

**Community Development
2021 Annual Report**



Prepared by: The City of North Mankato
Community Development Department

2021 Community Development Annual Report

We are pleased to provide this report to you about the activities of the North Mankato Community Development Department during 2021. You will find information about the variety of accomplishments, projects, studies and inspections by staff in the areas of community planning, construction permitting & inspection and code compliance. The existing Community Development services are critical for the generation of revenue, proper building construction, community relations, orderly growth and overall appearance of neighborhoods and business districts.

On a daily basis, Community Development staff interacts either in person, by phone or email with citizens, developers, realtors, contractors, attorneys, engineers, business owners, etc. regarding various issues. It is critical that staff is knowledgeable about information given to all and accountable for answers to all questions. Building Inspectors are expected to fully understand and interpret state and local building codes for construction projects and be consistent in enforcement. The department treats every resident, contractor, etc. with the same respect when performing inspections, issuing permits, answering questions or responding to citizen concerns.

Community Development staff is appreciative of the City Council adopting the 2022-2026 Strategic Plan. The Community Development Department aims to fulfill the goal of ensuring North Mankato continues to be a place of growth and choice for residential, commercial and industrial development through several goals and objectives. Objectives include:

1. Objective 1: Issue permits and licenses according to the State of Minnesota Building Code and North Mankato City Ordinances in a timely manner and perform necessary building inspections.
2. Objective 2: Implement and develop land use plans and transportation plans for North Mankato.
3. Objective 3: Respond to nuisance complaints and city code violations.
4. Objective 4: Promote economic growth of the community through residential, commercial, and industrial development.

The Community Development Department consist of the following personnel:

Community Development Director-Mike Fischer

City Planner-Matt Lassonde

Building Official-Larry Wasmund

Building Inspector-Tim Poncin

Building Inspector-Jordan Wesley

Permit Technician-Jeromy Roberts

The department is responsible for the following services:

- Planning/Zoning
- Housing Initiatives
- Transportation Planning
- Economic Development
- City Code Enforcement
- Administration of Wetland Conservation Act
- Issuance of Building Permits
- Issuance of Rental Licenses and Rental Administration
- Building/Plumbing Inspections
- Review of Building Construction Plans
- Staff to Planning Commission and Traffic & Safety Committee
- Assessment Searches
- Computer Mapping
- Preparation of Planning Studies
- Data analysis

Staff participates in the following committees:

- Regional Economic Development Alliance (REDA)
- Mankato/North Mankato Area Planning Organization (MAPO)
- South Central Business Development Network
- City Art
- City Center Partnership (CCP) Board
- Business Development and Retention (CCP)
- Aesthetics and Vitality (CCP)
- SW Chapter of Building Officials
- Bicycle Task Force (CCP)

In 2021, the Community Development Department either prepared or participated in the following plans, initiatives, and policies:

- Housing Study
- Highway 169 Corridor Study
- Comprehensive Plan update
- Lookout Drive Corridor Study
- Lookout Drive Redevelopment Plan (SCC plan)

- Taylor Library Strategic Plan
- Greater Mankato Trail Systems Branding
- Highway 14 Pedestrian Bridge Feasibility Study
- Webster Avenue Area Development Plan

In addition to the general day-to-day operations, other department activities occurring within 2021 included:

Received MHFA funding for first time homebuyers
 Met with developers regarding future residential development opportunities
 Participated in School District facilities planning committee
 Conducted wetland mitigation for Montag property
 Attended REDA meetings
 Attended MAPO TAC and Policy Board meetings
 Annexed Huiras property
 Met with RDO on alternative locations
 Attended City Art committee meetings
 Attended SCBDN meetings
 Participated in Highway 169 Corridor study
 Participated in Lookout Drive Corridor study
 Participated in Lookout Drive Redevelopment study
 Participated in Hwy 14 Ped Bridge study
 Attended annual safety training
 Opened 47 code enforcement cases and closed 47
 Conducted inventory of all available residential lots
 Participated in Hylife transition
 Conducted inspection of the Norwood Inn
 Worked on Natural Lawn Ordinance
 Coordinated installation of 2 EV chargers
 Worked on golf cart ordinance
 Completed phase 2 of Hwy 14 vegetative buffer
 Scanned approximately 6,000 pages of building construction plans for electronic storage
 Held pollinator education in coordination with new City Hall pollinator garden
 Held 2 pollinator habitat citizen meetings
 Worked on MSA designation issue
 Served on City Art Committee
 Facilitated Webster Avenue study including public engagement
 Worked on Envis project
 Received SHIP funding for trail wayfinding signage
 Coordinated transfer of Noretta Drive ravine property

Attended State Planning Conference
Worked with Twin Rivers on art initiatives
Coordinated ReCharge certification
Hired new Building Inspector
Worked on Opportunity Zone designation
Attended ribbon cuttings for new businesses
Coordinated 235 Belgrade project including loan documents and plan reviews
Prepared Safe Route to School funding application – Lor Ray pedestrian improvements
Preparation of several Requests for Information (RFI) and Request for Proposals (RFP) related to business/industry development

Participated in:

- City Council meetings
- Port Authority meetings
- Planning Commission meetings
- Traffic & Safety Committee meetings
- Weekly business meetings
- Weekly department head meetings
- Weekly Community Development meetings

Worked on City programming app
Worked on Caswell abatement mapping
Researched DEED Brownfield opportunities
Researched DEED Economic Development Grants
Applied for funding through DEED Child Care Economic Development Grant
Met with Consolidated Communications regarding utility upgrades
Received training on ARC GIS
Performed residential developer outreach
Worked with Hoover Elementary on student drop off
Met with Belgrade Business owners on sidewalk replacement
Met with SW MN Housing Partnership
Met with Arnolds Implement on transportation issues
Participated in Bluebeam training
Attended Bike Task Force meetings
Met with MnDOT on potential bridge improvements
Participated in transit meetings
Attended Benco Board bus tour
Worked with Fastenal on purchase agreement
Attended REDA annual meeting
Met with CCP on City Art sculpture placement
Staffed Hwy 14 ped bridge outreach at Symphony in the Park
Worked on redistricting mapping

Met with bar/restaurant owners regarding outdoor seating
Attended CCP Board meetings and other CCP sub committee meetings
Worked on several industrial development leads
Held meetings with Webster Avenue businesses on Hylife proposal
Conducted several KEYC and Free Press interviews
Participated in GMG Leadership Institute program
Participated in CGMC annexation/land use committee
Attended CPR training
Met with Hwy 169 Coalition president
Attended continuing education for building inspection licenses
Conducted extensive building permit review and developed a development scoreboard to track growth progress and understand trends

Planning Commission Activities:

- Platting of The Waters North
- Platting of The Waters North No. 2
- Platting of Pleasant View Cottages
- Zoning classification for The Waters North Phase 1 & 2
- Zoning classification for Pleasant View Cottages
- R-4 City Code amendment
- Review and approval of the Webster Avenue Area Plan

The following is a summary of number of building permits issued, number of inspections conducted, and number of plan reviews conducted by the Department in 2021:

- Issued 1,625 building permits having total value of \$37,466,547
- Conducted 1,642 building inspections
- Conducted 294 construction plan reviews
- Conducted 224 I&I inspections
- Conducted 127 rental inspections
- Issued permits for 26 new single-family homes
- Issued permits for 29 new townhome units
- Issued permits for 4 units of new apartments
- Generated \$496,124 in building permit revenue
- Renewed 646 rental licenses (1,680 units), issued 29 new rental licenses and generated \$79,365 in rental related revenue

Attached is an end-of-year building permit report from 2017 to 2021

Priorities for 2022:

- Revise Sign Code
- Research EV charger funding
- Continue to work with housing developers on new residential subdivisions
- Continue to work on opportunities to development/redevelopment on Commerce Drive
- Continue to implement goals/objective of Webster Avenue Area Plan
- Prepare for indoor recreation building at Caswell
- Complete outstanding wetland delineations
- Plan for redevelopment of Arnold's property
- Recruit developers for residential, commercial and industrial development
- Continue GMG Leadership Institute
- Issue Certificate of Occupancy for 235 Belgrade building
- Implement rental license renewals online
- Process Northside Revival application
- Work on redevelopment of Gerlach building
- Work with students of the Urban and Regional Studies Institute (URSI) on a Future Transportation Preparedness Study for North Mankato
- Prepare for upcoming ADA Transition Plan update through the MAPO
- Continue to support other departments for planning, mapping and data analysis
- Implement the goals/objectives of the Housing Study
- Support the Port Authority for new business recruitment, development and redevelopment
- Continue rental inspections utilizing Fire Department
- Continued work on:
 - Comprehensive Plan update
 - Taylor Library Strategic Planning
 - Highway 14 ped bridge study
 - Lookout Drive corridor plan
 - Lookout Drive redevelopment plan

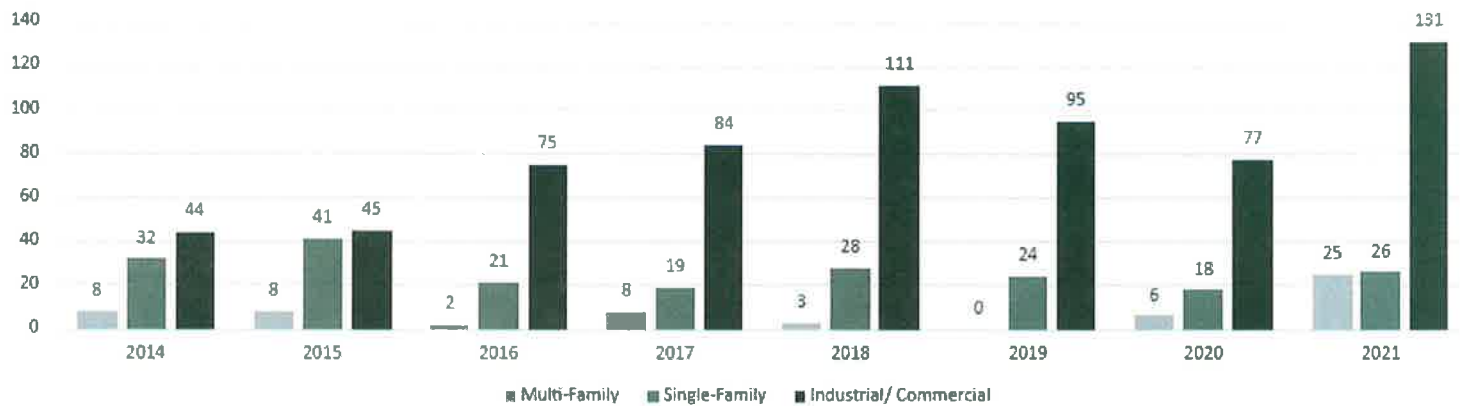
Issued Building Permits - Year to Date Report

	Single Family	Duplex	Twin Homes	Townhome Condos	Apt./ Asst. Living	Garages	Industry Commercial	Mobile Homes	Other	Residential Remodel	Totals
2021											
Number of Permits	26	5	0	19	1	0	131	73	20	1350	1625
Number of Structures	26	5	0	3	1	0	1	0	0	0	36
Number of Units	26	10	0	19	4	0	0	0	0	0	59
Dollar Value	\$ 8,920,700.00	\$ 2,700,000.00	\$ -	\$ 4,615,000.00	\$ 737,000.00	\$ -	\$ 9,118,919.74	\$ 1,395,600.00	\$ 144,841.36	\$ 9,834,485.96	\$ 37,466,547.06
Revenue	\$ 73,567.63	\$ 21,181.65	\$ -	\$ 47,408.79	\$ 7,565.93	\$ -	\$ 112,409.15	\$ 25,739.94	\$ 1,861.54	\$ 206,389.51	\$ 496,124.14
2020											
Number of Permits	18	0	0	19	4	0	76	13	14	1326	1470
Number of Structures	18	0	0	2	4	0	2	0	0	0	26
Number of Units	18	0	0	19	16	0	0	0	0	0	53
Dollar Value	\$ 6,199,210	\$ -	\$ -	\$ 3,414,490	\$ 1,672,000	\$ -	\$ 8,473,790	\$ 248,719	\$ 28,010	\$ 11,405,046	\$ 31,441,265
Revenue	\$ 52,557	\$ -	\$ -	\$ 39,358	\$ 16,189	\$ -	\$ 84,849	\$ 4,564	\$ 570	\$ 203,358	\$ 401,445
2019											
Number of Permits	24	0	0	0	2	0	102		12	1,155	1,295
Number of Units	24	0	0	0	8	0	0		0	0	32
Dollar Value	\$ 7,836,395	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ 7,130,904		\$ 11,300	\$ 6,369,548	\$ 22,148,147
Revenue	\$ 65,941.31	\$ -	\$ -	\$ -	\$ 7,752.82	\$ -	\$ 78,541.92		\$ 556.08	\$ 143,131.13	\$ 295,923.26
2018											
Number of Permits	28	0	0	1	2	0	111		23	1060	1,225
Number of Units	28	0	0	6	8	0	0		0	0	42
Dollar Value	\$ 7,958,580	\$ 0	\$ 0	\$ 1,198,500	\$ 795,000	\$ 0	\$ 29,748,940		\$ 2,500	\$ 5,637,275	\$ 45,340,795
Revenue	\$ 69,184.85	\$ 0.00	\$ 0.00	\$ 9,241.35	\$ 7,711.83	\$ 0.00	\$ 241,223.01		\$ 768.00	\$ 131,777.66	\$ 459,906.70
2017											
Number of Permits	19	0	0	6	3	0	84		21	1035	1,168
Number of Units	19	0	0	35	32	0	0		0	0	86
Dollar Value	\$ 5,036,280	\$ 0	\$ 0	\$ 5,749,970	\$ 3,078,733	\$ 0	\$ 9,556,049		\$ 25,500	\$ 5,237,219	\$ 28,683,751
Revenue	\$ 44,392.31	\$ 0.00	\$ 0.00	\$ 49,420.66	\$ 27,056.19	\$ 0.00	\$ 94,725.53		\$ 1,072.06	\$ 126,340.38	\$ 343,007.13

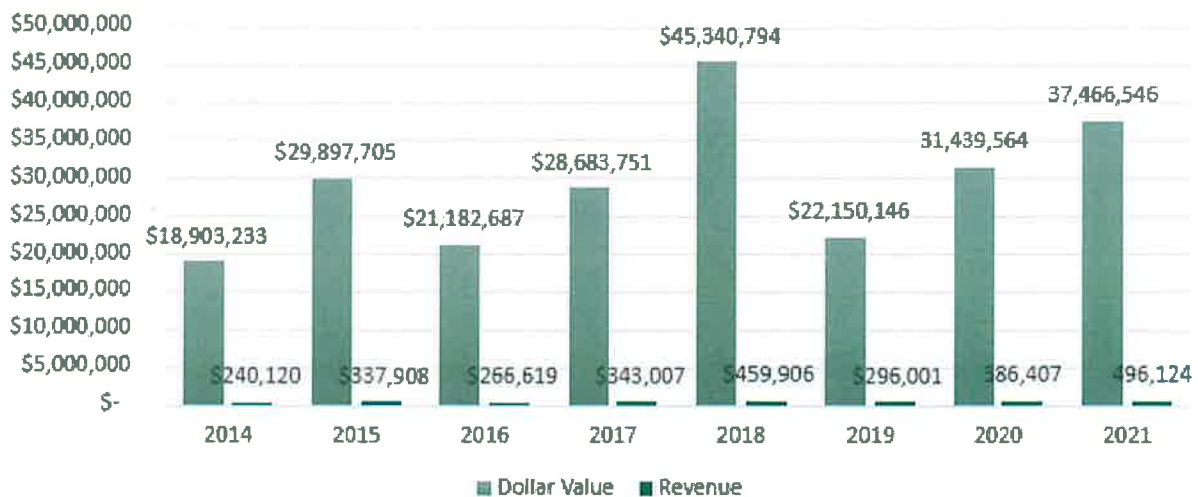
COMMUNITY DEVELOPMENT SUMMARY							
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL	
Issued Building Permits							
Multi-Family	6	2	0	0	25	417%	
Duplex	0	1	0	0	5		
Town Homes	0	0	0	0	19		
Twin Homes	0	0	0	0	0		
Apt/ Assisted Living	0	1	0	0	1		
Single-Family	25	3	3	0	26	104%	
Mobile Homes	15	0	25	0	73	487%	
Residential (Garages, Roofing, Siding, Remodel, etc.)	1,100	63	88	107	1,350	123%	
Other (Signs, Demolition, etc.)	30	1	2	0	20	67%	
Industrial/ Commercial	100	12	9	2	131	131%	
Number of Permits	1,276	81	127	109	1,625	127%	
Number of Units	105	9	3	0	91	87%	
Number of Online Permits	425	32	38	65	474	112%	
Dollar Value	\$ 30,000,000	\$ 4,345,968	\$ 1,995,944	\$ 1,061,221	\$ 37,466,546	125%	
Revenue	\$ 385,000	\$ 45,507	\$ 31,916	\$ 21,284	\$ 496,124	129%	
Rental Licenses Issued	700	0	3	1	646	92%	
Rental Inspections - Fire Dept.	0	0	0	0	0		
Rental Inspections - Staff	100	13	6	3	127	127%	
Inspections Conducted	2,500	337	292	75	1,642	66%	
Inflow and Infiltration Inspections	200	7	21	12	224	112%	
Plan Reviews Completed	250	14	41	9	294	118%	
Code Letters Sent	75	1	0	3	46	61%	
Code Cases Closed	75	0	1	9	45	60%	
Planning Studies Underway	5	5	5	4	7	140%	
Zoning Clanges	3	1	0	0	2	67%	
Annexation Requests	1	1	0	1	4	400%	
CUP Requests	0	1	0	0	1	0%	
PUD Requests	0	0	0	0	0	0%	

COMMUNITY DEVELOPMENT

Issued Building Permits



Dollar Value vs. Revenue





Community Development 2022 - 2026 Strategic Planning Goals

Goal 1: Ensure North Mankato continues to be a place of growth and choice for residential, commercial, and industrial uses.

- *Objective 1: Issue permits and licenses according to the State of Minnesota Building Code and North Mankato City Ordinances in a timely manner and perform necessary building inspections.*
 - Tactic 1.1.1: Issue between 1,250 and 1,750 building permits per year.
 - Tactic 1.1.2: Complete approximately 2,500 building and safety inspections each year.
 - Tactic 1.1.3: Renew 626 rental licenses per year and conduct 100 number of rental unit safety inspections per year.
 - Tactic 1.1.4: Complete between 200 and 300 plan reviews per year.
 - Tactic 1.1.5: Ensure the permitting process is accessible to residents for online applications and provide excellent customer service to inquiries related to development and permit requests.
- *Objective 2: Implement and develop land use plans and transportation plans for North Mankato.*
 - Tactic 1.2.1: Implement the goals and objectives of the North Mankato Comprehensive plan and other land use plans adopted by the Planning Commission and North Mankato City Council. Recommend amendments or updates as needed. Provide annual updates to the Planning Commission and North Mankato City Council on the progress of implementation.
 - Tactic 1.2.2: Complete one land use plan, transportation, or other applicable study each year.
 - Tactic 1.2.3: Receive, review and submit annexation, zoning, conditional use, planned unit development application requests by the public to the Planning Commission and City Council in accordance with Minnesota Statutes, City of North Mankato Code of Ordinances, Comprehensive Land Use Plan, and adopted land use map.
 - Tactic 1.2.4: Recommend updates and revisions to the existing city code or provide recommendations on additional sections or chapters when appropriate.
- *Objective 3: Respond to nuisance complaints and city code violations.*
 - Tactic 1.3.1. Resolve the approximately 25 nuisance complaints and city code violations a year if present in the community.
 - Tactic 1.3.2: Consider creation of a Board of appeals for code and zoning violations.
- *Objective 4: Promote economic growth of the community through residential, commercial, and industrial development.*
 - Tactic 1.4.1: Work to secure \$45,00,000 in annual value of all permits issued.
 - Tactic 1.4.2: Diversify housing stock by adding 35 single family homes and 50 units of multi-family development to the housing stock per year.
 - Tactic 1.4.3: Secure \$10-15 million dollars of commercial building permit value and industrial permit value per year.
 - Tactic 1.4.4: Continue to work with North Mankato Port Authority, Mankato/North Mankato Metropolitan planning organization, local businesses, Greater Mankato Growth, and the Minnesota Department of Employment and Economic Development to recruit and locate businesses to the community.

