



ITEM REPORT UTILITIES COMMISSION

Agenda Date: 10/7/2026
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Recommend Planning and Zoning Commission Approve the Frandsen Addition Preliminary and Final Plat, Conditional Use Permits, and Variances with the Conditions outlined in the Staff Recommendations

Approval Required: Simple Majority Vote

BACKGROUND

Frandsen Bank has submitted an application to construct a 7,600 square foot single-story bank on Novotny Road along the east side of Trunk Highway 371. The application includes a preliminary and final plat, two Conditional Use Permits (CUP) and two variances.

The proposed plat consolidates 3 existing parcels into one buildable lot and two Outlots. Included with the plat is the dedication of additional right-of-way along Novotny Road and Dellwood Drive to secure the 40 feet of right-of-way from the centerline of the road. The plat includes the dedication of a site triangle at the intersection of Novotny Road and Dellwood Drive. Included on the plat is the inset for the dedication of the drainage and utility easement along the interior lot lines and road frontages (5 feet and 10 feet respectively). The development includes the extension of water main to provide fire protection for the building, the plat includes the easement to allow the city to have jurisdiction over the water line following the Minnesota Department of Health requirements.

There are two Conditional Use Permits included with the application, the first was triggered by the drive-thru. The location of the drive-thru along with the stacking meet all city standards. The second CUP is required with the proposed signage. Frandsen is proposing two signs; one pylon sign to be located along Truck Highway 371, and a monument sign on Novotny Road. City Code allows for splitting of the allotted signage for a development between two signs with the approval of a CUP.

The Land Use Application includes two variances. The first is to forgo the bypass lane requirement for a drive-thru. The proposed drive-thru includes two lanes with stacking of three cars in each lane without interfering with the site traffic circulation. The second variance is for the roof pitch deviation of a 4:12 pitch, city code requires a minimum of a 6:12 pitch or a flat roof.

There is currently an access on Trunk Highway 371 into the subject property that is utilized by General Rental. MnDOT has reviewed the proposed plat and is working on addressing the potential closure of the access.

FINANCIAL IMPLICATIONS

None.

STAFF RECOMMENDATIONS

Staff recommends approving the Frandsen Bank Development with the Conditions listed below:

1. Enter into a Development Agreement prior to issuing a building permit.

2. Enter into a Stormwater Facilities Maintenance Agreement prior to issuing a building permit.
3. Enter into a Permanent Access Easement prior to issuing a building permit.
4. Enter into a Construction Repair and Maintenance Agreement prior to issuing a building permit.
5. Landowner must meet the requirements of MnDOT Commissioner of Transportation as it relates to closing the access on Trunk Highway 371.

COUNCIL ACTION REQUESTED

MOTION to recommend Planning and Zoning Commission approve the Frandsen Addition Preliminary and Final Plat, Conditional Use Permits, and variances with the conditions outlined in the Staff Recommendation.