

February 17, 2025

Sydney DePrenger  
City Planner  
City of Mankato  
10 Civic Center Plaza  
PO Box 3368  
Mankato, MN 56002  
sdeprenger@mankatomn.gov

ISG

**RE: Conditional Use Permit Request  
Papa John's Pizza – 551 Belle Avenue, Mankato, Minnesota**

Sydney & Molly,

Thank you for reviewing the attached materials in support of a Conditional Use Permit request being submitted on behalf of Papa John's. It is our understanding that there is an existing CUP in place to allow a restaurant with outdoor seating at the location of this tenant suite. This request seeks to modify the existing Conditional Use Permit (CUP) to accommodate a new drive-thru/pick-up window at this existing location.

Papa John's makes a variety of different pizzas, wings, breadsticks, cheese sticks, and desserts. Ingredients are all sourced from one supplier, PJ FOODS. Papa John's employs on average 25 employees at any given time, and their staff is comprised of delivery drivers, pizza makers, customer service representatives, and on-site managers. Customers can place orders for carryout or delivery by calling the store or via the Papa John's website. The proposed drive-thru/pick-up window will be used only for pick-up orders made online as there will not be a menu ordering board. The store's hours of operation are listed below.

- Monday: 10am - 12am
- Tuesday: 10am - 12am
- Wednesday: 10am - 12am
- Thursday: 10am - 12am
- Friday: 10am - 2am
- Saturday: 10am - 2am
- Sunday: 10am - 12am

The proposed drive-thru will be located along the north/northeast end of the building and will meet all minimum standards of Sec. 10.82, Subd. 5. Drive-Thru Facilities. The attached site plan illustrates the siting of the new drive-thru lane and the existing site accesses to remain. Existing code-compliant lighting and landscaping are also to remain. The exterior elevations and materials of the building will remain the same, with the exception of a new drive-thru window on the north/northeast elevation. The new drive-thru window is designed to meet all state and local building code requirements.

As calculated on the attached site plan, the required number of parking spaces for each use will also be maintained. Vehicle stacking for up to three vehicles is also provided to accommodate the requirements of the new drive-thru lane.

Further, the proposed project will meet the conditional use criteria of Sec. 10.92, Subd. 5.

***A. It is one (1) of the conditional uses listed in the particular district.***

The proposed use is listed as a permitted conditional use within the specific zoning district.

***B. It is in keeping with the comprehensive planning policies of the City and this chapter as amended from time to time.***

The proposed drive-thru lane is permitted as a conditional use within the existing zoning district and is otherwise compliant with the comprehensive planning policies and other related regulations of the City.

***C. It does not interfere with or diminish the use of property in the immediate vicinity.***

The proposed conditional use will not interfere with or diminish the use of the property in the immediate vicinity. The proposed drive-thru lane is permitted as a conditional use within the existing zoning district, and appropriate queuing and parking has been provided to accommodate the new drive-thru along with the other existing tenant spaces within the building.

***D. It can be adequately served by public facilities and services.***

The proposed drive-thru lane will not impact the use of public facilities and services at the existing site.

***E. It does not cause undue traffic congestion.***

The proposed drive-thru lane is permitted as a conditional use within the existing zoning district. The use will not cause undue traffic congestion as appropriate queuing and parking has been provided to accommodate the new drive-thru along with the other existing tenant spaces within the building.

***F. It preserves significant historical and architectural resources.***

The proposed use will not be constructed in the vicinity of any significant historical and architectural resources.

***G. It preserves significant natural and environmental features.***

The proposed drive-thru will be constructed in place of existing pavement on the north/northeast side of the existing building. No disturbance of natural and environmental features will occur as a result of the project or the proposed CUP.

***H. It will not cause a negative cumulative effect, when considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood, and the effect of the proposed type of conditional use upon the City as a whole.***

The proposed drive-thru lane is permitted as a conditional use within the existing zoning district, and appropriate queuing and parking has been provided to accommodate the new drive-thru along with the other existing tenant spaces within the building.

***I. It complies with all other applicable regulations of the district in which it is located and other applicable ordinances, except to the extent such regulations have been modified through the planned development process or the granting of a variance.***

The proposed drive-thru lane is permitted as a conditional use within the existing zoning district, and appropriate queuing and parking has been provided to accommodate the new drive-thru along with the other existing tenant spaces within the building. The proposed use will otherwise adhere to all applicable regulations of the existing zoning district.

***J. It will not jeopardize the public's health, safety, or general welfare.***

The proposed conditional use will not be detrimental to or jeopardize the health, safety, or general welfare of the public.

Thank you again for reviewing the attached materials. Please contact me at 507.387.6651 or via email at [Emily.Nepp@ISGInc.com](mailto:Emily.Nepp@ISGInc.com) with any questions or if there is any additional information we can provide in support of this project.

Sincerely,



Emily Nepp

*Development Services Coordinator*

[Emily.Nepp@ISGInc.com](mailto:Emily.Nepp@ISGInc.com)