



Planning Commission

Tuesday, July 22, 2025

6:30 PM

Elk River City Hall

Regular Meeting Agenda

- Regular meeting in Council Chambers

1. CALL MEETING TO ORDER

2. CONSIDER AGENDA

3. CONSIDER MINUTES

3.1 Draft Minutes - June 24, 2025

4. PUBLIC HEARINGS

An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.

4.1 Conditional Use Permit: Renewable Natural Gas Facility - Elk River Landfill/Waste Management, 22460 Highway 169

4.2 Interim Use Permit: Residential Occupation - Robert Kendrick, 11473 199th Ave NW

4.3 Conditional Use Permit: Amending CU 23-02 to allow vehicle repair and storage - Skyline Motors and Collision, 17242 Ulysses St. NW

4.4 Zone Change: City of Elk River, Business Park (BP) to Highway Commercial (C3)

4.5 Land Use Amendment: City of Elk River Business Park (BP) to Mixed Residential (MR)

5. GENERAL BUSINESS

Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

6. COUNCIL LIAISON UPDATES

7. MOTION TO ADJOURN REGULAR MEETING



**Meeting of the Planning Commission
Held at the Elk River City Hall
Tuesday, June 24, 2025**

Members Present: Chair Perry Beise, Commissioner Eric Johnson, Commissioner Robert Rydberg, Commissioner Dennis Booth, Commissioner James Zahler, Commissioner Dornan Bland, Commissioner Anthony Kaba

Members Absent: None

Staff Present: Community Development Director Zack Carlton, Senior Planner Chris Leeseberg, and Sr. Administrative Assistant/Recording Secretary Jennifer Green

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:42 p.m.

2. CONSIDER AGENDA

Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the agenda. Motion carried 7-0.

3. CONSIDER MINUTES

Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the following consent items as outlined in their respective staff reports. Motion carried 7-0.

3.1 Draft Minutes from May 27, 2025

4. PUBLIC HEARINGS

4.1 Conditional Use Permit: Outdoor Vehicle Storage and Auto Sales, 9672 163rd Ave NW, Todd Bialon for Jarvis LLC

Mr. Leeseberg presented the staff report. He distributed updated conditions to reflect the auto repair portion of the applicant's request.

Chair Beise opened the public hearing. There being no one present to speak, Chair Beise closed the public hearing.

Commissioner Rydberg asked about the shared fence with Collins Brothers Towing. He asked if Collins Brothers fencing is opaque.

Mr. Leeseberg stated there will be a common fence and the material will have to meet the ordinance requirements for outdoor storage.

Moved by Commissioner Johnson and seconded by Commissioner Kaba to recommend

approval of the request by Todd Bialon for Jarvis LLC for a Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

- 1. The setback variance (V 25-09) shall be approved.**
- 2. All outdoor storage shall follow Section 30-807.**
- 3. The parking and driveway area outside the fenced area shall be bound by B612 curb and gutter.**
- 4. All parking and driving areas must be finished with an approved surface - bituminous, concrete, or compacted Class 5.**
- 5. All areas not identified for parking or driving areas shall be maintained as turf grass per city standards.**
- 6. A 100% opaque fence shall be installed along the perimeter of the outdoor storage area that is visible from the right-of-way.**
- 7. Except for short-term staging requirements, there shall be no storage of vehicles outside the approved storage area, including the city street, exterior parking area, and landscaped areas.**
- 8. Staff approval of all site and civil plans.**
- 9. No motor vehicle repairs shall be allowed.**

Motion Carried 7-0.

4.2 Conditional Use Permit: Changeable Copy Sign, Lamar Outdoor Advertising, 75-00943-0110

Mr. Leeseberg presented the staff report.

Commissioner Johnson asked how the size and height of the proposed billboard compares to the billboard located north of this proposed location.

Mr. Leeseberg stated he was not sure, but the applicant is requesting the changeable copy exceed 30 square feet, but no change in height.

Chair Beise opened the public hearing. There being no one present to speak, Chair Beise closed the public hearing.

Commissioner Bland asked if there was a precedence with approving the signs in this area.

Mr. Leeseberg stated the request for this sign is the changeable portion of the sign which is larger than the ordinance allows by right, but is permitted with a CUP, and noted that this is not a special exception.

Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend, by motion, approval of the Conditional Use Permit to allow a changeable copy sign with the following conditions to satisfy the standards set forth in Section 30-654:

- 1. The sign shall be constructed in accordance with all applicable city and state regulations, including compliance with brightness limits and digital display transition standards.**
- 2. No additional signage shall be added without appropriate review and permitting.**

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- 3. The applicant shall provide a survey confirming that the sign location is outside regulated wetlands or demonstrate eligibility for an exemption under the Wetland Conservation Act.**
 - 4. Any disturbance to wetland areas shall require formal review and compliance with state and local wetland regulations.**
 - 5. The applicant must apply for and receive all state and local permits prior to beginning construction.**

Motion Carried 7-0.

4.3 Preliminary Plat: Sherburne Meadows, Sherburne County - 10638 205th Ave. NW

Mr. Carlton presented the staff report.

Commissioner Booth asked about the easement located on Lot 2, Block 2.

Mr. Carlton stated there was an existing county road easement on that parcel.

Chair Beise opened the public hearing. There being no one present to speak, Chair Beise closed the public hearing.

Moved by Commissioner Booth and seconded by Commissioner Zahler to recommend approval of the Preliminary Plat for Sherburne Meadows, subject to the following conditions:

- 1. An approved wetland replacement plan will be required.**
- 2. Wetland boundaries identified on the plat may need to be updated after the subject site has received a Notice of Decision.**
- 3. If the road is not immediately constructed as a through street, a temporary cul-de-sac will be required at the dead end.**
- 4. Work with Elk River Municipal Utilities (ERMU) to secure required utility permits and coordinate overhead power lines.**

Motion carried 7-0.

4.4 Preliminary Plat: Oakwater Ridge, Capstone Homes - 16330 US Highway 10

Mr. Carlton presented the staff report.

Chair Beise opened the public hearing. There being no one present to speak, Chair Beise closed the public hearing.

Commissioner Rydberg stated his major concern with this project has always been the safety of drivers entering Highway 10, predicting future accidents.

Mr. Carlton stated the configuration of the access point has been a significant discussion with MnDOT and Capstone. The recommendation is an R-cut, or reduced conflict interchange. The first phase of the development before final platting will require an access permit from MnDOT, and MnDOT will not approve anything more than a smaller first phase without those access improvements being in place. The City Council and Capstone are working together to start the final design of the intersection.

Councilmember Wagner noted that significant conversations with MnDOT were an understatement. She stated Rep. Emmer has been contacted for help with funding to bring the interchange sooner. MnDOT said that their Highway 10 funding stops at the county line. She stated for reference, there has been significant conversations for safety improvements at this intersection. The city and Capstone are working together with engineering plans to ensure a safe intersection.

Commissioner Rydberg stated it was because there are two counties at play with this roadway, and therefore it will involve state and federal funding involvement.

Councilmember Wagner stated she didn't agree with Commissioner Rydberg's assessment and noted Elk River is considered outstate in the eyes of MnDOT funding.

Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of the Preliminary Plat for Oakwater Ridge, subject to the following conditions:

- 1. All comments of the EAW must be addressed to the satisfaction of the representative agency.**
- 2. Billboards along Highway 10 must be removed as the subdivision is developed and in accordance with City Council resolution 25-31.**
- 3. Staff approval of all site, utility, grading, and landscape plans.**
- 4. All wet stormwater basins require a 25-foot easement in accordance with setback and buffer requirements outlined in Sec. 30-1852. The buffer must be marked with approved signs.**
- 5. Setback lines shown on the preliminary plat must reflect the 45-foot setback required for all wet ponds.**
- 6. Trails and other features within the floodplain must comply with the floodplain ordinance standards.**
- 7. All temporary dead-ends included in future development plans must include signage stating "Future Through Street" and a temporary cul-de-sac when the street will have driveway access.**
- 8. Work with Elk River Municipal Utilities (ERMU) to adjust overhead power poles to support the development and future frontage road along Highway 10.**
- 9. ERMU requires a per lot streetlight fee.**
- 10. The subdivision must be developed in accordance with all requirements included in the Oakwater Ridge Master Plan and consistent with City Council action in their approval on April 7, 2025.**
- 11. The developer and the city must design and install access improvements at Highway 10 and 165th Ave to support the traffic needs of the proposed development.**
- 12. The MnDNR must provide written approval of the work proposed within the Wild and Scenic River District.**
- 13. Along the property line with the Oliver Kelley Farm, the developer shall provide the following: vegetative screening and a private property sign every 500 feet along the non-wooded boundary, and one private property sign for each residential parcel along the wooded boundary.**
- 14. The developer must also work with the Oliver Kelley Farm to resolve any encroachment concerns resulting from the existing fence.**
- 15. Staff and the developer shall work together to resolve addressing and street alignment concerns.**

Motion carried 7-0.

5. GENERAL BUSINESS

There was no general business to discuss.

6. COUNCIL LIAISON UPDATES

Councilmember Wagner provided an update to the Planning Commission of recent City Council items.

7. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Johnson and seconded by Commissioner Booth to adjourn the meeting. Motion carried 7-0.

The meeting adjourned at 07:06 p.m.

Minutes prepared by Jennifer Green.

Perry Beise, Chair

Tina Allard, City Clerk



Request for Action

To
Planning Commission

Item Number
4.1

Meeting Date
July 22, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Conditional Use Permit: Renewable Natural Gas Facility - Elk River Landfill/Waste Management, 22460 Highway 169

Reviewed by
Chris Leeseberg

Action Requested

Recommend, by motion, approval of the Conditional Use Permit granting approval of a renewable natural gas processing facility on the Elk River Landfill site, subject to the following conditions:

1. Waste Management must receive all required land use and zoning approvals from Sherburne County for the portion of the operation within their jurisdiction.
2. Approval of the associated variance (V 25-10) granting approval of a zero-foot lot line setback.
3. Any work within MnDOT right-of-way, including underground utility work, will require additional permitting from the state.
4. Utility work within the city's right-of-way requires separate permitting, and is in addition to all commercial building permit requirements.

Background/Discussion

The Elk River Landfill has operated in the city for a number of years, and in that time has received a number of permits to amend their operation. The most recent amendment was received in 2023, permitting expansion of the landfill and supporting additional stormwater infrastructure. The current CUP amendment would allow the development of a renewable natural gas processing facility (RNG). This facility will collect the waste gases generated by the decomposing trash in the landfill, refine and clean the gas, and pump the gas to a large natural gas pipeline on the east side of Highway 169 where it can be used in homes and businesses. This waste gas is currently burned off on-site.

The Elk River Landfill previously had a power plant on site that used waste gases to generate electricity. This facility was removed a few years ago and the gas has been burned off since. The proposed RNG operation will again provide an opportunity to recycle the waste gas rather than burn it off.

The property is within the Solid Waste Facility Overlay district where solid waste facilities are allowed with a Conditional Use Permit. The landfill meets this definition and the proposed RNG use is an amendment to the current permit, but is an accessory to the principal use. The CUP application is part of a larger group of applications submitted by both Waste Management (the landfill) and Minnesota Municipal Power Association (MMPA) to support the full operation of the facility - harvesting, processing/cleaning, and pumping. The CUP operation also requires a variance (V 25-10) as the chosen site crosses property lines and the jurisdictional boundary between Elk River and Livonia Township. Waste Management is working directly with the planning

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



and zoning staff at Sherburne County to receive approval of the operation located outside the City of Elk River. Approval of all land use and zoning permits from the county is a condition of approval for this CUP.

Site Plan

The facility includes a new building and equipment to support the RNG operation. The site is located along the northern border with Livonia Township and equipment is located within both jurisdictions. The main building is in the City of Elk River along with some equipment, but the largest tanks and processing equipment are located across the border. A series of support structures are planned along the property line and pipes and conduits will cross the property line, but no structures or equipment will.

Access to the site will largely be internally from the landfill site. The closest existing access to Highway 169 is south of the proposed facility. No new access points with the highway are proposed.

Applicable Regulations

The issuance of a Conditional Use Permit can be ordered only if the use at the proposed location:

- 1. Will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.*

The landfill operates on all the surrounding properties on the west side of Highway 169 and is not near residential properties, which may find this use detrimental to the use of their properties. Additionally, the proposed operation allows the landfill to stop or significantly reduce the burning of waste gas and instead recycle the fuel into a resource to be used by the community.

- 2. Will be consistent with the comprehensive plan.*

The underlying land use of the property is industrial. This land use guidance supports higher-intensity industrial operations within the community, including landfill and solid waste facilities.

- 3. Will not impede the normal and orderly development and improvement of surrounding vacant property.*

The subject site and surrounding area are already developed for landfill and gravel mining operations. The use will not impede the normal and orderly development and improvement of surrounding vacant property.

- 4. Will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.*

The use will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

The materials leaving the site will be conveyed through underground pipes and traffic specific to this operation will be minimal when compared to the traffic supporting the landfill operation.

- 5. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.*

The use is intended to reduce negative environmental impacts by recycling a waste product that is currently being burned on site into something useful for residential and commercial operations within the community.

6. *Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.*

While the project includes a new building and supporting equipment, the site has been impacted with the landfill uses, and the improvements will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

7. *Will fully comply with all other requirements of this Code, including any applicable requirements and Standards for the issuance of a license or permit to establish and operate the proposed use in the city.*

The use will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.

If denial of such a permit should occur, it shall accompany recommendations or determinations by findings or a report stating how the proposed use does not comply with the standards set forth in Section 30-654.

In the review of the standards for CUP as outlined, it appears that the request is consistent with all of these standards.

Financial Impact

None

Mission/Policy/Goal

Together we win.

Attachments

1. Location Map
2. Applicant's Narrative and Plans
3. Site Plan
4. 4.1 Landfill CUP

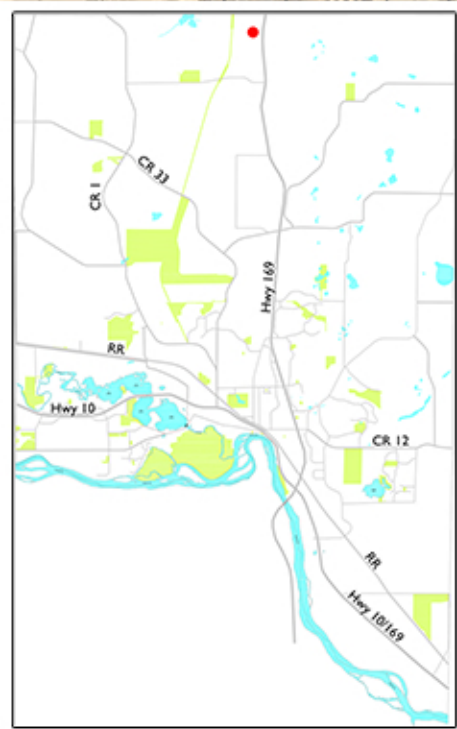


Project Location Map

Elk River Landfill

Variance
Conditional Use Permit

Case No: V 25-10 & CU 25-08





**SETBACK VARIANCE REQUEST
TO
THE CITY OF ELK RIVER
FOR
ELK RIVER LANDFILL
RENEWABLE NATURAL GAS PROJECT**

June 30, 2025

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Attachment B.	Setback Plan	Page B-1

Section 1. Introduction

Section 1.1 Waste Management Background

Elk River Landfill, Inc. (ERL), a wholly owned subsidiary of Waste Management (WM) of Minnesota, Inc., owns and operates a mixed municipal solid waste (MSW) landfill (Landfill) under Minnesota Solid Waste Permit Number SW-74. The Landfill is located along U.S. TH 169 in the NW 1/4 of Section 3, T33N, R26W, and the SW 1/4 of Section 34, T34N, R26W, Sherburne County, Minnesota.

The Landfill is permitted to accept MSW, construction and demolition debris, yard waste for composting, and industrial waste in accordance with a MPCA-approved Industrial Solid Waste Management Plan. ERL maintains a Solid Waste Facility (SWF) license and a conditional use permit in accordance with City of Elk River (the City) requirements.

Section 1.2 MMPA Background

The Minnesota Municipal Power Agency (MMPA or Agency) is a municipal power agency and political subdivision of the State of Minnesota engaged in the generation and transmission of electrical power and energy to twelve municipally owned member utilities. MMPA currently serves the Minnesota municipal utilities in Anoka, Arlington, Brownton, Buffalo, Chaska, East Grand Forks, Elk River, Le Sueur, North St. Paul, Olivia, Shakopee, and Winthrop. The member communities, including the City of Elk River, in turn deliver and sell the electricity to residential and business customers in their communities.

MMPA's mission is to provide reliable, competitively priced power to its members and to create value for both the Agency and its members. MMPA's power supply portfolio is a mix of owned generation and power purchase agreements and a combination of conventional and renewable resources. MMPA completed a renewable natural gas project in Le Sueur, MN and plans to add further RNG projects to its portfolio, including this proposed project in Elk River.

Section 1.3 Proposed Project Summary

The proposed project is a landfill gas (LFG) to renewable natural gas (RNG) processing facility. ERL and MMPA executed a contract for MMPA to build, own, and operate the LFG to RNG facility at the Landfill. Under the agreement, ERL will deliver LFG to the MMPA plant for processing and cleanup. MMPA will deliver the RNG to the Northern Natural Gas (NNG) interstate pipeline.

The LFG to RNG cleanup process includes the removal of water vapor, carbon dioxide, nitrogen, oxygen, and other impurities. The processed RNG will be delivered to the NNG pipeline. Process byproducts will be returned to the ERL for disposal under existing permits.

Section 2. Setback Variance Request

Section 2.1 Project Narrative

ERL and MMPA are proposing to develop a landfill gas (LFG) to renewable natural gas (RNG) processing facility located at the Elk River Landfill in Elk River, MN. The legal description of the property is provided in Attachment A.

Landfill gas collected by ERL will be delivered to the RNG facility for processing and cleanup. The RNG facility will remove water vapor, carbon dioxide, nitrogen, oxygen, and other impurities. The processed RNG will be transported via an underground low-pressure pipeline to a location approximately two miles east of the property for delivery to the NNG interstate pipeline. Process byproducts will be returned to the ERL for disposal under existing permits.

The RNG facility equipment will utilize membrane separation, pressure swing absorption, and media vessels to process and clean the gas. The RNG equipment will also utilize blowers and compressors to move the gas through the process. Cooling equipment will be used to cool oil and gas throughout the facility.

The RNG facility will convert the existing LFG to a beneficial use as a renewable fuel. Once delivered to the interstate pipeline, RNG will be used by downstream customers such as homes, businesses, transportation, and power generation. Currently, LFG is combusted through ERL's flare. The LFG to electricity generation plant at this site is no longer in operation.

Section 2.2 Variance Request

ERL owns and operates the Landfill on multiple parcels within the City of Elk River and Livonia Township in Sherburne County, including the adjacent property to the north.

ERL and MMPA request a zero (0) foot setback variance from the north property boundary of the proposed project location. The proposed site layout, indicating equipment, buildings, accessways, fencing and property boundaries are included in Attachment B.

The proposed project is located on parcels in both the City and County because of the location of the landfill gas supply and the need to have sufficient access around the facility. The proposed building is located within the city limits. The only facilities crossing the city boundary are piping supports.

The following information is provided as required by the City of Elk River ordinance Section 30-365.

A variance may be granted by the board only if it finds that:

(1) The variance is in harmony with the general purpose and intent of the ordinance.

The proposed project is located within the Solid Waste Facility overlay zoning district. The adjacent property to the north is also owned by ERL and used as part of the Landfill. Because of the ownership and use of the northern adjacent property, the variance is in harmony with the ordinance.

(2) The variance is consistent with the City of Elk River comprehensive plan.

The City of Elk River comprehensive plan designates the land of the proposed project for Industrial use. The proposed LFG to RNG processing facility is consistent with the comprehensive plan.

Variances may be granted when the petitioner establishes that there are practical difficulties in complying with the zoning ordinance. Practical difficulties means that:

(1) The petitioner proposes to use the property in a reasonable manner not permitted by the zoning ordinance

The zoning ordinance requires a 20-foot side building setback from the property line. However, the landfill is located on multiple parcels within the City of Elk River and Livonia Township, including the property to the north. The proposed use is reasonable for a facility covering multiple parcels.

(2) The plight of the petitioner is due to circumstances unique to the property not a consequence of the petition's own action or inaction

The proposed project location was selected based on access to the landfill gas supply and the existing landfill equipment. In addition, sufficient access around the facility was needed for safety and routine operations and maintenance. Alternate locations were not feasible for the project.

(3) The variance, if granted, will not alter the essential character of the locality.

The proposed project is within the landfill and land owned by ERL. The project will not alter the essential character of the locality.

Attachment A. Legal Description

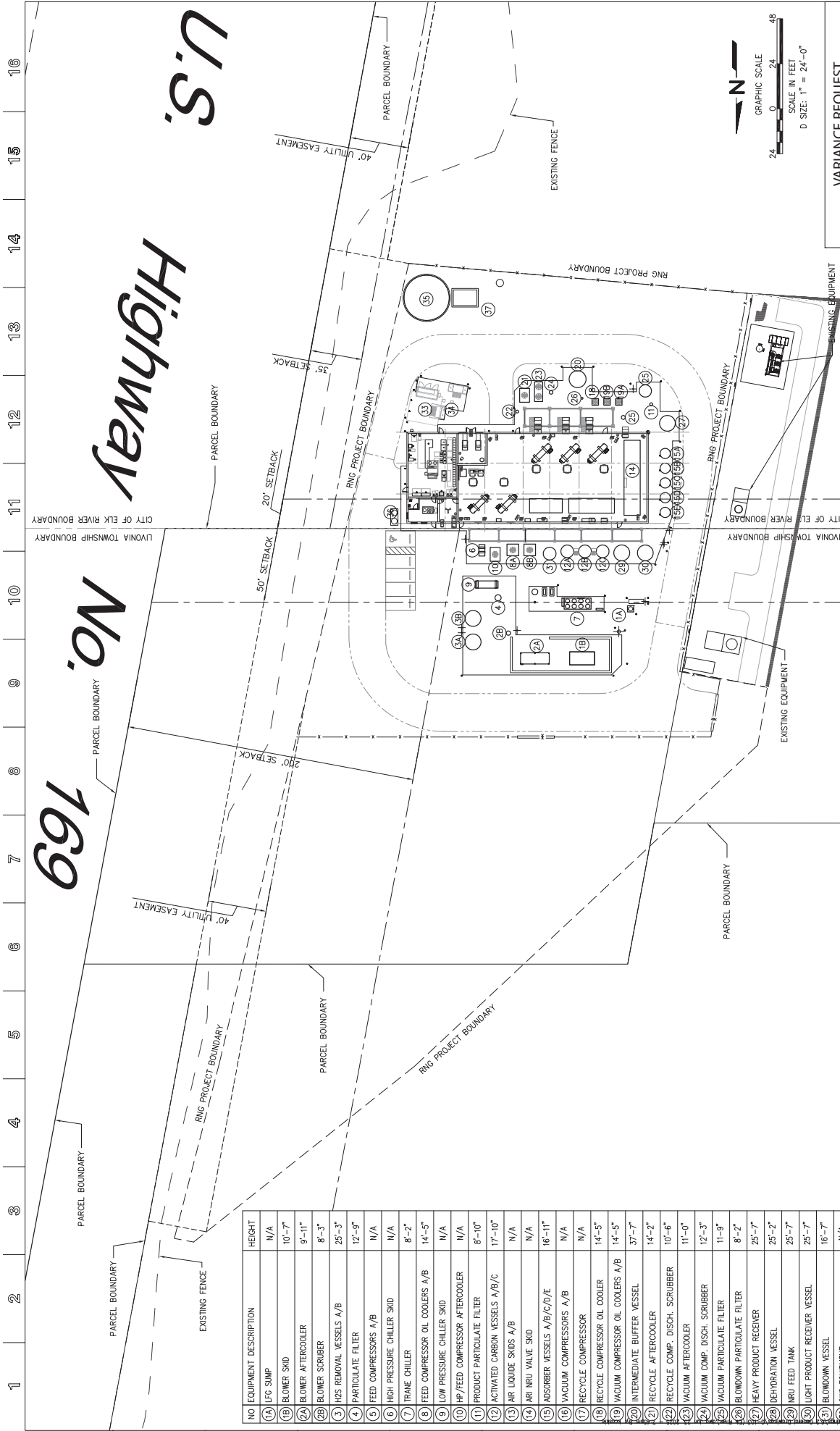
Parcel ID	75-00103-2105
Sec-Twp-Rng	Sec.3 T33N R26W
Legal Description	EAST 650 FT OF THE N 1/2 OF THE NW 1/4 LYING W OF US HWY 169.



Map of Parcel

Attachment B. Setback Plan

See Drawing G-103.



VARIANCE REQUEST			
NO.	REVISION	DATE	PROJECT DATE:
A1	FOR REVIEW	05/23/25	04/14/25
			SCALE:
			AS SHOWN
			DRAWING NO.
			G-103

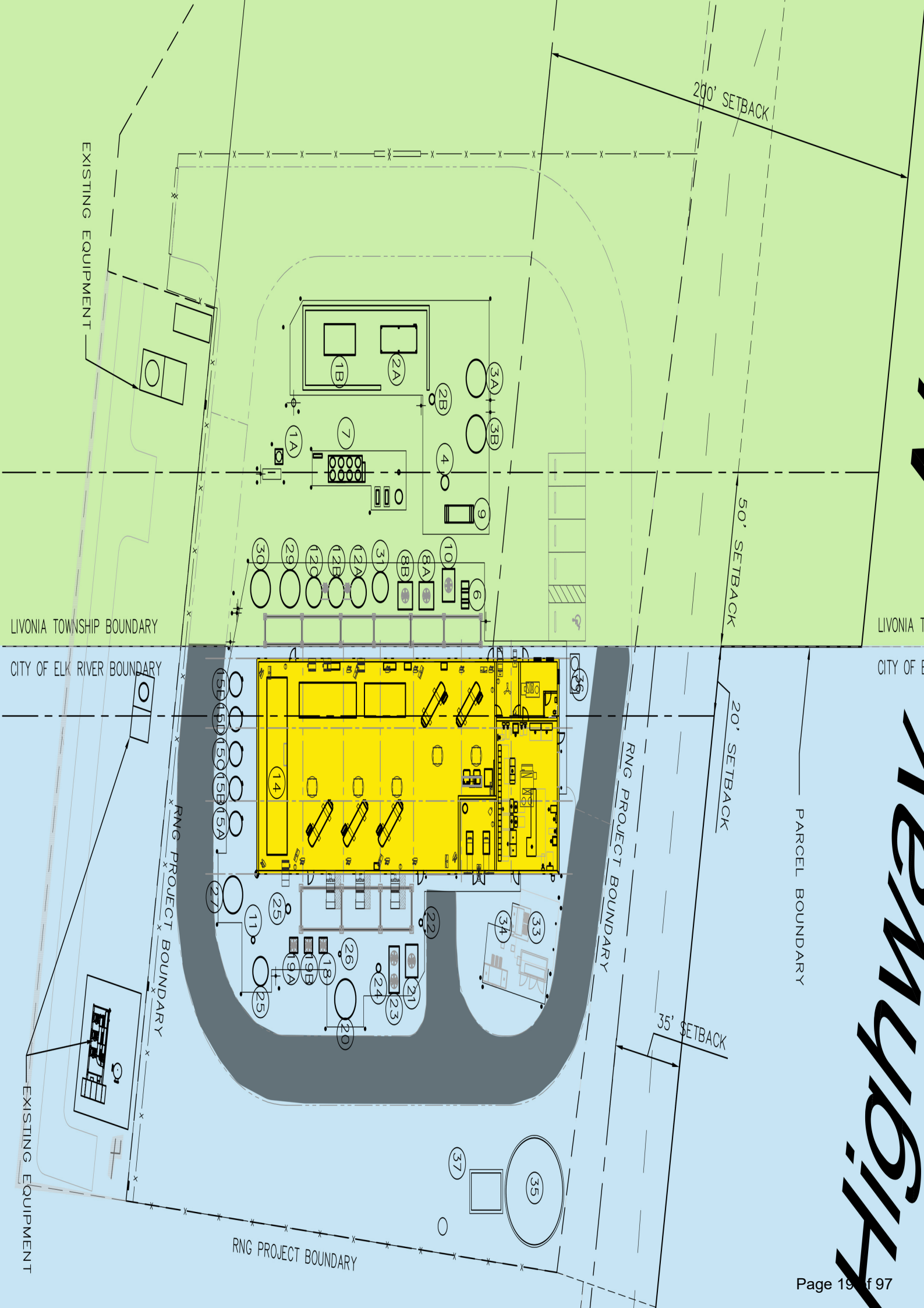
SHEET TITLE	RNG PLANT SETBACKS
PROJECT TITLE	ELK RIVER LANDFILL RNG PLANT

CLIENT	MINNESOTA MUNICIPAL POWER AGENCY
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NAME	SCS ENERGY
PROFESSIONAL ENGINEER	3000 KILBY AVENUE LONG BEACH, CA 90806 SCS CERTIFICATE OF AUTHORITY: CA00020
DATE	
SCALE	
FILE	
APP.	
CHK.	
DL.	

NO	EQUIPMENT DESCRIPTION	HEIGHT
14	LFG SUMP	N/A
16	BLOWER SKID	10'-7"
24	BLOWER AFTERCOOLER	9'-11"
26	BLOWER SCRUBBER	8'-3"
3	H2S REMOVAL VESSELS A/B	25'-3"
4	PARTICULATE FILTER	12'-9"
5	FEED COMPRESSORS A/B	N/A
6	HIGH PRESSURE CHILLER SKID	N/A
7	TRAME CHILLER	8'-2"
8	FEED COMPRESSOR OIL COOLERS A/B	14'-5"
9	LOW PRESSURE CHILLER SKID	N/A
10	HP/FEED COMPRESSOR AFTERCOOLER	N/A
11	PRODUCT PARTICULATE FILTER	8'-10"
12	ACTIVATED CARBON VESSELS A/B/C	17'-10"
13	AIR LIQUIDE SKIDS A/B	N/A
14	AIR NRI VALVE SKID	N/A
15	ABSORBER VESSELS A/B/C/D/E	16'-11"
16	VACUUM COMPRESSORS A/B	N/A
17	RECYCLE COMPRESSOR	N/A
18	RECYCLE COMPRESSOR OIL COOLER	14'-5"
19	VACUUM COMPRESSOR OIL COOLERS A/B	14'-5"
20	INTERMEDIATE BUFFER VESSEL	37'-7"
21	RECYCLE AFTERCOOLER	14'-2"
22	RECYCLE COMP. DISCH. SCRUBBER	10'-6"
23	VACUUM AFTERCOOLER	11'-0"
24	VACUUM COMP. DISCH. SCRUBBER	12'-3"
25	VACUUM PARTICULATE FILTER	11'-9"
26	BLOWDOWN PARTICULATE FILTER	8'-2"
27	HEAVY PRODUCT RECEIVER	25'-7"
28	DEHYDRATION VESSEL	25'-2"
29	IRU FEED TANK	25'-7"
30	LIGHT PRODUCT RECEIVER VESSEL	25'-7"
31	BLOWDOWN VESSEL	16'-7"
32	OWS EQUIPMENT	N/A
33	TRANSFORMERS LOCATION (EXISTING PAD)	N/A
34	TRANSFORMER LOCATION (NEW PAD)	N/A
35	FIRE TANK	N/A
36	SEPTIC TANK	N/A
37	WATER WELL	N/A

MEMPHIS



PARCEL BOUNDARY

20' SETBACK

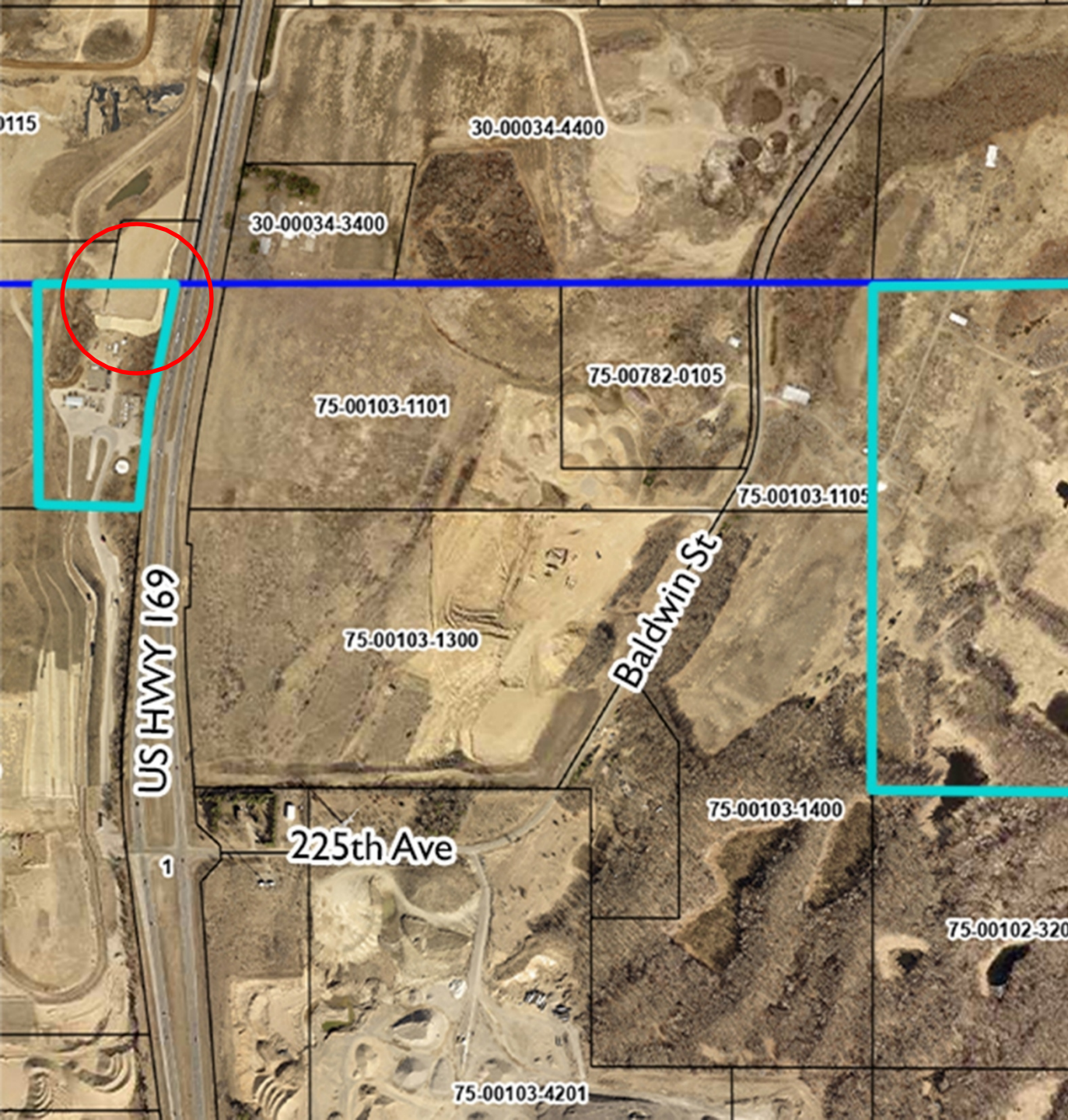
35' SETBACK

50' SETBACK

200' SETBACK

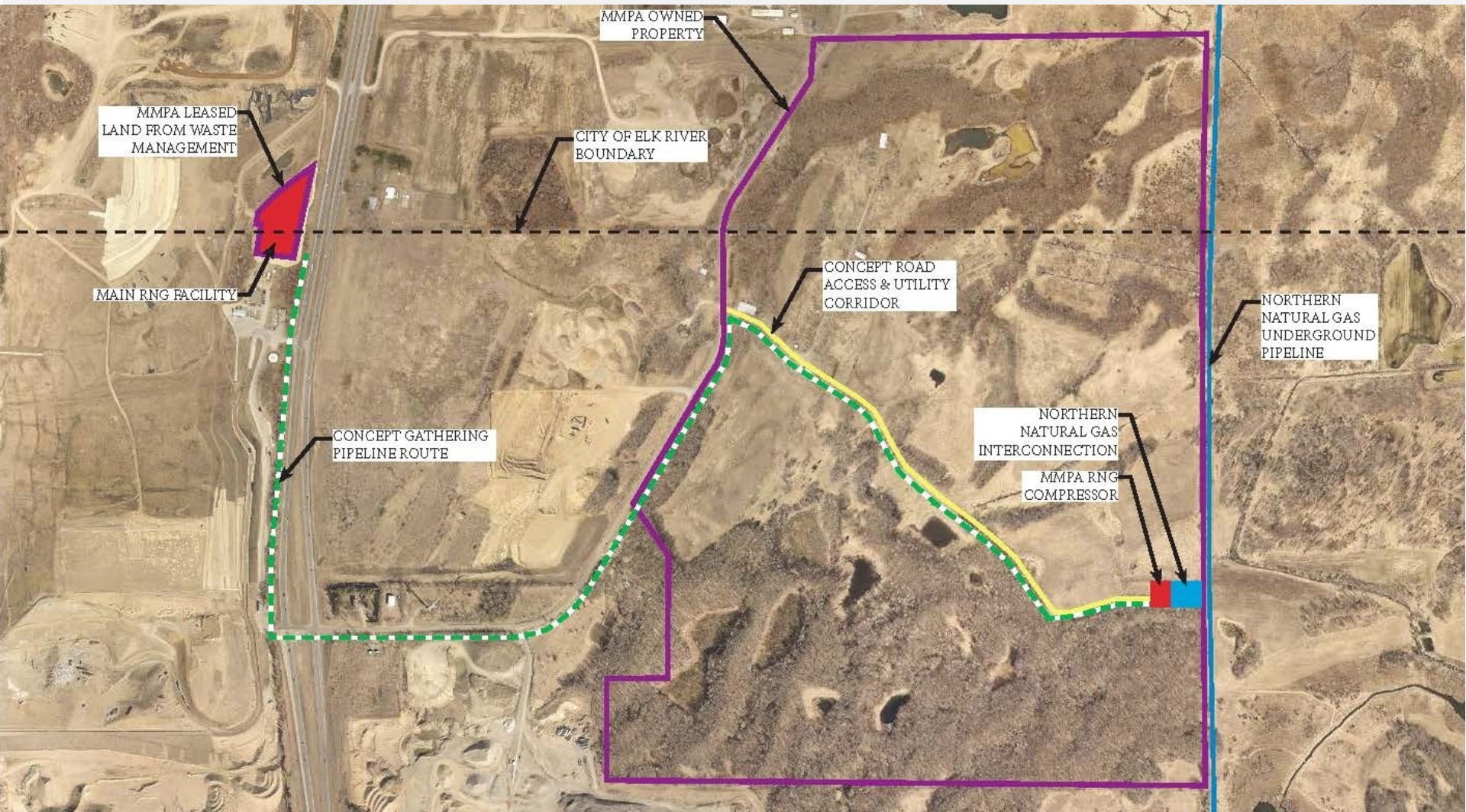
Elk River Landfill/ Waste Management

Conditional Use Permit



Background

- MMPA, in partnership with Waste Management, propose a renewable natural gas facility (RNG).
 - Recycles the waste gas generated from decomposing garbage into usable product for homes and businesses.
 - Gas is currently burned off on-site.
- Entire operation will refine, clean, and pump the gas across 169 to the NNG pipeline.



Background

- Amend the existing Landfill CUP to support the RNG operation/facility.
 - Previously operated a powerplant generate electricity from waste gas.
 - No longer in operation, seeking ways to recycle waste gas once again.
- Within the Solid Waste Facility Overlay District
 - Use is allowed with a CUP, will be considered accessory use
- Landfill must work directly with Sherburne County/Livonia Township on ALL required approvals.

30-00523-0115

30-00034-3401

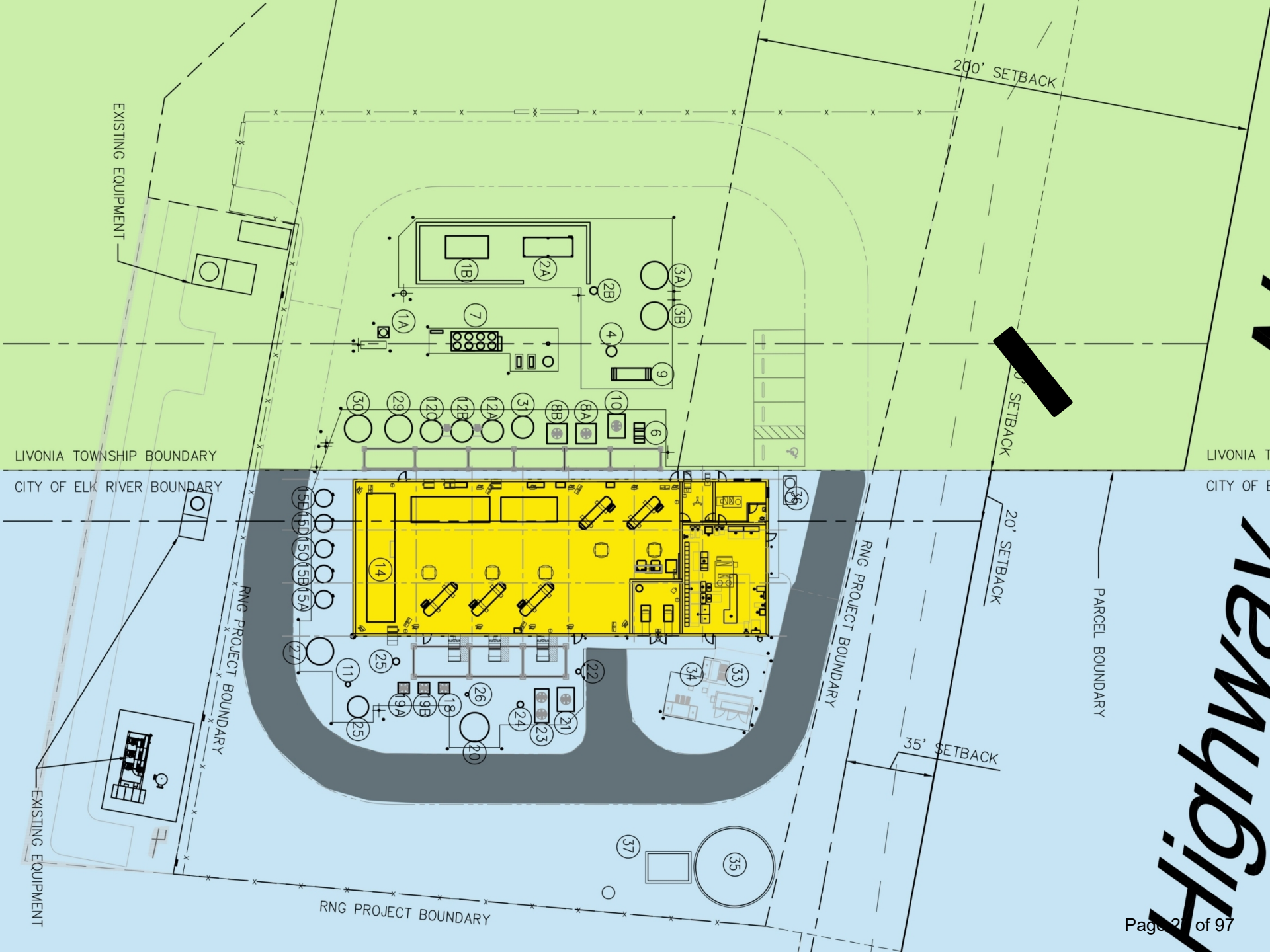
30-00034-3300



75-00103-2105

22930 US-169
Elk River, Minnesota
Google Street View
Jun 2025 [See more dates](#)





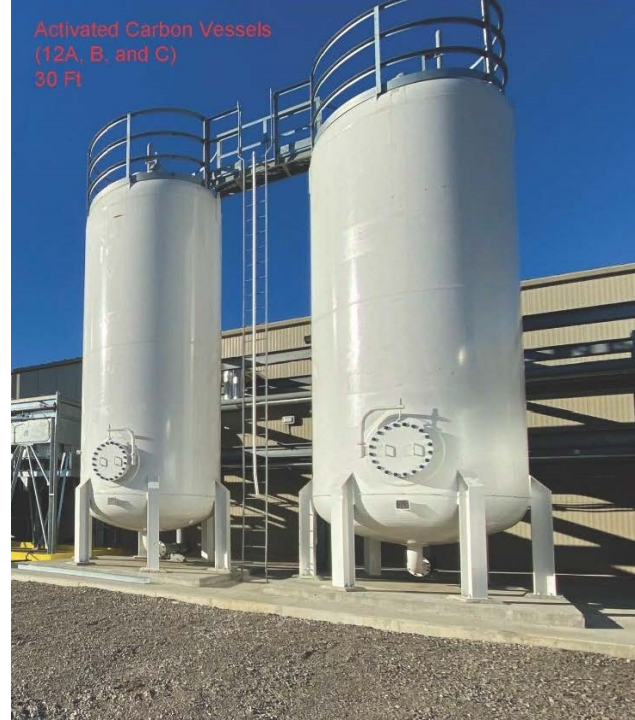
newyork



Blower Skid (#1B)
Height: 12 ft



Blower Aftercooler (#2A)
Height: 15 ft



Activated Carbon Vessels (12A, B, and C)
30 Ft



2x H2S vessels (#3A/3B)
Height: 25 ft



Height: 35 ft

Aftercooler (#10)
Height: 12 ft

CUP Requirements

- Staff's analysis of the application shows compliance with the 7 standards required for approval of the CUP

Action Requested

- Recommend approval of the CUP amendment granting approval of the RNG facility with the 4 conditions noted in the memo.

City Council Meeting

- If acted on, this item will go the **August 18, 2025**, City Council meeting



Request for Action

To
Planning Commission

Item Number
4.2

Meeting Date
July 22, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Interim Use Permit: Residential Occupation - Robert Kendrick, 11473 199th Ave NW

Reviewed by
Zack Carlton

Action Requested

Recommend, by motion, approval of the Interim Use Permit with the following conditions:

1. All openings to the accessory structure shall be closed when the business is in operation.
2. There shall be no outdoor storage of any business products or equipment.
3. The building must meet all commercial building requirements.
4. There shall be no customers/retail sales on site.
5. The IUP will expire upon the sale of the property.

Background/Discussion

The property is zoned R1-a (Single Family Residential) where residential occupations run out of an accessory structure (detached garage) require an Interim Use Permit (IUP).

The applicant is seeking an IUP to operate a home-based business where they will sharpen and repair cutting tools. The business will be in an accessory structure, and will not have any employees, parking needs, outdoor storage, or signage. The hours of operation will be Monday through Friday between 8:00 a.m. and 5:00 p.m.

The closest house/garage is approximately 62' away from the subject garage to the east.

The applicant received a Conditional Use Permit (CUP) for the same operation on another property in Elk River. The city has not received any complaints regarding the business at that location.

Applicable Regulations

The issuance of a Conditional Use Permit can be ordered only if the use at the proposed location:

1. *Will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.*

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Due to the equipment that will be used, there is a potential to generate detrimental noises or odors. To minimize these concerns, staff recommend that all openings to the accessory structure be closed when operating tools associated with the business.

2. *Will be consistent with the comprehensive plan.*

The Comprehensive Plan guides the property for residential which allows for home occupations. The use will be consistent with the Comprehensive Plan.

Staff do not see a need to impose specific conditions to satisfy this standard.

3. *Will not impede the normal and orderly development and improvement of surrounding vacant property.*

The surrounding property is fully developed. The use will not impede the normal and orderly development and improvement of surrounding vacant property.

Staff do not see a need to impose specific conditions to satisfy this standard.

4. *Will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.*

The use will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

Staff do not see a need to impose specific conditions to satisfy this standard.

5. *Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.*

There is the potential the proposed uses could generate detrimental noises or odors. Staff recommend that all openings to the accessory structure be closed when the operation of tools, associated with the business, are utilized.

6. *Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.*

No site or structural modifications are being proposed. The use will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

Staff do not see a need to impose specific conditions to satisfy this standard.

7. *Will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.*

The use will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.

Staff do not see a need to impose specific conditions to satisfy this standard.

If denial of such a permit should occur, it shall accompany recommendations or determinations by findings or

a report stating how the proposed use does not comply with the standards set forth in Section 30-654.

In the review of the standards for CUP as outlined, it appears that the request is consistent with all of these standards.

Financial Impact

None

Mission/Policy/Goal

Explain how this meets the city's mission, current policies and/or council goals

Attachments

1. Location Map
2. Narrative
3. Aerials
4. IUP Requirements
5. 4.2 Kendrick



SITE

Project Location Map

Robert Kendrick

Interim Use Permit

Case No: IU 25-05



IU 25-05 Narrative

For over 5 years Robert F Kendrick Sales & Sharpening LLC has been an established business in Elk River at 931 Elk Ln NW, working out of my garage/workshop. I am now moving to 11473 199th Ave NW, Elk River and I hope to continue operating at our new home in a detached 24 x 26 garage/workshop. I have established myself in the community with repeat customers such as ISD 728. Although, the bulk of my business is shipped to me through UPS. Nothing out of the ordinary in a neighborhood. I work by myself. I just look like a man who likes to work on projects in his workshop, if anyone was to notice me. I have worked these past 5 years in a residential neighborhood and have never had any complaints. I can assure our new neighbors that I will continue in the same manner. There is no signage on my property, no indication that a business is being operated.

Attached is an ariel view of the property with red dots indicating the workshop at 11473 199th Ave NW.

Hours of operation: weekdays 8-5

75-00510-0135



11455 199TH
AVE NW

11473 199TH
AVE NW



4 DODGE
T NW

Interim Use - Applicable Regulations

Before the city council may authorize an interim use, it must make the following findings:

1. *The period of time for which the interim use permit is to be granted will terminate before any adverse impacts are felt upon adjacent properties.*

The ordinance (Section 30-801) states an approved IUP for a residential occupation shall terminate when the property is sold or when a lease has expired. Although termination does not guarantee adverse effects will not affect nearby properties, the recommended conditions strive to prevent this outcome.

2. *There is adequate assurance that the property will be left in suitable condition after the use is terminated.*

The proposed residential occupation will occur in an existing detached accessory structure and if the Interim Use Permit is terminated, the site will be left in a suitable condition.

3. *The use is similar to uses allowed in the zoning district in which the property is located.*

Residential occupations are allowed with an IUP in the R1-a zoning district.

4. *The date or event that will terminate the use can be identified with certainty.*

The ordinance states an approved IUP for a residential occupation shall terminate when the property is sold or when a lease has expired, so the termination of the use can be identified with certainty.

5. *Authorizing the use will not impose additional costs on the public if it is necessary for the public to take the property in the future.*

If the public were to take over the property, no additional costs will be imposed on the public, as the proposed residential occupation will occur in an existing detached accessory and the site will be left in a suitable condition.

6. *The applicant and user agree to all conditions that the city council deems appropriate for authorization of the interim use.*

This will be determined at the City Council meeting.

7. *The applicant provides assurances deemed adequate by the city council that the use will terminate as provided in the interim use permit. The city council may require the applicant to deposit a cash amount with the city, or provide some other form of security, to ensure compliance with this criteria.*

Again, the ordinance states an approved IUP for a residential occupation shall terminate when the property is sold or when a lease has expired. A cash deposit does not appear to be necessary to comply with the criteria.

8. *Authorization of the interim use will not result in adverse effects on the public health, safety, or welfare.*

The proposed use will take place entirely within the detached accessory structure, containing both possible unsightly products and noise. No customers will be present on-site, thereby minimizing any potential traffic concerns.

Staff recommend the condition that all openings to the accessory structure be closed when the business is in operation.

9. *The proposed interim use is consistent with the City of Elk River Comprehensive Plan and conforms to the city's zoning regulations.*

The use is consistent with the Comprehensive Plan which guides the property as Rural Residential and single family uses, with residential occupations, are allowed in the zoning district.

Interim Use Permit Robert Kendrick



169

169

SITE

75-00510-0120

75-00510-0130

75-00510-0125

75-00510-0135

199th Avenue

75-00510-0140

75-00510-0220

75-00510-0210

75-00510-0145

Dodge Street

75-00510-0150

75-00510-0230

75-00510-0240

Us Highway 169

ramp

Background

- IUP – Residential Occupation
- Knife Sharpening
- One Person
- Weekdays: 8:00 a.m. – 5:00 p.m.
- Bulk of business shipped through UPS
- Closest house/garage is ~62' away

- Received similar approval 2020
 - No complaints

75-00510-0135



11455 199TH
AVE NW

11473 199TH
AVE NW

4 DODGE
T NW

CUP Requirements

- Staff report referenced CUP requirements
- IUP requirements handed out

IUP Requirements

- Staff's analysis of the application shows compliance with all nine (9) of the standards required for approval of the IUP

Action Requested

- Recommend, by motion, approval of the IUP with the five (5) conditions outlined in the memo

City Council Meeting

- If acted on, this item will go the **August 18, 2025**, City Council meeting



169

169

SITE

75-00510-0120

75-00510-0130

75-00510-0135

75-00510-0125

75-00510-0140

199th Avenue

75-00510-0220

75-00510-0145

75-00510-0210

Dodge Street

75-00510-0150

75-00510-0230

75-00510-0240

Us Highway 169

75-00510-0135





Request for Action

To
Planning Commission

Item Number
4.3

Meeting Date
July 22, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Conditional Use Permit: Amending CU 23-02 to allow vehicle repair and storage - Skyline Motors and Collision, 17242 Ulysses St. NW

Reviewed by
Zack Carlton

Action Requested

Recommend, by motion, approval of the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

1. The Conditional Use Permit shall not be recorded until all conditions have been completed.
2. An amendment to this Conditional Use Permit will be required for future changes/additions not shown on the Staff Site Plan dated 7-22-2025.
3. A code analysis finding building code compliance for the areas approved for use under this CUP shall be prepared by an appropriate registered professional.
4. The number of motor vehicle sales dealers shall be limited to one (1).
5. No more than 5 “for sale” vehicles may be displayed on the subject property.
6. All motor vehicle repairs, body work, or detailing shall only occur inside the building.
7. Exterior doors shall be closed while any motor vehicle repair, body work, or detailing occurs.
8. The damaged vehicle storage area shall be limited to the area identified on the Staff Site Plan dated 7-22-2025.

The following conditions must be completed within 15 days of City Council approval:

1. Fencing shall be installed as shown on the Staff Site Plan dated 7-22-2025.
2. The parking lot shall be striped to city requirements for the stalls shown on the Staff Site Plan dated 7-22-2025.
3. Five signs shall be installed indicating “For Sale” vehicles as shown on the Staff Site Plan dated 7-22-2025.

Background/Discussion

The subject property is located at 17242 Ulysses Street and is 2.18 acres in size. The property is zoned Focused Area Study (FAST) Subzone E, where vehicle sales and service require a Conditional Use Permit (CUP).

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In April 2023, the property received a CUP to allow for four (4) dealers and auto repair. The current application/amendment reduces the number of dealers to one (1), providing more space for the outdoor storage of damaged/inoperable vehicles. The request includes auto repair, body work, and painting. Approximately 5,800 square feet of the building will continue to be used for manufacturing by the existing tenants. The applicant will be utilizing more building space than was approved in 2023.

The site is surrounded by existing businesses on the north, west, and south sides. Ulysses Street abuts the east side of the property. The site has numerous trees and the western third of the site is undeveloped as it contains a regional holding pond.

Transportation/Circulation

Access to and from the site will occur at the one existing access on Ulysses Street. There is sufficient on-site traffic circulation for the business, its customers, and emergency vehicles.

Parking

The city ordinance states:

- *Auto sales, trailer sales, marine and boat sales, implement sales, garden supply store, or building materials sales: one parking space for each 500 square feet of floor area.*
- *Open sales or rental lots shall also provide one parking space for each 5,000 square feet of land which is to be used for sales and display area.*
- *Office building: one parking space for each 300 square feet of floor area.*
- *Manufacturing, fabricating, general industrial: six stalls plus one off-street parking space for each 500 square feet of floor area.*

The state also requires a display area for a minimum of 5 vehicles per dealer. Based on the ordinance, 36 stalls are required with the property having one (1) dealer

Current Parking (Vision Mold and Skyline)

The auto sales floor area is 928 square feet, requiring 2 parking stalls, and 3,900 square feet will be utilized for auto repairs, requiring 13 parking stalls. The sale and rental lot area is 1,135 square feet, requiring 1 stall. The 4,300-square-foot manufacturing portion requires 15 parking stalls. The state also requires five stalls per dealer, resulting in the need for 5 parking stalls. The total required parking stalls is 36.

The parking lot shall be striped to city requirements for the stalls shown on the Staff Site Plan dated 7-22-2025. If the lot is not striped within 15 days after City Council approval, the city will issue a cease-operation order and/or the Council may direct staff to revoke the permit.

Landscaping

The ordinance requires 33 trees for the property. The existing trees on the property satisfy this requirement.

Environmental

There is the potential for environmental concerns related to pollution if paint, chemicals, or other hazardous materials are not maintained properly on site. A stormwater pond to the west could potentially be polluted as well. The applicant and/or property owner shall ensure vehicles stored in the parking lot do not leak fuels or other hazardous materials into the stormwater pond to the west of the parking lot.

Applicable Regulations

The issuance of a Conditional Use Permit can be ordered only if the use at the proposed location:

1. *Will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.*

The proposed car dealership is the same as other businesses in the area and is compatible with the other industrial businesses.

The building shall provide all proper exhaust and venting as required by the commercial building code. Exterior doors shall be closed while any motor vehicle repair or finishing occurs.

Paints, chemicals, or other hazardous materials shall be handled and disposed of in accordance with the Minnesota Pollution Control Agency (MPCA).

The applicant and/or property owner shall ensure vehicles stored in the parking lot do not leak fuels or other hazardous materials into the stormwater pond to the west of the parking lot.

With these measures, the proposed motor vehicle repair shop should not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.

2. *Will be consistent with the comprehensive plan.*

The underlying land use of the property is Highway Business. The highway business category primarily consists of a mix of auto-oriented retail and service businesses, restaurants, and community- and regional-scale shopping centers. Highway business uses are located along Highway 169 and Highway 10 and have high visibility from these corridors.

Staff do not see a need to impose specific conditions to satisfy this standard.

3. *Will not impede the normal and orderly development and improvement of surrounding vacant property.*

The subject site and surrounding area are already developed. The use will not impede the normal and orderly development and improvement of surrounding vacant property.

Staff do not see a need to impose specific conditions to satisfy this standard.

4. *Will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.*

The use will be served adequately by and will not adversely affect essential public facilities and services, including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

Staff do not see a need to impose specific conditions to satisfy this standard.

5. *Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.*

The building shall provide all proper exhaust and venting as required by the commercial building code. Exterior doors shall be closed while any motor vehicle repair, body work, or detailing occurs.

Paints, chemicals, or other hazardous materials shall be handled and disposed of in accordance with the Minnesota Pollution Control Agency (MPCA).

The applicant and/or property owner shall ensure vehicles stored on the parking lot do not leak fuels or other hazardous materials into the stormwater pond to the west of the parking lot.

With these measures, the proposed motor vehicle repair shop should not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience, or general welfare of the neighborhood or the city.

6. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

While limited site work is being proposed, the use will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

Staff do not see a need to impose specific conditions to satisfy this standard.

7. Will fully comply with all other requirements of this Code, including any applicable requirements and Standards for the issuance of a license or permit to establish and operate the proposed use in the city.

The use will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.

If denial of such a permit should occur, it shall accompany recommendations or determinations by findings or a report stating how the proposed use does not comply with the standards set forth in Section 30-654.

In the review of the standards for CUP as outlined, it appears that the request is consistent with all of these standards.

Financial Impact

None

Mission/Policy/Goal

Support the growth and development of the community.

Attachments

1. Location Map
2. Narrative
3. Site Plan
4. Staff Site Plan 7-22-2025
5. 4.3 Skyline Motors



Project Location Map

Skyline Motors and Collision

Conditional Use Permit

Case No: CU 25-09



CU 25-09 Narrative

Scope of the project: To allow the use and repairs of salvage vehicles, and to also conduct vehicle sales with a main dealer office

Hours of Operation - Monday - Saturday 10am - 7pm

Number of Employees - 0

Number of parking stalls required by ordinance: [City Ordinance Section 30-903](#) outlines these requirements.
33 PARKING SPACES

Number of existing and proposed parking stalls 33 EXISTING

If screening, not associated with outdoor storage, is being proposed, what will it consist of?

EXTENDING FENCED AREA TO FIT 7-8 VEHICLES

What are the proposed building materials? *The required building materials vary from zoning district to zoning district.*

FENCING MATERIAL

Is outdoor storage being proposed? If yes, detail what is being stored, how much/many, and what is the proposed screening? [City Ordinance Section 30-807](#) outlines these requirements.

SALVAGE VEHICLE AUTO PARTS

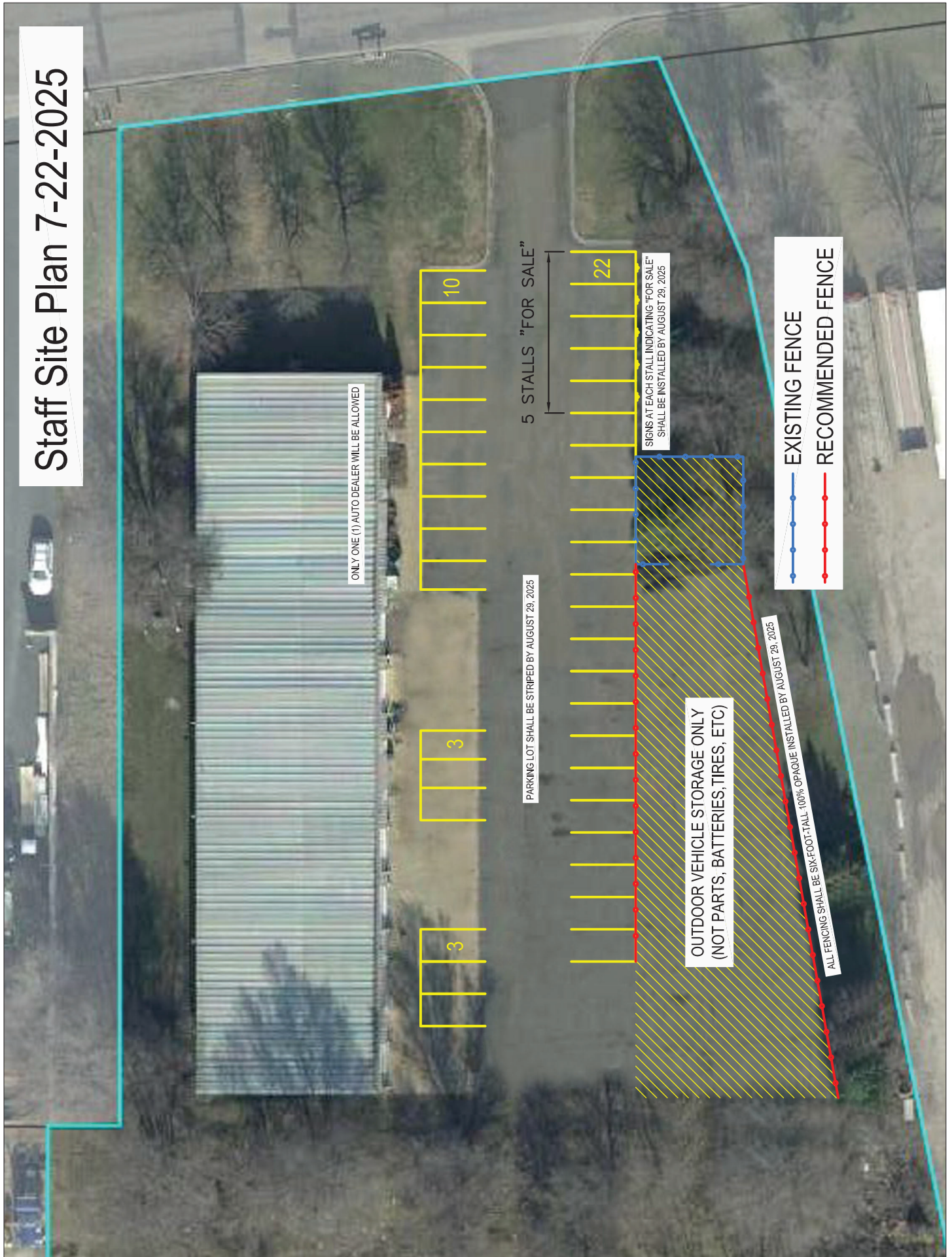


① This highlighted area will be used for cars that are listed for sale (Dealership cars).

② Fenced area will be used to store damaged cars.

③ This area will be used as a general parking area.

Staff Site Plan 7-22-2025



Conditional Use Permit Skyline Motors and Collision

75-00457-0120

75-00457-0130

SITE

75-00457-0140

Background

- Vehicle sales and repair = CUP
- Property received CUP in 2023
 - 4 dealers
 - Auto repair
 - Compliance issues
- Amendment
 - 1 dealer (allow more outdoor vehicle storage)
 - Auto repair

Background

- Existing similar businesses surrounding the property
- One access from Ulysses St



Parking

- With only one (1) dealer on site, there is sufficient parking for the proposed use and currently industrial use

Staff Site Plan

- Staff has been working with the applicant
- They wanted an adjustment from what is in the packet

Staff Site Plan 7-22-2025 v2



ONLY ONE (1) AUTO DEALER WILL BE ALLOWED



PARKING LOT SHALL BE STRIPED BY SEPTEMBER 2, 2025

5 STALLS "FOR SALE"



SIGNS AT EACH STALL INDICATING "FOR SALE" SHALL BE INSTALLED BY SEPTEMBER 2, 2025



OUTDOOR VEHICLE STORAGE ONLY
(NOT PARTS, BATTERIES, TIRES, ETC)

ALL FENCING SHALL BE SIX-FOOT-TALL 100% OPAQUE INSTALLED BY SEPTEMBER 2, 2025

- EXISTING FENCE
- RECOMMENDED FENCE

Staff Site Plan

- Due to issues with the current CUP/Compliance
- Staff recommended three of the conditions be completed within 15 days of council approval (Sept 2)
- The applicant has requested an extension to the staff recommended deadline due to funding and time
- He is requesting to have until October 15, 2025

CUP Requirements

- Staff's analysis of the application shows compliance with 5 of the 7 standards required for approval of the CUP
- With the recommended conditions, the other 2 standards should be complied with

Action Requested

- Recommend, by motion, approval of the Conditional Use Permit with the 11 conditions outlined in the memo

City Council Meeting

- If acted on, this item will go the **August 18, 2025**, City Council meeting

Staff Site Plan 7-22-2025 v2



ONLY ONE (1) AUTO DEALER WILL BE ALLOWED



PARKING LOT SHALL BE STRIPED BY SEPTEMBER 2, 2025

5 STALLS "FOR SALE"



SIGNS AT EACH STALL INDICATING "FOR SALE" SHALL BE INSTALLED BY SEPTEMBER 2, 2025



OUTDOOR VEHICLE STORAGE ONLY
(NOT PARTS, BATTERIES, TIRES, ETC)

ALL FENCING SHALL BE SIX-FOOT-TALL 100% OPAQUE INSTALLED BY SEPTEMBER 2, 2025

- EXISTING FENCE
- RECOMMENDED FENCE

75-00457-0120

75-00457-0130

SITE

75-00457-0140





Request for Action

To
Planning Commission

Item Number
4.4

Meeting Date
July 22, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Zone Change: City of Elk River, Business Park (BP) to Highway Commercial (C3)

Reviewed by
Zack Carlton

Action Requested

Recommend, by motion, approval of the proposed zone changes from Business Park (BP) to Highway Commercial (C3) and Single Family Residential (R1c) as shown on the Existing and Proposed exhibit.

Background/Discussion

The Comprehensive Plan, adopted by the City Council in October 2021, includes an updated Land Use Map to guide the community’s long-term planning. The subject properties are currently zoned Business Park (BP) but are guided as Highway Business and Mixed Residential. The highway business category primarily consists of a mix of auto-oriented retail and service businesses, restaurants, and community and regional-scale shopping centers. Highway business uses are located along Highway 169 and Highway 10 and have high visibility from these corridors. The mixed residential category consists of neighborhoods with multiple housing types, including single-family detached, townhomes, duplexes, and small scale multi-family buildings. Mixed residential areas should include existing residential neighborhoods where a gentle increase in density is appropriate, such as surrounding the downtown as well as new neighborhood subdivisions.

To ensure consistency between the zoning and the adopted land use designation, the subject properties should be rezoned to better align with the existing uses. The Highway Commercial (C3) and Single Family Residential (R1c) districts are the most appropriate zoning classifications, as the site is located within a regional commercial area and adjacent to residential districts.

Staff recommend rezoning the parcels from Business Park (BP) to Highway Commercial (C3) and Single Family Residential (R1c) as shown on the Existing and Proposed exhibit.

Financial Impact

None

Mission/Policy/Goal

Ethical, efficient, and responsible.

Attachments

- I. Location Map

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2. Proposed and Existing Zoning Exhibit
3. 4.4 Zone Change



Project Location Map

City of Elk River

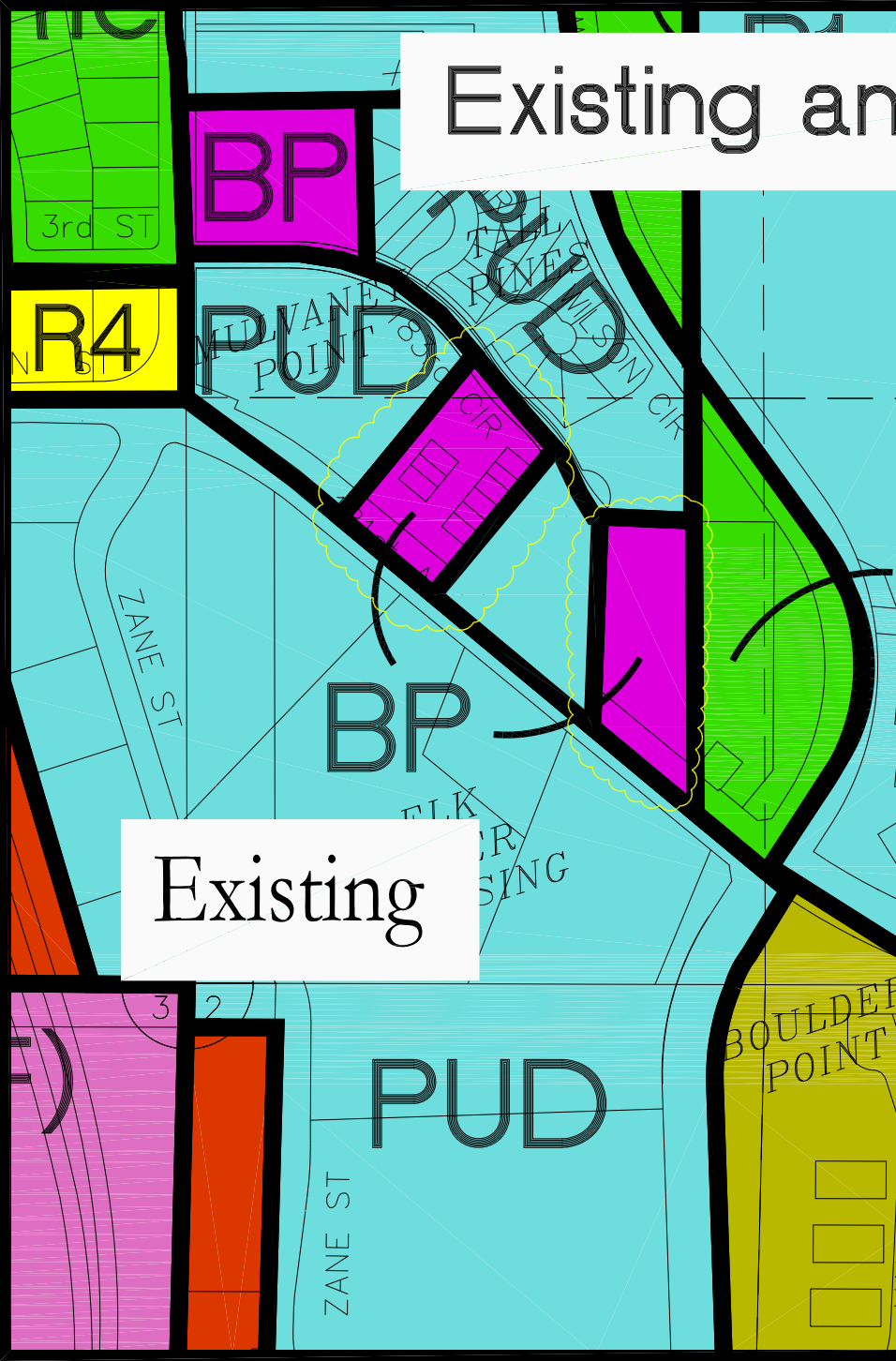
Zone Change - ZC 25-01

Site #1 BP to C3

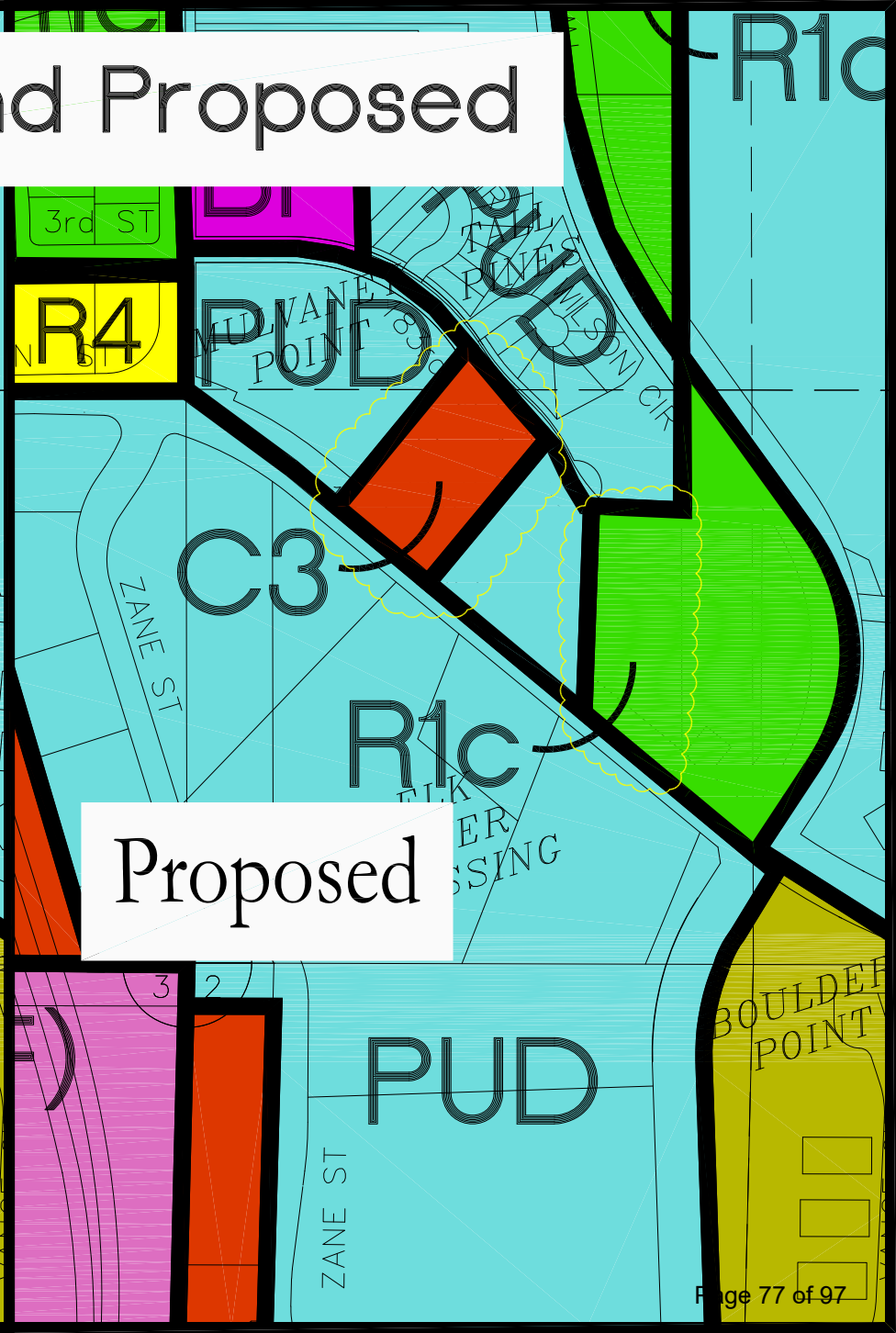
Site #2 BP to R1c



Existing and Proposed



Existing



Proposed

Zone Change city of Elk River





75-00656-0105

Wilson Circle

13

75-00709-0150

75-00862-0010

SITE #1

75-00648-0205

1

SITE #2

75-00135-3306

181st Avenue

12

182nd Avenue

Zane Street

75-00648-0210

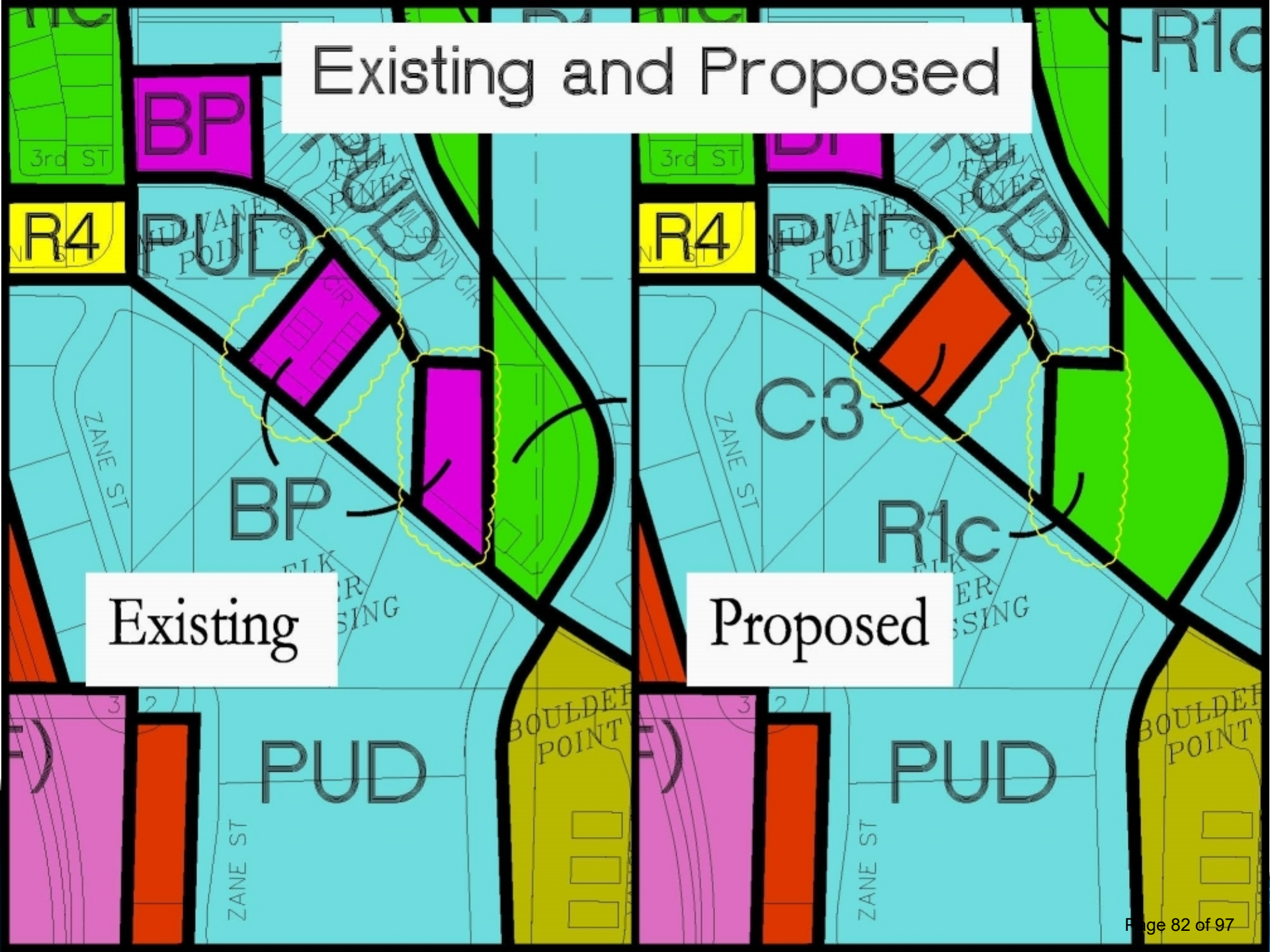
Background

- Land Uses
 - Highway Business
 - Mixed Residential
- Zoning is BP – doesn't match

Background

- To ensure consistency between the zoning & land use
- Subject properties should be rezoned to better align
- The Highway Commercial (C3) and Single Family Residential (R1c) districts are the most appropriate zoning classifications
- Site is located within a regional commercial area and adjacent to residential districts
- In general, the zoning is becoming less intensive than the current allowed uses (Business Park & pseudo-Industrial)

Existing and Proposed



Existing

Proposed

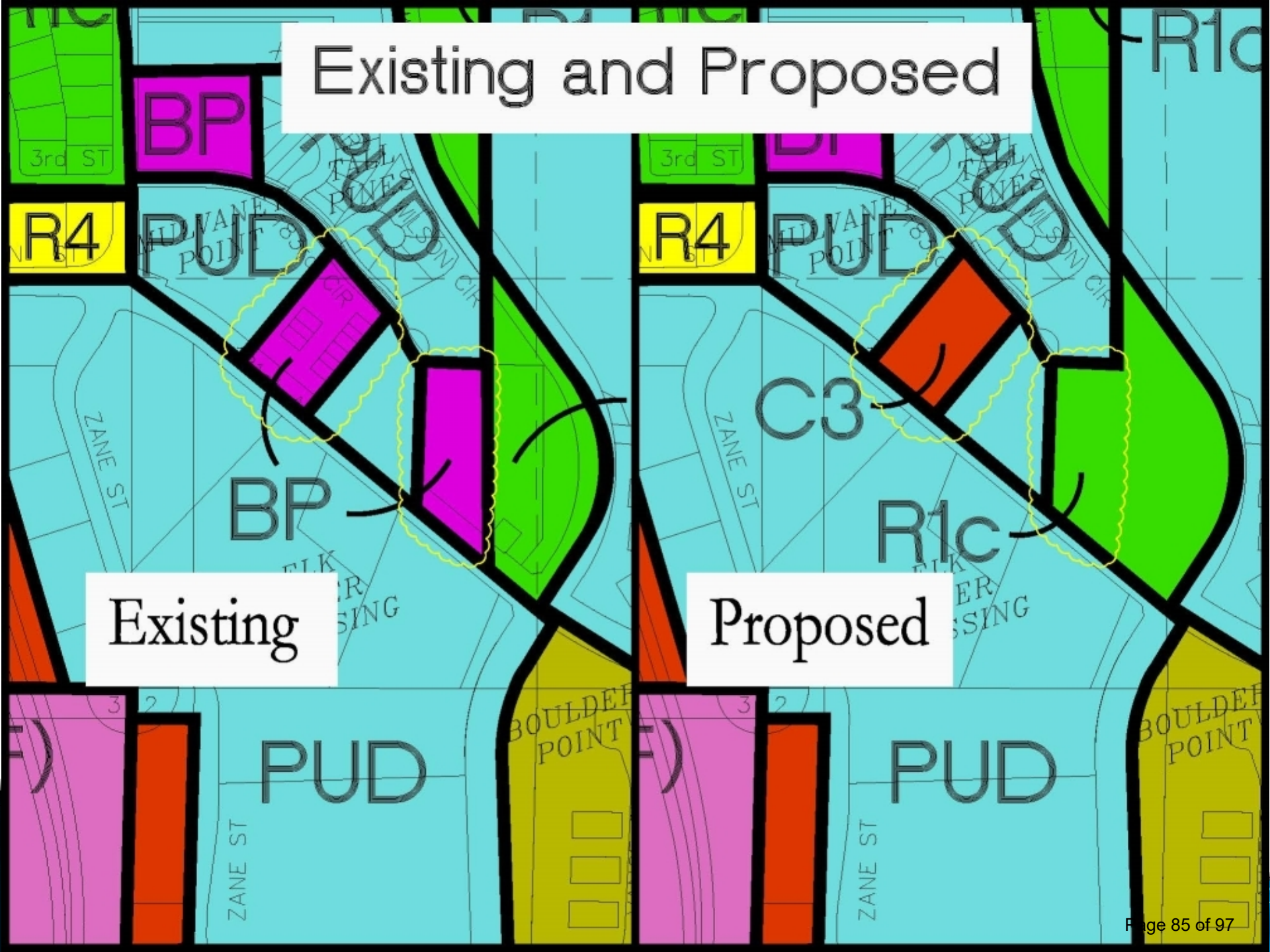
Action Requested

- Recommend, by motion, approval of the proposed zone changes from Business Park (BP) to Highway Commercial (C3) and Single Family Residential (R1c) as shown on the Existing and Proposed exhibit

City Council Meeting

- If acted on, this item will go the **August 18, 2025**, City Council meeting

Existing and Proposed



Existing

Proposed



183rd Circle

Wilson Circle

75-00656-0105

13

75-00709-0150

75-00862-0010

SITE #1

75-00648-0205

1

SITE #2

75-00135-3306

181st Avenue

12

182nd Avenue

Zane Street

115

75-00648-0210

75-00105



Request for Action

To
Planning Commission

Item Number
4.5

Meeting Date
July 22, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Land Use Amendment: City of Elk River Business Park (BP) to Mixed Residential (MR)

Reviewed by
Zack Carlton

Action Requested

Recommend, by motion, approval of the Comprehensive Plan amendment changing the land use from Highway Business to Mixed Residential.

Background/Discussion

During the 2021 Comprehensive Plan update, the subject property was identified for future use as Highway Business. The designation was consistent with a development vision near a major highway interchange, which had not yet been constructed. However, this designation does not accurately reflect the existing development of the site, which was established in 2020, and will likely outlast the 20-year time horizon of the Comprehensive Plan. The subject site is 1.75-acres and was developed with mixed residential use, townhomes, in 2020. The use is also similar to the adjacent Tall Pines residential neighborhood.

The surrounding properties include a mix of residential and commercial uses, making the Mixed Residential land use designation more appropriate and consistent with the existing built environment. Amending the land use guidance to Mixed Residential will ensure consistency with the property's likely long-term use, support future planning efforts, and reduce potential conflicts with zoning.

Financial Impact

None

Mission/Policy/Goal

Ethical, efficient, and responsible.

Attachments

1. Location Map
2. Existing & Proposed Land Uses
3. 4.5 Land Use Amendment

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity





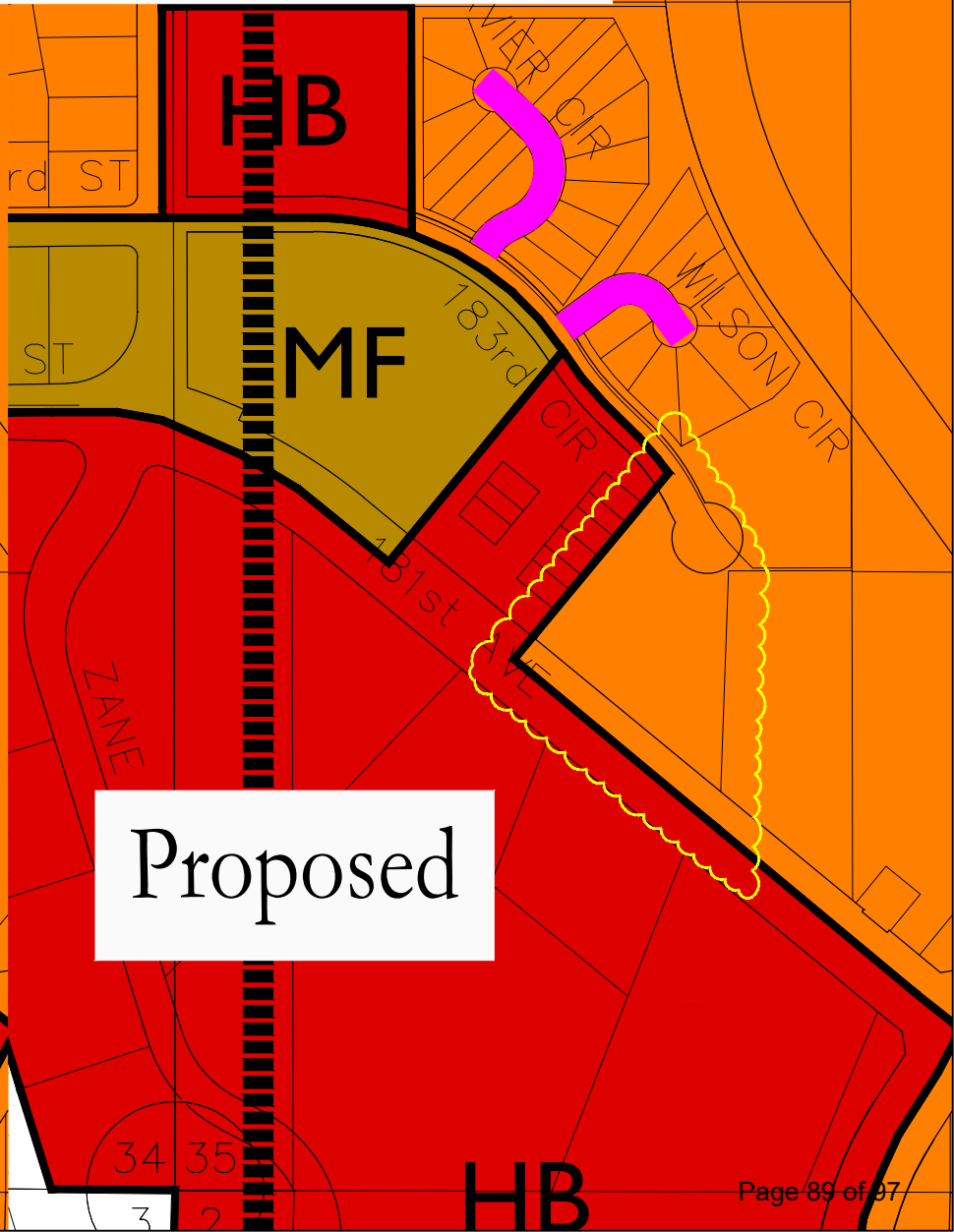
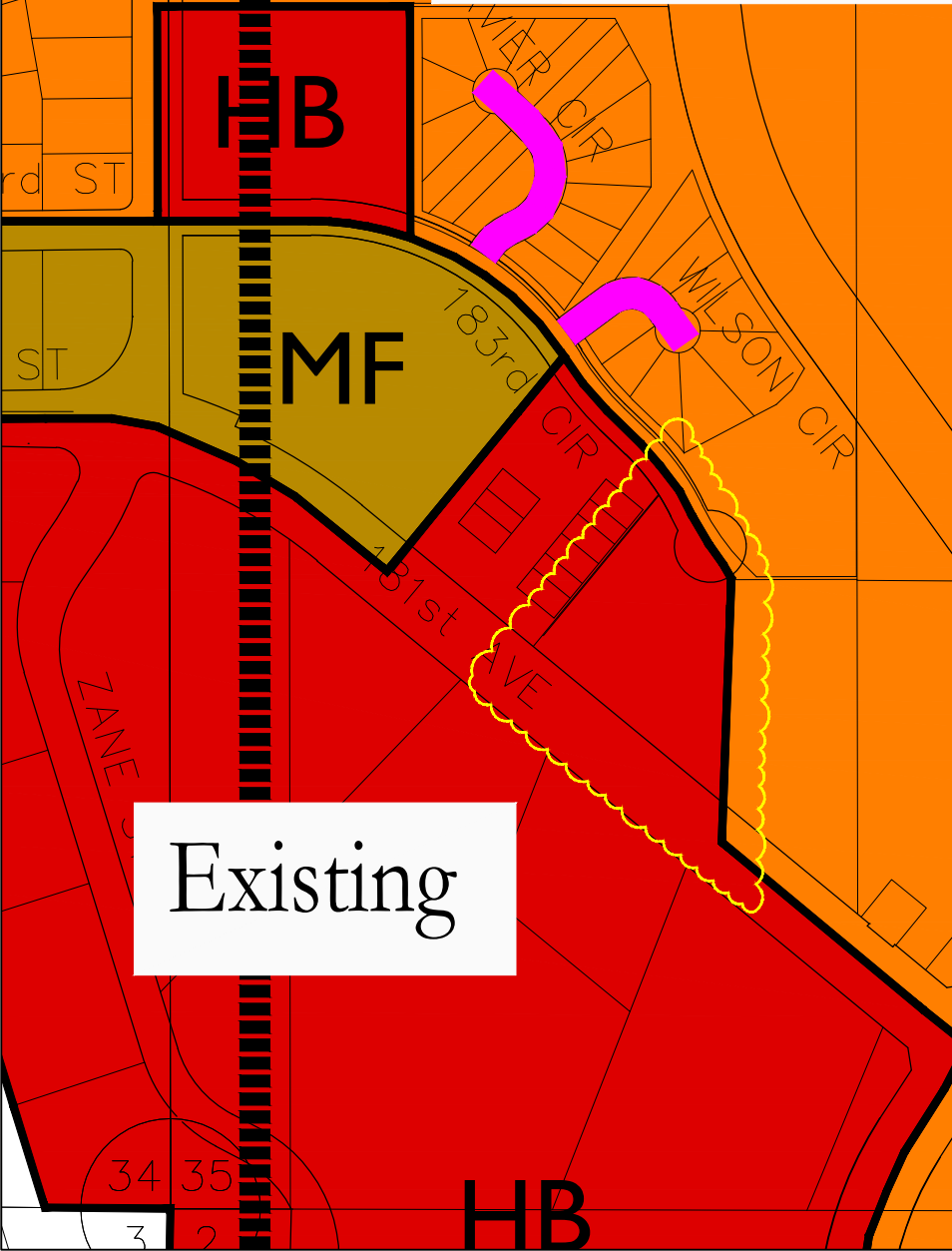
Project Location Map

City of Elk River

Land Use - LU 25-01



Existing and Proposed



Land Use Amendment city of Elk River





183rd Circle

75-00656-0105

Wilson Circle

13

75-00709-0150

75-00862-0010

SITE

75-00648-0205

1

75-00135-3306

181st Avenue

12

182nd Avenue

Zane Street

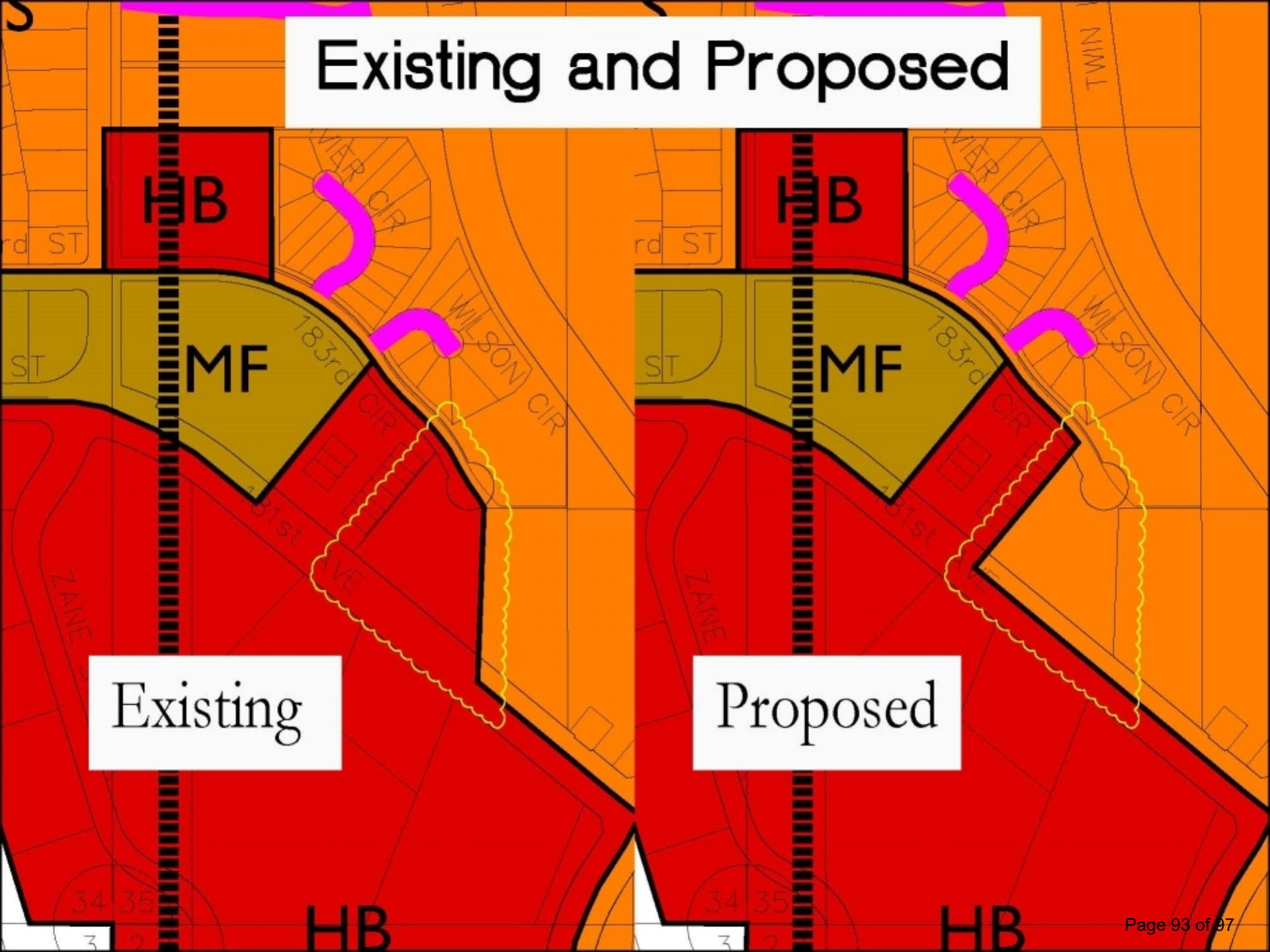
115

75-00648-0210

Background

- Current Land Use
 - Highway Business
 - Does not accurately reflect the existing development of the site established in 2020 (townhomes)
- Proposed Land Use
 - Mixed Residential
- In general, the land use is guiding for less intensive uses (Highway Business to Residential)

Existing and Proposed



Existing

Proposed

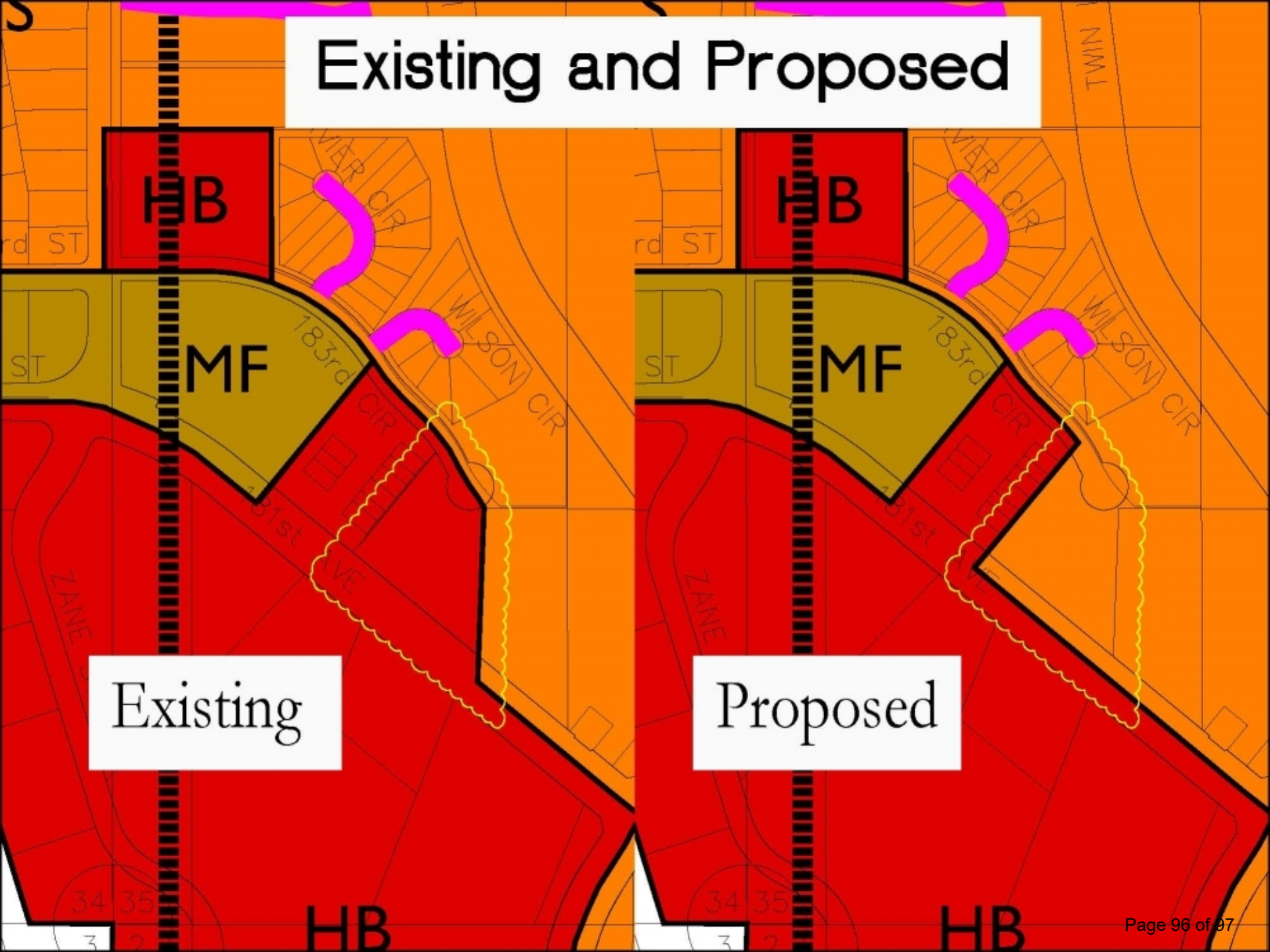
Action Requested

- Recommend, by motion, approval of the Comprehensive Plan amendment changing the land use from Highway Business to Mixed Residential

City Council Meeting

- If acted on, this item will go the **August 18, 2025**, City Council meeting

Existing and Proposed



Existing

Proposed



183rd Circle

75-00656-0105

Wilson Circle

13

75-00709-0150

75-00862-0010

SITE

75-00648-0205

1

75-00135-3306

181st Avenue

12

182nd Avenue

Zane Street

115

75-00648-0210