

MINUTES
REGULAR MEETING – MONTICELLO PLANNING COMMISSION
Tuesday, January 6, 2026 - 6:00 p.m.
Mississippi Room, Monticello Community Center

Commissioners Present: Chair Andrew Tapper, Vice-Chair Melissa Robeck, Rick Kothenbeutel, Rob Stark
Commissioners Absent: Teri Lehner
Council Liaison Present: Councilmember Kip Christianson
Staff: Angela Schumann, Steve Grittman, Bob Ferguson, Tyler Bevier

1. General Business

A. Call to Order – 6:00 p.m.

Chair Andrew Tapper called the regular meeting of the Monticello Planning Commission to order at 6:00 p.m.

B. Roll Call

Mr. Tapper the roll.

C. Appointment of Officers

ROB STARK MOVED TO NOMINATE COMMISSIONER ANDREW TAPPER AS CHAIRPERSON OF THE PLANNING COMMISSION FOR 2026. MELISSA ROBECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

ANDREW TAPPER MOVED TO NOMINATE COMMISSIONER MELISSA ROBECK AS VICE CHAIR OF THE PLANNING COMMISSION FOR 2026. ROB STARK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

D. Consideration of Additional Agenda Items

None

E. Approval of Agenda

ANDREW TAPPER MOVED TO AMEND THE JANUARY 6, 2026 REGULAR PLANNING COMMISSION MEETING AGENDA TO ADDRESS ITEM 3A. PRIOR TO PUBLIC HEARING MATTERS. MELISSA ROBECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

F. Approval of Meeting Minutes

Community Development Director Angela Schumann said review and consideration for the December 2025 Planning Commission meeting minutes will move forward to the February 2026 agenda.

G. Citizen Comment

None

2. **Regular Agenda**

- A. **Consideration of an Amendment to the Monticello City Code, Title XV, Land Usage, Chapter 153: Zoning Ordinance, Sections 153.012 Definitions, 153.045 Industrial Base Zoning Districts, 153.046 Overlay Zoning Districts, 153.090 Use Table, 153.091 Use-Specific Standards, 153.092 Accessory Use Standards and any other related sections of text necessary to define and regulate data center and technology campus land uses within the City**
Applicant: City of Monticello

Ms. Schumann reviewed the series of public meetings leading to the December 2, 2025 regular Planning Commission hearing on the proposed ordinance. She noted that in December, the Planning Commission closed the public hearing and postponed action on the decision for amendment to the zoning ordinance to its January meeting. The Commission also requested an additional joint workshop with City Council which is scheduled for January 15. She said staff's recommendation is to postpone action on the recommendation to the regular meeting of February 3, 2026 to accommodate the additional workshop.

ANDREW TAPPER MOVED TO POSTPONE ACTION ON RESOLUTION PC-2025-41 TO THE REGULAR PLANNING COMMISSION MEETING OF FEBRUARY 3, 2026. MELISSA ROBECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

Ms. Schumann reiterated the date of the next joint workshop with Council on January 15 at 4:45 p.m.

3. **Public Hearings**

- A. **Consideration of a Conditional Use Permit for Auto Repair-Major and a Variance to §153.091 Use-Specific Standards, for door opening to service area garage on street frontage, for a project in a B-3 (Highway Business) District.**
Applicant: Mohammad Awad (Rockstone Automotive)

City Planner Steve Grittman explained the applicant's requests for a conditional use permit (CUP) to add Auto Repair—Major as an allowed use to the existing Vehicle Sales CUP, as well as a variance to permit service bay doors on the westerly side of the building, which is otherwise prohibited due to the site being surrounded by three public roads.

Mr. Grittman explained the requirements of the Conditional Use Permit for Major Auto Repair in a B-3 District and the applicant adhering to all requirements.

Mr. Grittman explained the unique circumstance of the site's public street right of way, including MN Highway 25, which surround the property, creating difficulty for a service entrance. He explained the uses at the property are

reasonable and staff is recommending approval of both requests. He explained the conditions of approval.

Mr. Tapper suggested the variance portion of the requests be considered first as it would be required before the CUP may be considered. Mr. Grittman agreed to the logic for Planning Commission consideration.

Mr. Tapper opened the public hearing portion of the agenda item.

Mr. Tapper closed the public hearing portion of the agenda item.

ANDREW TAPPER MOVED TO ADOPT RESOLUTION NO. PC-2026-03 APPROVING A VARIANCE TO §153.091 USE- SPECIFIC STANDARDS, FOR DOOR OPENING TO SERVICE AREA GARAGE ON STREET FRONTAGE, FOR A PROJECT IN A B-3 (HIGHWAY BUSINESS) DISTRICT, SUBJECT TO THE CONDITIONS IN EXHIBIT Z AND BASED ON FINDINGS IN SAID RESOLUTION. ROB STARK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

ROB STARK MOVED TO ADOPT RESOLUTION NO. PC-2026-02 RECOMMENDING APPROVAL OF A REQUEST FOR A CONDITIONAL USE PERMIT FOR AUTO REPAIR-MAJOR, SUBJECT TO THE CONDITIONS IN EXHIBIT Z AND BASED ON FINDINGS IN SAID RESOLUTION. MELISSA ROBECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

Ms. Schumann explained the CUP consideration will move to Council for consideration on the January 26, 2026 Consent Agenda; the approval of the variance stands as approved by the Planning Commission acting as Board of Adjustment, unless review of a received appeal is required.

B. Consideration of Amending the Monticello City Code, Title XV: Land Usage, Chapter 153: Zoning Ordinance, Section § 153.012 Definitions, § 153.090 Use Table, § 153.070 Building Materials, § 153.064 Signs, § 153.091 Use-Specific Standards, and § 153.043 Residential Base Zoning Districts.
Applicant: City of Monticello

Ms. Schumann provided a summary of the amendments proposed with a brief description of the rationale for each.

Mr. Tapper asked for clarification to the cannabis-related businesses within the section Use Specific Standards - § 153.091. Ms. Schumann provided context stating that the proposal is to apply a similar restriction on cannabis-related businesses adjacent to residential uses as that currently in place for industrial districts.

Mr. Christianson said B-3 and B-4 parcels are limited and to ensure enough available parcels to ensure State compliance.

Ms. Schumann explained that cannabis retailers are only allowed in B-3 and B-4 districts; some parcels do not directly abut residential, and the proposed language does not extend to mixed-use business districts.

Members discussed the need to align commercial with industrial districts and maintain adherence to State standards.

Mr. Tapper opened the public hearing portion of the agenda item.

Mr. Tapper closed the public hearing portion of the agenda item.

MELISSA ROBECK MOVED TO ADOPT RESOLUTION NO. PC-2026-04 RECOMMENDING APPROVAL OF AN AMENDMENT TO THE MONTICELLO CITY CODE, TITLE XV: LAND USAGE, CHAPTER 153: ZONING ORDINANCE, VARIOUS SECTIONS, BASED ON FINDINGS IN SAID RESOLUTION. RICK KOTHENBEUTEL SECONDED THE MOTION.

When asked for clarification to what constitutes a minor alteration within § 153.070 Building Materials, Ms. Schumann spoke about adding clarity to an ordinance while allowing flexibility for interpretation.

MOTION CARRIED UNANIMOUSLY, 4-0.

**C. Consideration for adoption of the 2026 Monticello Official Zoning Map, including appendices
Applicant: City of Monticello**

Community Development Coordinator Tyler Bevier provided an overview of the annual consideration of the 2026 Monticello Official Zoning Map. He noted the consideration includes companion appendix maps including the Central Community District (CCD) Sub-District Map, Pointes at Cedar (PCD) Sub-District Map, and the Shoreland/Mississippi Wild Scenic and Recreational River (MWSRR)/Floodplain Overlay Map. He said the Official Zoning Map and appendix maps reflect rezoning actions which have occurred since the January 2025 adoption and included color updates to the business districts for better visual distinction between B-2 and B-3.

Mr. Kothenbeutel inquired as for the procedure for changing light industrial area near Bertram. Staff clarified whether the question is to amend the zoning map or to the land use guidance, given the reference to land near Bertram. Mr. Tapper explained that the zoning map does not extend to the land that might be referenced. Ms. Schumann stated if the Commission wants to consider the land use in the noted area, it would need to call for a hearing to consider the designations on parcels on the future land use map. Ms. Schumann said the same process would be followed for rezoning an area located within the City.

Mr. Kothenbeutel inquired how to call for a hearing on such matter. Ms. Schumann stated that the Commission could add the item to the agenda under the Added Items or direct the matter to the City Council. There was a brief discussion about how to call for a land use or zoning hearing, with the conclusion that the process discussion could continue if desired under the General Business item of the agenda.

Mr. Tapper opened the public hearing portion of the agenda item.

- Scott Cutsforth, 8634 Fairhill Lane, asked for clarification on the discussion regarding rezoning near Otter Creek Business Park, including location.

Mr. Christianson referred to a comment he made at a recent joint workshop regarding a suggestion to reguide prime property surrounding Bertram from Light Industrial Park (LIP) to Estate Residential (ER) as part of the Comprehensive Plan, given its characteristics. Mr. Tapper then confirmed that for that area, the consideration would be regarding, not rezoning.

Ms. Schumann referred to the recent Alternative Urban Areawide Review (AUAR) joint workshop, in which environmental impacts and relationship to those amenities desired for achieving housing goals was mentioned. During that discussion, staff suggested that those considerations could be reviewed as part of the Commission workshops goals and objectives for housing, including reserving land with high amenities for either low density or estate residential land uses. Ms. Schumann stated that Commission could review as part of a housing workshop, but that the Commission and Council also have the latitude to review the land use or zoning for individual parcels.

Mr. Christianson explained that the Data Center PUD ordinance being considered places the burden for extension of utilities on the developer, with the idea that extended utilities are also then able to serve other areas. As utility extensions are not needed for this purpose in this area, but the land may serve other City goals for housing and that is worth additional discussion.

Mr. Tapper closed the public hearing portion of the agenda item.

MELISSA ROBECK MOVED TO ADOPT RESOLUTION PC-2026-01 RECOMMENDING THE ADOPTION OF ORDINANCE NO. 8XX FOR THE ADOPTION OF THE 2026 CITY OF MONTICELLO OFFICIAL ZONING MAP AND APPENDICES, BASED ON THE FINDINGS IN SAID RESOLUTION. ANDREW TAPPER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

4. Other Business


A. Community Development Director's Report

Ms. Schumann reported on Council Action at the December 8, 2025 meeting for Planning Commission matters - recommendation for approval for an ordinance amendment and Interim Use Permit (IUP) for temporary Public Warehousing, in the Pointes at Cedar (PCD) District and reappointment of Commissioner Melissa Robeck to serve a three-year term (ending December 31, 2028). Council also adopted its annual levy and budget and approved a staff Senior Planner position expected to be posted in February of 2026, with a tentative hire date in April of 2026. Mr. Grittman was also approved to remain on retainer contract with Grittman Consulting for City planning services through the end of the year.

Ms. Schumann included updates for an upcoming joint Council and Planning Commission workshop for Thursday, January 15, 2026, feedback received from the 2025 development customer service survey, and updates to development projects to date.

5. Adjournment

ROB STARK MOVED TO ADJOURN THE JANUARY 6, 2026 REGULAR PLANNING COMMISSION MEETING. ANDREW TAPPER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0. MEETING ADJOURNED AT 6:52 P.M.

Recorder by: Anne Mueller 
Date Approved: February 3, 2026

Attest:



Angela Schumann, Community Development Director