

Planning Commission Meeting Agenda Monday, July 7th, 2025 @ 6:00 PM

Chair: Simon Stricker Commission: Joby Goerges Roman Siltman Victor Procuik (Vacant Seat) City Clerk: Krista Okerman Deputy Clerk: Cassandra Delougherty City Attorney: Brad Person

City of Jenkins	Join Zoom Meeting
33861 Cottage Avenue	https://zoom.us/join
Jenkins, MN 56474	Meeting ID: 353 029 2895
(218) 568-4637	Password: 56474
	Dial by location: (312) 626-6799 (US Chicago)

NOTE: Printed materials relating to agenda items are available for public inspection in a threering binder on table by Council Chamber entrance.

- 1. Call to Order Pledge of Allegiance
- 2. Roll Call
- 3. Approval
 - a. Agenda
 - b. Minutes from the May 5th, 2025 Planning Commission meeting
 - c. Minutes from the June 2nd, 2025 Planning Commission meeting
- 4. Public Hearings
 - a. Approx. 6:00pm: Conditional Use Application-Ryan De La Pena, for a Home Occupation: Type IV in the Urban Residential (R-2) Zoning District
 - i. Open hearing for public comment
 - ii. Close public hearing
 - iii. Planning Commission deliberation
 - iv. Planning Commission action
 - b. Approx. 6:15pm: Ordinance Amendment O-25-43: Amending Title XI Business Regulations, to adopt Chapter 113 Regulation of Cannabis and Hemp Businesses and Events
 - i. Open hearing for public comment
 - ii. Close public hearing
 - iii. Planning Commission deliberation
 - iv. Planning Commission action
- 5. New Business
- 6. Unfinished Business
 - a. Proposed Ordinance Amendment O-25-XX 'Nuisance Parking & Storage"
- 7. Miscellaneous/Communication
- 8. Adjournment

COUNTY OF CROW WING CITY OF JENKINS DRAFT*MINUTES OF THE REGULAR PLANNING COMMISSION MEETING MAY 5, 2025

Call to Order - Pledge of Allegiance

The Planning Commission meeting was called to order at 6:00 PM by Chair Stricker with all reciting the Pledge of Allegiance

Roll Call

Present: Chair Stricker; Commissioners Siltman, and Prociuk ; Clerk Okerman. Absent: Commissioner Goerges.

Approval

a. Agenda

Commissioner Siltman made a motion to approve the agenda. Commissioner Prociuk seconded the motion. The motion passed unanimously.

b. Minutes from the February 3rd, 2025 meeting

Commissioner Prociuk made a motion to approve the minutes from the February 3rd, 2025 meeting. Commissioner Siltman seconded the motion. The motion passed unanimously.

Unfinished Business

a. Adult-Use Cannabis Ordinance

Clerk Okerman began the discussion by mentioning that this item was on the joint workshop agenda. She explained that local governments would play a key role in the oversight of the cannabis industries. While cities can't outright ban the businesses, they can limit the number of retailers and businesses allowed as long as there's at least 1 retail operation per 12,500 residents.

Okerman noted that Crow Wing County could have about 6.3 retail businesses allowed based on its population. She mentioned that no action had been taken yet due to uncertainties at the state level with licensing. The city had received 4 inquiries to date, with 3 of them having submitted license applications to the state. One of them had turned in a retail application for the city itself, but it couldn't be accepted as the city's ordinance was not yet in place.

Okerman presented a draft ordinance based on a model ordinance from the Office of Cannabis Management, tailored to some of the discussions held at the joint workshop. She highlighted areas that needed the most discussion, including registration fees, buffer zones, the number of retail licenses the city might allow, and hours of operation.

The commission discussed the fees, noting that the state has limitations on what can be charged. They agreed not to charge an application fee, consistent with their approach for liquor licenses.

Regarding the number of cannabis retail businesses allowed, the commission debated between allowing one or two. They considered the potential market demand and the difficulty of determining who would get the license if only one was allowed. They ultimately decided to allow two retail businesses, with the option to amend this in the future if needed. The commission set the hours of operation for cannabis retail businesses to be the same as liquor store hours, with a closing time of 10 PM.

For temporary cannabis events, the commission discussed limiting them to the hours of 10 AM to 10 PM. They requested more information on what these events might entail before making a final decision.

The commission also reviewed the land use matrix for various cannabis-related activities. They decided to gather more information before finalizing decisions on cultivation, manufacturing, and wholesale operations. For cannabis retail, they agreed it should be permitted in C1 and C2 zones, similar to liquor stores.

Okerman stated she would reach out to the state for more clarification on the various license types and how they correspond to the land use matrix categories.

b. Special Event Definition

Okerman presented a draft definition for special events based on discussions from the joint meeting. The definition included events with at least 100 individuals and exempted events such as baby showers and graduations.

The commission discussed the limit on exempt events, clarifying that it should apply to events with 100 or more attendees. They revised the wording to state: "Exempt events of 100 or more individuals are limited to no more than 4 events in 1 calendar year."

They noted that this definition would help address concerns about frequent large gatherings at properties like the Red Oak Farm wedding venue while still allowing for typical family events.

c. Shipping/Cargo Containers

Okerman introduced the topic of shipping/cargo containers, noting that some people have inquired about using them on residential lots instead of building pole sheds. She presented sample ordinances from other cities that differentiate between commercial and residential use of these containers.

The commission discussed the potential issues with allowing shipping containers in residential areas, including aesthetics and long-term storage problems. They agreed that for residential areas, shipping containers should only be allowed during the construction process and must be tied to an active building permit.

For commercial areas, the commission decided to allow shipping containers but noted that specific regulations might be needed. They requested more information on potential regulations for commercial use of shipping containers.

d. Annual CUP Review

Okerman presented the annual review of the Conditional Use Permit (CUP) for Northland Properties. She noted that since the original CUP was approved, the footprint of the site plan had exceeded what was originally submitted. The property now included additional buildings and uses not covered in the original CUP.

The commission discussed the importance of enforcing CUP conditions and ensuring that property owners follow through with approved plans. They agreed that Northland Properties should be required to apply for a CUP amendment to bring their current operations into compliance.

The commission also discussed the need for better processes to ensure CUP compliance, including:

- Not issuing new building permits until all CUP conditions are met
- Requiring all plans (including landscaping) to be submitted and approved upfront
- Implementing administrative penalties for non-compliance
- Improving the application review process to catch potential issues earlier

Okerman mentioned that she would follow up with Northland Properties to address the compliance issues and bring the matter back to the commission for further action.

Miscellaneous/Communication

Commissioner Stricker inquired about a newly constructed storage facility in the industrial park. Okerman confirmed that the owner had an application pending for a CUP for the third building, which would be on the agenda for the June meeting. She noted that the owner had been informed that leasing out storage units was not currently allowed in that zone.

Commissioner Prociuk announced that they would not be able to attend the June meeting.

Okerman mentioned that they hoped to have a full commission in June, as the council had decided to reappoint Sean Smuda and Mayor Rudlang was reaching out to confirm his willingness to serve.

Adjournment

The meeting was adjourned at 7:47 PM on motion by Siltman and second by Prociuk with all present voting aye.

Approved this ______ day of ______, 2025.

Respectfully submitted by Krista A. Okerman, City Clerk-Treasurer.

Krista A. Okerman, Clerk-Treasurer

Date

June 2nd, 2025 Planning Commission Meeting & Public Hearings

Meeting minutes

Call to Order - Pledge of Allegiance

Roll Call

Chairman Stricker, and Commissioners Goerges and Siltman were present. Commission Prociuk was not in attendance.

Approval

Agenda

Motion to approve the agenda made by Commissioner Goerges, seconded by Siltman. All present voted aye.

Public Hearings

Conditional Use Application-TW Miller LLC, for Storage, Commercial in the Light Industrial (I-1) Zoning District

The applicant was present at the meeting for any questions. The Planning Commission discussed the current land use matrix and the definition of commercial storage. The applicant requested to lease out the west portion of the west building for storage space. It was noted that commercial storage is currently allowed as an accessory use in the industrial district, and the applicant has an active business in one of their other buildings, qualifying it as an accessory use.

The Public Hearing was opened at 6:03pm.

After closing the public hearing portion at 6:03pm, the commission discussed the application. They noted that it was allowed, had been talked about previously, and was properly shielded from view.

The main concern raised was ensuring that the property owner and tenants conform to the allowed uses in the zoning district. The commission reviewed the staff recommendations and found them to be straightforward and not outlandish.

Commissioner Goerges made a motion to approve with staff recommendations for compliance. Siltman seconded the motion. The motion passed unanimously.

Ordinance Amendment 0-25-40 'Dwelling Unit, Accessory,' 'Barndominiums/Shouses,' 'Storage, Commercial,' and 'Self-Storage Facility'

The commission opened the public hearing for this item at 6:05pm. No members of the public were present to comment on these topics. Public Hearing closed at 6:05pm.

The commission reviewed the proposed changes, noting that they aligned with previous discussions over the past several months. One minor correction was noted regarding the square footage measurement in the barndominium definition, which needed to be changed to either a superscript 2 or "square feet."

The commission agreed that the proposed changes reflected their previous discussions and were ready for approval.

Commissioner Goerges made a motion to approve the amendments to ordinance 0-25-40. Siltman seconded the motion. The motion passed unanimously.

Ordinance Amendment 0-25-41 'Variances & Subdivisions'

The commission opened the public hearing for this item at 6:08pm. No members of the public were present to comment. The public hearing was closed at 6:08pm.

The proposed changes included:

- Changing the time frame from 6 months to 12 months for consistency.
- Reducing the number of required copies, acknowledging the shift to digital documentation.
- Changing the filing deadline for a final plan from 2 years to 1 year.
- Removing an extraneous "and" at the end of a line in section 4.

The commission discussed these changes and found them to be appropriate and consistent with other regulations.

Commissioner Goerges made a motion to approve the changes to ordinance 0-25-41. Siltman seconded the motion. The motion passed unanimously.

Ordinance Amendment 0-25-42 'Nuisance Parking & Storage'

The commission opened the public hearing for this item at 6:09pm. No members of the public were present to comment. The public hearing was closed at 6:09pm.

The proposed change was to add a new section, number 4, to the ordinance. However, upon review, some commissioners expressed concerns about certain aspects of the ordinance, particularly regarding restrictions on playhouses and other non-permanent structures.

After discussion, the commission decided to table this item for further review and possible modifications.

Commissioner Goerges made a motion to table the ordinance amendment 0-25-42 for further review. Siltman seconded the motion. The motion to table passed unanimously.

Ordinance Adoption 0-25-43 'Special Events'

The public hearing was opened at 6:12pm. No public comment at that time. The public hearing closed at 6:12pm. The commission reviewed the proposed ordinance for special events. Upon request of the Commission, Julie Hastings, available via Zoom, provided information about cannabis-related events and how they are regulated at the state level.

The commission discussed various aspects of cannabis events, including:

- Types of events (e.g., food-focused events, fundraisers)
- State licensing requirements
- Security and age verification measures
- Potential locations for events

The commission considered how to integrate cannabis events into the existing special events ordinance and whether to allow them at all. They also discussed buffer zones around schools, daycares, and parks.

After extensive discussion, the commission decided to make the following changes:

- Change the term "adjoining" to "abutting" when referring to proximity to schools or licensed daycares.
- Set the maximum number of retail cannabis businesses to 4.
- Adjust the hours of operation for cannabis businesses on Sundays to match off-sale liquor hours (closing at 8 PM).
- Update the land use matrix to reflect the discussed changes.

In tabling the amendment to Nuisance Parking & Storage, this ordinance amendment number will change to O-25-42. Commissioner Goerges made a motion to approve the changes to the proposed ordinance 0-25-42, including the updates to the land use matrix. Siltman seconded the motion. The motion passed unanimously.

New Business

Proposed Lot Splits & Lot Line Reconfiguration

The commission reviewed a proposed lot split and lot line reconfiguration for a property on Ellis Road. The proposal involved splitting a 37-acre parcel into three lots and adjusting a lot line to bring a shed into conformance with setback requirements. The commission noted that the applicants had followed the proper process, including obtaining legal descriptions and working with a survey company.

The commission found no issues with the proposal and agreed that it met the necessary requirements.

Commissioner Goerges made a motion to approve the proposed lot splits and lot line reconfiguration. Siltman seconded the motion. The motion passed unanimously.

Unfinished Business

Adult-Use Cannabis Ordinance

The commission continued their discussion on the adult-use cannabis ordinance, focusing on various aspects of regulation and zoning. They reviewed the model ordinance provided by the Office of Cannabis Management and made several decisions:

- Buffer requirements: Changed "adjoining" to "abutting" for properties near schools or licensed daycares.
- Application and registration fees: Agreed to charge a registration fee of \$500 for initial registration and \$1,000 for renewals, in line with state regulations.
- Violations: Set a fine of \$2,000 for each violation of operating without a valid registration.
- Business hours: Changed Sunday closing time to 6 PM to match off-sale liquor regulations.
- Number of retail businesses: Increased the limit from 2 to 4.
- Land use matrix: Updated to reflect decisions on where different types of cannabis businesses (cultivation, manufacturing, retail, etc.) would be allowed in various zoning districts.

The commission also discussed cultivation, manufacturing, and wholesale operations, deciding to allow cultivation in agricultural zones but restricting manufacturing to industrial areas.

Commissioner Goerges made a motion to approve the changes to the proposed adult-use cannabis ordinance, including updates to the land use matrix and other discussed modifications. Siltman seconded the motion. The motion passed unanimously.

Miscellaneous/Communication

The commission briefly discussed recent building activities in the area, including new construction and property sales. They also touched on issues related to contractor disputes and the process for handling citizen complaints about potential ordinance violations.

Adjournment

Motion to adjourn made by Commissioner Goerges at 7:46pm, seconded by Siltman. All ayes.



STAFF REPORT

Applicant: Ryan De La Pena of RD Services Lake Country, LLC

Property Address: 34068 3rd Ave., City of Jenkins

Lot size: 1.56 acres

Zoning classification: Urban Residential (R-2)

Request: Conditional Use Permit 'Home Occupation, Type IV'

Background Information

The applicant, Ryan De La Pena, RD Services Lake Country LLC, has submitted a request for a Conditional Use Permit (CUP) to allow a Home Occupation, Type IV for storing and transporting of landscaping equipment on his 1.56 -acre property located at 34068 3rd Ave, in the Urban Residential (R-2) District of Jenkins, MN. The R-2 District is intended for higher density residential development, including single family homes, apartments, townhouses, and other buildings for two or more dwelling units in those areas where such development fits the Comprehensive Plan, where properly related to other land uses and thoroughfares, and where adequate municipal utilities are available. No off-street parking shall be permitted, except as would be characteristic and in harmony with the purposes of an R-2 District.

Zoning and Ordinance Requirements

Under the Jenkins Zoning Ordinance, the Urban Residential (R-2) District permits 'Home Occupation, Type IV' with a Conditional Use Permit. The criteria for granting a CUP include compatibility with surrounding uses, consistency with the comprehensive plan, and ensuring that the use will not adversely affect the health, safety, and welfare of the community. The definition of a 'Home Occupation' is: 'A use of commercial nature conducted by an occupant entirely within the dwelling or accessory buildings which use is clearly incidental and secondary to the use of the dwelling for residential purposes and does not change the residential character thereof.

Additionally, the definition of a 'Home Occupation, Type IV' is: 'A home occupation, the commercial nature of which involves providing a service or product to people or organizations off site. Generates less than 60 auto trips per week, including deliveries. All employees do the majority of their work offsite. May include onsite storage or warehousing of work-related materials. Would include businesses that are similar in nature to lawn care services and offsite sandblasting services.'

Staff Findings

- 1. The subject property is an established 1.6-acre lot located on 3rd Avenue, city of Jenkins.
- 2. There is a primary structure located on the property, owned by the property owner,
- 3. Surrounding properties are predominantly single-family residences, consistent with the Urban Residential (R-2) Zoning District.
- 4. Traffic impact is expected to be very minimal due to the owner having zero employees or customers on-site.



STAFF REPORT

Conditions for Considerations

The following conditions must be met:

- 1. The use is an appropriate conditional use in the land use zone.
- 2. The use, with conditions, conforms to the comprehensive land use plan.
- 3. The use with conditions is compatible with the existing neighborhood.
- 4. The use with conditions would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance, or prosperity of the City.

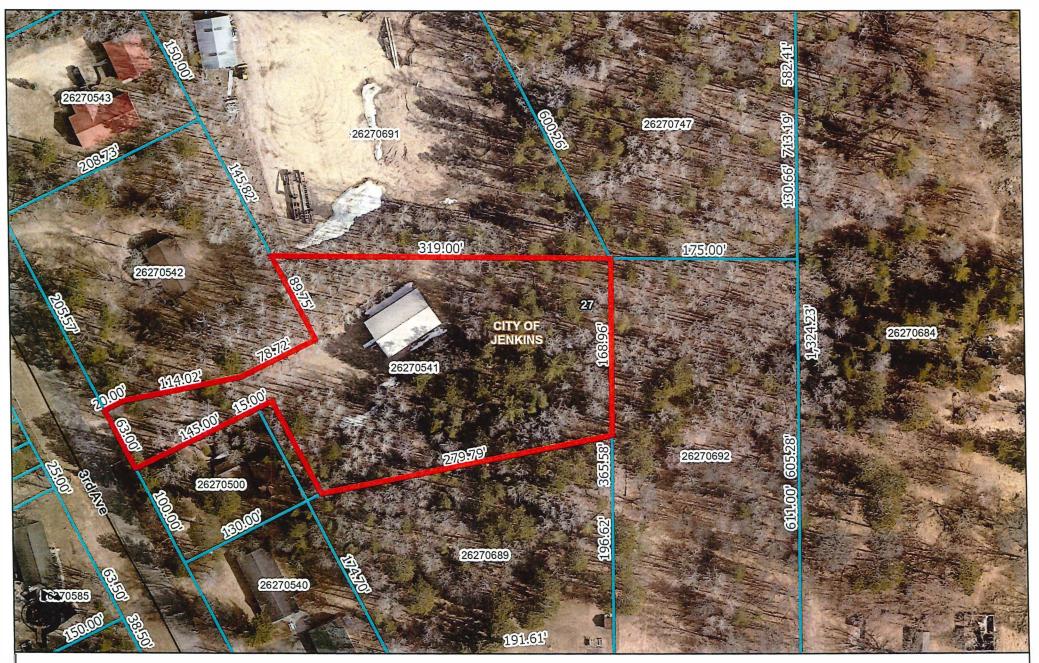
Staff Recommendation

Staff request that the Planning Commission review the Conditional Use Permit and staff findings and recommend approval or denial based on the information provided in this report, as well as any public testimony during the public hearing. Additionally, the Planning Commission is asked to consider imposing the following conditions:

- 1. Must comply with all applicable zoning, building, nuisance, and environmental regulations.
- 2. The use must meet all state, local, and federal regulations.



The subject property is located at 34068 3rd Avenue. (PID 26270541):



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Conditional Use Permit Application Home Occupation Type IV PID26270541

Date: 6/12/2025 Time: 12:45 PM

Jenkins, M Phone: (21	age Avenue N 56474 8) 568-4637 ffenkins.com Received by City: <u>MW9 25-02</u> Application Number: <u>UP 25-02</u> Non-refundable Fee Paid: <u>#400</u> Receipt #: <u>332-3446</u> Conditional Use Application
Name of Applicant <u>Rya</u> Address <u>34068</u> City, State, Zip <u>Fenkin</u> Phone	3 = Ave
56472 Legal Description of Property LOT3BLICK IEXC PT OF L OF OUTLOT A SD PLAT	Property 34068 3rd Ave Jenkins' MN 34068 3rd Ave Jenkins' MN OT 3 BLOCKI LYING SLY OF FOL DESC LING BEG AT SW COL THEN N 1000 47 37"E ASSM BEAP ALGS 70541 Zoning District R-2 Ulthan
Applicant is:	Title Holder of Property (if different than applicant):
Legal Owner of Property	Name
Contract Buyer	Address
Option Holder	City, State, ZIP
Agent	Phone
Other	
State the nature of your request HOME OCCUPATE	t in detail. What are you proposing for your property? マル Type IV
Signature of Owner, authorizin (By signing, the owner is certifying that he/	g application <u>Soc</u> she has read and understands the instructions accompanying this application.)
*By signing above, I acknowled a result of professional services	ent than owner) me/she has read and understands the instructions accompanying this application.) Ige that I understand that I am responsible for all fees incurred by the City as provided by the City Engineer, City Attorney, and other contracted agencies nitial application fees: \$300 (Residential) \$400 (Commercial) due with completed application.

CONDITIONAL USE: A land use or land development, as defined by the Ordinance, that is allowed, but would not be appropriate without restrictions or conditions as determined by the Planning Commission. The proposed use must meeting the following standards: (a) the use or development is an appropriate conditional use in the land use zone, (b) the use or development with conditions conforms to the comprehensive land use plan, (c) The use with conditions is compatible with the existing neighborhood, and (d) the use with conditions would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, or prosperity of residents in the City.

The following questions must be answered.

1. What changes are you proposing to make to this property?

Parking/Signs: <u>Parking of 2 work trucks and loading and unloading</u> Of S/Kid steen for my bi-ismess. Describe the impact on the use and enjoy Building: 2. Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why. None 3. Describe the character of the area and the existing patterns and use of development in the area. How is the proposal consistent with those patterns and uses? Nothing Is being changed 4. Describe the impact on the capacity of existing or planned community facilities (sewer, drainage, other). Explain if additional facilities will be required. None 5. Describe the impact on the character of the neighborhood in which the property is located. using my driveway multiple Times a day 6. Describe the impact to the traffic on roads and highways in the vicinity, and the expected traffic generated by the proposed use. Is there adequate off-street parking available to accommodate the proposal? Dont need of street parking. using driveway multiple Times a day. 7. Discuss any environmental limitations of the area that would limit or constrain construction on this property. None

8. Pleas	e include a	iny other c	omments per	tinent to this	request.			,		
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INSTRUCTIONS TO THE APPLICANT

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Completed applications, with *all* submittal requirements, must be submitted to the Planning & Zoning Department no fewer than **30 days** prior to the meeting date. In order for your application to be accepted as complete, and to have a public hearing scheduled, the following information **must** be submitted:

- 1. This application must be completed, including responses to all parts of this application.
- 2. The required fee must be paid. See fee schedule for details.
- 3. Legal description of the site.

- 4. Site plan, drawn to scale, showing parcel and existing structure dimensions, water features, and 10 foot contour lines (smaller contour lines may be required if deemed necessary by the Planning Department, Planning Commission, or City Council).

5. The site plan should also show the location of all structures and their square footage.

6. Existing and proposed curb cuts, driveways, access roads, turn-arounds, parking including RV, boat and additional vehicle storage, off-street loading, and sidewalks. Size and type of surface should also be included.

7. Proposed landscaping and screening plans: garbage dumpsters, areas preserved in natural state including buffer areas, areas to be developed into lawn (grass), areas to be covered by woodchips or mulch, garden areas, shrubbery, types, size, age, and number of proposed trees and their locations, exterior lighting to be proposed including location and type, any other items deemed appropriate.

- 8. Square footage of all impervious coverage. Impervious coverage includes the horizontal area of all buildings, decks, roof overhangs, patios, walks, driveways, and any other parking areas and drives constructed of any material.
- 9. Proposed drainage plan.
- 10. Proposed and existing sanitary sewer and water supply plans with estimated usages on peak day.
- 11. Soils data showing capability for building and on-site sewage treatment.
- 12. Existing iron pipe boundary monuments marked with proof of survey.
- 13. Approximate location of any proposed signs (if applicable).
- 14. Outside storage proposal.
- 15. Elevation plans for all existing and proposed structures.

AGENDA ITEM



PUBLIC HEARING REPORT TO PLANNING COMMISSION

Prepared by:Cassandra DeloughertyDate:June 30th, 2025Subject:Adult-Use Cannabis

Report: As Clerk Okerman reported in the Joint Workshop, local governments play a key role in the oversight of the cannabis industry. Cities cannot outright ban cannabis business. Cities can, however, limit the number of retailers and other like businesses allowed within the city if there is at least one retail location per 12,500 residents. The City has had discussion on this, however no action has been taken at this point due to uncertainties at the State level. As previously mentioned, we have had four inquiries to date on what the city allows. Two of the applicants have submitted their license applications and have since been <u>approved by the State</u>, with an interest/desire to purchase property within the City of Jenkins. Until an Ordinance is passed, they will be unable to do so.

Based on comments, concerns, and information shared by the Planning Commission and City Council at the Joint Meeting in March and the May Planning Commission Meeting, Clerk Okerman prepared draft Ordinance # O-25-XX. In the June Planning Commission Meeting, the Commission made further edits to the proposed ordinance, which were approved as written by City Council to move forward with scheduling the Public Hearing.

Attached is the draft ordinance with changes as discussed in prior meetings.

<u>Requested Action</u>: Please conduct the Public Hearing, discuss, and make your recommendation to approve, deny, or table the attached Ordinance # O-25-XX. If denying or tabling the attached amendment, please give staff further direction.

ORDINANCE NO. O-25-43 AN ORDINANCE AMENDING TITLE XI, BUSINESS REGULTAIONS TO ADOPT CHAPTER 113 REGULATION OF CANNABIS AND HEMP BUSINESSES AND EVENTS

THE CITY COUNCIL OF THE CITY OF JENKINS DOES ORDAIN THAT:

SECTION 1. Jenkins City Code, Title XI –Business Regulations, is hereby amended to add Chapter 113 – Cannabis And Hemp Businesses And Events, as follows:

Section 113.01. ADMINISTRATION.

1. <u>Findings and Purpose.</u> The City of Jenkins City Council makes the following legislative findings:

A. The purpose of this ordinance is to implement the provisions of Minnesota Statutes, Chapter 342, which authorizes the City of Jenkins to protect the public health, safety, and welfare of Jenkins residents by regulating cannabis businesses within the legal boundaries of Jenkins.

B. City Council finds and concludes that the proposed provisions are appropriate and lawful land use regulations for the City of Jenkins, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

2. <u>State Law Adopted.</u> Except as further restricted or regulated by this Chapter, the provisions of Minnesota Statutes, Chapter 342, relating to cannabis and hemp regulation and the corresponding state rules with respect to the same are hereby adopted and made a part of this Chapter as if set out herein in full. Whenever there is an inconsistency between the provisions of Minnesota Statutes, Chapter 342, as amended, and the provisions of this Chapter, the more restrictive provision shall govern, unless preempted by state law.

3. <u>Authority and Jurisdiction</u>. The City of Jenkins has the authority to adopt this ordinance pursuant to:

A. Minn. Stat. § 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.

B. Minn. Stat. § 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.

C. Minn. Stat. § 152.0263, Subd. 5, regarding the use of cannabis in public places.

D. Minn. Stat. § 462.357, regarding the authority of a local authority to adopt zoning ordinances.

This Chapter shall be applicable to the legal boundaries of the City.

4. <u>Severability.</u> If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

5. <u>Enforcement.</u> The City of Jenkins is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.

Section 113.02. DEFINITIONS.

Unless otherwise noted in this section, words and phrases contained in Minn. Stat. § 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this ordinance.

1. <u>Cannabis Retail Businesses.</u> A cannabis retailer location and the retail location(s) of mezzo businesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower-potency hemp edible retailers.

2. <u>Cannabis Retailer</u>. Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.

3. <u>Daycare</u>. A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.

4. <u>Lower-potency Hemp Edible.</u> As defined under Minn. Stat. § 342.01 subd. 50.

5. <u>Lower-potency Hemp Edible Retailer</u>. A person or entity licensed or authorized to acquire, possess, transfer, sell, dispense, or distribute lower-potency hemp edible products and related supplies and products pursuant to Minn. Stat. § 342.44.

6. <u>Office of Cannabis Management.</u> Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.

7. <u>Place of Public Accommodation</u>. A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

8. <u>Preliminary License Approval.</u> OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. § 342.17.

9. <u>Public Place</u>. A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

10. <u>Residential Treatment Facility.</u> As defined under Minn. Stat. § 245.462 subd. 23.

11. <u>Retail Registration:</u> An approved registration issued by the City of Jenkins to a state- licensed cannabis retail business.

12. <u>School.</u> A public school as defined under Minn. Stat. § 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. § 120A.24.

13. <u>State License</u>. An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

Section 113.03. REGISTRATION OF CANNABIS BUSINESSES REQUIRED

No individual or entity may operate a state-licensed cannabis retail business within Jenkins without first registering with the City.

Section 113.04. PRE-LICENSE STATE APPLICATION RESPONSE REQUIRED

Pursuant to Minn. Stat. Ch. 342, within 30 days of receiving a copy of a state license application from OCM, the City shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

Section 113.05. PRELIMINARY INSPECTION PRIOR TO RETAIL REGISTRATION

Prior to issuance of a cannabis retail business registration, the City shall conduct a preliminary inspection to ensure compliance with local ordinances.

Section 113.06. <u>REGISTRATION FEES</u>

- 1. <u>Fees.</u>
 - A. The City shall not charge an application fee.
 - B. A registration fee, as established in the City of Jenkins' fee schedule, shall be charged to applicants depending on the type of retail business license applied for.
 - C. An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. § 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.
 - D. Any renewal retail registration fee imposed by the City shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. § 342.11, whichever is less.
 - E. A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.

Section 113.07. APPLICATION

1. An applicant for a retail registration shall fill out a registration form, as provided by the City. Said form shall include, but is not limited to:

- A. Full name of the property owner and applicant;
- B. Address, email address, and telephone number of the applicant;
- C. The address and parcel ID for the property which the retail registration is sought;
- D. Certification that the applicant complies with the requirements of this Chapter and the Land Use and Zoning Regulations established by the City pursuant to Minn. Stat. § 342.13.
- 2. The applicant shall include with the form:
 - A. the registration fee as required in Section 113.06.
 - B. a copy of a valid state license or written notice of OCM license

preapproval.

3. Once an application is considered complete, the City Clerk shall inform the applicant as such, process the registration fees, and forward the registration to the OCM and City Clerk for approval or denial.

4. The registration fee shall be non-refundable once processed.

Section 113.08. APPLICATION APPROVAL AND BASIS FOR DENIAL

1. A state-licensed cannabis retail business registration shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Section 113.13.

2. A state-licensed cannabis retail business registration shall not be approved or renewed if the applicant is unable to meet the requirements of this Chapter or any applicable provisions of the Jenkins City Code.

3. The applicant does not have a valid license issued by the OCM.

4. The applicant fails to provide any information required on the application or provides inaccurate, false or misleading information.

5. The fee for the registration or registration renewal has not been paid.

6. The applicant has otherwise failed a preliminary inspection or compliance check completed by the city.

Section 113.09. ANNUAL COMPLIANCE CHECKS.

1. The Pequot Lakes Police Department shall complete at minimum one compliance check per calendar year of every cannabis retail business to assess if the business meets age verification requirements, as required under Minn. Stat. § 342.22 Subd. 4(b) and Minn. Stat. §342.24 and this Chapter.

2. The Pequot Lakes Police Department shall conduct at minimum one unannounced age verification compliance check at least once per calendar year.

3. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

4. Any failures under this section must be reported to the Office of Cannabis Management.

Section 113.10. LOCATION CHANGE

If a state-licensed cannabis retail business seeks to move to a new location still within the legal boundaries of the City, it shall notify the City of the proposed location change and submit necessary information to meet all the criteria in this paragraph.

Section 113.11. NON-TRANSFER

A cannabis retail registration issued under this ordinance shall not be transferred.

Section 113.12. <u>RENEWAL OF REGISTRATION</u>

1. <u>Renewal Required.</u> The City shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license. A state-licensed cannabis retail business shall apply to renew registration on a form established by the City.

2. <u>Renewal Fees.</u> The City may charge a renewal fee for the registration starting at the second renewal, as established in the City's fee schedule.

3. <u>Renewal Application.</u> The application for renewal of a retail registration shall include, but is not limited to, the items required under Section 113.07 of this Ordinance.

Section 113.13. LIMITING OF REGISTRATIONS

1. If Crow Wing County has one active cannabis retail businesses registration for every 12,500 residents, the City shall not be required to register additional state-licensed cannabis retail businesses.

2. In no event shall the City issue more than four (4) cannabis retail business registration within the City.

Section 113.14. <u>REQUIREMENTS FOR CANNABIS BUSINESSES</u>

1. <u>Minimum Buffer Requirements.</u>

A. The City shall prohibit the operation of a cannabis business if the property line is adjoining to a school or licensed daycare.

B. Pursuant to Minn. Stat. § 462.367 subd. 14, nothing in this Section shall

prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors moves within the minimum buffer zone.

- 2. <u>Hours of Operation.</u> Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, or lower-potency hemp edibles between the hours of 10:00 a.m. and 10:00 p.m, Monday-Saturday and between the hours of 11 a.m. and 6 p.m. on Sunday.
- 3. <u>Signage and Building Conditions.</u>

A. Cannabis retail businesses are required to have plans to prevent the visibility of cannabis to individuals outside the retail location.

B. Cannabis retail businesses are permitted a sign on the exterior of the building or property of the business, unless otherwise limited by the City's sign ordinance. Businesses must follow the City of Jenkins sign ordinance.

Section113.15. SUSPENSION OF REGISTRATION

1. <u>When Suspension is Warranted.</u> The City may suspend a cannabis retail business's registration if it violates this Chapter or poses an immediate threat to the health or safety of the public. The City shall immediately notify the cannabis retail business in writing the grounds for the suspension.

2. <u>Notification to OCM.</u> The City shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide the city and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

3. <u>Length of Suspension</u>. The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

Section 113.16 REGISTRATION VIOLATIONS AND PENALTY

Any state-licensed cannabis retail business or lower-potency hemp edible retailer that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation, as set forth in the City's fee schedule.

Section 113.17. LOWER-POTENCY HEMP EDIBLE RETAILERS

1. <u>Registration Required.</u> The sale of lower-potency hemp edibles is permitted, subject to compliance with the retail registration requirements in this Chapter and the specific terms of this Section for a retail registration for a lower-potency hemp edible

retailer.

2. <u>Application</u>. The procedures for and content of an application for a retail registration for a lower-potency hemp edible retailer under this chapter shall be as provided in Section 113.07 of this Chapter.

3. <u>Fees.</u> Registration fees for a retail registration for a lower-potency hemp edible retailer shall be as provided in Section 113.06 of this Chapter.

4. <u>Renewal.</u> The procedures for and content of a renewal application for a retail registration for a lower-potency hemp edible retailer under this chapter shall be as provided in Section 113.12 of this Chapter. Renewal fees shall be as set forth in Section of this Chapter.

5. <u>Basis for Denial.</u> The registration application for a lower-potency hemp edible retailer shall be denied for any of the reasons provided in Section 113.08 of this Chapter.

6. <u>Zoning Districts.</u> Lower-potency hemp edible retailers must comply with the Land Use and Zoning Regulations established by the City pursuant to Minn. Stat. § 342.13.

7. <u>Compliance Checks.</u> The procedure for each annual compliance check shall be as provided in Section 113.09.

8. <u>Additional Standards.</u>

A. <u>Age Requirements.</u> The sale of lower-potency hemp edibles is permitted only in places that admit persons 21 years of age or older.

B. <u>Storage of Product.</u> Lower-potency hemp edibles shall be sold behind a counter, and stored in a locked case.

9. <u>Suspension</u>. The procedures for imposing suspensions on lower-potency hemp edible retailers for violations of this Chapter shall be as provided in Section 113.15 of this Chapter.

Section 113.18. <u>TEMPORARY CANNABIS EVENTS</u>

1. <u>License or Permit Required.</u> A license or permit issued by the City is required prior to holding a temporary cannabis event.

2. <u>Fee.</u> A temporary cannabis event fee, as established in the City's fee schedule, shall be charged to applicants for temporary cannabis events.

3. <u>Registration and Application Procedure.</u> The City shall require an application for temporary cannabis events.

A. An applicant for a retail registration shall fill out an application form, as

provided by the City. Said form shall include, but is not limited to:

- (1) Full name of the property owner and applicant;
- (2) Address, email address, and telephone number of the applicant; and
- (3) The location of the temporary cannabis event.
- B. The applicant shall include with the form:
 - (1) the application fee as required in Section 113.06 (B);

(2) a copy of the OCM cannabis event license application, submitted pursuant to 342.39 subd. 2.

C. The application shall be submitted to the City Clerk, or other designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.

D. Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the City Council for approval or denial.

E. The application fee shall be non-refundable once processed.

4. <u>Standards.</u> The application for a license for a Temporary Cannabis Event shall meet the following standards:

A. <u>Location.</u> Temporary cannabis events shall only be held on private property.

B. <u>Hours.</u> Temporary cannabis events shall only be held between the hours of 12:00 p.m. and 10:00 p.m.

C. <u>On-Site Consumption.</u> On-site consumption of cannabis flower, cannabis products, lower-potency hemp edibles, hemp-derived consumer products, or any combination of those items, if approved by the city, must be limited to the designated area approved by the city and, if located in an outdoor area, must be surrounded by commercial grade fencing.

5. <u>Basis for Denial.</u> A request for a temporary cannabis event that does not meet the requirements of this Section shall be denied. The City shall notify the applicant of the standards not met and basis for denial.

Section 113.19. USE IN PUBLIC PLACES

1. No person shall use cannabis flower, cannabis products, or lower-potency hemp edibles products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use.

2. Any person who violates this section shall be guilty of a petty misdemeanor.

SECTION 2. This ordinance shall take effect following its passage and publication. Passed by the City Council of the City of Jenkins, Minnesota, this _____ day of _____, 2025.

Andrew J. Rudlang, Mayor

ATTEST:

Krista A. Okerman, City Clerk-Treasurer

VOTE:	Rudlang	_FlategrafF	Siltman
	Barnett	Carlson	

150.038 Land Use Matrix

"Use	AG	RR	R-1	R-2	RS	P	C-1	C-2	I-1
Cannabis Cultivation	I	Е	E	Е	E	E	I/AC	I/AC	Ι
Cannabis Manufacturer	Е	Е	E	Е	E	E	I/AC	I/AC	Р
Hemp Manufacturer	Е	E	E	Е	E	E	I/AC	I/AC	Р
Wholesale	I	Е	Е	Е	Е	E	I/AC	I/AC	Р
Cannabis Retail	E	Е	Е	Е	Е	Е	I	Ι	Р
Events	Р	Е	Е	E	Е	Е	Р	Р	Р

Notes to table:

A - Allowed without a permit

P - Permit required

C - Conditional use

I - Interim use

E - Excluded

AC - Accessory use

* Livestock allowed (A) on RR parcels greater than 10 acres.

** Livestock, small allowed (A) on R-1 parcels greater than 1 acre.

FEES

Commercial Cannabis Initial Registration fee	\$500.00
Commerical Cannabis Renewal Fee	\$1,000.00
Temporary Cannabis Event Fee	\$500.00

+ Initial retail registration fee shall not exceed \$500 or half of the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less.

+ Any renewal retail registration fee imposed by the City shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less.

Offense	Statute/Code	Penalty
Abandoned or Inoperable Vehicles Violation	Zoning Ordinance	\$100
Animal Husbandry Violation	Zoning Ordinance	\$100
Construction Materials	Zoning Ordinance	\$100
Dog Ordinance – No/Expired Vaccinations	City Code	\$50
Dog Ordinance Violations – all other sections	City Code	\$75
Exterior Storage	Zoning Code	\$100
Fence Standards Violation	Zoning Code	\$100
Garbage-Refuse-Debris Violation	Zoning Ordinance	\$100
Lawn/Noxious Weeds Violation	Zoning Ordinance	\$100
Property Maintenance Violation	Zoning Ordinance	\$100
Public Nuisance	Zoning Ordinance	\$50
Building Standards Violation	Zoning Ordinance	\$250
Sign Standards Violation	Zoning Ordinance	\$100
Visual/Negative Impact Violation	Zoning Ordinance	\$100
Cannabis/Low potency hemp retail sales	Zoning Code	\$2,000/ each
without valid registration	·	violation

Administrative Fines

Summary Ordinance for Publication ORDINANCE O-25-43 AN ORDINANCE AMENDING TITLE XI, BUSINESS REGULTAIONS TO ADOPT CHAPTER 113 REGULATION OF CANNABIS AND HEMP BUSINESSES AND EVENTS

The City Council of the City of Jenkins, Minnesota has approved this summary publication of Ordinance #O-25-43, which adopts Regulation of Cannabis and Hemp Businesses and Events while protecting the property rights of the citizens of the City of Jenkins.

THE FULL TEXT OF THIS ORDINANCE IS AVAILABLE DURING NORMAL OFFICE HOURS AT THE OFFICE OF THE CITY CLERK AND IS POSTED AT THE JENKINS CITY HALL.

Dated this _____day of ______, 20____. Krista A. Okerman City Clerk-Treasurer City of Jenkins

Agenda Item:_



REPORT TO PLANNING COMMISSION

Prepared by:Cassandra DeloughertyDate:June 26th, 2025Subject:Ordinance Amendment O-25-XX 'Nuisance Parking & Storage"

Report: Please discuss the attached Ordinance and proposed adoption of Item B (4), in red. The purpose and intent of the proposed amendment of the Jenkins Code of Ordinances, Title IX: GENERAL REGULATIONS, Chapter 91: HEALTH AND SAFETY: NUISANCES was to address the use of semitrailers, shipping containers, and the like while protecting the property rights of the citizens of the City of Jenkins. Upon review of the amendment following the public hearing, the Commission decided to table it, pending further review and potential modification, particularly regarding restrictions on playhouses and other non-permanent structures.

<u>Requested Action</u>: Please review, discuss, and make recommendations for modification of the attached draft Ordinance Amendment.

ORDINANCE NO. O-25-XX CITY OF JENKINS COUNTY OF CROW WING, STATE OF MINNESOTA

AN ORDINANCE AMENDING TITLE IX GENERAL REGULATIONS, CHAPTER 91 HEALTH & SAFETY: NUISANCES SUBSECTION 91.19 NUISANCE PARKING AND STORAGE OF THE JENKINS CODE OF ORDINANCES

The City Council of the City of Jenkins does ordain as follows:

Purpose and Intent: The purpose and intent of this ordinance is to amend the Jenkins Code of Ordinances, Title IX: GENERAL REGULATIONS, Chapter 91: HEALTH AND SAFETY: NUISANCES to address the use of semitrailers, shipping containers, and the like.

Section 1. Section 91.19 titled "NUISANCE PARKING AND STORAGE" is amended to read:

(A) *Declaration of nuisance*. The outside parking and storage on residentially-zoned property of large numbers of vehicles and vehicles, materials, supplies, or equipment not customarily used for residential purposes in violation of the requirements set forth below is declared to be a public nuisance because it obstructs views on streets and private property; creates cluttered and otherwise unsightly areas; prevents the full use of residential streets for residential parking; introduces commercial advertising signs into areas where commercial advertising signs are otherwise prohibited; decreases adjoining landowners' and occupants' enjoyment of their property and neighborhood; and otherwise adversely affects property values and neighborhood patterns.

(B) Unlawful parking and storage.

(1) A person must not place, store, or allow the placement or storage of ice fishing houses, skateboard ramps, playhouses, or other similar non-permanent structures outside continuously for longer than 24 hours in the front yard area of residential property unless more than 100 feet back from the front property line.

(2) A person must not place, store, or allow the placement or storage of pipe, lumber, forms, steel, machinery, or similar materials, including all materials used in connection with a business, outside on residential property, unless shielded from public view by an opaque cover or fence.

(3) A person must not cause, undertake, permit, or allow the outside parking and storage of vehicles on residential property unless it complies with the following requirements.

(a) No more than four vehicles per lawful dwelling unit may be parked or stored anywhere outside on residential property, except as otherwise permitted or required by the city because of nonresidential characteristics of the property. This maximum number does not include vehicles of occasional guests who do not reside on the property.

(b) Vehicles that are parked or stored outside in the front-yard area must be on a paved or graveled parking surface or driveway area.

(c) Vehicles, watercraft, and other articles stored outside on residential property must be owned by a person who resides on that property. Students who are away at school for periods of time but still claim the property as their legal residence will be considered residents on the property.

(4) Storage Containers. The use of semitrailers, shipping containers, and other similar structures or containers for storage on any Residential lot for more than 180 days in any one year is prohibited. This prohibition shall not apply to construction storage trailers used for onsite during a construction project provided all required permits are obtained for the project, the project remains in compliance, and the trailer is removed from the lot upon completion of the project.

Penalty, see § <u>91.99</u>

Section 3. <u>Repeal:</u> This ordinance shall repeal all ordinances inconsistent herewith.

Section 4. Effective Date: This ordinance amendment shall be in full force and effect from and after passage and publication according to state law.

Andrew Rudlang, Mayor

Summary Ordinance for Publication ORDINANCE NO. 0-25-XX

AN ORDINANCE AMENDING TITLE IX GENERAL REGULATIONS, CHAPTER 91 HEALTH & SAFETY: NUISANCES SUBSECTION 91.19 NUISANCE PARKING AND STORAGE OF THE JENKINS CODE OF ORDINANCES

The City Council of the City of Jenkins, Minnesota has approved this summary publication of Ordinance #O-25-XX, which amends "Health and Safety: Nuisance Standards addressing the use of semitrailers, shipping containers, and the like while protecting the property rights of the citizens of the City of Jenkins.

THE FULL TEXT OF THIS ORDINANCE IS AVAILABLE DURING NORMAL OFFICE HOURS AT THE OFFICE OF THE CITY CLERK AND IS POSTED AT THE JENKINS CITY HALL.

Dated this day of , 20

Krista A. Okerman City Clerk-Treasurer City of Jenkins