



## REQUEST FOR ACTION CITY COUNCIL

Agenda Date: 7/1/2024  
Agenda Section: New Business

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**Department:** Planning and Zoning

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**Agenda Item:** Food Shelf CUP, consideration to waive fees

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**Approval Required:** Simple Majority Vote

### **BACKGROUND**

The local Food Shelf has applied for a sign on the property in which they share with Grace United Methodist Church. Our sign ordinance states this additional sign will require a CUP. Food Shelf members attended the Planning Commission (PC) meeting on 6/24/24 asking to bypass the CUP process so they could have a sign-up quickly, as many do not know where they are located. They also asked for the CUP fee to be waived so the funds could remain in their budget to purchase food for those in need, vs on the application process. PC stated they cannot bypass the CUP process; a public hearing will still need to take place - but they could make a recommendation to the City Council to waive the CUP fees for the Food Shelf CUP.

### **FINANCIAL IMPLICATIONS**

The commercial CUP fee is \$500  
Crow Wing County Recording fee is \$46

### **STAFF RECOMMENDATIONS**

The Planning Commission recommends the City Council consider waiving the CUP fees for the local Food Shelf.

### **COUNCIL ACTION REQUESTED**

Motion to approve the waiver of CUP fees for the local Food Shelf.