

# City of Green Isle

## 2024 Planning and Zoning Annual Report

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### 1. Executive Summary

The Green Isle Planning and Zoning Committee had an active year in 2024, overseeing several significant development projects, updating zoning codes, processing permits, and making substantial progress on the city's Comprehensive Plan. The committee held regular monthly meetings and conducted several public hearings related to development proposals and zoning changes. This report summarizes the key activities and accomplishments of the committee throughout the year.

### 2. Committee Composition

The 2024 Planning and Zoning Committee consisted of:

- Shane Sheets (Chair)
- Schawn Lindquist (Vice Chair)
- Amy Soeffker (P&Z Administrator)
- Sarah Sheets
- Hunter Pederson
- Alan Albrecht

### 3. Major Development Projects

#### Lake Erin Estates Development

- **Sharda Enclave Properties:** The committee worked with developers throughout the year on the Lake Erin Estates project.

- In June, Sharda Enclave presented concept drawings for Lake Erin Phase 2 (Lake Erin Park)
- On September 11, a public hearing was held for the preliminary plat
- On October 2, the committee approved Resolution #2024-21 recommending approval of the preliminary plat
- In December, the committee reviewed the final plat application
- The project includes trail incorporation, as requested by the committee

### **Green Isle Warehouse/Bartels Project**

- The committee monitored progress on this industrial development throughout the year
- Site plans were submitted to Sibley County Assessor to determine TIF district feasibility
- ISG assisted with building plans
- By December, the project was moving forward with building costs and TIF numbers

### **Industrial Park Development**

- The committee worked with the EDA on marketing strategies for industrial park lots
- In February, the joint EDA/P&Z meeting discussed signage improvements and marketing strategies

## **4. Zoning Code Updates**

### **Federal Firearms License (FFL) Amendment**

- In March, the committee voted to amend Section 7 of the zoning code to include Federal Firearms Licenses (FFL) as conditional uses in One- and Two-Family Residence Districts
- The committee also voted to remove Section 17 (Animals) from the zoning code, as this was already covered in a separate city ordinance
- In July, the committee approved Resolution 2024-12 for a Conditional Use Permit for an FFL at 230 Henry Street

### **Shouse Discussion and Decision**

- The committee held extensive discussions regarding "shouses" (shop/house combinations) in industrial areas
- In November, the committee voted 4-1 against allowing shouses in industrial zones, citing:
  - Concerns over deviating from the comprehensive plan's industrial land use designation
  - Noise and safety concerns for residential uses in industrial zones
  - Need to preserve industrial land for commercial development

## **5. Variances and Conditional Use Permits**

## Variance Applications

- **361 Railroad Street:** In April, the committee denied a variance request for a shipping container that was placed without proper permits. The decision was based on:
  - Lack of unique physical characteristics of the property
  - No demonstrable hardship that would prevent compliance
  - Potential negative impact on surrounding properties

## Conditional Use Permits

- **230 Henry Street FFL:** In July, the committee approved a Conditional Use Permit for a Federal Firearms License business with the following conditions:
  - Business hours limited to 7am-5pm Monday through Friday
  - Requirement to maintain valid FFL license and notify city of any changes
  - The committee held a public hearing prior to approval

## 6. Comprehensive Plan Progress

The committee made significant progress on the city's Comprehensive Plan:

- Received a \$20,000 grant from the Blandin Foundation for comprehensive plan and trail planning
- Worked on incorporating a Master Trails Plan into the Comprehensive Plan
- Conducted implementation surveys to gather citizen feedback on short, mid, and long-range goals
- Held review sessions for various chapters including Economic Development and Utilities
- Conducted a public hearing on December 4 for the proposed Comprehensive Plan
- Made recommendations for website improvements and community marketing

## 7. Collaboration with Other Committees

### Economic Development Authority (EDA)

- Held a joint meeting with the EDA on February 5 to discuss:
  - Marketing industrial park lots
  - Website improvements
  - Updates on the GICS (Green Isle Community School) property
- Regularly received EDA updates regarding:
  - Sharda Enclave TIF progress
  - Bartels project development
  - GICS property lease and sale efforts

## 8. Goals for 2025

At the December 4 meeting, the committee established the following goals for 2025:

- Meet with townships to begin orderly annexation discussions
- Work with businesses on zoning cooperation rather than opposition
- Increase membership on the Planning and Zoning Commission

## **9. Conclusion**

The Planning and Zoning Committee had a productive year in 2024, handling various development projects, updating zoning codes, and making significant progress on the city's Comprehensive Plan. The committee's decisions were guided by considerations for maintaining appropriate land use, supporting economic development, and enhancing community amenities. With clear goals established for 2025, the committee is well-positioned to continue supporting Green Isle's development while preserving its community character.

Respectfully submitted,

Amy Soeffker, P&Z Administrator

Date: February 26, 2025