

## Memorandum

**To:** Mayor and City Council

**From:** Mark Kaltsas, City Planner

**CC:** Jacob Kolander, City Administrator

**Date:** December 15, 2025

**Re:** City Council Monthly Planning Report – December 2025

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### *Meetings/Correspondence:*

- One (1) Planning Commission Meeting to review the application for site plan review, preliminary plat and final plat for North Shore Gymnastics.
- Two (2) staff meetings to review current projects: discussed downtown redevelopment and environmental process, discussed North Shore Gymnastics updated site plan and miscellaneous other planning related issues.
- Four (4) meetings and correspondence with downtown developer, engineer, TIF consultant, TIF architect and Environmental consultant to work on many aspects of the development. Working on deal points, TIF certification and street improvements.
- One (1) meeting with North Shore Gymnastics and their representatives regarding their proposed building and site plan at 5380 Pioneer Creek Drive.
- Continued working on miscellaneous planning issues relating to code enforcement, sign permit questions, accessory structure/sheds setback questions and potential land use questions.