

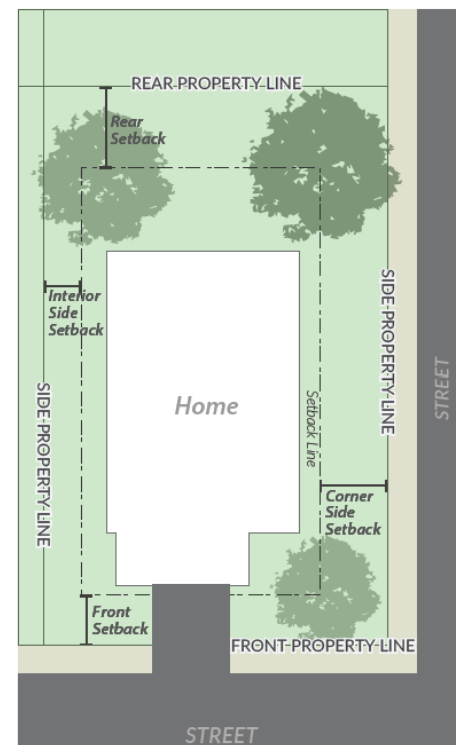
**TO:** St. Francis Planning Commission  
**FROM:** Beth Richmond, Planner  
**SUBJECT:** 2025 Code Revisions  
**DATE:** 11-12-2025 for 11-19-2025 meeting

## **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 most of the divisions within Chapter 10 Zoning. Each requested revision is summarized below, and the proposed redlines are attached.

## **ZONING CODE REVISIONS**

- **Definitions: Property Line, Setback, Yard** – Staff is proposing to update the definitions of property line, setback, and yard to clarify when each applies. A graphic is proposed to clarify typical lot setbacks and how they are applied, including front, interior side, corner side, and rear setbacks. The proposed definitions for property line, setback, and yard are as follows:
  - **Property line:** A boundary line of any lot held in single or separate ownership except that where any portion of the lot extends into the abutting street or alley, the lot line shall be deemed to be the street or alley right-of-way.
  - **Setback:** The required minimum horizontal distance between a structure and property line, ordinary high-water mark, top of bluff, street, or right-of-way easement. Distances are to be measured from the most outwardly extended portion of the structure at ground level, except as provided hereinafter.
  - **Yard:** An open space at grade between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward, except as



otherwise provided herein. In measuring a yard for the purpose of determining the width of a side yard, the depth of a front yard, or the depth of the rear yard, the minimum horizontal distance between the lot line and the main building shall be used.

- **Cannabis** – Several minor changes are proposed to the City’s cannabis language to reflect changes made during the 2025 legislative session. A new use, lower potency hemp edible wholesale, is being introduced as a permitted use in the BPK and I-1 districts. This was a new use established during the 2025 legislative session. Staff is proposing to allow this use consistent with how wholesale establishments and cannabis manufacturing uses are allowed in the City today. Staff is also proposing to clarify that the 500-foot buffer between day cares and a cannabis retail business specifically applies to child care centers, rather than in-home day cares.
- **Landscape Alterations** –MN Rules 6105.1440 specifies that, for land within the urban Rum River Management Overlay District, restrictions on landscape alterations apply only within the building setback areas identified in City Code. Currently, City Code requires landscape alteration restrictions on land within 150 feet of the Rum River, which is larger than the building setbacks for the urban district. Staff is proposing to update the landscape alterations language in Section 10-53-08 to adhere to this Rule in order to eliminate current conflicts between identified building setbacks and areas where landscape alteration is restricted.
- **Accessory Building** – Staff is proposing to change the terminology in this section from “accessory structure” to “accessory building” in order to clarify that the requirements apply to buildings, rather than structures (i.e. detached decks, fences, etc.). Staff is also proposing to remove the requirement for a zoning permit for accessory buildings less than 200 square feet in area.
- **Parking in Residential Districts** – Staff is proposing to correct two typos in Section 10-72-02 to clarify that the R1 District should be treated the same as the R2 and R3 districts when it comes to parking vehicles on private property.
- **Residential Driveway Performance Standards** – Staff is proposing to add language to Section 10-72-11 that will specify that permits are required for all driveways. This language already exists in Section 10-72-03, however, Staff has found that many residential property owners only check Section 10-72-11 when constructing a driveway and therefore miss the requirement for a permit until the driveway is already under construction or has already been completed.
- **Securities** – Staff is proposing to update this language to reflect current City practice. The City currently allows a security in the form of a letter of credit, rather than requiring the first \$10,000 of 15%, whichever is greater, to be supplied in cash.
- **Wall Signs in B-1 District:** Staff is proposing to update the area requirements for wall signs in the B-1 District to match those of the B-2 and BPK Districts. This includes

incorporating a cap on the maximum square footage for wall signs on large walls of 75 square feet, plus 5% of the wall area in excess of 500 square feet.

### **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