

MISSION STATEMENT: “The City of Mound, through teamwork and cooperation, provides, at a reasonable cost, quality services that respond to the needs of all citizens, fostering a safe, attractive and flourishing community.”

**CONCURRENT MOUND CITY COUNCIL AND MOUND PLANNING COMMISSION
SPECIAL MEETING WORKSHOP AGENDA
TUESDAY, FEBRUARY 20, 2024, 7:00 P.M.**

**MEETING LOCATION
COUNCIL CHAMBERS, MOUND CENTENNIAL BUILDING
5341 MAYWOOD ROAD, MOUND, MN**

Page(s)

1. Call to Order of City Council Special Meeting Workshop
2. Call to Order of Planning Commission Special Meeting Workshop
3. Approve City Council Special Meeting Workshop Agenda, with any Amendments
4. Approve Planning Commission Special Meeting Workshop Agenda, with any Amendments
5. Administer Oath of Office to Samantha Wacker for Reappointment to 3-Year Term by City Manager Jesse Dickson
6. Welcome and Introductions 1-3
7. Staff Review of 2023 Planning Commission Work Plan and Staff Project List
8. Review / Discussion –Development of 2024 Planning Commission Work Plan and Staff Project List
9. Adjournment of City Council Special Meeting Workshop
10. Adjournment of Planning Commission Special Meeting Workshop

QUESTIONS: Call Jen at 952-472-0603 or Sarah at 472-0604



MEMORANDUM

TO: Honorable Mayor and City Council and Planning Commission
Sarah Smith, Community Development Director and Rita
Trapp, HKGI Consultant Planner

FROM:

DATE: February 15, 2024

SUBJECT: Tues., February 20, 2024 Mound City Council and Planning
Commission Annual Special Meeting Workshop

1. Meeting Procedure

A Special Meeting Workshop of the Mound City Council and Mound Planning Commission has been scheduled by the City Council and Planning Commission to be held on Tuesday, February 20, 2024 at 7:00 p.m. Copies of the meeting notices are included. Both the Mound City Council and Mound Planning Commission are required to open the meeting, approve the agenda and adjourn the special meeting workshop. A quorum of each body must be present for the special meeting workshop.

2. 2023 Project Overview and Review of 2023 Planning Commission Work Plan and Staff Project List

Staff will provide a brief overview of the 2023 projects and activities at the meeting. Staff will also review the 2023 Planning Commission Work Plan List and Staff Project List that was approved by the City Council at its March 28, 2023 meeting with the City Council and Planning Commission. The list below identifies the work plan and staff projects and provides in bold italics underneath the actions taken:

2023 Planning Commission Work Plan

1. Updates to City Code – signage (Chapter 119), shoreland and miscellaneous updates (Chapter 129), subdivision (Chapter 121), building code (Chapter 113)
 - ***Amendments to zoning ordinance for mixed use regulation in shoreland overlay district adopted at March 28, 2028***
2. Evaluation of overnight living quarters in detached accessory structures and/or accessory dwelling units

2023 Staff Project List

1. Comprehensive Plan health evaluation – including consideration of interim ordinance
 - ***Interim ordinance for multi-family housing adopted March 14, 2023***
 - ***The Concurrent Planning Commission and City Council special meeting workshop to discuss the Comprehensive Plan Health Plan Check/Study was held on May 16, 2023***
 - ***The Comprehensive Plan Health/Check Study was discussed at the April 11, 2023 City Council meeting.***
 - ***The Planning Commission public hearing for the proposed comprehensive plan amendments was held on July 18, 2023***
 - ***The City Council authorized agency distribution of the proposed comprehensive plan amendments for distribution to public agencies and the school district for 60-day review on July 25, 2023. The amendments were sent out for agency and school district review on July 27, 2023.***
 - ***The City Council authorized submittal of comprehensive plan amendments to the Metropolitan Council on October 10, 2023***
 - ***The Metropolitan Council approved the comprehensive plan amendments on December 13, 2023***
 - ***The City Council adopted and put the comprehensive plan amendments into effect on January 9, 2024***
 - ***The City Council terminated the interim ordinance for the multi-family moratorium on January 9, 2024***
 - ***Posting of the amended 2040 Comprehensive Plan on the City website is pending.***
2. Property maintenance and nuisance - including review and categorization of 2022 complaints and review of enforcement mechanisms
 - ***Code enforcement procedures discussed at August 22, 2023 City Council meeting with recommendations for updated process to be brought back to future meeting. Revised procedures and process in cooperation with City Attorney.***
3. Development of review procedure/process
 - ***City Council adopted City Policy No. 13 on March 28, 2023. New policy requires Council Introduction at a City Council meeting prior to the submittal of an application and requires mailed notice to be provided to property owners within 350 feet at least 10 days prior.*** Study of opportunities to support environmental initiatives such as solar energy, rainwater gardens, etc.
4. Study of appropriateness of post-frame structures
5. Study of becoming an age friendly community

3. Discussion of Remaining 2023 Items

Staff will facilitate a discussion on the remaining 2023 items to assist in confirming their inclusion in the 2024 plan and frame up next steps. Members are advised that the Planning Commission had preliminary kick off discussion of Items No. 3-5 at its April 7, 2023 meeting.

4. Identification of New 2024 Items

Council members and Commissioners are invited to identify new topics for potential inclusion in the 2024 Planning Commission Work Plan or Staff Project List.

5. Next Steps

Based upon the discussion at the concurrent City Council and Planning Commission special meeting workshop, the proposed 2024 Planning Commission Work Plan and Staff Projects List will be included on an upcoming Planning Commission meeting agenda for formal review and recommendation that will be forwarded to the City Council for action.



PUBLIC NOTICE

Notice is Hereby Given About the Following Mound Planning Commission Meeting Cancellations and Scheduling of Special/Rescheduled Meetings

Scheduling of Tuesday, February 20, 2024 concurrent special meeting workshop with the City Council at 7:00 p.m. for the purpose of preparing the 2024 work plan and 2023 projects review.

Cancellation of Tues., March 5, 2024 regular meeting and scheduling of Tues., March 19, 2024 special rescheduled meeting at 7:00 p.m. due to presidential nomination primary for the purpose of conducting regular business.

Cancellation of Tues., August 6, 2024 regular meeting and scheduling of Tues., August 20, 2024 special rescheduled meeting at 7:00 p.m. due to Night to Unite special event for the purpose of conducting regular business.

Cancellation of Tues., November 5, 2024 regular meeting and scheduling of Tues., November 19, 2024 at 7:00 p.m. special rescheduled meeting due to general election for the purpose of conducting regular business.

The location for all meetings is the Council Chambers in the Mound Centennial Building, 5431 Maywood Road, Mound, MN. All Mound Planning Commission meetings are open to the public and all interested persons are invited to attend.

By: Sarah Smith, Comm. Dev. Director
Posted: January 10, 2024



PUBLIC NOTICE

Notice is Hereby Given Regarding a Special Concurrent Workshop to be held on February 20, 2024 at 7:00 PM with the City Council and Planning Commission.

The purpose of the meeting is to discuss the preparation of the 2024 works plan and perform a review of 2023 projects.

A quorum of both is expected.

The location for the meeting is the Council Chambers in the Mound Centennial Building, 5431 Maywood Road, Mound, MN.

All meetings are open to the public and all interested persons are invited to attend.

By: Maggie Reisdorf, Deputy City Manager
Posted: February 8, 2024