

1. Agenda Documents

Documents:

[0114 MOAA AGENDA.PDF](#)
[ORDINANCE 26-1 PUBLIC HEARING NOTICE.PDF](#)
[ORDINANCE 26-2 PUBLIC HEARING NOTICE.PDF](#)
[2026 MEETING DATES.PDF](#)

MONTICELLO JOINT PLANNING BOARD

Wednesday, January 14, 2026, at 7:30 pm

Monticello Township Hall

ORGANIZATIONAL ITEMS:

1. Administrator calls meeting to order-
 - a. Elect Chair and Vice-Chair for 2026
2. Designate official newspaper, meeting time and place.
3. Additions or corrections to tonight's agenda

ACTION ON NOVEMBER 12, 2025, MINUTES.

DISCUSSION ITEMS

1. Amendments to the Monticello Orderly Annexation Area Land Usage & Zoning Ordinance
 - a. Amend Section 155 to include Backyard Chickens, Dynamic Signs and Antennas. (26-1)
 - b. Amend Section 154, Subdivisions, and 155, Planned Unit Developments (PUDs). (26-2)

OTHER BUSINESS

Respectfully Submitted,



Barry Rhineberger, Planning Board Administrator

BR: sld

ORDINANCE AMENDMENT NUMBER 26-1

THE MONTICELLO ORDERLY ANNEXATION JOINT PLANNING BOARD HEREBY ORDAINS:

Article I – Amendment to Chapter 155 – Zoning

Sec. 1.

After § 155.111 insert the following:

§ 155.112 RESIDENTIAL BACKYARD CHICKENS

(A) *Purpose.* This section establishes a minimum baseline for the keeping of backyard chickens on agricultural and residential parcels. It is not intended to conflict with or be more restrictive than the provisions in Wright County Ordinance Chapter 152 – Feedlots.

(B) *Conditions.* All parcels in the R-1 (Urban/Rural Transition) and W (Wild and Scenic River) that are greater than 20,000 sq. ft. in size are permitted to keep chickens, subject to the following provisions:

- 1) The property shall have a single-family dwelling
- 2) The owner of the chickens shall occupy the dwelling
- 3) No more than 12 hen chickens shall be allowed, unless otherwise established and allowed by Chapter 152 of the Wright County Code of Ordinances
- 4) The keeping of roosters shall be prohibited

(C) *Structure and Setback Requirement.* Chickens shall be kept within a separate enclosed accessory structure and fenced outdoor containment area, subject to the following:

- 1) The accessory structure shall not exceed 120 sq. ft. and 8 ft. in total height.
- 2) Any fenced poultry run must be attached to the coop and be no larger than 120 square feet.
- 3) Structures and fenced chicken areas must be 15 ft. from all property lines or 25 ft. from a habitable structure on an adjacent property, whichever is greater, and be outside any recorded easements and rights-of-way.
- 4) In shoreland areas, structures must be located at least 200 ft. from a waterbody and must be outside of the floodplain.
- 5) The accessory structure shall be counted against the total accessory structure limitation, building coverage limitation, and impervious surface coverage calculation for the property.

(D) *Waste.*

- 1) Feces, waste, and discarded feed shall be regularly collected and only stored temporarily on-site in a leak-proof container with a tight-fitting cover to prevent nuisance odors and the attraction of vermin.
- 2) Chicken feed shall be stored in leak-proof containers with a tight-fitting cover to prevent attracting vermin.
- 3) Dead chickens must be disposed as soon as possible, typically within 48 to 72 hours after death, according to the Minnesota Board of Animal Health rules.

(E) Other Provisions.

- 1) Chickens shall remain in the accessory structure from sunset to sunrise each day.
- 2) If the keeping of chickens is discontinued for more than 12 consecutive months, any accessory structure and containment area must be removed, and the site restored. The accessory structure may not be repurposed for use as storage if the keeping of chickens is discontinued.
- 3) The slaughter of chickens on site is prohibited.
- 4) The raising of chickens for breeding purposes is prohibited.
- 5) No person shall permit any chickens of which they are the owner, caretaker, or custodian to be at-large. Any chickens shall be deemed at-large when they are off the premises owned or rented by its owner and unaccompanied by the owner or an agent or employee of the owner.
- 6) No chicken may be kept or raised in a manner as to cause injury or annoyance to persons or other animals on other property in the vicinity by reason of noise, odor, or filth.

(F) Revocation. The Zoning Administrator may prescribe general conditions for the keeping of chickens and specific conditions on a particular premises as in their judgment is necessary to safeguard public health and the general welfare. The Zoning Administrator may deny, revoke or take other authorized adverse action against any person or property allowed the keeping of chickens pursuant to this section if any condition or requirement is violated or if the keeping of chickens becomes a public nuisance or for other good cause.

Sec. 2.

Amend § 155.049(B)(7) as follows:

- (7) Livestock, poultry and animals subject to § 155.088(B) and 155.112 of this chapter;
and

Article II – Amendment to Chapter 155 – Zoning

Sec. 1.

Amend § 155.003(141) as follows:

(141) **SIGN, DYNAMIC.** Any sign with a characteristic that appears to have movement or that appears to change, ~~caused by any method other than physically removing and replacing the sign face or its components. This definition includes a display that incorporates a technology or method allowing the sign face to change the image without having to replace the sign face or its components physically or mechanically.~~ more than once per calendar day. This definition also includes any rotating, revolving, moving, flashing, blinking, or animated graphic or illumination, and any graphic that incorporates rotating panels, LED lights manipulated through digital input, “digital ink” or any other method or technology that allows the sign face to present a series of images or displays.

Sec. 2.

Amend § 155.048(G)(4)(c)(3)(b) as follows:

b. Two and one-half acres for divisions from eligible quarter-quarter sections if the building site is undeveloped cropland classified as prime farmland ~~or farmland of statewide importance as defined in the Land Use Plan;~~ and

Sec. 4.

Amend § 155.106(B)(10) as follows:

(10) The addition of antennas and associated equipment of an additional provider to an existing legal structure shall be considered co-location and not require an amendment to the ~~interim~~ conditional use permit.

Sec. 5.

Amend § 155.106(C)(1)(c) as follows:

(c) The installation of more than one support structure per property shall require the approval of an ~~interim~~ conditional use permit.

Sec. 6.

Amend § 155.106(D) as follows:

- (D) Personal wireless service and microwave antennas.
 - (1) Residential and Shoreland Districts.

(a) Antenna and support structures shall not exceed 75 feet in height in the R-1, R-2, R-2a and all Shoreland and Wild and Scenic Districts.

(b) Commercial antennas (other than co-location) and support structures of any type in the R-1, R-2, R-2a and all Shoreland and Wild and Scenic Districts shall require an conditional ~~interim~~ use permit and be subject to all other requirements for an conditional ~~interim~~ use listed in division (E) below.

(c) Any antenna or antenna support structure not located on a building must be located in the rear yard, no closer to any property line than the height of the structure.

(2) Agricultural Districts (AG, General Agriculture and A/R, Agricultural/Residential).

(a) The Zoning Administrator may issue an administrative use permit for any antenna support structure equal to or less than 130 feet in height, or for any antenna to be located on any pre-existing legal antenna support structure, or for any antenna to be located upon an existing building or structure which does not exceed 15 feet in height above the permitted structure height. An application filed for any new structure must include all the information required for an conditional ~~interim~~ use permit as specified in division (E) below. If the Zoning Administrator finds that the information submitted does not properly address all of the requirements of this chapter, he or she may require an conditional ~~interim~~ use permit upon providing the applicant a written summary of the reasons for this finding.

(b) An conditional ~~interim~~ use permit shall be required for any antenna or support structure over 130 feet in height. No structure shall be located closer to any property line than the height of the structure.

(3) Commercial Districts (B-1, B-2 and I-1).

(a) The Zoning Administrator may issue an administrative use permit for any antenna support structure equal to or less than 130 feet in height, or for any antenna to be located on any pre-existing legal antenna support structure, or for any antenna to be located upon an existing building or structure which does not exceed 15 feet in height above the permitted structure height. An application filed for any new structure must include all the information required for an conditional ~~interim~~ use permit as specified in division (E) below. If the Zoning Administrator finds that the information submitted does not properly address all of the requirements of this chapter, he or she may require an conditional ~~interim~~ use permit upon providing the applicant a written summary of the reasons for this finding.

(b) An conditional ~~interim~~ use permit shall be required for any antenna or support structure over 130 feet in height. No structure shall be located closer to any property line than one-half the height of the structure, exceptions to such setback may be granted if a structural engineer licensed in the state specifies in writing that any failure or collapse of the structure will occur within a lesser distance under all foreseeable circumstances.

Sec. 7.

Amend § 155.106(E) as follows:

(E) Standards and requirements for ~~interim~~ conditional use permits.

Sec. 8.

Amend § 155.106(E)(1) as follows:

(1) Information required with application. In addition to the standard application materials required by § 155.029 of this chapter for an ~~interim~~ conditional use permit, no application for an antenna shall be complete unless the following data has been submitted.

Sec. 9.

Amend § 155.106(E)(1)(c) as follows:

(c) An agreement stating that structures over 130 feet tall will be designed for not less than three users (including the applicant) with applicant and property owner commitment to co-location on reasonable market terms in good faith; any prohibition of additional users on a tower will be considered a violation of the ~~interim~~ conditional use permit. The agreement shall also include a statement that any unused or obsolete tower shall be removed by the property owner and/or applicant. Said agreement shall be signed by the applicant and the property owner and shall be attached to and become a part of the permit.

Effective Date:

These ordinance amendments shall be effective upon passage and publication.

Darek Vetsch
Chair, Monticello Orderly Annexation Area Joint Planning Board

ATTEST:

NOTICE OF PUBLIC HEARING
MONTICELLO ORDERLY ANNEXATION AREA JOINT POWERS PLANNING BOARD

TOWNSHIP/CITY RESPONSE FORM

TOWNSHIP & CITY: Monticello

HEARING DATE: Wednesday, January 14, 2026
at 7:30 p.m.

The Monticello Orderly Annexation Area Joint Powers Planning Board will be reviewing and discussing the proposed amendments to the Monticello Orderly Annexation Area Land Usage & Zoning Ordinance and during this hearing may make amendments to the chapters prior to adoption.

1. **Ordinance Amendment 26-1: Proposal to amend Section 155 to include Residential Backyard Chickens, Dynamic Signs and Antennas.**

STAFF NOTES: A copy of the proposed Ordinance is included.

* * *

THE TOWN BOARD/CITY COUNCIL SHOULD COMPLETE THE FOLLOWING AT A TOWN BOARD MEETING. IF THE TOWNSHIP IS RECOMMENDING ACTION WHICH CONFLICTS WITH THE COMPREHENSIVE PLAN, PLEASE STATE THE REASONS. IF NO WRITTEN RESPONSE IS RECEIVED FROM THE TOWNSHIP BEFORE THE HEARING, THE MONTICELLO ORDERLY ANNEXATION AREA BOARD WILL HAVE TO CONTINUE THE HEARING OR ASSUME THAT THE TOWN BOARD/CITY COUNCIL PREFERS TO LEAVE THE MATTER UP TO THE MOAA BOARD.

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ORDINANCE AMENDMENT NUMBER 26-1

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Sec. 9.

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(c) An agreement stating that structures over 130 feet tall will be designed for not less than three users (including the applicant) with applicant and property owner commitment to co-location on reasonable market terms in good faith; any prohibition of additional users on a tower will be considered a violation of the ~~interim~~ conditional use permit. The agreement shall also include a statement that any unused or obsolete tower shall be removed by the property owner and/or applicant. Said agreement shall be signed by the applicant and the property owner and shall be attached to and become a part of the permit.

Effective Date:

These ordinance amendments shall be effective upon passage and publication.

Darek Vetsch
Chair, Monticello Orderly Annexation Area Joint Planning Board

ATTEST:

NOTICE OF PUBLIC HEARING
MONTICELLO ORDERLY ANNEXATION AREA JOINT POWERS PLANNING BOARD

TOWNSHIP/CITY RESPONSE FORM

TOWNSHIP & CITY: Monticello

HEARING DATE: Wednesday, January 14, 2026
at 7:30 p.m.

The Monticello Orderly Annexation Area Joint Powers Planning Board will be reviewing and discussing the proposed amendments to the Monticello Orderly Annexation Area Land Usage & Zoning Ordinance and during this hearing may make amendments to the chapters prior to adoption.

1. **Ordinance Amendment 26-2:** Proposal to amend Sections 154 and 155 to include **Subdivisions and Planned Unit Developments**.

STAFF NOTES: A copy of the proposed Ordinance is included.

* * *

THE TOWN BOARD/CITY COUNCIL SHOULD COMPLETE THE FOLLOWING AT A TOWN BOARD MEETING. IF THE TOWNSHIP IS RECOMMENDING ACTION WHICH CONFLICTS WITH THE COMPREHENSIVE PLAN, PLEASE STATE THE REASONS. IF NO WRITTEN RESPONSE IS RECEIVED FROM THE TOWNSHIP BEFORE THE HEARING, THE MONTICELLO ORDERLY ANNEXATION AREA BOARD WILL HAVE TO CONTINUE THE HEARING OR ASSUME THAT THE TOWN BOARD/CITY COUNCIL PREFERS TO LEAVE THE MATTER UP TO THE MOAA BOARD.

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SIGNED: _____

ORDINANCE AMENDMENT NUMBER 26-2

THE MONTICELLO ORDERLY ANNEXATION JOINT PLANNING BOARD HEREBY ORDAINS:

Article I – Amendment to Chapter 155 – Zoning

Sec. 1

Amend § 155.059(A) as follows:

(A) *Purpose.* The purpose of the Planned Unit Development District is: to encourage flexibility in the design and development of land in order to promote its appropriate use; to facilitate the adequate and economical provisions of streets and utilities; and to preserve natural and scenic qualities. The PUD District shall be an overlay district, however, it shall apply only to specific projects which have been approved through the procedures outlined herein. If any standards contained ~~with in~~ in Minn. Rules ~~parts 6120.2500 or 6120.3800~~ are more restrictive than this chapter, the stricter standards shall apply.

Sec. 2

Insert after § 155.059(B)(3)(c):

(d) For a planned unit development containing lake or river frontage, common open space or commonly owned lots must not contain lake or river frontage.

Sec. 3

Amend § 155.059(C)(1)(b) as follows:

(b) The Planning Commission shall determine the number of dwelling units which may be constructed within the planned unit development by dividing the net acreage of the project area by the required lot area per dwelling unit which is required in the district in which the planned unit development is located. The net acreage shall be defined as the project area less the land area dedicated for public streets. Fractional results shall be rounded to the nearest whole number using standard rounding principles.

Sec. 4

Amend § 155.059(C)(2) as follows:

(2) *Rural planned unit development.* For a rural planned unit development, the number of dwelling units shall be determined by multiplying the gross acreage of the project area

by six-fortieths. Fractional results shall be rounded to the nearest whole number using standard rounding principles. Multi-family structures shall not be permitted in a rural PUD.

Sec. 5

Amend § 155.059(F)(1) as follows:

(1) General procedures for the establishment of a PUD district shall be the same as for rezoning and may be applied for concurrently with a rezoning request, as outlined in § 155.028 of this chapter. In addition, applications for the establishment of a PUD District shall be accompanied by an outline development plan.

Sec. 6

Amend § 155.059(F)(3)(b) as follows:

(b) Existing and proposed land uses and the approximate location of ~~buildings~~, lots, utilities and unique development features of the site;

Sec. 7

Amend § 155.059(G) as follows:

(G) *Procedure; preliminary ~~development plan~~ plat approval.*

Sec. 8

Amend § 155.059(G)(1) as follows:

(1) General procedures for the approval of a ~~preliminary development plan plat~~ shall be the same as for the approval of a conditional use permit for a preliminary plat, as outlined in Ch. 154 of this code of ordinances and § 155.029 of this chapter. ~~If more than 90 days elapses between establishment of the PUD District and approval of a preliminary development plan, the Planning Commission may order renotification of nearby property owners before final approval.~~

Sec. 9

Amend § 155.059(G)(2) as follows:

(2) The preliminary ~~development plan~~ plat must include all of the following information, in addition to that required for a preliminary plat as specified in Ch. 154 of this code of ordinances:

Sec. 10

Amend § 155.059(G)(3) as follows:

(3) In its final approval of a preliminary ~~development plan~~ plat, the Planning Commission may include conditions which must be met before approval of a final ~~development plan plat~~, and also conditions which are permanent. Only the permanent conditions need be recorded.

Sec. 11

Amend § 155.059(H) as follows:

(H) *Final ~~development plan~~ Plat.*

(1) A final ~~development plan~~ plat shall be submitted which meets the same requirements as a ~~final plan~~ specified in Ch. 154 of this code of ordinances.

(2) If no final ~~development plan~~ plat is submitted within six months of approval of the preliminary ~~development plan~~ plat, the ~~Planning Commission~~ Zoning Administrator may ~~revoke~~ require a new approval of the preliminary ~~development plan~~ plat by the Planning Commission.

(3) The final ~~development plan~~ plat shall comply in all respects with the approved preliminary ~~development plan~~ plat. Changes in the approved preliminary ~~development plan~~ plat shall require an amended conditional use permit.

(4) Roads and other improvements, including improvements to common open spaces, must be completed prior to recording the final development plan, unless adequate financial guarantees are provided to the county or township, in accord with Chapter 154 of this Code of Ordinances.

(5) After recording the final ~~development plan~~ plat, no alterations of the approved preliminary ~~development plan~~ plat may be made by the developer unless approved by the Planning Commission. Minor changes in the siting of single-family dwellings and accessory structures may be approved by the Zoning Administrator.

Sec. 12

Amend § 155.059(I)(1) as follows:

(1) Except for the establishment of restricted lands in a rural planned unit development, as provided in division (J) below, all lands shown on the preliminary ~~development plan~~ plat as common open space must be conveyed under one of the following options. Under no circumstances may lands used to calculate the number of units be transferred or used for any purpose not included in the approved preliminary ~~development plan~~ plat.

Sec. 13

Amend § 155.059(I)(1)(b) as follows:

(b) It may be conveyed to trustees provided in an indenture establishing an association or similar organization for the maintenance of the planned development. The common open space must be conveyed to the trustees subject to covenants to be approved by the Planning Commission which restrict the open space to the uses specified on the preliminary ~~development plan~~ plat, and which provide for the maintenance of the common open space in a manner which assures its continuing use for its intended purpose.

Sec. 14

Insert after § 155.059(I)(1)(b):

(c) It may be transferred as a fractional interest to each of the buildable lots in the development.

Sec. 15

Amend § 155.059(I)(2)(d) as follows:

(d) The development schedule, which is part of the preliminary ~~development plan~~ plat, must coordinate the improvement of the common open space, the construction of buildings, structures and improvements in the common open space, and the construction of residential dwellings in the planned unit development.

Sec. 16

Amend § 155.059(I)(2)(e) as follows:

(e) If the preliminary ~~development plan~~ plat provides for buildings, structures or improvements in the common open space, the developer must provide a bond or other adequate assurance that the buildings, structures and improvements will be completed.

Sec. 17

Amend § 155.059(J)(2)(b) as follows:

(b) However, restricted lands may not be further developed for residential or commercial uses, ~~but~~ and shall be strictly limited to agricultural or open space uses but may contain an existing farmstead dwelling and accessory buildings.

Sec. 18

Amend § 155.059(J)(2)(c) as follows:

(c) Reasonable restrictions upon such lands shall be stated by the Planning Commission at the time of preliminary ~~development plan~~ plat approval and said restrictions shall be recorded with the final ~~development plan~~ plat.

Sec. 19

Amend § 155.003(161) as follows:

(161) **SUBDIVISION.** The dividing of any parcel of land into two or more parcels. For floodplain regulatory purposes, **SUBDIVISION** shall mean land that has been divided for the purpose of sale, rent, or lease, including planned unit developments.

(a) **PLATTED SUBDIVISION.** ~~If any resultant~~ Any subdivision resulting in a parcel that is less than five acres in area and less than 300 feet in width and the subdividing was done for the purpose of transfer of ownership to effectuate building development, except those described in Chapter 155.048(G), or if a new street or road is involved, regardless of the size of the parcel and/or its width, subsequent parcels must be platted in accordance with the terms and procedure of Ch. 154 and 155 of this code of ordinances.

(b) **UNPLATTED SUBDIVISION.** A division of any parcel of land into two or more parts, except those described in Chapter 155.048(G), wherein all parts are at least five acres and have at least 300 feet in width and frontage on an existing public road, done for the purpose of transfer of ownership to effectuate building development. Ingress and egress easements of any type shall not be construed as public roads. These do not require platting, but shall be zoned for the appropriate use and approved by a Conditional Use Permit.

Article II – Amendment to Chapter 155 – Zoning

Sec. 1

Amend § 155.057(H)(1) as follows:

(H) *Commercial-Recreational Shoreland District (S-3).*

(1) *Purpose.* The intent of the S-3 Commercial-Recreational Shorelands District is to provide suitable locations for, and to encourage the development of, commercial recreation facilities in those areas of the county which benefit the recreational needs of both residents and tourists and restrict incompatible commercial and industrial uses. S-3 Commercial-Recreational Shoreland District shall not be an overlay district, but shall be an exclusive district when used. It shall be the only district where commercial uses are allowed in the shoreland areas. Such uses shall be limited to those listed below. Performance standards shall be those listed in division (DE) above and as otherwise applicable in this chapter. If any standards contained ~~with in~~ in Minn. Rules, ~~parts 6120.2500 or 6120.3800~~ are more restrictive than this chapter, the stricter standards shall apply.

Article III – Amendment to Chapter 154 – Subdivision

Sec. 1

Amend § 154.05(A) as follows:

(A) Any plat or subdivision, hereafter made, for each subdivision or each part thereof lying within the jurisdiction of this chapter, shall be prepared, presented for approval and recorded as herein prescribed. The regulations contained herein shall apply to the subdivision of a lot, tract or parcel of land into two or more lots, tracts or other division of land for the purpose of sale or of building development, whether immediate or future, including the re-subdivision or replatting of land or lots.

Sec. 2

Amend § 154.05(B) as follows:

(B) Exemptions – The following subdivisions of land are exempt from the platting and subdivision requirements of this chapter, but shall follow any requirements established in Chapter 155 of the Monticello Orderly Annexation Area Code of Ordinances. Division of land in tracts larger than 40 acres in area and 300 feet in width where the remainder is not less than 40 acres shall be exempt from the requirements of this chapter.

- (1) Subdivisions as described in Chapter 155.048(G), unless a new road is being established.
- (2) Large Tract Subdivisions. Division of land in tracts larger than 40 acres in area, 300 feet in width, and having at least 300 feet of public road frontage, and where the remainder is not less than 40 acres
- (3) Lot line adjustments. The relocation of the boundary line between two abutting lots of record shall not require platting but may require Board of Adjustment approval in accord with Chapter 155.026 of the Monticello Orderly Annexation Area Code of Ordinances.
- (4) Cemetery plots. Subdivisions creating cemetery plots do not require a Conditional Use Permit.
- (5) Public purposes. Transfers of small parcels to governmental units in case of encroachments, road rights-of-way or utility easements.
- (6) Land exchanges and additions to existing lots. Exchanges of abutting land between owners, and the addition of land to an existing lot shall be considered a minor subdivision, provided the new lot and the remaining lot meet the zoning code requirements. The Zoning Administrator shall decide if a Conditional Use Permit is required for this type of subdivision.

Sec. 3

Amend § 154.07(A)(2) as follows:

(2) Such proposed plans will be considered as submitted for informal and confidential discussion between the subdivider and the Zoning Administrator. Submission of a subdivision proposed plan shall not constitute formal filing of a plat with the Monticello Orderly Annexation Joint Powers Board.

Sec. 4

Amend § 154.07(B) as follows:

(B) Preliminary plat; procedure.

(1) Approval of the County Planning Commission:

(a) ~~Ten copies~~ One full-size copy, drawn to scale, and one digital copy of the preliminary plat, along with all other application materials, and payment of all applicable fees, shall be submitted to the ~~County Planning Commission~~ Wright County Office of Planning and Zoning at least 21 days prior to the Planning Commission meeting at which consideration is requested. The Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~ shall hold a public hearing on said preliminary plat. The notice of the public hearing shall be sent to the ~~property owners within 500 feet provided as indicated in Chapter 155.029. It shall not be necessary to notify property owners in cities. Notice shall also be sent to the township board or boards and municipalities within two miles at least 10 days prior to the hearing date. Public notice shall consist of a general description of the proposal, the time, date and place of hearing. The applicant must provide the tax parcel number or numbers.~~

1. ~~For the purpose of notification ownership of property within the previously described required distance shall be provided by the applicant and shall be certified as being correct. The owner, as herein defined, shall be the fee owner or contract purchaser. The~~ Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~ shall act on each preliminary plat thereof submitted within the timeframe prescribed by M.S. § 15.99 ~~within 90 days of date of submission, or such time as mutually agreed by the applicant; failure to act shall be deemed as approval. In case the plat is disapproved within 45 days, the subdivider shall be notified of the reason for such action and what requirements will be necessary to meet the approval of the Planning Commission.~~

2. Approval or disapproval of the preliminary plat shall be conveyed to the subdivider in writing within 45 days after the meeting of the Planning Commission at which such plat was considered.

(b) In case the plat is disapproved, the subdivider shall be notified of the reason for such action. The approval of the preliminary plat does not constitute an acceptance of the subdivision, but is deemed to be an authorization to proceed with the final plat. This approval of the preliminary plat shall be effective for a period of six months, unless an extension is granted by the Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~. The subdivider may file a final plat limited to such portion of the preliminary plat which he or she proposed to record and develop at the time; provided that, such portion must conform to all

requirements of this chapter. If some portion of the final plat has not been submitted for approval within this period, a preliminary plat must again be submitted to the Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~ for approval.

(2) The preliminary plat shall be submitted to ~~the County Commissioner, or Commissioner of the district or districts in which the subdivision is located and~~ the township board, or boards, in which the subdivision is located, for review at least ten days prior to the public hearing.

~~—(3) The preliminary plat shall be submitted to any municipality within two miles of the plat, for review at least 10 days prior to the public hearing.~~

(34) The preliminary plat shall be submitted to the utility or power company for review of utility easements, at least ten days prior to the public hearing.

(45) The County Surveyor and Highway Engineer shall submit a report to the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~ concerning the feasibility of the proposed plat and its conformance. In the case where the County Surveyor is submitting the preliminary plat, the report shall be submitted either by the County Highway Engineer or other qualified person selected by the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~.

(56) The preliminary plat shall be submitted to the ~~Park Board Chairperson and to the Park Board representative~~ Wright County Director of Parks and Recreation.

(67) The preliminary plat shall be accompanied by a fee to be submitted to the Planning and Zoning Administrator as established by the County Board. Such fee is to be used for the expense of the county in connection with the review, inspection, approval or disapproval of said plat.

(78) The land survey shall certify conformance to design standards for both preliminary and final plats.

(89) ~~Percolation tests are required on each soil type of building site groups three through eight within the proposed platted area. The soil types will be determined from the Wright County Soils Survey Atlas done by the Soils Conservation Service. The location and number of percolation tests may be reduced only at the direction of the County Sanitarian. Unless connected to city sewer, all proposed dwelling lots must have a minimum of two soil treatment and dispersal areas that can support trenches, seepage beds, mounds or at-grade systems as described in MN rules parts 7080.2200 through 7080.2230 and 7080.2260 or site conditions described in MN Rules part 7081.0270, subparts 3 through 7. Verification by soil borings located on a plan must be submitted, establishing that this requirement can be met.~~

Sec. 5

Amend § 154.07(C)(1)(b) as follows:

(b) *Approval of the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~.* The final plat shall be submitted to the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~ at least ten days prior to a Planning Commission meeting at which consideration is requested. The Monticello Orderly Annexation

Area Joint Powers Board Planning Commission shall act on each plat submitted ~~within 60 days of submission; failure to act shall be deemed as approval~~ and authorize the Chairman's signature on the plat. In case the plat is disapproved, the subdivider shall be notified of the reason for such action and what requirements shall be necessary to meet the approval of the Monticello Orderly Annexation Area Joint Powers Board Planning Commission.

Sec. 6

Amend § 154.07(C)(2) as follows:

(2) *Fees*. The final plat shall be accompanied by all fees established by these regulations, all fees to be submitted to the County Planning and Zoning Administrator.

Sec. 7

Amend § 154.11(O) as follows:

(O) **LOT OF RECORD**. ~~A deed which has been recorded with the County Recorder. Any lot which is one unit of a plat heretofore duly approved and filed, or one unit of any auditor's subdivision or a registered land survey that has been recorded in the office of the County Recorder, prior to the effective date of Chapter 155. LOT OF RECORD shall also include parcels of land for which a deed or contract for deed has been recorded in the office of the County Recorder prior to 8-2-1978; provided that said parcel or parcels were legally created in accord with ordinances in effect at the time the deed or contract was recorded.~~

Sec. 8

Amend § 154.11(Y) as follows:

(Y) SUBDIVISION. The dividing of any parcel of land into two or more parcels.

(1) PLATTED SUBDIVISION. Any ~~resultant~~ subdivision resulting in a parcel that is less than five acres in area and less than 300 feet in width and the subdividing was done for the purpose of transfer of ownership to effectuate building development, except those described in Chapter 155.048(G), or if a new street or road is involved, regardless of the size of the parcel and/or its width, ~~such parcels~~ must be platted in accordance with the terms and procedures of this chapter.

(2) UNPLATTED SUBDIVISION. A division of any parcel of land into two or more parts, except those described in Chapter 155.048(G), wherein all parts are at least five acres and have at least 300 feet in width and frontage on an existing public road, done for the purpose of transfer of ownership to effectuate building development. Ingress and egress easements of any type shall not be construed as public roads. These do not require platting, but shall be zoned for the appropriate use and approved by a Conditional Use Permit.

Sec. 9

Amend § 154.32(B) as follows:

(B) Local roads and streets should be so planned as to discourage their use by non-local traffic. Dead-end streets and roads shall be prohibited, but cul-de-sacs or approved “Tee” will be permitted where topography or other conditions justify their use. ~~Cul-de-sacs shall not be longer than 500 feet, including a terminal turn-around which shall be provided at the closed end, with an outside curb radius of at least 60 feet and a right-of-way radius of not less than 66 feet or an approved “Tee”.~~ Terminal roads shall be at a length determined and allowed by the road authority. Terminal turn-arounds shall be provided at the closed end, with an outside curb radius of at least 60 feet and a right-of-way radius of not less than 66 feet, an approved “Tee”, or as otherwise approved by the road authority.

Sec. 10

Amend § 154.32(F) as follows:

(F) Wherever the proposed subdivision contains or is adjacent to the right-of-way of a county, state or federal highway, provision shall be made for a marginal access street or road approximately parallel and adjacent to the boundary of such right-of-way, or for a road at a distance suitable for the appropriate use of land between such road and right-of-way. Such distance shall be determined with due consideration for the minimum distance required for approach connections to future grade separations, or for lot depths. In platted subdivisions, ~~individual lots will have no direct access to any county, state or federal highway~~ shall be determined by the road authority.

Sec. 11

Amend § 154.34(B) as follows:

(B) For all platted and unplatted subdivisions created for the purpose of sale or development, in all subdivisions except those described in Chapter 155.048(G), either 7% of the gross area of the subdivision or 10% of the raw land value shall be dedicated or paid to the county or a cash park dedication fee shall be paid to the county, for public recreation and parks. The cash park dedication fee shall be calculated on a per lot basis, at the rate determined by the County Board of Commissioners as part of the adopted fee schedule. The Monticello Orderly Annexation Area Joint Powers Board County Planning Commission and the County Board shall determine whether 7% of the gross area shall be dedicated or 10% of the raw land value paid. Said 7% of the total gross area of the subdivision the park dedication is in the form of land or cash, and this shall be in addition to any dedication of streets, alleys and easements. The location of said dedications within the area of the subdivision shall be subject to the approval of the Monticello Orderly Annexation Area Joint Powers Board County Planning Commission and the County Board. The raw land market value shall be determined by the County Assessor’s office.

Sec. 12

Amend § 154.35(A)(4) as follows:

(4) Graphic scale of plat, ~~not less than one inch to 100 feet~~ at a ratio determined by the Planning and Zoning Administrator;

Sec. 13

Amend § 154.35(A)(6)(c) as follows:

(c) Waterways, ditches, ponds, marshes, wetlands, and floodable ~~low lands~~ lowlands in a plan which describe the existing conditions.

Sec. 14

Amend § 154.35(A)(9) as follows:

(9) ~~Where lots to be platted are larger in area than 20,000 square feet or greater than 150 feet in width at the building setback line, public sewer and water facilities are unavailable and the plat is within one mile of a municipality in the county, When determined necessary by the Planning and Zoning Administrator or Monticello Orderly Annexation Area Joint Powers Board,~~ a preliminary re-subdivision plan shall be prepared and submitted, showing a feasible method by which large lots may be re-subdivided in the future for higher density development in the event that public sewer and water facilities become available. The location of the principal structure on each lot shall be shown and building permits will only be issued for those structures which allow for economically feasible re-subdivision;

Sec. 15

Amend § 154.35(A)(10) as follows:

(10) Existing topography, as determined necessary by the ~~County~~ Planning and Zoning Administrator, including date of survey, with contour intervals of not less than two feet, related to United States Geological Survey datum; also the location of water courses, ravines, bridges, lakes, marshes, wetlands, wooded areas, rock outcroppings, approximate acreage, and other such features as may be pertinent to the subdivision;

Sec. 16

Amend § 154.36(B)(5) as follows:

(5) County Board of Commissioners:

WRIGHT COUNTY BOARD OF COMMISSIONERS

This plat of NAME OF PLAT was approved and accepted by the Board of County Commissioners of Wright County, Minnesota, at a meeting held this ____ day of _____, 20____.

Sec. 17

Amend § 154.36(D)(1) as follows:

(1) ~~Ten copies~~ One copy of the final plat shall be filed with the Wright County Planning and Zoning Administrator ~~Planning Commission~~.

Sec. 18

Amend § 154.50(B)(1)(a) as follows:

(a) Prior to the installation of any required improvements and prior to approval of the final plat, the subdivider shall enter into a contract in writing with the county or local road authority requiring the subdivider to furnish and contract said improvements at his or her sole cost and in accordance with plans and specifications and usual contract conditions. The agreement shall require the subdivider to make an escrow deposit or, in lieu thereof, to furnish a performance bond acceptable to the County Attorney or local road authority, the amount of the deposit or penal amount of the bond to be equal to 150% of the engineer's estimate of the total cost of the improvements to be furnished under the contract, including the cost of inspection. On request of the subdivider, the contract may provide for completion of part or all of the improvements covered thereby prior to the acceptance of the final plat. In such event, the amount of the deposit or bond may be reduced in a sum equal to the estimated cost of the improvements so completed prior to the acceptance of the final plat. The time for completion of the work and several parts thereof shall be determined by the County Planning Commission or local road authority upon recommendation of the engineer after consultation with the subdivider. It shall be reasonable with relation to the work to be done, the seasons of the year and proper correlation with construction activities in the plat and subdivision.

Sec. 19

Amend § 154.50(B)(2)(b) as follows:

(b) An escrow deposit shall be made with the County Auditor/Treasurer or local road authority in a sum equal to 150% of the total cost as estimated by the County Engineer, or as established by the local road authority engineer, of all improvements to be furnished and installed by the subdivider pursuant to the contract, which have not been completed prior to the approval of the final plat. The total costs shall include costs of inspection by the county or local road authority. The county or local road authority shall be entitled to reimburse itself out of said deposit for any cost and expenses incurred by the county or local road authority for completion of the work in case of default of the subdivider under said contract, and for any damages sustained on account of any breach thereof. Upon completion of the work and the liability, the balance remaining of said deposit shall be refunded to the subdivider.

Sec. 20

Amend § 154.50(B)(2)(b) as follows:

(c) In lieu of making the escrow deposits, the subdivider may furnish a performance bond with corporate surety, in a penalty sum equal to 150% of the total cost as estimated by the County Engineer or local road authority of all the improvements to be furnished and installed by the subdivider pursuant to the contract, which have not been completed prior to the approval of the final plat. The total cost shall include costs of inspection by the county or local road authority. The bond shall be approved as to form by the County Attorney or the attorney of the local road authority and filed with the County Auditor/Treasurer or local road authority.

Sec. 21

Amend § 154.50(E) as follows:

(E) All of the required improvements to be installed under the provisions of this chapter shall be inspected during the course of the construction by an agent of the County Board or local road authority. All of the inspection costs pursuant thereto shall be paid by the subdivider in the manner prescribed in division (B) above.

Effective Date:

These ordinance amendments shall be effective January 1, 2026.

Darek Vetsch
Chair, Monticello Orderly Annexation Area Joint Powers Board

ATTEST:

NOTICE OF PUBLIC HEARING
MONTICELLO ORDERLY ANNEXATION AREA JOINT POWERS PLANNING BOARD

TOWNSHIP/CITY RESPONSE FORM

TOWNSHIP & CITY: Monticello

HEARING DATE: Wednesday, January 14, 2026
at 7:30 p.m.

The Monticello Orderly Annexation Area Joint Powers Planning Board will be reviewing and discussing the proposed amendments to the Monticello Orderly Annexation Area Land Usage & Zoning Ordinance and during this hearing may make amendments to the chapters prior to adoption.

1. **Ordinance Amendment 26-2:** Proposal to amend Sections 154 and 155 to include **Subdivisions and Planned Unit Developments.**

STAFF NOTES: A copy of the proposed Ordinance is included.

* * *

THE TOWN BOARD/CITY COUNCIL SHOULD COMPLETE THE FOLLOWING AT A TOWN BOARD MEETING. IF THE TOWNSHIP IS RECOMMENDING ACTION WHICH CONFLICTS WITH THE COMPREHENSIVE PLAN, PLEASE STATE THE REASONS. IF NO WRITTEN RESPONSE IS RECEIVED FROM THE TOWNSHIP BEFORE THE HEARING, THE MONTICELLO ORDERLY ANNEXATION AREA BOARD WILL HAVE TO CONTINUE THE HEARING OR ASSUME THAT THE TOWN BOARD/CITY COUNCIL PREFERS TO LEAVE THE MATTER UP TO THE MOAA BOARD.

___ TOWNSHIP/CITY APPROVES OF THE REQUEST BECAUSE:

___ TOWNSHIP/CITY DISAPPROVES OF THE REQUEST BECAUSE:

___ TOWNSHIP/CITY DISAPPROVES OF THE REQUEST BECAUSE:

SIGNED: _____

ORDINANCE AMENDMENT NUMBER 26-2

THE MONTICELLO ORDERLY ANNEXATION JOINT PLANNING BOARD HEREBY ORDAINS:

Article I – Amendment to Chapter 155 – Zoning

Sec. 1

Amend § 155.059(A) as follows:

(A) *Purpose.* The purpose of the Planned Unit Development District is: to encourage flexibility in the design and development of land in order to promote its appropriate use; to facilitate the adequate and economical provisions of streets and utilities; and to preserve natural and scenic qualities. The PUD District shall be an overlay district, however, it shall apply only to specific projects which have been approved through the procedures outlined herein. If any standards contained ~~with in~~ in Minn. Rules ~~parts 6120.2500 or 6120.3800~~ are more restrictive than this chapter, the stricter standards shall apply.

Sec. 2

Insert after § 155.059(B)(3)(c):

(d) For a planned unit development containing lake or river frontage, common open space or commonly owned lots must not contain lake or river frontage.

Sec. 3

Amend § 155.059(C)(1)(b) as follows:

(b) The Planning Commission shall determine the number of dwelling units which may be constructed within the planned unit development by dividing the net acreage of the project area by the required lot area per dwelling unit which is required in the district in which the planned unit development is located. The net acreage shall be defined as the project area less the land area dedicated for public streets. Fractional results shall be rounded to the nearest whole number using standard rounding principles.

Sec. 4

Amend § 155.059(C)(2) as follows:

(2) *Rural planned unit development.* For a rural planned unit development, the number of dwelling units shall be determined by multiplying the gross acreage of the project area

by six-fortieths. Fractional results shall be rounded to the nearest whole number using standard rounding principles. Multi-family structures shall not be permitted in a rural PUD.

Sec. 5

Amend § 155.059(F)(1) as follows:

(1) General procedures for the establishment of a PUD district shall be the same as for rezoning and may be applied for concurrently with a rezoning request, as outlined in § 155.028 of this chapter. In addition, applications for the establishment of a PUD District shall be accompanied by an outline development plan.

Sec. 6

Amend § 155.059(F)(3)(b) as follows:

(b) Existing and proposed land uses and the approximate location of ~~buildings~~, lots, utilities and unique development features of the site;

Sec. 7

Amend § 155.059(G) as follows:

(G) *Procedure; preliminary ~~development plan~~ plat approval.*

Sec. 8

Amend § 155.059(G)(1) as follows:

(1) General procedures for the approval of a ~~preliminary development plan~~ plat shall be the same as for the approval of a conditional use permit for a preliminary plat, as outlined in Ch. 154 of this code of ordinances and § 155.029 of this chapter. ~~If more than 90 days elapses between establishment of the PUD District and approval of a preliminary development plan, the Planning Commission may order renotification of nearby property owners before final approval.~~

Sec. 9

Amend § 155.059(G)(2) as follows:

(2) The preliminary ~~development plan~~ plat must include all of the following information, in addition to that required for a preliminary plat as specified in Ch. 154 of this code of ordinances:

Sec. 10

Amend § 155.059(G)(3) as follows:

(3) In its final approval of a preliminary ~~development plan~~ plat, the Planning Commission may include conditions which must be met before approval of a final ~~development plan plat~~, and also conditions which are permanent. Only the permanent conditions need be recorded.

Sec. 11

Amend § 155.059(H) as follows:

(H) *Final ~~development plan~~ Plat.*

(1) A final ~~development plan~~ plat shall be submitted which meets the same requirements as a ~~final plan~~ specified in Ch. 154 of this code of ordinances.

(2) If no final ~~development plan~~ plat is submitted within six months of approval of the preliminary ~~development plan~~ plat, the ~~Planning Commission~~ Zoning Administrator may ~~revoke~~ require a new approval of the preliminary ~~development plan~~ plat by the Planning Commission.

(3) The final ~~development plan~~ plat shall comply in all respects with the approved preliminary ~~development plan~~ plat. Changes in the approved preliminary ~~development plan~~ plat shall require an amended conditional use permit.

(4) Roads and other improvements, including improvements to common open spaces, must be completed prior to recording the final development plan, unless adequate financial guarantees are provided to the county or township, in accord with Chapter 154 of this Code of Ordinances.

(5) After recording the final ~~development plan~~ plat, no alterations of the approved preliminary ~~development plan~~ plat may be made by the developer unless approved by the Planning Commission. Minor changes in the siting of single-family dwellings and accessory structures may be approved by the Zoning Administrator.

Sec. 12

Amend § 155.059(I)(1) as follows:

(1) Except for the establishment of restricted lands in a rural planned unit development, as provided in division (J) below, all lands shown on the preliminary ~~development plan~~ plat as common open space must be conveyed under one of the following options. Under no circumstances may lands used to calculate the number of units be transferred or used for any purpose not included in the approved preliminary ~~development plan~~ plat.

Sec. 13

Amend § 155.059(I)(1)(b) as follows:

(b) It may be conveyed to trustees provided in an indenture establishing an association or similar organization for the maintenance of the planned development. The common open space must be conveyed to the trustees subject to covenants to be approved by the Planning Commission which restrict the open space to the uses specified on the preliminary ~~development plan~~ plat, and which provide for the maintenance of the common open space in a manner which assures its continuing use for its intended purpose.

Sec. 14

Insert after § 155.059(I)(1)(b):

(c) It may be transferred as a fractional interest to each of the buildable lots in the development.

Sec. 15

Amend § 155.059(I)(2)(d) as follows:

(d) The development schedule, which is part of the preliminary ~~development plan~~ plat, must coordinate the improvement of the common open space, the construction of buildings, structures and improvements in the common open space, and the construction of residential dwellings in the planned unit development.

Sec. 16

Amend § 155.059(I)(2)(e) as follows:

(e) If the preliminary ~~development plan~~ plat provides for buildings, structures or improvements in the common open space, the developer must provide a bond or other adequate assurance that the buildings, structures and improvements will be completed.

Sec. 17

Amend § 155.059(J)(2)(b) as follows:

(b) However, restricted lands may not be further developed for residential or commercial uses, ~~but~~ and shall be strictly limited to agricultural or open space uses but may contain an existing farmstead dwelling and accessory buildings.

Sec. 18

Amend § 155.059(J)(2)(c) as follows:

(c) Reasonable restrictions upon such lands shall be stated by the Planning Commission at the time of preliminary ~~development plan~~ plat approval and said restrictions shall be recorded with the final ~~development plan~~ plat.

Sec. 19

Amend § 155.003(161) as follows:

(161) **SUBDIVISION.** The dividing of any parcel of land into two or more parcels. For floodplain regulatory purposes, **SUBDIVISION** shall mean land that has been divided for the purpose of sale, rent, or lease, including planned unit developments.

(a) **PLATTED SUBDIVISION.** ~~If any resultant~~ Any subdivision resulting in a parcel that is less than five acres in area and less than 300 feet in width and the subdividing was done for the purpose of transfer of ownership to effectuate building development, except those described in Chapter 155.048(G), or if a new street or road is involved, regardless of the size of the parcel and/or its width, subsequent parcels must be platted in accordance with the terms and procedure of Ch. 154 and 155 of this code of ordinances.

(b) **UNPLATTED SUBDIVISION.** A division of any parcel of land into two or more parts, except those described in Chapter 155.048(G), wherein all parts are at least five acres and have at least 300 feet in width and frontage on an existing public road, done for the purpose of transfer of ownership to effectuate building development. Ingress and egress easements of any type shall not be construed as public roads. These do not require platting, but shall be zoned for the appropriate use and approved by a Conditional Use Permit.

Article II – Amendment to Chapter 155 – Zoning

Sec. 1

Amend § 155.057(H)(1) as follows:

(H) *Commercial-Recreational Shoreland District (S-3).*

(1) *Purpose.* The intent of the S-3 Commercial-Recreational Shorelands District is to provide suitable locations for, and to encourage the development of, commercial recreation facilities in those areas of the county which benefit the recreational needs of both residents and tourists and restrict incompatible commercial and industrial uses. S-3 Commercial-Recreational Shoreland District shall not be an overlay district, but shall be an exclusive district when used. It shall be the only district where commercial uses are allowed in the shoreland areas. Such uses shall be limited to those listed below. Performance standards shall be those listed in division (DE) above and as otherwise applicable in this chapter. If any standards contained ~~with in~~ in Minn. Rules, ~~parts 6120.2500 or 6120.3800~~ are more restrictive than this chapter, the stricter standards shall apply.

Article III – Amendment to Chapter 154 – Subdivision

Sec. 1

Amend § 154.05(A) as follows:

(A) Any plat or subdivision, hereafter made, for each subdivision or each part thereof lying within the jurisdiction of this chapter, shall be prepared, presented for approval and recorded as herein prescribed. The regulations contained herein shall apply to the subdivision of a lot, tract or parcel of land into two or more lots, tracts or other division of land for the purpose of sale or of building development, whether immediate or future, including the re-subdivision or replatting of land or lots.

Sec. 2

Amend § 154.05(B) as follows:

(B) Exemptions – The following subdivisions of land are exempt from the platting and subdivision requirements of this chapter, but shall follow any requirements established in Chapter 155 of the Monticello Orderly Annexation Area Code of Ordinances. ~~Division of land in tracts larger than 40 acres in area and 300 feet in width where the remainder is not less than 40 acres shall be exempt from the requirements of this chapter.~~

- (1) Subdivisions as described in Chapter 155.048(G), unless a new road is being established.
- (2) Large Tract Subdivisions. Division of land in tracts larger than 40 acres in area, 300 feet in width, and having at least 300 feet of public road frontage, and where the remainder is not less than 40 acres
- (3) Lot line adjustments. The relocation of the boundary line between two abutting lots of record shall not require platting but may require Board of Adjustment approval in accord with Chapter 155.026 of the Monticello Orderly Annexation Area Code of Ordinances.
- (4) Cemetery plots. Subdivisions creating cemetery plots do not require a Conditional Use Permit.
- (5) Public purposes. Transfers of small parcels to governmental units in case of encroachments, road rights-of-way or utility easements.
- (6) Land exchanges and additions to existing lots. Exchanges of abutting land between owners, and the addition of land to an existing lot shall be considered a minor subdivision, provided the new lot and the remaining lot meet the zoning code requirements. The Zoning Administrator shall decide if a Conditional Use Permit is required for this type of subdivision.

Sec. 3

Amend § 154.07(A)(2) as follows:

(2) Such proposed plans will be considered as submitted for informal and confidential discussion between the subdivider and the Zoning Administrator. Submission of a subdivision proposed plan shall not constitute formal filing of a plat with the Monticello Orderly Annexation Joint Powers Board.

Sec. 4

Amend § 154.07(B) as follows:

(B) Preliminary plat; procedure.

(1) Approval of the County Planning Commission:

(a) ~~Ten copies~~ One full-size copy, drawn to scale, and one digital copy of the preliminary plat, along with all other application materials, and payment of all applicable fees, shall be submitted to the ~~County Planning Commission~~ Wright County Office of Planning and Zoning at least 21 days prior to the Planning Commission meeting at which consideration is requested. The Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~ shall hold a public hearing on said preliminary plat. The notice of the public hearing shall be sent to the ~~property owners within 500 feet provided as indicated in Chapter 155.029. It shall not be necessary to notify property owners in cities. Notice shall also be sent to the township board or boards and municipalities within two miles at least 10 days prior to the hearing date. Public notice shall consist of a general description of the proposal, the time, date and place of hearing. The applicant must provide the tax parcel number or numbers.~~

1. ~~For the purpose of notification ownership of property within the previously described required distance shall be provided by the applicant and shall be certified as being correct. The owner, as herein defined, shall be the fee owner or contract purchaser. The~~ Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~ shall act on each preliminary plat thereof submitted within the timeframe prescribed by M.S. § 15.99 ~~within 90 days of date of submission, or such time as mutually agreed by the applicant; failure to act shall be deemed as approval. In case the plat is disapproved within 45 days, the subdivider shall be notified of the reason for such action and what requirements will be necessary to meet the approval of the Planning Commission.~~

2. Approval or disapproval of the preliminary plat shall be conveyed to the subdivider in writing within 45 days after the meeting of the Planning Commission at which such plat was considered.

(b) In case the plat is disapproved, the subdivider shall be notified of the reason for such action. The approval of the preliminary plat does not constitute an acceptance of the subdivision, but is deemed to be an authorization to proceed with the final plat. This approval of the preliminary plat shall be effective for a period of six months, unless an extension is granted by the Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~. The subdivider may file a final plat limited to such portion of the preliminary plat which he or she proposed to record and develop at the time; provided that, such portion must conform to all

requirements of this chapter. If some portion of the final plat has not been submitted for approval within this period, a preliminary plat must again be submitted to the Monticello Orderly Annexation Area Joint Powers Board ~~Planning Commission~~ for approval.

(2) The preliminary plat shall be submitted to ~~the County Commissioner, or Commissioner of the district or districts in which the subdivision is located and~~ the township board, or boards, in which the subdivision is located, for review at least ten days prior to the public hearing.

~~—(3) The preliminary plat shall be submitted to any municipality within two miles of the plat, for review at least 10 days prior to the public hearing.~~

(34) The preliminary plat shall be submitted to the utility or power company for review of utility easements, at least ten days prior to the public hearing.

(45) The County Surveyor and Highway Engineer shall submit a report to the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~ concerning the feasibility of the proposed plat and its conformance. In the case where the County Surveyor is submitting the preliminary plat, the report shall be submitted either by the County Highway Engineer or other qualified person selected by the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~.

(56) The preliminary plat shall be submitted to the ~~Park Board Chairperson and to the Park Board representative~~ Wright County Director of Parks and Recreation.

(67) The preliminary plat shall be accompanied by a fee to be submitted to the Planning and Zoning Administrator as established by the County Board. Such fee is to be used for the expense of the county in connection with the review, inspection, approval or disapproval of said plat.

(78) The land survey shall certify conformance to design standards for both preliminary and final plats.

(89) ~~Percolation tests are required on each soil type of building site groups three through eight within the proposed platted area. The soil types will be determined from the Wright County Soils Survey Atlas done by the Soils Conservation Service. The location and number of percolation tests may be reduced only at the direction of the County Sanitarian. Unless connected to city sewer, all proposed dwelling lots must have a minimum of two soil treatment and dispersal areas that can support trenches, seepage beds, mounds or at-grade systems as described in MN rules parts 7080.2200 through 7080.2230 and 7080.2260 or site conditions described in MN Rules part 7081.0270, subparts 3 through 7. Verification by soil borings located on a plan must be submitted, establishing that this requirement can be met.~~

Sec. 5

Amend § 154.07(C)(1)(b) as follows:

(b) *Approval of the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~.* The final plat shall be submitted to the Monticello Orderly Annexation Area Joint Powers Board ~~County Planning Commission~~ at least ten days prior to a Planning Commission meeting at which consideration is requested. The Monticello Orderly Annexation

Area Joint Powers Board Planning Commission shall act on each plat submitted ~~within 60 days of submission; failure to act shall be deemed as approval~~ and authorize the Chairman's signature on the plat. In case the plat is disapproved, the subdivider shall be notified of the reason for such action and what requirements shall be necessary to meet the approval of the Monticello Orderly Annexation Area Joint Powers Board Planning Commission.

Sec. 6

Amend § 154.07(C)(2) as follows:

(2) *Fees*. The final plat shall be accompanied by all fees established by these regulations, all fees to be submitted to the County Planning and Zoning Administrator.

Sec. 7

Amend § 154.11(O) as follows:

(O) ***LOT OF RECORD***. ~~A deed which has been recorded with the County Recorder. Any lot which is one unit of a plat heretofore duly approved and filed, or one unit of any auditor's subdivision or a registered land survey that has been recorded in the office of the County Recorder, prior to the effective date of Chapter 155. LOT OF RECORD shall also include parcels of land for which a deed or contract for deed has been recorded in the office of the County Recorder prior to 8-2-1978; provided that said parcel or parcels were legally created in accord with ordinances in effect at the time the deed or contract was recorded.~~

Sec. 8

Amend § 154.11(Y) as follows:

(Y) SUBDIVISION. The dividing of any parcel of land into two or more parcels.

(1) PLATTED SUBDIVISION. Any ~~resultant~~ subdivision resulting in a parcel that is less than five acres in area and less than 300 feet in width and the subdividing was done for the purpose of transfer of ownership to effectuate building development, except those described in Chapter 155.048(G), or if a new street or road is involved, regardless of the size of the parcel and/or its width, ~~such parcels~~ must be platted in accordance with the terms and procedures of this chapter.

(2) UNPLATTED SUBDIVISION. A division of any parcel of land into two or more parts, except those described in Chapter 155.048(G), wherein all parts are at least five acres and have at least 300 feet in width and frontage on an existing public road, done for the purpose of transfer of ownership to effectuate building development. Ingress and egress easements of any type shall not be construed as public roads. These do not require platting, but shall be zoned for the appropriate use and approved by a Conditional Use Permit.

Sec. 9

Amend § 154.32(B) as follows:

(B) Local roads and streets should be so planned as to discourage their use by non-local traffic. Dead-end streets and roads shall be prohibited, but cul-de-sacs or approved “Tee” will be permitted where topography or other conditions justify their use. ~~Cul-de-sacs shall not be longer than 500 feet, including a terminal turn-around which shall be provided at the closed end, with an outside curb radius of at least 60 feet and a right-of-way radius of not less than 66 feet or an approved “Tee”.~~ Terminal roads shall be at a length determined and allowed by the road authority. Terminal turn-arounds shall be provided at the closed end, with an outside curb radius of at least 60 feet and a right-of-way radius of not less than 66 feet, an approved “Tee”, or as otherwise approved by the road authority.

Sec. 10

Amend § 154.32(F) as follows:

(F) Wherever the proposed subdivision contains or is adjacent to the right-of-way of a county, state or federal highway, provision shall be made for a marginal access street or road approximately parallel and adjacent to the boundary of such right-of-way, or for a road at a distance suitable for the appropriate use of land between such road and right-of-way. Such distance shall be determined with due consideration for the minimum distance required for approach connections to future grade separations, or for lot depths. In platted subdivisions, ~~individual lots will have no direct access to any county, state or federal highway~~ shall be determined by the road authority.

Sec. 11

Amend § 154.34(B) as follows:

(B) For all platted and unplatted subdivisions created for the purpose of sale or development, in all subdivisions except those described in Chapter 155.048(G), either 7% of the gross area of the subdivision or 10% of the raw land value shall be dedicated or paid to the county or a cash park dedication fee shall be paid to the county, for public recreation and parks. The cash park dedication fee shall be calculated on a per lot basis, at the rate determined by the County Board of Commissioners as part of the adopted fee schedule. The Monticello Orderly Annexation Area Joint Powers Board County Planning Commission and the County Board shall determine whether 7% of the gross area shall be dedicated or 10% of the raw land value paid. Said 7% of the total gross area of the subdivision the park dedication is in the form of land or cash, and this shall be in addition to any dedication of streets, alleys and easements. The location of said dedications within the area of the subdivision shall be subject to the approval of the Monticello Orderly Annexation Area Joint Powers Board County Planning Commission and the County Board. The raw land market value shall be determined by the County Assessor’s office.

Sec. 12

Amend § 154.35(A)(4) as follows:

(4) Graphic scale of plat, ~~not less than one inch to 100 feet~~ at a ratio determined by the Planning and Zoning Administrator;

Sec. 13

Amend § 154.35(A)(6)(c) as follows:

(c) Waterways, ditches, ponds, marshes, wetlands, and floodable ~~low lands~~ lowlands in a plan which describe the existing conditions.

Sec. 14

Amend § 154.35(A)(9) as follows:

(9) ~~Where lots to be platted are larger in area than 20,000 square feet or greater than 150 feet in width at the building setback line, public sewer and water facilities are unavailable and the plat is within one mile of a municipality in the county, When determined necessary by the Planning and Zoning Administrator or Monticello Orderly Annexation Area Joint Powers Board,~~ a preliminary re-subdivision plan shall be prepared and submitted, showing a feasible method by which large lots may be re-subdivided in the future for higher density development in the event that public sewer and water facilities become available. The location of the principal structure on each lot shall be shown and building permits will only be issued for those structures which allow for economically feasible re-subdivision;

Sec. 15

Amend § 154.35(A)(10) as follows:

(10) Existing topography, as determined necessary by the ~~County~~ Planning and Zoning Administrator, including date of survey, with contour intervals of not less than two feet, related to United States Geological Survey datum; also the location of water courses, ravines, bridges, lakes, marshes, wetlands, wooded areas, rock outcroppings, approximate acreage, and other such features as may be pertinent to the subdivision;

Sec. 16

Amend § 154.36(B)(5) as follows:

(5) County Board of Commissioners:

WRIGHT COUNTY BOARD OF COMMISSIONERS

This plat of NAME OF PLAT was approved and accepted by the Board of County Commissioners of Wright County, Minnesota, at a meeting held this ____ day of _____, 20____.

Sec. 17

Amend § 154.36(D)(1) as follows:

(1) ~~Ten copies~~ One copy of the final plat shall be filed with the Wright County Planning and Zoning Administrator ~~Planning Commission~~.

Sec. 18

Amend § 154.50(B)(1)(a) as follows:

(a) Prior to the installation of any required improvements and prior to approval of the final plat, the subdivider shall enter into a contract in writing with the county or local road authority requiring the subdivider to furnish and contract said improvements at his or her sole cost and in accordance with plans and specifications and usual contract conditions. The agreement shall require the subdivider to make an escrow deposit or, in lieu thereof, to furnish a performance bond acceptable to the County Attorney or local road authority, the amount of the deposit or penal amount of the bond to be equal to 150% of the engineer's estimate of the total cost of the improvements to be furnished under the contract, including the cost of inspection. On request of the subdivider, the contract may provide for completion of part or all of the improvements covered thereby prior to the acceptance of the final plat. In such event, the amount of the deposit or bond may be reduced in a sum equal to the estimated cost of the improvements so completed prior to the acceptance of the final plat. The time for completion of the work and several parts thereof shall be determined by the County Planning Commission or local road authority upon recommendation of the engineer after consultation with the subdivider. It shall be reasonable with relation to the work to be done, the seasons of the year and proper correlation with construction activities in the plat and subdivision.

Sec. 19

Amend § 154.50(B)(2)(b) as follows:

(b) An escrow deposit shall be made with the County Auditor/Treasurer or local road authority in a sum equal to 150% of the total cost as estimated by the County Engineer, or as established by the local road authority engineer, of all improvements to be furnished and installed by the subdivider pursuant to the contract, which have not been completed prior to the approval of the final plat. The total costs shall include costs of inspection by the county or local road authority. The county or local road authority shall be entitled to reimburse itself out of said deposit for any cost and expenses incurred by the county or local road authority for completion of the work in case of default of the subdivider under said contract, and for any damages sustained on account of any breach thereof. Upon completion of the work and the liability, the balance remaining of said deposit shall be refunded to the subdivider.

Sec. 20

Amend § 154.50(B)(2)(b) as follows:

(c) In lieu of making the escrow deposits, the subdivider may furnish a performance bond with corporate surety, in a penalty sum equal to 150% of the total cost as estimated by the County Engineer or local road authority of all the improvements to be furnished and installed by the subdivider pursuant to the contract, which have not been completed prior to the approval of the final plat. The total cost shall include costs of inspection by the county or local road authority. The bond shall be approved as to form by the County Attorney or the attorney of the local road authority and filed with the County Auditor/Treasurer or local road authority.

Sec. 21

Amend § 154.50(E) as follows:

(E) All of the required improvements to be installed under the provisions of this chapter shall be inspected during the course of the construction by an agent of the County Board or local road authority. All of the inspection costs pursuant thereto shall be paid by the subdivider in the manner prescribed in division (B) above.

Effective Date:

These ordinance amendments shall be effective January 1, 2026.

Darek Vetsch
Chair, Monticello Orderly Annexation Area Joint Powers Board

ATTEST:

2026 Meeting Dates

JANUARY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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FEBRUARY						
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DECEMBER						
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- Planning Commission**

6:30 PM Nov. 1st - April 30th 7:30 PM May 1st - Oct. 31st
- Board of Adjustment**

8:30 AM
- MOAA**

*monticello joint board
- Holiday**