

**MELROSE PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, JANUARY 26, 2026 – 6:00 P.M.**

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
4. Public Hearing
 - a. CUP 01-2026-401 – Interim Use Permit – MAAC Mural
 - b. PP 01-2026-201 – Preliminary Plat CURA – Centracare Plans
5. Reports
 - a. Community Development Director Report
6. Action Items
 - a. CUP 01-2026-401 – Interim Use Permit – MAAC Mural
 - b. PP 01-2026-201 – Preliminary Plat CURA - Centracare Plans
7. New Business
 - a. Residential Curb Cut Question
 - b. JOTS Acquisition
8. Informational Items
 - a. Next Meeting - Monday, February 23, 2026, at 6:00 p.m.
9. Issues by Planning and Zoning Commission Members and/or Staff
10. Adjournment

**APPENDIX TO THE AGENDA
JANUARY 26, 2026– 6:00 P.M.**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

- 3a. Approval of the minutes from the Commission's December 12, 2025, Regular Meeting (Attachment #3a)

4. PUBLIC HEARING

- 4a. The Melrose Planning and Zoning Commission acting as the Board of Adjustments and Appeals will hold a Public Hearing at 6:00 p.m. on Monday, January 26, 2026, at the Melrose City Center, 225 1st Street NE, Melrose, MN, for the purpose of giving consideration to an interim use permit for a mural to be installed on parcel #66.36951.0000 owned by Campbell Enterprises Northwest Inc. and being requested by Melrose Area Arts Council.

The Affidavit of Publication of the Public Hearing Notice, which was published in the Star Post on Wednesday, January 14, 2026 along with the Affidavit of Posting of Notice of Hearing is included in the attached documents.

(Attachment #4a-1: Planning Report)

(Attachment #4a-2: Mural information as submitted by MAAC)

(Attachment #4a-3: Supporting documents for public hearing – mural)

- 4b. The Melrose Planning and Zoning Commission acting as the Board of Adjustments and Appeals will hold a Public Hearing at 6:00 p.m. on Monday, January 26, 2026, at the Melrose City Center, 225 1st Street NE, Melrose, MN, for the purpose of giving consideration to a request submitted by Centracare Health Systems for the split of its real estate reflecting the sale of its assisted living and nursing home to Cura.

The Affidavit of Publication of the Public Hearing Notice, which was published in the Star Post on Wednesday, January 14, 2026, along with the Affidavit of Posting of Notices of Public Hearing are included in the documents.

(Attachment #4b-1: Planning Report)

(Attachment #4b-2: Centracare Health System Preliminary Plat and Proposed Easements)

(Attachment #4b-3: Supporting documents for public hearing – preliminary plat)

5. REPORTS

- 5a. Community Development Director Sheila Hellermann to provide an update.

6. ACTION ITEMS

- 6a. The Commission earlier this evening held a Public Hearing for the purpose of giving consideration to an interim use permit for Campbell Enterprises Northwest Inc. submitted by Melrose Area Arts Council.

Attachments: Same as above

(Attachment #4a-1: Planning Report)

(Attachment #4a-2: Mural information as submitted by MAAC)

(Attachment #4a-3: Supporting documents for public hearing – mural)

Action: Recommendation to the City Council approving or denying the interim use permit request of MAAC for a mural pursuant to Section 716 of the Melrose Zoning Ordinance.

- 6b. The Commission earlier this evening held a Public Hearing for the purpose of giving consideration to a request submitted by Centracare Health System for the split of its real estate reflecting the sale of its assisted living and nursing home to Cura.

Attachments: Same as above

(Attachment #4b-1: Planning Report)

(Attachment #4b-2: Centracare Health System Preliminary Plat and Proposed Easements)

(Attachment #4b-3: Supporting documents for public hearing – preliminary plat)

Action: Recommendation to the City Council approving or denying the Preliminary Plat for Centracare Health Systems.

7. NEW BUSINESS

- 7a. A resident has made a request to review the curb cut ordinance. The question concerns double lots – when a resident purchases two lots, and combines them into a single parcel, can the curb cut be widened? The resident does not request 60 feet (30 feet x 2 lots) but an allowance for 40 feet. This would require a variance application but is first asking for an interpretation of the ordinance. In other parts of the city when two lots are combined, and they have existing curb cuts, the residents have not been requested to remove the other cut. There are also other examples around the city of semi-circles, and second access. Planning & Zoning

Commission to review the ordinance and examples.

(Attachment #7a: Curb Cut Ordinance)

- 7b. The city council at its January 15, 2026 meeting moved forward with a Real Estate Donation Agreement with Jennie-O Foods to acquire six parcels. This acquisition was not included in the 2026 budget and capital improvement plan which was reviewed by P&Z in December 2025. Planning & Zoning Commission to review the terms of the redevelopment plan and determine if the acquisition by the City Council and Melrose Area Development Authority and proposed disposition to Leedstone is in compliance with the City's Comprehensive Plan. This review/determination for compliance and the accompanying follow-up written report to the Council is required by Minnesota Statutes Section 462.356 Subd. 2.

The statute reads "After a comprehensive municipal plan or section thereof has been recommended by the planning agency and a copy filed with the governing body, no publicly owned interest in real property within the municipality shall be acquired or disposed of, nor shall any capital improvement be authorized by the municipality or special district or agency thereof or any other political subdivision having jurisdiction within the municipality until after the planning agency has reviewed the proposed acquisition, disposal, or capital improvement and reported in writing to the governing body or other special district or agency or political subdivision concerned, its findings as to compliance of the proposed acquisition, disposal or improvement with the comprehensive municipal plan."

This review is also required for a DEED grant application, showing the various boards and commissions of the city have been consulted.

Action: The Commission to determine if the acquisition of the Jennie-O parcels, and redevelopment project, is in compliance with the city's comprehensive plan.

8. INFORMATIONAL ITEMS

- 8a. The Commission's next meeting date is scheduled for Monday, February 23, 2026 at 6:00 p.m.

9. ISSUES BY PLANNING AND ZONING COMMISSION MEMBERS AND/OR STAFF