

Memorandum

TO: City Council
FROM: Will Harris , Associate Planner
DATE: July 20, 2026
SUBJECT: Adopt resolutions relating to 855 Tanglewood Drive Conditional Use Permits approved on June 15, 2026
ITEM NUMBER: 8.k
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve resolutions 26-55 and 26-56 for the conditional use permits that were approved by Pam Larson, 855 Tanglewood Drive, on June 15, 2026, subject to the approved conditions listed below:

Resolution 26-55 - Non-domestic animal conditional use permit

1. The project must be completed in accordance with the plans submitted as part of the conditional use permit applications. Any significant changes to these plans, as determined by the city planner, will require review by the planning commission and city council.
2. The building permit and fence permit are required and must be finalized prior to the animals inhabiting the property
3. A buffer strip enclosing the arena and paddocks shall be installed and established prior to the animals inhabiting the property to ensure runoff is contained to the subject property
4. The owner shall submit an additional fence permit before the installation of additional fencing to separate the paddock area if necessary.
5. No horse may be kept on the property if it is being used for commercial purposes, whether or not the commercial use occurs on the residentially-zoned property.
6. No horse shall be permitted to run outside the confines of the proposed paddock, arena, or accessory structure area
7. No person shall be permitted to ride or drive a horse after the hour of sunset or before the hour of sunrise.
8. The escape of a horse necessitating recovery by agents or employees of the city shall automatically suspend the conditional use permit until the city manager or their designee has re-inspected the premises.
9. Cruel and inhumane treatment of horses shall be grounds for the revocation of the conditional use permit. Adequate care includes, but is not limited to, the following:
 - a. Horses must be provided with food of sufficient quantity and quality to allow for normal growth or the maintenance of body weight. Feed standards shall be those recommended by the National Research Council.
 - b. Horses must be provided with clean, potable water in sufficient quantity to satisfy the animal's needs or supplied by free choice. Snow or ice is not an adequate water

source.

- c. Horses must be provided a minimum of free choice protection of a constructed shelter from direct rays of the sun when temperatures exceed 95 degrees Fahrenheit, from wind, and from freezing precipitation for all horses.
 - d. Constructed shelters must be structurally sound, free of injurious matter, maintained in workmanlike repair, and ventilated.
 - e. Stalls must be cleaned and kept dry to the extent that the animal is not required to lie or stand in fluids. Bedding must be provided in all stalls, kept reasonably clean, and periodically changed. The nature of the bedding must not pose a health hazard to the animal.
 - f. Horses must be provided an opportunity for periodic exercise, either through free choice or through a forced work program, unless exercise is restricted by a licensed veterinarian.
10. All horses must have their hooves properly trimmed periodically to prevent lameness. All accumulations of manure shall be removed at such periods as will ensure that no leaching or objectionable odors exist, and the premises shall not be allowed to constitute a nuisance.
 11. Upon complaint to the city that any provisions are not being met, an authorized animal control officer or city representative shall be permitted upon the premises where livestock are kept for the purpose of making an inspection to determine compliance with this chapter.
 12. If at any point the owner subdivides the property so as to reduce the total acres below the allowed 2-acre threshold, this agreement will be nullified.

Resolution 26-56 - Detached accessory structure

1. The project must be completed in accordance with the plans submitted as part of the conditional use permit applications. Any significant changes to these plans, as determined by the city staff, will require review by the planning commission and city council.
2. This approval will expire after one year if a building permit has not been issued and construction commenced.
3. The owners shall apply for a demo permit for the existing detached accessory structure.
4. The existing detached accessory structure shall be demolished before the issuance of a building permit for the new accessory structure.
5. The detached accessory structure shall not exceed 1,200 sq ft in size.
6. The structure shall be used to house the animals and for the storage of personal property only.
7. The structure shall not be used in any way for commercial purposes.
8. The applicant shall obtain permits as required from the Rice Creek Watershed District, if required.
9. A building permit must be obtained before any construction activity begins.
10. A riparian lot detached accessory structure permit must be obtained before any construction activity begins.
11. A tree protection and replacement plan shall be submitted prior to issuance of a building permit (including a grading permit). Tree protection shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
12. Applicant shall maintain historic drainage patterns.

13. A side-yard swale may be required if needed to keep drainage from new building on the subject property
14. Grading as-built shall be submitted after construction upon request by the city engineer.
15. This approval is subject to a 5-day appeal period.

INTRODUCTION

DISCUSSION

The item was reviewed and approved by the City Council at the June 15, 2026 meeting. Resolutions were not included with that action and are required for recording of conditional use permits against the property. The City Council is being asked to formally adopt the resolutions associated with the conditional use permits that were approved last month. Please see the City Council meeting agenda and staff reports linked below.

[Meeting Agenda](#)
[Staff Report](#)

RECOMMENDATION

Staff is recommending adoption of resolutions 26-55 and 26-56 for the conditional use permits that were approved by Pam Larson, 855 Tanglewood Drive, on June 15, 2026, subject to the approved conditions listed below:

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ATTACHMENTS

[Resolution 26-55 Non-domestic animals](#)

[Resolution 26-56 Detached Acc Structure](#)