

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Jacob Kolander, City Administrator

Date: March 24, 2025

Re: City Council Monthly Planning Report – March 2025

Meetings/Correspondence:

- Two (2) staff meetings to review current projects: Worked on Kwik Trip site plan review, conditional use permit and preliminary and final plats, 1520 Wyman – Comfort Haven site plan review and conditional use permit, deck and patio issues for 1701 Baker Park Road, prepared downtown redevelopment purchase agreement and key deal points and miscellaneous other planning related issues.
- One (1) EDA meeting to review downtown redevelopment.
- One (1) Planning Commission Meeting to review Kwik Trip and Comfort Haven Homes site plan review and conditional use permit.
- One (1) Meeting with the city, MP Fire and WHPS to discuss public safety and independent and dependent living.
- Correspondence with several potential buyers of 1635 Delano Ave. properties for sale. Reviewed proposals and provided feedback and additional information.
- Correspondence, review plans and provide comments and additional feedback to potential MU-Gateway commercial development.
- Correspondence, review plans and provide comments and additional feedback to applicants for 1520 Wyman (Old Haven Homes facility). Official submittal for a was made in January and is anticipated to be considered by Planning Commission and City Council in April.
- One (1) meeting and multiple calls and correspondence with potential downtown developer relating to redevelopment site. Correspondence and review relating to tax increment financing and redevelopment of the site.

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