



City of Mora
Kanabec County, Minnesota
Meeting Agenda
Planning Commission

Mora City Hall
101 Lake Street S
Mora, MN 55051

Wednesday, September 2, 2020

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: Chad Gramentz, Mike Johnson, 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. August 10, 2020 Meeting
- b. August 20, 2020 Work Session

5. Public Hearings

- a. Permanent Zoning Classifications and Comprehensive Plan Land Use Designations for Annexed Land. The Planning Commission will conduct a public hearing and consider the permanent zoning classifications and Comprehensive Plan land use designations for multiple properties annexed into the City of Mora from the Town of Arthur in 2006 and 2007. This request was initiated by the City of Mora.
- b. Text Amendment to Regulate Electric Vehicle Charging Stations. The Planning Commission will conduct a public hearing and consider an amendment to City of Mora Code of Ordinances, Title XV Land Usage, Chapter 150 Zoning Code adding a new section in the Zoning Code to regulate electric vehicle charging stations. This Text Amendment was initiated by the City of Mora.

6. Open Forum

7. New Business

None.

8. Old Business

- a. Comprehensive Plan Land Use Map. The Planning Commission will continue its review of the 2009 Comprehensive Plan Land Use Map as part of the current Comprehensive Plan update effort.

9. Verbal Reports *(Commissioners and staff will be given the opportunity to share information.)*

- a. NorthStar RE LLC – 1200 North Industrial Road
- b. Floodplain Management Ordinance – Wednesday, September 30, 2020, 5:00-7:00 PM
- c. Comprehensive Plan Work Session – Tuesday, October 20, 2020, 5:00-6:00 PM

10. Adjournment

The next regular meeting is scheduled for Wednesday, October 7, 2020 at 5:30 PM.

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

August 10, 2020

Present: Chad Gramentz, Mike Johnson, Karen Onan and Todd Sjoberg
Absent: Sara Treiber
Staff Present: Community Development Director Beth Thorp
Others Present: None

1. Call to Order. Chair Sjoberg called the meeting to order at 5:30 pm.
2. Roll Call.
 - Gramentz – Present
 - Johnson – Present
 - Onan – Present
 - Sjoberg – Present
 - Treiber – Absent (excused)
3. Adopt Agenda. Thorp requested the addition of item 9.d. NorthStar RE LLC to the agenda. Motion by Gramentz, second by Johnson to adopt the August 10, 2020 agenda as presented and with the addition of item 9.d. NorthStar RE LLC. All present voted aye, motion carried.
4. Approval of Minutes. Sjoberg apologized for the computer and audio issues he experienced during the May 11, 2020 meeting. Motion by Johnson, second by Onan to approve the May 11, 2020 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.
 - a. Comprehensive Plan Compliance Review – Thompson Land Sale. Thorp informed the board that Marie Thompson submitted a purchase agreement to the city for .61± acres of land which is currently part of the Waste Water Treatment Plant (WWTP) property, explaining that Thompson owns land immediately east of the subject site and desires additional land in order to split her property and sell the two existing homes individually and resolve encroachments on the city-owned land. Thorp explained that while Thompson’s property is nearly 26 acres, she is unable to split it in a way that complies with the zoning code due to the placement of existing structures and insufficient frontage; and, a survey shows that portions of Thompson’s driveway, garage, and sewer mound are currently located on city-owned land. Thorp stated that the City Council has been discussing this situation since February 2020 and supports the sale of land to Thompson, and will be discussing the sale again at its August 20, 2020 meeting. Prior to the sale the Planning Commission must review the proposed sale and intended use and determine if they comply with the Comprehensive Plan. Thorp stated that the intended residential use of the property will not change; the two neighboring uses (residential and agriculture) are identified as being compatible by the Comprehensive Plan; and, she believes the proposed sale and intended use to be compliant with the Comprehensive Plan. Because the Comprehensive Plan Land Use Map identifies the

subject site as being Public / Semi-Public / Institutional, Thorp recommended that it be re-guided as Low Density Residential during the Comprehensive Plan update process. Johnson asked if the Planning Commission looked at this issue in the past; Thorp did not recall any past conversations about this property with the commission. Thorp added that staff has been working with Thompson on this request since 2019 and there may have been updates provided to the commission. Sjoberg asked if the Planning Commission reviewed this area when the WWTP was developed; Thorp, having not been hired by the city until 2005, was unaware of the commission's involvement prior to 2005. Thorp explained that Thompson originally proposed a land swap with the city; however, the City Council could not identify a reason to acquire the land proposed as part of the land swap. Motion by Gramentz, second by Onan to adopt Resolution No. PC 2020-801, a resolution finding that the proposed sale of land to Marie Thompson and the intended use are in compliance with the 2009 Comprehensive Plan, as presented. All present voted aye, motion carried.

8. Old Business.

- a. Comprehensive Plan Land Use Map. Thorp informed the Planning Commission that the Comprehensive Plan update effort is progressing, albeit slower than anticipated due to the impact of COVID-19 on the ability to conduct meetings. Thorp stated that the Comprehensive Plan Update General Work Plan for 2020 does not include a formal review of the Land Use Map by the consultant, therefore the Planning Commission would begin the process of reviewing the map in order to determine if any changes should be made. Commissioners received copies of the map as adopted in 2009 and an updated version showing all annexations and approved land use designation amendments since 2009; and, Thorp and commission members reviewed and discussed each of the four annexations and four designation amendments. Thorp encouraged commissioners to evaluate the current map and also consider the community's needs and desired growth for the next 10-20 years. Sjoberg asked what changes have been made to the Forest Avenue area; Thorp stated that no changes have been made to the Land Use Map in that area. Thorp spoke about the Forest Avenue E. corridor and the past decision to transition the area from residential to commercial; and, reminded commissioners that transitions of that type take a very long time and the city is just now seeing properties change over. Sjoberg asked about the three properties recently rezoned from commercial to residential on Forest Avenue W. and Wood Street S.; Thorp explained that the Land Use Map designated these properties as High Density Residential and, with the rezoning being in compliance with this designation, there was no need to amend the Land Use Map. Thorp commented that while preparing the map showing all amendments since 2009 she reviewed all rezonings approved since 2005 and found that approximately half included a Land Use Map amendment. Gramentz asked if the city will review and possibly update the Zoning Map after the Comprehensive Plan update is complete; Thorp responded that it's common to review the Zoning Code after the completion of the Comprehensive Plan, but she did not recall that the city proposed or adopted any major changes to the Zoning Map as a result of the adoption of the 2009 Comprehensive Plan. Thorp further explained that the Zoning Code and Map are living documents which are continually amended based on the needs of the community. Gramentz asked how the Land Use Map designations and Zoning Map classifications align; Thorp stated that she'll prepare a comparison for the commission following the meeting. Onan suggested that the city purchase property on Lake Mora for the purpose of providing a public access, adding that the city missed an opportunity when a Park Street N. property sold a couple of years ago. Thorp and commissioners discussed Peterson Park and MnDOT not permitting it to become a public access due to safety concerns. In response to Onan's suggestion, Gramentz suggested that, if the City Council supported the development of a

public access, the city should consider purchasing the three Wood Street N. properties that routinely flood and redevelop them as a public access. Thorp stated that a desire to create a public access would be something to build into the written narrative of the Comprehensive Plan rather than the Land Use Map, and encouraged Onan to suggest her idea at the City Council work session on August 20, 2020. Sjoberg commented that an old lake access was located behind his and Hruby's Cedar Street N. properties and it could possibly be re-established. Sjoberg added that he did not feel there would be neighborhood support if the city proposed the development of a parking lot in a residential area. Commissioners discussed the fluctuating lake level, with Sjoberg reporting that it's currently down nine feet. Onan suggested getting the DNR involved and finding a way to regulate the water level, possibly with the construction of a dam; Sjoberg and Johnson explained that Lake Mora's water source is primarily runoff and a dam would not be a solution for Lake Mora. Sjoberg and Johnson further explained that Lake Mora is the community's water source. Onan again stated that she would like to find a way to regulate the lake's water level and shared that she'd like to see non-motorized dragon boat races take place on the lake. Gramentz asked if there are any new ideas from the Comprehensive Plan Committee; Thorp explained that the committee last met in May, the conclusion of a three-part meeting series, to review the written narrative of the 2009 Comprehensive Plan, with very minimal focus on or discussion about the Land Use Map. Thorp added that the General Work Plan does not call for any additional meetings of the committee; however, meetings can be scheduled if needed. Thorp stated that consultant Hometown Planning will be providing materials for the August 20, 2020 work session, with those materials being sent to the City Council and Planning Commission in advance. Thorp reviewed the purpose of the work session, explaining that it will be an opportunity for the Planning Commission and City Council to learn about the Comprehensive Plan Committee's activity and discussions thus far and to provide comments, concerns, and suggestions for moving forward. Thorp stated that the Land Use Map discussion will be added to the next Planning Commission agenda so that commissioners have another opportunity to review the map and provide suggestions.

9. Verbal Reports.

- a. NorthStar RE LLC. Sjoberg suggested moving the NorthStar RE LLC report up on the agenda from item 9.d.. Thorp reviewed the history of NorthStar's Conditional Use Permit (CUP) for Mining, granted in May 2020, in order to remove excess dirt from the industrial park site, explaining that the applicant estimated there to be approximately 500-750 cubic yards of excess dirt at the time of application. Thorp shared that Derek Carlson, NorthStar RE LLC, is now estimating there to be closer to 12,000 cubic yards. The CUP provided a deadline of July 1, 2020 to remove all excess dirt with the possibility of one 30-day extension to July 31, 2020, which was requested and granted; however, complete removal is not yet complete. Thorp acknowledged that NorthStar is making slow progress but expressed her frustrations with the project, noting that the city has no leverage to enforce timely removal of the dirt. The next deadline provided by the CUP is September 1, 2020 for final grading and landscaping; the city required a financial security to ensure the completion of this work. Thorp stated that prior to any enforcement action, the issue will likely be reviewed by the City Council and possibly the Planning Commission. Sjoberg suggested that a couple of members of the City Council visit NorthStar to discuss the situation and try to find resolve. Gramentz shared that Carlson has contacted the county multiple times to see if the county is interested in any of the material; Thorp added that Carlson is having the remaining dirt moved to his personal residence and a family member's residence, both located outside of the city. Gramentz said that the material is sandy silt making it an undesirable material for the county. Johnson and Sjoberg each shared that they had visited the site prior to the

meeting, commenting that the dirt is being removed at a very slow pace. Gramentz asked if NorthStar provided an engineered grading plan; Thorp stated that there was a city-approved grading plan from June 2019. Sjoberg asked if the delay in removing dirt is related to finances, noting that the business does not appear to be operating; Thorp shared some difficulties that have occurred between Carlson and his investor, but did not know if finances factored into the delay of dirt being removed from the site. Gramentz asked if the business had obtained a Certificate of Occupancy; Thorp stated that it was granted approximately one month ago but there does not appear to be any business activity in the building.

- b. Chicken Permits. Thorp reported that three chicken permits have been issued to date with the three sites being located on Grove Street S., Forest Avenue W., and Clark Street. Thorp explained that the permitting process was challenging initially; however, it proved to be quick and efficient when the applicant provided all necessary information. Thorp added that there have been no complaints or reports of loose chickens.
- c. Comprehensive Plan Work Session – Thursday, August 20, 2020, 5:00 – 6:00 pm. Thorp reminded commissioners that the City Council and Planning Commission will have a work session on August 20, 2020, noting that the meeting is scheduled on a Thursday rather than the standard Tuesday meeting day. Sjoberg stated that he has a scheduling conflict and is unable to attend.
- d. Floodplain Management Ordinance Open House – Wednesday, September 30, 2020, 5:00 – 7:00 pm. Thorp shared that there has been very little activity on the ordinance update over the past few months; however, the open house is scheduled for September 30, 2020 and staff will soon begin the process of notifying the public, including a direct mailing to those property owners impacted by the proposed flood prone designation. Sjoberg asked about the content of the letter, asking about the city’s approach; Thorp stated that she intends to provide a full explanation of the purpose for the ordinance update and also a notification to the property owners that their properties are directly impacted by the draft ordinance. Thorp added that she will encourage property owners to contact her with questions and concerns prior to the open house, especially if there is any hesitation about coming to a public meeting at this time. Sjoberg offered to review the letter prior to its mailing.
- e. Building Activity. Sjoberg inquired about current building activity. Thorp shared that while the year started out strong with new housing starts, they have slowed and most of the recent building permits have been for smaller projects including maintenance and new garages. Thorp and commissioners speculated that the construction slow-down is a result of the availability and cost of materials due to COVID-19. Gramentz asked about the status of the tobacco shop; Thorp shared that electric has been provided to the building and the Building Official recently visited the site to assess the status of the remodeling project and provide direction. Sjoberg asked about Neighborhood National Bank’s plan for the property at the south end of Union Street; Thorp stated that the sale of the bank to Wings Financial Credit Union fell through and she was not yet aware of future plans for the bank or the bank’s vacant property.

10. Adjournment. Motion by Gramentz, second by Johnson to adjourn. All present voted aye, motion carried and the meeting was adjourned at 6:09 pm.

Todd Sjoberg
Chair

ATTEST: _____
Beth Thorp
Community Development Director

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

**August 20, 2020
City Council Work Session**

Present: Chad Gramentz, Mike Johnson and Sara Treiber*
Absent: Todd Sjoberg
City Council Present: Jody Anderson, Jake Mathison, Sam Pioske and Alan Skramstad
Staff Present: Community Development Director Beth Thorp, City Administrator Lindy Crawford and Deputy Clerk Mandi Yoder
Others Present: Ben Oleson

*Treiber is also a member of the City Council.

1. Call to Order. Vice Chair Johnson called the Planning Commission portion of the meeting to order at 5:00 pm.
2. Roll Call.
 - Gramentz – Present
 - Johnson – Present
 - Sjoberg – Absent (excused)
 - Treiber – Present

Mayor Skramstad announced that Karen Onan submitted her resignation from the Planning Commission effective August 17, 2020.

3. Planning Commission Joint Work Session – Comprehensive Plan Update Review. Thorp introduced Ben Oleson of Hometown Planning, project consultant, and provided a brief summary of the Comprehensive Plan (Comp Plan) update to date, including the formation of a Comprehensive Plan Committee, a community survey, review of the 2009 Comp Plan and the accompanying Land Use Map. Thorp explained that the purpose of the work session was for the Planning Commission and City Council to receive a project update and have an opportunity to provide feedback on how the project moves forward. Oleson reviewed materials contained in the meeting packet, including the previously approved general work plan and a revised general work plan based on a delay caused by COVID-19. Oleson provided a summary of project activity, including: development of a community survey with assistance from the Comp Plan Committee in June, July and September 2019; survey responses collected during September – November 2019; and, review of the 2009 Comprehensive Plan with the Comp Plan Committee via WebEx in April and May 2020. Oleson highlighted Comp Plan Committee meetings in April and May, explaining that the committee reviewed various sections of the 2009 Comp Plan at each meeting providing feedback on the information and its current validity. Oleson shared Comp Plan Committee meeting notes with commissioners and councilmembers. Oleson also shared that the intent of the project is an update of the existing plan rather than a complete rewrite. Skramstad inquired about assumptions contained in the 2009 Comp Plan; Oleson reviewed certain assumptions, commenting that most were accurate. Skramstad reflected on the 2009 language pertaining to big box stores and commented that he believes it will be a while until Mora sees that type of development. Councilmembers had a lengthy discussion about the loss of Shopko and its impact on the community; other retail stores increasing offerings after the closure of Shopko; the increasing popularity of online shopping; and, a desire to have a

healthy mix of retail options in Mora. Treiber shared details from a recent newspaper article discussing the increased ability and desire to work remotely due to COVID-19, adding that people are now able to move away from larger, higher cost of living cities and into smaller, lower cost of living communities like Mora. Councilmembers discussed local broadband and housing issues as they relate to the ability to attract more people to Mora. Oleson stated that the 2009 Comp Plan includes an assumption that Mora will move towards becoming a full service balanced community providing housing and employment options, and reflected on the Comp Plan Committee's discussion about what type of community they wanted Mora to be; Oleson asked commissioners and councilmembers how they would like to see Mora grow. Councilmembers shared their thoughts, commenting that growth options are limited due to Cambridge being relatively close, transportation routes being more limited than in surrounding communities, and the lack of broadband availability in Kanabec County. Councilmembers discussed the lack of general awareness about Mora's downtown, commenting that the soon-to-be-installed electric vehicle charging stations will help bring people into the downtown area. Oleson asked about the city's current interest in expanding infrastructure; the general consensus was that the city is currently in a good position with infrastructure, with the potential for smaller projects in the industrial park and to allow residential growth. Commissioners and councilmembers discussed the benefits and challenges of constructing a walkway allowing pedestrians to cross Highway 65 safely, segueing into a conversation about public transportation and the impact of the proposed Northstar Line along the Highway 107 corridor. Oleson asked commissioners and councilmembers for their thoughts on the current status of parks and trails in the community, commenting that the Comp Plan Committee expressed a desire to expand the city's trail system. The general consensus was support for a new park on the east side of Highway 65 to support new residential growth and improvements to existing parks. Oleson and councilmembers continued discussing the status of broadband availability, commenting that service is better in the City of Mora than outside of the city but there are still areas within the city that do not have adequate service. Mathison introduced the topic of the high school relocating and the need to consider redevelopment of the existing downtown site; the group discussed ideas including high density residential or mixed use (commercial and residential). Oleson asked the group about their thoughts on striving to provide amenities appealing to the existing aging population, amenities to attract a younger population, or a mixture of amenities appealing to both groups; the consensus was a desire to provide a mixture of amenities for all age groups, with Treiber commenting that the recent rearrangement of tennis and basketball courts at Library Park now allows all age groups to use the park in harmony. Crawford asked if there were any other topics that the group would like to discuss. Anderson commented that the existing bus system needs improvement; Pioske and Johnson shared that they've had or heard of many good experiences with Timber Trails. The group discussed the difference between fixed route service and demand response, with Timber Trails being a demand response service, and what type of service the community is able to support. Commissioners and councilmembers again discussed desired improvements and increased safety for non-motorized traffic crossing Highway 65. With no further discussion, Oleson shared that the next step will be drafting the Comprehensive Plan update based on input from the Comp Plan Committee, Planning Commission and City Council.

4. Adjournment. Motion by Gramentz, second by Treiber to adjourn. All present voted aye, motion carried and the Planning Commission portion of the meeting was adjourned at 5:57 pm.

Mike Johnson
Vice Chair

ATTEST: _____
Beth Thorp
Community Development Director



MEMORANDUM

TO: Planning Commission
 FROM: Beth Thorp, Community Development Director
 SUBJECT: Public Hearing – Permanent Zoning Classifications and Comprehensive Plan Land Use Designations for Annexed Land
 DATE: September 2, 2020

SUMMARY

The Planning Commission will conduct a public hearing and consider the permanent zoning classifications and Comprehensive Plan land use designations for multiple properties annexed into the City of Mora from the Town of Arthur in 2006 and 2007. This request was initiated by the City of Mora.

BACKGROUND

The City of Mora and State of Minnesota approved annexations in 2006 and 2007 after receiving petitions from the property owners, City of Mora (2006) and Kathleen Kawalek (2007). When land is annexed into the city, the Zoning Code states that it will have an interim zoning classification until such time that a permanent classification is approved by the City Council. Prior to 2007 the interim zoning classification was R-1 Single Family Residential District and beginning in 2007 the interim zoning classification became R-4 Low Density Residential District. Therefore, the city-owned land has an interim zoning classification of R-1 and Kawalek's land has an interim zoning classification of R-4.

In reviewing the current Zoning Map and airport-related annexations, staff became aware that not all of the airport land is included on the map. Therefore, the city will now also consider the zoning of the northernmost portion of the parcel identified as PID 22.00001.00 which appears to have been acquired by the city in 1985.

Historically, the city also considers the Comprehensive Plan land use designation for annexed land at the same time as the permanent zoning classification. The city's current Land Use Map was adopted in 2009 and land use designations were included for all of the subject properties at that time. However, staff is requesting that the Planning Commission and City Council consider the land use designations at this time to better reflect actual use and desired zoning of the properties.

DISCUSSION

The city-owned land annexed in 2006, shown in green on the attached location map, is owned and used for airport purposes. These properties have an interim zoning classification of R-1 Single Family Residential District and are designated as Public / Semi-Public / Institutional and Low Density Residential on the Comprehensive Plan Land Use Map. Because all other airport land in the city is zoned I-1 Limited Industrial District and designated as Public / Semi-Public / Institutional on the Land Use Map, staff is recommending that the 2006 annexation area be zoned I-1 and designated as Public / Semi-Public / Institutional.

The Kawalek land annexed in 2007, shown in blue on the attached location map, is now owned by Jeremy Japp (PID 22.00002.00) and Haythem Soussi (PIDs 22.000030.00 and 22.00004.00). These properties have an interim zoning classification of R-4 Low Density Residential District and are designated as Low Density Residential (Japp) and Public / Semi-Public / Institutional (Soussi) on the Comprehensive Plan Land Use Map.

Japp's property is 10.24 acres in size and is currently used for residential purposes. The property includes a single family home, accessory structures, and an agricultural field. The city's R-4 Low Density Residential District is the best fit for how this property is currently being used, and Japp verbally requested that the permanent zoning classification be R-4. In accordance with this zoning classification, staff is recommending that the land use designation remain Low Density Residential. Japp informed staff that he intends to relocate his business to the subject property at some point in the future, and Japp fully understands that he will need to request a rezoning at that time.

Soussi's properties are 7.75 and 46.98 acres in size and are currently vacant; however, Soussi has indicated that he may build a single family home on the smaller parcel in the future and he would like to construct a storage building on the larger parcel as soon as the permanent zoning has been approved. Soussi provided a written request for the smaller parcel to have a permanent zoning classification of R-4 Low Density Residential District and the larger parcel to have a permanent zoning classification of I-1 Limited Industrial District. These zoning classifications will allow Soussi to develop the two properties as desired and, despite the residential and industrial classifications being very different, the classifications will still be compatible with the surrounding uses / zoning classifications. In accordance with these zoning classifications, staff is recommending that the land use designation for the smaller parcel be changed to Low Density Residential and Industrial for the larger parcel. Soussi is aware that the zoning will need to be reviewed if he ever decides to further develop the larger parcel.

A public hearing notice was published in the Kanabec County Times on August 20, 2020 and notices were mailed to all property owners and townships within 350' of all subject properties. As of August 28th, staff had received calls from two neighboring property owners with questions. Neither property owner had concerns about the proposed zoning or land use designation; they only wanted confirmation that it didn't include their property.

STAFF RECOMMENDATION

City Properties

Permanent zoning classifications – I-1 Limited Industrial District
Comprehensive Plan land use designations – Public / Semi-Public / Institutional

Japp Property

Permanent zoning classification – R-4 Low Density Residential
Comprehensive Plan land use designation – Low Density Residential

Soussi Properties

Permanent zoning classifications – R-4 Low Density Residential and I-1 Limited Industrial District
Comprehensive Plan land use designations – Low Density Residential and Industrial

ACTION REQUESTED

Motion to approve Resolution No. PC2020-901, as presented or amended, and move its approval.

ATTACHMENTS

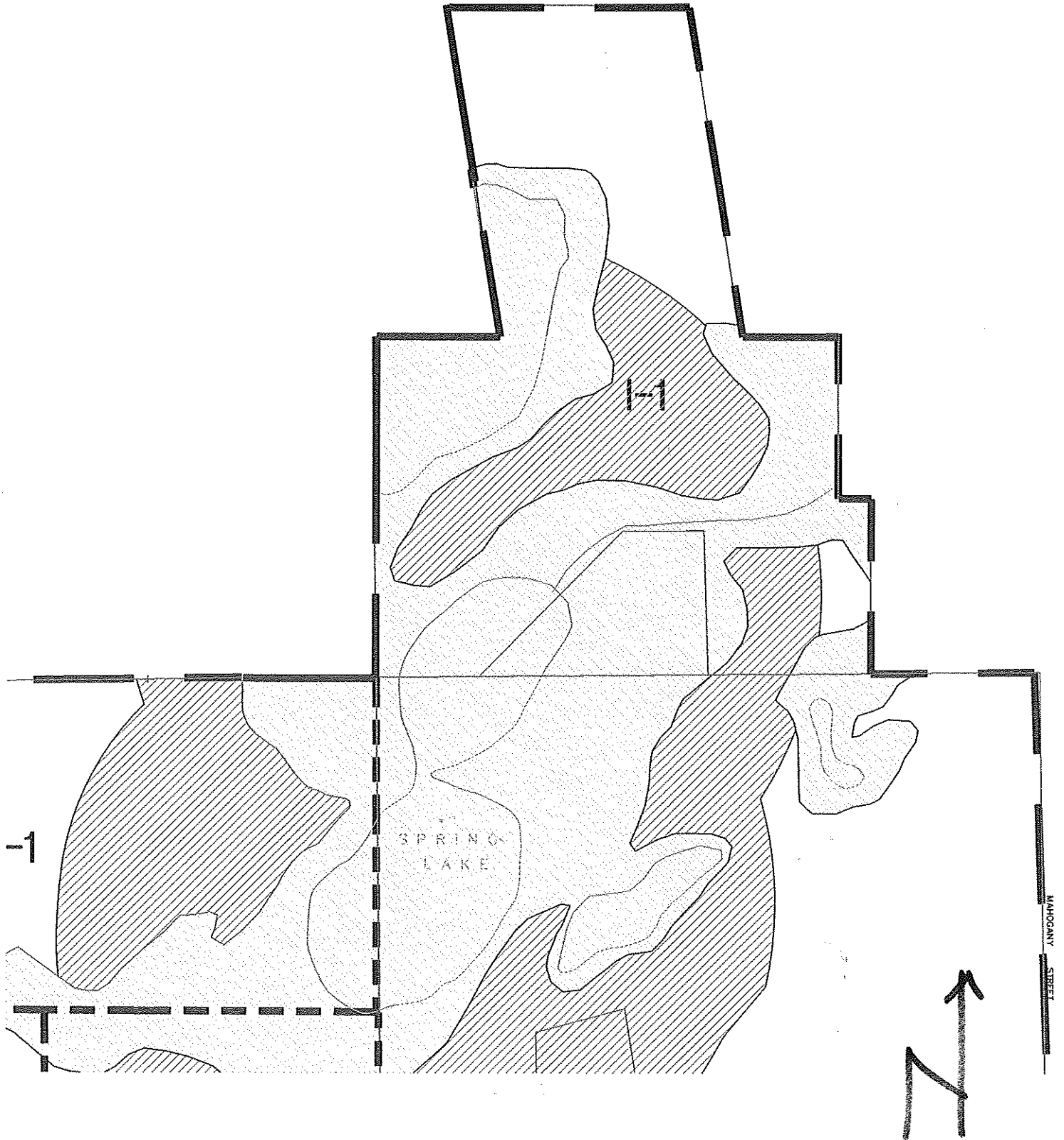
Current Zoning Map

Draft Zoning Map with proposed zoning classifications

2009 Comprehensive Plan Land Use Map with current land use designations

Draft Comprehensive Plan Land Use Map with recommended land use designations

Resolution No. PC2020-901



220th Ave / CR 70

R-4

I-1

I-1

R-4

I-1

I-1

Mahogany St

R-1

3

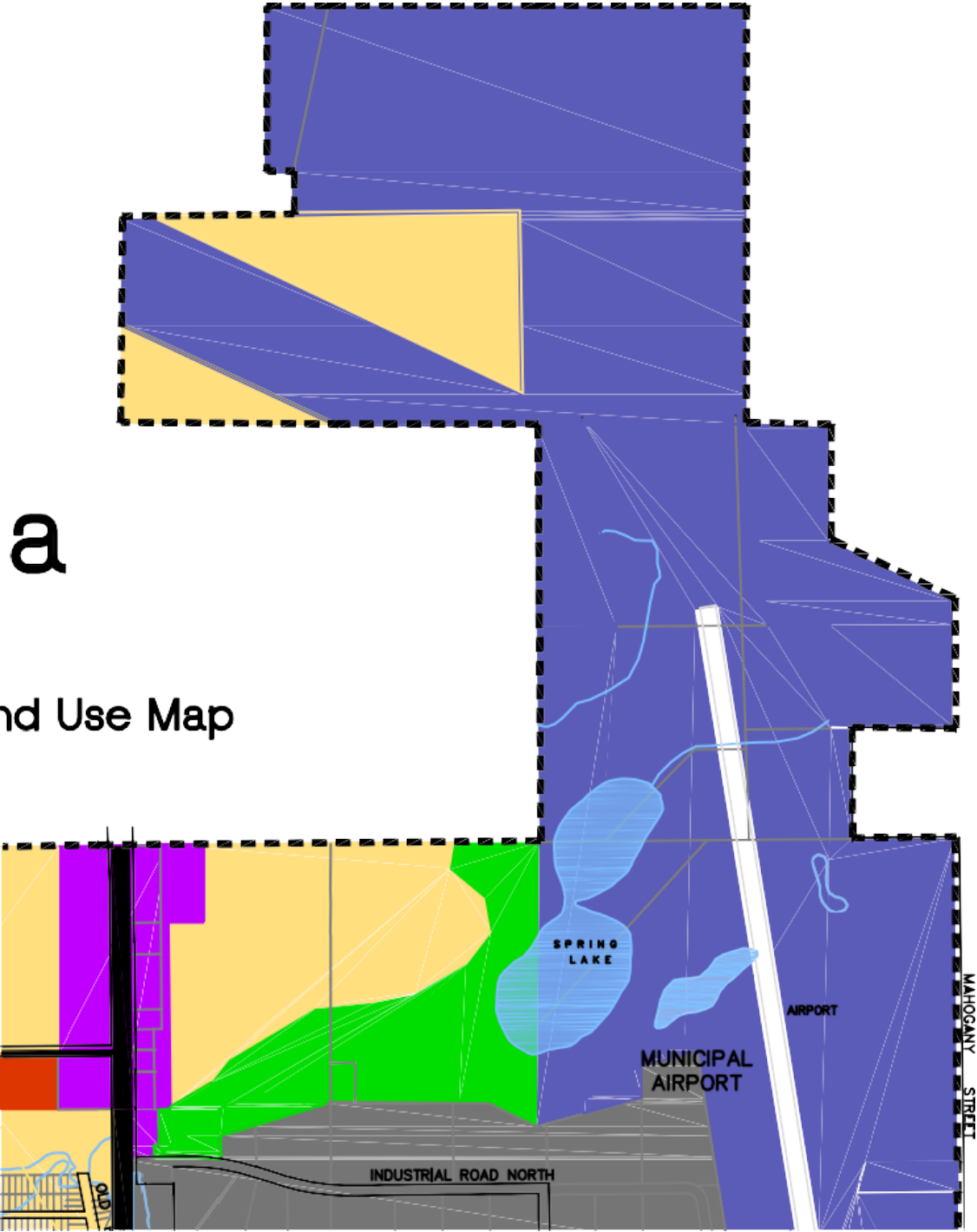
B-2

TAL 55

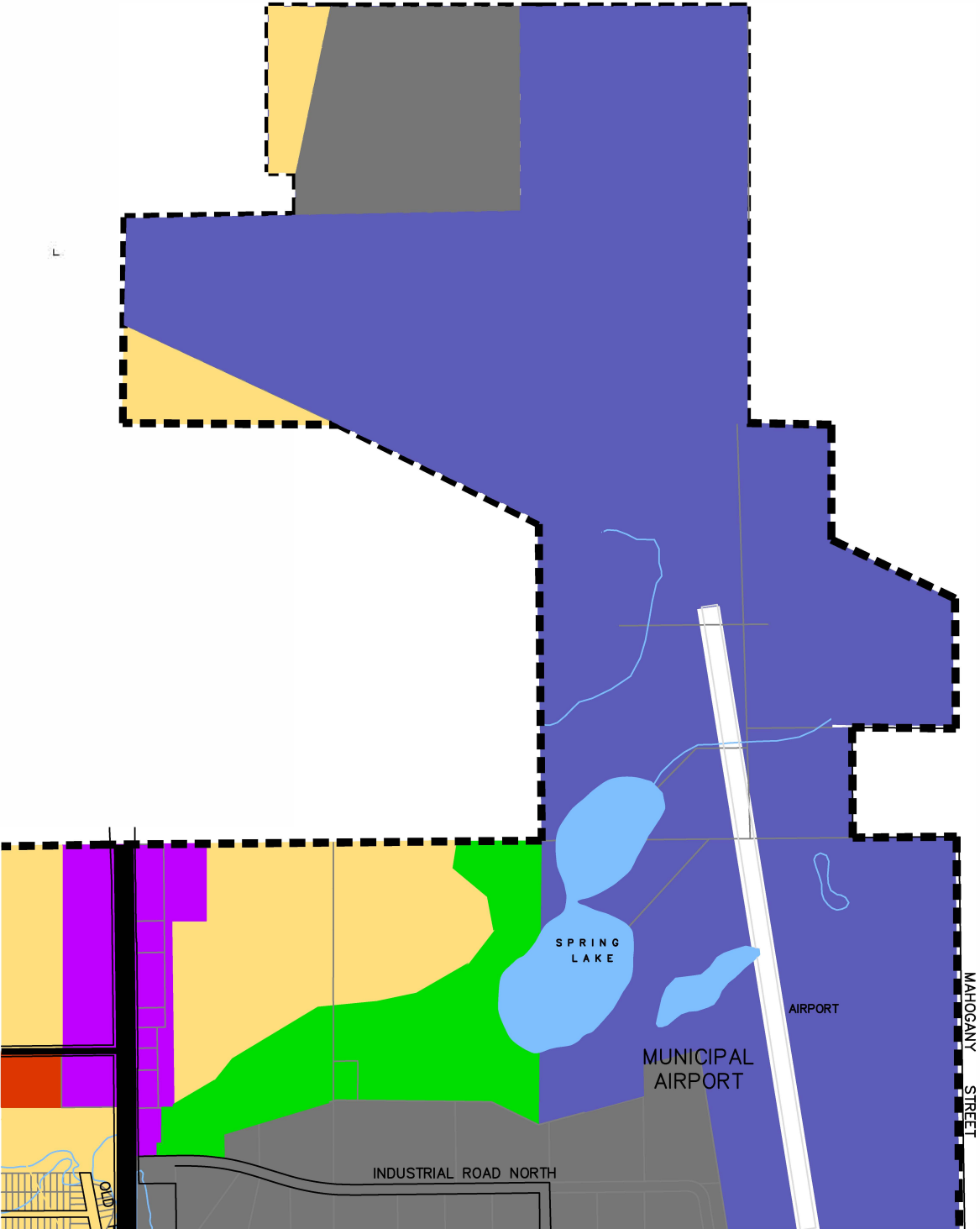
Mahogany Street



2009 Comprehensive Plan Land Use Map
with Current Land Use Designations



Draft Comprehensive Plan Land Use Map
with Recommended Land Use Designations



RESOLUTION NO. PC2020-901

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MORA, MINNESOTA,
RECOMMENDING PERMANENT ZONING CLASSIFICATIONS AND COMPREHENSIVE PLAN LAND USE
DESIGNATIONS FOR LAND ANNEXED INTO THE CITY OF MORA FROM THE TOWN OF ARTHUR**

WHEREAS, the City of Mora and State of Minnesota approved annexations in 2006 (City of Mora Ordinance No. 350) and 2007 (City of Mora Ordinance No. 351) after receiving petitions from the property owners; and

WHEREAS, the subject properties were annexed into the city with interim zoning classifications of R-1 Single Family Residential and R-4 Low Density Residential, respectively, until such time that the City Council approves permanent zoning classifications; and

WHEREAS, the 2009 Comprehensive Plan Land Use Map guides these properties for Public / Semi-Public / Institutional and Low Density Residential uses; and

WHEREAS, the City of Mora has initiated the process to establish permanent zoning classifications and Comprehensive Plan land use designations for properties described as:

PID 22.00001.00 (City of Mora)

All of that part of PID 22.00001.00 located north of the east/west center line of Section 01, Township 039, Range 024, being 23.55± ac, Kanabec County, Minnesota

PID 22.00001.10 (City of Mora)

25.28 AC N1/2 OF SE1/4, EX 02.00005.10, 02.00010.00, & N 1 RD OF NE1/4 OF SE1/4 FOR ROAD
OLD # 02.00005.00
Section 01 Township 039 Range 024, Kanabec County, Minnesota

PID 22.00001.30 (City of Mora)

18.90 AC E 783' OF N1/2 OF SE1/4 OF SE1/4; & E 783' OF NE1/4 OF SE1/4 LYING SWLY OF LINE 350' NELY OF FOL DESC LINE: COM AT E1/4 COR OF SEC 1 THEN N S 89D 27'58" W ALONG N LINE OF SAID NE1/4 OF SE1/4 1728.19' TO ITS INTERS WITH C/L OF RUNWAY OF MORA MUN AIRPORT EXT NLY, THEN S 9D00'00" E ALONG SAID RUNWAY EXT 736.4' THEN S 64D30'00" E 921.99' TO W LINE OF SAID E 783' & POB OF LINE "A" TO BE DESC, THEN CONT S 64D30'00" E 728.02' & SAID LINE THERE TERM
OLD # 02.00010.30
Section 01 Township 039 Range 024, Kanabec County, Minnesota

PID 22.00001.40 (City of Mora)

60.06 AC W1/2 OF NE1/4, EX PT SW1/4 OF NE1/4 & PT SE1/4 ACQUIRED FOR AIRPORT (LEGAL ON DOC #146994 & MISC BK 17/PG 416
OLD # 02.00035.00
Section 01 Township 039 Range 024, Kanabec County, Minnesota

PID 22.00001.50 (City of Mora)

68.88 AC S1/2 OF NW1/4 EX PT THAT LIES SWLY OF LINE 350' SWLY OF & PAR WITH FOLL DESC LINE "A" & ITS NWLY EXT, LINE "A": COM AT E1/4 COR SEC 1 THEN S 89D27' 58" W ASSUMED BEARING, ALONG N LINE OF SAID NE1/4 OF SE1/4 1728.19' TO ITS INTERS WITH C/L OF RUNWAY OF MORA MUNICIPAL

AIRPORT EXT NLY, THEN S 9D00' 00" E ALONG SAID RUNWAY EXT 736.4' THEN N 64D30'00" W 1135.46'
 TO SLY EXT OF E LINE OF SAID S1/2 OF NW1/4 & POB OF LINE "A", THEN CONT N 64D30' 00" W 2364.53'
 & SAID LINE "A" THERE TERM; EX .39 AC HWY

OLD # 02.00040.10

Section 01 Township 039 Range 024, Kanabec County, Minnesota

PID 22.00003.00 (Soussi)

7.75 AC PT N1/2 OF NW1/4 COM AT NW COR OF N1/2 OF NW1/4, E ALONG N LINE 1395' TO POB THEN
 W ALONG N LINE 469' THEN S & PAR WITH W LINE 1050' THEN E & PAR WITH N LINE 174' THEN NLY
 1093.66' TO POB

OLD # 02.00085.00

Section 01 Township 039 Range 024, Kanabec County, Minnesota

PID 22.00004.00 (Soussi)

46.98 AC FR N1/2 OF NW1/4 EX #00045, 00055, 00060, 00065, 00070, 00075

OLD # 02.00080.00

Section 01 Township 039 Range 024, Kanabec County, Minnesota

PID 22.00002.00 (Japp)

10.24 AC PT S1/2 OF NW1/4 THAT LIES SWLY OF LINE 350' SWLY OF & PAR WITH FOLL DESC LINE "A" &
 ITS NWLY EXT, LINE "A": COM AT E1/4 COR SEC 1 THEN S 89D27' 58" W ASSUMED BEARING, ALONG N
 LINE OF SAID NE1/4 OF SE1/4 1728.19' TO ITS INTERS WITH C/L OF RUNWAY OF MORA MUNICIPL
 AIRPORT EXT NLY, THEN S 9D00' 00" E ALONG SAID RUNWAY EXT 736.4' THEN N 64D30'00" W 1135.46'
 TO SLY EXT OF E LINE OF SAID S1/2 OF NW1/4 & POB OF LINE "A", THEN CONT N 64D30' 00" W 2364.53'
 & SAID LINE "A" THERE TERM; EX .39 AC HWY

OLD # 02.00040.00

Section 01 Township 039 Range 024, Kanabec County, Minnesota

WHEREAS, notice was provided and on September 2, 2020 the Planning Commission conducted a public hearing to consider the permanent zoning classifications and Comprehensive Plan land use designations per Zoning Code §150.008 Annexation of Land, at which it heard from the Community Development Director, considered the wishes of the current property owners of the above described properties, and invited members of the public to comment; and

NOW THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF MORA, MINNESOTA, AS FOLLOWS:

That the Planning Commission recommends permanent zoning classifications and Comprehensive Plan land use designations as follows:

Parcel	Owner	Interim Zoning Classification	Recommended Permanent Zoning Classification	Comprehensive Plan Land Use Designation	Recommended Comprehensive Plan Land Use Designation
22.00001.00	City of Mora	R-1	I-1	Public/Semi-Public/Institutional	Public/Semi-Public/Institutional
22.00001.10	City of Mora	R-1	I-1	Public/Semi-Public/Institutional	Public/Semi-Public/Institutional

22.00001.30	City of Mora	R-1	I-1	Public/Semi-Public/Institutional	Public/Semi-Public/Institutional
22.00001.40	City of Mora	R-1	I-1	Public/Semi-Public/Institutional	Public/Semi-Public/Institutional
22.00001.50	City of Mora	R-1	I-1	Public/Semi-Public/Institutional and Low Density Residential	Public/Semi-Public/Institutional
22.00002.00	Jeremy Japp	R-4	R-4	Low Density Residential	Low Density Residential
22.00003.00	Haythem Soussi	R-4	R-4	Public/Semi-Public/Institutional	Low Density Residential
22.00004.00	Haythem Soussi	R-4	I-1	Public/Semi-Public/Institutional	Industrial

Adopted by the Planning Commission of the City of Mora, Minnesota,
this 2nd day of September, 2020.

Todd Sjoberg _____
Mike Johnson _____

Chad Gramentz _____
Sara Treiber _____

Todd Sjoberg
Chair

ATTEST: _____
Beth Thorp
Community Development Director



MEMORANDUM

TO: Planning Commission
FROM: Beth Thorp, Community Development Director
SUBJECT: Public Hearing - Text Amendment to Regulate Electric Vehicle Charging Stations
DATE: September 2, 2020

SUMMARY

The Planning Commission will conduct a public hearing and consider an amendment to City of Mora Code of Ordinances, Title XV Land Usage, Chapter 150 Zoning Code adding a new section in the Zoning Code to regulate electric vehicle charging stations. This Text Amendment was initiated by the City of Mora.

DISCUSSION

The Southern Minnesota Municipal Power Agency (SMMPA) is working with all member communities, including Mora, to install electric vehicle charging stations (EVCS) before the end of the year. The Mora Public Utilities Commission (PUC) has identified two locations for three EVCS and is in the process of preparing the sites and equipment. SMMPA's goal is to promote electric vehicles (EVs) and provide a charging corridor throughout the state. Having EVCS in the community also happens to be a goal of the Mora Economic Development Authority (EDA).

The City of Mora Code of Ordinances currently does not provide any regulations for EVCS; therefore, the city has initiated a Text Amendment with the goal of adding a new section to the Zoning Code addressing general information, parking, equipment, usage fees, signage, and maintenance. The proposed §150.219 Electric Vehicle Charging Stations (see the attached resolution) includes similar language to what other SMMPA member cities are using and it's been reviewed by the City Attorney.

A public hearing notice was published in the Kanabec County Times on August 20, 2020. Staff had not received any inquiries or comments about the proposed Text Amendment as of August 28th.

STAFF RECOMMENDATION

Staff recommends approval of the Text Amendment.

ACTION REQUESTED

Motion to approve Resolution No. PC2020-902, as presented or amended, and move its approval.

ATTACHMENTS

Resolution No. PC2020-902

RESOLUTION NO. PC2020-902

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MORA, MINNESOTA,
RECOMMENDING APPROVAL OF A TEXT AMENDMENT TO THE CITY OF MORA CODE OF ORDINANCES,
TITLE XV LAND USAGE, CHAPTER 150 ZONING CODE PERTAINING TO THE REGULATION OF
ELECTRIC VEHICLE CHARGING STATIONS**

WHEREAS, the Mora Public Utilities Commission and Southern Minnesota Municipal Power Agency desire to install electric vehicle charging stations within the community; and

WHEREAS, the City of Mora Code of Ordinances does not currently provide any regulation of electric vehicle charging stations; therefore, the City of Mora has initiated a Text Amendment to address general information, parking, equipment, usage fees, signage, and maintenance; and

WHEREAS, notice was provided and the Planning Commission conducted a public hearing on September 2, 2020 to consider the proposed Text Amendment, at which it heard from the Community Development Director and invited members of the public to comment; and

WHEREAS, the Planning Commission found the Text Amendment to be in the best interest of the city and all other interested parties.

NOW THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF MORA, MINNESOTA, AS FOLLOWS:

That the Planning Commission recommends approval of a Text Amendment to the City of Mora Code of Ordinances, Title XV Land Usage, Chapter 150 Zoning Code by adding §150.019 Electric Vehicle Charging Stations as follows:

§ 150.019 ELECTRIC VEHICLE CHARGING STATIONS

(A) General.

(1) Private electric vehicle charging stations are permitted as accessory uses in all zoning districts.

(2) Public electric vehicle charging stations are permitted as accessory uses to allowed non-residential uses in all zoning districts.

(B) Parking.

(1) Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

(2) Public electric vehicle charging stations must be reserved for parking and charging electric vehicles only. Electric vehicles may be parked in any space designated for public parking, subject to the restrictions that apply to any other vehicle.

(C) Equipment. Vehicle charging equipment must be designed and located so as to not impede pedestrian, bicycle, or wheelchair movement or create safety hazards on sidewalks.

(D) *Usage Fees.* Property owners are not restricted from collecting a service fee for the use of an electric vehicle charging station.

(E) *Signage.*

(1) Information must be posted identifying voltage and amperage levels and any type of use, fees, or safety information related to the electric vehicle charging station.

(2) Public electric vehicle charging stations must be posted with signage indicating that the space is reserved for electric vehicle charging purposes only. For purposes of this provision, "charging" means that an electric vehicle is parked at an electric vehicle charging station and is connected to the battery charging station equipment.

(F) *Maintenance.* Electric vehicle charging stations must be maintained in all respects, including the functioning of the equipment. A phone number or other contact information must be provided on the equipment for reporting when it is not functioning or other problems are encountered.

Adopted by the Planning Commission of the City of Mora, Minnesota,
this 2nd day of September, 2020.

Todd Sjoberg _____
Mike Johnson _____

Chad Gramentz _____
Sara Treiber _____

Todd Sjoberg
Chair

ATTEST: _____
Beth Thorp
Community Development Director



MEMORANDUM

TO: Planning Commission
 FROM: Beth Thorp, Community Development Director
 SUBJECT: Comprehensive Plan Land Use Map
 DATE: September 2, 2020

SUMMARY

The Planning Commission will continue its review of the 2009 Comprehensive Plan Land Use Map as part of the ongoing Comprehensive Plan update effort.

BACKGROUND

The Comprehensive Plan Land Use Map graphically illustrates the city's land use plan, and the land use plan is simply a proposal for the future use of land with the ultimate goal of providing a pleasing, healthful and efficient urban environment in which to live, work and play. The Land Use Map designates types of uses for the entire municipality, showing specific areas or specific types of land uses, such as residential, commercial, industrial or public / semi-public / institutional. The basis for the land use plan are environmental considerations, existing land use, existing and proposed transportation routes, estimated population and economic growth, community needs and goals, and planning principals which relate together land use, the transportation system and open space.

DISCUSSION

The city's current Comprehensive Plan Land Use Map was adopted in February 2009 and should be reviewed and updated as part of the current Comprehensive Plan update. The attached map includes all amendments approved by the City Council since 2009, and also includes suggested changes identified by staff. Some of staff's suggested changes are very minor and require little or no discussion, while others are more significant and should be discussed by the Planning Commission. The following list corresponds to the numbering on the map.

Item #	Property Owner or Location	Suggested Change
1	Welia Health (Kanabec County)	Update the map to include all Welia Health properties as Public / Semi-Public / Institutional
2	Dala Place (Janice Parker)	Realign current land use designations to correspond with current zoning boundaries
3	SW corner of Howe Ave + Walnut St (Amsden, Fietek, and Harer)	Change from Low Density Residential to Residential / Commercial Transition based on current zoning and surrounding land use designations
4	SW corner of Howe Ave + Oslin Rd (Hohn and Minmor LLC)	Change from Residential / Commercial Transition to Commercial / Light Industrial

		based on current zoning, current uses, and likely future development
5	Kanabec County Jail block (Generation Church, Cole, and Kanabec County's land listed for sale)	The whole block is shown as Public / Semi-Public / Institutional; however, not all properties on this block are publicly owned. Change the three Forest Ave properties from Public / Semi-Public / Institutional to Residential / Commercial based on current zoning and surrounding land use designations
6	North of North Industrial Rd + east of Hwy 65 (Elvik, Paulson, Jabas, Rysdam, Carlson, and Caswell)	Clean up Commercial land use designation boundary to follow property boundaries
7	Airport Area (City of Mora and Soussi)	Proposed changes currently being considered by Planning Commission and City Council; proposed changes are shown on the map
8	SW corner of Hwy 65 + 9 th St (Kelling)	Change from Low Density Residential to Medium or High Density Residential based on location, surrounding uses, and likely future development
9	Kanabec County Historical Society	Should this property be designated as Public / Semi-Public / Institutional? Thinking long-term, does the city want to see this property developed as Low Density Residential based on current zoning and surrounding land use designations?
10	North side of Maple Ave, south of Lake Mora, east of Library Park, and west of Hwy 65 (multiple property owners / sites, including library, high school, homes, and businesses)	Change from Commercial to Residential / Commercial Transition based on current zoning, current uses, and likely future redevelopment
11	Fox Run 2 nd Addition and Lake Park Addition (City of Mora)	The state conveyed tax forfeit land to the city in 2019 for park purposes; statute requires that these properties be designated as Park or Open Space in the Comprehensive Plan; Lake Park Addition properties are already designated as Park or Open Space in the 2009 Land Use

ACTION REQUESTED

The Planning Commission should discuss staff's suggested changes and other changes identified by commissioners. Provide staff with direction.

ATTACHMENTS

2009 Comprehensive Plan Land Use Map with amendments approved since adoption



City of
mora
minnesota

Kanabec County

2009 Comprehensive Plan Land Use Map
With Amendments Adopted by the City Council

