

TO: HONORABLE MAYOR AND CITY COUNCIL

From: Samantha Pierret

Subject: Amendment to Zoning Ordinance

Date: February 13, 2019

BACKGROUND: Staff was directed by the Planning Commission to investigate the possibility of amending Section 152.214 of the Zoning Ordinance to require an administrative permit instead of a conditional use permit for building relocation. Currently the Zoning Ordinance requires that any structure over 120 square feet that will be moved onto a vacant lot, in whole or in sections, obtain a conditional use permit. The conditional use permit requirement adds additional time and expenditures that developers and property owners are not anticipating when electing to move a structure in to the City of Cannon Falls.

The administrative permit would still require documentation be provided that is already required with the conditional use permit. The change to an administrative permit would allow staff to approve the request without going through a public hearing and approval process. These projects take multiple staff members to coordinate and approve including the Zoning Assistant, Police Chief, Public Works Director and the Goodhue County Building Permits and Inspections staff.

The City of Cannon Falls Planning Commission held a public hearing on this item at its February 11, 2019 meeting and at a vote of 5-0 recommends approval of the Zoning Ordinance Amendment.

RECOMMENDED COUNCIL ACTION: The City Council is asked to approve the amendment of Section 152.214 of the Zoning Ordinance to allow structures to be relocated into the City of Cannon Falls with an administrative permit as recommended by the Planning Commission.

**CITY OF CANNON FALLS
GOODHUE COUNTY, MINNESOTA**

**ORDINANCE NUMBER 365
SECOND SERIES**

**AN ORDINANCE AMENDING CHAPTER 152 OF THE CANNON FALLS CITY CODE,
THE ZONING ORDINANCE CONCERNING BUILDING RELOCATION**

THE CITY COUNCIL OF CANNON FALLS DOES ORDAIN:

Section 1. Section 152.214 of the Cannon Falls City Code, the Zoning Ordinance, is hereby amended to provide:

§152.214 BUILDING RELOCATION.

(A) *Review process.* Before any house or other structure is moved onto a vacant lot an administrative permit must be obtained in accordance with §§ 152.115 through 152.0118 of this chapter. The city shall conduct a site plan review and determine whether the structure will be compatible with other development in the area and conform to all city codes and ordinances.

(B) *Administrative permit exceptions.* The following uses do not need an administrative permit:

- (1) Accessory structures less than 120 square feet in area; and
- (2) (a) Relocations which occur solely within the confines of a single lot or parcel.
(b) The building relocated within the confines of a single lot or parcel, upon relocation, shall comply with the applicable requirements of this chapter, the city code and the Uniform Building Code.

(C) *Submission requirements.* In addition to the submission requirements of §§ 152.155 through 152.118 of this chapter, the following information shall be required for a building relocation administrative permit:

- (1) Photographs showing all sides of the structure to be moved and a proposed site plan of the lot on which the structure is to be located;
- (2) A map and photographs indicating location of surrounding lots and structures where the building is proposed to be relocated;
- (3) A map showing the route of travel of the structure to be relocated;
- (4) State license of the building mover;
- (5) Insurance information from the building mover; and
- (6) Dates and time of building moving.

(Prior Code, § 11-17-10) (Ord. 258, passed 5-4-2006)

Section 2. Effective Date. This ordinance shall be effective immediately upon its passage and publication according to law.

PASSED AND DULY ADOPTED this ____ day of _____, 20__ by the City Council of the City of Cannon Falls, Minnesota.

CITY OF CANNON FALLS

BY: _____
John O. Althoff, Mayor

ATTEST: _____
David Maroney, City Administrator