

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

**PLANNING COMMISSION MINUTES  
JULY 22, 2025**

The regular meeting of the Mendota Heights Planning Commission was held on Tuesday, July 22, 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, and Jeff Nath. Those absent: Steve Goldade.

**Approval of Agenda**

The agenda was approved as submitted.

**Approval of June 24, 2025 Minutes**

COMMISSIONER STONE MOVED, SECONDED BY COMMISSIONER NATH TO APPROVE THE MINUTES OF JUNE 24, 2025.

AYES: 6

NAYS: 0

**Hearings**

**A) PLANNING CASE 2025-11  
POT MAMA’S MSO LLC, 1155 CENTRE POINTE DRIVE – CONDITIONAL USE  
PERMIT**

Community Development Manager Sarah Madden explained that Pot Mama’s MSO LLC has applied for a Conditional Use Permit (CUP) for a cannabis retailer location, located in the B-1 General Business zoning district at 1155 Centre Pointe Drive.

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 is a maximum size for retail space in B-1.

Community Development Manager Sarah Madden stated that there is a maximum size for accessory retail use within the industrial zone, but there is no maximum in the general business district.

Commissioner Johnson asked if there would be consumption on site, noting the reference to a social boutique within the Commission packet.

Commissioner Corbett commented that a retail use would not allow consumption on site.

Community Development Manager Sarah Madden confirmed that this would only be retail sales. She explained that the social aspect would be through engagement and community building, which is found within the business plan. She explained that the event license would be a separate process through the State. She commented that an event within the retail space would be allowed and would be different. She explained that the business plan mentioned things like women's groups as an example of social events.

Chair Field opened the public hearing.

Andrew Katz, 1960 Walsh Lane, asked if any data was provided related to whether there would be increased police activity or police calls from this type of business.

Chair Field commented that there was no information of that type within the staff report.

Community Development Manager Sarah Madden replied that the level of data was not provided as part of the application. She stated that the majority of security requirements and review will be done through the State license review through the Office of Cannabis Management (OCM). She reviewed the role of the City in reviewing this type of license.

Vicky Katz, 1855 Hunter Lane, commented that she has conflicting feelings as she believes there are benefits to regulation that would allow this type of business, but this also brings to mind a stereotypical image of potential customers. She stated that Mendota Heights is a family-oriented community, and she would not want to see this business bringing in unwanted customers from other communities. She asked the Commission to ensure that the request is well vetted before allowing the business into the community.

Scott Van, 1870 Hunter Lane, commented that he was not aware that this type of business was allowed in Mendota Heights and believed that the applicant should be present.

Commissioner Corbett stated that there is no subjectivity to this decision as the State regulations cannot be changed. He stated that the application complies with all regulations.

Chair Field commented that this would be the only cannabis retailer allowed.

Community Development Manager Sarah Madden confirmed that if the licensee fully completes the process, this would be the only retail business allowed in Mendota Heights. She explained the

State law related to this type of business and the regulations the City was able to enact. She commented that the City will be involved in compliance checks.

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 STONE, TO CLOSE THE PUBLIC HEARING.

AYES: 6

NAYS: 0

COMMISSIONER CORBETT MOVED, SECONDED BY COMMISSIONER STONE, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT FOR 1155 CENTRE POINTE DRIVE, BASED ON THE FINDINGS-OF-FACT AND WITH THE FOLLOWING CONDITIONS:

1. ALL PARKING FOR THE MULTI-TENANT BUILDING MUST BE ACCOMMODATED ON SITE. ANY INDICATION THAT THE SITE IS UNDER PARKED MAY RESULT IN REQUIRED AMENDMENTS TO THE SITE PLAN AND/OR THE CONDITIONAL USE PERMIT.
2. CANNABIS BUSINESSES ARE LIMITED TO RETAIL SALE OF CANNABIS, CANNABIS FLOWER, CANNABIS PRODUCTS, LOWER-POTENCY HEMP EDIBLES, OR HEMP-DERIVED CONSUMER PRODUCTS BETWEEN THE HOURS OF 8:00 A.M AND 10:00 P.M. ON MONDAY-SATURDAY; AND BETWEEN THE HOURS OF 10:00 A.M. AND 9:00 P.M. ON SUNDAYS.
3. ANY NEW REMODELING OR INTERIOR WORK (INCLUDING BUILDING, ELECTRICAL, PLUMBING, HEATING/COOLING, AND OTHER RELATED WORK MUST BE SUBMITTED FOR STANDARD BUILDING PERMIT REVIEW PRIOR TO ANY WORK BEING STARTED.

AYES: 6

NAYS: 0

Chair Field advised that the City Council would consider this application at its August 6, 2025, meeting.

**B) PLANNING CASE 2025-12  
M&M HOME CONTRACTORS, 1867 HUNTER LANE – MISSISSIPPI RIVER  
CORRIDOR CRITICAL AREA (MRCCA) PERMIT**

Community Development Manager Sarah Madden explained that M&M Home Contractors is the applicant and owner's representative of the property located at 1867 Hunter Lane, and has requested a Mississippi River Corridor Critical Area (MRCCA) Permit to construct a new single-family home located at 1867 Hunter Lane.

Hearing notices were published and mailed to all properties within 350 feet of the site; no written 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 asked about the location of the prior home that was demolished.

Community Development Manager Sarah Madden identified the location of the previous home, noting that the prior home was a different style of home. She commented that the setback of the prior home is generally consistent with the proposal.

Commissioner Johnson commented that it seems that the new home would be closer to the bluff than the previous home, and similar to the home at 1875 Hunter.

Community Development Manager Sarah Madden confirmed that the new home would be slightly more setback and generally centrally located on the lot.

Chair Field noted that the applicant is not present. He stated that the Commission could open the public hearing or consider other action.

Community Development Manager Sarah Madden replied that the public hearing was noticed for tonight. She stated that if the Commission desires to table the request, she would still ask them to open the public hearing tonight.

Chair Field opened the public hearing.

Chair Field cautioned that the applicant is not present, and their input may change the input of public speakers. He noted that members of the public are only allowed to speak once, and therefore members of the public may want to hold their input for a time when the applicant is present.

Commissioner Corbett stated that members of the public can speak tonight, and if they want to speak again at the next meeting, they could still do that.

Commissioner Johnson stated that residents chose to attend tonight, and they should be allowed to speak again at the next meeting if this item is tabled.

Commissioner Stone agreed that members of the public who chose to attend tonight should speak.

John and Theresa Cosgriff, 1875 Hunter Lane, commented that they are supportive of the build and are looking forward to having neighbors.

Andrew Katz, 1960 Walsh Lane, commented on the trees and vegetation that exist on the west end of the lot. He commented that there is a small spring that runs down through the area identified in yellow. He wondered if there was information available relating to tree removal and whether that could include a tree inventory. He asked if solar panels would be planned for the home and whether that would include utility work to the street.

Commissioner Corbett confirmed that they would be leaving the public hearing open as the applicant is not here to address questions.

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 JOHNSON, TO TABLE CASE #2025-12 AS THERE ARE QUESTIONS FOR THE APPLICANT AND THE APPLICANT IS NOT PRESENT.

Further discussion: Chair Field asked that staff advise the applicant about the concern that was raised relating to trees and landscaping.

Commissioner Johnson commented that she feels that this application is incomplete as details are missing from the landscaping plan.

Commissioner Corbett asked if there is a requirement for a detailed landscaping plan as part of the application process.

Commissioner Johnson confirmed that it is part of the requirements provided to the applicant that a detailed landscaping plan must be included.

Commissioner Stone commented that he would think that a house of this scale would have more landscaping than two trees and would hope that the landscaping plan would be provided at the next meeting.

Commissioner Corbett agreed that there should be a plan, but also recognized that this is a crude layout and the type of flowers someone is going to plant is not a detail people often plan for at this level of planning. He stated that he wanted to ensure that there is an actual requirement for that level of detail.

Community Development Manager Sarah Madden commented that the Commission has debated this issue before, and it comes down to a difference in interpretation of the minimum requirements. She stated that while minimal, the applicant has provided a plant schedule that identifies two swamp white oaks as the two trees. She stated that it is not a full landscape schedule of all perennial beds, which would be a preference of the Commission, but the minimum landscape requirements of the City would be for two overstory trees, and the applicant has met that requirement.

Commissioner Johnson stated that while she understands and appreciates that, the intention of the applicant is to plant more. She stated that if the intention is to have just two trees and sod, then

this would be acceptable. She noted previous applications that sailed through smoothly because of the level of detail that was provided for landscaping.

Commissioner Corbett commented that there seems to be a discontinuity between the requirements of City Code and the desire expressed by Commissioner Johnson. He stated that he would not want to base the process on a preference for a previous application that included very detailed information about landscaping.

Commissioner Stone asked why every little detail would need to be decided if the minimum requirement has been met. He noted that anyone can install additional landscaping on their property after the minimum requirements are met.

Commissioner Corbett commented that he does not want this to be subjective. He commented that changes can always be made to landscaping after the fact.

Commissioner Nath commented that without written requirements in Code, the issue is very subjective. He stated that he would see this to be a complete landscaping plan as it meets the requirements of the City Code, although Commissioner Johnson would like to see more information. He noted that while Commissioner Johnson would deem this landscaping plan as incomplete, he would consider it to be the bare minimum. He stated that while he would love a more detailed landscaping plan, it is not required under Code.

Commissioner Johnson stated that a tree inventory would be important.

Commissioner Corbett asked if it is required.

Commissioner Johnson was unsure and asked that staff follow up on that.

AYES: 6

NAYS: 0

**C) PLANNING CASE 2025-13  
ST. AUGUSTINE SCHOOL, 1345 MENDOTA HEIGHTS ROAD –  
CONDITIONAL USE PERMIT**

Community Development Manager Sarah Madden explained that St. Augustine School is seeking a Conditional Use Permit (CUP) for the property located at 1345 Mendota Heights Road. The CUP would allow for the use of space as a middle and secondary private school, or 6<sup>th</sup> – 12<sup>th</sup> grades, at the former Sanford Brown College site, within the space previously used by Interim Use Permit in 2017-2019 for Minnehaha Academy.

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 Corbett asked if this is a conditional use allowed in both industrial and business districts.

Community Development Manager Sarah Madden commented that the use is only listed within the business district and not the industrial district. She noted that the previous trade school use was listed. She stated that the property is currently zoned B-1, general business.

Chair Field believed that there were regulations for small class sizes with the previous user, Minnehaha Academy. He asked if there would be an ability to cap the number of students.

Community Development Manager Sarah Madden commented that if the expansion of the school were necessary to occupy additional space in the building, an amendment would be needed for the CUP. She commented that a condition could be added, but was unsure of the language that would be used and the onus that could be placed on the applicant and staff.

Chair Field stated that perhaps a cap on the number of students could be added to the conditions that would trigger a review.

Community Development Manager Sarah Madden commented that it could be written as a condition, but there could be enforcement issues. She noted that the enrollment could expand past 40 students and still be within the fire code occupancy for the building. She noted that there would be other triggers that would require a review/amendment, including parking and the need for additional space. She stated that the applicant can provide additional information on the vision for the school and small classroom size.

Bill Faulkner, representing the applicant, stated that the vision for the school is to keep the classrooms small. He stated that they would love to have that issue with expanded enrollment, but in that case, they would prefer to expand the size of the school rather than the size of the classroom.

Chair Field opened the public hearing.

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

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

AYES: 6

NAYS: 0

COMMISSIONER STONE MOVED, SECONDED BY COMMISSIONER CORBETT, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT REQUEST FROM ST. AUGUSTINE SCHOOL FOR A MIDDLE AND SECONDARY (PRIVATE) SCHOOL AT 1345 MENDOTA HEIGHTS ROAD, BASED ON THE FINDINGS OF FACT THAT THE PROPOSED PROJECT COMPLIES WITH THE POLICIES AND STANDARDS OF THE CITY CODE AND IS CONSISTENT WITH THE COMPREHENSIVE PLAN, WITH THE FOLLOWING CONDITIONS:

1. ALL PARKING FOR THE MULTI-TENANT BUILDING MUST BE ACCOMMODATED ON SITE. ANY INDICATION THAT THE SITE IS UNDER PARKED MAY RESULT IN REQUIRED AMENDMENTS TO THE SITE PLAN AND/OR THE CONDITIONAL USE PERMIT.
2. ANY NEW REMODELING OR INTERIOR WORK (INCLUDING BUILDING, ELECTRICAL, PLUMBING, HEATING/COOLING, AND OTHER RELATED WORK) MUST BE SUBMITTED FOR STANDARD BUILDING PERMIT REVIEW PRIOR TO ANY WORK BEING STARTED.

AYES: 6

NAYS: 0

Chair Field advised that the City Council would consider this application at its August 6, 2025, meeting.

### **New and Unfinished Business**

### **Staff Announcements / Updates**

Community Development Manager Sarah Madden provided a review on recent City Council actions on cases previously reviewed by the Commission as well as other items of interest to the Commission.

### **Adjournment**

COMMISSIONER CORBETT MOVED, SECONDED BY COMMISSIONER STONE, TO ADJOURN THE MEETING AT 8:23 P.M.

AYES: 6

NAYS: 0