet in width.

(B) Area, frontage, and yard requirements. The following requirements shall be the minimum permitted in this district.

Area (sq.ft.)	Frontage (ft.)	Height (ft.)	Front yard setback (ft.)	Side yard setback (ft.)	Aggregate setback (ft.)	Rear yard setback (ft.)
4,000	40	15 or 2 stories, whichever is lesser	20	5	14	10

(C) Land coverage. The maximum percentage of the manufactured home park permitted to be covered by mobile homes and other structures is thirty-five percent (35%).

**§ 150.081 OTHER REQUIREMENTS.**

(A) Play area. A minimum of four hundred (400) square feet per manufactured home site shall be provided for definable play areas and open space within the manufactured home park. Such areas of open space and play areas shall not be areas included in any setback nor shall they include any areas of less than twenty (20) feet in length or width. In addition, if the manufactured home park is part of a new subdivision; there shall be a dedication of land for public recreation and open space uses in accordance with provisions of the Subdivision Code.

(B) Landscape buffer. Where a mobile home park abuts a single-family residential area or external street area, there shall be a minimum of thirty (30) feet between the lot or right-of-way line and any manufactured home park use; such setback area shall act as a buffer and shall be landscaped according to a landscape plan to be submitted at the time of application.

(C) Landscaping.

(1) The entire manufactured home park shall be landscaped and there shall be planted or otherwise located one (1) shade tree with a minimum diameter of two (2) inches on or near each manufactured home site.

(2) Manufactured home parks shall be enclosed by a fence or screen planting so as to provide privacy for the occupants of the park.

(D) Street access. Access to or from a manufactured home park shall not be permitted into or upon local streets serving single-family residential areas.

(E) Street width. Streets shall have a minimum width so as to permit two (2) moving lanes of traffic. Minimum lane width shall be twelve (12) feet.

(F) Street and parking area paving. Private streets and parking areas within a manufactured home park shall be hard surfaced to control dust and drainage according to city standards as specified by the City Engineer.

(G) Public utilities. All utilities supplied by the manufactured home park shall be underground. This shall include electricity and telephone lines.

(H) Skirting. Each manufactured home shall be completely enclosed with weatherproof skirting.

(I) Visitor parking. Off-street parking for visitors shall be provided as required by the city.

(J) Anchoring. All manufactured homes shall be anchored in accordance with the State Building Code.

(K) Set-up. All manufactured homes must be completely set-up and skirted within thirty (30) days of permit issuance.

(L) Address. Each manufactured home shall be clearly marked with an address designation.

**§ 150.082 PERMIT/INSPECTION FEES.**

(A) No manufactured home set up or installed after the effective date of this Zoning Code shall be occupied prior to obtaining an installation permit from the City Building Official. Conditions for issuance of such permit shall be payment of fees and inspection to ensure compliance with Minnesota State Building Code and this Zoning Code. It shall be the responsibility of both the manufactured home park owner and the individual manufactured home owner to obtain the installation permit; however, the cost of the permit shall be borne by the individual manufactured home owner.

(B) Fee to be paid as established by City Council resolution.

## R-3 MULTIPLE DWELLING DISTRICT

### § 150.090 R-3 MULTIPLE DWELLING DISTRICT.

The R-3 Multiple Dwelling District is intended to provide a district which allows a broad range of multiple family housing units (townhouses, row houses, apartments) where properly related to other land uses and thoroughfares and where such development is consistent with the Comprehensive Plan. Unless otherwise specified, all structures in the R-3 District shall comply with the following minimum standards:

(A) A permanent foundation under the entire structure which complies with the Minnesota Building Code.

(B) The minimum pitch on any shingled roof must be at least two-twelfths (2/12) or in the case of a flat roof design, a built up roof assembly to comply with the State Building Code. All roofs must be shingled or an A roof assembly.

(C) The minimum width and length of the principal structure must be twenty-four (24) feet for more than fifty percent (50%) of the floor area. Minimum square footage of the main floor shall be five hundred seventy-six (576) square feet.

(D) Any alterations or additions must be of the same materials, type of construction, and must have the same appearance as the principal structure.

(E) No building permits shall be issued until a complete drainage system has been reviewed by the city. If deemed appropriate, the City Building Official may require approval of the drainage system by the City Engineer.

(F) All principal structures must have a basement or approved solid wall footing wall around the perimeter of the structure or a footing around the perimeter of the structure designed by a state licensed engineer and approved by the local building official.

(G) Every new single-family dwelling must construct a garage with a minimum size of two hundred forty (240) square feet. Every new two-family dwelling must construct one (1) or two (2) garages with a total minimum size of four hundred eighty (480) square feet. The garage(s) must be constructed before a final certificate of occupancy will be granted.

### § 150.091 PERMITTED USES.

Within the R-3 Multiple Dwelling District, no structure or land shall be used except for one (1) or more of the following uses:

(A) Single and two-family dwellings. Single-family detached dwelling and two-family dwelling structures.

(B) Multiple dwelling structures. Structures containing not more than eight (8) dwelling units.

(C) Two-family dwellings with a zero (0) lot line. When dwelling units of a two-family structure are to be under separate ownership, a zero (0) lot line may be permitted between the units. State Building Code and Fire Code requirements shall be complied with. Also, minimum lot frontage and lot area requirements shall be met.

(D) Day care facilities - Residential. Facility serving up to fourteen (14) persons.

(X) Day care facilities – Non-Residential. Facility serving up to fourteen (14) persons.

### § 150.092 CONDITIONAL USES.



Within any R-3 Multiple Dwelling District, no structure or land shall be used for the following uses except by conditional use permit.

(A) Multiple dwelling structures. Structures containing nine (9) or more dwelling units.

(B) Clubs. Private clubs and lodges which are not operated for a profit.

(C) Churches and other places of worship. Church buildings and areas, schools of religion and similar institutions.

**(D) Day care facilities - Non-Residential. Facility serving fifteen (15) or more persons.**

**(E) Day care facilities - Residential. Facility serving fifteen (15) or more persons.**

(F) Nursing homes, rest homes, or homes for the aged. Provided the site shall contain at least one thousand (1,000) square feet for each person to be served.

(G) Professional offices. Offices of persons in the professions: clinics for human health care, funeral homes, mortuaries and office of civic, religious or charitable institutions.

(H) Studios. Art studios, interior decoration studios, photo studios, music studios, and similar activities.

(I) Public buildings and essential service structures. Municipal and other public buildings used for office purposes, museums, libraries, and structures containing or providing essential public services.

(J) Outdoor furnaces and boilers, provided the following conditions are met:

(1) The applicant shall submit a site plan, drawn to scale, showing the location of the proposed outdoor furnace or boiler in relation to existing structures and property lines as well as proposed screening or enclosure.

(2) Outdoor furnaces and boilers shall only be allowed on lots five (5) acres in size or greater. If the lot is divided in the future, so as to be less than five (5) acres, the outdoor furnace shall be removed.

(3) Outdoor furnaces and boilers shall be set back a minimum of fifty (50) feet from all property lines when abutting a residential district. When the property does not abut a residential district, the furnace shall comply with minimum setback requirements of the zoning district it is within.

(4) No burning materials shall be stored within five (5) feet of the principle structure and materials shall be stored in an orderly fashion.

(5) The outdoor furnace or boiler must be enclosed in a structure or screened with fencing and/or other materials as approved by the City Council.

(6) When the outdoor furnace or boiler is enclosed in a structure, the structure shall generally match the exterior of the principle structure.

(7) When the outdoor furnace or boiler is enclosed in a structure, the structure shall not count against the allowable square footage for future accessory structures, as long as it strictly serves as an enclosure for the furnace or boiler and the structure does not exceed one hundred (100) square feet in size.

(8) If the outdoor furnace or boiler is to be replaced, it shall meet the city and/or state requirements in place at that time.

(9) The outdoor furnace or boiler shall be UL Listed, or certified per the State Building Code, and the applicant shall follow all manufacturer specifications.

(10) If the outdoor furnace or boiler is taken out of service for a period of one (1) year or more, the permit shall become null and void and the unit and enclosure shall be removed from the property.

(L) Bed and breakfast inn, provided the following are adhered to:

(1) Off-street parking shall be provided in accordance with the parking requirements of § [150.500](#) et seq. A minimum of one (1) off-street parking space per guest room shall be provided in addition to the parking requirements for the zoning district in which the facility is located. Off-street parking is to be screened from the surrounding residences.

(2) Signs shall be in accordance with the sign requirements in § [150.213](#) and meet the requirements for the zoning district that the business is located within. (Identifying signs to be not more than four (4) square feet in total, located on the building and consistent with the character of the building).

(3) The maximum of five (5) units may be established in a structure.

(4) A bed and breakfast establishment shall show proof of inspection or proof of proper operating licenses by the state and/or country.

(5) All guest rooms shall be contained within the principal structure.

(6) Dining and other facilities shall not be open to the public, but shall be used exclusively by the residents and registered guests.

(7) The maximum stay for guests shall be fourteen (14) days within a thirty (30) day period.

(8) The inn shall comply with all applicable laws, rules, and regulations governing its existence and operation, including, but not limited to, the State Building Code, the State Fire Code, and the State Health Code.

(9) A conditional use permit shall be terminated upon occurrence for the following:

(a) Non-compliance with the provisions of these provisions.

(b) Transfer of ownership of said property from the owner/operator.

(c) The creation of a condition which adversely affects the health, safety, or general welfare of the city or its residents.

(10) The owner or operator shall reside on the property or submit a management plan for approval as part of the conditional use permit.

(L) Multiple garages and/or accessory buildings in excess of those that are allowed by the code.

(M) Schools.

(N) Self-service storage facility. The storage facility cannot result in an adverse impact on adjacent properties by reason of parking demand, traffic generation, lighting, outdoor activities, fire hazard, safety hazard, visual blight, incompatibility to the surrounding neighborhood, or any other adverse impact as determined by the City Council.

(1) No on-site sales shall be conducted, other than the rental of storage spaces.

(2) All storage shall be fully enclosed within the storage structure.

(3) No containers of flammable or hazardous materials other than normal household quantities shall be stored on-site. Quantities shall be stored per local code requirements. Exception: Quantities

over the normal household amounts can be stored if stored per local code and reported and registered with the local fire department.

(O) Land reclamation. See § [150.015](#).

(P) Mining. See § [150.016](#).

(Q) Residential facilities serving more than six (6) unrelated persons.

**§ 150.093 INTERIM USES.**

Those other uses which in the opinion of the Planning Commission are appropriate only on an interim basis, and pursuant to § [150.037](#).

**§ 150.094 ACCESSORY USES.**

Within any R-3 Multiple Dwelling District, the following uses shall be permitted accessory uses:

(A) Garages and parking. Private garages, and off-street parking space for passenger cars and trucks up to one and one-half (1-1/2) ton capacity. More than one (1) garage structure requires a conditional use permit. (See § [150.092\(N\)](#))

(B) Pools and similar recreational facilities. Swimming pools provided such pools are fenced so as to control access, tennis courts, and other similar recreational facilities which are part of a residential development and are located not less than fifteen (15) feet from any other lot in an R district.

(C) Utility and storage buildings for one- and two-family dwellings. Lawn, garden and other buildings used for private storage purposes provided that not more than one (1) building is located per dwelling unit and the maximum floor area of the building does not exceed one hundred forty-four (144) square feet.

(D) Utility and storage buildings for multiple dwellings. One (1) building as described in division (C) of this section will be permitted for each apartment building that is under separate ownership. More than two (2) utility/storage buildings requires a conditional use permit. (See § [150.092\(N\)](#))

(X) Day care facility – Non-Residential. Facility accessory to legal conforming church, school or health care facility.

**§ 150.095 AREA, HEIGHT, LOT WIDTH AND YARD REQUIREMENTS.**

(A) When dwelling units of multiple dwelling structures are to be under separate ownership, zero (0) lot lines will be permitted between the units. State Building Code requirements for zero (0) lot line shall be complied with.

(B) Area, frontage, and yard requirements. The following requirements shall be the minimum permitted in this district:

Area (sq. ft.)	Area Per Unit (sq. ft.)	Frontage (ft.)	Height (ft.)	Front Yard Setback (ft.)	Side Yard Setback (ft.)	Rear Yard Setback (ft.)	Depth (ft.)
Single family dwelling lots:							
10,000	10,000	80	35 or 3 stories,	30	8	20	125

			whichever is lesser				
Two-family dwelling lots:							
12,500	6,250	100	35 or 3 stories, whichever is lesser	30	8	20	125
Two-family dwelling lots with zero lot lines:							
17,500	8,750	140	35 or 3 stories, whichever is lesser	30	8	20	125
Multiple family dwellings:							
As required below		100	35 or 3 stories, whichever is lesser	20	10	20	
Utility/storage structures: see § <a href="#">150.011</a>							
			20		5	10	
Detached garages: see § <a href="#">150.011</a>							
			20		5	10	

(C) Lot area per dwelling unit.

(1) The following requirements shall be the minimum permitted lot area per unit for three (3) or more unit structures.

Lot Area Per Dwelling Unit

- 1 Bedroom Unit - 2,500 square feet
- 2 Bedroom Unit - 3,000 square feet
- 3 Bedroom Unit - 3,500 square feet

(2) The above mentioned requirements shall be the minimum permitted lot area per unit for three (3) to four (4) unit structures and for each unit over four (4), the lot area may be reduced by twenty-five percent (25%).

## R-4 LOW DENSITY RESIDENTIAL DISTRICT

### § 150.115 R-4 LOW DENSITY RESIDENTIAL DISTRICT.

The R-4 Low Density Residential District is intended to maintain existing single-family residential areas and provide for the development of new large lot single-family residential areas served or to be served with public sanitary sewer, storm sewer and water facilities. Unless otherwise specified, all structures in the R-4 district shall comply with the following minimum standards:

- (A) A permanent foundation under the entire structure which complies with the State Building Code.
- (B) The minimum pitch on any shingled roof must be at least two-twelfths (2/12) or in the case of a flat roof design, a built up roof assembly to comply with the State Building Code. All roofs must be shingled or be an A roof assembly.
- (C) The minimum width of the principal structure must be thirty-two (32) feet and the length of must be forty (40) feet for more than fifty percent (50%) of the floor area. The minimum square footage of the main floor shall be one thousand two hundred eighty (1,280) square feet.
- (D) Any alterations or additions must be of the same materials, same type of construction and must have the same appearance as the principal structure.
- (E) No building permits shall be issued until a complete drainage system has been reviewed by the city. If deemed appropriate, the Building Official may require approval of the drainage system by the City Engineer. The cost of the City Engineer's analysis shall be paid for by the developer.
- (F) All principal structures must have a basement or approved solid footing wall around the perimeter of the structure or a footing around the perimeter of the structure designed by a state licensed engineer and approved by the local Building Official.
- (G) Every new single-family dwelling must construct a garage with a minimum size of four hundred eighty (480) square feet. Every new two-family dwelling must construct one (1) garage or two (2) garages with a total minimum size of nine hundred sixty (960) square feet. The garage(s) must be constructed before a final certificate of occupancy will be granted.

### § 150.116 PERMITTED USES.

Within the R-4 Low Density Residential District, no structure or land shall be used except for one (1) of the following uses:

- (A) Single-family detached dwelling.
- (B) Residential facilities serving six (6) or fewer unrelated persons.
- (C) Parks and playgrounds. Public parks and playgrounds, community centers and other recreational facilities operated by governmental agencies.
- (D) Public buildings.
- (E) Horticultural uses. Truck gardening, produce stands and other horticultural activities provided that only those products grown on the premises be sold or offered for sale.
- (F) Day care facilities - Residential. Facility serving up to fourteen (14) persons.
- (X) Day care facilities – Non-Residential. Facility serving up to fourteen (14) persons.

(G) Uses not listed. Other residential and commercial uses as determined by the Planning Commission and City Council to be of the same general character as other identified permitted uses and found not to be detrimental to the general public's health, safety and welfare.

#### **§ 150.117 CONDITIONAL USES.**

Within the R-4 Low Density Residential District, no structure or land shall be used for the following uses except by conditional use permit:

- (A) Churches and other places of worship.
- (B) Duplex structures.
- (C) Residential facilities serving seven (7) to sixteen (16) unrelated persons.
- (D) Private recreation facilities. Country clubs, golf courses, swimming pools and other private non-commercial recreation areas and facilities provided that any principal structure or swimming pool is located not less than fifty (50) feet from any other property line in a residential district.
- (E) Cemeteries. Cemeteries adjacent to or in extension of an existing cemetery.
- (F) Museums.
- (G) Health care facilities. Including hospitals, nursing homes and other similar health care facilities.
- (H) Essential service structure. Including structures such as telephone exchanges, substations, wells, pumping stations and elevated water storage tanks.
- (I) Commercial or residential stables. Stables and riding academies provided the property upon which the use is located is a minimum of five (5) acres. One horse is allowed upon the first five (5) acres and an additional two (2) acres are required for each additional horse.
- (J) Kennels. Any lot or premises or portion thereof on which four (4) or more dogs and/or cats over six (6) months old are owned, boarded, bred or offered for sale. No more than five (5) dogs and/or cats shall be allowed by conditional use permit. (See also [Chapter 90](#).)
- (K) Agricultural uses. Agricultural activities including the keeping of farm animals or fowl provided no building having farm animals or fowl be nearer than one hundred (100) feet of a property line. Chickens numbering three (3) or fewer are excluded from agricultural uses and subject to the provisions of §§ [150.400-150.403](#).
- (L) Schools. Public or private schools which have a curriculum equivalent to a public elementary or secondary school, provided no building is less than fifty (50) feet from any abutting residential lot.
- (M) Day care facilities - Residential. Facility serving fifteen (15) or more persons. If required, the facility must be state licensed and meet all state mandated conditions.**
- (X) Day care facilities – Non-Residential. Facility serving fifteen (15) or more persons.**
- (N) Outdoor furnaces and boilers, subject to the following conditions:
  - (1) The applicant shall submit a site plan, drawn to scale, showing the location of the proposed outdoor furnace or boiler in relation to existing structures and property lines as well as proposed screening or enclosure.
  - (2) Outdoor furnaces and boilers shall only be allowed on lots five (5) acres in size or greater. If the lot is divided in the future, so as to be less than five (5) acres, the outdoor furnace shall be removed.

(3) Outdoor furnaces and boilers shall be set back a minimum of fifty (50) feet from all property lines when abutting a residential district. When the property does not abut a residential district, the furnace shall comply with minimum setback requirements of the zoning district it is within.

(4) No burning materials shall be stored within five (5) feet of the principle structure and materials shall be stored in an orderly fashion.

(5) The outdoor furnace or boiler must be enclosed in a structure or screened with fencing and/or other materials as approved by the City Council.

(6) When the outdoor furnace or boiler is enclosed in a structure, the structure shall generally match the exterior of the principle structure.

(7) When the outdoor furnace or boiler is enclosed in a structure, the structure shall not count against the allowable square footage for future accessory structures, as long as it strictly serves as an enclosure for the furnace or boiler and the structure does not exceed one hundred (100) square feet in size.

(8) If the outdoor furnace or boiler is to be replaced, it shall meet the city and/or state requirements in place at that time.

(9) The outdoor furnace or boiler shall be UL Listed, or certified per the State Building Code, and the applicant shall follow all manufacturer specifications.

(10) If the outdoor furnace or boiler is taken out of service for a period of one (1) year or more, the permit shall become null and void and the unit and enclosure shall be removed from the property.

(O) Bed and breakfast, subject to the following conditions:

(1) Off-street parking shall be provided in accordance with the parking requirements of § [150.500](#). A minimum of one (1) off-street parking space per guest room shall be provided in addition to the parking requirements for the zoning district in which the facility is located. Off-street parking is to be screened from the surrounding residences;

(2) Signs shall be installed in accordance with § [150.213](#) and shall meet all other requirements of the zoning district which the business is located in. (Identifying signs to be not more than four (4) square feet in total and shall be located on the structure consistent with the character of the structure);

(3) A maximum of five (5) units may be established in the structure;

(4) A bed and breakfast establishment shall show proof of inspection or proof of proper operating licenses by the state and/or county;

(5) All guest rooms shall be contained within the principal structure;

(6) Dining and other facilities shall not be open to the public, but shall be used exclusively by the residents and registered guests;

(7) The maximum stay for guests shall be fourteen (14) days within a thirty (30) day period;

(8) The bed and breakfast shall comply with all applicable laws, rules and regulations governing its existence and operation, including, but not limited to, the State Building Code, the State Fire Code and the State Health Code;

(9) A conditional use permit shall be terminated upon occurrence of the following:

(a) Non-compliance with the provisions of this Zoning Code;

(b) Transfer of ownership of said property;

(c) The creation of a condition which adversely affects the health, safety or general welfare of the city or its residents.

(10) The owner or operator shall reside on the property or submit a management plan for approval as part of the conditional use permit.

(P) Produce sales. Produce stand for the sale of agricultural products, other than that raised on the site, provided that the display is located a minimum of ten (10) feet from the front property line.

(Q) Uses not listed. Other residential and commercial uses as determined by the Planning Commission and City Council to be of the same general character as other identified conditional uses and found not to be detrimental to the general public's health, safety and welfare.

(R) Land reclamation. See § [150.015](#).

(S) Mining. See § [150.016](#).

#### **§ 150.118 INTERIM USES.**

Interim uses are those other uses which in the opinion of the Planning Commission are appropriate only on an interim basis, and pursuant to § [150.037](#).

#### **§ 150.119 ACCESSORY USES.**

Within the R-4 Low Density Residential District, the following uses shall be permitted accessory uses provided, however, that only one (1) accessory building one thousand six hundred (1,600) square feet in size be permitted per principal structure in addition to one (1) utility/storage building with a maximum size of one hundred forty-four (144) square feet. The size of the accessory structure shall not exceed the footprint of the principal structure and the exterior shall match the exterior of the principal structure.

(A) Garages. Private garage, car port or parking space for passenger vehicles.

(B) Boarders. The keeping of not more than two (2) boarders by resident family.

(C) Pools and similar recreational facilities. Including private swimming pools, tennis courts and other recreational facilities necessary to conduct a home sporting event.

(D) Home occupations as defined in § [150.002](#).

(E) Signs as permitted by the Zoning Code.

(F) Utility and storage buildings. Lawn, garden and other buildings used for private storage purposes provided that not more than one (1) building is located per dwelling unit and the maximum floor area of the building does not exceed one hundred forty-four (144) square feet.

(G) Decorative landscape features. Including, but not limited to, pools, arbors, hedges, walls, shrubs, trees and similar features.

(H) Essential services. Local service, electrical power lines, gas utilities, telephone lines and similar essential services.

(X) Day care facility – Non-Residential. Facility accessory to legal conforming church, school or health care facility.

#### **§ 150.120 AREA, HEIGHT, LOT WIDTH AND YARD REQUIREMENTS.**



Within the R-4 Low Density Residential District, no land shall be used, and no structure shall be constructed or used, except in conformance with the following requirements:

- (A) The maximum impervious surface coverage shall be twenty percent (20%).
- (B) A side yard abutting a street shall not be less than forty (40) feet in width.
- (C) Area, frontage and yard requirements. The following requirements shall be the minimum permitted in this district:

Area	Frontage (ft.)	Height (ft.)	Front Yard Setback (ft.)	Side Yard Setback (ft.)	Rear Yard Setback (ft.)
Single family dwelling lots with public sewer and water:					
1 acre	180	30 or 2 ½ stories, whichever is lesser	40	20	40
Single family dwelling lots without public sewer and water:					
1 acre	180	30 or 2 ½ stories, whichever is lesser	40	20	40
Two-family dwelling lots:					
1 acre	240	30 or 2 ½ stories, whichever is lesser	40	40	40
Utility/storage structures: see § <a href="#">150.011</a>					
		15 or 2 stories, whichever is lesser	40	20	40
Agricultural structures and machinery:					
		15 or 2 stories, whichever is lesser	100	100	100
Septic tank, drainfield or mound:					
			40	20	20

- (D) No septic tank or drain field shall be less than twenty (20) feet from a property line.
- (E) No mound system shall be located in the front yard.

**District Summary**

	<b>R-1 Single Family Residential District</b>	<b>R-2 Manufactured Home Park District</b>	<b>R-3 Multiple Dwelling District</b>	<b>R-4 Low Density Residential District</b>
<b>Residential Day Care Facility – up to 14 persons</b>	P	C	P	P
<b>Residential Day Care Facility – 15 or more persons</b>	-	-	C	C
<b>Non-Residential Day Care Facility – up to 14 persons</b>	P	C	P	P
<b>Non-Residential Day Care Facility – 15 or more persons</b>	-	-	C	C
<b>Non-Residential Day Care Facility – when accessory to church, school or health care facility</b>	A	-	A	A

P= Permitted Use

C = Conditional Use

A = Accessory Use (a permitted use when in conjunction with a legal conforming use; no city approval required for the accessory use)

**OFF-STREET PARKING REQUIREMENTS WITH PROPOSED AMENDMENTS**

- All day care related uses are shown **highlighted in yellow**.
- Language proposed to be added is shown underlined.
- Language proposed to be deleted is shown ~~stricken~~.

**§ 150.503 MINIMUM PARKING REQUIREMENTS.**

**(A) Residential uses.**

<b>USE</b>	<b>MINIMUM PARKING REQUIRED</b>
Single family, townhouse, condo, two family, manufactured/mobile	Two (2) spaces per dwelling unit
Group home, state licensed residential facility	Two (2) spaces for each five (5) beds offered for residence purposes
Boarding house, bed & breakfast	Two (2) spaces plus one (1) for each guest room
<u>Day care facility - Residential</u>	<u>No spaces required when the facility serves no more than fourteen (14) persons. The dwelling is still subject to the minimum parking requirements provided in this section.</u>
<u>Day care facility – Non-Residential (serving no more than fourteen (14) persons)</u>	<u>No additional spaces required when facility serves no more than fourteen (14) persons.</u>
<u>Day care facility – Non-Residential (serving fifteen (15) or more persons) Group daycare, nursery school</u>	<u>Five (5) spaces plus one (1) for each five (5) program participants based on the facility’s licensed capacity One (1) space per five (5) persons served based on the facility’s licensed capacity plus one (1) space for each employee or volunteer on the largest shift plus one (1) space for each business vehicle.</u>
Multi-family structure (excluding senior housing)	Two (2) spaces for each unit, one (1) parking space for each efficiency unit
Senior housing	One (1) space per dwelling unit
Apartments attached to businesses	Two (2) spaces per unit

**(B) Institutional uses.**

<b>USE</b>	<b>MINIMUM PARKING REQUIRED</b>
Chemical dependent or similar group home	One (1) space for each three (3) residents plus one (1) for each staff member
Community center	Parking shall be based on the uses within the building
Hospital	One (1) space for each three (3) hospital beds plus one (1) for each employee on the largest shift. Bassinets shall not be counted as beds for the purpose of calculating the number of off-street parking spaces required
Institutional group home	One (1) space for each four (4) residents allowed by city code

Library, museum, art gallery	One (1) space for each three hundred fifty (350) square feet of floor area in the principal structure
Nursing home, boarding care home	One (1) space for each ten (10) beds plus one (1) for each employee on the largest shift
Playground, playfield	Two (2) spaces per acres of playground and forty (40) spaces for each playfield. When a public recreation site has more than one (1) use designation, the required parking spaces must be determined for each separately. The sum of those use requirements shall be the total number of spaces required.
Post office, parcel delivery service	Ten (10) spaces plus one (1) space for each five hundred (500) square feet of floor area devoted to office, processing or service plus one (1) space for each vehicle customarily kept on the premises
Private club or lodge hall	One (1) space for each three (3) persons allowed within the maximum occupancy load as established by city, county or state fire building or health codes
Religious institution	One (1) space for each three (3) seats based on the design capacity of the main assembly hall. Up to fifty percent (50%) of the required parking can be provided through a nonexclusive written agreement with the owner of another property located within two hundred (200) feet of an entrance to the religious institution which authorizes parking during times of worship or events conducted at the religious facility at times other than usual business hours on property which is an off-street parking lot which meets the design requirements of this chapter and satisfies the parking requirements for the use of the other property during ordinary business hours during the usual work week.
School - elementary, junior high	Two (2) spaces per classroom
School - high school, post secondary	One (1) space per staff member on the largest shift plus one (1) space for each five (5) students

**(C) Commercial uses.**

<b>USE</b>	<b>MINIMUM PARKING REQUIRED</b>
Bank	One (1) space for each two hundred fifty (250) square feet of usable floor area
Beauty or barber shop	Two (2) spaces per seat plus one (1) space per employee on the largest shift
Bowling alley	Five (5) spaces per lane. Other uses which are commonly associated with bowling alleys, such as restaurants and game rooms, will require additional parking and loading space, the number of which shall be determined by the parking requirements for those uses specified in this section.
Business/trade school	One (1) space per student calculated by reference to the design of the school structure plus one (1) space for each classroom
Car wash	Stacking for a minimum of three (3) vehicles per wash bay

Club, lodge	One (1) space for each three (3) seats calculated by reference to the design of the facility plus one (1) space for every fifty (50) square feet of customer space in the dining and or bar areas
Convenience store - with or without gas pumps	One (1) space per two hundred (200) feet of gross floor area plus one (1) space per two (2) employees on the largest shift. Other uses which are commonly associated with convenience stores, such as car washes, will require additional parking and/or stacking space, the number of which shall be determined by the parking requirements for those uses specified in this section.
Convention/exhibition hall	One (1) space for each three (3) seats calculated by reference to the design of the facility
Fast food establishment - with seating	One (1) space per three (3) patron seats plus one (1) space per two (2) employees on the largest shift plus seven (7) continuous spaces for vehicle stacking when a drive- through window is provided
Fast food establishment - without seating	One (1) space per two hundred (200) square feet of gross floor area plus one (1) space per two (2) employees on the largest shift plus seven (7) continuous spaces for vehicle stacking when a drive-through window is provided
Food service, bakery	One (1) space for each twenty-five (25) square feet of customer floor area
Funeral home	One (1) space for each five (5) seats plus one space for each two hundred fifty (250) square feet of floor area not used for seating. If fixed seats are not provided, the requirement shall be one (1) space for every thirty five (35) square feet of seating area
Furniture/home furnishing store	Two parking spaces for each one thousand (1,000) square feet of gross floor area for customer parking plus one (1) parking space for each two (2) employees
Golf/archery driving range	One (1) space for each target or driving tee
Golf course	Four (4) spaces for each golf hole plus one (1) space for each two hundred (200) square feet of locker rooms and clubrooms. If the clubhouse contains dining and/or bar facilities, the parking requirements shall be the same as for a restaurant.
Grocery store	Four (4) spaces for each one thousand (1,000) square feet of usable floor area
Hotel, motel	One (1) space for each guestroom. Any other use, such as restaurant and conference space, requires additional parking and loading spaces as determined by the parking requirements for those other uses specified in this section.
Laundromat, coin operated cleaner	One (1) space for each four (4) machines
Medical/dental clinic and/or office	Three (3) parking spaces for each staff doctor or dentist
Miniature golf	Two (2) spaces per golf hole
Motor vehicle sales establishment	One (1) space for each five hundred (500) square feet of usable floor area of sales room and two (2) spaces for each service stall and one (1) for each employee

Motor vehicle service station (full service)	One (1) space per employee on the largest shift plus three (3) additional spaces for each service stall
Office	One (1) space for every two hundred fifty (250) square feet of usable floor area
Oil change station	One (1) space per employee on the largest shift plus stacking for two (2) additional vehicles per service stall
Open sales / rental lot	One (1) space for every two thousand five hundred (2,500) square feet of land which is to be used for sales and display area
Restaurant, café	One (1) space per four (4) patron seats
Retail store (except as otherwise specified herein)	Four (4) parking spaces for each one thousand (1,000) square feet of gross floor area
Skating/ice/roller rink	One (1) space for every three hundred (300) square feet of gross floor area
Sports/health club, swimming pool	One space for every two hundred (200) square feet of non- court area plus two (2) spaces per tennis or racquet ball court and one (1) space for every fifty (50) square feet of deck area for a swimming pool
Tavern, dance hall, night club, lounge	One (1) space per three (3) seats plus one space for every employee on the largest shift
Theater, auditorium, assembly hall, meeting hall	One (1) space for every four (4) seats plus one (1) space for every employee on the largest shift
Veterinary office	Three (3) spaces per doctor plus one (1) space per employee on the largest shift

**(D) Industrial uses.**

<b>USE</b>	<b>MINIMUM PARKING REQUIRED</b>
Industrial/manufacturing establishment	Five (5) spaces plus one (1) space for each employee on the largest working shift, but not less than one (1) space per one thousand (1,000) square feet of gross floor area
Wholesale/warehouse establishment	Four (4) spaces plus one (1) for each employee on the largest working shift
Adult entertainment	One (1) space per employee on the largest shift plus one (1) space per two hundred fifty (250) square feet of gross floor area

(E) If it can be demonstrated by a property owner through market studies or other means that the required off-street parking requirement is excessive and lesser requirements justifiable, the City Council may reduce the number of required spaces by passage of a resolution following review by the Planning Commission.

(F) Any use not specifically mentioned above shall meet the requirement of the use most clearly related to it as determined by the Zoning Administrator. If the Zoning Administrator is unable to identify a similar use, a determination shall be made by the City Council following review by the Planning Commission.

#### DEFINITIONS WITH PROPOSED AMENDMENTS

- Language proposed to be added is shown underlined.
- Language proposed to be deleted is shown ~~stricken~~.

**Day Care Facility - Residential.** A ~~facility that~~ dwelling in which a permanent occupant of the dwelling provides care, protection and supervision to one or more persons in a private residence for periods of less than twenty-four (24) hours per day for gain or otherwise. The size of the outdoor play area and the number and qualifications of required care givers are set forth in Minnesota Statutes which may be amended from time to time. This use may be licensed by other agencies.

**Day Care Facility – Non-Residential.** A non-residential facility, public or private, which for gain or otherwise ~~regularly~~ provides one or more persons with care, training, supervision, habitation, rehabilitation, or developmental guidance ~~on a regular basis,~~ for periods of less than twenty-four (24) hours per day. Non-residential day care facilities include, but are not limited to: day care centers, day nurseries, nursery schools, daytime activity centers, and structures previously used for residential purposes but now used for day care purposes without occupancy. ~~day treatment programs, and day services as defined by M.S. § 245.782.~~







# MEMORANDUM

TO: Planning Commission  
FROM: Mark Nolan, AICP, Senior Planner II  
Short Elliott Hendrickson, Inc.  
SUBJECT: Comprehensive Plan Update  
DATE: October 6, 2021

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## SUMMARY

The Planning Commission will debrief the September 22 Comprehensive Plan open house and consider scheduling a public hearing and potential recommendation for City Council adoption.

## DISCUSSION

The Planning Commission discussed the Draft Comprehensive Plan and prepared for the September 22<sup>nd</sup> open house at its September 13<sup>th</sup> meeting. While Commissioners were present, attendance for the open house was light. The next steps for the Planning Commission would be to consider what, if any, changes should be made to the draft Comprehensive Plan and to schedule a public hearing to take public testimony, and provide a recommendation for City Council consideration.

## ACTION REQUESTED

1. Debrief the September 22 open house and provide direction to staff regarding any potential changes to the Draft Plan.
2. Schedule a public hearing with the commission at its November 8, 2021 meeting and provide a recommendation for the City Council's consideration.

## ATTACHMENTS

None.