

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Jacob Kolander, City Administrator

Date: August 25, 2025

Re: City Council Monthly Planning Report – August 2025

Meetings/Correspondence:

- One (1) City Council meeting to present July monthly planning report.
- Two (2) staff meetings to review current projects: discussed downtown redevelopment update, possible new buyer of Wenck buildings and property, swimming pool permit and miscellaneous other planning related issues.
- One (1) meeting and correspondence with potential downtown developer. Working on update to the pro forma, providing information to the development group and working on TIF calculation and district.
- Finalized the review and approval of the Kwik Trip sign package.
- Correspondence with a builder working on an accessory building project at 5225 Bryant St.
- Continued working on the review and processing of the CUP for a cannabis cultivation business at 5600 Pioneer Creek Drive.
- Reviewed the initial submittal and provided comments for the proposed North Shore Gymnastics building at 5540 Pioneer Creek Drive.
- Correspondence and provided information to a potential buyer of 1800 Pioneer Creek Drive (former Wenck property).
- Provided information and had correspondence with potential buyers of 5270 Main St.
- Correspondence and provided information to potential buyers of 1635 Delano St. This property continues to receive multiple questions relating to possible uses. The majority of potential buyers are looking at the property for warehouse or contractor type businesses which are not permitted in the MU-D district.

- Continued working on miscellaneous planning issues relating to code enforcement, sign permit questions, accessory structure/sheds setback questions and potential land use questions.