

1. Agenda Documents

Documents:

- 0. 03-03-2026 IEDC AGENDA.PDF
- 1B. APPROVE 01-06-26 IEDC MINUTES.DRAFT.PDF
- 2A. TABLE TOPIC_ISD 882 UPDATE_SUPINT OLSON.PDF
- 3. LIAISON UPDATES.PDF

AGENDA
INDUSTRIAL & ECONOMIC DEVELOPMENT COMMITTEE (IEDC)
Tuesday, March 3, 2026
7:00 a.m. at Monticello Community Center

Members: Chairperson Jarred Merchant, Vice Chairperson Mike Huey, City Council Member Charlotte Gabler, Luke Dahlheimer, Joe Elam, Shawn Hafen, Aaron Holthaus, Liz Kokesh, Sarah Kortmansky, Sonja McElroy, Eric Olson, Joni Pawelk, Cory Ritter, Greg Schultz, Rob Stark, Andrew Tapper, Darek Vetsch, Tony Velishek

Liaisons: City Administrator Rachel Leonard, Tyler Bevier, Missy Meidinger, Deb Meyer, Angela Schumann, Jim Thares, Dave Tombers, Tim Zipoy

1. General Business

- A. Call to Order
- B. January 6, 2026, Meeting Minutes
- C. Consideration of Adding Items to the Agenda

2. Regular Agenda

- A. Consideration of Table Topic – Monticello Public School District #882 Update - Eric Olson, Superintendent

3. Liaison Updates

- A. Wright County Economic Development Partnership (WCEDP)
- B. Chamber of Commerce
- C. Economic Development
 - Sales Tax Revenue Collections – November 2025
 - Project Updates
 - Prospect List
 - March 3, 2026, Planning Commission Agenda
- D. City Council Update

4. Next Meeting Reminder – Date: Tuesday, May 3, 2026

5. Adjournment (8:30 a.m.)

MINUTES
INDUSTRIAL & ECONOMIC DEVELOPMENT COMMITTEE (IEDC)
Tuesday, January 6, 2026, at 7:00 a.m.
Monticello Community Center

Members Present: Chairperson Jarred Merchant, Vice Chairperson Mike Huey, Luke Dahlheimer, Liz Kokesh, Sarah Kortmansky, Sonja McElroy, Eric Olson, Rob Stark, Tony Velishek, Darek Vetsch

Members Absent: Joni Pawelk, Cory Ritter, Greg Schultz, Joe Elam, Charlotte Gabler, Shawn Hafen, Andrew Tapper, Aaron Holthaus,

Liaisons Present: None

Liaisons Absent: Deb Meyer, Missy Meidinger, Dave Tombers, Tim Zipoy

Staff Present: Jim Thares, Rachel Leonard, Bob Ferguson, Tyler Bevier

1. General Business

A. Call to Order

Chairperson Jarred Merchant called the regular meeting of the Monticello IEDC to order at 7:07 a.m.

B. Roll Call

Chair Merchant did not call the roll.

C. Approval of Minutes

ROB STARK MOVED TO APPROVE THE SEPTEMBER 3, 2025, AND NOVEMBER 5, 2025, REGULAR MEETING MINUTES.

Jim Thares, Economic Development Manager noted a correction to the November 5, 2025, meeting minutes, that Charlotte Gabler was shown in attendance, when she was in fact absent. The prepared meeting minutes should be updated to reflect the attendance correction update of Charlotte Gabler not being in attendance at that meeting. Rob Stark accepted the change.

LUKE DAHLHEIMER. SECONDED MOTION. MOTION CARRIED UNANIMOUSLY.

D. Consideration of Adding Items to the Agenda

None

2. Regular Agenda

A. Consideration of electing 2026 IEDC officers (Chairperson, Vice Chairperson, and Secretary)

Mr. Thares began with the report in the packet noting that typically the current serving vice chairperson transitions to the chairperson role, and a new vice

chairperson is nominated for that role; all of which is subject to the IEDC members nominating prerogatives and approval of the individuals for the respective offices.

CHAIRPERSON JARRED MERCHANT OFFERED A NOMINATION OR A MOTION OF UNANIMOUS SUPPORT FOR MIKE HUEY, CURRENT VICE CHAIR TO SERVE AS CHAIRPERSON FOR 2026. MIKE HUEY ACCEPTED THE NOMINATION.

SARAH KORTMANSKY NOMINATED ROB STARK TO SERVE AS VICE CHAIRPERSON.

LUKE DAHLHEIMER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Jarred Merchant stated that city staff would offer to serve as the IEDC Secretary again. It was a consensus among members to have city staff remain as Secretary.

Jarred Merchant turned the meeting over to 2026 Chairperson Mike Huey.

B. **Consideration of Adopting 2026 IEDC Position-Action Statements**

Mr. Thares provided an overview of the position-action statements for 2026, with a comparison to the 2025 statements. Mr. Thares highlighted the few changes to the position-action statements that reflect the advisory capacity of the IEDC, the business retention and expansion (BR&E) visits, and the annual manufacturers' breakfast. Mr. Thares further pointed the "hotel and restaurant support position statement item" as raising a question of whether it possibly should be removed when considering overall hotel-restaurant factors. He suggested that maybe the position statement would be better intended to lean toward the possibility of a future hotel study as a precursor to further support of another proposed concept hotel with a conference center. This ties into the IEDC actions statement(s) regarding additional public funding for such a development. He then updated the members about the status of the current Fairfield By Marriott Hotel (98 rooms) that is currently under construction. It's expected to receive a certificate of occupancy (CO) in late July or early August 2026. He also shared information about the concept Broadway Plaza hotel, restaurant, and museum development, which is involved in continuing search for sufficient funding to move forward. Members concurred that there is likely no longer a need to have the hotel attraction item in the position-action statements.

Discussion was also held about the importance of downtown area revitalization and redevelopment and that it should remain a key focus with Mr. Thares sharing that the EDA is looking to commission another downtown Small Area Plan (SAP) study focusing on the east side of TH25 to gain more understanding of the community needs-preferences and the best strategies and in early 2026.

LUKE DAHLHEIMER MOVED TO APPROVE THE 2026 POSITION-ACTION STATEMENTS AS DISCUSSED.

SARAH KORTMANSKY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY

C. **Consideration of Table Topics for 2026**

Mr. Thares began with an overview of the table topics for 2026. He encouraged the members to discuss the potential topics and add, delete, modify them as preferred. Discussion was held to condense and merge several of the table topics under broader, more relevant topics, with a focus on items relating to transportation, economic development, industrial park, building permit indicators, and county updates. Members also expressed the continued importance of the legislative update at the end of the Minnesota legislative session.

Staff highlighted the increased importance of the manufacturer's breakfast. It was pointed out by several members that discussions and planning steps should start earlier in the year. Discussion was held to potentially look at a Wednesday or Thursday luncheon, versus a Friday morning breakfast, to see if that would help increase attendance, as well as exploration of a location change if feasible, with future topics of AI and the economy as the headliner. Mike Huey, Rob Stark, and Jarred Merchant expressed interest in reaching out to local manufacturers in the coming weeks and months to report back to the IEDC at the March 3, 2026, meeting.

3. **Liaison Updates**

A. **Wright County Economic Development Partnership (WCEDP)**

Rob Stark, Vice Chair for the WCEDP, spoke of the upcoming annual meeting and the changeover in staff for the administrative and marketing assistant position.

B. **Chamber of Commerce**

Jarred Merchant gave an update on the annual banquet's success and upcoming events, including the new regional civics bee contest, scheduled for March 21, 2026 at the Middle School (involves 6th, 7th and 8th grade students).

C. **Economic Development**

Mr. Thares presented the following City economic development updates:

- Sales Tax Collections Update Actual vs Projections
- Projects Update
- Residential, Commercial, and Industrial building permits and activity
- Prospect List
- Downtown Façade Forgivable Loan Program
- January 6, 2026, Planning Commission Agenda

City Administrator Rachel Leonard gave an update on the Data Center PUD Ordinance, where action is recommended to be postponed at the January 6, 2026,

Planning Commission Regular Meeting. She also noted a joint City Council-Planning Commission workshop planned for January 15, 2026 which will allow further discussion and sharing of information among all members of the two bodies findings of a planned January 8, 2026 field trip to the Des Moines, Iowa metro area to discuss data center development with various city leaders and view-tour the developed data center sites. The goal is to bring forward those findings and final recommendations at next Planning Commission Regular Meeting in February (02-03-26) for consideration. The next action step for the Data Center PUD Ordinance will be final consideration by the City Council at the end of February.

D. **City Council**

Ms. Leonard gave an update on the City Council-adopted budget, where the final levy increase was smaller than the preliminary levy, as well as an update on the history of bonding projects. An additional update of the public works facility contract redesign for future proofing of the project was presented.

Ms. Leonard also gave an overview of the proposed Twin Pines multi-family project (96 market rate units) and spoke about the update of the final draft of the AUAR (Alternative Urban Areawide Review) environmental review document and the next steps in the process involving the EQB (Environmental Quality Board).

4. **Next Meeting Reminder** – Date: Tuesday, March 3, 2026

5. **Adjournment**

Meeting was adjourned by consensus at 8:14 a.m.

Recorded By: Tyler Bevier
Date Approved: March 3, 2026

Attest: _____
Jim Thares, Economic Development Manager

4A. Table Topic – Consideration of Monticello Public School District Facilities and Programs Update – Eric Olson, Superintendent, Monticello ISD #882

Prepared by: Economic Development Manager	Meeting Date: 3/3/2026	<input checked="" type="checkbox"/> Regular Agenda Item
Reviewed by: Community and Economic Development Coordinator	Approved by: Economic Development Manager	

REFERENCE AND BACKGROUND

Superintendent Eric Olson will present information about the Monticello Public School District facilities and programs to the IEDC.

SUPPORTING DATA:

N/A

3. Liaison Updates

Prepared by: Economic Development Director	Meeting Date: 03/03/2026	<input checked="" type="checkbox"/> Liaison Updates
Reviewed by: Administrative Assistant	Approved by: N/A	

REFERENCE AND BACKGROUND

- A. **Wright County Economic Development Partnership (WCEDP)** - Update provided by WCEDP staff and/or leadership
- B. **Monticello Chamber of Commerce** - Update provided by Chamber staff and/or leadership
- C. **City Economic Development - Jim Thares, Economic Development Manager**
 IEDC members are encouraged to ask questions as so inclined. Attachments include the Sales Tax Revenue Collections, the Project Updates Summary and Projects-Prospects List. The Planning Commission Agenda for March 3, 2026, meeting is also included.
 - Sales Tax Collections Update – November 2025
 - Project Updates
 - Prospect List
 - Otter Creek Business Park Update – Specific potential development (based on initial discussions)
 - 2026 Development Fee Schedule
 - Planning Commission Meeting Agenda – March 3, 2026
- D. **City Council Update - Rachel Leonard, City Administrator**

Monticello Local Option Sales Tax

Collection		Admin Start		
Month	Amount Collected	Admin Fees	Up Fees	Total Received
May-25	\$ 175,249.36	\$ (1,577.24)	\$ (16,116.45)	\$ 157,555.67
Jun-25	\$ 204,919.19	\$ (1,844.27)		\$ 203,074.92
Jul-25	\$ 203,551.14	\$ (1,831.96)		\$ 201,719.18
Aug-25	\$ 217,249.10	\$ (1,955.24)		\$ 215,293.86
Sep-25	\$ 200,916.80	\$ (1,808.25)		\$ 199,108.55
Oct-25	\$ 219,355.63	\$ (1,974.20)		\$ 217,381.43
Nov-25	\$ 225,114.69	\$ (2,026.03)		\$ 223,088.66
Dec-25				\$ -
Jan-26				\$ -
Feb-26				\$ -
Mar-26				\$ -
Apr-26				\$ -
May-26				\$ -
Jun-26				\$ -
	\$ 1,446,355.91	\$ (13,017.19)	\$ (16,116.45)	\$ 1,417,222.27

3C. Project Updates

Big River Commercial Development - Chelsea Road:

Temporary Certificates of Occupancy were recently issued for both the Les Schwab Tire Center and the Valvoline rapid oil change service facility.

Fairfield By Marriott Hotel:

Construction of the 98-room hotel development project has slowed greatly due to labor shortages. City staff will continue to monitor and provide updates.

Minnesota Sports Cards - Retail:

Construction of the Minnesota Sports Cards retail center (4,409 sq. ft. building) on a 1.09-acre site located just east of the former McDonald's fast-food restaurant (located along the freeway in front of Home Depot) is progressing with opening slated for Spring.

Big Bore Restaurant (formerly the McDonald's Restaurant on East 7th Street):

The extensive remodeling of the former McDonald's restaurant is also continuing. The Big Bore Restaurant, featuring convenient pick-up and drive-through options, is scheduled to open in late April 2026.

Discount Tire:

Construction of Discount Tire (2.04-acre parcel located at 1300 7th Street East) at sales and service store is underway on the north side of I-94 adjacent to the Sunny Days Therapy facility on 7th Street East. After pausing construction for some time due to supply chain issues, it is now actively progressing again and is targeted for late June 2026 completion.

**3C. Update of Potential Development Activity in Otter Creek Business Park (OCBP)
Industrial Development**

<p>Prepared by: Economic Development Manager</p>	<p>Meeting Date: 03/03/26</p>	<p><input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Consent Agenda Item</p>
<p>Reviewed by: Development Services Administrative Assistant</p>	<p>Approved by: Economic Development Manager</p>	

ACTION REQUESTED

Information and/or discussion purposes only.

REFERENCE AND BACKGROUND

Otter Creek Business Park has approximately 52.50 acres available in platted lot and Outlots. Current prospects that the City has had initial discussions with regarding potential development in OCBP are listed below:

1. Proj Firefly = 25,000-30,000 Ind-Wareh development – 15-to-20-acres - 25 to 45 jobs
2. Project Pezzo = 30,000-45,000 Ind Prod-Mfg Bldg – 4 to 5.25 acres – 20 to 35 jobs
3. Proj RBD = 20,000-30,000 sq. ft. Ind-Prod-Mfg Bldg – 2.25 to 3.10 acres – 15 to 20 jobs
4. Proj SP-60-80 = 60,000-65,000 sq. ft. Wareh-Proc Bldg – 6.35 to 7.0 acres – 70 to 85 jobs
5. Project PSLW-70-50 = 70,000 sq. ft. Mfg-Prod Bldg. – 6.15 to 6.75 acres – 50 jobs
6. Project PS-70-25 = 70,000 sq. ft. Industrial Bldg - 25 to 35 jobs



2026 Monticello Development Fee Schedule

Community Development - Building

County Assessor Fees:	Building Valuation \$499,999 or less.....	\$60
	Building Valuation \$500,000 or more.....	\$160
Basement Finish.....		106% of 1997 State recommended schedule
Building Inspection (non-permit related)		\$60/hr. (\$15 minimum for 15 min. or less)
Building Permit Fees		106% of 1997 State recommended schedule
Building Permit Surcharge.....		use State-mandated fee
Building Re-Inspection Fee (after 2 nd failed inspection)		\$60
Contractor License Fee.....		\$5
Building Permit/Records - Duplicate.....		\$60/hour
		\$15 minimum charge for 15 minutes or less
Blight Processing Fee.....		\$60 (per parcel)
Demolition Permit.....		106% of 1997 State recommended schedule
	Permit is issued under a building permit (follow same procedures as issuing a building permit). Prior to demolition permit issuance verify with Public Works. Contractor must arrange disconnection: 1) Sanitary sewer; 2) City water & retrieve water meter; 3) approve routing for trucks and heavy equipment, (if applicable). An excavation permit may also be required by Public Works.	
Fire Alarm/Fire Sprinkler System.....		106% of 1997 State recommended schedule or \$100 + State surcharge
Food Truck Inspections.....		\$50/annually
Master Plan Review.....		25% of building permit fee
Mechanical Permits		
Residential.....		\$50 base + \$9/fixture + State surcharge
Commercial.....		1.5% of valuation or \$100 minimum + State Surcharge
Mobile Home Permit.....		\$200
Moving Buildings.....		\$150 + expense + demolition permit
Plan Review.....		65% of building permit fee
Non-single family as-built survey escrow.....		Contractor must provide an escrow amount of 125% of the written cost of the as-built-survey, before issuance of building permit.
Plumbing Permits		
Residential.....		\$50 base + \$9/fixture (“fixture” includes such things as traps, toilets, floor drains, sinks, showers)
Commercial.....		1.5% of valuation or \$100 minimum + State surcharge
Rental Application/Records-Duplicate fee.....		\$60/hour
		\$15 minimum charge for 15 minutes or less
Rental Housing License Fee.....		\$45/building + \$15 /ea. dwelling unit within building
Rental License Application Late Fee.....		Double standard license fee
Rental Housing License Transfer Fee		\$35
Rental Re-Inspection Fee (after 2 nd failed inspection)		\$60

Community Development - Building Cont.

Residential Building Escrow	
Landscaping - Boulevard Trees.....	\$800 (interior lot - 2 trees), \$1,600 (corner lot - 4 trees)
Landscaping - Lot Turf Establishment.....	\$7,500 (includes curb stop, small utilities, etc. - minor public utility items)
Public Sidewalk & Curb.....	\$600 (per damaged panel)
Driveway Pavement.....	\$3,000
FG As-Built Survey.....	\$1,300
Secondary Escrow Release Inspection Fee.....	\$75 (applied if first escrow release inspection fails)
Re-roof (residential).....	\$150 + State surcharge
Re-side (residential).....	\$150 + State surcharge
Solar Systems; Commercial/Industrial.....	106% of 1997 State recommended schedule + State surcharge
Solar Systems: Residential.....	\$300 + State surcharge
Swimming Pools - Above Ground.....	\$150 + State surcharge
Swimming Pools - In-ground.....	\$300 + State surcharge
Window and Door Replacement (residential).....	\$150 + State surcharge
Sign Permit - Permanent.....	\$50 for first \$1,000 of value (minimum fee \$50) \$10 each additional \$1,000 of value
Sign Permit - Temporary.....	\$50 regular fee/\$100 if City initiated
State Building Permit Surcharge	
<u>Valuation of Structure</u>	<u>Additional or Alteration Surcharge Computation</u>
\$1,000,000 or less.....	.0005 x valuation
\$1,000,000 to \$2,000,000.....	\$500 + .0004 x (Value - \$1,000,000)
\$2,000,000 to \$3,000,000.....	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,000 to \$4,000,000.....	\$1,200 + .0002 x (Value - \$3,000,000)
\$4,000,000 to \$5,000,000.....	\$1,400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000.....	\$1,500 + .0005 x (Value - \$5,000,000)
Surveys.....	\$15
Utility Locate Fee	
Residential.....	\$50
Commercial/Industrial.....	\$65

Community Development - Planning/Zoning

Administrative Home Occupation Permit.....	\$50
Comprehensive Plan Amendment.....	\$300 + escrow (per chart) *
	*Escrow waived for cross/joint parking CCD
Conditional Use Permit.....	\$300 + Escrow (per chart) *
Encroachment/License Agreements.....	\$50

Escrow Chart - Land Use Application Plan Review

	Commercial/ Industrial/ Institutional	Residential	
0-3 acres	\$2,000	1 unit	\$1,200 (single family)
4-10 acres	\$6,000	2+ units	\$1,000 base + \$100 per unit (up to \$10,000)
11+ acres	\$8,000		

*All escrows reconciled to actual costs for staff/consulting time after decision, whichever is greater

Escrow Chart - Development & Subdivision Project.

City Review & Administration.....	1% of estimated public improvement cost or \$2,000 min. (whichever is greater)
Legal Review & Administration.....	1% of estimated public improvement cost or \$2,000 min. (whichever is greater)
Engineering: Grading Review & Inspection.....	3% of estimated site grading cost or \$2,000 min. (whichever is greater)
Engineering: Streets & Utilities Review and Inspections	4% of estimated public improvement cost or \$2,000 min. (whichever is greater)
	*All escrows reconciled to actual costs for staff/consulting time after decision, whichever is greater
EAW/AUAR Preparation & Administrative Escrow.....	\$15,000 Min, with final escrow amount established per required escrow agreement and reconciled to actual costs
Wetland Boundary - No Loss	\$50 application fee/\$500 escrow deposit (reconciled to actual cost)
Wetland permit	
(boundary/type, delineation, replacement/bank/other & MnRAM review)	\$50 application fee/\$1,500 escrow deposit (reconciled to actual costs)
Iron Monuments.....	\$300/lot
Interim Use Permit.....	\$300 + escrow (per chart) *
Labor (for Community Development/Projects)	
Planner.....	\$197/hour
Engineer.....	\$263/hour (maximum)
Construction Inspector.....	\$158/hour (maximum)
Landscaping Security.....	Letter of credit or cash based in statement if value of landscaping, including retaining wall, materials and labor for installation x 125% (held for 1 full year or 2 growing seasons)
As-Built Grading & Improvements Security.....	Escrow amount of 125% of the written estimate cost of as-built survey
Park Dedication (residential).....	An amount of land equal to eleven percent (11%) of the total gross land area of the plat shall be presumptively defined as "reasonable commensurate." In the event that the subdivider objects to the eleven percent (11%) standard, the City shall, at the developer's request and expense, conduct a specific dedication study of the park system and the demand placed on the system by the proposed plat. <u>Cash-in-lieu</u> - 11% of fair market value of the raw land to be platted at the time of final plat. The City may require an appraisal to determine the market value of subject land being platted.
Parking Fund (CCD District)	\$4,500 per stall
Plat Subdivisions:	
Preliminary Plat.....	\$300 + escrow (per chart) \$2,000 min.
Final Plat.....	\$50 + escrow (per chart)

Community Development - Planning/Zoning Cont.

Planned Unit Developments (PUDs)

Concept	\$50 + \$3,500 escrow
Development:	\$300 + escrow (per chart) \$2,000 min.
Final:	\$50 + escrow (per chart)
Adjustment:	\$50 + \$1,000 escrow

*All escrows reconciled to actual costs for staff/consulting time after decision, whichever is greater

Pointes at Cedar Planned Unit Developments (PUDs) Land Use Application Reviews:

Concept Plan Submission	\$50 + \$3,500 escrow
Development Stage Permit	\$300 + escrow per Land Use App chart) \$2,000 min.

Public ROW or Easement Vacation	\$250 + escrow (per chart)*
Rezoning Request (Text amendment)	\$400
Rezoning (Map Amendment)	\$400 + escrow (per chart)*
Simple Subdivision/Administrative Lot Combination/Lot Line Adjustment.....	\$200 + escrow (per chart)*
Special Home Occupation Permits.....	\$300 + escrow (per chart)*
Special Planning Commission Meeting.....	\$350
Temporary Use Permit (waived for parades only)	\$50
Variance:	
Residential, 1 unit.....	\$300 + \$1,200 escrow (per chart)*
Residential, 2+ units.....	\$300 + escrow (per chart)*
Commercial/Industrial/Institutional.....	\$300 + escrow (per chart)*

*All escrows reconciled to actual costs for staff/consulting time after decision, whichever is greater.

NOTE: When multiple land use applications are run concurrently, only one application fee and escrow deposit shall be required per meeting cycle, until escrow depleted. New escrow required per escrow chart once depleted.

Community Development - Economic Development

Business Subsidy Pre-Application.....	\$300 application fee
Tax Abatement Application.....	\$300 application fee + \$10,000 escrow
GMEF Loan Application.....	\$550 Minimum or 1.5% of loan amount, whichever is greater
SCDP Loan Application.....	\$550 Minimum or 1.5% of loan amount, whichever is greater
Housing Rehabilitation Forgivable Loan Application.....	\$100 application fee
Façade Forgivable Loan Application.....	\$300 application fee
TIF Application.....	\$250 application fee + \$15,000 escrow

Engineering

Driveway Permit.....		\$55
Construction Inspection (City or Engineer)		\$158/hour
GPS Locate Fee (New Subdivisions).....		\$70/unit
Grading Permit:		
Existing Single-Family Residential.....	\$75/permit + \$1,500/acre restoration surety bond	
New single-Family Residential Development.....	No drainage calculation review required: \$150/permit + restoration surety bond of \$3,000/acre; \$3,000 minimum escrow	
Multi-Dwelling, Commercial & Industrial Properties.....	Drainage calculation review required. \$350/permit + restoration surety bond of \$3,000/1 st acre; \$1,500 each additional acre	
Erosion and Sediment Control Inspection Escrow.....	\$300 x weeks of construction - sites disturbing 1 acre or more w/NPDES construction stormwater permit	
Land Reclamation/Mining Permit (requires subdivision development agreement or CUP)	Fee determined by City Council resolution + 100% of land restoration costs as determined by City Engineer	
Public Improvement Security.....	Letter of credit or cash based on statement of construction cost of improvement x 125%	
Right-of-Way Permits		
Drops - no drawing required unless origination occurs more than 10 feet from property to be served:		
Fee w/out drawings.....	\$55/25 addresses (maximum)	
Fee w/drawings.....	\$55/5 addresses w/drawings (maximum)	
Permit Extension fee.....	\$20	
Pavement Hole Fee.....	\$55	
Trunk Line Fee:		
Base Fee (first 100 Feet)	\$55	
Trenching (over 100 feet)	\$.10/lineal foot	
Boring (over 100 feet)	\$.05/lineal foot	
Obstruction Fee.....		\$55
Small Cell Wireless Fee.....		\$55
*Collocation Fees:		
Escrow - Document Review.....		\$1,500
Wireless Support Structure Rent.....		\$150/year
Wireless Support Structure Maintenance.....		\$25/year

Sanitary Sewer

Sewer Access Charge

Residential - Single Family.....	\$5,026/unit
All Others per Unit Equivalent.....	\$5,026/unit

SAC fees in effect at time of building permit application will apply if application has been submitted within 6-months of rate changes.

Trunk Sanitary Sewer

Residential Unit.....	\$1,811/unit
Non-Residential.....	\$4,572/acre

Storm Sewer

Trunk Storm Sewer Fees.....	\$4,851 (net acre)
Alternate Ponding Area - Residential.....	\$4,970/acre
Alternate Ponding Area - Commercial.....	\$9,963/acre
Alternate Ponding Area - Industrial.....	\$11,645/acre
Stormwater Utility	
Residential (1 drainage unit per residential unit) _____ (effective 2/1/2024)	\$5.00/drainage unit/month
Non-Residential (7 drainage units per impervious acre-minimum 7) _____ (effective 2/1/2024)	\$5.00/drainage unit/month

Water

Trunk Water Charge

Residential Unit.....	\$1,519/unit
Non-Residential.....	\$3,797/acre

Water Access Charge..... \$2,732/equivalent residential unit

WAC total charge is calculated utilizing the same unit charge per multiplier as per the Metropolitan Council Environmental Services (MCES) Sewer Availability Charge (SAC) Procedure Manual

WAC fees in effect at time of building permit application will apply if application has been submitted within 6-months if rate changes

Water Meters:

5/8" meter.....	\$520 + sales tax
1" meter.....	\$595 + sales tax
1 1/2" meter.....	Cost + \$50 + sales tax
2" meter + up.....	Cost + \$50 + sales tax
1" x 3/4" meter valves.....	\$78 + sales tax
1" x 1" meter valves.....	\$85 + sales tax
Misc. Materials.....	Cost + sales tax

AGENDA
REGULAR MEETING – PLANNING COMMISSION
Tuesday, March 3, 2026– 6:00 p.m.
Mississippi Room, Monticello Community Center

<p>PLANNING COMMISSION WORKSHOP Monticello Community Center – North Mississippi</p> <p>5:00 p.m. Discussion on Amendments to 2040 Vision + Plan and Zoning Ordinance for single-family housing goals</p>
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Commissioners: Chair Andrew Tapper, Vice-Chair Melissa Robeck, Rick Kothenbeutel, Teri Lehner, Rob Stark

Council Liaison: Councilmember Kip Christianson

Staff: Angela Schumann, Steve Grittman, Bob Ferguson, Tyler Bevier

1. General Business

- A. Call to Order
- B. Roll Call
- C. Consideration of Additional Agenda Items
- D. Approval of Agenda
- E. Approval of Regular Meeting Minutes – February 3, 2026
- F. Citizen Comment

2. Public Hearings

- A. Consideration of an Amendment to the Stony Brook Village Planned Unit Development District for amendment to the proposed residential twinhome structures, including design standards for the exterior elevations and floor plans. Applicant: Thomas Dehn – Thomas Allen Homes LLC
- B. Consideration of a Preliminary Plat for Jefferson Commons Fifth Addition and Conditional Use Permits for Cross-Access on a 7.01 acre site in a B-4 (Regional Business) district, for a Day Care Center use. Applicant: Kid’s Haven Childcare and Preschool
- C. Consideration of an Amendment to the Monticello 2040 Vision + Plan (Comprehensive Plan), Chapter 3, “Land Use, Growth and Orderly Annexation”, re-guiding certain parcels from the Light Industrial Park land use designation to other land use designations, and including any other amendments to related

sections of Chapter 3 necessary to regulate land use for the subject area.
Applicant: City of Monticello

- 3. Regular Agenda**
- 4. Other Business**
 - A. Community Development Director's Report
- 5. Adjournment**

DRAFT