

**TO:** St. Francis City Council  
**FROM:** Beth Richmond, Planner  
**SUBJECT:** 2025 Code Revisions – 2<sup>nd</sup> Reading Revised  
**DATE:** January 5, 2025

**OVERVIEW:**

The City made several housekeeping amendments to the Zoning Code (Chapter 10 of the City Code) in December 2025. The City Council reviewed and approved the 1<sup>st</sup> reading of Ordinance 352 on December 1, 2025 and the 2<sup>nd</sup> reading on December 15, 2025. The ordinance was published for comment on December 19, 2025.

Anytime the City creates or amends an ordinance that affects buildings or property within the Rum River Management Overlay District, those changes are sent to the MnDNR to review and certify. The City received conditional approval of the ordinance amendments from the MnDNR on December 17, 2025. The DNR has requested a small change to Section 10 of the ordinance to specify that accessory buildings within the Rum River Management Overlay District that are under 200 square feet will still be required to obtain a zoning permit. This change must be made before the DNR will provide final approval.

**ACTION TO BE CONSIDERED:**

Staff has made the requested changes to Section 10 of the attached draft ordinance and prepared a revised resolution allowing for publication by summary based on the MnDNR's conditional approval. The City Council is requested to review and approve the revised 2<sup>nd</sup> Reading of Ordinance 352. The following timeline will apply:

- December 1 – 1<sup>st</sup> reading
- December 15 – 2<sup>nd</sup> reading
- January 5 – 2<sup>nd</sup> reading REVISED
- January 9 – Revisions published for comment
- February 9 – Revisions effective

**Suggested Motions:**

1. Move to approve the revised 2<sup>nd</sup> reading of Ordinance 352 approving housekeeping amendments to Divisions 2, 4, 5, 6, 7, 8, and 9 of the Zoning Code.
2. Move to approve Resolution 2026-02 allowing publication of Ordinance 352 by summary.

**ATTACHMENTS:**

- Draft Ordinance 352 (2<sup>nd</sup> Reading – revised) – Chapter 10 Zoning

- Summary Resolution 2026-02
- MnDNR Conditional Approval dated 12/17/25