



PLANNING COMMISSION AGENDA REPORT

TO: St. Francis Planning Commission
FROM: Beth Richmond, Planner
SUBJECT: 2024 Code Revisions
DATE: 12-11-2024 for 12-18-2024 meeting

OVERVIEW

The City completed a full zoning code update in April 2021. Following that update, Staff has worked to make necessary housekeeping revisions on an annual basis. These revisions typically reflect current concerns, state legislative directives, changes to modern or best practices, or issues and/or clarifications that Staff has identified as needed over the past year. This year, Staff is proposing several housekeeping revisions for Planning Commission and City Council consideration. These revisions include changes to several chapters of the City Code including Zoning Code (Chapter 10), Building Regulations and Permits (Chapter 4), Right-of-Way/Traffic/Parking/Streets (Chapter 7), and Public Protection (Chapter 8). Each requested revision is summarized below. The proposed changes are attached.

CODE REVISIONS – ZONING

- **Business and Industrial District Lot Dimensions** – Currently, the lot dimensions table for the business and industrial zoning districts does not list the I-2 District and instead lists the I-1 District twice. Staff is proposing to fix this typo in the table. Changes to the lot dimensions listed in the table are not needed.
- **Child Care Center** – Staff is proposing to update the use-specific standards for child care centers to be consistent with Minnesota Statutes 462.357. Staff is also proposing to remove the off-street parking regulations for child care centers from the use-specific standards as similar regulations are already listed in the parking table in Section 10-72-09. Removing the parking requirements from the use-specific standards eliminates conflicting provisions.
- **Accessory Structure**. Staff is proposing to make three changes to the use-specific standards for accessory structures to clarify how this use is regulated. The proposed changes include specifying that a building permit is required for structures that are 200 square feet or greater in size, exempting school uses from the exterior building standards and the area, number, and height limitations for accessory structures, and clarifying that any accessory building must be set back at least 10 feet from any other structure. These changes are proposed as a result of applications and requests from property owners during the last year.

- **Recreational camping vehicle, utility trailer, boat, unlicensed vehicle, storage and parking.** On properties smaller than 9 acres in size, Staff is proposing to clarify that vehicles must be parked on an approved parking pad or surface. Standards for placement of these vehicles are also proposed. These standards require that the vehicle must be stored behind the front plane of the principal building, outside of any drainage and utility easement, at least 5 feet from any interior side or rear property line, and at least 20 feet from any corner side property line.
- **Swimming Pools** – Staff is proposing to correct a typo in the code from “of.anysiqe” to “of any side” in Section 10-68-24.B.
- **Waste, Refuse, Junk, and Recyclable Material** – Staff is proposing to adjust the title of this section to more accurately describe the regulations contained within. Adjustments to provision D Abandoned, Unlicensed, or Inoperable Vehicles are proposed to clarify that inoperable vehicles must not be stored outdoors for longer than 30 days. These changes also clarify that all other materials stored outdoors in violation of the Code are regulated through Chapter 8 of the City Code.
- **Fences** – In the provision discussing barbed wire, electric, and agricultural fences, an updated reference to Section 10-68-12 Keeping of Animals or Fowl is needed.

CODE REVISIONS – CHAPTERS 4, 7, AND 8

Note that the following changes are located within Chapters 4 (Building Regulations and Permits), 7 (Right-of-Way/Traffic/Parking/Streets), and 8 (Public Protection) of the City Code. These sections do not require a public hearing or Planning Commission review, but are included here for Commissioners’ reference.

- **Rental Housing Licensing** – Chapter 4 contains regulations for rental housing licensing. Staff is proposing to update a reference in Section 4-6-4.
- **On-Street Recreational Vehicle Parking** – Staff is proposing to update a reference in Section 7-4-5.
- **Refuse, Junk, and Nuisances** – Staff is proposing to remove language in Section 8-2-1 referencing unlicensed or inoperable vehicles in order to be consistent with the proposed changes in Section 10-71-03 as described above. Staff is also proposing to update a reference in Section 8-2-2.

ACTION TO BE CONSIDERED

Staff is requesting that the Planning Commission hold a public hearing and review the proposed changes to the Zoning Code. Staff recommends that the Planning Commission act to recommend approval of the changes to the City Council.

Suggested Motion:

1. Move to recommend approval of the revisions to the City's Zoning Code as presented by Staff.

ATTACHMENTS

- Draft Code Language