



CITY OF MENDOTA HEIGHTS

PLANNING COMMISSION REGULAR MEETING AGENDA

December 29, 2025 at 7:00 PM
Mendota Heights City Hall, 1101 Victoria Curve, Mendota Heights

1. Call to Order

2. Roll Call

3. Approval of Minutes

- a. Approve meeting minutes from the November 25, 2025 Planning Commission Meeting.

4. Public Hearings

- a. **CASE No. 2025-16 Planned Unit Development Amendment (Preliminary Development Plan)** Application of Chase Real Estate (on behalf of Condor Living / Lexington Heights Apartments), requesting a Preliminary Planned Unit Development (PUD) via a Zoning Amendment, and Amendment to an existing PUD (Lexington Heights Apartments) for a new 84-unit multi-family apartment building and associated underground parking and site work at the property located at 2300 Lexington Avenue

5. New and Unfinished Business

- a. Approval of 2026 Meeting Calendar

6. Updates/Staff Comments

7. Adjourn

Auxiliary aids for persons with disabilities are available upon request at least 120 hours in advance. If a notice of less than 120 hours is received, the City of Mendota Heights will make every attempt to provide the aid. However, this may not be possible on short notice. Please contact City Hall at 651.452.1850 with requests.

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**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**DRAFT PLANNING COMMISSION MINUTES
November 25, 2025**

The regular meeting of the Mendota Heights Planning Commission was held on Tuesday, November 25, 2025, in the Council Chambers at City Hall, 1101 Victoria Curve, at 7:00 P.M.

The following Commissioners were present: Chair Litton Field, Commissioners Patrick Corbett, Cindy Johnson, Brian Udell, Jason Stone, Jeff Nath, and Steve Goldade. Those absent: None

Approval of Agenda

The agenda was approved as submitted.

Approval of October 28, 2025, Minutes

COMMISSIONER CORBETT MOVED, SECONDED BY COMMISSIONER NATH, TO APPROVE THE MINUTES OF OCTOBER 28, 2025.

AYES: 7

NAYS: 0

Hearings

A) PLANNING CASE 2025-16

CHASE REAL ESTATE (ON BEHALF OF CONDOR LIVING/LEXINGTON HEIGHTS APARTMENTS, 2300 LEXINGTON AVENUE – PLANNED UNIT DEVELOPMENT AMENDMENT (PRELIMINARY)

Community Development Manager Sarah Madden explained that Chase Real Estate, LLC, requests approval of an amendment to the Lexington Heights Planned Unit Development (PUD) to allow for the construction of a new 84-unit apartment building on the property at 2300 Lexington Avenue in addition to the existing structures. The subject property consists of five parcels containing three multi-family buildings, a common leasing office and community building, and site amenities. The PUD Amendment is being processed as a Preliminary Planned Unit Development under the procedures for a Zoning Amendment as required by City Code Title 12: Zoning.

Hearing notices were published and mailed to all properties within 350 feet of the site; no comments or objections to this request were received.

Community Development Manager Sarah Madden provided a planning staff report and a presentation on this planning item to the Commission (which is available for viewing through the City's website).

Staff recommended approval of this application based on the findings and with conditions.

Commissioner Johnson asked if there was any discussion about tree mitigation as a result of the retaining wall.

Community Development Manager Sarah Madden replied that they had not yet reached that level of detail, noting that would be part of the final development plan.

Commissioner Corbett referenced the table provided of existing apartments and asked how those apartments were approved. He did not believe that would set a precedent, as he believed that each case is considered on its own merit. He stated that perhaps there is a procedural issue if this number of apartments exceeds the maximum density for R-3.

Community Development Manager Sarah Madden stated that in recent years, the Planned Unit Development (PUD) tool has been used to provide flexibility in density, as the Comprehensive Plan allows that. She stated that the range of allowed density has varied throughout time.

Commissioner Corbett asked and received confirmation that the density allowed has decreased over time, noting that this seems to conflict with a request to exceed the allowed density for R-3. He asked about the impervious surface coverage.

Community Development Manager Sarah Madden replied that the impervious surface coverage is within the allowance for the R-3 district and can be found within the report.

Commissioner Corbett thanked the applicant for the data on current vacancy rates. He noted that there is still an apartment building to be constructed in phase three of another development and another building that recently came online in Mendota.

Chair Field opened the public hearing.

Joe McElwain, representing the applicant, provided background information on the Riley family, Chase RE, and projects they have completed and continued to manage in the metro. He explained the demand for the project and provided more information on the Lexington Heights property. He noted that this proposed project would add more variety in unit styles and would be constructed of high-quality material that still blends into the existing development. He stated that there would be proper landscaping developed in the next phase of design with the retaining wall.

Commissioner Johnson asked if there would be a plan for invasive species removal.

Mr. McElwain replied that they will include that in their study.

Commissioner Johnson asked if dogs would be allowed.

Mr. McElwain replied that they are currently projecting that pets would be allowed.

Commissioner Johnson stated that she did not see an identified area for dogs and would like to see that addressed. She asked if any units would be ADA-compliant.

Mr. McElwain replied that five percent of units and parking would be ADA compliant.

Commissioner Johnson recognized that the property abuts R-1 zoning and the desire to provide buffering with landscaping.

Mr. McElwain commented that the neighboring property owner did attend the neighborhood meeting.

Commissioner Johnson referenced the conditions proposed by staff, noting additional comments related to landscaping, native plants, and tree preservation. She noted that there is nothing included in the parking plan to avoid the heat island effect and requested that the applicant consider that.

Mr. McElwain replied that they could enhance the planting islands.

Commissioner Johnson expressed a concern related to watershed management and the impact that construction could have on Lake Augusta, as that is a severely impaired lake.

Mr. McElwain replied that any new impervious surface would be managed onsite.

Commissioner Johnson referenced comments about structural issues and sinking due to water levels that were provided in a letter and asked if that would be addressed during construction.

Mr. McElwain replied that he spoke with the management team the previous night, and it is a well-maintained property. He noted that he does have a letter to provide to staff in response to those comments.

Commissioner Corbett also referenced the letter and recognized that could not be substantiated without further review. He asked if the applicant had spoken with the tenants.

Mr. McElwain replied that they have spoken with residents, and some are interested in moving to the new building.

Commissioner Corbett referenced the comments from some tenants that their view would be blocked by the new building.

Mr. McElwain replied that they would have a follow-up meeting with the tenants.

Commissioner Corbett recognized that a PUD can be approved or denied and should be a privilege for those doing well.

Mr. McElwain commented that a PUD is a common tool for apartments that provides the City with something it wants in return for the development. He noted that 80 percent of the apartments they have developed in the last ten years have been through PUDs.

Eliot Seide, resident of 2300, commented that he has lived in the building since 2003 and is in his second apartment within the building. He stated that he is learning for the first time that his view would be partially blocked by the new building. He stated that the tenants had not had a meeting or been informed about these details until he saw a notice two days ago that was posted in the elevator. He asked the Commission to consider how they would feel if something were built in front of their home. He stated that this is the first time he has been able to learn about the details and provide his input. He stated that he hopes to live in the property for the remainder of his retirement, but was unsure whether he wants to live through two years of construction to end up with a partially blocked view. He asked the Commission not to approve this tonight and provide the tenants with the opportunity to receive more details on the project and how it would impact them. He commented that he has been a resident of the property for 23 years and worked within the community as well prior to retirement. He was curious as to the trees that would be removed.

Caitlin Noseworthy, 2300 resident, stated that she lives with her mom at the property and has also lived in two different apartments during that time. She stated that when they renew their lease, they have to plead for upgrades to the apartment. She commented on the lack of affordable housing in the area. She confirmed that they only found out about the potential project because of a posting in the elevator. She stated that she does not take the elevator and only learned of the posting from her mother. She stated that the communication is poor within Lexington Heights and believed that there should be work on the existing buildings before they are allowed to build a new building that some of the existing residents could not afford.

Allison Runchey, 2300 resident, stated that the trees and greenery that currently surround the 2300 building are some of the reasons she chose to live at the property. She noted information within the staff report, which states that eight trees would be removed, and asked for more information on the replacement of those trees. She asked how much of the natural wooded area would be destroyed or whether that would be protected during and after the construction period. She asked for a stronger commitment from the City to require a Forest Management Plan. She stated that there are structural issues with the 2300 building, noting flooding that occurs in the garage and lower level during times of rain, which creates visible mold. She believed that the additional hardcover on the site would only increase the water issues that exist for the 2300 building. She stated that the proposed building would more than double the number of units on the 2300 parcel, which would increase noise, traffic, and congestion while limiting the views. She referenced the neighborhood meeting, which was mentioned, and asked how that was publicized, as she did not see a notice or any mention of it within the typical methods of communication from Lexington Heights. She stated that the property manager stated that she was not aware of the meeting herself. She stated that the only notice about the proposed project appeared in a single paper posted inside the elevator. She asked that another neighborhood meeting and public meeting be held, with sufficient advertising to the residents. She asked that the Commission postpone action on the request until the residents of the property can be engaged.

Mr. McElwain stated that he cannot speak for Condor Management but acknowledged that these are valid concerns being brought forward by the residents. He believed that it would be more than fair to hold a meeting on-site with the residents.

Commissioner Johnson agreed and noted that would also provide the applicant with the opportunity to answer some of the questions that arose.

Mr. McElwain commented that some of the questions from Commissioner Johnson were more of things that would be worked out in the final design rather than the preliminary design. He was unsure of the best path forward and whether that would be postponement or a recommendation from the Commission, with time before the next meeting in the review process to meet with residents.

Chair Field recognized the concerns from public testimony as well as from the Commission.

Community Development Manager Sarah Madden provided more information on the review timeline. She stated that the Commission can vote to table the request and direct the applicant to complete more resident engagement. She stated that if there is a decision to table, the Commission will need to discuss availability for the December meeting, as the regular meeting date would be December 23rd. She stated that if a recommendation was provided by the Commission tonight, it would not need to go to the next available Council meeting, and there could be time for a resident meeting to occur. She stated that the current 60-day review period would be the first week of January, which could be extended.

Mr. McElwain commented that he would prefer to have a recommendation from the Commission and noted that they could then follow up with a resident meeting prior to the review by the City Council.

Seeing no one further coming forward wishing to speak, Chair Field asked for a motion to close the public hearing.

COMMISSIONER CORBETT MOVED, SECONDED BY COMMISSIONER NATH, TO CLOSE THE PUBLIC HEARING.

AYES: 7
NAYS: 0

Commissioner Stone commented that he believes that this should be tabled to provide the opportunity for a resident meeting to be held.

Commissioner Corbett stated that he supports that action and would like to see additional information related to the maintenance claims and density.

Commissioner Stone asked if there is someone from the City who can inspect these properties.

Public Works Director Ryan Ruzek replied that the first step would be to bring the concerns forward to the landlord. He was unsure if there would be an enforcement issue. He noted that the complaints were followed up with comments that the residents enjoy living there.

Commissioner Stone stated that perhaps it would make sense for someone from the City to inspect the property.

Public Works Director Ryan Ruzek stated that he did not believe that would be within the purview of the City unless it is an issue of condemnation.

Chair Field asked if this should be tabled with the public hearing open.

Commissioner Corbett stated that they could do that within a motion or reopen the public hearing at a later date.

Community Development Manager Sarah Madden replied that the public hearing was closed, and she would provide notice for a new public hearing.

Chair Field asked how the noticing could be improved.

Community Development Manager Sarah Madden stated that she sent copies of the notice to the property manager to post at each building, and where they chose to post those were the decisions of the property manager. She noted that was a choice and not a statutory requirement, as the notice is required to be provided to property owners. She provided additional details on the notice requirement and the review timeline.

Commissioner Goldade referenced comments received related to the watershed issue and asked if the City shares those concerns.

Public Works Director Ryan Ruzek stated that while Lake Augusta is an impaired waterbody, the development would improve the water treatment onsite and reduce the runoff from the site.

Commissioner Goldade recognized the comments from Commissioner Corbett that there is an expectation related to density and units per acre, but there seems to be a variation from that. He asked if the suggestion would be to change the eight to nine units per acre.

Commissioner Corbett commented that his statements were that this increased density goes against the intentional decisions of the City to lower its density ranges.

Commissioner Goldade recognized the proximity to the highway and asked if the State would have any comments on this potential project.

Community Development Manager Sarah Madden replied that when adjacent to State highways, the application is sent to MnDOT for comments. She stated that no comments were received, but stated that sometimes MnDOT holds its comments until a later stage in design.

Commissioner Goldade referenced the units at 62 and Dodd and the discussion that occurred related to the impact on traffic. He asked why a traffic study was not provided as part of this application. He asked if the traffic from Lexington to the new building would go through the current parking lot.

Community Development Manager Sarah Madden replied that the current access would continue to be the primary access for the new building if approved. She recalled the concept plan reviewed in May, which showed a northern drive aisle that was removed following comments from the Planning Commission. She stated that staff did request general information on daily trips and determined that was not high enough to require a full traffic study.

Chair Field recognized that there is a review deadline and was unsure when the next Commission meeting would be held.

Community Development Manager Sarah Madden replied that if the meeting were moved to January, other extension requirements would come into play. She stated that they will need to determine the next available Commission date, which could still be in December, on a date other than the 23rd. She provided additional details on the application review and the need for the City Council to have sufficient time for review within the deadline as well. She stated that the inclusion of existing density is not intended to act as precedent and was meant to be context, as it is realistic to review what exists in the city, including market demand and standards. She stated that the City standards are not consistent with market standards. She stated that there is market demand, and the Comprehensive Plan specifically states that a PUD can be used to increase density.

Commissioner Johnson commented on the excellent work that the staff did on this case. She agreed with Commissioner Corbett that each application is judged on its own merit, but also appreciated the comparison information that was provided within the packet. She stated that she does like the recommendations within the staff report. She stated that if the item is postponed, she would like to see information on the impervious surface, a dog run, buffering to the north and east, invasive species removal, mitigation of the heat island effect for parking, confirmation on watershed management, a surface water management plan to protect residents in the 2300 building, forest alteration permit, and resident meeting.

COMMISSIONER STONE MOVED, SECONDED BY COMMISSIONER NATH, TO TABLE THIS ITEM TO THE NEXT AVAILABLE PLANNING COMMISSION MEETING TO ADDRESS THE ITEMS AS REVIEWED BY COMMISSIONER JOHNSON.

Further discussion: Commissioner Udell asked if there is anything that could be done to ensure that better notice is provided to residents of the property.

Community Development Manager Sarah Madden commented that she will follow up with the property manager to discuss that.

Public Works Director Ryan Ruzek commented that residents can sign up for the weekly newsletter and notices for City public meetings as well.

AYES: 7
NAYS: 0

The Commission took a brief recess.

The meeting reconvened.

B) PLANNING CASE 2025-21

HAMPTON COMPANIES LLC, 1178 NORTHLAND DRIVE – CONDITIONAL USE PERMIT

Community Development Manager Sarah Madden stated that the subject property located at 1178 Northland Drive is owned by MH Northland Drive Ventures LLLP. The applicant, Hampton Companies LLC, requests approval of a Conditional Use Permit (CUP) to allow a memory care and assisted living facility on the property to be operated by Suite Living Senior Care. The 2.22-acre site is currently vacant, and the proposal would include a 21,746-square-foot building to house the proposed use.

Hearing notices were published and mailed to all properties within 350 feet of the site; no comments or objections to this request were received.

Community Development Manager Sarah Madden provided a planning staff report and a presentation on this planning item to the Commission (which is available for viewing through the City's website).

Staff recommended approval of this application based on the findings and with conditions.

Chair Field opened the public hearing.

Jeremy Larson, representing the applicant, stated that he was present to address any questions.

Commissioner Goldade asked if the applicant had any other facilities in Mendota Heights.

Mr. Larson replied that they do not, noting that the closest would be in Inver Grove Heights, and a total of 20 facilities throughout the metro, with four others under construction.

Commissioner Corbett asked for information on signage.

Mr. Larson replied that he did not have that level of detail with him, but typically, they have a monument sign and signage within a gable.

Commissioner Johnson expressed concern about the language that landscaping is decorative and can be moved. She commented on the benefits of trees and landscaping. She was pleased with the trees that were included in the plan.

Mr. Larson stated that they are open to working with the City on that element, noting that they typically plant more trees than required.

Commissioner Goldade stated that he supports this type of business but noted that it seems to be an outlier in the area and asked if there are any concerns with neighboring 1174.

Mr. Larson commented that they neighbor residential properties, but also neighbor industrial properties. He stated that many of the rooms that are first reserved have views of the busiest spots, as they want to see activity.

Commissioner Goldade noted that 1174 would have truck activity and asked if that is a concern.

Mr. Larson commented that the residents do not drive, and therefore, they do not have traffic concerns. He stated that this is an end-of-life product with most residents staying two to three years before passing.

Commissioner Johnson stated that she appreciates the landscape plan and notes provided by the applicant. She offered a replacement suggestion for the Japanese Lilac. She recommended the removal of buckthorn if it exists on the property. She asked if the applicant is working with the City on potential screening for the mechanical equipment.

Dan Brown, Hampton Companies, provided information on the rooftop units and the screening that is provided. He confirmed that the equipment would be on service platforms on the pitched roof.

Seeing no one further coming forward wishing to speak, Chair Field asked for a motion to close the public hearing.

COMMISSIONER STONE MOVED, SECONDED BY COMMISSIONER UDELL, TO CLOSE THE PUBLIC HEARING.

AYES: 7

NAYS: 0

Commissioner Johnson asked if the screening of mechanical equipment would meet the staff review comments.

Community Development Manager Sarah Madden stated that the screening provided would meet the City requirements, and the suggestion was made for a more attractive option, although that would not be required.

Commissioner Johnson referenced a condition suggested in the previous case regarding maintenance and replacement of landscaping and asked if that is something that could apply to this case.

Community Development Manager Sarah Madden stated that in the previous case, the language was taken from the PUD. She stated that in general, any developer would have responsibilities per the ordinance and would provide securities to the City for the installation of improvements. She stated that as part of the Forest Management Plan, there are required replacement trees and related regulations.

COMMISSIONER STONE MOVED, SECONDED BY COMMISSIONER JOHNSON, TO RECOMMEND APPROVAL OF THE REQUESTED CONDITIONAL USE PERMIT TO HAMPTON COMPANIES, LLC AND FOR THE PROPERTY LOCATED AT 1178 NORTHLAND DRIVE, WHICH WOULD ALLOW THE CONSTRUCTION OF A 32-UNIT ASSISTED LIVING AND MEMORY CARE FACILITY, BASED ON THE FINDINGS OF FACT AND SUBJECT TO THE FOLLOWING CONDITIONS:

1. A BUILDING PERMIT, INCLUDING ALL NEW SITE GRADING, UTILITY, AND DRAINAGE WORK, MUST BE APPROVED BY THE CITY PRIOR TO ANY CONSTRUCTION BEGINNING ON THE SITE.
2. THE DEVELOPER/APPLICANT SHALL SUBMIT FINAL GRADING, UTILITY, AND SITE PLANS, AND ARCHITECTURAL CONSTRUCTION DRAWINGS FOR PERMITTING, SUBJECT TO REVIEW AND APPROVAL BY THE PLANNING DEPARTMENT AND ENGINEERING DEPARTMENT AS PART OF ANY BUILDING PERMIT APPLICATION.
3. ALL GRADING AND CONSTRUCTION ACTIVITIES AS PART OF THE PROPOSED DEVELOPMENT SHALL BE IN COMPLIANCE WITH APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS AND CODES, AS WELL AS IN COMPLIANCE WITH THE CITY'S LAND DISTURBANCE GUIDANCE DOCUMENT.
4. ANY NEW OR EXISTING SANITARY OR WATER SERVICE LINES WILL HAVE TO BE REVIEWED BY THE PUBLIC WORKS DIRECTOR AND/OR SAINT PAUL REGIONAL WATER SERVICES PRIOR TO ISSUANCE OF ANY BUILDING PERMIT.
5. THE APPLICANT/DEVELOPER MUST PROVIDE A BEST MANAGEMENT PRACTICES (STORMWATER MANAGEMENT) AGREEMENT TO THE CITY AS PART OF THE BUILDING PERMIT SUBMITTAL AND REVIEW PROCESS FOR IMPROVEMENTS TO THIS SITE.
6. THE APPLICANT SHALL WORK WITH THE CITY'S FIRE MARSHAL TO IDENTIFY A LOCATION FOR AN ADDITIONAL HYDRANT ON THE SUBJECT PROPERTY.
7. THE TRASH ENCLOSURE SHALL BE RELOCATED TO BE ATTACHED TO AND ACCESSIBLE FROM THE PRINCIPAL BUILDING IN ACCORDANCE WITH TITLE 12: ZONING. AN UPDATED PARKING AND CIRCULATION PLAN SHALL BE PROVIDED AT THE TIME OF BUILDING PERMIT TO CONFIRM ADEQUATE ACCESS ON SITE.
8. A SEPARATE FOREST ALTERATION PERMIT APPLICATION AND FOREST MANAGEMENT PLAN IS REQUIRED TO BE SUBMITTED TO THE CITY PRIOR TO BUILDING PERMIT ISSUANCE TO CONFIRM COMPLIANCE WITH THE URBAN FOREST PRESERVATION ORDINANCE. THE APPLICANT SHALL POST A TREE REPLACEMENT ESCROW WITH THE CITY AND SHALL MITIGATE TREE REPLACEMENT IN APPROPRIATE AREAS OF THE PROPERTY AS REVIEWED AND APPROVED BY THE NATURAL RESOURCES COORDINATOR AND COMMUNITY DEVELOPMENT MANAGER. IF COMPLIANCE WITH THE TREE REPLACEMENT REQUIREMENT IS NOT FEASIBLE, THE CITY MAY APPROVE ALTERNATIVE TREE REPLACEMENT MEASURES WITHIN THE FOREST ALTERATION PERMIT.

AYES: 7
NAYS: 0

Chair Field advised the City Council would consider this application at its December 2, 2025, meeting.

New and Unfinished Business

A) TITLE 11: SUBDIVISION REGULATIONS

Community Development Manager Sarah Madden explained that the Commission is asked to review the red line ordinance of Title 11: Subdivision Regulations and provide any comments, questions, or concerns.

Commissioner Goldade asked for information on the process of review for this.

Community Development Manager Sarah Madden commented that this can come back to the Planning Commission as many times as it is needed before it moves to the City Council.

Commissioner Goldade asked and received confirmation of the most recent subdivision application reviewed by the Commission.

Community Development Manager Sarah Madden noted inconsistencies, definitions, and other needed updates within the regulations that are necessary to meet current standards. She noted a desire to make it more readable and easier to understand. She stated that this draft was reviewed by the City Council at its June workshop.

Chair Field asked if “certificate of survey” should be capitalized.

Community Development Manager Sarah Madden confirmed that should be capitalized and that she would make the updates within the draft. She noted some gaps that would need to be filled in within the draft.

Commissioner Corbett recognized a concern related to fire access and the length of a cul-de-sac and asked if that is a concern for the Fire Department.

Community Development Manager Sarah Madden replied that the Fire Marshal is a part of the ordinance review, and historically, that was a concern with cul-de-sac length. She commented that they will get into that in further detail as they work through that section. She noted that in previous discussions, the larger component was related to turnaround radius and hydrant location. She confirmed that sprinkling within the home could also be required in certain scenarios.

Commissioner Johnson referenced page 101 and language related to public utilities. She referenced the condition for underground utilities and asked if that is redundant, as she believed that is already the standard.

Public Works Director Ryan Ruzek recognized that is a more recent standard of development, but believed it would be good to keep that language in, although it may be redundant. He stated that if there are existing overhead lines, those can be used, but new development would require underground.

Staff Announcements / Updates

Community Development Manager Sarah Madden stated that the scheduled meeting for December is December 23rd and suggested changing that date. She noted that while she has not received any new applications, they would consider the item tabled tonight. She stated that the meeting could be held on December 29th if a quorum could be present.

Commissioner Stone commented that they may have the same problem on the 29th, as many people take a vacation for the week between the holidays.

Community Development Manager Sarah Madden believed that December 29th would be the best date if a quorum could be present.

Chair Field believed that the 29th would give the residents more time, and it would be less conflict with the Christmas holiday.

Community Development Manager Sarah Madden confirmed that she would notice the meeting date of December 29th. She commented that she would work with the property manager to find a better location for the notification to be posted. She stated that she would also follow up with the applicant on a time to host a resident meeting.

Commissioner Corbett stated that perhaps notification language should also be reviewed to ensure tenants are notified in addition to property owners.

Community Development Manager Sarah Madden provided an update on recent City Council actions on items recommended by the Planning Commission.

Commissioner Goldade asked for an update on McMillan Estates.

Community Development Manager Sarah Madden stated that the City Council did approve the Preliminary Plat with conditions, and the applicant has filed suit against the City related to those conditions.

Adjournment

COMMISSIONER NATH MOVED, SECONDED BY COMMISSIONER STONE, TO ADJOURN THE MEETING AT 9:26 P.M.

AYES: 7

NAYS: 0



Meeting Date: December 29, 2025

Agenda Item: **CASE No. 2025-16 Planned Unit Development Amendment**
(Preliminary Development Plan) Application of Chase Real Estate (on behalf of Condor Living / Lexington Heights Apartments), requesting a Preliminary Planned Unit Development (PUD) via a Zoning Amendment, and Amendment to an existing PUD (Lexington Heights Apartments) for a new 84-unit multi-family apartment building and associated underground parking and site work at the property located at 2300 Lexington Avenue

Department:	Community Development	Contact:	Sarah Madden, Community Development Manager
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Introduction:

The subject property located at 2300 Lexington Avenue is owned by Riley Family Lexington Heights Limited Partnership, and has been owned by the same family since its development. The site consists of five (5) parcels containing three multi-family buildings, a common leasing office and community building, and site amenities. The development is known as Lexington Heights Apartments, and it is managed by Condor Corporation, a company also affiliated with the property owner. The applicant, Chase Real Estate, LLC, requests approval of an amendment to the Lexington Heights Planned Unit Development (PUD) to allow for the construction of a new 84-unit apartment building on the property in addition to the existing structures. The Planned Unit Development Amendment is being processed as a Preliminary Planned Unit Development under the procedures for a Zoning Amendment as required by City Code Title 12: Zoning.

This application has been tabled from the Planning Commission's regular meeting on November 25, 2025. A duly noted public hearing was held at that meeting, where three persons spoke in regards to the application, as well as a representative from the applicant team. The Planning Commission discussed the application and voted unanimously (7-0) to table the request to the next available Planning Commission meeting. The Commission asked staff and the applicant to clarify some application details, including impervious surface, pet-related areas, and landscaping/plant material plans. The Commission also requested that the applicant and property owner take steps to engage with the residents of the existing development regarding their request to the City for land use approval for the new building.

The applicant held a resident meeting on December 11, 2025. Approximately 31 residents were in attendance. The majority of the questions presented by residents to the applicant and property owner regarded the direct impacts to residents from construction of the building, the estimated rents for the new units, and any improvements that would be made to the development as a whole. Related to the application to the City, there were questions about parking lot turn-around locations both during construction and following completion, stormwater management, the overall siting of the new building and its height, parking capacity,

building materials and design, and the increase in density on the property.

Regarding questions that arose during the Planning Commission's discussion and deliberation at the November meeting, the applicant has clarified some details as follows:

- Traffic Impacts: The applicant's engineer had prepared trip generation information at the request of City Staff for review. This memo was inadvertently not included in the attachments at the November meeting. It is included as an attachment to this report. Staff determined that the daily and peak hour increase in trips does not warrant a traffic study for impacts to Lexington Avenue.
- Impervious Surface: The Engineering narrative also included the preliminary impervious surface calculations for the development on this northern parcel of the PUD, which would increase impervious surface by approximately .38 acres to total the site impervious surface at 49%.
- Surface water/stormwater management: The preliminary plans indicate that there will be a new infiltration basin installed on site. These plans are preliminary, and as construction documents are developed the exact method of collection for this pond would be confirmed. However, the applicant did indicate that they would likely install a stormwater pipe directing the water collected to the new basin adjacent to Lexington Avenue. Staff does not have concerns with the preliminary plans as proposed. The development will be required to comply with the City's surface water and stormwater management provisions, as well as state requirements for disturbance.
- Pet Areas: The property owner and leasing office has confirmed that they do not intend to allow pets, consistent with the existing buildings in the development.
- Landscaping requirements: Staff has included conditions relating to the final landscape plan, including a request for the developer to provide additional screening buffers from Interstate 35E. The exact tree removals will be required to be identified in the Forest Alteration Permit, and all landscaping removals and new plant materials will be required to be included on the Final Development Plan, within an updated landscaping plan and schedule. The applicant has provided preliminary plans for the landscaping design, but is aware of City Code requirements for the size of any required replacement trees, and is expected to submit revised drawings with these details, as well as with the increase in buffer plant materials and any parking lot landscaping as required in City Code. The question of tree removals did come up at the resident meeting, and the applicant reiterated that exact removals are still preliminary, however they do not expect to remove the trees to the north of the site and north of the proposed garage entrance. It should also be noted that the majority of the wooded area north of this site is not on the subject property, but is present on neighboring private property.

City staff and the applicant will present an overview of the resident meeting and highlight the areas previously commented on by the Commission during the next public meeting on this application request on December 29th. The City has noticed for a 2nd public hearing for this application on December 29th.

The public hearing notice for this planning item was published in the *Pioneer Press* and notice letters were mailed to all properties within 350-feet of the subject property. The City also sent the notice to the property manager for the apartment buildings to provide to the residents of the development to be informed of the second public hearing. The city has not received any new formal comments or objections to this land use request as of the submittal of this report, however three written public comments were received for the November 25th meeting and have been included as attachments to this report.

Background:

The subject property where the new apartment building construction is proposed is located on Lexington Avenue and is approximately 240,952 sq-ft. (5.53 acres) in size. The entire site consists of five parcels across 16.31 acres, and the subject site is the northernmost parcel within the development. This parcel contains one of the three apartment buildings within the development (known as Building A) as well as a surface parking lot. The full Lexington Heights site abuts Lexington Avenue to the west, and Interstate 35-E to the east. Each apartment building has its own drive aisle access point from Lexington Avenue and contains underground parking to serve the residents. The subject site currently maintains two access points, with a direct access to the underground parking garage for Building C onto Lexington Avenue at the north end of the property.

The property is zoned R-3 Multi Family Residential and is guided HR – High Density Residential in the City's 2040 Comprehensive Plan. The property was developed as a Planned Unit Development in 1983 for a three-building, 225-unit apartment development. Typically, once a PUD has been approved, it serves as a form of zoning category (or overlay) on a site. However, at the time that this PUD was approved, a Planned Unit Development was not considered a separate zoning district and the apartment properties have remained under the R-3 zoning since their approval and development, as is reflected on current and past zoning maps for the City. This does not negate the fact that the City adopted a Resolution for a CUP for a PUD to establish the Lexington Heights Planned Unit Development in 1983. This is discussed further in the "Planned Unit Development – Procedural Review" section of this report.

The property to the south shares R-3 zoning and HR guidance in the City's Comprehensive Plan, and is developed with rental townhomes constructed in 2001 (Hillside Gables). The properties to the north of the site are zoned R-1 Low Density Residential and guided LR – Low Density Residential in the Comprehensive Plan. The property immediately abutting the north end of this development contains a single-family home built in 1952. Across Lexington Avenue to the west is the Catholic Cemeteries property which is zoned R-1 Low Density Residential and within the Public/Semi-Public Overlay District, and is guided P/S – Public/Semi-Public in the Comprehensive Plan. To the west of the development is Interstate 35-E with Rogers Lake on the other side of the highway, greater than 550-ft away.

Site History

The PUD for Lexington Heights was approved under Resolution 1983-95 (attached to this report), which notes approval by "Conditional Use Permit to construct a Planned Unit Development" for the three buildings containing 225 dwelling units. At that time, the property was unplatte and was 18.2 acres in size. The Resolution also granted a Variance approval for the development for the density of 225 units on the 18.2 acres, amounting to 12.4 units per acre.

The density component was evaluated by the City leading up to the Planned Unit Development application, with the City's Engineering and Planning consultants at the time providing a memo in 1972 indicating that sewer capacity and water systems within the Village of Mendota Heights would need to be evaluated if the potential project was in excess of 27 persons per acre. There was no calculation by number of dwelling units, but rather individual persons. When the formal application was received by the City in 1983, the City staff at that time indicated that the impact on public (utility) facilities would be minimal, and instead provided comments on stormwater ponding and fire department access.

The 1983 application initially included two alternative site plans for multi-family development, one of which was for 225 total units and would require a Variance request for density (the plan which was approved under Resolution 1983-95). The maximum density within the R-3 zone at that time was 10 units per acre. It was noted in the staff report dated October 25, 1983 that the amount of land which was required per unit was relatively large compared to metro standards, and that typical multi-family construction was about 15 units per acre. The applicant at that time was proposing the 225 unit plan as it was what would have been approved within the density range if there had been no additional highway taking for I-35E. Because the site could technically handle the same number of units from a services standpoint, staff was supportive of the Variance request for 12.4 units per acres and noted that a more intensive development would be beneficial to the City from a tax perspective and a potential reduction in cost to the occupants of the building.

With the language within the Zoning Ordinance in place at the time, and because MnDoT had acquired right-of-way from the original property prior to the application for development, the City processed the density request from the applicant as a Variance to City Code. The City Council's discussion at the time of approval primarily focused on mortgage revenue financing (a requirement of the time period), as well as comments from Catholic Cemeteries on drainage from the site following construction. The number of units and the density request appears to have been discussed from the standpoint of the MnDoT right-of-way acquisition for Interstate 35-E, rather than by discussing general standards for density within City Code.

Following approval of the Planned Unit Development, building permits were issued for the site and began construction in 1984. Since their construction, no major modifications have been made to any of the buildings. The City has records of the swimming pool permit in 1985, and long term maintenance improvements such as re-roofing or heating and mechanical permits as needed.

The Lexington Heights Planned Unit Development (PUD) site was platted as Lexington Heights Addition in April 1984, following approval of the development plan for the PUD by the City of Mendota Heights in the year prior and the issuance of building permits to begin construction. The three apartment properties are each located on their own platted lot of record, and the leasing office and community room building, and the tennis court are both platted as Outlots. During the Plat review process, Dakota County requested additional dedication for a future trail. The Riley family consented to this right-of-way which resulted in the total acreage seen within the development today of 16.31 acres, resulting in 13.8 units per acre existing today.

The property owner first approached the City about the possibility of constructing a new building on the property a number of years ago. In 2025, the property owner moved forward with submitting a formal application, and the Planning Commission reviewed a Concept Plan for this PUD Amendment at their May 27th regular meeting, followed by a City Council discussion on the concept on June 3rd. The property owner received feedback from members of the Planning Commission and City Council and determined that they would proceed with the full Planned Unit Development Amendment as requested in this planning case proposed by Chase Real Estate.

The applicant held a neighborhood meeting at the Lexington Heights leasing office and Clubhouse on October 21, 2025. One resident attended the meeting who lived in the single family home immediately adjacent to the development site. The resident had questions about dust management and construction noise, and asked about overall project siting of the lot and how much of the surface parking would remain. The resident indicated they had no concerns

or complaints with the development as proposed. No residents of the apartment buildings were present at the neighborhood meeting, however an effort has been made to invite them to the public hearing for this planning case. No formal comments or written letters have been received by the City, however one resident of the apartment development has reached out to city staff with questions about the project.

Proposed Use

The applicant is proposing to construct a new 4-story, 84-unit apartment building with its own underground parking, amenities, and outdoor seating space on the northernmost parcel of the Lexington Heights Planned Unit Development at 2300 Lexington Avenue. The new building would be constructed on the western side of the property adjacent to Interstate 35-E and partially on top of the existing surface parking lot for the 2300 building which is currently underutilized. The City Code considers multi-family attached development containing greater than 25 units as a Conditional Use in the R-3 zoning district. Because this application request is part of an existing Planned Unit Development, and the City processes Planned Unit Developments as individual zoning Overlay Districts, this application request is processed under the same parameters of a Zoning Amendment to consider a Planned Unit Development Amendment. Greater detail and context on the development process for this planning case is discussed in the “Planned Unit Development – Procedural Review” section of this report.

The proposed development will include a 116,920 sq-ft. building with 84 underground parking garage stalls (74 individual and 10 tandem spaces), and 61 surface parking stalls. The new building will be accessed by the existing drive aisle which serves the 2300 Lexington building and the north access to the leasing office and community building. The underground parking garage will be accessed from the north by a new driveway extending from the north end of the surface parking lot. The main entrance to the building will be on the eastern façade of the structure facing into the shared surface parking lot area.

The proposed building will include 62 1-Bedroom units, 18 2-Bedroom units, and four (4) 3-Bedroom units. All of the proposed units will meet the minimum square footage of 700 square feet required in the zoning ordinance, with 1-Bedrooms ranging from 711-962 sq-ft, 2-Bedrooms ranging from 1,50-1,260 sq-ft, and the four 3-Bedroom units anticipated to be 1,300 sq-ft in size. The three existing buildings within the PUD contain 75 units each, with 30 1-Bedroom and 45 2-Bedroom units per building.

Site improvements will include a retaining wall north of the ramp into the parking garage entrance, patio and courtyard seating space amenities, new utility extensions, a new infiltration basin adjacent to Lexington Avenue, and site landscaping around the perimeter of the new building. The applicant has provided preliminary civil plans including site paving, grading, utility, and landscaping plans for this Preliminary Development Plan. If this application moves forward in the process, more detailed plans will be reviewed as part of the City’s evaluation of the Final Development Plan for this PUD Amendment.

Water connections will be made at the north end of the property extending from a connection at the north end of the new building, across the property to connect at utilities within Lexington Avenue. A sanitary sewer connection is shown on Sheet C101 to cross the shared property line to the leasing office and community building parcel, with intent to construct a new manhole over the existing 12" sanitary sewer and make a connection at that point. A new infiltration basin is proposed in between the existing apartment building on the subject site and Lexington Avenue. The applicant is proposing to modify grades in that area to accommodate capacity of 2,766 CF in the basin, utilizing an area that is already sloped towards trail and street level.

The first step in the Planned Unit Development Amendment process was a Concept-level review conducted by the Planning Commission and City Council in May-June of 2025. Following the City's evaluation of this Preliminary Development Plan, the applicant intends to move forward with developing Final Development Plan drawings for the City to review in December. If approved, the development team would plan for an early Spring construction start with 14-15 months of construction before being substantially complete by Summer 2027.

Market Feasibility

The City Code requires an economic feasibility report or market analysis when submitting for a Preliminary Development Plan for a PUD. The applicant has provided in their narrative letter an analysis of nearby residential properties in Mendota Heights, Eagan, and Inver Grove Heights which shows high rates of occupancies as of June 2025. The property owner has also noted that Lexington Heights has maintained full occupancy for numerous years, and currently the apartment development is 99% occupied. The applicant has indicated that demand for apartments in the area is high and continues to grow and new construction costs rise and can be expensive for first time buyers.

The applicant has also cited the 2024 Dakota County Housing Assessment which reported that 8 of the 11 submarkets (cities) in Dakota County have vacancy rates which are lower than the County's total vacancy rate, and identified the lack of available multi-family rentals as a county-wide issue. The 2024 Housing Assessment identified Mendota Heights' market-rate vacancy rate as 1.9%.

Planned Unit Development – Procedural Review

The City Code states that the purpose of the Planned Unit Development is to "encourage flexibility in the design and development of land while limiting development to a scale that is appropriate to the physical characteristics of the land and surrounding land uses". Approval and Administration of PUDs are regulated by a Development Agreement, and when the City is reviewing such applications the standards for approval include a unified treatment of the development possibilities on a project site including preservation of unique natural amenities, planned and harmonized development with existing development in the surrounding area, and consistency with the City's Comprehensive Plan.

At the time this development was approved, City Code outlined a process for PUDs to be processed as a Conditional Use Permit (CUP). This was common for that time period as the procedural step for the PUD zoning tool. At that time a PUD was not considered a separate zoning district or a separate overlay district, but was still used as a flexible review tool for a variety of development possibilities on a piece of land.

The City's zoning ordinance in 1983 did not address what's now commonly referred to as "deviations" from City Code within a PUD. Instead, the ordinance outlined a process for Variances to be consistent with the general purpose and intent of the ordinance, but the ordinance was developed "to allow substantial variances from the provisions of this Ordinance" and noted that "certain regulations contained in this Ordinance do not realistically apply to the proposed development due to the unique nature of the proposed development". The Ordinance also called for the City to review these variances "for a reasonable and practical physical development". (Mendota Heights Zoning Ordinance, November 1981)

The current PUD process is intended to provide a flexible zoning Overlay District. In the case of the Lexington Heights PUD, the site is already established as an approved Planned Unit Development, but due to its age the property was never placed into an Overlay Zoning District.

An application for a rezoning serves as a request for an amendment to the zoning ordinance, and is considered an act of legislative capacity even though the rezoning application may only relate to one parcel of land owned by one individual. This remains true for new Planned Unit Development applications, and in this case for an amendment to the prior PUD approval, that the City must process the application as it would a Zoning Amendment, and the amendment must be adopted by Ordinance and not just by Resolution.

The Zoning Code Update which went into effect in 2025 formalizes the Overlay process for identifying and maintaining PUDs, and clarifies the rezoning process and the Development Agreement which would outline the uses and areas of flexibility from the Base Zoning District, and any development terms and conditions. This process will be followed for the current planning case application as a rezoning application was never processed previously for Lexington Heights due to the City Code not requiring so at the time of its approval and initial development.

This property is currently zoned R-3 Multi Family Residential, and the Planned Unit Development Amendment's approval would be considered a "HR-PUD" type under City Code. The HR-PUD is intended to provide the opportunity to develop a Planned Unit Development of a nature and intensity equivalent to the R-3 Base Zoning District with the permitted, conditional, and accessory uses in this District being the same as those for the R-3 district. This practice of either Overlay Zoning Districts, or separate PUD Zoning Districts, is the most commonly applied methodology for the Planned Unit Development zoning tool in the metro region and has been standard for many years.

As mentioned previously in this report, the administration of the Planned Unit Development once approved in through the approved Development Agreement for the site. This development agreement will outline the areas of flexibility from the R-3 Base Zoning District.

Specifically, this application request includes a density to request to further exceed the density standard of the R-3 Zoning District from the existing 13.8 units per acre, to 18.9 units per acre. The apartment building proposal would increase the total number of units from 225 to 309 apartment units over the 16.31 acre site.

Additionally, the applicant is requesting a reduced setback for the apartment building from the east property line abutting the Interstate 35-E right-of-way. The above-ground portion of the building is illustrated at 25.2-ft setback from the rear property line, as opposed to 50-ft required in the R-3 Base Zoning District.

These deviations requests are discussed in greater detail in the "Flexibility from Base Zoning District" section of this report.

Similarly to the established procedures for processing a Planned Unit Development rezoning request, the City must act on this application as an Amendment to an existing Planned Unit Development. Because the Lexington Heights development is an existing Planned Unit Development, changes to the PUD and Final Development Plan are required to be processed depending on the scope of the proposed changes. The ordinance outlines some possibilities for how these amendments may be processed following the completion of an approved PUD:

- Minor alterations of the building envelope can be authorized by a majority vote of the City Council
- New uses may require a Conditional Use Permit to be incorporated into the Final Development Plan

- This Planned Unit Development already has established multi-family attached residential structures as a permitted use throughout the development. No Conditional Use Permit is required for the processing of this application.
- Changes to common open space within a Final Development Plan must be processed as a Zoning Amendment
- All other changes (exclusive of minor changes or additions) must be approved by the City Council under the full procedures outlined in 12-5B-8: Planned Unit Development.

Because this proposal includes a new structure within the common open space, the City is required to process this planning case as a Zoning Amendment. This procedure is consistent with the rezoning procedure described earlier in this section of the report to establish the Overlay District on this existing Planned Unit Development.

Planned Unit Development – Flexibility from Base Zoning District

- Density

The City's HR – High Density Residential land use category outlines a density range of 6.0 to 9.0 units per acre. This range is less than the City's previous density standard for the R-3 District and High Density land use category during the approval of the 1983 Planned Unit Development for the subject property, which was established as 10 units per acre in the 1979 Comprehensive Plan.

The City's density standards did decrease from the time of this site's original approval, then remained stagnant with minimal increases in allowable density ranges over the last 30+ years. The City's 2002 Comprehensive Plan established a maximum density within the HR land use category of 8.54 units per acre. The 2030 Comprehensive Plan established a density range between 5.3 and 8.4 units per acre.

These density ranges are contrasted by conflicting calculations in the Zoning Ordinance for the minimum lot area per dwelling unit for an R-3 zoned property. In the 1981 Zoning Ordinance which was in effect at the time of this development's initial approval at 12.4 units per acre, 4,080 sq-ft of land area was required for each 1 bedroom apartment within a 3-story building. This would have amounted to 194 units permitted which exceed the maximum 10 units per acre at that time.

Similar conflicting calculations exist in the City's zoning ordinance today. The minimum lot size per unit in the R-3 Base Zoning District is 3,500 square feet. Based on the 16.31 acre site within this Planned Unit Development, the zoning ordinance would permit 12.4 units per acre permitted by right, without the need for a Variance or for a Planned Unit Development. This calculation is consistent for the apartment building development as it currently exists, but the total number of units permitted is in excess of the density range outlined in the HR High Density Residential Land Use category in the City's Comprehensive Plan.

The 2040 Comprehensive Plan does address the flexibility provided in a Planned Unit Development zoning tool, and notes that Mendota Heights zoning ordinance "includes PUD regulations that allow for varied and compatible development of property by encouraging reasonable flexibility from applicable standards, including higher densities than would be allowed under the underlying zoning district and/or future land use designation"

The Comprehensive Plan also outlines policies for the City relating to land use and growth

goals within developed residential neighborhoods, stating that the “Redevelopment of existing MR-Medium Density Residential and HR-High Density Residential properties are to be limited to densities consistent with the Future Land Use Plan”. This planning case does not constitute a full redevelopment of the site, but rather should be considered a modification or alteration of a portion of the existing development, procedurally outlined in the Planned Unit Development ordinance as a Zoning Amendment. Because the Future Land Use Plan identifies the City’s ability to utilize the Planned Unit Development tool to encourage flexibility of higher densities, staff does not see a conflict with this Comprehensive Plan policy.

The applicant has provided additional context on densities within the City as support for their request for a density deviation from City Code. The applicant indicates that the proposed density of 19 units per acre is the least among recent approved city housing developments, including the three phases of The Reserve development and the Linden Apartments which all range between 29 and 63 units per acre. City Staff previously analyzed existing multi-family residential densities in the 2040 Comprehensive Plan Update process, and found that the majority of existing multi-family properties in both R-3, Mixed Use, and PUD Districts across the City exceeded the density ranges outlined under the City Code and Comprehensive Plan. The calculated densities per parcel are identified in the chart below:

Name	Type	Zone	PID #	Address	Units	Acreage	Density
Lexington Heights	Apartments	R-3	27-44925-01-010	2300 Lexington Ave. S.	75	5.53	13.56
			27-44925-01-020	2330 Lexington Ave. S.	75	4.56	16.45
			27-44925-01-030	2370 Lexington Ave. S.	75	4.69	15.99
Eagle Ridge	Condos	R-3	N/A	1830 Eagle Ridge Dr.	54	6	9.00
				1850/1860 Eagle Ridge Dr.	51	2.7	18.89
Village at Mendota Heights	Condos	MU-PUD	N/A	715 Linden St.	36	2.15	16.74
Village Commons	Senior Apartments	MU-PUD	27-48335-06-020	720 Linden St.	60	1.39	43.17
Parkview Plaza	Senior Apartments	R-3	27-48325-01-010	730 S. Plaza Dr.	65	4.42	14.71
White Pine	Assisted Living	MU-PUD	27-48401-01-060	745 South Plaza Dr.	46	2	23.00
Somerset-19	Senior Condos	R-1		1575-1585 Dodd Rd. / 689-695 Wentworth	22	8	2.75
The Summit	Senior Condos	HR-PUD		1320 Riverside Lane	51	3	17
Hillside Gables	Workforce Townhomes	R-3	27-41300-02-080	2400-2448 Lexington Ave	24	3.64	6.59
The Heights Apartments-I	Apartments - MR	HR-PUD	27-48240-01-010	2180 Hwy. 13	70	2.98	23.49
The Heights Apartments-II	Apartments - MR	HR-PUD	27-48240-01-020	2160 Hwy. 13	63	2.47	25.51
The Linden Apt.	Senior MR Apts.	MU-PUD	27-75370-02-010	721 Linden Street	48	1.63	29.45
The Reserve of MH	Apartments - MR	MU-PUD	27-48402-02-010	720 South Plaza Way	139	2.2	63.18
The Reserve of MH - II	Apartments - MR	MU-PUD	27-48402-01-010	725 South Plaza Way	58	2.05	28.29
The Reserve of MH - III	Apartments - MR	MU-PUD	27-48401-01-070		79	2.04	38.73

Based on this analysis, staff is supportive of the requested deviation from the R-3 Base Zoning District for a proposed density of 18.9 units per acre.

- Setbacks

Civil Sheet C100, Preliminary Paving and Dimensional Plan illustrates the proposed setback of the new multi-family building from the east property line abutting I-35E. The above-ground portion of the building is shown to be setback 25.2-ft from the “rear” property line, as opposed to 50-ft as required in the R-3 Base Zoning District. The actual requirement for a rear property line setback in the R-3 District is 40-ft. However, the nature of the alignment of this property between Lexington Avenue and Interstate 35-E establishes the parcels as a Through Lot. A Through Lot is defined in the zoning ordinance as “A lot which has a pair of opposite lot lines abutting two (2) substantially parallel streets, and which is not a corner lot. On a through lot, both street lines shall be front lot lines for applying this”. The parcel’s status as a through lot requires that the City evaluate this “rear” property line as an additional front lot line for the purpose of applying setbacks and yard requirements.

In addition to the above-ground portion of the structure setback at 25.2-ft, the below-ground portion of the parking garage structure is proposed to be setback 15-ft from this property line.

At the surface level, this area will be staged as a courtyard outdoor amenity space for the residents of the building, however beneath that space is a portion of the underground parking garage. This feature is illustrated on the Garage Level Floor Plan attached to this report.

This lot does not contain a perimeter drainage and utility easement along the shared property line with I-35E. Staff has worked with the applicant to adjust this dimension from a previously requested 7-ft distance from the property line in order to accommodate construction impacts for the grading and excavation work needed to pour the parking garage and foundational walls in place without encroaching onto the MnDoT right-of-way.

The right-of-way is approximately 80-ft. in depth from the property line to the edge of I-35E's shoulder. When looking at the Planned Unit Development site as a whole, the other structures on the property generally range between 60-70-ft setback from this property line. City Code does not have a separate parking setback for enclosed or underground parking spaces from property lines, but the Screening standards of the zoning ordinance to require that off-street parking facilities within 50-ft of a right-of-way must install a buffer along the property line. The applicant does have a preliminary landscape plan that would include tree plantings along this property line.

Staff's recommendation for this deviation request would be to require additional landscape buffer between the proposed multi-family structure and the right-of-way line for I35-E to minimize the appearance and impact of the reduced setback request. The Preliminary Landscape Plan is discussed in greater detail in the "Tree Removals and Landscaping" section of this report.

Parking and Access

The proposed site plan includes 61 surface parking stalls for the new building, and maintains 45 of the existing parking stalls for the existing apartment building on the property. The applicant is also proposing space for 84 parking stalls in the underground parking garage, accommodating one covered space per dwelling unit in the building. This is consistent with the 1-to-1 ratio provided in the existing building on the property, and with the requirement within City Code for a minimum of one parking space per dwelling unit to be enclosed within a parking structure of garage.

Of the 84 parking spaces provided in the underground parking garage, the applicant is proposing that 10 of the stalls be designed as tandem spaces, which would allow residents within the building with two vehicles to share a deeper parking stall for their vehicles. The applicant has indicated that this style of parking provision would be able to adequately serve the residents based on their evaluation of the current parking use in the existing building on site (referred to as Building C). Building C is 99% occupied, but sees 81% occupancy within the parking garage as 14 residents do not park in the garage, while other residents park two cars in the garage. While this building provides a parking stall either within the garage or on surface parking for each bedroom within the building, there is a lesser demand for parking spaces. The applicant has indicated that the site overall sees similar levels of parking demand and is proposing to provide 1.73 parking stalls per unit for the new building, or 1.32 parking stalls per bedroom.

When the full Planned Unit Development is evaluated for parking, the applicant has indicated that through an audit of the parking on the full site in Summer 2025, approximately 240 stalls of the 600 total stalls on the property are not utilized or underutilized.

The current parking is provided at a rate of 1.67 stalls per bedroom in the development. The

applicant is proposing that with the addition of the new building, a total of 662 parking stalls will be provided on site which is equal to providing 1.41 parking stalls per bedroom, or 2.14 parking stalls per dwelling unit. City Code requires 1 space per dwelling unit, or 1 space per bedroom, whichever is greater for a multi-family residential use. Even with the reduction of surface parking on the subject site to allow for the construction of a new apartment building, the new constructed parking garage for the proposed building is still able to provide adequate parking above the minimum requirements for R-3 Zoned properties, and the full Planned Unit Development parking plan remains consistent with City Code requirements.

Screening and Buffers

City Code design standards for multi-family building construction requires that parking areas contiguous to or across the street from lower density residential properties must be screened with fencing at least 4-ft in height. This standard is not currently met on the property, however the existing surface parking is not immediately adjacent to the abutting single-family residential property. The surface parking lot has been designed to orient the parking of vehicles towards both the existing building and the proposed building. No parking stalls are oriented to face the adjacent residential property. Additionally, the existing surface parking is screened from view of the adjacent single family home by the existing apartment building on the 2300 Lexington parcel. Staff does not see a conflict with this provision in the design of the property's surface parking facilities.

Staff has suggested in the "Planned Unit Development – Flexibility from Base Zoning District" that additional landscape buffers should be included on the Final Development Plan. A condition is recommended to increase the plant materials within a buffer area between the proposed courtyard and reduced setback area from the east property line boundary with I-35E by installing additional landscape materials including berms, hedges, or other landscape materials where feasible. The Preliminary Grading and Utility Plan on Sheet C101 does illustrate that there is a significant change in grade between the property line and the proposed building already, which will be regraded as part of the construction impacts for this development if approved. The elevation drops from 906-ft north/northeast of the proposed patio area to 894-ft immediately east of the proposed courtyard. This slope may not allow for proper spacing of additional new plant materials, but the graded slope of the property will provide an element of buffering to supplement any new plant materials.

Tree Removals and Landscaping

The applicant's provided Certificate of Survey illustrates that the majority of existing trees on the property were planted as part of the initial development's design at the time the apartment buildings were constructed in 1984. There are at least eight trees identified on the survey which are within the planned impact area for the construction of the new apartment building. Based on the number of trees on site, it is possible that a Forest Management Plan will be required for the property for planting replacement trees. However, the City will require that a Forest Alteration Permit be submitted with a tree inventory identifying all trees which are to be removed as part of this development proposal, to be evaluated with any building permit application.

The applicant has provided a preliminary landscape plan and has indicated that the new building plans will include perimeter plantings of perennials and shrubs, as well as plans for new tree plantings at the northwest corner of the surface parking facility, the northeast edge of the site abutting Interstate 35-E right-of-way, and adjacent to the patio amenities as a buffer from the right-of-way and adjacent leasing office structure.

City Code Title 15: Environmental Regulations provides requirements within the Urban Forest

Preservation Ordinance for required tree plantings in the event of a removal threshold being reached, or in the event that a heritage tree is removed from a property. The zoning ordinance outlines the minimum size of required plant materials, but does not provide guidance on the quantity of plants which must be included in a development plan. The primary area that the ordinance provides zoning regulations on regarding landscaping is a requirement that at least 25% of the land area must be landscaped (which this existing site and proposed development plan would comply with), and an additional requirement that at least 10 percent (10%) of any surface parking lot area must contain landscape medians, tree trenches, or other pervious landscape areas. The preliminary landscape plan illustrates an intent for building perimeter landscaping, and some tree installation at the edge of the parking areas, but does not amount to 10% of the parking area. When this provision is evaluated throughout the entire site, the existing surface parking areas do not contain many areas for parking medians with adequate room for landscaping. The applicant should consider the inclusion of additional parking lot islands or medians to provide additional landscaping areas within the surface parking lot. A condition has been included in the recommendation section of this report that the Final Development Plan include an updated landscape plan with a detailed landscaping schedule for planned plant materials.

Exterior Design and Floor Plans

A color graphic of what the building will look like from the front entrance (facing west towards the existing Building C) is provided on the Lexington Heights Apartments over Sheet included as an attachment to this report. The applicant has also provided exterior elevations, a sample sheet of the planned exterior materials, and architectural floor plans of the garage level, ground level, and levels 2-4 of matching unit layouts. The proposed building is 4-stories tall over one level of underground parking which includes 84 enclosed parking stalls (10 of which are tandem-style). The total building size is proposed to be 116,920 sq-ft, with each floor measuring 22,571 sq-ft in size, exclusive of the underground parking level which is planned to be 26, 634 sq-ft in size with a proposed patio area over top the additional underground building area. The 84-unit building will contain a mix of unit types, including 62 1-Bedrooms, 18 2-Bedrooms, and 4 3-Bedroom units. The new building will be one floor taller than the existing buildings on site and contain an additional 9 units over the three existing 75-unit structures.

The Garage level Floor Plan indicates that the parking stalls will measure 9x18, with the exception of the 10 tandem spaces measured at 9x32. Trash handling is located on the garage level adjacent to the north stairwell.

The unit mixes will be spread out throughout the building, with the four 3-Bedroom units located at the southeast corner of the building on each floor overlooking the courtyard patio and I-35E with Rogers Lake beyond. Levels 2-4 are designed similarly with a spread of the 1 and 2 bedroom units, and the ground floor will contain a lobby and mail space, a home office center, a club room, and a fitness area. Two patio amenities are proposed, one of which is accessible from the fitness and club room are on the east side of the new building, and a larger landscaped courtyard which is accessible from the sidewalk leading to the leasing office and community clubhouse building.

In Attached and Multi-family Residential developments, the Ordinance contains performance standards for architecture and building design. All new construction must be designed with four-sided architecture, and the exterior façade of any multi-family building must be designed to eliminate large blank walls without architectural detail or interest. Building design must also include some articulation or detail between floors such as a change in materials, color, balconies, or other architectural details. Exterior walls must also not extend more than 40-ft

without a material break. Additionally, each building must include a clear entry and front façade which faces the primary above-ground access.

The proposal meets the ordinance requirements through the use of windows and balconies at regular intervals for each dwelling unit. The primary entrance will face the surface parking lot and west access to the site from the existing drive aisle. The entrance is differentiated with a cantilevered covered entry and address signage. The building materials consist of a combination of complimentary brick and copper-colored siding consistent with the color palette of the existing buildings within the PUD, as well as alternating lap siding in pewter, and accent siding in black on the top floor of the building, with vertical stripes of the black color at the primary entrance, stairwell window locations, and on the north façade above the parking garage entrance. Visual relief is accomplished by incorporating a combination of vertical and horizontal lines of the three different types of lap siding, contrasting material colors, and varying depths of the structure for units' windows and balconies.

The proposed building will measure 48-ft in height to the top parapet which is within the 60-ft maximum height established in the R-3 Base Zoning District.

Analysis:

Pursuant to Title 12-5B-8, the City establishes provisions for the creation of a Planned Unit development project by encouraging flexibility in the design and development of land while limiting development to a scale that is appropriate to the physical characteristics of the land and surrounding uses. Such flexibility shall achieve at minimum two of the following objectives:

1. Preserve the natural and scenic quality of open areas; or,
2. To facilitate adequate and economical provision of streets and utilities; or
3. To encourage a diversity of housing types within a given development; or
4. To permit a mixture of several Zoning District uses within a development project or
5. To permit modification and flexibility from of the strict Zoning District requirements so that a more efficient use of land or design may be employed.

The subject site is an existing Planned Unit Development which was established in 1983 under a different zoning ordinance and regulatory framework. The planning case under review by the Planning Commission is for a Zoning Amendment to amend the existing Planned Unit Development to accommodate a new 84-unit multi-family residential building. Multi-family residential structures are a permitted use within this Planned Unit Development. The applicant has identified two areas of flexibility requested as deviations from the R-3 Base Zoning District: to allow a net residential density of 18.9 units per acres, and to allow a building setback of 25.2-ft from the east property line abutting I-35E.

The proposed Amendment to the Lexington Heights Planned Unit Development encourages a diversity of housing types with a given development by incorporating a mixture of unit types within the proposed building, including 1-Bedroom + dens and 3-Bedroom units, which do not currently exist within the Lexington Heights development. The proposed amendment also requests modification and flexibility from the strict Zoning District requirements so that a more efficient use of land may be employed, by requesting the above-mentioned deviations from the R-3 Base Zoning District. Specifically, the requested density deviation of 18.9 units per acre is a permitted flexibility from the R-3 Zone allowing a more efficient use of space by constructing new in-demand housing units on a portion of the property containing underutilized parking. Staff has indicated support for the requested deviations from the City Code in the "Planned

Unit Development – Flexibility from Base Zoning District" section of this report, and has suggested conditions of approval for inclusion in the staff recommendation to the Planning Commission.

The 2040 Comprehensive Plan Update included numerous discussions with the Planning Commission at the time and city staff to identify key planning issues. Among those issues was housing. It is noted that the City recognizes the need for a range of housing choices including but not limited to 1) life-cycle opportunities for people of all generations and stages of life, and 2) workforce housing to support people working in a wide range of careers. In addition to the analysis already provided in the background section of this report, the following Comprehensive Plan goal statements and policies should be noted by the Planning Commission and City Council to aide in their evaluation of the application request.

Chapter 2: Land Use and Growth of the Plan provides the following goal statement:
Goal 2: Preserve, protect, and enrich the mature, fully developed residential neighborhoods and character of the community.

Policy 1. Subdivision and zoning standards will require high quality site and building design in all new developments.

Policy 2. The city will emphasize quality design, innovative solutions, and general focus on aesthetics throughout the community, including within existing developments and buildings.

Chapter 5: Housing of the Plan provides the following goal statements:

Goal 2: Meet future needs with a variety of housing products

Policy 1. Encourage life-cycle housing opportunities in Mendota Heights of various forms and tenures that allow residents to remain in the community throughout their lives. This includes:

- i. Maintenance of existing entry level housing.
- ii. Construction of move-up single-family development that supports life-cycle housing.
- iii. Construction of various types of senior housing, including senior ownership units, senior rental units, memory care and assisted living units.
- iv. Support the development of a mix of affordable housing opportunities for all income levels, age groups, and special housing needs.

Policy 3. Provide for housing development that maintains the attractiveness and distinct neighborhood characteristics in the community.

Policy 4. Support the maintenance and rehabilitation of the community's existing housing stock.

Policy 5. Periodically assess the housing needs in the community, including for the elderly, disabled, active retirees, and other groups with special housing needs to determine development priorities and to formulate strategies to assist those needs and maintain an adequate and quality housing supply

Staff Comments:

The applicant has provided a high quality site and building design which will add new housing units to the community, allowing for residents to access a variety of housing types depending on their need. The additional unit count within the City will support the development of a mix of affordable housing opportunities for residents of Lexington Heights Apartments and of the City as a whole, and provides a development product that is attractive. The approval of this Planned Unit Development Amendment supports the maintenance of the City's existing housing stock and provides an opportunity for a long-term apartment operator to expand their

housing stock and provide additional residential housing units to the community.

Staff affirms that the proposed project is in harmony with the general purpose and intent of the City Code and Comprehensive Plan that encourages investment within existing neighborhoods, and encourages a variety of housing types and affordability levels. The site plan provides for an efficient use of space by replacing a portion of underutilized parking with in-demand housing units, and the development product is consistent with the performance standards of the zoning ordinance for a well-designed architectural style.

Alternatives:

1. Approve the Planned Unit Development Amendment (Preliminary Development Plan) for Chase Real Estates (on behalf of Condor Corporation/Lexington Heights Apartments) based on certain findings-of-fact, along with specific conditions of approval; or
2. Deny the Planned Unit Development Amendment (Preliminary Development Plan) for Chase Real Estates (on behalf of Condor Corporation/Lexington Heights Apartments) based on revised findings-of-fact supporting such a recommendation as determined by the Planning Commission through discussion; or
3. Table the request and request more information from staff and/or the applicant. Staff will extend the application review period an additional 60-days, pursuant to MN State Statute 15.99.

Staff Recommendation:

Staff recommends approval of the Zoning Amendment and Preliminary Development Plan, to authorize an amendment to the Lexington Heights Planned Unit Development (PUD) allowing for the construction of a new 84-unit apartment building at 2300 Lexington Avenue, based on the attached findings-of-fact and subject to the following conditions:

1. The Applicant/Developer shall enter into a Development Agreement with the City of Mendota Heights.
2. The new building shall be constructed only in conformance to building and site plans certified by registered architects and engineers (as applicable); and in accordance with all architectural and building standards found under Title 12-4B-3, Subpart E "Architecture and Building Design Standards"
3. The proposed water system shall be designed and constructed to Saint Paul Regional Water Service (SPRWS) standards, including written approval of the design layout prior to final City Council approval.
4. The Developer/Applicant shall submit final grading, utility, and site plans, and architectural construction drawings for permitting, subject to review and approval by the Planning Department and Engineering Department as part of any building permit application. Building and grading permits shall be obtained from the City prior to construction commencement of any work.
5. All grading and construction activities as part of the proposed development shall be in compliance with applicable federal, state, and local regulations and codes, as well as in compliance with the City's Land Disturbance Guidance Document.
6. The Final Development Plan shall include an updated landscape plan with a detailed landscaping schedule for planned plant materials.
7. The Applicant/Developer will work with Planning staff to review and approve additional plant materials within a buffer area between the proposed patio courtyard and the reduced setback area from the east property line boundary with I-35E by installing additional landscape materials including berms, hedges, or other landscape materials

where feasible.

8. A performance bond or letter of credit shall be supplied by the applicant in an amount equal to at least one and one-half (1 1/2) times the value of such screening, landscaping, or other improvements, to be included as part of the Development Agreement.
9. The Developer and/or their respective agents shall be jointly and severally responsible for the maintenance of all landscaping in a condition presenting a healthy, neat and orderly appearance and free from refuse and debris. Plants and ground cover which are required by an approved site or landscape plan and which have died shall be replaced as soon as seasonal or weather conditions allow. All landscape areas must be irrigated.
10. The Applicant/Developer will work with the fire department personnel in determining final design, location and specifications to the fire safety access area to the north portion of the new building.
11. A separate Forest Alteration Permit application and Forest Management Plan is required to be submitted to the City prior to building permit issuance to confirm compliance with the Urban Forest Preservation Ordinance. The applicant shall post a tree replacement escrow with the City and shall mitigate tree replacement in appropriate areas of the property as reviewed and approved by the Natural Resources Coordinator and Community Development Manager. If compliance with the tree replacement requirement is not feasible, the City may approve alternative tree replacement measures within the Forest Alteration Permit.

Attachments:

1. Findings of Fact for Approval
2. Site Location Map
3. Narrative - Lexington Heights Apartments
4. Engineering Narrative
5. Certificate of Survey
6. Lexington Heights Apartments Cover Sheet
7. Site Context and Details
8. Site Map - Existing Planned Unit Development
9. Architectural Site Plan
10. Setbacks Exhibit
11. Garage Floor Plan
12. Level 1 Floor Plan
13. Levels 2-4 Floor Plan
14. Exterior Materials
15. Exterior Elevations
16. Typical Unit Floor Plans
17. Chase Real Estate - Property Examples and Precedents
18. C100 Preliminary Paving and Dimensional Plan
19. C101 Preliminary Grading and Utility Plan
20. L100 Preliminary Landscape Plan
21. Public Comments Received 11-25-25

FINDINGS-OF-FACT FOR APPROVAL

Lexington Heights Planned Unit Development PUD Amendment (Preliminary Development Plan) for 2300 Lexington Avenue

The following Findings of Fact are made in support of approval of the proposed requests:

1. The proposed Planned Unit Development Amendment – Preliminary Development Plan, is consistent with the Comprehensive Plan and applicable City Code requirements for such a planned development in the R-3 Multi Family Residential Base Zoning District and HR – High Density Residential Land Use area.
2. The deviations of the Planned Unit Development Amendment include:
 - a. To allow an increase in density to 18.9 units per acre on the 16.31 acre site
 - b. To allow a reduced principal building setback from the east lot line of 25.2-ft
3. The proposed project utilizes the Planned Unit Development (PUD) zoning flexibility to enhance development of the property without negatively impacting surrounding land uses and natural resources.
4. The reduced setback at the east property line for the principal building does not pose any threat to the general health, safety and welfare of the surrounding properties or diminishes the usefulness of the planned development of this property.
5. The increase in residential net density to 18.9 units per acre will be an effective and unified treatment of the existing Planned Unit Development; will provide additional housing unit types that are in-demand within the community; and can be developed to harmonize with existing development in the areas surrounding the project site and within the City as a whole.
6. Construction of the proposed 84-unit multi-family residential building will contribute to a significant amount of the Metropolitan Council's forecasted population and household increases.
7. The proposed increased density is consistent with surrounding suburban communities and would allow for the more efficient use of underutilized surface parking space as part of the proposed development.
8. With the conditions included herein, the site will provide a significant investment into the existing Multi-family residential areas of the City and will benefit the City with an increased efficiency in use of land and increased building activity.
9. The proposed multi-family apartment building supports investment within existing residential developments, supports the maintenance of the City's existing housing stock, and provides an opportunity for an apartment owner within the City to expand their housing stock and provide additional residential housing units to the community.

Site Location/Aerial Map Lexington Heights PUD

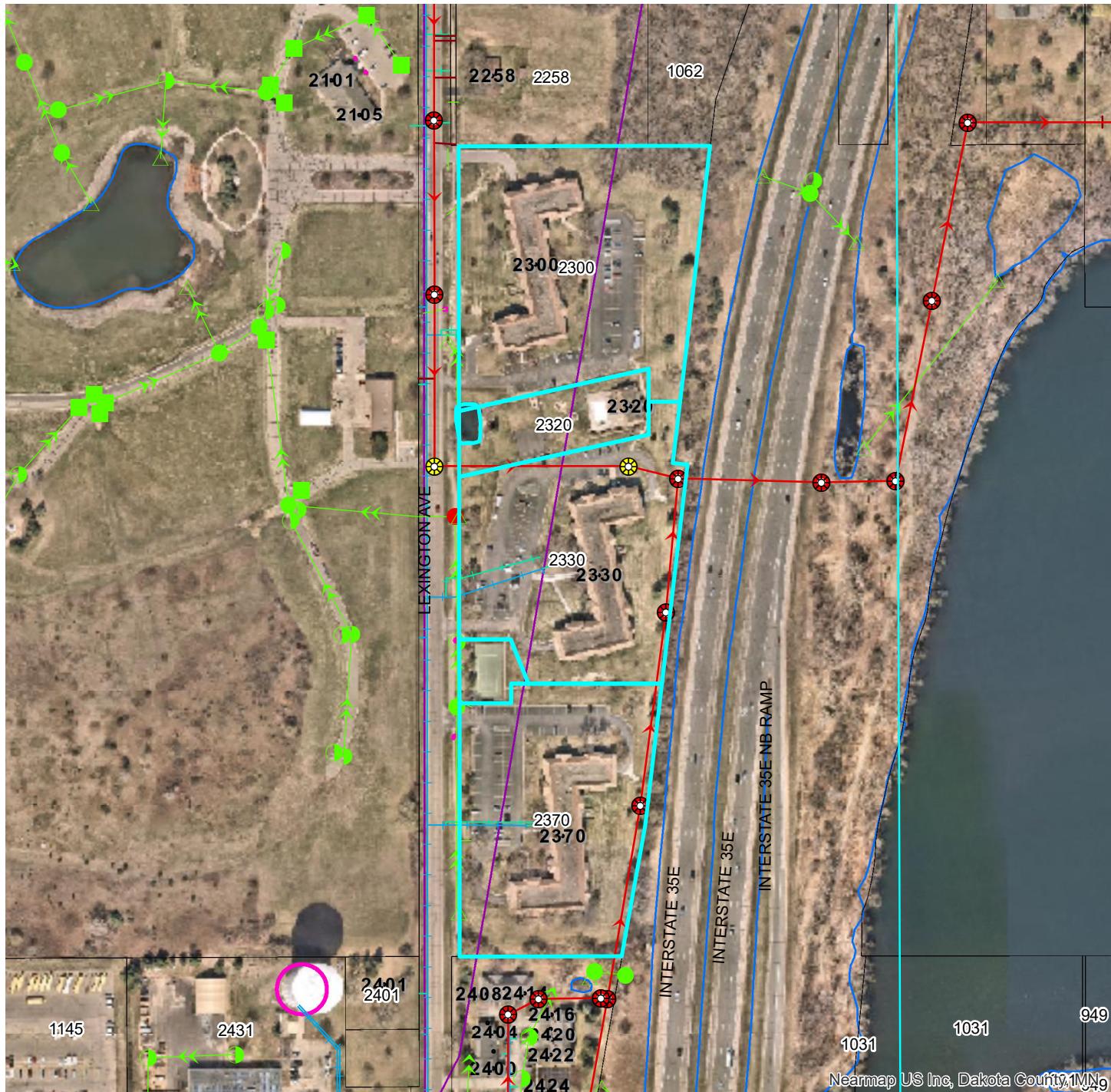
Date: 11/21/2025



0 310
SCALE IN FEET



City of
Mendota
Heights



GIS Map Disclaimer:

This data is for informational purposes only and should not be substituted for a true title search, property appraisal, plat, survey, or for zoning verification. The City of Mendota Heights assumes no legal responsibility for the information contained in this data. The City of Mendota Heights, or any other entity from which data was obtained, assumes no liability for any errors or omissions herein. If discrepancies are found, please contact the City of Mendota Heights.

Contact "Gopher State One Call" at 651-454-0002 for utility locations, 48 hours prior to any excavation.



Lexington Heights Addition
Preliminary PUD (Amendment)

August 25, 2025: [Updated 10-6-2025](#)

Sarah Madden, Community Development Manager
City of Mendota Heights, MN

RE: **Lexington Heights Apartments - Addition**
2320 Lexington Heights Ave S, Mendota Heights

Ms. Madden:

On behalf of Jon Riley and Lexington Heights Apartments, please find attached our Preliminary PUD application, civil site plan and architectural drawings for our proposed apartment building on the existing Lexington Heights Apartments property.

Thank you for your input and guidance to date. We look forward to constructing a high-quality project that will provide opportunities for Mendota Heights residents to stay in the City and enjoy a quiet, beautiful property with various existing and new proposed amenities. The Riley family has maintained their property to high standards dating back to 1983 when the Lexington Heights Apartments were first constructed. This proposal turns a portion of an existing, under-utilized parking lot into a 4-story, 84-unit new upscale apartment building with its own underground parking, amenities and outdoor courtyards.

We are excited about the initial design, architecture and opportunities for this upscale addition to the property that will provide residents more diversity in unit plan styles, contemporary interiors and new features. Jon and I look forward to our next steps with you and the City.

Per our recent meeting, here's our latest plan updates and submittal additions:

- 1) CIVIL: added Fire Truck Turning Diagram; increased garage setback to 135E
- 2) ARCH: increased garage setback, added Setback Exhibit to plans.
- 3) Narrative: Market demand study, notes added

Thank you,

Joe McElwain
Development Director, Chase Real Estate



Applications provided 8-25-2025:

1. Planning Application – For Prelim PUD

Submitted: [Updated 10-6-2025](#)

- Civil Prelim Plans, Prelim Landscape Plan, Survey
 - [Revised Garage Setback from Interstate Property Line](#)
- Architecture Prelim Overall Plans, Typical Unit Plans, Exterior Elevations
- Architectural Rendering, Precedent Exterior and Interior Design

Rendering of main west Entry:



Schedule Goals: [Updated 10-6-2025](#)

Oct 21: Neighborhood meeting schedule at Lexington Hights Clubhouse

Oct 28: Planning Commission Meeting Prelim PUD

Nov 5: City Council Meeting Prelim PUD

Nov-Dec: Final PUD PC/CC Approval Meetings

Dec: Construction Drawings underway

March 2026: Construction Start (14-15 months)

Summer 2027: Substantial Completion | Opening



LEGAL DESCRIPTION:

LOT 1, BLOCK 1, LEXINGTON HEIGHTS ADDITION, DAKOTA COUNTY, MN

PIN: 27-44925-01-010

Address: 2300 Lexington Avenue

Size: 5.53 Acres

PUD Property:

- Bldg A: 4.69 ac
- Tennis Court: 0.35 ac
- Bldg B: 4.56 ac
- Club House: 1.18 ac
- Bldg C + Proposed Bldg D = 5.53 ac

=**Total Property: 16.31 acres**

BUILDING SETBACKS:

The underground parking garage's outside corner (completely buried) will be 15'-0" to i35 right-of-way. The building setback to i35E right-of-way is 25'-2" and this is to the building corner.

The main body of the proposed building will have 62-0 feet setback and grows gradually to 90-0 feet.

Referring to the Setback Exhibit (see ARCH plans); the distance from the building corner to the interstate paving is 122-0 feet at its closet and typically a minimum of 166-0 feet for the general body of the bldg.

For sake of comparison, The Reserve Phase 2 building was approved with a setback to HWY-62 of 15'-0" and the entire length of the building is facing the Highway. The distance from the building to the highway pavement is 90-0 feet.

DENSITY:

Existing Units: 225 Apartments Homes=13.8 units/acre

Proposed Units: 225 existing + 84 proposed addition = 18.9 units/acre

The proposed resulting unit density per acre is the least among recent approved city housing projects:

Mendota Heights – Recent Housing Projects:

The Reserve Phase 1	63 units/acre
The Reserve Phase 2	28 units/acre
The Reserve Phase 3	44 units/acre
The Linden Apartments	29 units/acre
<i>Lexington Heights Addition</i>	<i>19 units/acre</i>



MARKET DEMAND | STUDY:

Demand for apartments in the area is high and continues to grow as single-family homes and new construction costs continue to be expensive and inaccessible for many first time buyers. Lexington Heights has maintained basically full occupancy for numerous years. Our site specific, June 2025 Marketing Report generated by CoStar, had these figures:

<u>Property:</u>	<u>City:</u>	<u>Occupancy:</u>
The Reserve at Mendota Heights	Mendota Heights	99.5%
The Linden	Mendota Heights	100.0%
Vikings Lakes Residences	Eagan	97.1%
Eagan Heights	Eagan	96.3%
The Rowan	Eagan	98.8%
The Crossings at Inver Woods	Inver Grove Heights	99.4%
Lexington Heights	Mendota Heights	99.0%

Additionally, the 2024 Dakota County Housing Assessment notes the problematic lack of availability:

Multifamily Rentals by Submarket (Vacancies)

With **eight (8) of the 11 submarkets** reporting overall vacancy rates which are **lower than Dakota County's vacancy rate** of 4.3% and three submarkets reporting overall vacancy rates of less than 1.0%, the **lack of available multifamily rentals** is a **county-wide issue**.

	Projects Surveyed	Total Units	Vacant Units	Overall Vacancy Rate	Vacancy Rate by Type		
					Market-Rate	Tax Credit	Gov't Subsidized
Apple Valley	27	3,217	64	2.0%	2.2%	1.3%	0.0%
Burnsville	43	6,681	432	6.5%	6.2%	15.8%	0.0%
Eagan	42	6,326	191	3.0%	3.4%	0.0%	0.0%
Farmington	7	285	1	0.4%	2.8%	0.0%	0.0%
Hastings	17	1,269	122	9.6%	14.0%	0.7%	0.0%
Inver Grove Heights	16	1,994	33	1.7%	2.1%	0.0%	0.0%
Lakeville	22	2,309	209	9.1%	11.6%	0.0%	0.0%
Mendota Heights	9	832	13	1.6%	1.9%	0.0%	0.0%
Rosemount	12	906	7	0.8%	1.1%	0.0%	0.0%
South St. Paul	10	675	2	0.3%	0.4%	0.0%	0.0%
West St. Paul	24	2,717	87	3.2%	3.2%	3.7%	0.0%
Dakota County	229	27,211	1,161	4.3%	4.8%	2.3%	0.0%



PROPOSED UNIT MIX:

A variety of one bedroom, one bedroom + dens/office and 2-bedroom apartment homes will be provided. Various common rooms will offer residents work from home spaces, club room for hosting, lounge, gym and back patio for outdoor grilling and dining. The building is designed for a market serving working professionals, singles, couples without children and empty nesters.

<u>Addition 'Bldg D'</u>	<u>Qty:</u>	<u>Bedrooms:</u>	<u>Typ Size:</u>
1 Bed 1 Bath	41	41	711 sf
1 Bed + Den, 1 Bath	21	21	962 sf
2 Bed, 2 Bath	18	36	1050-1260 sf
3 Bed, 2 Bath	4	12	1300 sf
Total:	84 Units	110 Br's	900 SF

Note : Code Minimum Unit Size = 700 SF

EXISTING APARTMENTS UNIT MIX:

225 Apartments Homes

=(30) 1-br and (45) 2-br per bldg = 120 bedrooms per bldg.

PARKING:

<u>Addition Bldg D</u>	<u>84 Apartments</u> 111 Bedrooms
Garage Parking	84 stalls
Surface Parking	61 stalls (w/ 45 shared Bldg C)
Total Parking:	=145 Total Stalls 1.73 / apartment 1.32 / bedroom



EXISTING Total Property	225 Units 360 Bedrooms
Garage Parking	75 stalls per bldg. =225 Garage
Surface Parking	375 stalls
Total Parking:	600 total stalls =2.67 Stalls/Unit =1.67 Stalls/Bedroom
Parking Audit Summer 2025:	Existing Demand per 99% Occupancy: 360 Cars on site = 1.60 stalls per unit. =approximately 240 stalls not used (33% utilized surface parking lots; 45 cars parked per each 125-stall lots)

Total Parking w/ Proposed Addition:	662 Stalls 309 Apartments 471 Bedrooms =2.14 stalls/unit =1.41 stalls/bedroom
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MEMORANDUM

Date: August 25, 2025

To: Sarah Madden
Community Development Director
City of Mendota Heights
1101 Victoria Curve
Mendota Heights, MN 55118

From: Brady Busselman, P.E.
Project: Lexington Heights Apartments
Subject: PUD Amendment –Preliminary Development Plan Application Narrative

Dear Ms. Madden,

On behalf of the property owner, Condor Corporation, we are pleased to submit the application for an amendment to the 1983 Planned Unit Development (PUD) at Lexington Heights Apartments, 2320 Lexington Avenue South. The owner is proposing to construct an 84-unit apartment building on the site, in an underutilized area to the east of the northernmost building in the complex. This will bring the total unit count within the PUD area to 309 units, from the current PUD approved total of 225 units. The current density of 13.9 units per acre will increase to 18.9 units per acre.

Required PUD Standards

City code chapter 12-2C-2 states that a PUD must demonstrate compliance with the following:

1. That the development and design is an appropriate use for the property and is compatible with surrounding development.

The proposed building will be situated in an underutilized portion of the site, between an existing parking lot and I-35E. The building is compatible with the existing multifamily buildings on site and will provide below ground parking at a rate of 1:1 stall per unit (84 garage stalls for 84 units). The existing parking lot at the north building currently has 128 total parking stalls. The proposed plan shows a reconfiguration of the parking lot that provides a total of 61 surface stalls for the new building, with 45 stalls remaining for the existing building. The new building will have a total of 110 bedrooms, the additional

stall count (garage and surface) of 144 stalls (83 garage + 61 surface) exceeds the code minimum requirement of one 1 stall per bedroom. The existing building also meets current code requirements, with 75 units and 120 bedrooms, there are 75 garage stalls and 120 total stalls (75 garage plus 45 surface) stalls. The building elevations have been designed to be consistent with the existing buildings.

2. That the streets and utilities are adequate and do not adversely affect the economical and efficient delivery of municipal services.

The preliminary utility design includes a proposed connection to existing watermain within Lexington Avenue South and to existing sanitary sewer located just south of the proposed building, within the existing PUD area. Stormwater will be managed by construction of a new pond between the existing building and Lexington Avenue South.

The current Average Annual Daily Traffic (AADT) on Lexington Avenue South at this location as of 2021 is 2,172. The projected increase in daily trips (see trip generation analysis below) is 364 trips.

3. That the scale of the development is compatible with adjacent land uses and is consistent with the standards established in Chapter 4 of this Zoning Ordinance.

The underlying zoning district is R-3. The proposed building will be four stories over a subsurface garage. Below is a summary of the current proposed deviations under the PUD; these may change as the plans advance to the final application stage.

Schedule of Development

The owner anticipates starting construction either in the Spring of 2026.

Projected Traffic

Below are daily and AM/PM peak hour trips based on the ITE Trip Generation Manual, 10th Edition:

Land Use	Units	Daily		AM Peak Hour		PM Peak Hour	
		Rate	Trips	Rate	Trips	Rate	Trips
Multifamily Housing (Mid-Rise)	84 Dwelling Units	5.44	457	0.36	30	0.44	37
Totals:			457		30		37

Impervious Area

For the purpose of impervious area calculation at this stage, the site is assumed to be the existing northern parcel, approximately 5.5 acres.

Existing impervious area = +/-2.3 acres

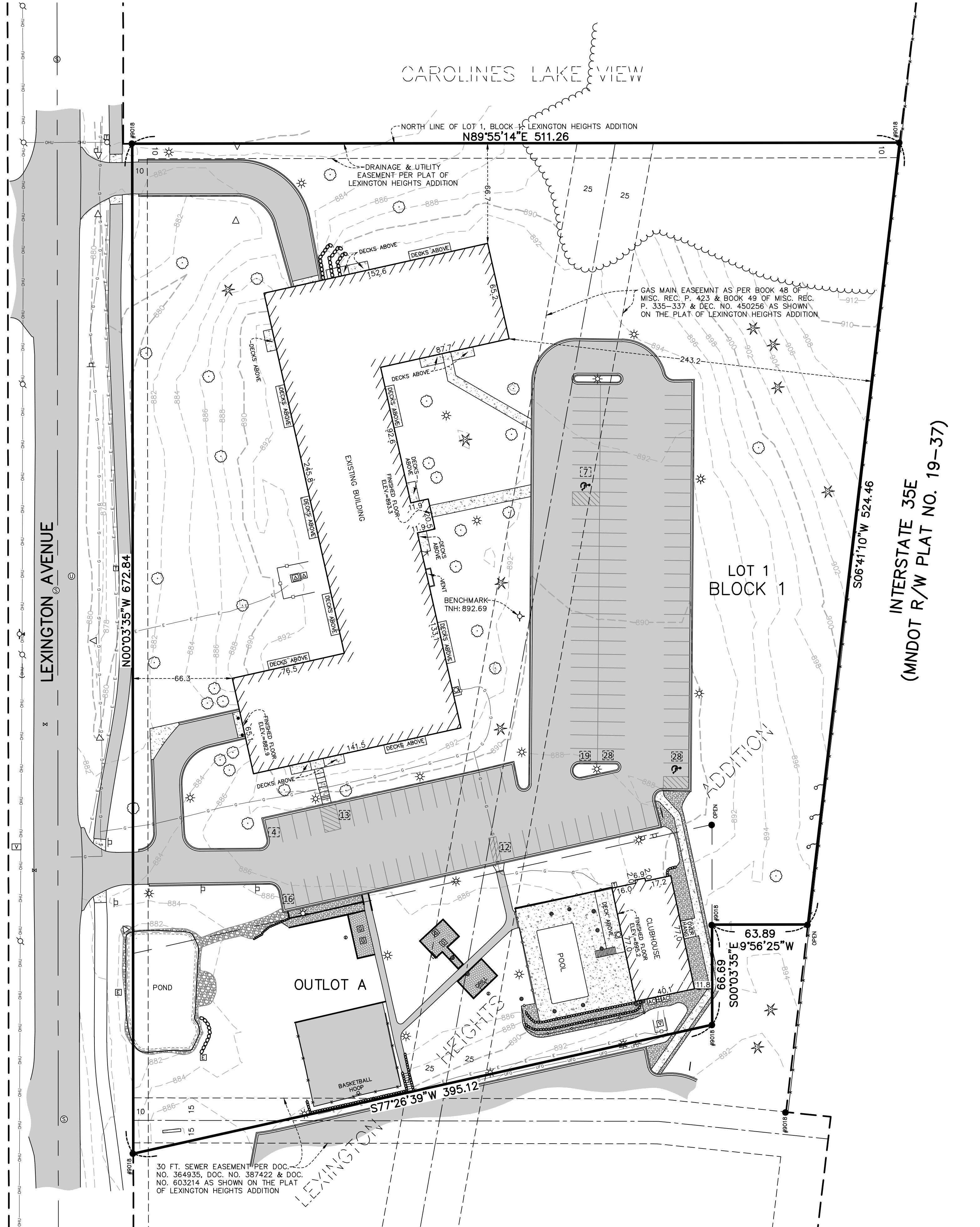
Net impervious area increase = +/-0.38 acres

Total proposed impervious area = +/-2.68 acres

Total proposed percent impervious = +/-49%

LEGEND

- FOUND IRON PIPE
- AC AIR CONDITIONER UNIT
- BOLLARD
- LIGHT POLE
- SIGN
- ELECTRIC METER
- TRANSFORMER
- POWER POLE
- TELEPHONE BOX
- ELECTRIC OUTLET POST
- HANDHOLE
- GAS METER
- GARBAGE CAN
- GATE
- AUTO SPRINKLER
- FLAGPOLE
- FLARED END SECTION
- HYDRANT
- MANHOLE
- SANITARY MANHOLE
- OVERHEAD UTILITY
- UNDERGROUND ELECTRIC
- UNDERGROUND FIBER OPTIC
- UNDERGROUND GAS
- METAL FENCE
- WOOD FENCE
- CHAIN LINK FENCE
- STONE RETAINING WALL
- BLOCK RETAINING WALL
- WOOD RETAINING WALL
- HANDICAP PARKING STALL
- PARKING STALL COUNT
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- PAVER SURFACE
- LANDSCAPE MATERIAL
- RIP RAP
- TREE LINE
- DECIDUOUS
- CONIFEROUS



PROPERTY DESCRIPTION

Lot 1, Block 1, and Outlot A, LEXINGTON HEIGHTS ADDITION, Dakota County, Minnesota.

NOTES

1. Subject property's addresses are 2300 and 2320 Lexington Avenue, Mendota Heights, its property identification numbers are 27-44925-01-010 and 27-44925-00-010.
2. The bearing system is based on the North line of Lot 1, Block 1, LEXINGTON HEIGHTS ADDITION which is assumed to bear North 89 degrees 55 minutes 14 seconds East.
3. Field work was completed 6/16/2025.
4. The building(s) and exterior dimensions of the outside wall at ground level are shown on the survey. It may not be the foundation wall.
5. No specific title search for existence or non-existence of recorded or un-recorded easements has been conducted by the surveyor as a part of this survey. Only easements per the recorded plat are shown.
6. The gross area of the subject property is 6.713 Acres or 292,409 square feet.

BENCHMARK

The vertical datum is NAVD88.

Benchmark

Top nut hydrant east of building at 2300 Lexington Avenue.
Elevation = 892.69

SURVEYOR'S CERTIFICATE

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed Land Surveyor under the laws of the State of Minnesota. That this survey does not purport to show all improvements, easements or encroachments, to the property except as shown thereon.

Signed this 20th day of June, 2025

PRELIMINARY

Marcus F. Hampton MN L.S. No. 47481

James R. Hill, Inc.

PLANNERS / ENGINEERS / SURVEYORS
2999 WEST C.R. 42, SUITE 100, BURNSVILLE, MN 55306
PHONE: 952.890.6044
www.jrhinc.com

2300 AND 2320 LEXINGTON AVENUE

CERTIFICATE OF SURVEY
FOR
CONDOR CORPORATION

DRAWN BY	PLM
DATE	6/20/2025
REVISIONS	
CAD FILE	24282.dwg
PROJECT NO.	24282-00
FILE NO.	1-25-036
SHEET 1 OF 1	

Lexington Heights Apts - New Construction





GROSS AREA - TOTAL

Level	Area
Level 4	22,571 ft ²
Level 3	22,571 ft ²
Level 2	22,571 ft ²
Level 1	22,571 ft ²
Level -1	26,634 ft ²
Grand total	116,920 ft ²

PARKING

Level	Type	Count
Level -1	Garage Stalls	74
Level -1	Garage Stalls - Tandem	10
Level 1	Surface (45+61=106 Shared)	61
		145

PARKING PROVIDED:

61 SURFACE FOR NEW BUILDING
 45 REMAIN FOR EXISTING BUILDING
 (106 TOTAL PROPOSED SURFACE LOT)

145 STALLS / 84 UNITS = 1.73 STALLS/UNIT
 110 BEDROOM = 1.32 STALLS/BEDROOM

EXISTING BUILDING "C"

75 UNITS (120 BEDROOMS)
 GARAGE STALLS = 75
 SURFACE PROPOSED = 45
 TOTAL PARKING = 120 STALLS

120 STALLS / 75 UNITS = 1.60 STALLS/UNIT
 120 STALLS / 120 BEDROOMS = 1.00 STALLS/BEDROOM

Existing, 99% occupied Bldg C has 117 total cars per August, 2025 Parking Audit.

Notes: (14) residents / apartment units do not park in the garage (81% garage usage).

Other residents park (2) cars in the garage.

= (72) garage cars
 = (45) cars parked outside
 = (117) Total Cars = 1.56 cars/apartment demand

UNIT MIX - GROSS AREA

Name	Count	Bedrooms	Unit Gross Area	Total Area	%
			Main Floor		
1BR					
Unit A1	36	36	711 ft ²	25,587 ft ²	43%
Unit A2	4	4	700 ft ²	2,798 ft ²	5%
Unit A3	1	1	717 ft ²	717 ft ²	1%
	41	41		29,102 ft ²	49%
1BR +D					
Unit B1	21	21	962 ft ²	20,193 ft ²	25%
	21	21		20,193 ft ²	25%
2BR					
Unit C2	4	8	1,149 ft ²	4,594 ft ²	5%
Unit C3	4	8	1,174 ft ²	4,698 ft ²	5%
Unit C4	3	6	1,117 ft ²	3,352 ft ²	4%
Unit C5	3	6	1,047 ft ²	3,141 ft ²	4%
Unit C6	4	8	1,259 ft ²	5,035 ft ²	5%
	18	36		20,820 ft ²	21%
3BR					
Unit D1	4	12	1,367 ft ²	5,470 ft ²	5%
	4	12		5,470 ft ²	5%
Grand total	84	110		75,586 ft ²	100%

=900 SF Avg

SITE CONTEXT

Lexington Heights Apts - New Construction



SITE MAP - EXISTING PUD

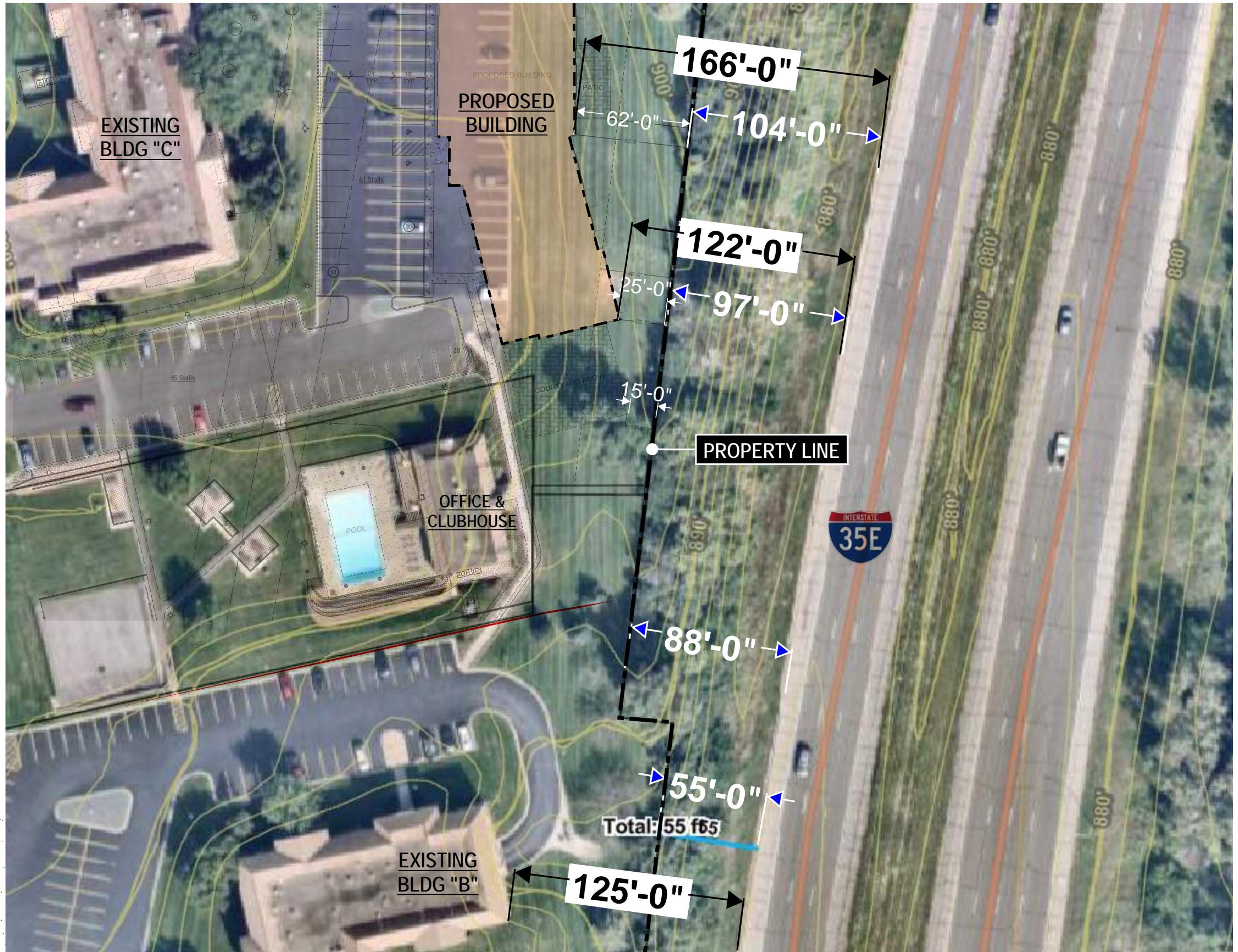
Lexington Heights Apts - New Construction



1 SD Site Plan 1" = 60'-0"

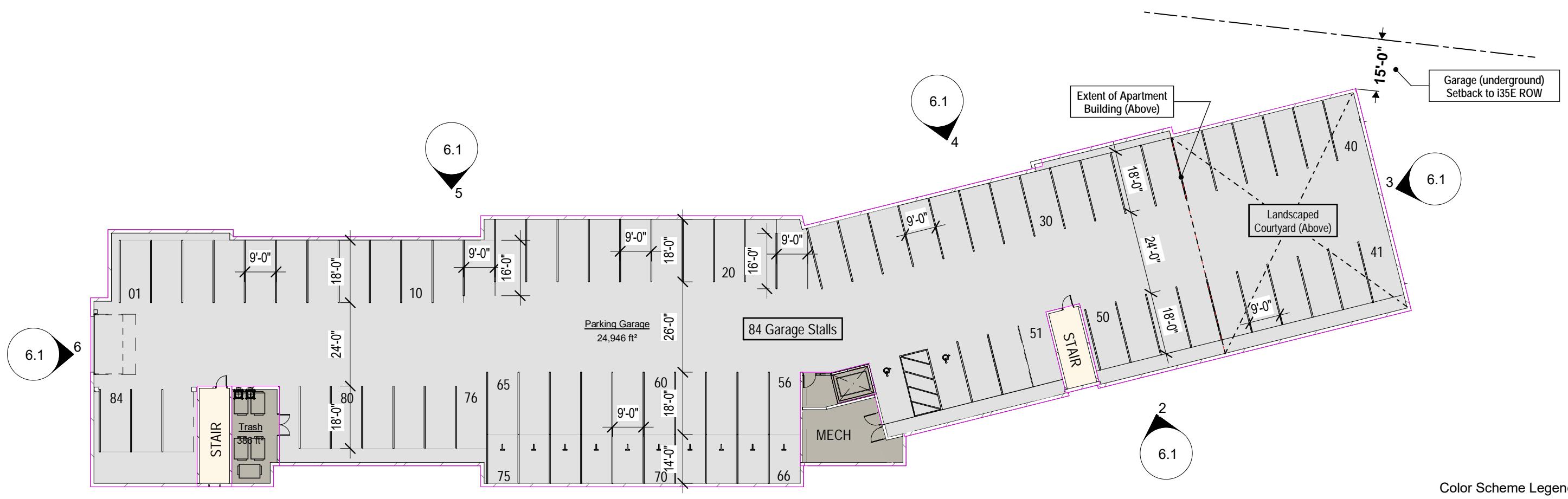
SITE PLAN

Lexington Heights Apts - New Construction

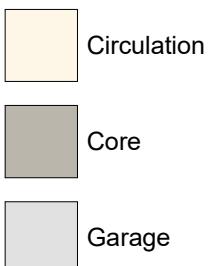


SETBACKS EXHIBIT

Lexington Heights Apts - New Construction



Color Scheme Legend



PARKING

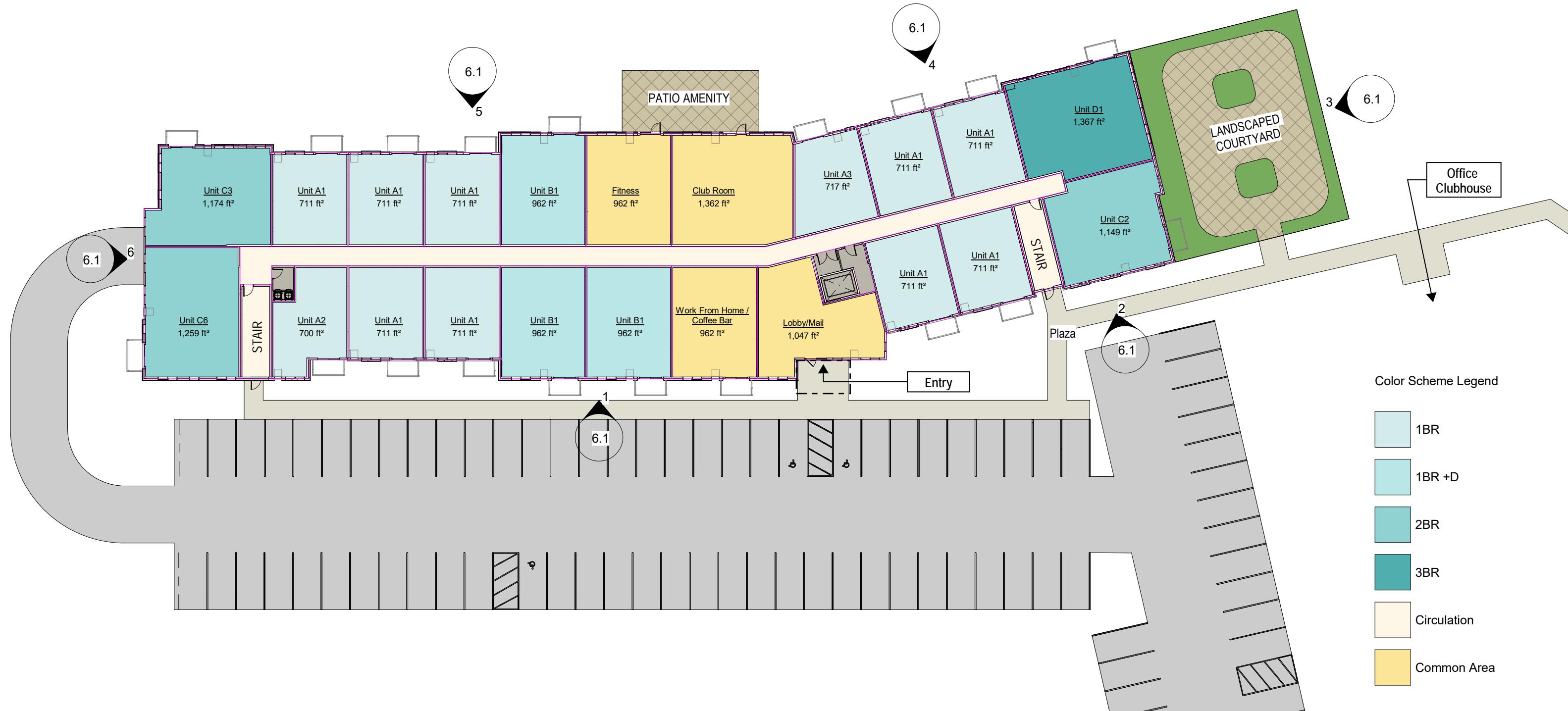
Level	Type	Count
Level -1	Garage Stalls	74
Level -1	Garage Stalls - Tandem	10
Level 1	Surface	55

139

1 Level -1
1" = 30'-0"

FLOOR PLANS

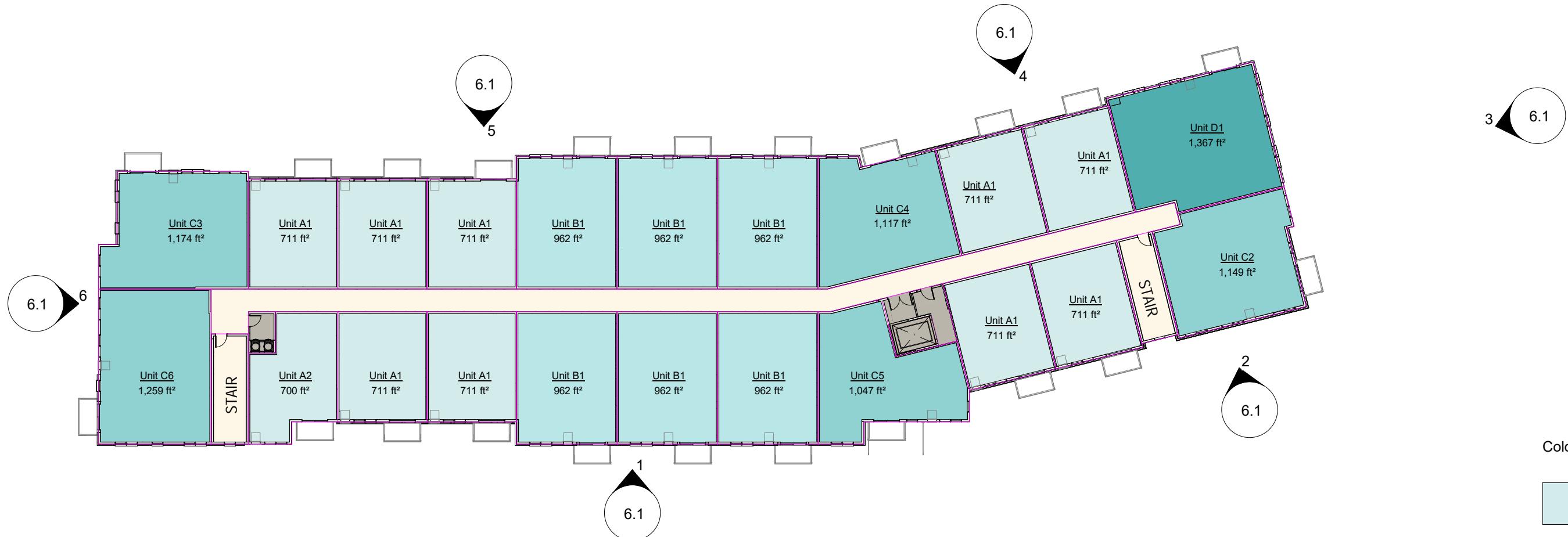
Lexington Heights Apts - New Construction



1 Level 1
1" = 30'-0"

FLOOR PLANS

Lexington Heights Apts - New Construction



Color Scheme Legend

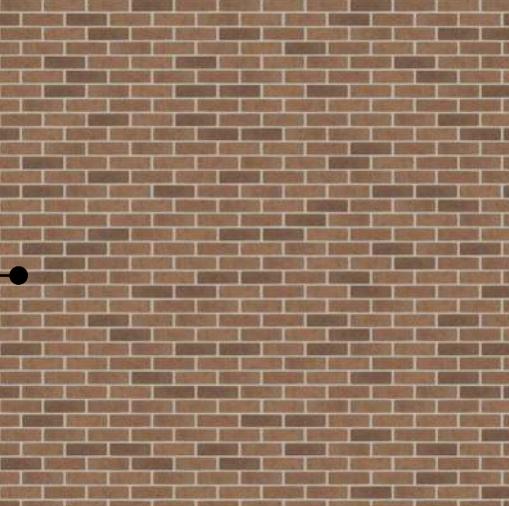
1BR
1BR +D
2BR
3BR
Circulation
Core

1 Level 2 (Levels 3-4 Sim.)
1" = 30'-0"

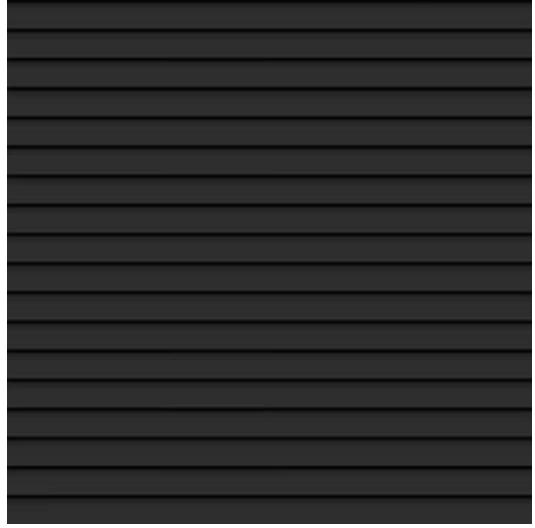
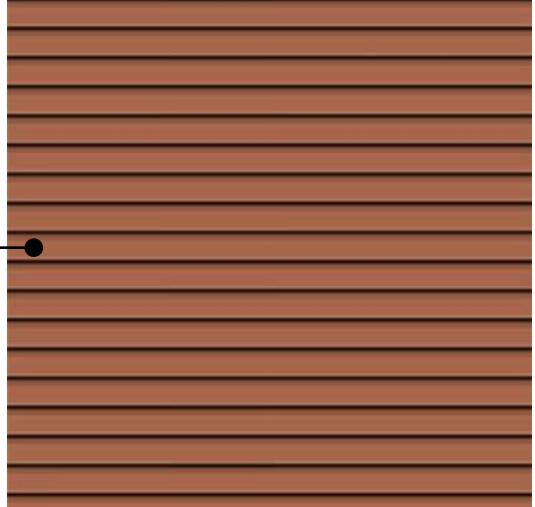
FLOOR PLANS

Lexington Heights Apts - New Construction

EXTERIOR MATERIALS

Material Mark	Description	Image
4.1	04-CMU-AMCON-Splitface-Espresso	
4.2	04-Brick-SiouxCity-Running-BadlandsVelour	 <p>Complimentary / similar brick color to existing building</p>
7.1	07-Siding-AlternatingLap- 4"/4"/8"-Smooth-AgedPewter	

EXTERIOR MATERIALS

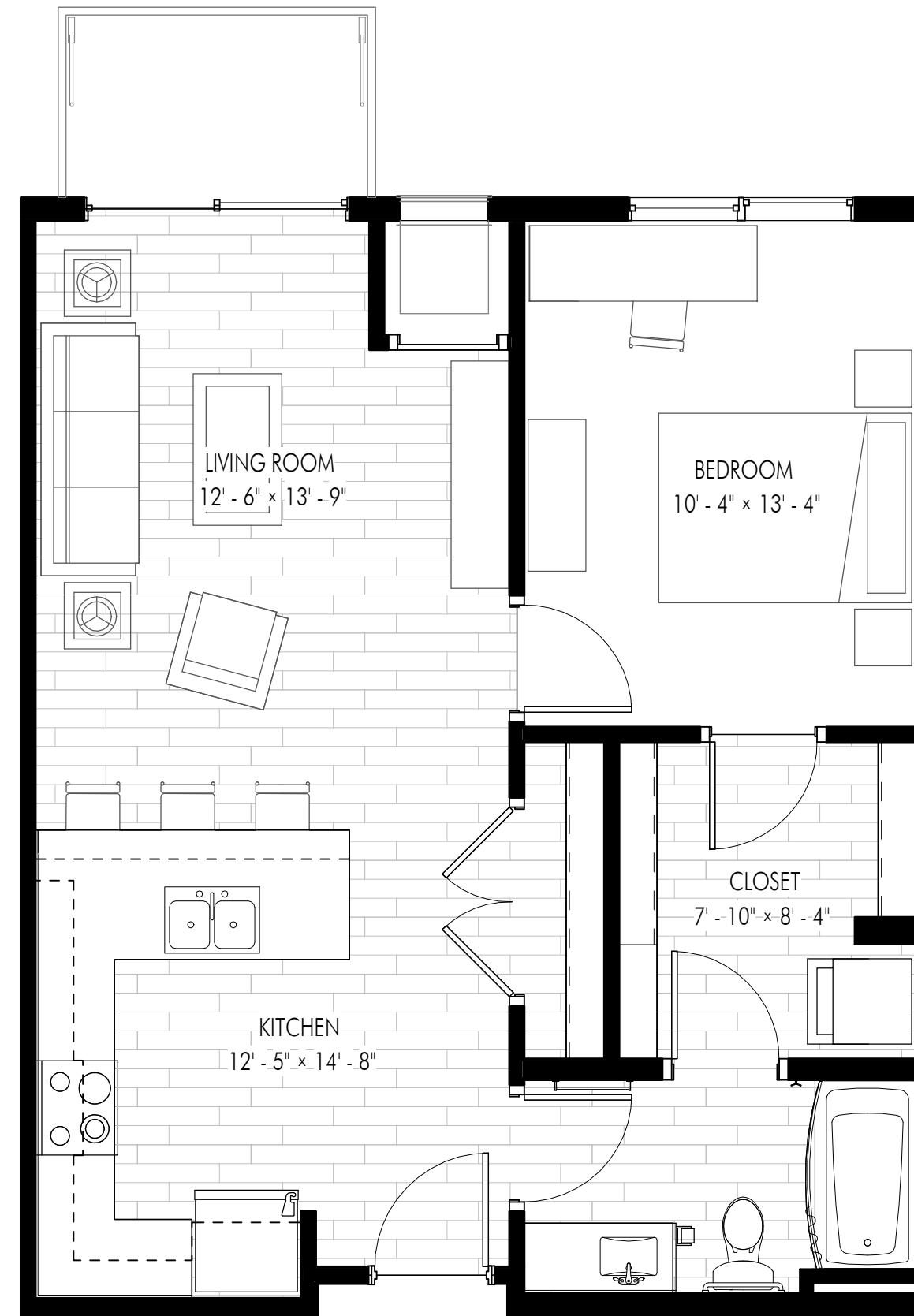
Material Mark	Description	Image
7.2	07-Siding-Lap 8" Reveal-Smooth-MidnightBlack	
7.3	07-Siding-Lap 4" Reveal-Smooth-Copper	 <p>Complimentary / similar siding color to existing buildings</p>
8.1	08-Glass	



EXTERIOR ELEVATIONS

Lexington Heights Apts - New Construction

One-Bedroom
Typical Plan
1,150 SF

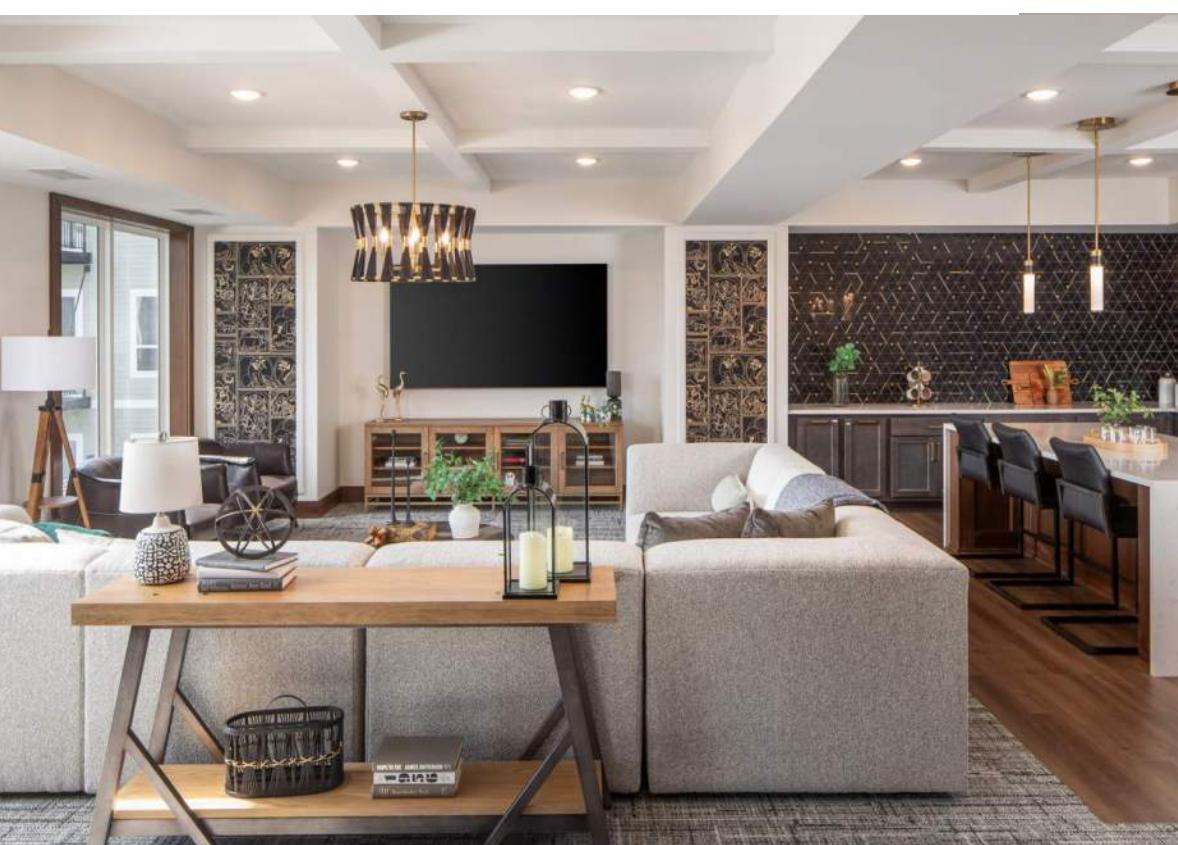
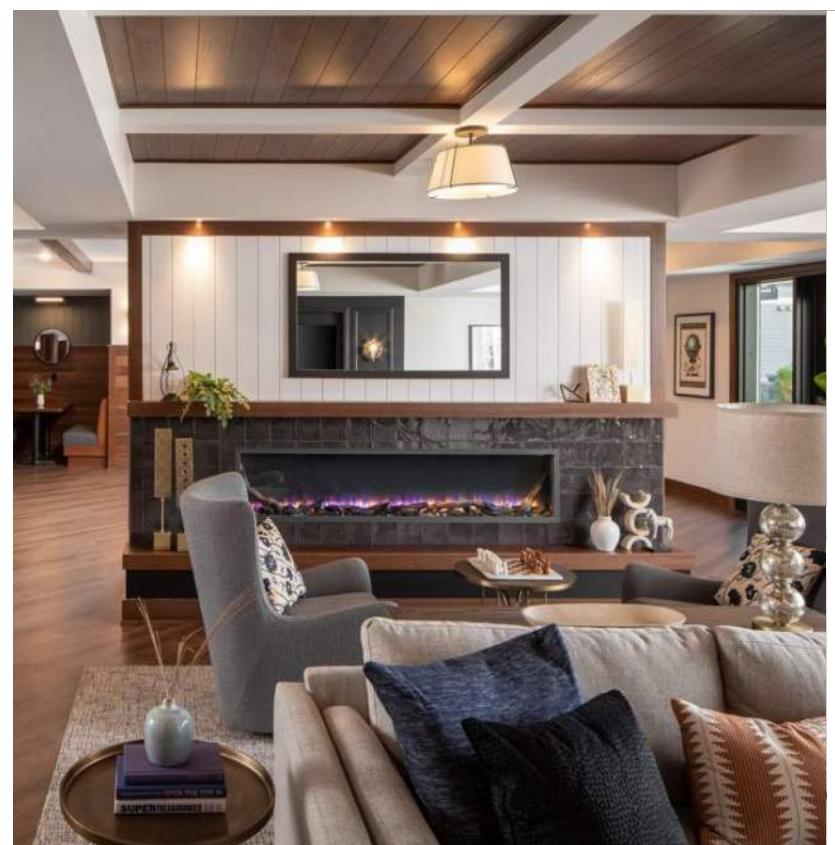
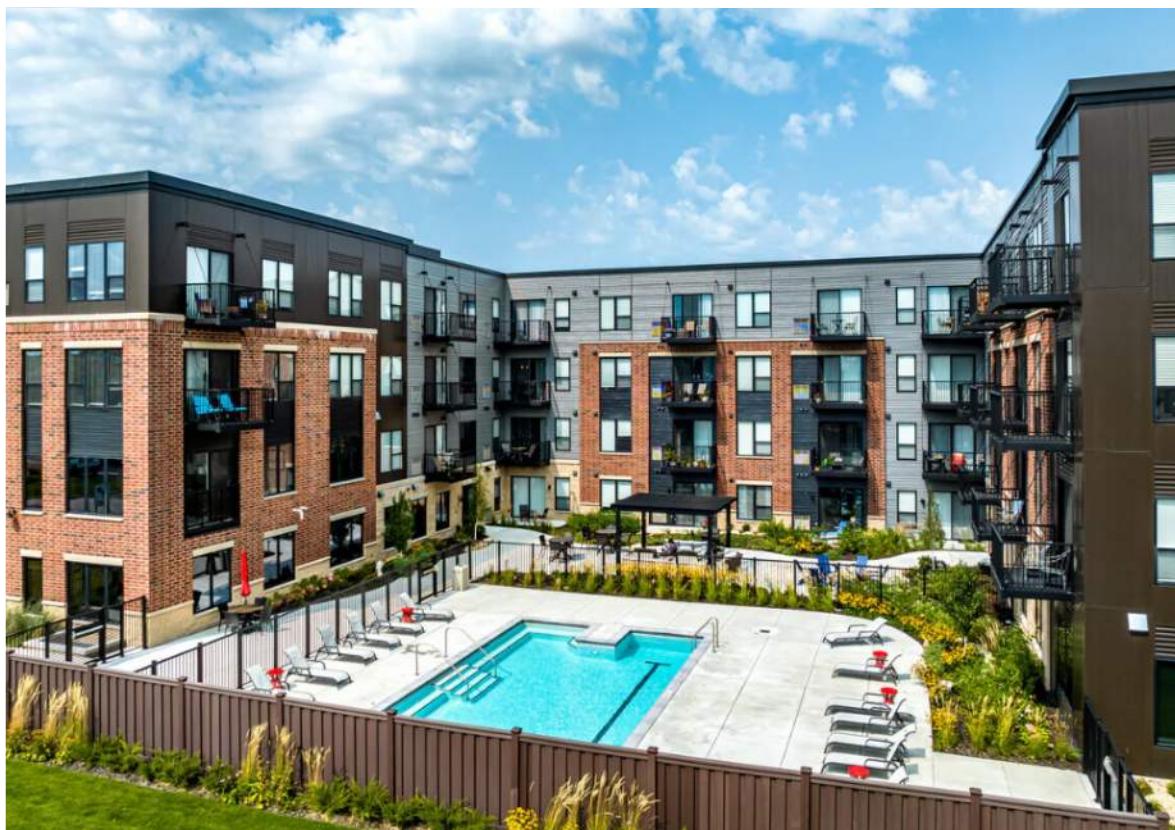


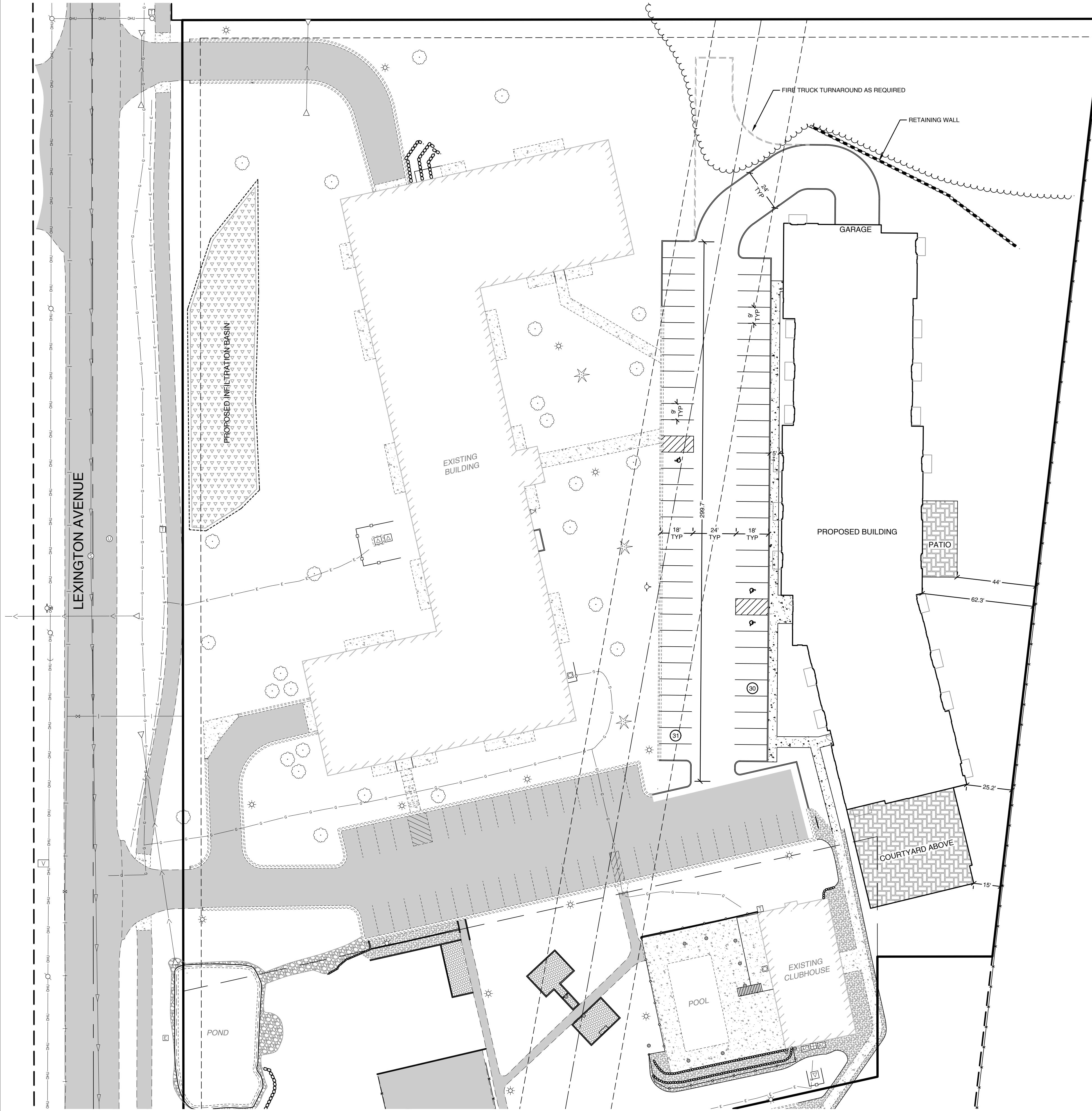
One-Bedroom + Den
Typical Plan
918-960 SF



Two-Bedroom
Typical Plan
918-960 SF







LEGEND

EXISTING WATERMAIN
EXISTING SANITARY SEWER
EXISTING STORM SEWER
EXISTING UNDERGROUND GAS
EXISTING UNDERGROUND ELECTRIC
EXISTING CLEANOUT
EXISTING ELECTRIC TRANSFORMER BOX
EXISTING TELEPHONE BOX
EXISTING CURB & GUTTER
EXISTING SIGN
EXISTING TREELINE/TREES
EXISTING SOIL BORING LOCATION
EXISTING ASPHALT
EXISTING CONCRETE
PROPOSED CURB & GUTTER
PROPOSED RETAINING WALL
PROPOSED CONCRETE
PROPOSED ASPHALT SURFACE
PROPOSED INFILTRATION BASIN

SITE PLAN NOTES

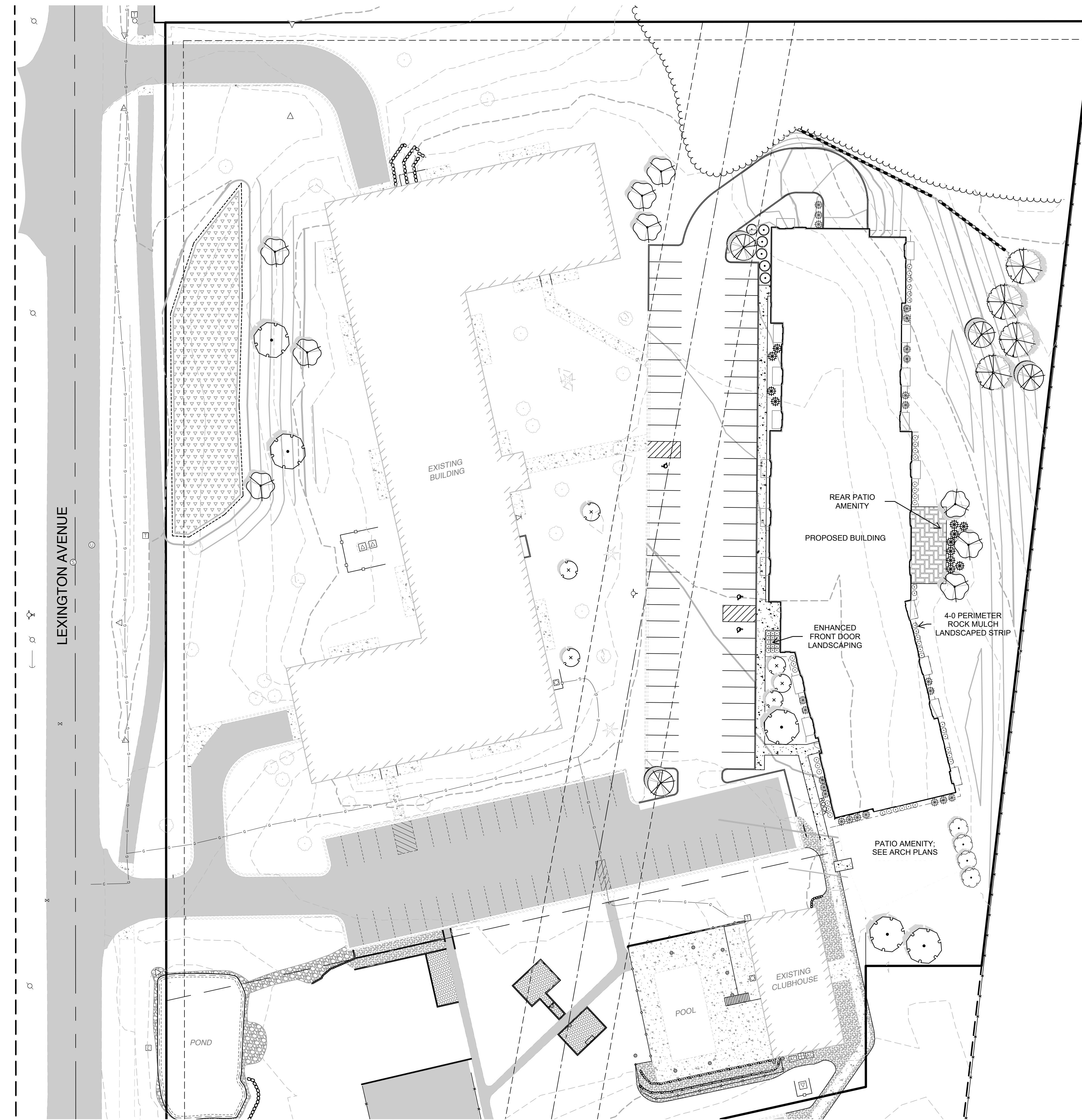
1. SEE GENERAL NOTES, SHEET C101, FOR ADDITIONAL RELEVANT INFORMATION.

DEVELOPMENT SUMMARY

GROSS PROJECT AREA	6.71 AC / 292,409 SF
NET IMPERVIOUS AREA INCREASE	0.38 AC / 16,659 SF
FRONT SETBACK	50 FEET
REAR SETBACK	40 FEET
SIDE SETBACK	40 FEET
EXISTING ZONING	PUD (R-3 UNDERLYING)
PROPOSED ZONING	PUD (R-3 UNDERLYING)
BUILDING FOOTPRINT	22,571 SF
PROPOSED PARKING PROVIDED	
61 NEW SURFACE STALLS FOR NEW BUILDING	
73 GARAGE STALLS/10 TANDEM GARAGE STALLS = 83 GARAGE STALLS TOTAL	
84 UNITS (110 BEDROOMS)	
144 STALLS (SURFACE + GARAGE) TOTAL	
144 STALLS/84 UNITS = 1.71 STALLS/UNIT	
144 STALLS/110 BEDROOMS = 1.31 STALLS/BEDROOM	
EXISTING PARKING PROVIDED	
45 SURFACE STALLS FOR EXISTING BUILDING	
75 GARAGE STALLS	
75 UNITS (120 BEDROOMS)	
120 STALLS (SURFACE + GARAGE) TOTAL	
120 STALLS/75 UNITS = 1.60 STALLS/UNIT	
120 STALLS/120 BEDROOMS = 1.00 STALLS/BEDROOM	

LEXINGTON HEIGHTS APARTMENTS
FOR
CONDOR CORPORATION
PRELIM. PAVING & DIMENSIONAL PLAN
2820 Lexington Avenue, Mendota Heights, MN 55120

DRAWN BY	EPF
DATE	8/25/2025
REVISIONS	2025-10-07 BLDG REV
CAD FILE	24282PAV
PROJECT NO.	24282
C100	



INTERSTATE 35E
(MNDOT R/W PLAT NO. 19-37)

LEGEND
* EXISTING TREELINE/TREES

SCALE IN FEET
0 30 60 90
1 inch = 30 feet

L100

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2999 W. Cty. Rd. 42, Suite 100, Burnsville, MN 55336
PHONE: (952)890-6044 FAX: (952)890-6244

BRADY BUSSELMAN
Date: 5/6/24 Reg. No. 44579

LEXINGTON HEIGHTS APARTMENTS
MENDOTA HEIGHTS, MINNESOTA
PRELIMINARY LANDSCAPE PLAN
FOR
CONDOR CORPORATION
2820 LEXINGTON AVENUE, MENDOTA HEIGHTS, MN 55120

DRAWN BY
EPF
DATE
8/25/2025
REVISIONS

CAD FILE
24282LS
PROJECT NO.
24282

11/24/2025

Anonymous statement from residents at 2300 Lexington Ave. S. who wish to file written comments and questions for the Mendota Heights planning commission meeting:

First, it was discovered that the council was told there had been a community meeting on October 21st and that only one resident was present. We just heard about this today (11/24/2025) and after speaking with numerous residents, no one was aware of said meeting! There is one notification regarding the planning commission meeting on 11/25/2025 and it is posted in the elevator.

Concerns regarding new apartment developments.

The 2300 building is currently sinking. The concrete garage floor is crumbling in places due to the leaking on all sides. When it rains, the water runs down the walls and at times, it can be heard. The leaking happens when there is a steady rain and is not a periodic occurrence. There is mold and on occasions, water seepage through the floor tiles in elevator basement lobby. > Living here for over a decade, has allowed us to witness said leaks and the increase of mold and water damage. The garage utility doors have shifted due to the sinking and currently, have a two inch gap. How would a new building impact the current situation at 2300? Could it be the water problem will increase? Would the new building also have water issues? Structural problems at 2300 should be addressed before adding another building.

These are structural concerns and then there are the aesthetic concerns. A four story building would obstruct the view which is, one of the highlights of this property. Currently, buildings are set with pleasurable space between them. This new building would drastically change the landscape.

We are not in favor of the expansion at Lexington Heights.

From: [REDACTED]
To: [Litton Field](#); [Jason Stone](#); [Patrick Corbett](#); [Cindy Johnson](#); [Jeff Nath](#); [Brian Udell](#); [Steve Goldade](#); [Sarah Madden](#)
Subject: Lexington Heights Addition--Sufficient notice
Date: Tuesday, November 25, 2025 4:45:22 PM

You don't often get email from [REDACTED]

[Learn why this is important](#)

Hello Planning Commission,

I am writing in reference to an agenda item at tonight's meeting re: the zoning of an apartment building at Lexington Heights Apartments. While I have personal feelings about this proposed project, I am currently concerned about the effort, or lack thereof, that Lexington Heights made to inform the community of this hearing.

In the agenda for tonight's meeting, it states that the City sent notices to the property manager to post for residents to see. **I find that only posting one copy in the building that would be most affected by any construction is incredibly insufficient.** Management only posted the copy **in the elevator**, which many people do not take. The only reason I found out is from my mom happening to take the elevator from the garage to the first floor as her hands were full.

Even in a different building was the notice posted in a more prominent place--albeit still lacking.

I'm not sure if this is something you can do this close to the meeting time, but I ask that this agenda item be postponed and that Lexington Heights makes a much better effort to inform its residents about the hearing such as posting it on all entrances that people use.

Also, the buildings are mislabelled in all the plans.

If this email comes up during the meeting, I would appreciate anonymity.

Thank you for your attention to this matter,

From: [Jan Martland](#)
To: [Sarah Madden](#)
Cc: [Joe Nuñez](#); [Kitty Haight](#); [Barbara Kaufmann](#); [Tom Hanschen](#); [Kenneth Dodge](#); [Jonquil Shipman](#)
Subject: Public Comments re: Lexington Heights Apartments
Date: Tuesday, November 25, 2025 3:38:34 PM
Attachments: [Screenshot 2025-11-25 at 2.11.36 PM.png](#)
[Screenshot 2025-11-25 at 2.12.05 PM.png](#)
[Screenshot 2025-11-25 at 2.03.03 PM 2.png](#)

You don't often get email from mrfy1219@comcast.net. [Learn why this is important](#)

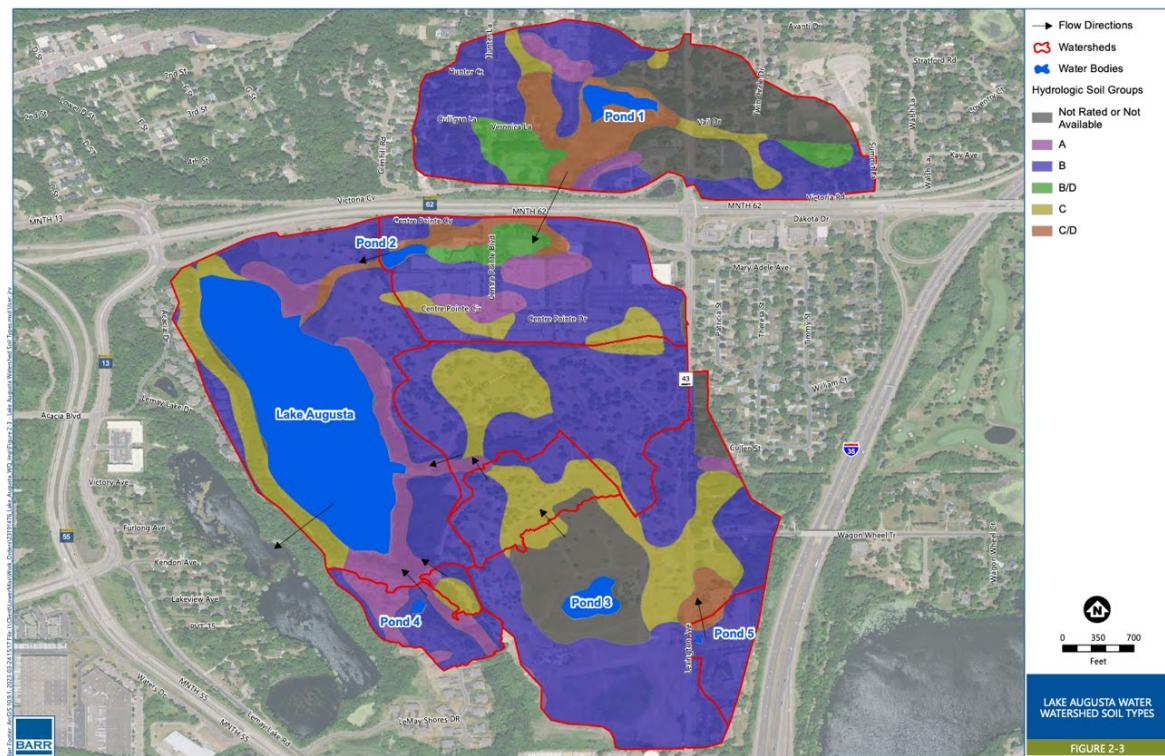
Hi Sarah,

I am submitting the following comments to you regarding the *"Notice of Public Hearing to consider a zoning amendment and preliminary planned unit development to amend a previously approved planned unit development (Lexington Heights Apartments) for the property located at 2300 Lexington Avenue."*

I live at 2098 Lake Augusta Drive in Mendota Heights and I am a member of the Lake Augusta Homeowners Association - Lake Augusta Task Force. As you may know Lake Augusta in Mendota Heights is rated as one of the lakes in the state with the poorest lake water quality.

Our concern with the proposed Lexington Heights Apartments is if it will have any potential negative consequences for Lake Augusta. In the 2 photo below (taken from the Barr Report on Lake Augusta Water Quality Improvement and Outlet Feasibility Study prepared for the Lower Mississippi River Watershed Management Organization and City of Mendota Heights, December on 2023) it appears that the Lexington Heights Apartments lie within the watersheds as identified below. If I'm interpreting the maps below correctly, it appears that the flow direction of run-off could eventually end up in Lake Augusta. If that is the case, we are hoping that something would be done to mitigate and redirect any potential run off that could end up in Lake Augusta, further impacting the water level and the water quality of the lake.





Lake Augusta is a land locked lake with no outlet and it is currently (as of 10-9-2025) at a lake elevation of 846.62' according to the DNR. This is up from the Ordinary High Water Level of 832.5 feet. The elevation of the lake has already flooded a well at Resurrection Cemetery and has killed over 1000 trees along the lake shore due to rising water levels. This is another reason why we are concerned about any potential run-off adding to an already elevated lake levels.

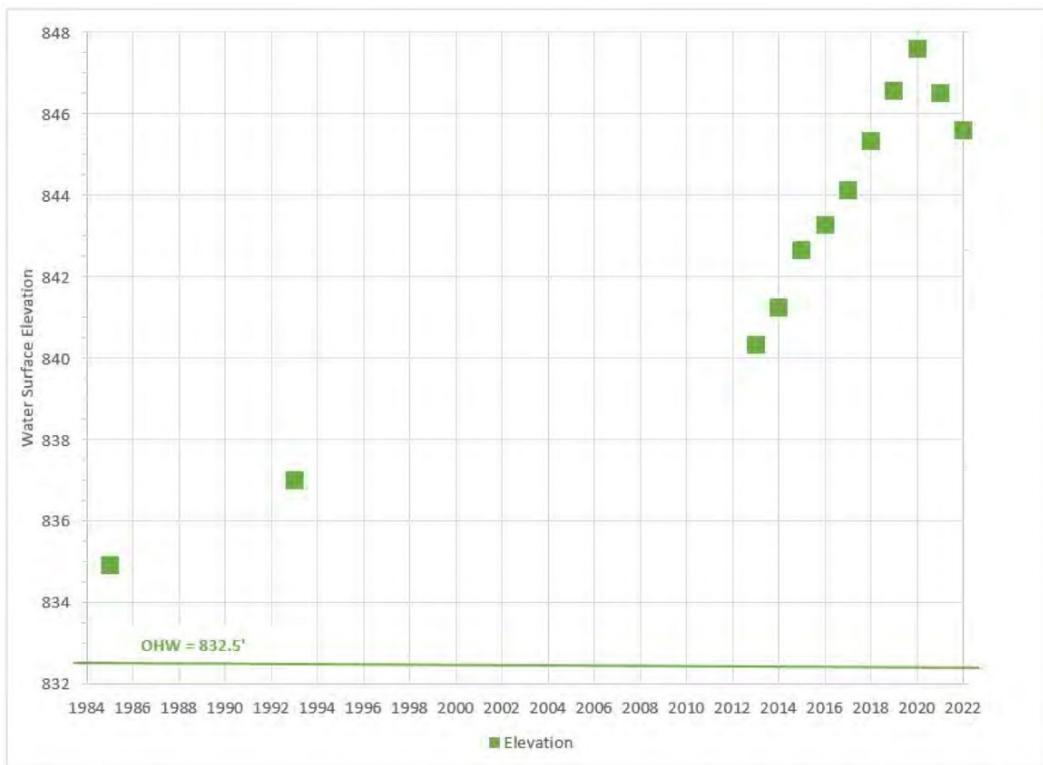


Figure 3-3 Historical Lake Level Estimates

Bottom line is we want to be sure that the lake will not be adversely impacted by this project or any future projects. Should you have any questions/concerns please do not hesitate to contact me at 651-295-4862 or via email.

Sincerely,
Jan Martland

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Meeting Date: December 29, 2025

Agenda Item: Approval of 2026 Meeting Calendar

Department: Administration

Contact:

Sarah Madden,
Community Development
Manager

Introduction:

Each year the Planning Commission sets their formal meeting dates, following the City's official schedule designating Planning Commission meetings on the 4th Tuesday of each month. The schedule below follows this pattern, though the December meeting date may be subject to change if a quorum cannot be reached.

Below are the proposed meeting dates for the Planning Commission in 2026. All meetings will have a 7:00pm start time and be conducted at City Hall.

Tuesday, January 27th

Tuesday, February 24th

Tuesday, March 24th

Tuesday, April 28th

Tuesday, May 26th

Tuesday, June 23rd

Tuesday, July 28th

Tuesday, August 25th

Tuesday, September 22nd

Tuesday, October 27th

Tuesday, November 24th

Tuesday, December 22nd *(subject to change if quorum not available)*

Background:

n/a

Analysis:

n/a

Alternatives:

n/a

Staff Recommendation:

Staff asks that the Planning Commission approve the 2026 Planning Commission Meeting Calendar as presented.

Attachments:

None

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