NORWOOD nya YOUNG AMERICA

Norwood Young America Special Planning Commission
Tuesday, August 25, 2015
Norwood Young America City Council Chambers, 310 Elm St. W.
7:00 p.m.
AGENDA

Craig Heher Chairperson

Bill Grundahl Vice-Chair

Karen Hallquist

JR Hoernemann

Cassandra Kemp

Mark Lagergren

Jim Keller, Council Liaison

1. Call to Order
   Pledge of Allegiance
2. Adoption of Agenda
3. Public Hearings
   A. CUP Accessory Auto Sales/Display
4. Old Business
5. New Business
   A. CUP Accessory Auto Sales/Display
6. Commissioner's Reports
7. Adjourn

UPCOMING MEETINGS

September 9th, 6:30 p.m. – EDC meeting – PC Rep. – Craig Heher
September 15th, 5:30 p.m. – Parks & Rec. Comm. Meeting – PC Rep. – Karen Hallquist
September 14th, 6:30 p.m. – City Council Meeting – PC Rep. – Bill Grundahl
September 15th, 7:00 p.m. – next Planning Commission meeting
September 28th, 6:30 p.m. – City Council Meeting PC Rep. – Bill Grundahl

MUNICIPAL
DEVELOPMENT GROUP, INC.

To: Planning Commission Chair Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: August 20, 2015

Re: CUP Accessory Auto Sales/Display: 300 Industrial Boulevard

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Applicants:	Charles L. Dueber (Property Owner) Nick Rogosienski (Property Lessee)
Subject Property Address:	300 Industrial Boulevard
Legal Description:	Section 14, Township 115, Range 026 Young America Industrial Park Lot 001 Block 3 P/O Lot 1 Blk 3 lying S of N 202' Thereof Old #95.5500061
Property ID:	588500090
Zoning Class:	B-I Business Industrial District
Request:	A conditional use permit to allow outdoor auto sales and display as an accessory use

Background

A conditional use permit application, narrative description, and sketch have submitted for review by the City of Norwood Young America in conjunction with proposed outdoor auto sales and display as an accessory use at 300 Industrial Boulevard. The application materials and a map of the site are attached for consideration/information.

A conditional use permit is required under §1230.11, Subd. 4 of the City Code which provides for the proposed use in the B-I Business Industrial District.

The Applicants (i.e. Property Owner and Property Lessee) propose automobile sales/display as an accessory use to an existing established principal warehouse use.

The Applicants represent:

- The principal use of the property is warehousing and the principal use will remain warehousing.
- The proposed accessory use is outdoor sales/display of used automobiles.
- The proposed accessory use shall not occupy any space within the existing principal structure used for warehouse space. The proposed accessory use shall occupy 1,800 sf of office space within the principal structure.

- Structural changes to the principal structure are not proposed.
- The used auto sales/display accessory use will occupy fifteen (15) parking spaced for vehicle display and provide four (4) parking stalls for customer parking.
- The parking lot will be striped and each parking spot shall be a minimum of nine (9) feet in width.
- The used auto sales business will maintain regular business hours Monday through Saturday and be closed on Sunday.

Hearing Requirements
A public hearing notice has been drafted, published, and distributed to property owners within 350 feet of the subject parcel.

Comments Received
As of the drafting of this memo no comments were received.

Examination of Code Requirements
NYA City Code requirements applicable to this Conditional Use Permit Request are itemized below; consulting staff comments are illustrated in ***red bold, italic type face.***

1210.06 Conditional Use Permits, Subd. 3(B)(16) Requirements
Outdoor Auto, Truck, Recreational Vehicle, Equipment Sales and Display. Outdoor auto, truck, recreational vehicle, equipment sales and display shall comply with the following standards:

a. Shall have adequate off-street parking. ***The existing structure is 19,600 square feet. Of the aggregate square footage 1,800 sf will be leased office space for the auto sales operation. The remaining 17,800 sf will be used for warehousing purposes. Under the Code one parking space is required for each 2,000 sf of warehouse space. In addition one parking space is required for each 500 sf of floor area devoted to auto sales. The required number of parking space equates to 13 spaces. More than the required spaces are illustrated on the attached parking layout plan. Adequate off-street parking appears to exist for the proposed activity.***

b. All access drives, parking and storage areas shall be surfaced with concrete or bituminous with curb and gutter. ***The existing parking lot is surfaced with bituminous and a curb is in place.***

c. Shall be screened from adjacent residential districts by buffer fence of adequate design or a planting buffer screen. ***Residential uses are to the north of the subject parcel. Existing vegetative landscaping shields the view of the display area from Industrial Boulevard and Highway 212. The parking lot is screened from the residential area by the building and side-yard landscaping.***

d. All used vehicles associated with the use shall comply with the following additional standards: ***These are proposed conditions of the CUP.***

    i. Shall be in an operable condition.

    ii. Shall not be extensively damaged, with the damage including such things as broken or missing tires and wheels, motor, body parts, windows, drive train or transmission.

    iii. Shall have a fair market value greater than the approximate value of the scrap in it

General Criteria for Approval of Conditional Use Permits

The aforementioned standards relate specifically to outdoor auto sales/display. In addition, the Planning Commission is required to examine the request under a series of general standards as set for under Section 1210.06 Conditional Use Permits, Subd. 3(A). The City Council may, as it deems necessary to protect the health, safety, and general welfare of the public, require additional performance standards. At a minimum the Planning Commission is required to examine the request as it applies to the following standards.

1. The use is consistent with goals, policies and objectives of the Comprehensive Plan. ***DISCUSSION: The existing and future use are consistent with the Comprehensive Plan.***

2. The use is consistent with the intent of this Ordinance. ***DISCUSSION: The proposed use is an allowed accessory use in the B-I District under a CUP.***

3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements. ***DISCUSSION: The proposed outdoor storage will not impact government facilities, utilities, services, or existing improvements. No changes to the existing lot, structure, or parking facility are proposed, except for striping of the parking lot.***

4. The use does not have an undue adverse impact on the public health, safety or welfare. ***DISCUSSION: No changes to the existing property, structure, or parking facility are proposed, except for striping of the parking lot.***

5. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. ***DISCUSSION: No changes to the existing property, structure, or parking facility are proposed, except for striping of the parking lot.***

6. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. ***DISCUSSION: The proposed outdoor storage will not impede orderly development and improvement of surrounding properties.***

7. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. ***DISCUSSION: No changes to the existing property, structure, or parking facility are proposed, except for striping of the parking lot.***

8. Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site. ***DISCUSSION: The parking lot will be striped to denote parking areas and loading areas.***

9. The use meets all of the performance criteria requirements as established in Section 1245.01 of this chapter. ***DISCUSSION: No new construction is contemplated at this time.***

10. The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. ***DISCUSSION: No new construction is contemplated.***

Conditions of Approval

All conditions pertaining to a specific site are subject to change when the Council, upon investigation in relation to a formal request, finds that the general welfare and public betterment can be served as well or better by modifying or expanding the conditions set forth herein. The Council may impose conditions which are considered reasonably necessary to meet the standards of City Code and to protect the best interests of the surrounding area or the City as a whole. Violation of any such condition of approval is a violation of the Code.

If approval of the conditional use permit is recommended to the City Council, MDG recommends the following conditions be included with the approval, these conditions may be subject to modification depending upon the outcome at the Planning Commission meeting:

1. The approved accessory use for outdoor automobile sales/display is applicable to the property at 300 Industrial Boulevard.

2. A maximum of fifteen (15) vehicles may be displayed for sale at one time.

3. All used vehicles associated with the used automobile sales/display shall comply with the following standards:

   i. Shall be in an operable condition.

   ii. Shall not be extensively damaged, with the damage including such things as broken or missing tires and wheels, motor, body parts, windows, drive train or transmission.

   iii. Shall have a fair market value greater than the approximate value of the scrap in it.

4. Used automobiles on sale and display are limited to passenger automobiles. Commercial weight vehicles, agricultural equipment, trailers, recreational vehicles, sport utility vehicles, non-motorized items and the like are prohibited.

5. All parking for the principal and accessory use shall occur off-street.

6. A minimum of four (4) customer parking stalls shall be maintained for the accessory use.

7. The parking lot shall be striped to illustrate parking stalls as represented in the parking plan submitted. At least one space shall be handicap accessible.

8. The existing vegetation shall remain, including trees and shrubs. In the event trees or shrubs need to be replaced due to natural occurrences, replacement trees and shrubs shall be reasonably the same or similar in variety and height.

9. Any signage shall require issuance of a sign permit.

10. Any changes to outdoor lighting shall require approval from the City.

11. This approval shall expire one year after date of approval unless the Applicants have commenced operation of the Use on-site.

12. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.

13. The permit shall be subject to annual inspection and audit by the City.

14. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.

15. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

Action

After the Planning Commission's review and discussion is complete, a motion to the Council to approve/deny the conditional use permit is in order.

Planning and Zoning Application

City of Norwood Young America
310 Elm St. W, PO Box 59
Norwood Young America, MN 55368
Phone: (952) 467-1800 Fax: (952) 467-1818

Applicant's Name Rogomobiles, Inc.	Telephone Home 952-467-2828 Work/Cell 612-310-8400
Address (Street, City, State, ZIP) 206 2nd Street SW, NYA, MN 55397	
Property Owner's Name (If different from above) Charles L. Dueber Living Trust	Telephone Home Work/Cell
Location of Project 300 Industrial Blvd, NYA, MN 55397	
Legal Description Acres 2.67, Section 14 Township 115 Range 026, Young America Industrial Park Lot 001 Block 003, Plo Lot 1 BLK 3 Lying S of N 202' Thereof old #95.5500061 Property ID # 58.8500090	
Description of Request (Attach separate sheet, if necessary) See Attached	

Proposed Action(s): Check all that apply

___Annexation $300.00
___Application for Appeal $150.00
___City Code Amendment $250.00
___Parking Reduction $100.00
___CUP/IUP $200.00 (Residential)
X CUP/IUP $300.00 (Non Residential)
___Variance $150.00 (Residential)
___Variance $200.00 (Non Residential)
___Lot Split $200.00
X Public Hearing Notice $75.00

___Comp Plan Amendment $500.00 + Escrow
___Sketch Plat $200.00 + Escrow
___Site Plan $300.00 + Escrow
___PUD Sketch Plan $200.00 + Escrow
___PUD Plan Amendment $300.00 + Escrow
___PUD Final Plan $300.00 + Escrow
___PUD General Concept Plan $400.00 + Escrow
___Preliminary Plat $350.00 + $10.00/Lot + Escrow
___Final Plat $250.00 + $10.00/Lot + Escrow
___Wetland Mitigation Plan $100.00 + Escrow

___Storm Water Plan $250.00
___Rezoning $350.00
___Street/Alley Vacation $150.00
___Zoning Text Amendment $300.00
___Recording Fee $46.00
___Other _____

ALL ESCROW MUST BE PAID BY CERTIFIED CHECK
Escrow Deposit $2,000.00
Escrow Deposit - Site Plan Review: $7,500 (Tacoma West Industrial Park), $5,000.00 (All other site plan reviews)
Escrow Deposit - Development Review (paid at Sketch Plan): $10,000.00

ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.

APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.

Applicant's Signature: Mike Rogomobiles	Date 8/10/15
Fee Owner's Signature:	Date

For Office Use Only

Accepted By:	Amount	Date

Conditional Use Permit Checklist

(For a complete list of required guidelines, refer to Section 1210.06 of the Zoning Ordinance.)

APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED.

Applicant Check-in		City Check-in
	Two (2) 11"x17" sets of the following: 1. Written request describing the specifics of the proposed use (details on outside storage, display, daycare facility, etc.) 2. Site plan showing, but not limited to, the following information: • Lot Dimensions and lot lines • Existing and proposed structures relative to lot lines • Square footage of buildings • Driveways and access roads • Parking spaces and off-street loading areas 3. Full legal description of the property 4. An accurate certified survey showing: • Proposed use drawn to scale • Dimensions and square footages • Complete legal descriptions of all parcels	
	Cash fee: $200.00 Residential or $300.00 Non-Residential.	
	Public hearing notice fee: $75.00	
	Completed application form	
	Wetland report and fee (if applicable)	

ALL PLANNING & ZONING APPLICATION FEES ARE IN addition TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.

We would like to re-open a used car dealership at the property located at 300 Industrial Boulevard, Norwood Young America, MN 55397. Our business is called Rogomobiles and we were previously open in town at 520 N Reform St. from 2004 to 2006.

Our new location was previously known as the Dueber's Warehouse. The warehouse located with this property is currently leased to another tenant ad we will not have access to this space.

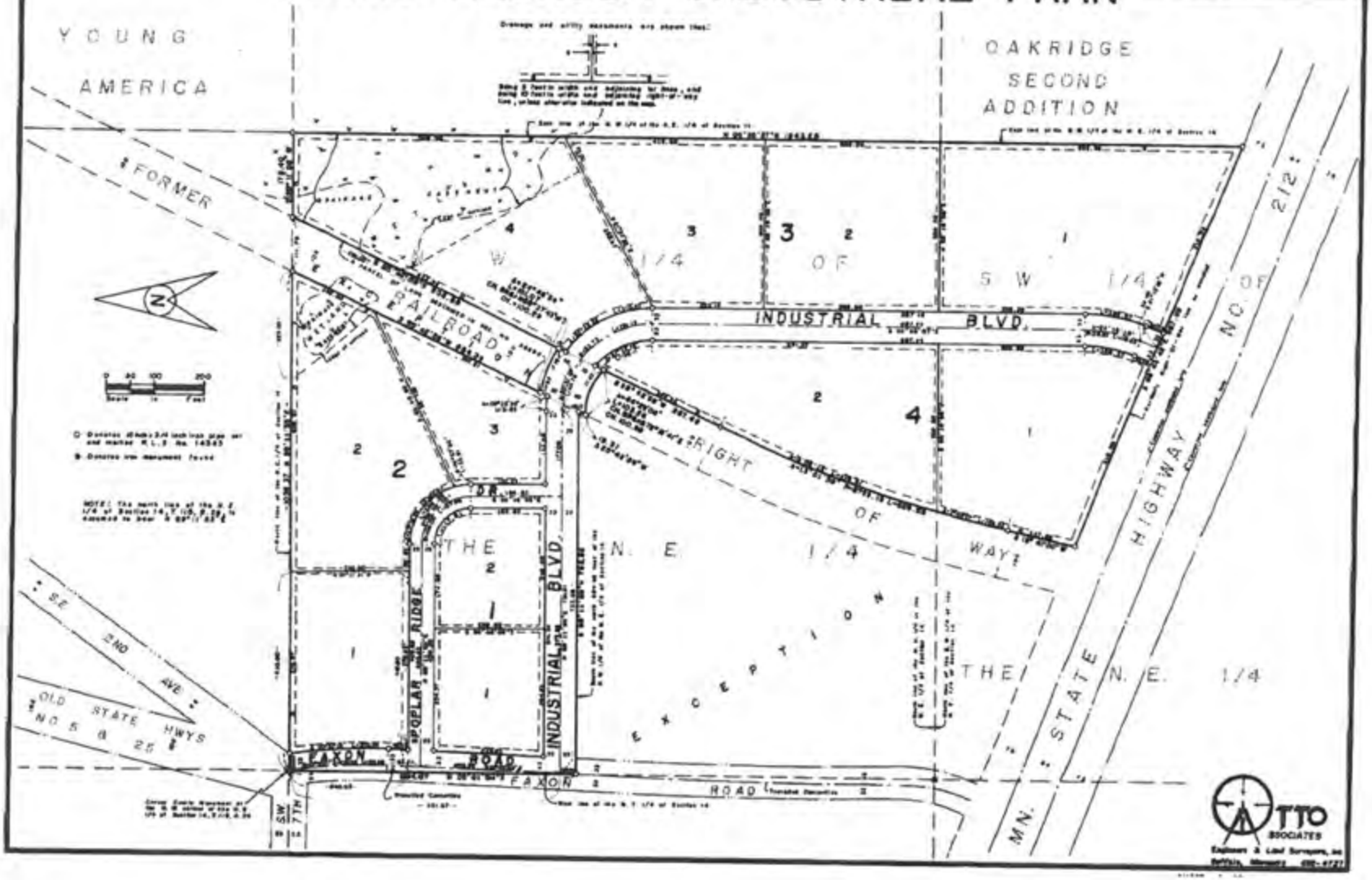
We will be leasing office space, 15 parking spaces for the display of vehicles and parking for customers. The 15 spaces will all be located away from the building with the customer parking left open nearest to the building. Each space will be a minimum of 9 feet in width and we expect to line the lot on the property.

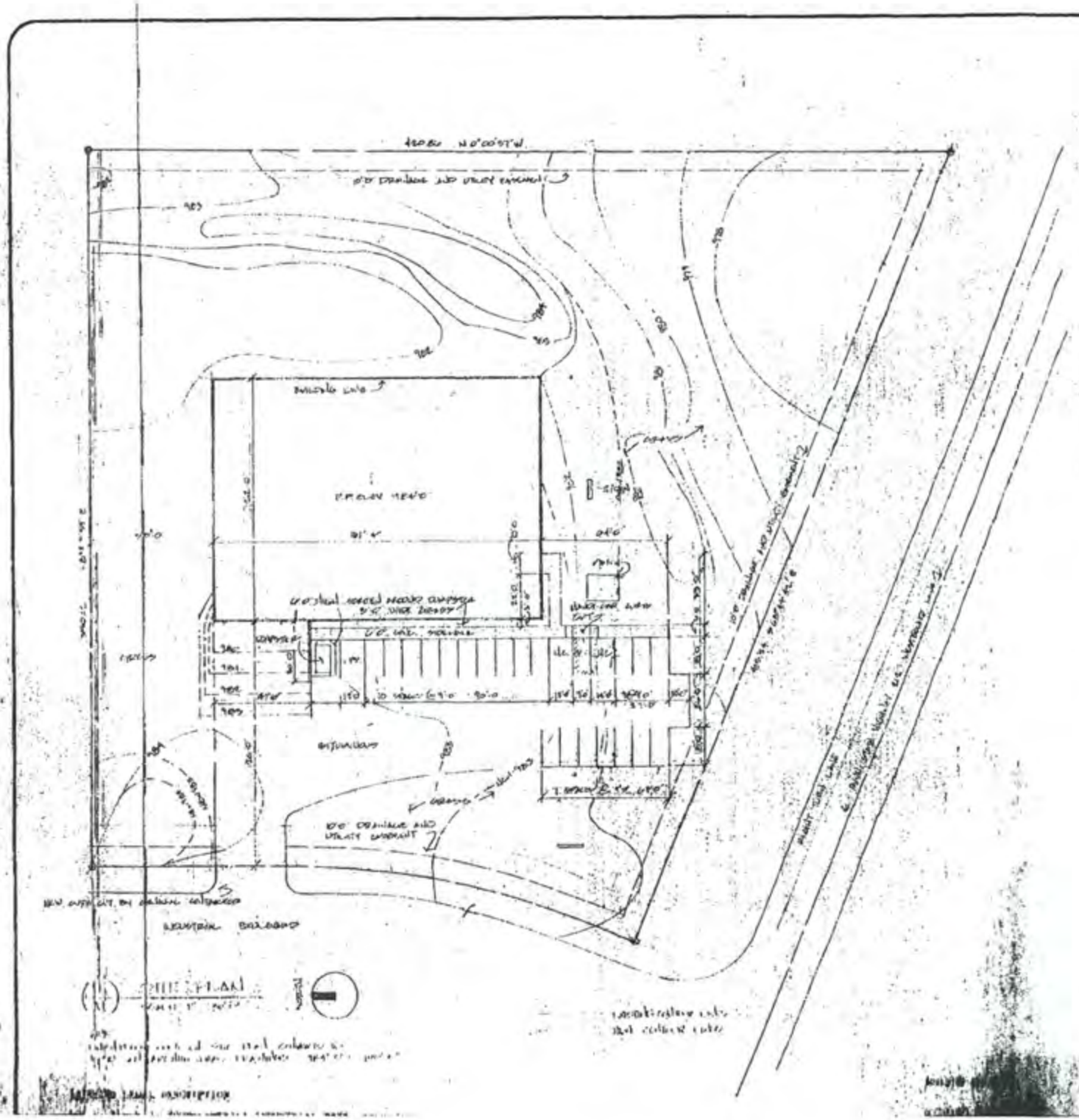
We will maintain regular business hours Monday through Saturday and be closed on Sundays as required by law. We must be licensed by the State and our application will require signoff by the City of Norwood Young America.

ORIGINAL PLAT

YOUNG AMERICA INDUSTRIAL PARK

PLAT FILE NO. 481
C.R. DOC. NO. 109014



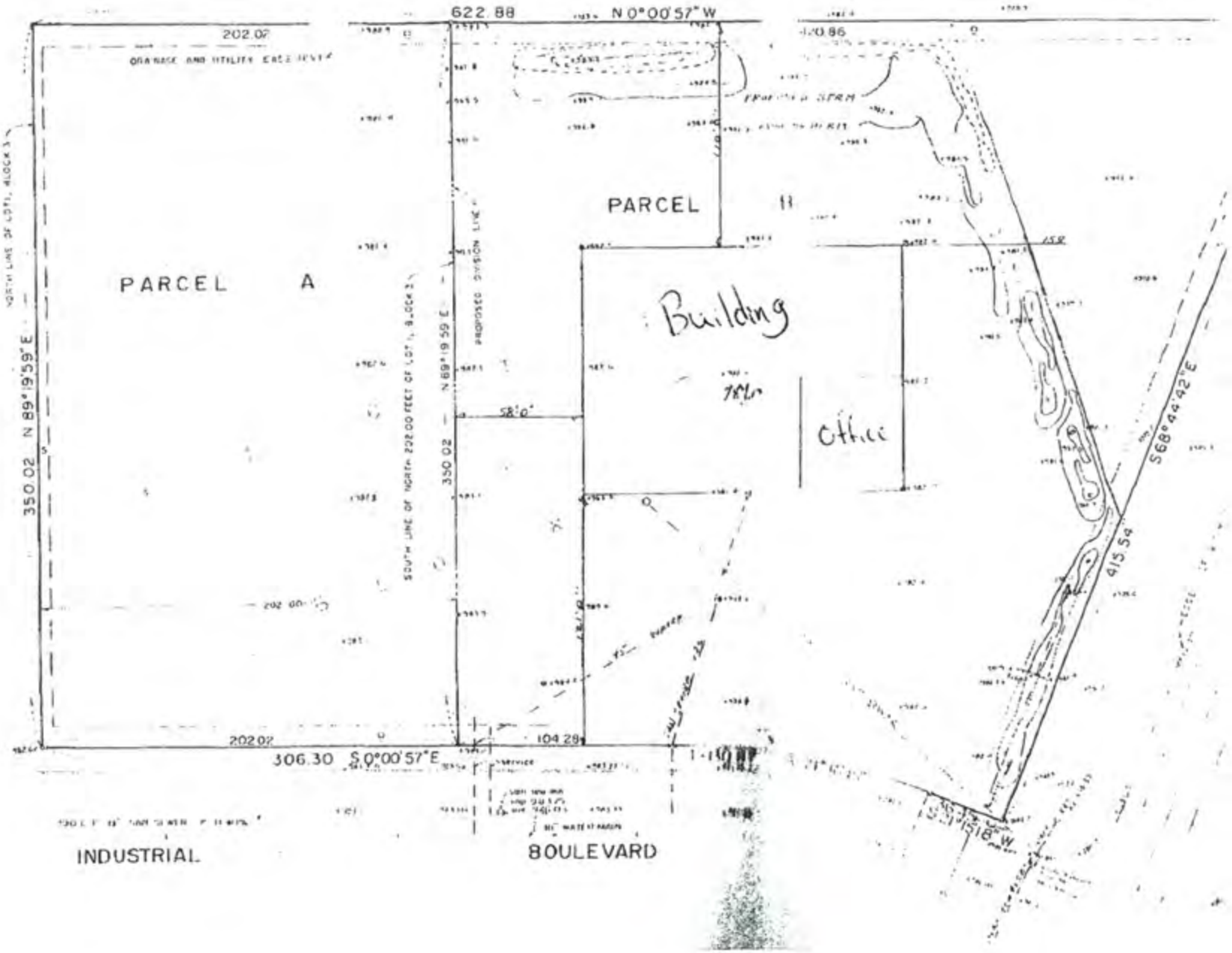


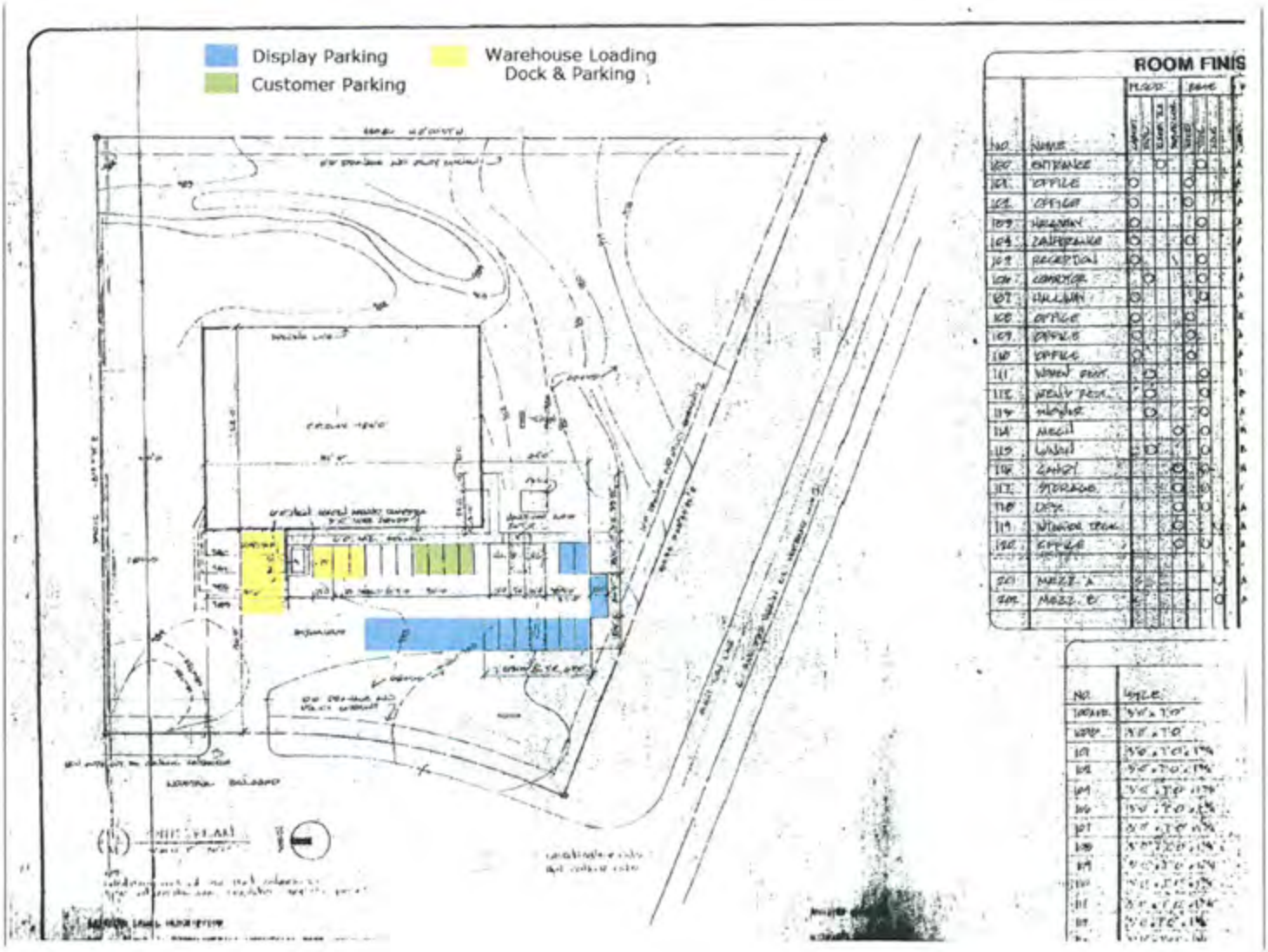
ROOM FINIS

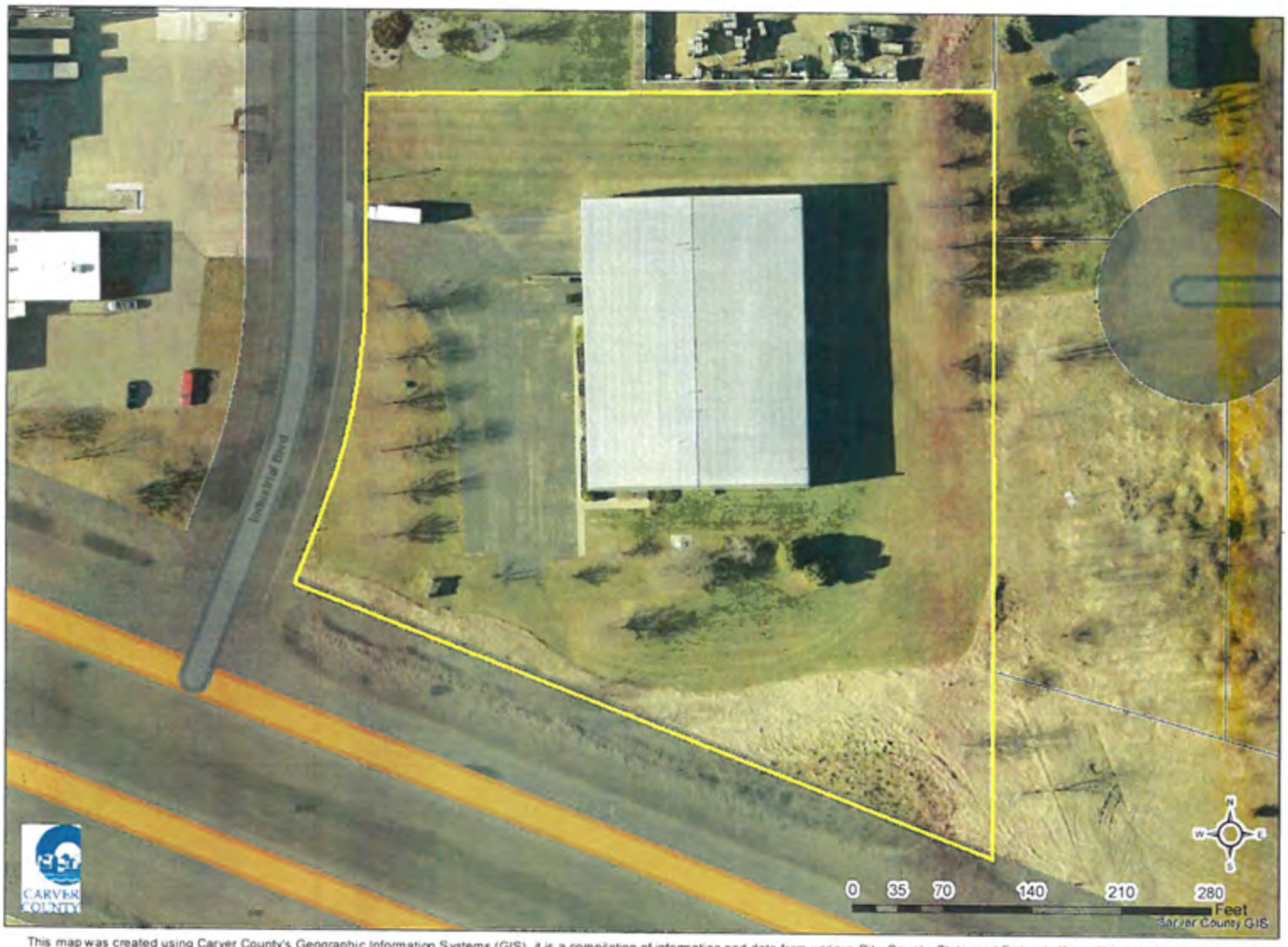
NO.	NAME	FLOOR: CARPET	FLOOR: VINYL	FLOOR: CERAMIC TILE	FLOOR: SEAMLESS CONC.	BASE: WOOD	BASE: TILE	BASE: VINYL	BASE: CONC.
100	ENTRANCE			O			O		
101	OFFICE	O				O			
102	OFFICE	O				O			
103	HALLWAY	O					O		
104	CONFERENCE	O				O			
105	RECEPTION	O			O		O		
106	CORRIDOR		O				O		
107	HALLWAY	O					O		
108	OFFICE	O				O			
109	OFFICE	O				O			
110	OFFICE	O				O			
111	WOMEN'S REST.		O				O		
112	MEN'S REST.		O				O		
113	SHOWER		O				O		
114	MECH				O		O		
115	LINEN		O				O		
116	JANITOR				O		O		
117	STORAGE				O		O		
118	DRY				O		O		
119	INTERIOR DECK				O			O	
120	OFFICE				O		O		
201	MEZZ. A							O	
202	MEZZ. B							O	

NO.	SIZE
100A/B	3'0" x 7'0"
100C	3'0" x 7'0"
101	3'0" x 7'0" x 1¾"
102	3'0" x 7'0" x 1¾"
104	3'0" x 7'0" x 1¾"
106	3'0" x 7'0" x 1¾"
107	3'0" x 7'0" x 1¾"
108	3'0" x 7'0" x 1¾"
109	3'0" x 7'0" x 1¾"
110	3'0" x 7'0" x 1¾"
111	3'0" x 7'0" x 1¾"
112	3'0" x 7'0" x 1¾"

Reduced Set - Scales are no




Display Parking
Customer Parking
Warehouse Loading
Dock & Parking
ROOM FINIS



This map was created using Carver County's Geographic Information Systems (GIS). It is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Map Date: 8/19/2015