



**Planning Commission Work Session
Monday, November 3, 2025 at 6:00 PM
Council Chambers**

AGENDA

- 1. Call to Order**
- 2. Items for Discussion**
 - A. Potential Event Center at 222 3rd Ave NW
 - B. Attendance Discussion
- 3. Routine Business**
- 4. Future Discussion**
- 5. Adjournment**

Please contact the Departments of Community & Economic Development at 507-334-0100 if you need special accommodations to participate in this meeting.

Para pedir este documento en otro idioma, envíe un correo electrónico y adjunte el documento a accessibility@faribault.org.

Si aad u codsato dukumeentigan oo ku qoran luqad kale, fadlan e-mail u soo dir oo ku soo lifaaq dukumiintiga accessibility@faribault.org.



Planning Commission Work Session Memorandum

TO: Planning Commission
THROUGH: David Wanberg, CED Director
FROM: Harry Davis, City Planning Manager
MEETING DATE: November 3, 2025
SUBJECT: Potential Event Center at 222 3rd Ave NW

Background:

City staff requests the Planning Commission provide feedback and guidance to a potential applicant for an event center at 222 3rd Ave NW.

A potential event center operator initiated discussions with city staff about starting an event center business out of 222 3rd Ave NW, located at the corner of 3rd St NW and 3rd Ave NW, across the street from both the Rice County Government Services Building and the Congregational Church (United Church of Faribault). 222 3rd Ave NW used to be the Congregational Church's parish house until it changed hands in early 2024. The property is approximately 9,900 square feet and zoned R-3, Medium Density Residential, with adjacent properties to the south and west also zoned R-3 and occupied by residential uses. To the north across 3rd St NW is Rice County, zoned P-I, Public Institutional. To the east across 3rd Ave NW is the Congregational Church, zoned R-4, High Density Residential.

The applicant would like to operate an event center for weddings, conferences, gatherings, and private parties year-round. They anticipate most of their operations to occur on the weekends, with smaller gatherings during weekdays. Hours of operation are generally proposed from 8 or 9 AM to midnight, with the exception of 10 AM to 8 PM on Sundays. For each event, the venue will employ manager, one event staff per every 100 guests, and security (1-3 guards, depending on event type, number of guests, and presence of alcohol). The applicant proposes using the lower level as a banquet hall, bar, and groom's suite with bedroom. The building plans and show a main event hall and lounge with bar on the first floor, then a balcony, bridal suite, and office with kitchen on the second floor. The applicant calculates they need approximately 169 spaces and intends to use a combination of off-site and on-street parking to achieve parking minimums. The operational details, floor plans, and parking plan are included in the packet.

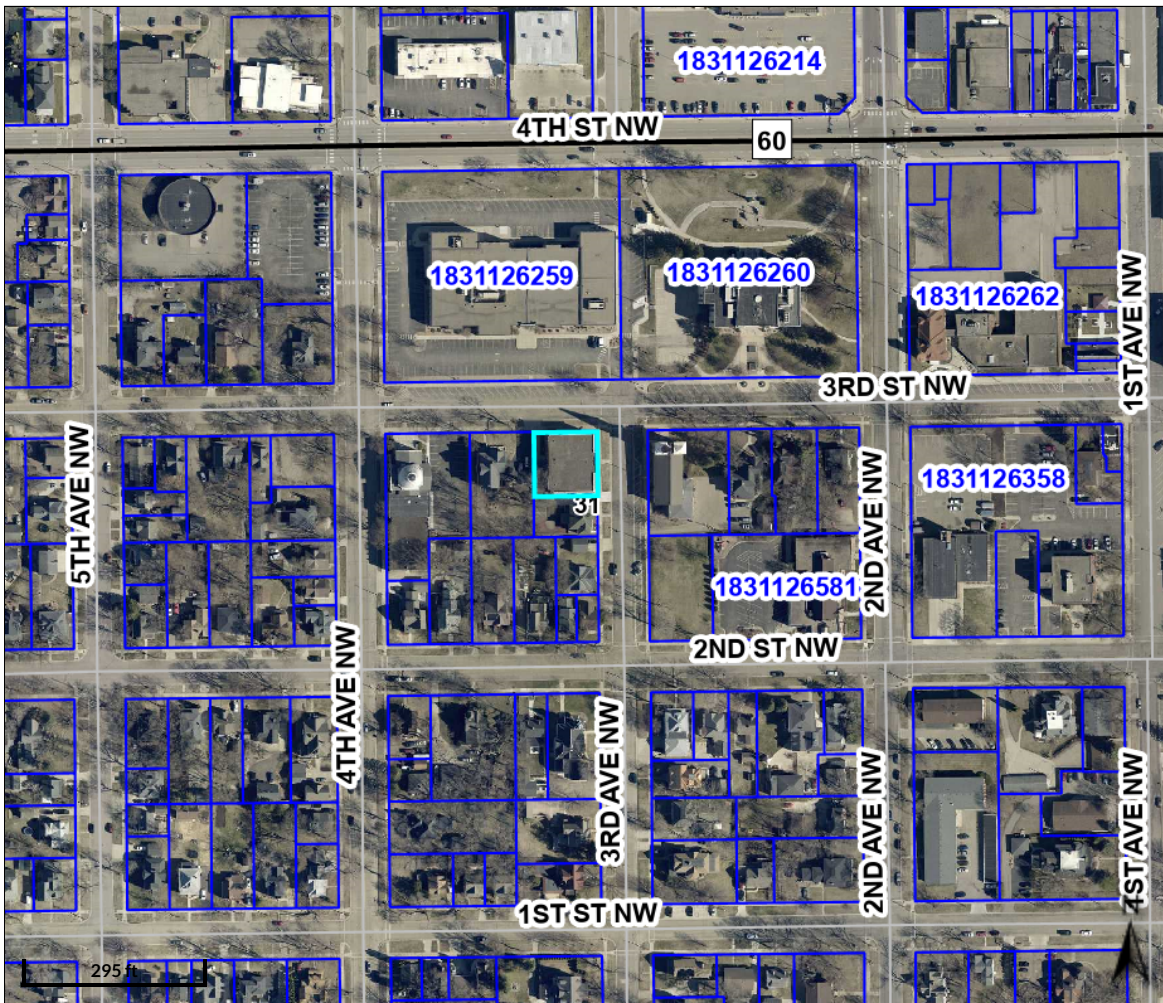
City staff notes that the previous use as a parish house was an existing use that does not have any records of a CUP or other mechanism of approval, so it was likely nonconforming. The current zoning of the

property, R-3, would not allow a standalone event center, but would allow adaptive reuse of an institutional building with a CUP. The new use would have to meet all of the development standards in Sec 7-30 and the CUP criteria found in Sec 2-300, which are attached to this packet. Perhaps the hardest requirement for this use and location is parking, as the property has no room to accommodate the parking required. The adaptive reuse standards require that the project meet parking requirements or make reasonable provision for parking at off-site facilities, but the nearest off-street parking facilities within 300 feet are the Rice County building to the north and the First English Lutheran Church to the southeast. The applicant proposes using on-street spaces, both striped and unstriped, on nearby streets that are "first-come, first-served". However, there is a chance as streets are reconstructed outside of Downtown that properties with striped on-street spaces will have to pay for them to remain (and therefore have some right to their use). Additionally, city staff note that Rice County utilizes most of the on-street spaces along 3rd St NW that are within 300 feet of the property.

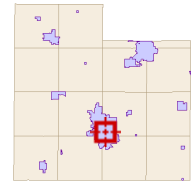
Overall, city staff is supportive of adaptive reuse of the old parish house at 222 3rd Ave NW, but has significant concerns about parking that are not easily addressed in a joint parking agreement or on-street spaces. It may be prudent for the applicant to host a neighborhood meeting with adjacent property owners to discuss their project and the impacts on the neighborhood. Additionally, to assuage any concerns over parking and traffic, a parking and traffic study would help.

Attachments:

1. 222 3rd Ave NW - Aerial
2. 222 3rd Ave NW - Zoning
3. Operational Details for 222 3rd Ave NW Faribault
4. Floor Plan & Parking - Faribault
5. Adaptive Reuse and CUP Criteria



Overview



Legend

-  Townships
-  Sections
-  Parcels
-  Roads
-  Road Numbers

Parcel ID	1831126367	Alternate ID	n/a	Owner Address	RENEWAL DEVELOPMENT LLC
Sec/Twp/Rng	n/a	Class	3A-Commercial/Industrial/Public Utility		4630 3RD AVE S
Property Address	222 3RD AVE NW	Acreage	n/a		MINNEAPOLIS MN 55419
	FARIBAULT				
District	FARIBO-SD656-HSP-HRA-EDA				
Brief Tax Description	Lot 1 Block 60 of ORIGINAL TOWN FARIBAULT				
	L1 EX S65FT THRF & E2 L2 EX S65FT THRF B60 ORIG TOWN FBLT				
	(Note: Not to be used on legal documents)				

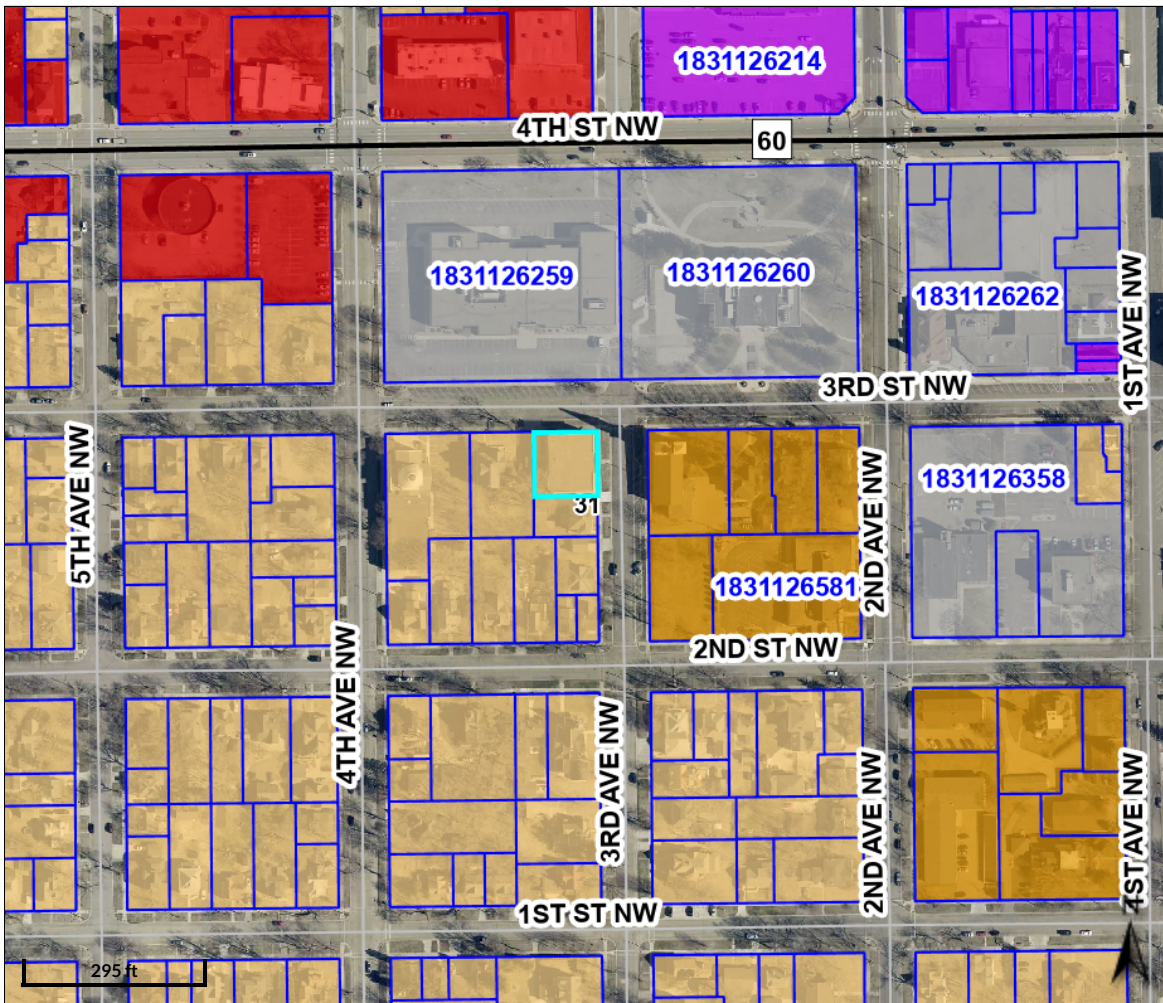
The parcels are the base parcels in Rice County.

Disclaimer: The information in this web site represents current data from a working file which is updated continuously. Information is believed reliable, but its accuracy cannot be guaranteed.

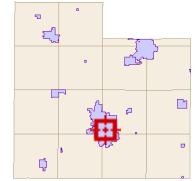
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GEOSPATIAL



Overview



Legend

-  Townships
-  Sections
-  Parcels
-  Roads
-  Road Numbers

Faribault Zoning

-  C-1
-  C-2
-  C-3
-  CBD
-  I-1
-  I-2
-  I-P
-  O
-  P-I
-  R-1
-  R-1A
-  R-2
-  R-3
-  R-4
-  RM
-  TUD

Parcel ID	1831126367	Alternate ID	n/a	Owner Address	RENEWAL DEVELOPMENT LLC
Sec/Twp/Rng	n/a	Class	3A-Commercial/Industrial/Public Utility		4630 3RD AVE S
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Operational Details for 222 3rd Ave NW Faribault, MN

Proposed use:

Our proposed use for the following property is an event space; we plan to operate mostly offering a venue to host weddings at. We will also have offerings to host small conferences, community gatherings, and private parties (Birthday party, anniversary parties, Graduation parties, wedding/baby showers, etc.). We would like to be a premier destination for the community of Faribault and surrounding areas to host their events at.

- Types of Events
 - Weddings
 - Conferences
 - Community Gatherings
 - Private Parties

Expected Frequency:

Our expected frequency of events would be year-round. We would plan to operate our events mostly on Weekends (Friday & Saturday) for weddings, with the occasional event during the weekdays/non-peak weekend day (Sunday – Thursday) for Private parties, conferences, community gatherings, etc.

- Frequency of Events
 - Year round
 - Day time, Evening, and Weekends – Depends on Event type.
 - Weekends (Friday & Saturday) – Primary Use
 - Weekdays/non-peak weekend day (Sunday – Thursday) – Secondary Use

Hours of Operation:

Our hours will vary depending on event type. Majority of our hours will be considered “Open by appointment only” This would include appointments during the week to tour the venue for potential clients. Below are the proposed hours we would offer for events. All event end times are when Guests would need to vacate the premises and are listed below. The employees would be vacated no later than 1 hour after the event has ended.

- Hours
 - Weekend Dates (Friday & Saturday) Rental time frame 8:00am – 12:00am
 - Weekday day Time (Monday -Thursday) –9am- 5pm*
 - Weekday evenings (Monday – Thursday) 5pm – 12am*
 - Sundays – 10am-8pm

*Weekday rentals could be rented for the whole day period of 9am-12am depending on event needs.

Alcohol on Premise:

We plan to serve alcohol on site; we intend to apply for a liquor license for the property. We initially plan to hire the bar service out to a catering team that has a liquor license and insurance until we can obtain our own.

Staffing & Security:

Our staffing amount will depend on the size of the event. We plan to always have a Venue Manager on for each event and then 1 event staff member per 100 guests (Venue Manager is not considered to be event staff in regard to the count of staff to guest count ratio). For events with Alcohol being served we will have security staff on site. This count for the number of security guards will depend on the guest count and the guidelines proposed by licensing and city ordinance. We anticipate that the number of security guards per event would range from 1-3 people.

Staff at events

- Venue Manager
- Event Staff – 1 member of Staff per 100 guests*
- Security Guard – Hired for events with Alcohol consumption, number of guards dependent on number of guests at event and guidelines/rules for licensing.

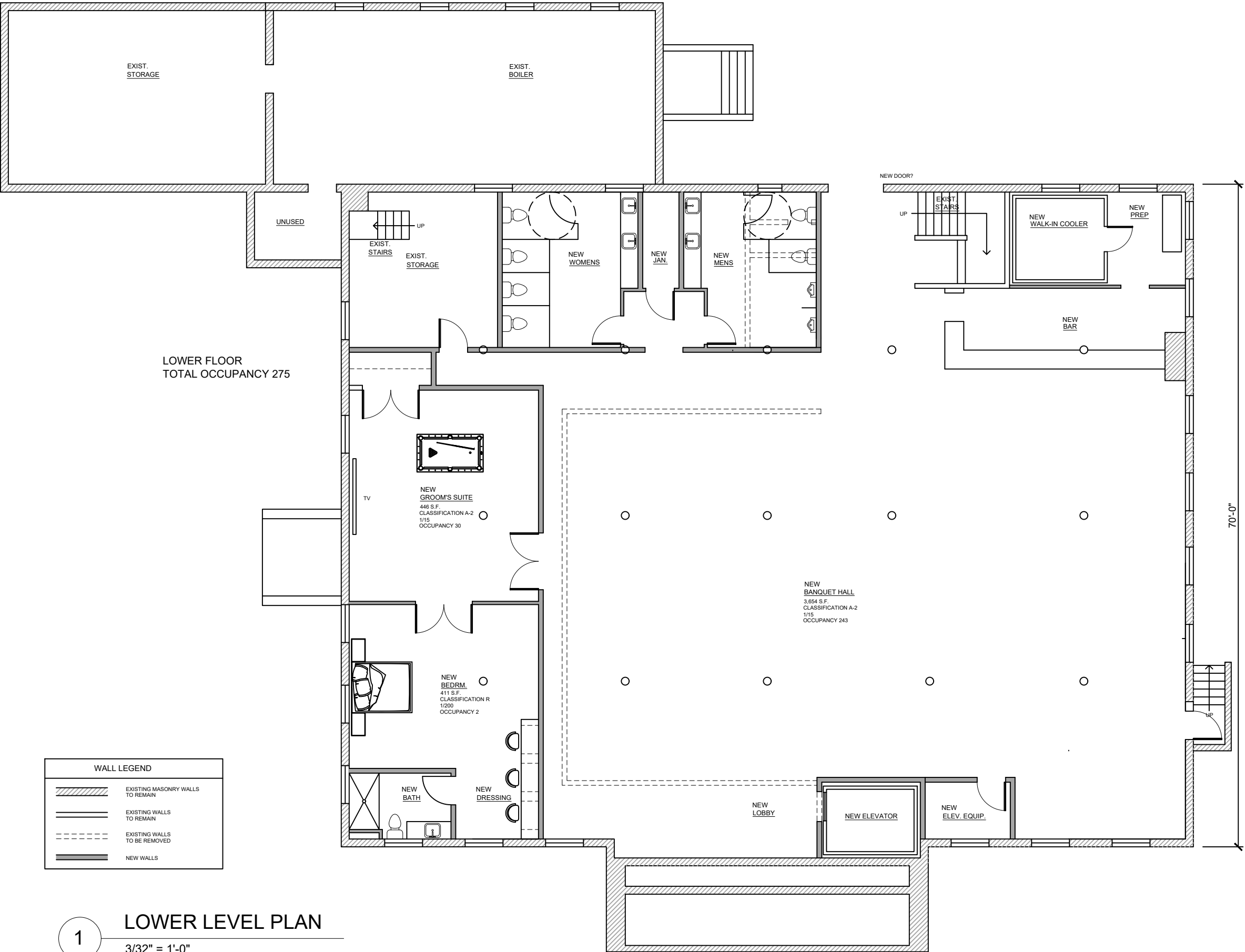
*This could fluctuate to have more staff at an event depending on event needs. The above proposed staffing numbers are a minimum number of staff per event.

Anticipated Noise levels & Mitigation Strategies:

We anticipate our noise levels to vary during and depending on the events. During a dinner and/or ceremony the noise levels would be lower/moderate, falling within an acceptable range and not heard outside the venue. During a dance with a DJ or live band we anticipate the levels to increase to a higher level that may sound muffled outside the venue if passing on the street.

Our plans to mitigate the noise levels would be to ensure that the venue has sound-proofing materials in the areas that the music would be played in. The dance would be held indoors with the doors and windows shut. We would ensure the speakers playing the music are facing away from the windows and edges of the building pointing towards the center of the dance floor. Our staff would be monitoring the noise level to ensure within reasonable

decibels levels. We would also consider acoustic curtains and/or draping to assist with containing noise levels. We would ensure that we are compliant with city ordinances.



LOWER LEVEL PLAN

3/32" = 1'-0"

Owner:
Heather and Scott Kenning
651-216-7130

Revisions

Project Name:
Event Center

Address:
222 3rd Ave NW
Faribault, MN 55021

Drawn by:
BP

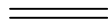
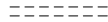
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9-26-2025

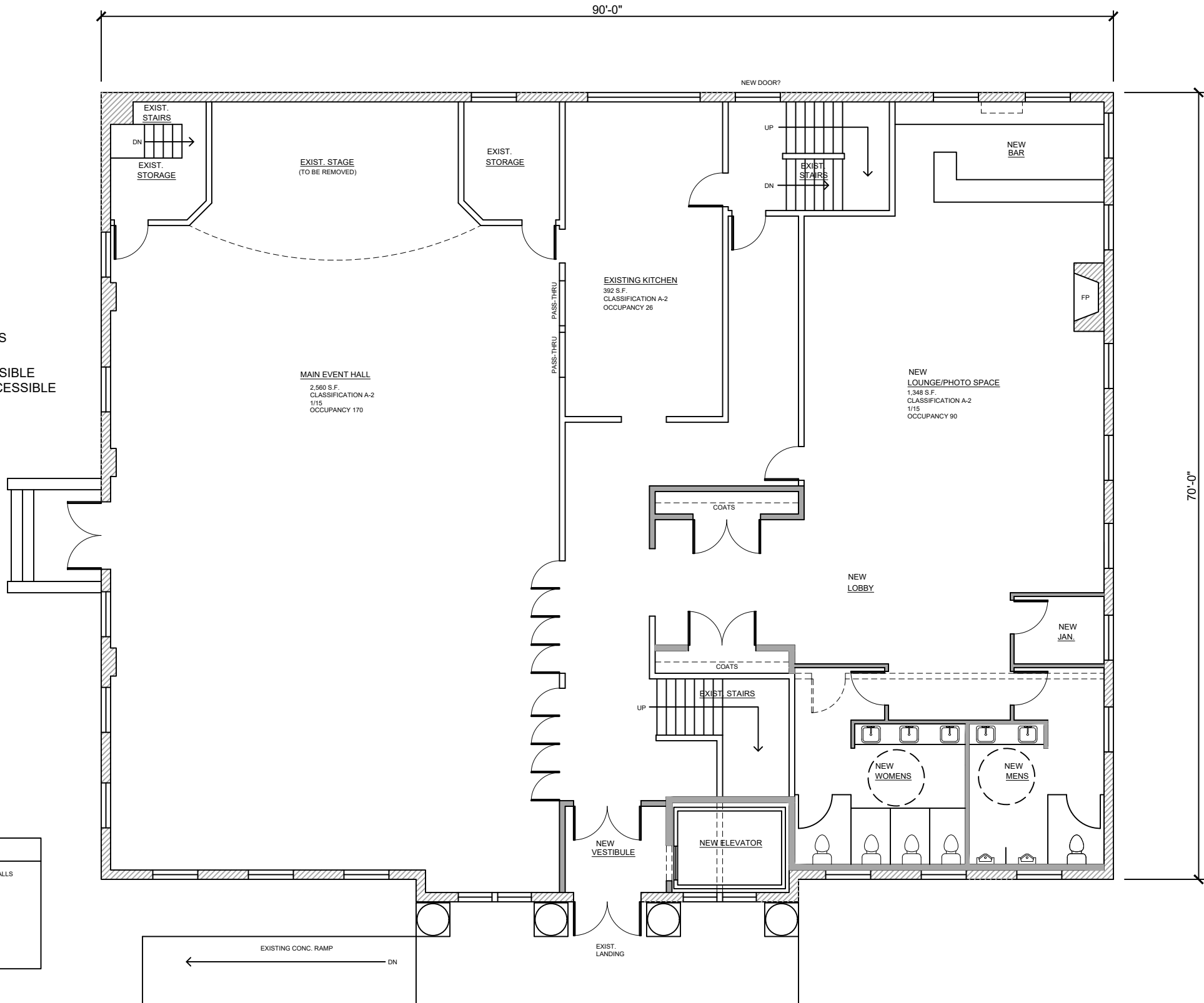
Sheet Name:
LOWER LEVEL PLAN

Sheet Number:

A1

LOWER FLOOR
TOTAL OCCUPANCY 275
MAIN FLOOR
TOTAL OCCUPANCY 286
UPPER FLOOR
TOTAL OCCUPANCY 114
TOTAL BUILDING
TOTAL OCCUPANCY 675
PARKING REQUIRED
1 PER EVERY 4 OCCUPANTS
675/4 = 169 SPACES
6 SPACES MUST BE ACCESSIBLE
1 SPACE MUST BE VAN ACCESSIBLE

WALL LEGEND	
	EXISTING MASONRY WALLS TO REMAIN
	EXISTING WALLS TO REMAIN
	EXISTING WALLS TO BE REMOVED
	NEW WALLS



Owner:
Heather and Scott Kenning
651-216-7130

Revisions

Project Name:
Event Center

Address:
222 3rd Ave NW
Faribault, MN 55021

Drawn by:
BP

Date:
9-26-2025

Sheet Name:
MAIN LEVEL PLAN

Sheet Number:

A2

Owner:
Heather and Scott Kenning
651-216-7130

Revisions

Project Name:
Event Center

Address:
222 3rd Ave NW
Faribault, MN 55021

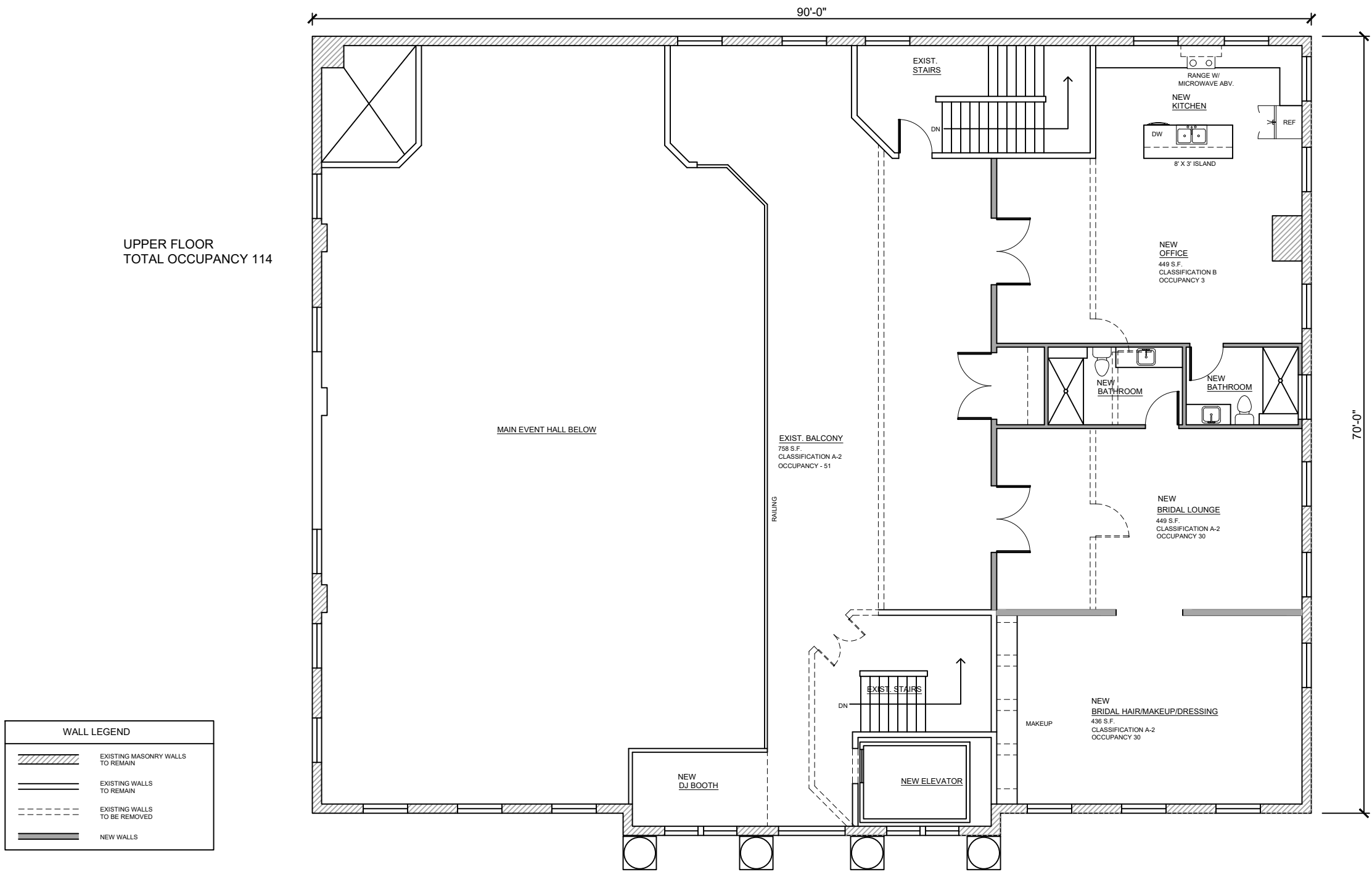
Drawn by:
BP

Date:
9-26-2025

Sheet Name:
UPPER LEVEL PLAN

Sheet Number:

A3



1 UPPER LEVEL PLAN
3/32" = 1'-0"

Owner:
Heather and Scott Kenning
651-216-7130

Revisions

Project Name:
Event Center

Address:
222 3rd Ave NW
Faribault, MN 55021

Drawn by:
BP

Date:
9-26-2025

Sheet Name:
PARKING PLAN

Sheet Number:

A4



1 PARKING PLAN
NTS

STREET PARKING
107 SPACES
RICE COUNTY
89 SPACES
TOTAL SPACES
197 SPACES
TOTAL SPACES REQ.
169 SPACES

Sec. 7-30. – Development standards.

Adaptive reuses of institutional or public buildings.

- (1) The city council shall find before granting a conditional use permit for an adaptive reuse that the long-term benefits of the proposed adaptive reuse outweigh any negative impacts on the neighborhood of the proposed project and on the city, as compared with the alternative of having the structures demolished, remaining vacant, or underutilized.
- (2) The proposed adaptive reuse must be residential, commercial, institutional, or a combination of such uses.
- (3) Densities greater than would be allowed in the underlying zoning district may be approved, at the discretion of the city council.
- (4) The proposed adaptive reuse shall not cause traffic volumes to exceed the capacities for which the adjacent streets have been designed.
- (5) The proposed adaptive reuse must not generate daily semi-truck traffic on local residential streets.
- (6) Improvements to reduce the impact of driveways/access points on the traffic flow of adjacent streets have been identified where needed.
- (7) The proposed reuse includes adequate amounts of on-site parking and loading areas to meet the requirements of [Section 8-200](#) of this Code; where required parking cannot be provided on-site, reasonable provision for off-site parking shall be required.
- (8) Screening must be provided to sufficiently protect the privacy of residents in the surrounding residential areas from the impact of off-street parking, loading, and driving areas, noise or glare exceeding permissible standards, potential safety hazards, or to subdue differences in architecture and bulk between adjacent land uses.
- (9) There shall be no exterior storage of goods or equipment except for properly screened trash containers.
- (10) Hours of operation shall be as identified by the applicant in the conditional use permit application and agreed to by the city council.
- (11) Exterior renovation or remodeling of the structure must endeavor to maintain existing architectural features so as to not alter the character of the neighborhood.

(12) The requirements for institutional signage within a residential district shall be used in the evaluation of signage for the site. Consideration shall be given to reusing the existing, historical signage on the site and designing any additional signage to complement the existing residential district.

Sec. 2-300. - Required findings for conditional use permits.

The City Council shall make each of the following findings before granting a conditional use permit:

- (1) The conditional use will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare.
- (2) The conditional use will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
- (3) The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area.
- (4) The conditional use will not impose hazards or disturbing influences on neighboring properties.
- (5) The conditional use will not substantially diminish the value of neighboring properties.
- (6) The site is served adequately by essential public facilities and services, including utilities, access roads, drainage, police and fire protection, and schools or will be served adequately as a result of improvements proposed as part of the conditional use.
- (7) Development and operation of the conditional use will not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community.
- (8) Adequate measures have been or will be taken to minimize traffic congestion in the public streets and to provide for adequate on-site circulation of traffic.
- (9) The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community.

(10) The conditional use is consistent with the applicable policies and recommendations of the city's Land Use Plan or other adopted land use studies.

(11) The conditional use, in all other respects, conforms to the applicable regulations of the district in which it is located.



Planning Commission Work Session Memorandum

TO: Planning Commission
THROUGH: David Wanberg, CED Director
FROM: Harry Davis, City Planning Manager
MEETING DATE: November 3, 2025
SUBJECT: Attendance Discussion

Background:

On March 4, 2024, the Planning Commission adopted new attendance requirements for commissioners. The Planning Commission is authorized to consider recommending the removal of a member to the City Council if:

- A commissioner fails to attend 1/6th of regularly scheduled meetings in a calendar year without providing prior notice to the Chair or City Planner, or
- A commissioner fails to attend 1/3rd of regularly scheduled meetings in a calendar year with or without providing prior notice to the Chair or City Planner.
- Any member consecutively missing 1/4th of the number of regularly scheduled meetings without prior discussion and agreement by a majority of the commission will be subject to review.

The Planning Commission requested that staff provide an update on attendance for this year. Attached to the packet is an updated tally of absences. Currently, no Commissioners are considered to be breaking the attendance bylaw requirements.

Attachments:

1. 2025 PC Attendance Records

PLANNING COMMISSION

2025 Attendance Record

24-Feb

24-Apr

24-Oct

Regular Meeting Dates	Notes	Ackman	Green	Jackson	Miglio	Salt	White	Wilson
January 6, 2025		x	x	x	x	Unexcused	x	x
January 21, 2025		x	x	x	x	x	x	Excused
February 3, 2025	Annual	x	x	x	x	x	Excused	x
February 18, 2025		Excused	x	x	x	Unexcused	Excused	x
March 3, 2025		x	x	x	x	x	x	x
March 17, 2025	Canceled							
April 7, 2025	Canceled							
April 21, 2025		x	x	x	x	x	x	x
May 5, 2025		x	x	x	x	x	x	x
May 19, 2025		x	x	x	x	x	x	x
June 2, 2025		x	x	Unexcused	Excused	x	x	Excused
June 16, 2025	Canceled							
July 7, 2025		x	x	x	x	x	Excused	x
July 21, 2025	No Quorum	Excused	Unexcused	x	x	x	Excused	Came Late
August 4, 2025		Excused	x	x	x	x	x	x
August 18, 2024		x	x	x	x	x	x	x
September 2, 2025		x	Unexcused	x	x	Unexcused	x	x
September 15, 2025		x	x	x	Excused	Excused	x	x
October 6, 2025		x	x	x	x	x		x
October 20, 2025	No Quorum - Canceled	x	x	x	Excused	Excused	Excused	Excused
November 3, 2025								
November 17, 2025								
December 1, 2025								
December 15, 2025								
Total Absences		3	2	1	3	5	4	3
Total Excused Absences		3	0	0	3	2	4	0
Total Unexcused Absences		0	2	1	3	3		3
As % of all scheduled meetings		0.00%	11.11%	5.56%	16.67%	15.79%	0.00%	16.67%
As % of all actual meetings		14.29%	9.52%	4.76%	14.29%	23.81%	19.05%	14.29%
% of Meetings Missed (Scheduled M		16.67%	0.00%	0.00%	16.67%	11.11%	22.22%	0.00%
% of Meetings Missed (Actual Meetir		14.29%	0.00%	0.00%	14.29%	9.52%	19.05%	0.00%