



**BELLE PLAINE PLANNING & ZONING COMMISSION  
NOTICE OF REGULAR MEETING AND AGENDA  
CITY HALL, 218 NORTH MERIDIAN STREET  
PLEASE USE THE NORTH ENTRANCE**

**MONDAY, JUNE 9, 2025  
6:00 P.M.**

**PLEDGE OF ALLEGIANCE**

6:00 **1. CALL TO ORDER.**  
P.M. 1.1. Roll Call.

**2. APPROVAL OF AGENDA.**

**3. APPROVAL OF MINUTES.**

3.1. Regular Session Minutes of May 12, 2025.

6:01 **4. RECOGNITION OF INVOLVED CITIZENS.**

P.M. *Persons may make statements to the Planning Commission pertaining to items **not** on the agenda. Maximum of three (3) minutes per speaker. No official action will be taken.*

**5. PUBLIC HEARINGS.**

None.

**6. BUSINESS.**

6.1. **Resolution PZ 25-07** Resolution Finding Sale Of City Owned Property Lot 1, Block 1 Emma Krumbees Fourth Addition is Consistent with 2040 Comprehensive Plan Planned Use of Mixed Commercial and Residential.

6.2. Ordinance 25-10 Ordinance Amending Section 1104.12 of the City Code Pertaining to Accessory Structures.

6.3. Ordinance 25-11 Ordinance Amending Section 1104.04 Building Type and Construction

6.4. Ordinance 25-12 Ordinance Amending Section 1107.07 of the City Code Pertaining to Pole Buildings.

**7. ADMINISTRATIVE REPORTS.**

7.1. Commissioner Comments.

7.2. Director's Report.

7.3. Upcoming Tentative Meetings.

1. Regular Meeting, 6:00 p.m., Monday, July 14, 2025.

**8. ADJOURNMENT.**

There may be a quorum of the Belle Plaine City Council present at the meeting.

**BELLE PLAINE PLANNING & ZONING COMMISSION  
REGULAR MEETING  
MAY 12, 2025**

**PLEDGE OF ALLEGIANCE**

Chair Romness led those present in the Pledge of Allegiance.

**1. CALL TO ORDER. 1.1. Roll Call.**

The Planning and Zoning Commission met in Regular Session on Monday, May 12, 2025 at City Hall 218 North Meridian Street, Belle Plaine, MN. Chair Romness called the meeting to order at 6:00 PM with Commissioners Crosby, Schmitz and Petersen present. Commissioner Duklet was absent.

Also present were Council Liaison Otto and Community Development Director Smith Strack.

**2. APPROVAL OF AGENDA.**

MOTION by Commissioner Schmitz, second by Commissioner Petersen, to approve the Agenda as presented. ALL VOTED AYE. MOTION CARRIED.

**3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of April 14, 2025.**

MOTION by Commissioner Petersen, second by Commissioner Schmitz, to approve the Regular Session Minutes of April 14, 2025. ALL VOTED AYE. MOTION CARRIED.

**4. RECOGNITION OF INVOLVED CITIZENS.**

*Persons may make statements to the Planning Commission pertaining to items **not** on the agenda. Maximum of three (3) minutes per speaker. No official action will be taken.*

*None.*

**5. PUBLIC HEARINGS.** None.

**6. BUSINESS.**

**6.1. Chapter 1104.12 Accessory Structures Review.**

Community Development Director Smith Strack explained Council has tasked the Planning and Zoning commission with discussion to reduce regulations for detached garages and sheds. Smith Strack reviewed Chapter 1104.12 with a slideshow. Smith Strack explained the Council has specifically called out the following for review:

- Remove cap on maximum square footage of detached accessory structures on a lot. Unlimited detached accessory structure square footage is suggested.
- Remove requirement to have a driveway to access accessory structures greater than 220 square feet in foundation size.
- Allow greenhouses.

Community Development Director Smith Strack reviewed the existing rules for each item being reviewed and noted the current recommendations by Planning for allowing green houses at this time.

Community Development Director Smith Strack reviewed detached accessory structures and what other Cities have for limits within Scott County.

After discussion it was the consensus of the Commission to recommend removing the cap on accessory structures.

Community Development Director Smith Strack reviewed removal of driveway access to structures greater than 220 square feet requirement. Smith Strack noted the code was added in 2018 due to access occurring over curbs, across shared property lines and through unopened alleys. Smith Strack noted if enacted to remove staff still have a policy for unopened streets/alleys that will still apply. Smith Strack explained some but not all cities in the County require driveway access to detached garages/sheds.

After discussion it was the consensus of the Commission to recommend removing the driveway access requirement for garages/sheds over 220 square feet.

## **6.2. Discussion Exterior Materials: Metal Roofing with Exposed Fasteners.**

Community Development Director Smith Strack explained the City Council has requested the Planning and Zoning Commission review allowing metal with exposed fasteners as an approved exterior building material. Smith Strack reviewed exterior materials with a slideshow. Smith Strack explained Council is able to change, adjust and delete standards as they see fit. Smith Strack reviewed a summary comparison of exposed fasteners, policy standpoint and defined terms. Smith Strack reviewed metal roofing concealed fasteners vs. open fasteners, cost, specs, pros and cons. Smith Strack reviewed code section/standard when it was placed in the effect, which zone it applies to, analysis of standards of the following: 1104.04, 1104.12, 1107.07, 1107.17 and 1107.22 and requested discussion after each section review.

1104.04 Building Type and Construction – The Commission held discussion, it was the consensus of the Commission to remove language requiring metal siding be horizontal placed, retain a standard that prohibits unfinished steel, to add language to allow metal with concealed or exposed fasteners, and to strike language that prohibits exposed fasteners.

1104.12 Accessory Structures – After discussion, it was the consensus to mirror 1104.04 Building Type and Construction.

1107.07 Pole Buildings – After discussion, it was the consensus to keep CUP for dwellings only. Allow accessory structures to be pole buildings.

1107.17 Highway Commercial and Industrial Design Standards – After discussion, it was the consensus to not make changes and to keep language as is.

1107.22 Preservation of Belle Plaine’s Character Design Standards – After discussion, it was the consensus to not make changes.

## **7. ADMINISTRATIVE REPORTS.**

### **7.1. Commissioner Comments.**

No comments were made.

### **7.2. Director’s Report.**

Community Development Director Smith Strack highlighted the Director’s Report.

### **7.3. Upcoming Tentative Meetings.**

1. Regular Meeting, 6:00 p.m., Monday, June 9, 2025.

The Commission was reminded of the next upcoming tentative meeting as listed.

## **8. ADJOURNMENT.**

Belle Plaine Planning and Zoning Commission  
Regular Session  
May 12, 2025  
UNAPPROVED

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MOTION by Commissioner Petersen, second by Commissioner Schmitz, to adjourn the meeting at 7:31 PM.  
ALL VOTED AYE. MOTION CARRIED.


Respectfully Submitted,

Renee Eyrich  
Recording Secretary



# MEMORANDUM

Planning and Zoning Commission

<b>DATE:</b>	June 9, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>TOPIC:</b>	Sale of city owned property
<b>SUBJECT:</b>	Review sale of property for consistency with 2040 Comprehensive Plan planned use of mixed commercial and residential.
<b>RECOMMENDATION:</b>	Approve resolution finding sale of Lot 1, Block 1 Emma Krumbes Fourth Addition is consistent with planned use.
<b>BACKGROUND:</b>	<p>The City has entered into an agreement to sell property it owns at 311 Enterprise Drive (former event center). The subject property is PID 201240010. The property consists of a commercial structure and vacant land.</p> <p>Since the city has placed a comprehensive plan in effect, the planning commission is to review the proposed land transaction to determine if it is consistent with the comprehensive plan (Mn. Stat. 462.356, subd. 2).</p>
<b>ANALYSIS:</b>	<p>The planned land use under Destination 2040 is mixed commercial/residential. This means the property may be used for commercial purposes, medium density residential purposes, or a combination of the two uses either on a single lot, in the same building, or on different lots if further subdivided. The proposed use is lease commercial space</p> <p>The proposed sale and subsequent use of the property appears consistent with the 2040 Comprehensive Plan planned use.</p>
<b>ATTACHMENTS:</b>	<b>Resolution PZ 25-07</b> Resolution Finding Sale Of City Owned Property Lot 1, Block 1 Emma Krumbes Fourth Addition is Consistent with 2040 Comprehensive Plan Planned Use of Mixed Commercial and Residential
<b>SIGNATURE:</b>	

**BELLE PLAINE PLANNING COMMISSION  
RESOLUTION PZ 25-07**

**RESOLUTION FINDING SALE OF CITY OWNED PROPERTY LOT 1, BLOCK 1 EMMA KRUMBEEES  
FOURTH ADDITION CONSISTENT WITH 2040 COMPREHENSIVE PLAN PLANNED USE  
OF MIXED COMMERCIAL AND RESIDENTIAL**

WHEREAS, the City of Belle Plaine is the Fee Owner of property legally described as Lot 1, Block 1 Emma Krumbrees Fourth Addition; and,

WHEREAS, the City has entered into an agreement for the sale of said property; and,

WHEREAS, the proposed use of the subject property is commercial lease space; and,

WHEREAS, the subject property is planned for mixed highway commercial and medium density residential; and,

WHEREAS, Minnesota Statute 462.356, Subd. 2 provides cities with comprehensive plans in effect with an opportunity for the Planning Commission to review proposed sale of City owned property to ensure consistency with the comprehensive plan; and,

WHEREAS, the Planning and Zoning Commission has reviewed the proposed sale of property and subsequent use and finds:

1. The proposed use is leasing of an existing commercial facility.
2. The subject property is planned for mixed highway commercial/medium density residential use and zoned B-2 Highway Commercial District.
3. Municipal services are existing within the subject parcel

NOW THEREFORE BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF BELLE PLAINE THAT: It hereby finds the proposed sale of Lot 1, Block 1 Emma Krumbrees Fourth Addition for leased commercial use is largely consistent with the 2040 Comprehensive Plan.

The adoption of the foregoing resolution was duly moved by Commissioner and seconded by Commissioner , and after full discussion thereof and upon a vote being taken thereon, the following Commissioners voted in favor thereof: .

and the following voted against the same: .

Whereupon said resolution was declared duly passed and adopted. Dated this 9<sup>th</sup> day of June, 2025.

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Brian Romness  
Planning Commission Chairperson

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Cynthia Smith Strack  
Community Development Director



# MEMORANDUM

Planning and Zoning Commission

<b>DATE:</b>	June 9, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>TOPIC:</b>	Changes to rules for unattached garages and sheds
<b>SUBJECT:</b>	In residential neighborhoods, allow larger unattached sheds and garages, allow greenhouses, and allow more metal siding and roofing.
<b>RECOMMENDATION:</b>	Receive information - draft of Ordinance 25-10 prior to public hearing in July.
<b>BACKGROUND:</b>	<p>At a work session on March 3<sup>rd</sup> the City Council discussed reducing current regulations on detached garages and sheds. Specifically, the Council discussed:</p> <ol style="list-style-type: none"><li>1. Removing a cap on maximum square footage of detached accessory structures on a lot. The current cap is 900 square feet. Unlimited detached accessory structure square footage was suggested.</li><li>2. Removing a requirement to have a driveway to access accessory structures greater than 220 square feet in foundation size.</li><li>3. Allow greenhouses.</li></ol> <p>The Council referred the discussion to the Planning and Zoning Commission. The PZC reviewed the Council suggestions at a regular meeting on May 12<sup>th</sup> and concurred with Council.</p> <p>On June 2<sup>nd</sup> the Council looked at marked up versions of existing code and questions from staff (attached). The Council okayed changes and clarified what to bring to public hearing. Staff has drafted the attached ordinance to reflect Council direction.</p> <p>The City has regulated accessory structures, including by maximum size restriction since 1988. A driveway requirement for certain structures was added in 2018. Compatibility standards pertaining to materials have been in place since 1988 and were updated in 2001.</p>
<b>ANALYSIS:</b>	<p>As written (informed from marked-up code review discussion by Council in work session on 6/2 – <a href="#">audio available on city website</a>) Ordinance 25-10 will:</p> <ol style="list-style-type: none"><li>1. In residential areas, allow unattached garages and sheds to be any size, including larger than the dwelling. Currently the maximum combined square footage of unattached garages and sheds can't exceed 900 square feet. Also, currently the foundation size of an unattached garage or shed can't exceed the foundation size of the dwelling. Ordinance 25-10, if approved, will remove both maximum square footage and foundation size limits for unattached garages and sheds. <i>NOTE: Council in work session had specific discussion on both these standards with some officials expressing hesitation to remove size limits and instead favoring current process of reviewing case-by-case on variance basis. Ultimately Council agreed to proceed to public hearing based on PZC recommendation from previous meeting. Also, performance standards including height, setback, and surface coverage will presumably apply, however, variances for such standards have been approved as requested. In addition, on-going State zoning preemption efforts have targeted local limits on surface coverage. A comparison table of standards in other cities is attached to ensure awareness and for background information prior to the public hearing. If approved Belle Plaine will be the only city in Scott County to allow unlimited detached accessory structure square footage in residential areas. This information is not intended to advocate for or discourage a decision to allow unlimited square footage but rather to make sure all are aware of the regulatory landscape.</i></li></ol>

	<p>2. In residential areas, remove a requirement that unattached garages and sheds 220 square feet or greater in size have a driveway leading to the garage or shed. Unattached garages and sheds with overhead garage doors intended for vehicle access from an alley will be required to abut an improved alley that is open for public use. <i>NOTE: Alleys open for "public use" are further described in council instituted policy and reference map relating to open/unopen alleys and streets. If this clause is placed into effect staff will not issue building permit for garages intended to access an unopen alley.</i></p> <p>3. In residential areas, allow greenhouse accessory structures composed of glass or durable plastic panels and clearly used for cultivating plants. <i>NOTE: Council at 6/2 work session removed language developed after PZC discussion relating to sheet plastic being an allowed covering for greenhouses. During Council work session some officials expressed hesitation to allow greenhouses favoring current process of allowing temporary structures and expressing concern about long term use and condition of structures. Ultimately Council agreed to proceed to public hearing based on PZC recommendation from previous meeting.</i></p> <p>4. In residential areas, allow unattached garages and sheds to have metal siding and roofing including galvanized, galvalume, corrugated metal, ribbed metal, and unpainted metal providing glare is minimized. Currently galvanized, galvalume, corrugated metal, ribbed metal, and metal with exposed fasteners are not allowed for roofing or siding. <i>NOTE: Council at 6/2 work session had specific discussion on allowing unpainted metal including galvanized and galvalume. Viewpoints differed with some favoring requiring metal be painted. Ultimately Council agreed to proceed to public hearing based on PZC recommendation from previous meeting.</i></p>
<p><b>ATTACHMENTS:</b></p>	<ul style="list-style-type: none"> <li>• Ordinance 25-10 An Ordinance Amending City Code Chapter 11, Section 1104.12 Pertaining to Accessory Structures.</li> <li>• Marked up version of existing code presented to Council June 2<sup>nd</sup>.</li> <li>• Memo to Council included in June 2<sup>nd</sup> work session packet.</li> </ul>
<p><b>SIGNATURE:</b></p>	

	Maximum SF of detached structures regulated?	Maximum Square Footage of detached bldg?	Maximum SF tied to dwelling?	Aggregate Total?	Graduated standard?
<b>Belle Plaine</b>	<b>Yes (currently)</b>	Maximum 900 sf. Was 1,000 sf prior to 2018. Variances issued.	Yes, detached structure can't exceed dwelling footprint	Yes	No
<b>Elko New Market</b>	<b>Yes</b>	Lots ≤ one acre = 1,000 sf; Lots > one ac 2,000 sf	No	Yes	Yes based on lot size
<b>Jordan</b>	<b>Yes</b>	Lesser of 840 sf or principal structure ground floor sf. Aggregate sf can't exceed 1000 sf	Yes	Yes	No
<b>New Prague*</b>	<b>Yes</b>	Maximum <u>combined</u> 1,000 sf; for lots less than 7,000 sf detached can't exceed 15% of lot size (i.e. 6,000 sf = 900 accessory structure)	No	Yes	Yes based on lot size
<b>Prior Lake</b>	<b>Yes</b>	Maximum any residential zone = 1,000 sf	No	Yes	No
<b>Savage</b>	<b>Yes</b>	SF or two family lot = 1,000 sf aggregate. Resid MF = 350 per property. Also, maximum % of yard applies in addition to can't exceed dwelling foundation size. Must be subordinate. Can't be used as residence.	Yes	Yes	Yes based of lot use
<b>Shakopee</b>	<b>Yes</b>	No more than 10% of lot area or more than 75% of dwelling footprint. In Old Town District CUP can be issued to increase.	Yes	Yes	Yes

**ORDINANCE 25-10**

**AN ORDINANCE AMENDING CITY CODE CHAPTER 11, SECTION 1104.12  
PERTAINING TO ACCESSORY STRUCTURES**

THE CITY COUNCIL OF THE CITY OF BELLE PLAINE ORDAINS:

**Section 1.** Delete Section 1104.12, 8.

**Section 2.** Delete Section 1104.12, 9.

**Section 3.** Delete Section 1104.12, 10.

**Section 4.** Add Section 1104.12, 8 as follows:

Detached accessory structures with overhead garage doors intended to be accessed from an alley must abut an alley open for public use.

**Section 5.** Add Section 1104.12, 9 as follows:

Greenhouse accessory structures composed of glass or durable plastic panels and clearly used for cultivating plants are allowed in residential districts in accordance with this Section, zoning district standards, and applicable state and federal law.

**Section 6.** Section 1104.12, 10, E shall state:

As an exterior material, metal siding or roofing with concealed or exposed fasteners is allowed.

**Section 7.** Section 1104.12 shall be renumbered accordingly.

**Section 8.** This Ordinance shall become effective upon publication in the official newspaper of the City.

Passed and duly adopted by the City Council of the City of Belle Plaine this \_\_\_ day of \_\_\_\_\_, 2025.

BY: \_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Published in the Henderson Independent on \_\_\_\_\_.



## MEMORANDUM

<b>DATE:</b>	June 2, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>AGENDA ITEM:</b>	Accessory Structures Code Amendment
<b>BACKGROUND:</b>	<p>At a work session on March 3<sup>rd</sup> the City Council discussed reducing current regulations on detached garages and sheds. Items specifically called out were:</p> <ol style="list-style-type: none"> <li>1. Remove cap on maximum square footage of detached accessory structures on a lot. The current cap is 900 square feet. Unlimited detached accessory structure square footage was suggested.</li> <li>2. Remove requirement to have a driveway to access accessory structures greater than 220 square feet in foundation size.</li> <li>3. Allow greenhouses.</li> </ol> <p>The Council referred the discussion to the Planning and Zoning Commission. The PZC reviewed the Council suggestions and concurred with Council on all three items.</p> <p>Attached please find marked up current code language as suggested by the Planning and Zoning Commission. Note the marked up language illustrates changes to existing code whereas the code amendment ordinance enacts changes but will not include mark up of existing code.</p> <ol style="list-style-type: none"> <li>1. Council to verify intent is to allow unlimited detached accessory structure square footage i.e. remove square footage limit <u>and</u> association with dwelling unit foundation size. See table below for comparison of Scott County cities regarding maximum accessory structure sizes. All cities currently place a limit on detached accessory structure size.</li> <li>2. Council is to verify intent driveways to detached structures will not be required. Staff will continue to enforce no access (i.e. no detached garage permits) if access from unopened alleys. Also, note Elko New Market requires driveways to detached accessory structures. Shakopee requires driveways to detached garages. Other city codes in County are silent on the measure.</li> <li>3. Council to review marked up language proposed, including “Greenhouse” language.</li> </ol>
<b>ACTION:</b>	Discussion and direction.

	Maximum SF of detached structures regulated?	Maximum Square Footage of detached bldg?	Maximum SF tied to dwelling?	Aggregate Total?	Graduated standard?
Belle Plaine	Yes (currently)	Maximum 900 sf. Was 1,000 sf prior to 2018. Variances issued.	Yes, detached structure can't exceed dwelling footprint	Yes	No
Elko New Market	Yes	Lots ≤ one acre = 1,000 sf; Lots > one ac 2,000 sf	No	Yes	Yes based on lot size
Jordan	Yes	Lesser of 840 sf or principal structure ground floor sf. Aggregate sf can't exceed 1000 sf	Yes	Yes	No

<b>New Prague*</b>	<b>Yes</b>	Maximum <u>combined</u> 1,000 sf; for lots less than 7,000 sf detached can't exceed 15% of lot size (i.e. 6,000 sf = 900 accessory structure)	No	Yes	Yes based on lot size
<b>Prior Lake</b>	<b>Yes</b>	Maximum any residential zone = 1,000 sf	No	Yes	No
<b>Savage</b>	<b>Yes</b>	SF or two family lot = 1,000 sf aggregate. Resid MF = 350 per property. Also, maximum % of yard applies in addition to can't exceed dwelling foundation size. Must be subordinate. Can't be used as residence.	Yes	Yes	Yes based of lot use
<b>Shakopee</b>	<b>Yes</b>	No more than 10% of lot area or more than 75% of dwelling footprint. In Old Town District CUP can be issued to increase.	Yes	Yes	Yes

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1104.12 ACCESSORY STRUCTURES.

1. All buildings and structures that are not attached to, or part of the principal building as allowed in this Ordinance and the Minnesota Building Code shall be considered an accessory structures and must comply with the zoning requirements for an accessory structure as stated in the City Code.
2. Garages, porches, sheds and other accessory structures, as determined by the Zoning Administrator, attached or connected to the principal building shall be considered an integral part of the principal building and must comply with the zoning requirements for a principal building as stated in this ordinance (excluding decks).
3. Reserved.
4. Accessory structures twenty-five (25) square feet or less in foundation size and six (6) feet or less in height shall be exempt from standards pertaining to accessory structures, except standards applicable to the total number of accessory structures allowed per lot. Accessory structures twenty-five (25) square feet or less in foundation size and six feet or less in height shall be located in rear yards, setback at least five (5) feet from all property lines, and be placed external to easements. Accessory structures greater than twenty-five (25) square feet in foundation size or greater than six (6) feet in height shall comply with all standards applicable to accessory structures.
5. Accessory structures in excess of two hundred (200) square feet shall require a building permit. Accessory structures not exceeding two hundred (200) square feet shall require a zoning review.
6. All decks, both attached and detached to the principal building shall be considered accessory to the principal building unless covered and enclosed. Decks shall comply with the accessory building lot requirements and setbacks specified in each zoning district.
7. No detached accessory structure shall be constructed on a lot prior to the construction of a principal structure.
8. ~~The foundation size of a detached accessory structure shall not be greater than the foundation size of the principal structure on the same lot.~~
9. ~~Total combined square footage of all detached accessory structures on a lot shall not exceed nine-hundred (900) square feet.~~
10. ~~8. Detached accessory structures two hundred and twenty (220) square feet or more in foundation size shall have driveway access. **Detached accessory structures with overhead garage doors intended for vehicle access from an alley must abut an alley open for public use.**~~

**9. Greenhouse accessory structures composed of glass, durable plastic, or plastic sheets and clearly used for cultivating plants are allowed in residential districts in accordance with this Section, zoning district standards, and applicable state and federal law.**

**11.10.** Detached accessory structures over two hundred (200) square feet in area shall have architectural details which are the same or reasonably similar to the principal structure based on, but not limited to, the following:

- A. Roofing materials employed on the principal structure;
- B. Eave, overhang depth, and fascia/soffit type and appearance;
- C. Exterior color;
- D. Building openings (e.g. windows, doors);
- E. As an exterior material, **horizontal steel siding or roofing with concealed or exposed fasteners is allowed and vertical steel siding is prohibited.**

**12.11.** Detached accessory structures two hundred (200) square feet or less in area shall be visually similar to the principal structure as viewed from adjacent property lines.

**13.12.** The following are prohibited in all zoning classifications:

- A. Carports.
- B. Accessory structures with open side(s), except in conjunction with commercial retail display storage or gazebos.
- C. Monoslope (shed), barrel vault, butterfly, and M-shaped roof types.
- D. Structures with exterior materials that are primarily fabric, vinyl fabric, canvas, or similar type materials.
- E. Temporary storage pods, shipping containers, and similar temporary storage items intended for semi-permanent or permanent use. "Temporary" is defined as over 180 days in aggregate and cumulative over the life of the property

*(Ord. 03-25, Sections 1101, 1104, 1105 and 1106, Adopted January 5, 2004.)*

*(Ord. 03-26, Section 1104.13, Adopted January 5, 2004.)*

*<sup>3</sup>Ord. 11-03, Section 1104.03, 1104.05, 1104.09, 1104.10, Adopted May 16, 2011. )*

*(Ord. 15-01, Section 1104, Adopted February 17, 2015.)*

*(Ord. 15-03, Section 1104.10, Adopted June 15, 2015.)*

*(Ord. 18-01, Section 1104.12, Adopted February 20, 2018.)*

*(Ord. 20-10, Section 1104.04, Adopted September 21, 2020.)*

NOTE: see table on following page for comparative regulations from other cities in Scott County

NOTE: Elko New Market requires driveways to detached accessory structures. Shakopee requires driveways to detached garages. Other city codes in Scott County are silent on the measure.


	Maximum SF of detached structures regulated?	Maximum Square Footage of detached bldg?	Maximum SF tied to dwelling?	Aggregate Total?	Graduated standard?
<b>Belle Plaine</b>	Yes (currently)	Maximum 900 sf. Was 1,000 sf prior to 2018. Variances issued.	Yes, detached structure can't exceed dwelling footprint	Yes	No
<b>Elko New Market</b>	Yes	Lots ≤ one acre = 1,000 sf; Lots > one ac 2,000 sf	No	Yes	Yes based on lot size
<b>Jordan</b>	Yes	Lesser of 840 sf or principal structure ground floor sf. Aggregate sf can't exceed 1000 sf	Yes	Yes	No
<b>New Prague*</b>	Yes	Maximum <u>combined</u> 1,000 sf; for lots less than 7,000 sf detached can't exceed 15% of lot size (i.e. 6,000 sf = 900 accessory structure)	No	Yes	Yes based on lot size
<b>Prior Lake</b>	Yes	Maximum any residential zone = 1,000 sf	No	Yes	No
<b>Savage</b>	Yes	SF or two family lot = 1,000 sf aggregate. Resid MF = 350 per property. Also, maximum % of yard applies in addition to can't exceed dwelling foundation size. Must be subordinate. Can't be used as residence.	Yes	Yes	Yes based of lot use
<b>Shakopee</b>	Yes	No more than 10% of lot area or more than 75% of dwelling footprint. In Old Town District CUP can be issued to increase.	Yes	Yes	Yes



# MEMORANDUM

Planning and Zoning Commission

<b>DATE:</b>	June 9, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>TOPIC:</b>	Allow more types of roofing and siding and house types in residential neighborhoods
<b>SUBJECT:</b>	In residential neighborhoods, allow more metal siding and roofing and allow shed houses/barndominiums. Metal to include galvanized, galvalume, corrugated, ribbed, and unpainted types.
<b>RECOMMENDATION:</b>	Receive information - draft of Ordinance 25-11 prior to public hearing in July.
<b>BACKGROUND:</b>	<p>At a work session on March 17<sup>th</sup> the City Council reached consensus to move forward with reviewing code amendments to allow metal with exposed fasteners. The issue was referred to the Planning and Zoning Commission.</p> <p>The PZC concurred with Council to allow metal siding and roofing for dwellings and detached residential structures.</p> <p>On June 2<sup>nd</sup> the Council looked at marked up versions of existing code and questions from staff (attached). The Council okayed changes and clarified what to bring to public hearing. Staff has drafted the attached ordinance to reflect Council direction.</p> <p>The City has regulated exterior materials since 1988. In 1988 compatibility standards were placed into effect. Existing standards went into effect in 2001.</p>
<b>ANALYSIS:</b>	<p>As written (informed from marked-up code review discussion by Council in work session on 6/2 – <a href="#">audio available on city website</a>) Ordinance 25-11 will:</p> <ol style="list-style-type: none"><li>1. Allow dwellings to have metal siding and roofing including galvanized, galvalume, corrugated metal, ribbed metal, and unpainted metal providing glare is minimized. Currently galvanized, galvalume, corrugated metal, ribbed metal, and unfinished metal are not allowed for roofing or siding in residential districts. <i>NOTE: Council at 6/2 work session had specific discussion on allowing unpainted metal including galvanized and galvalume. Viewpoints differed with some favoring requiring metal be painted. Ultimately Council agreed to proceed to public hearing based on PZC recommendation from previous meeting. If approved Belle Plaine will be the only city in Scott County to specifically allow galvanized, galvalume, and unpainted metal siding and roofing. This information is not intended to advocate for or discourage a decision to allow such exteriors but rather to make sure all are aware of the regulatory landscape.</i></li><li>2. Allow shed houses and barndominiums in residential districts. These are dwellings with attached shops or storage areas and usually built using a post frame method of construction (commonly referred to as pole building). <i>NOTE: At the 6/2 work session the Council specifically discussed allowing barndos/shouses in residential districts. Reaction was mixed, however, the Council agreed to bring language to public hearing based on PZC recommendation. If approved Belle Plaine will be the only city in Scott County to allow shouses/barndos in residential districts by finding them compatible with adjacent properties. New Prague has allowed one such dwelling. New Prague is undergoing a current re-write of its zoning code with standards subject to change. A final note, there has been discussion of barndos/shouses being more affordable construction type. It is noted such structures must be engineered throughout, meet energy code, and meet all other standards under residential code. They are not exempted from building code as an 'agricultural' occupancy.</i></li></ol>

	<p>3. Allow metal roofing with exposed fasteners on dwellings and accessory structures in residential districts. Currently metal roofing must have concealed fasteners in residential districts.</p>
<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"><li>• Ordinance 25-11 An Ordinance Amending City Code Chapter 11, Section 1104.04 Pertaining to Building Type and Construction.</li><li>• Marked up version of existing code presented to Council June 2<sup>nd</sup>.</li><li>• Memo to Council included in June 2<sup>nd</sup> work session packet.</li></ul>
<b>SIGNATURE:</b>	

	Allow barndos & shouses?	Allow metal with exposed fasteners for dwelling roofing?	Allow metal with exposed fasteners for dwelling siding?	Allow metal with exposed fasteners (roofing & siding) for detached accessory structures?
<b>Belle Plaine</b>	Don't prohibit per se, but they wouldn't meet exterior materials and general standard Building Type and Construction (1104.04, 2)* and they would need CUP under 1107.07	No	No	No
<b>Elko New Market</b>	No	According to staff 'unclear' walls addressed but not roofing specifically	No sheet metal, corrugated metal, asbestos, iron , plain concrete block whether painted or color integrated or not acceptable as major exterior wall materials	No sheet metal, corrugated metal, asbestos, iron , plain concrete block whether painted or color integrated or not acceptable as major exterior wall materials
<b>Jordan</b>	No, require full load bearing perimeter foundation and cite language similar to our code 1104.04, 2 'compatibility'	Staff notes language require to be similar to other dwellings	Staff notes language require to be similar to other dwellings	Staff is unsure, note language that require similar to dwelling
<b>New Prague**</b>	Yes	Yes	Yes	Yes
<b>Prior Lake</b>	No	No	No	No
<b>Savage</b>	No	No	No	No
<b>Shakopee</b>	Don't prohibit them per se, but they wouldn't meet our design requirements for siding materials and window coverage	Certain profiles with exposed fasteners, not corrugated or ribbed types (attachment)	No	Allow post frame type accessory buildings with conventional exterior siding, not corrugated metal siding

\* adjustment of exterior material standards potentially opens the door to barndos and shouses. Discuss 1104.04, 2: *"Buildings in residential zoning districts shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the property values of the abutting properties or adversely impact the public health, safety and general welfare"*. Does Council want to allow barndos and shouses or is this standard to be interpreted as prohibiting?

\*\* zoning ordinance currently being updated

**ORDINANCE 25-11**

**AN ORDINANCE AMENDING CITY CODE CHAPTER 11, SECTION 1104.04  
PERTAINING TO BUILDING TYPE AND CONSTRUCTION**

THE CITY COUNCIL OF THE CITY OF BELLE PLAINE ORDAINS:

**Section 1.** Section 1104.04,1 shall be amended to state:

Galvanized, galvalume, and painted metal siding and roofing including corrugated and ribbed metal are allowed in residential zoning districts provided the surface is treated to minimize glare. Bare, uncoated metal is allowed as an architectural accent material.

**Section 2.** Section 1104.04,3, H shall be amended to state:

Metal siding.

**Section 3.** Section 1104.04,4 shall be amended to state:

Metal roofing with concealed or exposed fasteners is allowed in residential zoning districts for principal and accessory structures.

**Section 4.** This Ordinance shall become effective upon publication in the official newspaper of the City.

Passed and duly adopted by the City Council of the City of Belle Plaine this \_\_\_ day of \_\_\_\_\_, 2025.

BY: \_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Published in the Henderson Independent on \_\_\_\_\_.



## MEMORANDUM

<b>DATE:</b>	June 2, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>AGENDA ITEM:</b>	Exterior Materials Allow Exposed Fastener Metal Siding/Roofing in Residential Districts and Pole Building Code Amendments
<b>BACKGROUND:</b>	<p>At a work session on March 17<sup>th</sup> the City Council reached consensus to move forward with reviewing code amendments to allow metal with exposed fasteners. The issue was referred to the Planning and Zoning Commission. There are five sections of the code that correlate with exterior building materials.</p> <p>The PZC concurred with Council to allow metal siding and roofing for dwellings and detached residential structures but does not recommend changing design standards for commercial and industrial districts which are viewed as working as they are. The PZC recommends allowing pole building (post frame structures) as residential accessory structures while retaining CUP requirement should such structures be proposed for dwellings.</p> <p>Attached please find marked up current code language as suggested by the PZC. Note the marked up language illustrates changes to existing code whereas the code amendment ordinance enacts changes but will not include markup of existing code.</p> <ol style="list-style-type: none"> <li>1. Council requested to:             <ol style="list-style-type: none"> <li>a. <i>Verify intent is to allow metal siding and roofing with exposed fasteners in residential districts for dwellings and accessory structures.</i></li> <li>b. <i>Confirm intent is to allow corrugated and ribbed (typical of ag buildings/barns/silos) metal.</i></li> <li>c. <i>Specifically address whether or not "unfinished steel" is to include corrugated metal, galvanized metal, and galvalume if unpainted since they are still 'finished'.</i></li> <li>d. <i>Discuss 1104.04, 2: "Buildings in residential zoning districts shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the property values of the abutting properties or adversely impact the public health, safety and general welfare". to verify whether or not it intends to allow barndos and shed-houses – see attachments from DLI and Morton re: shed-houses.</i></li> </ol> </li> <li>2. See table below for comparison of Scott County cities regarding residential exterior materials and post/frame dwellings including barndos and shed houses. Shakopee profile attachment.</li> <li>3. <b>Council to review attached marked up language proposed:</b> Section 1104.04 Building Type and Construction; Section 1104.12, 11 Accessory Structures and Section 1107.07 Pole Buildings. <b>For context see "pole building" attachment in packet.</b></li> </ol>
<b>ACTION:</b>	Discussion and direction.

[COMPARISON TABLE ON NEXT PAGE](#)

	Allow barndos & shouses?	Allow metal with exposed fasteners for dwelling roofing?	Allow metal with exposed fasteners for dwelling siding?	Allow metal with exposed fasteners (roofing & siding) for detached accessory structures?
<b>Belle Plaine</b>	Don't prohibit per se, but they wouldn't meet exterior materials and general standard Building Type and Construction (1104.04, 2)* and they would need CUP under 1107.07	No	No	No
<b>Elko New Market</b>	No	According to staff 'unclear' walls addressed but not roofing specifically	No sheet metal, corrugated metal, asbestos, iron , plain concrete block whether painted or color integrated or not acceptable as major exterior wall materials	No sheet metal, corrugated metal, asbestos, iron , plain concrete block whether painted or color integrated or not acceptable as major exterior wall materials
<b>Jordan</b>	No, require full load bearing perimeter foundation and cite language similar to our code 1104.04, 2 'compatibility'	Staff notes language require to be similar to other dwellings	Staff notes language require to be similar to other dwellings	Staff is unsure, note language that require similar to dwelling
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<b>Prior Lake</b>	No	No	No	No
<b>Savage</b>	No	No	No	No
<b>Shakopee</b>	Don't prohibit them per se, but they wouldn't meet our design requirements for siding materials and window coverage	Certain profiles with exposed fasteners, not corrugated or ribbed types (attachment)	No	Allow post frame type accessory buildings with conventional exterior siding, not corrugated metal siding

\* adjustment of exterior material standards potentially opens the door to barndos and shouses. Discuss 1104.04, 2: "Buildings in residential zoning districts shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the property values of the abutting properties or adversely impact the public health, safety and general welfare". Does Council want to allow barndos and shouses or is this standard to be interpreted as prohibiting?

\*\* zoning ordinance currently being updated

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## SECTION 1104.00 GENERAL PROVISIONS.

### 1104.01 PURPOSE.

The purpose of this Section is to establish general development performance standards. These standards are intended and designed to assure compatibility of uses; to prevent urban blight, deterioration and decay; and to enhance the health, safety and general welfare of the residents of the City of Belle Plaine.

### 1104.02 COMPLIANCE.

Except as hereinafter provided, no building, structure or land shall hereafter be used or occupied, and no building or structure or part thereof shall hereafter be erected, constructed, reconstructed, moved or structurally altered for the district in which it is located, if not in compliance with the regulations of this Ordinance.

### 1104.03 BUILDING REQUIREMENTS.

No building or other structure shall hereafter be erected or altered to exceed in height, to accommodate or house a greater number of families, to occupy a greater percentage of lot area, to have narrower or smaller rear yards, side yards or other open spaces, than herein required, or in any other manner be contrary to the provisions of this Ordinance.

1. Premises Identification - Approved numbers or addresses shall be provided for all new buildings in such a position as to be plainly visible and legible from the street or road fronting the property. All buildings require a minimum height of four (4) inch numbers.
2. Corner Lot Traffic Visibility - On corner lots in all districts, no structure or planting in excess of the street center line grade shall be permitted within a triangular area defined as follows: beginning at the intersection of the projected property lines of two intersecting streets, thence thirty (30) feet from the point of beginning on the other property line, thence to the point of beginning.
3. Certificate of Survey:
  - A. Principal Building - a Certificate of Survey shall be submitted to the Building Official for any person desiring to construct a new principal building and shall include:
    1. Location and dimensions, including square footage and height, of existing buildings.
    2. Location and dimensions, including square footage and height, of proposed buildings.
    3. Lot dimensions.
    4. Setback measurements.
    5. Location of easements crossing the property.
    6. Encroachments.
    7. Storm water drainage.
    8. Elevation of the crown of the adjacent street.
    9. Elevation of the top of the foundation or garage floor height.

10. Driveway grade.
  11. Any other information which may be necessary to ensure conformance to this Ordinance.
- B. Detached Garages, Decks and Accessory Buildings - a Certificate of Survey or approved site plan shall be submitted to the Building Official if so required by the Zoning Administrator for any person desiring to construct a detached garage, deck or accessory building and shall include: <sup>3</sup>
1. Location and dimensions, including square footage and height, of existing buildings.
  2. Location and dimensions, including square footage and height, of proposed buildings.
  3. Lot dimensions.
  4. Setback measurements.
  5. Location of easements crossing the property.
  6. Encroachments.
  7. Storm water drainage.
  8. Elevation of the crown of the adjacent street.
  9. Elevation of the top of the foundation or garage floor height.
  10. Driveway grade.
  11. Any other information which may be necessary to ensure conformance to this Ordinance.
4. Placement of Structures.
- A. Principal structures shall be placed with their front entrance facing the front of the lot, or right-of-way of least width.
  - B. Principal structures, located on corner lots, may place their front entrance along the side of the lot or the right-of-way of greater width provided the setbacks of the zoning district are adhered to. This may require two (2) sides to conform with front yard setback requirements.
5. Addresses.
- A. The City, or its designee, shall assign addresses to principal structures. The address assigned to the principal structure shall be consistent with the street it faces.

#### 1104.04 BUILDING TYPE AND CONSTRUCTION.

1. No ~~galvanized or~~ unfinished steel *(technically corrugated, galvanized, galvalume if unpainted are still 'finished' as they are coated with zinc or zinc & aluminum; consider saying "bare", "uncoated" – PZC discussion anything but 'shiny' steel. Is unpainted considered ok?) (change "steel" to "metal"?)* ~~, galvalum~~ or unfinished aluminum ~~buildings (wall or roofs)~~ shall be permitted in any residential zoning district. Galvanized, galvalume, and painted metal siding and roofing are allowed provided the surface is treated to minimize glare. Bare, uncoated metal is allowed as an architectural accent material.

2. Buildings in residential zoning districts shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the property values of the abutting properties or adversely impact the public health, safety and general welfare.
3. Exterior building finishes in residential districts shall consist of materials comparable in grade and quality to the following:
  - A. Brick.
  - B. Natural stone.
  - C. Decorative concrete block.
  - D. Wood, provided the surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood or cypress.
  - E. Glass curtain wall panels.
  - F. Stucco.
  - G. Vinyl.
  - H. ~~Metal Horizontally-placed metal lap~~ siding.
  - I. Other materials as approved by the Zoning Administrator.
4. ~~Architectural~~ Metal roofing with concealed ~~or exposed~~ fasteners is allowed in residential zoning districts for principal and accessory structures. ~~Exposed fastener metal roofing on principal or accessory structures over 200 square feet in area is prohibited in residential zoning districts.~~
5. Standards contained in Chapter 1107.17 Highway Commercial and Industrial Design Standards and Chapter 1107.22, Preservation of Belle Plaine's Character Design Standards, as may be amended, shall apply.

#### 1104.05 DWELLING UNIT RESTRICTION.

1. No accessory building, automobile, boat, boat trailer, camper, camper top, garage, motor home, recreational vehicle, storage area, tent, tractor, trailer, tree house, truck, wagon, or similar item shall at any time be used as dwelling, temporarily or permanently. Accessory dwelling units approved under City Code Section 1107.25 are exempt from this Section.

*(Ord. 23-08, Section 1104.05, Adopted November 20, 2023.)*

2. Tents, play houses or similar structures may only be used for play or recreational purposes.<sup>3</sup>

#### 1104.06 HEIGHT LIMITATIONS NOT APPLICABLE.

1. The height limitations stipulated in this Ordinance shall not apply to the following, provided they do not exceed sixty (60) feet in height:
  - A. Belfries.
  - B. Chimneys or flues.
  - C. Church spires.

- D. Cupolas and domes which do not contain usable space.
  - E. Flag poles.
  - F. Monuments.
  - G. Parapet walls extending not more than four (4) feet above the limiting height of the building.
  - H. Poles, towers and other structures for essential services.
  - I. Water towers.
  - J. Necessary mechanical and electrical appurtenances.
  - K. Wind energy conversion system towers.
2. A variance shall be necessary for the structures listed in Subdivision 1 if the height exceeds sixty (60) feet.



# MEMORANDUM

Planning and Zoning Commission

<b>DATE:</b>	June 9, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>TOPIC:</b>	Allow more types of construction framing for residential garages and sheds
<b>SUBJECT:</b>	Allow unattached garages and sheds in residential areas to be built as pole buildings without need for a conditional use permit.
<b>RECOMMENDATION:</b>	Receive information - draft of Ordinance 25-12 prior to public hearing in July.
<b>BACKGROUND:</b>	<p>At a work session on March 17<sup>th</sup> the City Council reached consensus to move forward with reviewing code amendments to allow metal metal with exposed fasteners. The issue was referred to the Planning and Zoning Commission.</p> <p>The PZC concurred with Council to allow metal siding and roofing for dwellings and detached residential structures.</p> <p>On June 2<sup>nd</sup> the Council looked at marked up versions of existing code and questions from staff (attached). The Council okayed changes and clarified what to bring to public hearing. Staff has drafted the attached ordinance to reflect Council direction.</p> <p>The City has required a conditional use permit for any pole building in any residential district since 1988.</p>
<b>ANALYSIS:</b>	<p>As written (informed from marked-up code review discussion by Council in work session on 6/2 – <a href="#">audio available on city website</a>) Ordinance 25-12 will allow residential accessory structures to be pole buildings, that is post frame construction, without the need to obtain a conditional use permit. Post frame dwellings will still require a conditional use permit. <i>Note: see table attached to memo for agenda item 6.3. With the exception of New Prague whose code is currently under review, no other city in Scott County allow pole building dwellings. This information is not intended to advocate for or discourage a decision to allow such dwellings but rather to make sure all are aware of the regulatory landscape.</i></p>
<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"><li>• Ordinance 25-12 An Ordinance Amending City Code Chapter 11, Section 1107.07 Pertaining to Pole Buildings.</li><li>• Marked up version of existing code presented to Council June 2<sup>nd</sup>.</li></ul>
<b>SIGNATURE:</b>	

**Pole Building**  
("pole" is a common term used to describe a post or column)

Post Frame Construction



Post and Beam Construction

Post and Beam with Mechanical Joinery



Post and Beam with Hand cut Joinery



**Conventional Framed Building**

Balloon Framing



Platform framing



Timber Frame



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SECTION 1107.07 POLE BUILDINGS.

1107.07 SUBD. 1. RESTRICTED.

All pole buildings, **except detached accessory structures**, shall require a conditional use permit in all residential and rural residential districts within the City.

**NOTE: #1: “Pole Building” is not an architectural term, the associated architectural term is “post frame”. Pole building is a conventional term that encompasses post frame and other framing structures constructed with large, solid posts or engineered prefabricated laminated posts or masonry/stone columns.**

**Pole building often brings to mind (but is not) what the interior or exterior wall system looks like, what the roof & pitch look like, how the building exterior looks (rural ag building) or how insulated.**

**In reality the question comes down to aesthetic preference and what blends in in residential neighborhoods and what doesn't.**

**Morton shed house brochure is provided for information.**

**NOTE #2: Persons requesting a CUP have an established right to the CUP if conditions listed in the code are met. Applicable CUP standards follow.**

1103.08 SUBD. 4. GENERAL STANDARDS FOR GRANTING A CONDITIONAL USE PERMIT.

No Conditional Use Permit shall be granted unless the City Council determines that all of the following general standards will be met. In addition to these general standards, the City Council may impose any other conditions deemed necessary to protect the health, safety and general welfare of the public.

1. The use is consistent with goals, policies and objectives of the Comprehensive Plan.
2. The use is consistent with the intent of this Ordinance.
3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements.
4. The use does not have an undue adverse impact on the public health, safety or welfare.
5. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood.
6. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
7. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
8. Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site.
9. The use meets all of the performance criteria requirements as established in Section 1107.01 of this chapter.
10. The use shall, in all other respects, conform to the applicable regulations of the district in which it is located.



# MEMORANDUM

Planning and Zoning Commission

<b>DATE:</b>	June 9, 2025
<b>FROM:</b>	Cynthia Smith Strack, Community Development Director
<b>AGENDA ITEM:</b>	7.2. Director's Update
<b>REPORT:</b>	<p><b>Design Committee</b> The Design Committee did not meet in June.</p> <p><b>EDA</b> The EDA met prior to the PZC meeting to review a grant request.</p> <p><b>Other</b></p> <ul style="list-style-type: none"><li>• Attend Metropolitan Council Planning Advisory Committee.</li><li>• Attend Chamber meeting.</li><li>• Attend Chamber networking.</li><li>• Attend MPCA meeting regarding energy reviews (free)</li><li>• Facilitate sale of city property.</li><li>• Conversations with four residential developers.</li><li>• Met with fiber provider regarding overbuild.</li><li>• Zoning information/assistance to five commercial entities.</li><li>• Review ROSE loan request, process a two others.</li><li>• Draft three ordinances relating to accessory structures and exterior materials in residential districts.</li><li>• Code review (zoning) assistance for building/zoning permits.</li><li>• City communications.</li></ul>
<b>SIGNATURE:</b>	