

ST. JAMES PLANNING COMMISSION

TO: Planning Commission Members
FROM: Brianna Sanders, Zoning Administrator
DATE: March 31, 2025
RE: Special Use Permit – 309 Armstrong Blvd N

Applicant

MICHAEL MENSSEN
ADDRESS – 309 ARMSTRONG BLVD N

Request

The applicant is requesting a special use permit to allow for residential use in the General Industrial District (I-2).

Proposal

Applicant desires to renovate a commercial building in the General Industrial District into a single family dwelling. This is not permitted use within the General Industrial District and requires a special use permit or rezoning.

Location

The property is located at 309 Armstrong Blvd N legally described as That part of the Northeast Quarter of the Southwest Quarter and the Northwest Quarter of the Southeast Quarter of Section 13, Township 106 North, Range 32 West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the Southeast corner of Lot 3 of Block 70 of the First Addition to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of South 27 degrees 06 minutes 48 seconds East, along the southwesterly line of Armstrong Boulevard, a distance of 90.65 feet to an iron monument; thence South 62 degrees 53 minutes 12 seconds West a distance of 130.00 feet to an iron monument; thence North 27 degrees 06 minutes 48 seconds West a distance of 44.00 feet to an iron monument; thence North 45 degrees 00 minutes West a distance of 49.02 feet to an iron monument located on the southeast line of said Lot 3; thence North 62 degrees 53 minutes 12 seconds East, along said southeast line, a distance of 145.06 feet to the point of beginning.. The request is to allow for residential use in a I-2 “General Industrial District”.

The property is surrounded by B-2 “Service Business District” (north), city owned (west, east), and I-2 (south).

Existing Land Use

The property was a commercial building being primarily used for storage.

The building to the north at 317 Armstrong Blvd N was approved a special use permit for three apartment units on the first floor of the building. There was no special use permit filed for the property located at 309 Armstrong Blvd N.

Recommendations

Staff recommendation is denial.

Exhibits

Exhibit 5 – Zoning Request Application

Exhibit 6 – Notice of Public Hearing

Exhibit 7 – Property Map

City Code

§ 156.190 PURPOSE.

The I-2 (General Industrial) District is intended for general industrial uses, which, due to their size and nature, would not be appropriate elsewhere.

(Prior Code, § 11.41)

§ 156.191 PERMITTED USES.

The following are permitted uses in the I-2 District:

- (A) Any use listed in § [156.171](#);
- (B) Welding shops;
- (C) Canning factories, creameries, and other food product processing facilities;
- (D) Contractor's offices and storage yards, storage areas for plumbing, heating, and ventilating, or air conditioning contractors, roofing contractors, lumber yards, masonry manufacturing and storage, electrical contractor, or refrigeration contractor;
- (E) Freight terminals;
- (F) Bulk fuel sales and storage facilities;
- (G) Vehicle repair shops and storage facilities;
- (H) Highway maintenance shops and storage yards;
- (I) Public service structures, including power substations, gas regulator stations, sewage disposal plants, telephone exchanges, police or fire stations, elevated storage tanks, and waterworks; and
- (J) Other manufacturing, or industrial, uses whose operations are inappropriate for any other district, but could be located within this District without causing harm to neighboring uses when complying with the District's standards.

(Prior Code, § 11.41)

§ 156.192 PERMITTED ACCESSORY USES.

The following are permitted accessory uses in the I-2 District: Any use that is clearly incidental to the primary use, and conforms to applicable performance standards listed elsewhere in this chapter.

(Prior Code, § 11.41)

§ 156.193 SPECIAL USES.

The following are special uses in the I-2 District:

- (A) The extraction, processing, or storage of sand, gravel, stone, or other like materials;
- (B) Retail and service establishments essential to the operation of this District; and
- (C) Auto salvage yards.

§ 156.054 SPECIAL USE PERMIT.

(A) *Criteria for granting special use permits.* In granting a special use permit, the Council shall consider the advice, and recommendations, of the Planning and Zoning Commission, and the effect of the proposed use on the comprehensive plan, and upon the health, safety, morals, and general welfare of occupants of the surrounding area. Among other things, the Council shall make the following findings, where applicable:

(1) The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities that serve, or are proposed to serve, the area;

(2) The use will be sufficiently compatible, or separated by distance or screening, from adjacent residentially zoned, or used, land so that existing homes will not be depreciated in value, nor will the use deter development of vacant land;

(3) The structure and site have an appearance that will not have an adverse effect upon adjacent residential properties;

(4) The use is reasonably related to the overall needs of the city, and to the existing land use;

(5) The use is consistent with the purposes of the zoning code, and the purposes of the zoning district in which the applicant intends to locate the proposed use;

(6) The use is not in conflict with policies of the city;

(7) The use will not cause traffic hazards or congestion;

(8) The use will not cause air, noise, water, or visual pollution; and

(9) Adequate utilities, access roads, drainage, and necessary facilities have been, or will be, provided.

(B) *Additional conditions.* In addition to the standards and requirements expressly specified in this chapter, the Council may impose additional conditions which it considers necessary to protect the surrounding area, and/or the community as a whole. These conditions may include, but are not limited to, the following:

(1) Increasing the required lot size or yard dimension;

(2) Limiting the height, size, or location of buildings;

(3) Controlling the location, and number, of vehicle access points;

(4) Increasing the street width;

(5) Increasing the number of required off-street parking spaces;

(6) Limiting the number, size, location, or lighting of signs;

(7) Requiring diking, fencing, screening, landscaping, or other facilities to protect adjacent, or nearby, property;

- (8) Designating sites for open space;
- (9) Imposing time limitations on the use;
- (10) Modifications of waste treatment and water supply facilities;
- (11) Limitations on period of use, occupancy, and operation;
- (12) Imposition of operational controls, sureties, and deed restrictions;
- (13) Requirements for construction of channel modifications, compensatory storage, dikes, levees, and other protective measures; and
- (14) Flood proofing measures, in accordance with the *State Building Code* and this chapter. The applicant shall submit a plan, or document, certified by a registered, professional engineer, or architect, that the flood proofing measures are consistent with the regulatory flood protection elevation, and associated flood factors for the particular area.

(C) *Procedure.* The procedure for obtaining a special use permit is as follows:

- (1) The property owner, or his or her agent, shall meet with the Zoning Administrator to explain the situation, learn the procedures, and obtain an application form;
- (2) The applicant shall file the completed application form, together with the required exhibits, with the Zoning Administrator, and shall pay a filing fee as established by the Council. If the application and submittals are complete, this date shall be the official submission date. If the application, or submittals, are not complete, the Zoning Administrator will notify the applicant of the deficiencies within ten days;
- (3) The Zoning Administrator shall transmit the application to the Planning and Zoning Commission, and shall notify all property owners within 350 feet of the outer boundaries of the property in question. However, failure of any property owner to receive the notification shall not invalidate the proceedings;
- (4) The Zoning Administrator shall set the date for a public hearing, and shall have notice of the hearing published at least once in the legal newspaper, not less than ten days, and not more than 30 days, prior to the hearing;
- (5) The Planning and Zoning Commission shall hold the public hearing, and then shall study the application to determine possible adverse effects of the proposed special use, and to determine what additional requirements may be necessary (approval, denial, or approval with special conditions) to the Council within 30 to 40 days of the official submission date;
- (6) The Council shall take appropriate action on the request for a special use permit within 20 to 30 days of receiving the recommendations by the Planning and Zoning Commission, or, ultimately, within 60 days of the official submission date. If it grants the special use permit, the Council may impose conditions (including time limits) it considers necessary to protect the public health, safety, and welfare, and the conditions may include a time limit for the use to exist, or operate;
- (7) Where a special use permit has been issued pursuant to the provisions of this chapter, the permit shall become null and void without further action by the Planning and Zoning Commission, or the Council, unless work thereon commences within one year of the date of granting the special use. The special use permit shall not be assignable. A special use permit shall be deemed to authorize one particular use, and shall expire if the use is discontinued for more than six consecutive months;

(8) In the event that the applicant violates any of the conditions set forth in this permit, the Council shall have the authority to revoke the special use permit;

(9) If an applicant requests that a special meeting be scheduled, the applicant shall bear the full cost for the special meeting. The fee for special meetings shall be set by the Council; and

(10) No application of a property owner for a special use shall be considered by the Planning and Zoning Commission within a one-year period following a denial for such a request, except the Planning and Zoning Commission may permit a new application if, in its opinion, new evidence, or a change in circumstances, warrants it.

(Prior Code, § 11.80)



CITY OF ST. JAMES PLANNING COMMISSION REQUEST

Application for: <u> </u> Variance	\$150.00 plus 2.00 per notice
<u> </u> Rezoning	\$150.00 plus 2.00 per notice
<u> </u> Ordinance Change	\$150.00 plus 2.00 per notice
X <u> </u> Special Use Permit	\$150.00 plus 2.00 per notice
<u> </u> Annexation Petition	\$5.00/acre (min \$150 – max \$600)
<u> </u> Lot Division/Property Split	\$150.00 plus 2.00 per notice
<u> </u> Plat Subdivision – Prelim	\$75 plus 2.00 per notice
<u> </u> Plat Subdivision – Final	\$75 plus 2.00 per notice
<u> </u> Vacation initiated by citizen petitioner	\$150.00 plus 2.00 per notice
<u> </u> Notification billing	\$2.00 for each required notice

Applicant: Name: Michael J Menssen

Mailing Address: 914 4th St S

Phone Number: 507-621-0539

Email: mrmenissen@earthlink.net

Property Address (if different from Applicant's address):

309 Armstrong Blvd N

Parcel ID: 202761420

Description of area affected: _____

FIRST ADDITION 90.65' X 130' ON ARM BLVD N ADJ TO BLK 70

Present Zone Industrial by the city.

Present Set-back _____

Present Use Empty, unused

Proposed Zone (if different) Residential

Proposed Set-back (if different) _____

Proposed Use (if different) Personal Home

Request

Special Permit to use as residential Home

Lot & building is zoned residential by county.

City has already approved & issued building permit. Plan was attached to building permit application.

Building next to this building is special zoned for residential.

☒ Attached drawing of request

The above information and attached drawing of request are true and correct to the best of my knowledge.

3-10-25

Date

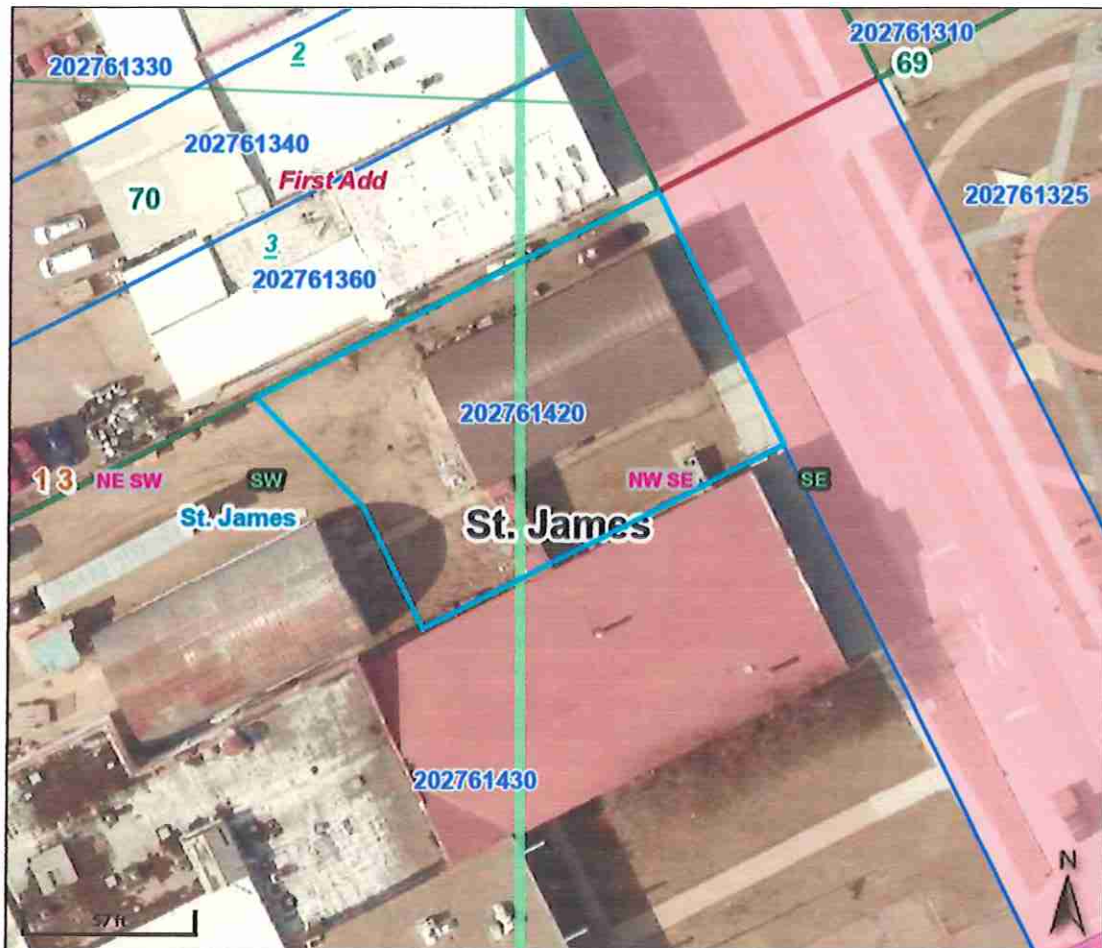


Signature of Person Filing Application

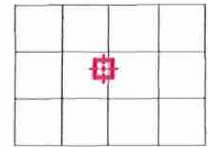
HEARING: The Commission will not render a decision unless applicant or a designated representative is present at the hearing. Commission meetings are scheduled on the last Monday of each month. A completed application must be submitted by the second Tuesday of each month to be considered at that month's meeting.

DRAWING: A drawing of the affected area must be attached showing present lot lines and existing buildings and the requested change. Applications will not be accepted without all information. The Zoning Administrator will notify the applicant within 10 business days if the application is incomplete.

FEE: SEE ABOVE. The fee for request is due at the time of this application submittal. The notice fee will be due on or before the public hearing. If the notice fee is not submitted, the public hearing will be cancelled at the applicants cost.



Overview



Legend

- RR_Rights_of_Way
- Political Townships
- Parcels
- USPLS Sections
- Corporation Limits
- Subdivisions
- Blocks
- Lots
- Road Rights of Way
- Qtrr Qtrr Sections
- Government Lots
- Qtrr Sections

Parcel ID	202761420	Alternate ID	n/a	Owner Address	MICHAEL J MENSSSEN
Sec/Twp/Rng	--	Class	203 - 1A/1B/4B1 RESIDENTIAL 1-3 UNITS		23 SIXTH AVE S
Property Address	309 ARMSTRONG BLVD N	Acreage	0.2786		ST JAMES, MN 56081
	ST JAMES				
District	2001				
Brief Tax Description	FIRST ADDITION 90.65' X 130' ON ARM BLVD N ADJ TO BLK 70				
	(Note: Not to be used on legal documents)				

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City of St. James

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NOTICE OF PUBLIC HEARING ST. JAMES PLANNING COMMISSION

NOTICE IS HEREBY GIVEN, that the St. James Planning Commission will meet on Monday, March 31, 2025 at 5:15 p.m. at the Saint James City Hall located at 1205 6th Avenue South, Saint James, Minnesota, for the following purpose:

To consider a request for a special use permit from Michael Menssen, for the property located at 309 Armstrong Blvd N legally described as That part of the Northeast Quarter of the Southwest Quarter and the Northwest Quarter of the Southeast Quarter of Section 13, Township 106 North, Range 32 West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the Southeast corner of Lot 3 of Block 70 of the First Addition to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of South 27 degrees 06 minutes 48 seconds East, along the southwesterly line of Armstrong Boulevard, a distance of 90.65 feet to an iron monument; thence South 62 degrees 53 minutes 12 seconds West a distance of 130.00 feet to an iron monument; thence North 27 degrees 06 minutes 48 seconds West a distance of 44.00 feet to an iron monument; thence North 45 degrees 00 minutes West a distance of 49.02 feet to an iron monument located on the southeast line of said Lot 3; thence North 62 degrees 53 minutes 12 seconds East, along said southeast line, a distance of 145.06 feet to the point of beginning.. The request is to allow for residential use in a I-2 “General Industrial District”.

All persons are invited to attend the March 31, 2025 Public Hearing and to present their views relating to this request either orally or in writing.

Dated this 12th Day of March, 2025

Brianna Sanders
Zoning Administrator

Publish March 20, 2025: St. James Plaindealer

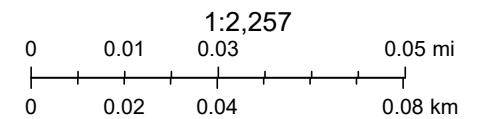
309 Armstrong Blvd N - Property Map

EXHIBIT 7



3/12/2025, 4:57:47 PM

 Parcels



Maxar, Microsoft, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community