



Norwood Young America Planning Commission
Tuesday, March 15, 2016
Norwood Young America City Council Chambers, 310 Elm St. W.
7:00 p.m.

AGENDA

- | | |
|--|---|
| Bill
Grundahl | 1. Call to Order
Pledge of Allegiance |
| Cassandra
Kemp | 2. Adoption of Agenda |
| JR
Hoernemann | 3. Approve Minutes – February 16, and March 8, 2016 meetings |
| Mark
Lagergren | 4. Parks & Recreation Commission Representative Appointment |
| Charlie
Storms | 5. Public Hearings |
| Craig
Heher
Council
Liaison | 6. Old Business
A. Vickerman Companies Warehouse Expansion Site Plan Review
B. Solar Energy Systems
C. Accessory Dwelling Units Survey Results |
| | 7. New Business
A. Highway 212 Corridor Feasibility Study |
| | 8. Commissioner's Reports |
| | 9. Adjourn |

UPCOMING EVENTS

March 28th 6:30 p.m. – City Council Meeting – PC Rep – Mark Lagergren
April 11th 6:30 p.m. – City Council Meeting – PC Rep – No one assigned
April 19th 7:00 p.m. – Planning Commission Regular Meeting
April 19th 5:30 p.m. – Parks & Recreation Commission Meeting
April 25th 6:30 p.m. – City Council Meeting – PC Rep – No one assigned

*Norwood Young America
Planning Commission Minutes
February 16, 2016*

Present: Commissioners Charlie Storms, Craig Heher, Cassandra Kemp, Mark Lagergren, and JR Hoernemann.

Absent: Bill Grundahl.

Public: Pat Voss, Stacy Horton, Adam Glander, Todd Miller, and Tim Drieier.

Staff: City Administrator Steve Helget and Planning Consultant Cynthia Smith Strack.

1. Call to Order

The meeting was called to order by Heher at 7:00 pm. All present stood for the Pledge of Allegiance.

2. Election of Officer

Prior to considering the agenda Chairperson Heher noted at the initial Planning Commission meeting each year officers are elected. A Chair, Vice Chair, and Secretary are to be nominated and elected.

Motion – Motion Lagergren, Second Kemp to nominate staff as PC Secretary. Motion carried 5:0.

Motion – Motion Hoernemann, Second Storms to nominate Bill Grundahl as PC Vice Chair. Motion carried 5:0.

Motion – Motion Kemp, Second Storms to nominate Heher as PC Chair. Motion carried 5:0.

3. Adoption of Agenda

Chairperson Heher introduced the agenda. Strack requested the addition of an item relating to solar energy systems.

Motion – Motion Lagergren, seconded by Storms, with all in favor to approve the agenda with the requested change. Motion approved 5-0.

4. Approval of Minutes from the Regular Meeting December 15, 2015

Heher introduced the minutes from the December 15, 2015 meeting.

Motion – Kemp to approve December 15, 2015 meeting minutes. Second by Lagergren. With all in favor the minutes were approved 5-0.

5. Public Hearings.

None.

6. Old Business

None.

7. New Business

A. The Quilting Grounds Accessible Ramp

Chairperson Heher introduced the agenda item. Strack noted a new business called “The Quilting Grounds” is occupying 224 Elm St. W. She referenced a site plan included in the PC packet that was submitted with a request for a building permit.

The plan sketch illustrates placement of an access ramp in the boulevard adjacent to Elm Street (CSAH 31). The ramp is proposed to be four (4) feet in width. The sidewalk is currently nine feet in width. Elm Street is under County jurisdiction but the City is able to provide input. Strack noted Americans with Disabilities Act ‘reasonable accommodation’ standards apply to handicap access ramp requests and public sidewalks.

Strack alluded to her understanding the EDC reviewed this concept and voiced concerns regarding integrity of the downtown area. She identified project representatives attending the PC meeting.

Pat Voss, Voss Construction spoke on behalf of the project. He explained the proposed orientation and intended style of the ramp to be sympathetic to railings on the City Hall and apartment structures. Storms inquired as to technical specifications.

Lagergren inquired as to what the PC’s role in the review was if the County had jurisdiction in the boulevard. Strack noted the County would accept input on the ramp from the PC.

Hoernemann asked what building code rules applied to the maximum rise/slope of the ramp. Vos replied a 1:12 slope was the maximum.

Storms clarified the structure would be slab on grade and inquired as to how structural integrity of the ramp was to be achieved. Vos noted plans were to pin the ramp to the stoop and provide insulation under the ramp.

Heher stated he didn’t have an issue with the ramp and that accessibility needed to be accommodated.

Lagergren concurred.

Kemp concurred.

Hoernemann requested Vos consider the drip line from the awning and where it would fall on the ramp, especially in icy situations.

A representative from the PC attends each Council meeting to observe. The PC member then typically reports back to the Commission as to what actions were taken by the Council.

Hallquist noted Kemp was not included on the draft schedule and that she and Hoernemann were assigned three months each. Hallquist offered to reach out to Kemp regarding attending meetings in May and December.

B. Solar Energy Systems

Chairperson Heher introduced the agenda item.

Strack said that since the beginning of the year the City has received two inquiries regarding solar energy systems. One a utility-scale solar farm as a principal use proposed within the City's urban growth boundary (and annexation area) and one an accessory use to an existing commercial use in the City limits.

Strack noted at this time the City's zoning ordinance doesn't specify solar energy systems as accessory or principal uses. As such they are prohibited. She said numerous cities and counties across Minnesota have incorporated solar energy authorizing language into codes authorizing the potential to access a clean and renewable energy resource.

Strack noted Todd Miller from Xtreme Electric was in the audience. Miller spoke about plans to add SES to his commercial property on Railroad Street. He would use energy generated and provide overflow to the grid. He is interested in a 20 KW system.

Lagergren inquired as to where the PC could start if they were supportive of SES. Strack noted the Council should likely be consulted prior to the PC expending time in drafting language. She stated the PC could consider SES as accessory and/or principal uses.

Kemp voiced support for allowing SES in certain circumstances.

Lagergren recommended the PC seek approval from the Council to draft language. He voiced support for SES in certain situations.

Heher inquired as to potential timeline for ordinance adoption. Strack noted three to six months. Heher concurred the issue should be brought to the Council for authorization at the next meeting.

C. Vickerman Companies Building Addition

Chairperson Heher introduced the agenda item. Strack noted the City has received preliminary plans for a 28,812 sf planned expansion at Vickerman Company, 665 Tacoma Boulevard.

Although an official application for site plan review has not yet been received the contractor is requesting information regarding:

1. The need to pave required parking versus leave it as greenspace. The plans show proof that parking is available at the site for all existing building square footage and the planned expansion. A variance is not needed as proof of parking is provided on the site plan. Staff and consultants have suggested an agreement allowing the parking lot to remain greenspace until a future date or time (i.e. until a point when employees and company vehicles exceed the volume of the existing 11 parking spaces, or until the occupancy changes e.g. from warehouse to office, etc).
2. In addition, the Developer would like to address the 'link' between buildings one and two. The City Administrator has verified the setback encroachment issue was previously addressed. At this time the Developer is representing the link would be removed in the event the property was sold or leased to a different entity. This item could also be addressed in an agreement.

Input on the content of a potential agreement was requested.

Storms inquired as to how many employees the company has currently. Helget noted during busy season up to 40. There are 32 spots by the first building and 11 by the second currently existing for employees.

Lagergren stated he was not opposed to allowing proof of parking area to remain unimproved provided a solid agreement was in place that would necessitate the improvement of the parking area if certain events occurred. Examples include additional employees, change of use of the building, or sale of the building.

Other Commissioners concurred.

Helget inquired about the link between building one and building two. The lot line issue was remedied but the current link did not meet building code standards. Helget suggested an agreement for parking could also address the link and a requirement to bring the link up to building code at the time the phase III expansion occurred. Helget noted the agreement could also require the link be removed if buildings one or two were sold.

The PC concurred.

D. Use of Former YA Building

Chairperson Heher introduced the agenda item.

Strack noted the former YA facility is being marketed for industrial use at this time. The former use of the building for processing/assembly was light industrial in nature. As such the facility has non-conforming rights which continue up to one year after the use ceases. Under nonconforming use standards the previous uses may continue to exist but cannot be expanded or intensified.

A potential heavy industrial use involving welding of metal wall curtains (9 ½' X 27') used in new construction of parking ramps, buildings, etc. is proposed. The use would be a tenant in a portion of the facility.

Strack noted City staff and consultants had discussed possible options. One idea is to allow buildings in excess of 100,000 sf in area to conduct heavy manufacturing activities in the C-2 District under an interim use permit.

Strack stated if the C-2 District is amended as stated above the proposed use would be able to occupy the building for heavy industrial purposes and new employment positions could be added to the community. An interim use permit would be required for outdoor storage and fencing.

Strack further noted if the C-2 District is amended as stated above there is a very real potential to have additional facilities exceeding 100,000 sf created within the C-2 District and used for heavy industrial purposes. There is also the potential to have increased truck traffic, noise, outdoor storage, and/or glare in a very visible corridor.

Kemp voiced concern for truck traffic and opined Faxon Road is already very busy.

Lagergren inquired as to what happens if the building is vacant for more than one year. Strack stated the building would lose non-conforming legal status.

Kemp opined wear and tear on City infrastructure could be associated with heavy industrial uses.

Hoernemann noted turn lanes were already in place in the vicinity. He also noted delivery trucks from Family Dollar were driving through the YA building parking lot to exit onto Morse Street even though they were not supposed to do that very thing.

Kemp stated light industrial at the site was acceptable to her.

Strack noted a heavy industrial use welding of large steel panels is a potential use.

Kemp inquired about fire suppression being needed. Helget noted in talking with the Building Official it is thought sprinkling would likely be needed for welding use. He further noted the investor who purchased the building did so with the intent of using it for light industrial or commercial purposes.

Kemp stated to her light industrial is not an issue, but heavy industrial is concerning.

Storms opined welding doesn't necessarily mean fires are more likely to occur. Kemp stated the welding use just didn't seem to fit. Storms opined light industrial could be more impactful than heavy industrial.

Helget noted the question should pertain to the best use of the building and not a particular use.

Lagergren confirmed the current zoning of the building is C-2 General Commercial.

Kemp referred to the definition of heavy industrial included in the zoning code.

Storms opined it could be possible to specify under interim use standards that flammable uses were not allowed.

Heher inquired as to what happens if a heavy industrial use occupied the site, would nonconforming status for light industrial cease? Strack confirmed that would be the case unless the code was amended to allow light industrial in C-2.

Heher asked PC members for their thoughts regarding heavy industrial at the site.

Kemp stated light industrial was acceptable to her but not heavy industrial.

Hoernemann stated he didn't have a problem with heavy industrial at the site.

Storms asked Helget if the owner would need to sprinkle the building. Helget noted it would depend on the use.

Lagergren opined the property was unusual in that it was neighboring a church, a public school, a bank, a grocery store, and residential dwellings were in close proximity. The area was very intensely developed and that led to a potentially messy, sticky situation.

Storms stated he sympathized with the new owner. He opined if the City refuses to consider heavy industrial at the site an injustice would occur.

Heher stated that when he thinks of heavy industrial he thinks of heavy metal stamping and similar things. Uses which can have impacts on areas outside of the property on which the use is occurring, in surrounding neighborhoods. He opined he is not necessarily opposed to the current use or what the use is. Outdoor storage visible from Highway 212, Faxon, Morse, and all sides could be concerning.

Lagergren stated light industrial use at the building was acceptable.

Helget asked for direction. He opined the new owner could attend a future meeting.

Lagergren agreed hearing from the new owner would be beneficial. He stated the subject parcel was a tough piece of property close to a public school, church, Highway 212, Family Dollar, and grocery store.

Heher suggested the PC have a conversation with the property owner.

The PC concurred.

E. One Hour Parking at Central School/Morse Street

Chairperson Heher introduced the agenda item. Strack stated Administrator Helget requested input from the PC on a request by Central Schools to limit on-street parking on the northwest side of Morse Street to a maximum of one hour between the hours of 7 a.m. and 4 p.m. She noted parking is currently restricted between 7 a.m. and 9 a.m.

Kemp inquired as to the extent of Morse Street to be impacted. Helget provided an overview.

Lagergren supported a one or two hour parking restriction on Morse by the school throughout the day.

Heher inquired any PC Members had concerns. Storms opined it made sense. The PC concurred.

F. Comprehensive Plan Overview

Chairperson Heher introduced the agenda item. Strack reviewed a presentation highlighting the Comprehensive plan.

G. 2016 Goals/Work Plan

Chairperson Heher introduced the agenda item. The Commission reviewed 2016 goals/work plan.

8. Commissioner's Reports

Hoernemann noted grand opening of The Haven is set for April 24th. A grant from MnDOT was secured to purchase a bus.

Lagergren said he attended the City Council meeting. Two new hires were made. There is also the potential for a tractor pull to occur in summer. Lagergren noted the PC is a member short due to Karen Hallquist's resignation.

Heher said the Park and Rec Committee was working on an outlot in The Preserve, attempting to define how the tax forfeited parcel would be used for park purposes. The PRC was also discussing what to do to remedy issues with the Pavilion. The PRC was penning a letter of support for military equipment display at Veteran's Park.

Helget stated the EDC meeting was rescheduled to February 24th.

9. Adjourn

Motion – Lagergren, seconded by Storms all in favor, the meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Steve Helget
Zoning Administrator

*Norwood Young America
Planning Commission Work Session Minutes
March 8, 2016*

Present: Commissioners Bill Grunhal, Charlie Storms, Craig Heher, Cassandra Kemp, Mark Lagergren, and JR Hoernemann.

Absent: None.

Public: Mayor Tina Diedrick, Storms Welding Owner Tom Janas, and YA Building Owner Joel Buttenhoff.

Staff: City Administrator Steve Helget and Planning Consultant Cynthia Smith Strack.

1. Call to Order

The meeting was called to order by Heher at 7:00 pm.

2. Adoption of Agenda

Chairperson Heher introduced the agenda.

Motion – Motion Lagergren, seconded by Kemp, with all in favor to approve the agenda with the requested change. Motion approved 6-0.

3. Old Business

A. Use of Former YA Building

Chairperson Heher introduced the agenda item.

Strack noted the PC discussed the concept of heavy industrial uses in the C-2 District at their February meeting. The PC talked about positive and potential negative implications of such activity in the C-2 General Commercial District. At the meeting the PC requested a meeting with the building owner and prospective tenant to better understand the request.

To those ends the work session was scheduled.

Heher introduced YA Building Owner Joel Buttenhoff and asked him to say a few things about the building. Buttenhoff explained he has been purchasing ‘fix-up’ industrial properties since the 1990’s and leasing them out for profit. He currently has about 1.5 million square feet of industrial space under contract or available for contract. He stated he has been working with Vos Construction on plans to re-face and repaint the exterior. He represented the building facelift would include quality materials.

Buttenhoff distributed an aerial image of the building illustrating sections of the building that could be separate leased industrial spaces each with individual loading docks. He noted up to five spaces including 20,000 to 25,000 sf could be individually leased.

He recounted some leads which have inquired about lease space, including Janas from Storms Welding.

Janas stated their use, if occupying the building, would likely require fire suppression.

Buttenhoff noted his typical tenants are distributors with temporary needs, a longterm prospective tenant like Janas was a bit unique. Buttenhoff requested input from the PC as to whether or not they were comfortable with the proposed use.

Heher stated his concern was the definition of heavy versus light industrial. Heavy industrial could have impacts that extend beyond the property on which the use is occurring.

Helget inquired of Buttenhoff how many tenants he was looking at for the building. Buttenhoff indicated up to five, but opined a single user occupying the entire space would be preferable.

Heher invited Janas to tell the PC about his proposed use of the building.

Janas noted they would be assembling larger metal panels from smaller metal panels. The assembly involved welding. He explained they would have smaller metal sections dropped off in the building, then weld the sections in the building, and load them directly onto semi-tractor trailers within the building and then send them off. Janas said they would also perhaps build truck bodies at the site. He initially indicated there may be some storage of truck bodies outside of the building during slow periods. He later recanted and noted outdoor storage may not occur.

Janas asked for clarification of the definition of heavy industrial.

Kemp read a definition from the zoning code and then alluded to standards contained in for conditional use permits for industrial uses. Kemp asked Janas to explain the welding process.

Heher asked Janas to explain Charlie Storms affiliation with him. Janas noted he purchased Storms Welding from Charlie and that Charlie was currently working for him.

Kemp stated the use proposed seemed much more like light industrial than heavy industrial. Hoernemann concurred.

Heher stated his initial concern was amending the code to allow heavy industrial uses opened up a myriad of possibilities for uses which could broadly impact adjacent

properties. He noted if the code was amended the change would apply to all instances of heavy industrial use, not just one in particular.

Grundahl asked Janas if ventilation was going to be required. Janas noted ventilation may be needed. Buttenhoff noted if ventilation was needed it would have to be done. Grundahl inquired as to whether or not Buttenhoff had considered how ventilation could impact co-tenants at the site. Janas explained ventilation wouldn't produce odor and particulate matter.

Grundahl asked Janas if at their currently location they open the doors during the summer. Janas confirmed that is the case. Grundahl stated he would be concerned opening doors at the YA Building would impact adjacent properties. Janas noted he would do what he needed to do to abide by the City's wishes.

Heher inquired as to whether Janas would be welding carbon steel or stainless. Janas stated nearly all carbon steel but could be some stainless.

Hoernemann asked where exhaust goes when it leaves the building. Janas stated fumes are not an issue and odor is not an issue. He stated his employees park under exhaust system at his current location in Cologne.

Grundahl inquired as to whether or not outdoor storage would occur. Janas stated his business is custom manufacturing. When a product is made it is immediately out the door to the customer. Grundahl noted the Cologne location has outdoor storage. Janas stated the type of use in NYA would be different than that in Cologne, specifically agricultural machinery would not be brought to NYA building.

Lagergren inquired as to whether or not Janas could see outdoor storage in the future at some point. Janas noted that could be a possibility if he was to grow his company. At this point he didn't see a need and he wanted to work with the City to do what he needed to do to locate in NYA.

Lagergren inquired as to whether or not the Commission was talking about rezoning of property. Strack noted if the use was determined to be heavy industrial in nature then thought was to amend the C-2 to allow limited heavy industrial in certain situations under an interim use permit.

Buttenhoff noted the nature of his business were clients looking for immediate occupancy. He implored the PC to reduce barriers to occupancy.

Kemp noted she did not support a CUP for heavy industrial but could support heavy industrial under IUP. She stated the proposed use seemed to be light industrial and not heavy industrial in nature.

Mayor Diedrick stated the PC had previously updated the Downtown district language to allow limited small manufacturing activities. She inquired as to whether the PC wanted

more vacant buildings or more jobs. She suggested reducing barriers to getting businesses established. She suggested a mixed use zoning classification.

Heher stated the YA building was a unique situation and pre-dated the current code. Heher noted he believed the proposed use was light industrial in nature. Lagergren and Grundahl concurred.

Helget inquired as to whether or not light and heavy industrial needed to be further defined. Strack noted building status was existing legal non-conforming with regard to light industrial applications.

The Commission discussed how to process the current request and how to better define light and heavy industrial uses.

The Commission will request the City Attorney provide advice on how to proceed with the consideration of the proposed use as a light industrial use that is not very different from what has been and is occurring on site. They noted the use will not involve outdoor storage initially, nor impact adjacent properties in terms of odor, glare, noise, or vibration. There won't be heavy material presses used and the workers are not required to wear ear protection indoors. Loading/unloading will be done within the building. Ventilation if needed will not involve particulate matter being dispersed outdoors.

In the future the Commission will attempt to better define light industrial and heavy industrial uses.

4. Commissioner Reports

None.

5. Adjourn

Motion – Lagergren, seconded by Storms all in favor, the meeting was adjourned at 8:06 p.m.

Respectfully submitted,

Steve Helget
Zoning Administrator



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Strack Consulting, LLC

Date: March 15, 2016

Re: Vickerman Warehouse Expansion Site Plan Review

Applicant: Nick Jeurissen (Greystone Construction) on behalf of Vickerman Company

Property Owner: PAR Real Estate LLC; Randy Schuster

Subject Property Address: 675 Tacoma Blvd

Property ID: 587510010; Lot 1, Block 1 Tacoma West Industrial Park 2nd Addition

Zoning Class: I-1 Light Industrial

Request: Site Plan Approval

Representative: Nick Jeurissen – Greystone Construction

Attachments: Site Plan
Site Map
Memo from City Engineer dated March 8, 2016
Email from Fire Chief
Draft agreement

BACKGROUND

Vickerman Company has submitted plans for a 28,812 sf (105' 8" X 272' 8") addition to an existing structure at 675 Tacoma Blvd.

Section 1210.08, Subd. 2 of the City Code requires site plan review/approval for any proposed building or expansion of existing structures, unless they are agricultural or single or two-family residential uses. Such review requires staff, Planning Commission, and City Council consideration.

ZONING REGULATIONS

District and Use:

The property is zoned I-1 Light Industrial District. The use is permitted within the subject district. Surrounding locale is a mix of industrial and public (tower) property. The subject parcel abuts and is accessed by Tacoma Boulevard.

Site Plan Review:

Lot performance, building setback, building height, and lighting standards appear to have been met.

Conditions

Parking: Agreement recommended

The plans show proof that parking is available at the site for all existing building square footage and the planned expansion. A variance is not needed as proof of parking is provided on the site plan. Due to lack of demand for parking (existing spaces more than adequate for number of employees) at this time, the Applicant is requesting the area set aside for parking remain as greenspace until some point in the future when additional parking is needed. Staff and consultants have suggested an agreement allowing the parking lot to remain greenspace until a future date or time (i.e. until a point when employees and company vehicles exceed the volume of the existing parking spaces, or until the occupancy changes e.g. from warehouse to office, etc).

Landscaping: 29 additional trees needed

Section 1255.05 of the Code establishes landscape requirements for expansions of non-residential uses. The Code requires a minimum of one (1), or one (1) tree per 1000 square feet of gross expanded building area. . The applicable section requires one tree for every 1,000 square feet of additional gross building footprint, rounded to the next whole number. The requirement translates to a total of 29 trees for the proposed project. Planted trees must be a minimum of two and one-half caliper inches for deciduous trees or six feet in height for coniferous trees. Types of tree species allowed are listed on the City’s landscaping list.

The site plan does not illustrate additional trees. It is recommended site plan approval be contingent on 29 trees being added to the site.

Signage: Individual Permit Required.

Any additional signage, if contemplated, shall require a separate permit and is subject to Section 1260 (Signs) of the City Code.

Link between buildings:

The site plan illustrates a link between buildings one and two on the site will be resigned as part of the expansion. The City has previously indicated if the buildings are to be sold separately in the future the link shall be removed. Memorializing the intended requirement in an agreement may be in order.

ADDITIONAL DEPARTMENT/AGENCY COMMENTS

Public Works: The plans have been forwarded to the Public Works Director Brent Aretz for review and comment. Mr. Aretz has reviewed the plans for demolition and construction and finds no issues.

Public Utilities: The plans have been forwarded to the Public Utilities Department for review and comment.

Fire Department: The plans have been forwarded to the Fire Chief Steve Zumberge for review and comment. Any/all comments from the Fire Chief are hereby incorporated by reference.

City Engineer: The City Engineer is in the process of reviewing plans and preparing a review letter. All comments contained in the forthcoming memo to City Administrator Steve Helget are hereby incorporated by reference.

RECOMMENDATION

After review and discussion, the Planning Commission may consider a MOTION to recommend approval or denial of the site plan to the City Council.

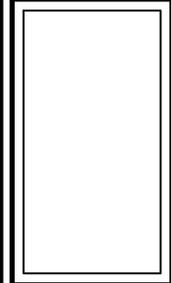
If the Planning Commission recommends denial of the site plan appropriate findings of fact shall be issued.

If the Planning Commission recommends approval of the site plan the following conditions are recommended:

1. Submittal of a revised set of plans illustrating compliance with required conditions of approval.
2. Compliance with all standards required and as set forth within the memo from Consulting Planner, Cynthia Smith Strack, dated March 15, 2016.
3. Compliance with all recommendations as set forth within the memo from John Swanson, Bolton-Menk (City Engineer) dated March 8, 2016.
4. Execution of an agreement between the Applicant/Property Owner and the City regarding timing of construction/improvement of parking lot and removal of the link in the event the buildings are sold separately.
5. Installation of 29 additional trees on site.
6. All signage shall require submittal of a sign permit application and approval by the Zoning Administrator and/or Building Official.
7. Building permits shall be required prior to any building construction or improvements on the property.
8. This approval is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
9. This approval shall expire one year after date of approval unless the Applicants have commenced construction of the Use on the Property.
10. Approval of this site plan does not approve any future expansion or associated improvements on-site.
11. Any modifications not defined as "minor" pursuant to Section 1210.08, Subd. 4, shall require separate site plan approval.

ACTION

This item is for discussion and action. A MOTION to approve/deny site plan is in order.



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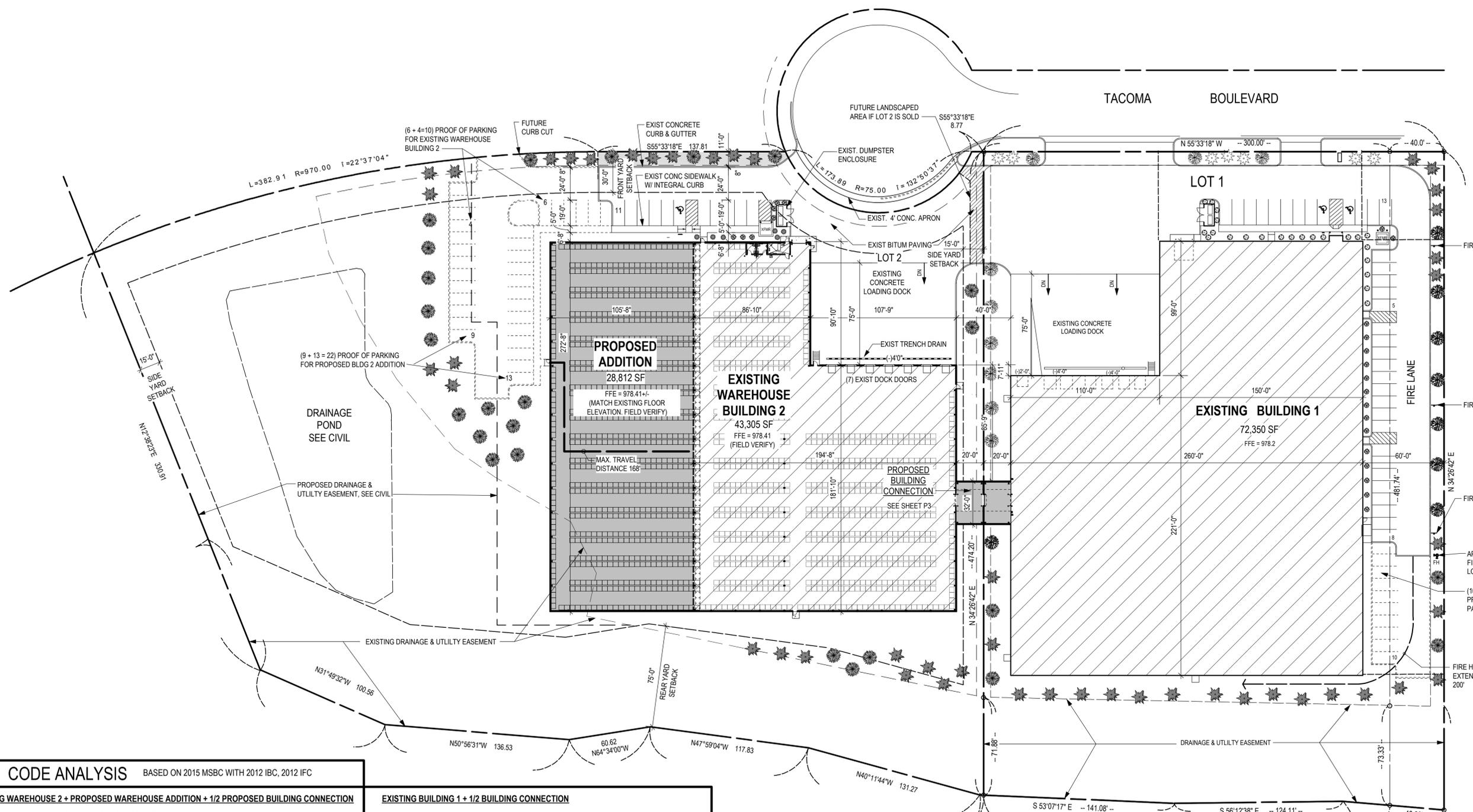
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888.742.6837 | www.greystoneconstruction.com



A WAREHOUSE 2 ADDITION FOR:
VICKERMAN COMPANY
 665 TACOMA BOULEVARD
 NORWOOD YOUNG AMERICA, MN

Revisions	
Drawn	C.A.W.
Checked	L.M.
Date	3-01-16
Job Number	1555
Sheet	P1



CODE ANALYSIS BASED ON 2015 MSBC WITH 2012 IBC, 2012 IFC

EXISTING WAREHOUSE 2 + PROPOSED WAREHOUSE ADDITION + 1/2 PROPOSED BUILDING CONNECTION			
OCCUPANCY TYPE:	S1	STORAGE, MODERATE HAZARD	
	B	OFFICE - (ACCESSORY USE, LESS THAN 10% OF AREA)	
CONSTRUCTION TYPE:	IIB		
SPRINKLED:	YES, WITH ESFR SYSTEM		
BUILDING AREA:	EXIST BUILDING 2:	43,305 S.F.	
	PROPOSED ADDN BLDG 2:	28,812 S.F.	
	PROPOSED 1/2 BLDG CONN ADDN:	640 S.F.	
	TOTAL BUILDING 2:	72,757 S.F.	
ALLOWABLE AREA OF BUILDING 2	S1 = 17,500 SF		
	I1 = $[806/826 - 0.25] 28/30 = 0.67$		
	Aa = $[17,500 * (17,500 X 0.67) + (17,500 X 3)] = 81,725 SF$		
OCCUPANT LOAD:	EXISTING BUILDING 2 WAREHOUSE:	43,305 SF / 500 SF PER OCC. =	86.6 OCCS.
	PROPOSED ADDN BLDG 2 WHSE:	28,812 SF / 500 SF PER OCC. =	57.6 OCCS.
	PROPOSED 1/2 BLDG CONN ADDN:	640 SF / 500 SF PER OCC. =	1.3 OCCS.
	TOTAL BUILDING 2 AREA:	72,717 SF	145.5 OCCS.
EXITING BUILDING 2:	2 EXITS REQUIRED; 6 EXITS PROVIDED		
	MAXIMUM TRAVEL DISTANCE ALLOWED:	250'; ACTUAL: 168'	
PLUMBING FIXTURE REQUIREMENTS - BUILDING 2:	WAREHOUSE: 144.2 OCCS. / 2 = 72.1 MALE & 72.1 FEMALE OCCUPANTS		
	WC: 72.1 OCC. / 100 = 72 = 1 WC REQUIRED MALE & FEMALE		
	LAV: 72.1 OCC. / 100 = 72 = 1 LAV REQUIRED MALE & FEMALE		
	1 WC & 1 LAV PROVIDED MALE & FEMALE		
	HIGH-LOW EVC PROVIDED		
	FLOOR SINK PROVIDED		

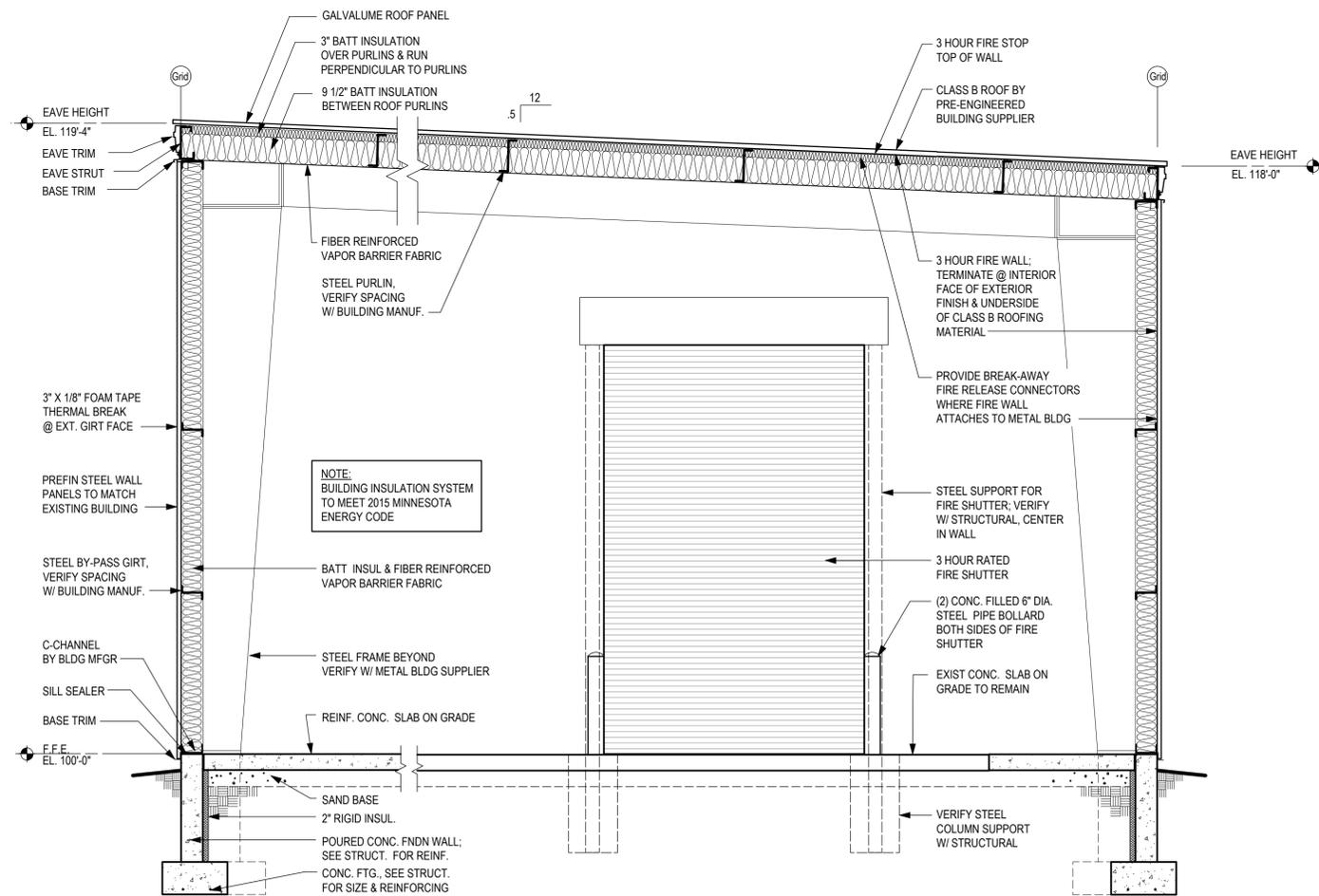
EXISTING BUILDING 1 + 1/2 BUILDING CONNECTION			
OCCUPANCY TYPE:	S1	STORAGE, MODERATE HAZARD	
	B	OFFICE - (ACCESSORY USE, LESS THAN 10% OF AREA)	
CONSTRUCTION TYPE:	IIB		
SPRINKLED:	YES, WITH ESFR SYSTEM		
BUILDING AREA:	EXISTING BUILDING (MAIN FLOOR):	72,350 S.F.	
	PROPOSED 1/2 CONNECTION ADDITION:	640 S.F.	
	TOTAL:	72,990 S.F.	
ALLOWABLE AREA PER TABLE 503:	17,500 SF, 3 STORIES, 55' HIGH		
AREA INCREASE:	FRONTAGE If = $[100'/100 - 0.25] x 60'/30 = 1.5$		
	* 100% HAS 20'-0" SETBACK		
	** 506.2.1 EXCEPTION, BUILDING MEETS ALL REQUIREMENTS FOR 507		
	Aa = $[17,500 + (17,500 X 1.5) + (17,500 X 2)] =$		
	17,500 + 26,250 + 35,000 = 78,750 SF		
EXITING:	MAXIMUM TRAVEL DISTANCE ALLOWED:	250'-0"	
	MAXIMUM TRAVEL DISTANCE:	232'-0"	
OCCUPANT LOAD:	OFFICE:	1,923 SF / 100 SF PER OCC. =	19.23 OCCS.
	WAREHOUSE:	70,427 SF (EXIST. BLDG. 1 MAIN FLOOR)	
		1,680 SF (EXIST. BLDG. 1 SECOND FLOOR)	
		640 SF (1/2 PROPOSED BLDG. CONN ADDN)	
		72,747 SF / 500 SF PER OCC. =	145.5 OCCS.
	TOTAL OCCUPANTS:	164.73 =	165 OCCUPANTS

1 SITE PLAN
 SCALE: 1" = 40'-0"

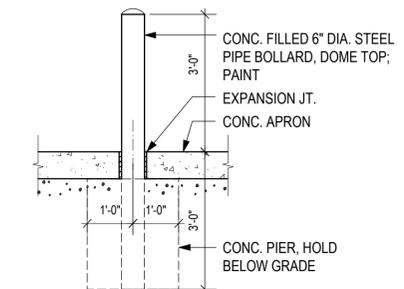
ZONED: I-1 LIGHT INDUSTRIAL

LOT COVERAGE:
 LOT AREA: 244,890 SF = 5.6 ACRES
 LOT COVERAGE IMPERVIOUS SURFACES: 66,467 SF = 27%
 LOT COVERAGE IMPERVIOUS SURFACES (INCLUDING PROPOSED): 117,300 SF = 48%

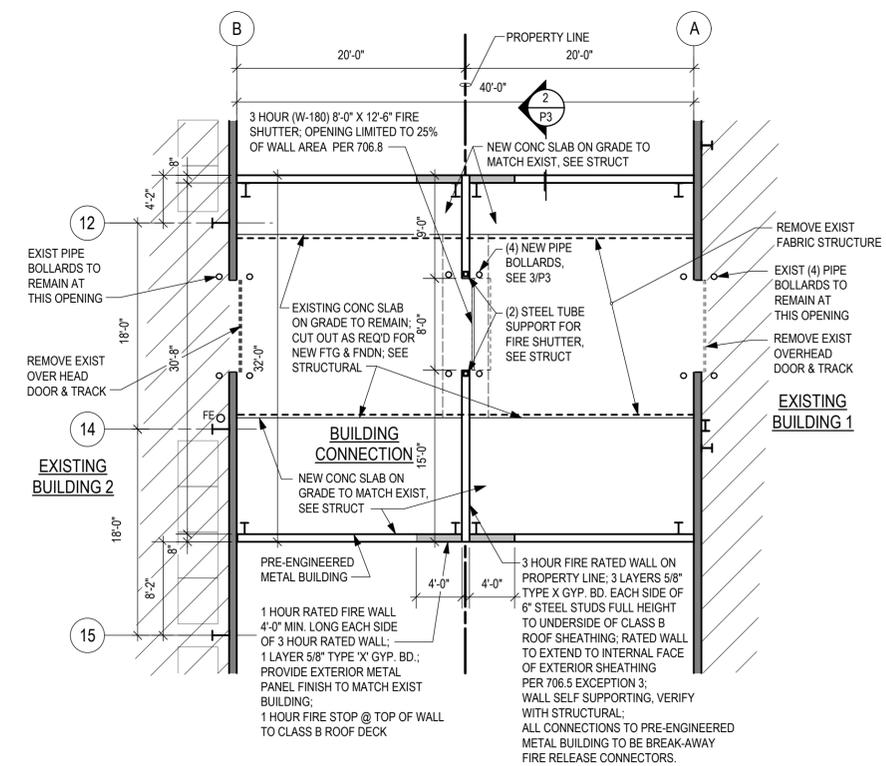




2 SECTION THRU BUILDING CONNECTION
 Scale: 3/8" = 1'-0"

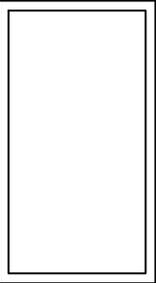


3 PIPE BOLLARD
 SCALE: 1/2" = 1'-0"



1 ENLARGED FLOOR PLAN BUILDING CONNECTION
 SCALE: 1/8" = 1'-0"

Linner Morschen Architects
 1000 Morgan Avenue S
 Minneapolis, MN 55406
 PHONE: (612) 884-6455



North Dakota Office
 20 W. 3rd Street, Suite 225
 Bismarck, ND 58501
 Phone: (701) 438-9393
 Fax: (701) 216-6465

Corporate Headquarters
 500 S. Marshall Road, Suite 300
 Bismarck, ND 58503
 Phone: (701) 438-9393
 Fax: (701) 465-5191

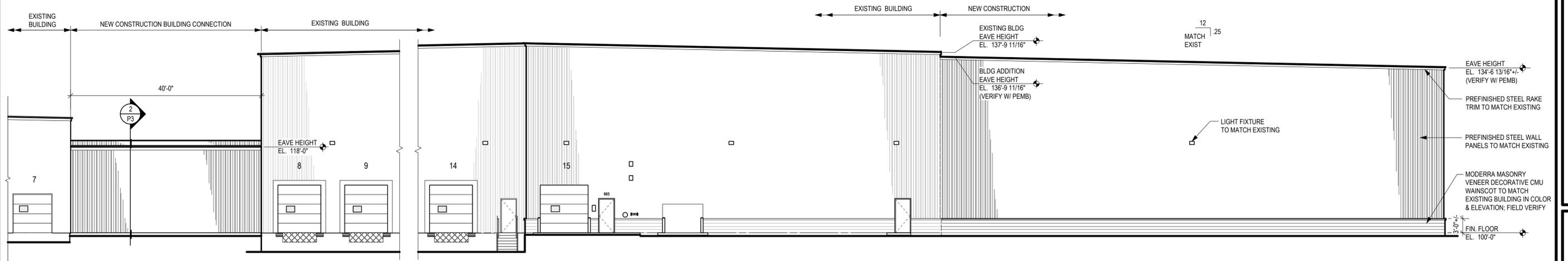
888.742.6837 | www.greystoneconstruction.com

GREYSTONE CONSTRUCTION

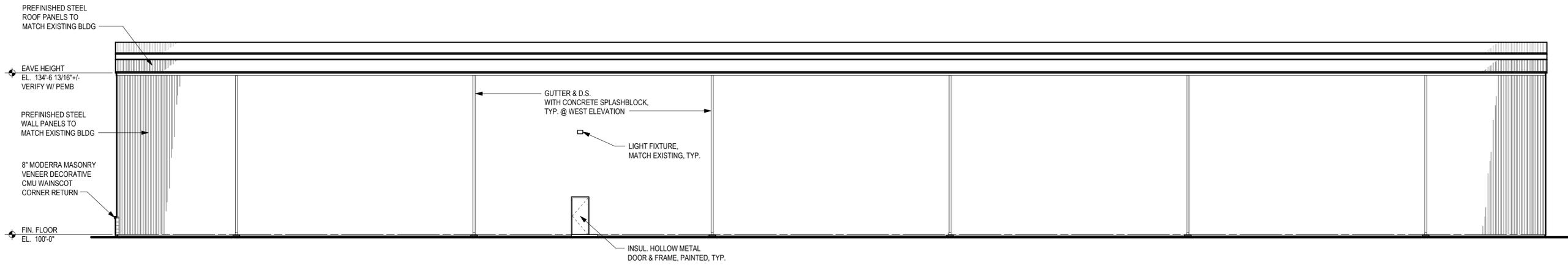
A WAREHOUSE 2 ADDITION FOR:
VICKERMAN COMPANY
 665 TACOMA BOULEVARD
 NORWOOD YOUNG AMERICA, MN

Revisions	
Drawn	C.A.W.
Checked	L.M.
Date	3-01-16
Job Number	1555
Sheet	

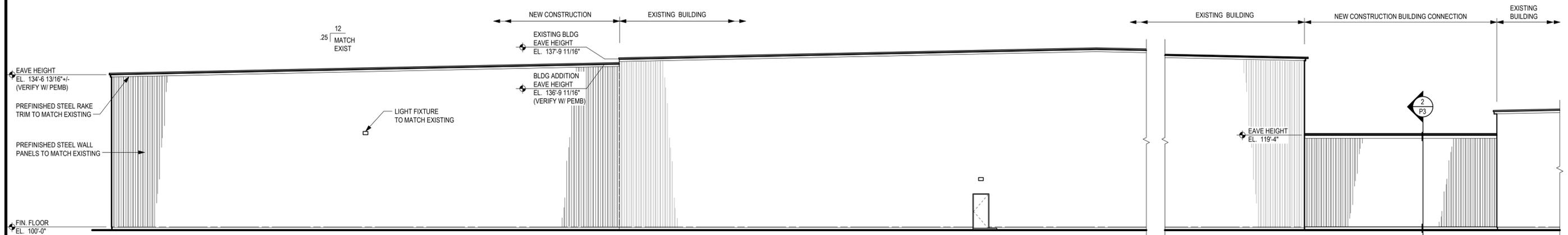
P3



1 NORTH ELEVATION
SCALE : 3/32" = 1'-0"

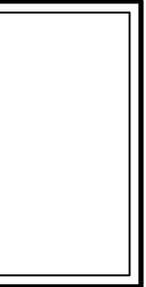


2 WEST ELEVATION
SCALE : 3/32" = 1'-0"



3 SOUTH ELEVATION
SCALE : 3/32" = 1'-0"

Linner Morschen Architects
10100 Morgan Avenue S
PHOENIX, AZ 85045
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1A WAREHOUSE 2 ADDITION FOR:
VICKERMAN COMPANY
665 TACOMA BOULEVARD
NORWOOD YOUNG AMERICA, MN

Revisions
Drawn C.A.W.
Checked L.M.
Date 3-01-16
Job Number 1555
Sheet



Approximate
addition area



Carver County GIS

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: 3/6/2016



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172
Phone (952) 448-8838 • Fax (952) 448-8805
www.bolton-menk.com

3/8/16

City of Norwood Young America
Attn: Steve Helget
310 W. Elm St.
P.O. Box 59
Norwood Young America, MN 55368

RE: Vickerman Company Warehouse Expansion
Preliminary Plan Review
Project No.: C12111314

Dear Mr. Helget:

Pursuant to your request, we have completed an engineering review for the proposed building addition at Vickerman Company located in the Tacoma West Industrial Park. Our review is based on plans prepared by Sunde Engineering, PLLC bearing the general title "Vickerman Company", including sheets C1 through C4, dated 2/26/16.

The comments from our previous review letter dated 2/10/16 have been addressed with the exception of the following. We offer the following unaddressed and additional comments and recommendations for your consideration:

General:

- 1) Our review assumes that storm sewer, ponding, and water facilities will be owned and operated by the City. Should this assumption be incorrect, additional review comments may be appropriate.
- 2) Copies of all permits and approvals shall be submitted for the project files, prior to commencing construction.
- 3) It appears there is an error in the datum used for the plans relative to the datum used for the industrial park project. It appears there are elevations shown on the plans that differ from the industrial park datum by approximately 0.2' to 0.5'. The datum used and elevations shown on the plan should be verified that they are in compliance with that of the original industrial park for project records consistency.
- 4) Revised plans and information shall be submitted for review, and the project records as noted herein.

H:\NOYA\C12111314\Comes\C_To Others\Plan Review Letter 3-8-16.docx

DESIGNING FOR A BETTER TOMORROW
Bolton & Menk is an equal opportunity employer



Ponding:

- 1) It appears the proposed pond volume is equal to or greater than the existing pond volume. As such, it is anticipated the HWL of the pond will not change significantly. The proposed pond appears to be acceptable from an engineering perspective.
- 2) Temporary sediment protection shall be provided at the pond outlet structure at both the inlet pipe and the overflow casting. Sediment protection may include but is not limited to perforated riser pipe with filter rock, etc. The temporary sediment protection shall be removed after pond grading and pond slope restoration is completed per CCWMO requirements. In addition, details for the temporary sedimentation BMPs shall be included in the plans, and the construction sequencing for such shall be included in the plans and SWPPP.
- 3) It appears the proposed drain tile in the infiltration basin needs to be extended into the northern basin area. In addition, the need for drain tile cleanouts should be evaluated per CCWMO requirements, and the appropriate notations and details for such should be included on the plans.

Storm Sewer:

- 1) The catch basin detail shown on the plan is not relative to the proposed storm sewer improvements. Appropriate storm sewer structure details, in compliance with City standards shall be shown on the plan. City standard details are available from our office upon request.
- 2) Note #10 on Sheet C2 appears to be not relative to the proposed improvements. It is recommended the note be deleted or revised.

SWPPP:

- 1) The Contact Information table should be completed prior to commencing construction.
- 2) The Area Tabulation and Quantity tables should be completed.
- 3) Concrete washout locations should be shown on the plans or submitted prior to construction for review.
- 4) Erosion Control Blanket and Turf Reinforcement Mat details should be shown on the plans.



Hydrant Lead Installation:

The plans propose the addition of a hydrant lead and new hydrant along the east side of the existing building, as noted in our letter dated 2/10/16. We have reviewed the proposed hydrant lead, and discussed the matter with City staff and the Fire Chief. The attached sketch (Figure No. 1) illustrates the location of the hydrant leads discussed herein. We offer the following findings, comments and recommendations regarding the subject hydrant and lead:

- 1) It is our understanding that the reason for the hydrant lead extension to the south side of the buildings is because the 2 existing buildings will be connected together, so access between buildings will be lost.
- 2) It is our understanding the Fire Department wants a hydrant located on the south side of the building that they have access to with pumper trucks and hoses to be able to fight a fire from the south side of the building.
- 3) It is our understanding the Fire Chief has indicated that the location of the hydrant is irrelevant to fire protection needs, whether it be on the east side of the existing building or on the west side of the proposed building.
- 4) The proposed hydrant location along the east side of the existing building requires the following:
 - a. Excavation of Tacoma Blvd.
 - b. Tacoma Blvd is a truck route that consists of 5.5" of bituminous and 14" of aggregate base.
 - c. The location of the proposed hydrant lead will significantly impact, and essentially eliminate access to both the Vickerman property and Waconia Manufacturing property during construction of the hydrant lead. Which in turn may require utility work at night and hours when both businesses are closed.
 - d. Existing utilities in the proposed location are relatively deep, thus increasing excavation efforts, and the potential for long term settlements, which in turn result in future City long term maintenance costs.
 - e. The proposed location is west of the existing D/U easement along the east property line. In addition, this location will require removal and restoration of part of the exiting east side parking lot. Considering this, the proposed alignment should be moved east onto the undeveloped lot, and would require platting additional D/U easement on the undeveloped lot.
 - f. All of the above significantly increases the cost of the proposed hydrant and lead.



- 5) It is recommended the hydrant and lead be installed on the west side of the building expansion with the proposed building addition project, as follows:
 - a. It is recommended the proposed hydrant lead be installed approximately 40 feet west of the westerly building expansion wall, parallel to the building line, and extended from the existing watermain, south to 10 feet north of the proposed storm sewer.
 - b. The fire protection provided to the Vickerman site is the same in either location.
 - c. This location does not require excavation and restoration of Tacoma Blvd, which in turn saves considerable cost, and eliminates concerns of potential long term settlement and maintenance costs in the future for the City. In addition, this location eliminates the access issues associated with the Vickerman and Waconia Manufacturing properties during construction, and associated costs.
 - d. Most of the existing surface in the lead area will be disturbed already due to the proposed building improvements, so there are no additional restoration costs.
 - e. This location allows easier access to the hydrant and more separation from the building than the east side, in the event of a fire.
 - f. The currently proposed D/U easement should be revised to be located 10' east, and parallel to the hydrant lead. Doing so will encumber the lead within the easement, and may also be adequate for sludge disposal access.
- 6) The plans shall be revised to include a profile of the hydrant lead to define connection to the existing watermain, crossing over the existing forcemain, and crossing under the existing storm sewer, etc.
- 7) Acceptable pipe materials include DIP CL 52 and C900 PVC DR 25. All fittings shall be DIP epoxy coated in accordance with City Standards. Fitting bolts shall be Cor Blu T-Bolts, or equal.
- 8) Hydrant and gate valves shall be in accordance with city standards. Details shall be shown on the plan. All exposed bolts shall be 304 stainless steel. City Standard details are available from our office.
- 9) It is recommended the hydrant and lead be installed as part of the building expansion project to maintain all warranties under a single contract, and efficiency of scheduling, etc.
- 10) Future fire protection needs for any proposed development of the lot to the east can be dealt with at the time the lot is developed.
- 11) The Fire Chief should review the revised plans.



- 12) Our understanding is there may have been some discussions in the past regarding the hydrant lead construction and potential cost sharing scenarios. We were not party to any of those discussions. As such we are unable to provide any comment on it.

Sludge Disposal Access:

It is our understanding that the City has been crossing the subject property as part of the annual sludge disposal process as discussed in our memo dated 2/16/16. In summary we recommend the following:

- 1) Acquire D/U easements and / or an access agreement in order to continue current sludge disposal activities, on an annual basis. As noted above the recommended hydrant lead and associated D/U easement revision is likely adequate to allow sludge disposal access.
- 2) Public Utilities should review the revised plans and easement with regard to sludge disposal accessibility requirements.
- 3) Installation of a buried pipe for sludge disposal purposes is not recommended as discussed in our memo noted above, as follows:
 - a. Disposal site was included in a previous preliminary plat / concept plan, and is likely to be developed in the relatively near future.
 - b. Disposal site acceptability changes frequently due to several reasons, including but not limited to, the property owner no longer wants the sludge, change of land use, soil testing indicates the area is at current limits for nutrient loading, etc.

Drainage and Utility (D/U) Easement:

- 1) The proposed improvements will require the vacation of all or part of the existing D/U easement, and the filing of a new D/U around the pond, infiltration basin, recommended hydrant lead, 18" storm sewer along the south side of the building, and sludge disposal access, as noted herein and in our previous letters.
- 2) Revised easement descriptions, plats, site plans, etc. shall be filed and recorded and submitted for the project records.



City of Norwood Young America

3/8/16

Page 6

This concludes our review of the submitted plans. The proposed project appears to be generally acceptable from an engineering perspective, contingent upon resolution of the comments addressed herein.

We are available to discuss this matter at your convenience.

Sincerely,

BOLTON & MENK, INC.

John K. Swanson

Cc: Kreg Schmidt
Jake Saulsbury
Cynthia Smith- Strack



**NORWOOD
YOUNG AMERICA**



**Tacoma West
Industrial Park**
Figure 1.0





Cynthia Smith-Strack <csmithstrack@gmail.com>

FW: Vickerman Hydrant Lead Question

1 message

City Admin <cityadmin@cityofnyc.com>

Tue, Mar 8, 2016 at 8:04 AM

To: "Cynthia Smith-Strack (csmithstrack@gmail.com)" <csmithstrack@gmail.com>

FYI.

From: NYAFD Chief
Sent: Sunday, March 06, 2016 10:30 AM
To: City Admin
Cc: cstrack@municipaldevelopmentgroup.com; Steve Zumberge
Subject: FW: Vickerman Hydrant Lead Question

Good morning Steve,

I have reviewed the Vickerman phase 2 grading, drainage, erosion control plan made available at city hall. At this time I have no issues with the proposed fire hydrant being relocated from southeast corner of the Vickerman property to the southwest corner of the property. Please reference the notes from a March 3, 2016 phone conversation with John Swanson of Bolton Menk.

Thanks

Norwood Young America Fire Chief

Steve Zumberge

From: Steve Zumberge [<mailto:SteveZ@locherbros.com>]
Sent: Thursday, March 03, 2016 4:44 PM
To: NYAFD Chief
Subject: Fwd: Vickerman Hydrant Lead Question

Sent from my iPad

Begin forwarded message:

From: John Swanson <johnsw@bolton-menk.com>
Date: March 3, 2016 at 3:21:27 PM CST

To: "'shelget@cityofnyc.com'" <shelget@cityofnyc.com>, "stevez@locherbros.com" <stevez@locherbros.com>, Kreg Schmidt <kregsc@bolton-menk.com>, "Jake Saulsbury" <jakesa@bolton-menk.com>

Subject: Vickerman Hydrant Lead Question

Steve:

I talked to Chief Steve Zumberg about the hydrant lead question for the Vickerman building, and have determined the following:

- 1) The reason for the hydrant lead extension to the south side of the Vickerman buildings is because the 2 existing buildings will be connected together, so access between buildings will be lost.
- 2) Fire Dept. wants a hydrant located on the south side of the building that they have access to with pumper trucks and hoses to be able to fight a fire from the south side of the building.
- 3) Chief Zumberg has indicated that the location of the hydrant is irrelevant to his needs, whether it be on the east side of the existing building or on the west side of the proposed building.
- 4) Installing the hydrant and lead on the west side of the building expansion now with Vickerman's contractor is easy and much cheaper for everyone than doing so on the east side of the building. As follows:
 - a. Fire protection provided is the same in either location.
 - b. Don't have to dig up Tacoma Blvd, and Restore the truck route pavement section, which in turn saves considerable cost, and eliminates concerns of potential long term settlement and maintenance costs in the future for the City.
 - c. Existing watermain is shallower on the west side, thus less excavation, and cheaper cost. In addition, everything in the lead area will be dug up all ready due to the proposed improvements, so there are no additional restoration costs.
 - d. Existing forcemain is less of a conflict on the west side.
 - e. Much easier access to the hydrant and more separation from the building than the east side. Access is cul-de-sac to tower access driveway to proposed parking lot, to flat grassy area.
 - f. We will want the hydrant and lead encumbered by a D/U easement. We can likely adjust the currently proposed D/U easements for the pond access, etc. slightly to take care of this. They already have to adjust and file easements for the proposed work, so a slight adjustment to what is currently proposed is easy to do.

Considering the above, we will be recommending the hydrant and lead be installed now with the Vickerman building expansion and their contractor. We were not included in any cost share discussions, so our comments on that aspect are limited. That being said, installing the hydrant

lead on the west side will be cheaper for everyone involved.

Future fire protection needs for any proposed development of the lot to the east can be dealt with at the time the lot is developed.

I believe Chief Zumberg is in concurrence with the above based on our discussion today.

Swanny

John Swanson

Bolton & Menk, Inc.

P: (952) 448.8838 ext. 2554

M: (612) 508.6968

email: johnsw@bolton-menk.com

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

AGREEMENT

This Agreement is dated the ____ day of _____, 2016, by and between the City of Norwood Young America (“City”) and Vickerman, Inc. (“Vickerman”).

WITNESSETH:

WHEREAS, Vickerman is the fee owner of real property described in the attached Exhibit A (“Property”);

WHEREAS, Vickerman desires to construct an addition to its existing warehouse building (the “Project”) on the Property;

WHEREAS, Vickerman previously constructed a link between its warehouse building located on the Property and another building owned by it located to the east of the Property on a separate lot of record; and

WHEREAS, Vickerman has sought final site plan approval from the City for the Project.

NOW, THEREFORE, IT IS HEREBY AND HEREIN MUTUALLY AGREED as follows:

1. The City hereby approves the final site plan for the Project (the “Site Plan”) dated _____, 2016 as approved by the City Engineer.
2. Vickerman hereby grants to City an access easement, as described on Exhibit B, allowing City to utilize the easement area to pump sludge from the City’s wastewater treatment facility, which is located north of the Property to land located south of the Property.
3. Vickerman hereby grants to the City an easement for stormwater and drainage purposes, as described on Exhibit C. Said easement is necessitated due to construction of the Project.
4. Vickerman shall remove the existing link between the existing warehouse building and the building to the east and replace it with a new link constructed in accordance with plans approved by the City.

The foregoing instrument was acknowledged before me this _____ day of _____, 2016 by _____, on behalf of the Corporation.

This Agreement was

Drafted by:

Rupp, Anderson, Squires & Waldspurger, P.A.
2800 South Seventh Street, Suite 2800
Minneapolis, MN 55402
(612) 436-4300

RASW: 53651/aet



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Strack Consulting, LLC

Date: March 15, 2016

Re: Solar Energy Systems

BACKGROUND

At the February meeting the PC discussed solar uses within the corporate limits following a few inquiries earlier in the year. The PC discussed solar energy systems as potential accessory uses and potential principal uses. Prior to considering the matter further, the PC agreed to seek input and direction from the City Council.

The Council reviewed the request at a meeting in February. Consensus of the Council is to pursue allowing SES as accessory uses in certain circumstances but to not open the door to SES as principal uses in any zoning district at this time.

Input from the PC is requested regarding:

1. Should the location of SES be limited as an accessory use
 - a. Limited to roof top and building integral systems only, or
 - b. Are ground-mounted panels acceptable.
2. Zoning districts where SES as accessory uses may make sense
 - a. P-1 Parks and Open Space District
 - b. R-1 Low density SF residential
 - c. R-2 Medium density SF residential
 - d. R-3 Medium density mixed residential
 - e. R-4 MF residential
 - f. RC-1 Residential neighborhood commercial
 - g. C-2 General commercial
 - h. C-3 Downtown district
 - i. B-1 Business industrial
 - j. I-1 Light industrial
 - k. TA Transition agricultural
3. Should a permit be required? Should neighbors have opportunity to provide input?
4. Should accessory SES be off-grid only (i.e. energy produced used only on site) or are grid-interface systems acceptable for accessory systems.
5. Thoughts on SES and historic buildings
6. Is there a percentage of the roof that should be maximum amount covered by panels?
7. Should we limit the size of the SES in terms of KW produced?

8. Other thoughts?

Attached please find sample ordinances from the cities of Afton, Falcon Heights, and Fergus Falls. All three allow SES as accessory uses in most zoning classes and principal uses in a few district locations.

ACTION

This item is for discussion.

ORDINANCE 03-2015

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING SECTIONS 12-132 AND 12-134 AND ADOPTING SECTION 12-230 OF THE AFTON CITY CODE RELATING TO SOLAR ENERGY SYSTEMS

BE IT ORDAINED by the City Council of the City of Afton hereby amends the following sections of the Afton Code of Ordinances: Section 12-132 and Section 12-134, and adopts Section 12-230 relating to Solar Energy Systems, as shown below.

DELETE Sec. 12-132. F.2.

F. *Height.*

1. No structure except those for public utilities, wind generators, farm buildings, churches and other places of worship shall exceed a height of 35 feet. The maximum height limitations for churches and other places of worship shall be as follows:
 - a. A maximum height of thirty-five (35) feet for the occupied area of the structure;
 - b. A maximum height of fifty (50) feet for the structural elements;
 - c. A maximum height of sixty (60) feet for the following non-structural elements: spires or steeples, belfries or bell towers, cupolas, crosses or other religious symbols or decorative elements;
- ~~2. No structure shall be erected that will block solar access for existing principal structures or infringe on the solar access of the buildable area of a vacant lot or parcel.~~

ADD the deleted text to Sec. 12-230. D.2.a. (as shown below).

ADD the following to Sec. 12-134. Uses.

	Agricultural	Rural	VHS-	VHS-	Light Industrial	Light Industrial	Light Industrial	Marine Service
	(A)	Residential	Residential	Commercial	(I1-A)	(I1-B)	(I1-C)	(MS)
		(R)	(VHS-R)	(VHS-C)				
<u>Solar, accessory to principal use</u>	A	A	A	A	A	A	A	A

ADOPT the following new section as shown:

Sec. 12-230. Solar Energy Systems.

- A. *Scope.* This article applies to all solar energy installations in the City of Afton.
- B. *Purpose.* Consistent with the City Comprehensive Plan, the intent of this Section is to allow reasonable capture and use, by households, businesses, and property owners, of their solar energy resource, and encourage the development of renewable energy businesses, consistent with community development standards. The City of Afton has adopted this ordinance for the following purposes:

Ordinance 03-2015

1. Comprehensive Plan Goals. To meet the goals of the Comprehensive Plan and preserve the health, safety and welfare of the City's citizens by promoting the safe, effective and efficient use of active solar energy systems installed to reduce the on-site consumption of fossil fuels or utility-supplied electric energy. The following solar energy standards specifically implement the following goals:
 - a. **Goal** – Encourage the use of local renewable energy resources, including appropriate applications for wind, solar, and biomass energy.
 - b. **Goal** – Promote sustainable building design and management practices in residential, commercial, and industrial buildings to serve the needs of current and future generations.
 2. Green House Gas Reduction (GHG). Solar energy is an abundant, renewable, and nonpolluting energy resource and its conversion to electricity or heat will reduce our dependence on nonrenewable energy resources and decrease the Green House Gas (GHG) emissions and other air and water pollution that results from the use of conventional energy sources.
 3. Local Resource. Solar energy is an under-used local energy resource. Encouraging the use of solar energy will diversify the community's energy supply portfolio and limit exposure to fiscal risks associated with fossil fuels.
 4. Improve Competitive Markets. Solar energy systems offer additional energy choice to consumers and will improve competition in the electricity and natural gas supply market.
- C. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where expressly defined in another section, article or the context clearly indicates a different meaning.

Building-integrated Solar Energy Systems - An active solar energy system that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building. Building-integrated systems include but are not limited to photovoltaic or hot water solar energy systems that are contained within roofing materials, windows, skylights, and awnings.

Community Solar - A solar-electric (photovoltaic) array that provides retail electric power (or a financial proxy for retail power) to multiple community members or businesses residing or located off-site from the location of the solar energy system, consistent with Minn. Statutes 216B.1641 or successor statute. A community solar system may be either an accessory or a principal use.

Grid-intertie Solar Energy System - A photovoltaic solar energy system that is connected to an electric circuit served by an electric utility company.

Off-grid Solar Energy System - A photovoltaic solar energy system in which the circuits energized by the solar energy system are not electrically connected in any way to electric circuits that are served by an electric utility company.

Passive Solar Energy System - A solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

Photovoltaic System - A solar energy system that converts solar energy directly into electricity.

Renewable Energy Easement, Solar Energy Easement - An easement that limits the height or location, or both, of permissible development on burdened land on which the easement is placed in terms of a structure or vegetation, or both, for the purpose of providing access for the benefited land to wind or sunlight passing over the land on which the easement is placed, as defined in MN Statute 500.30 Subd. 3 or most recent version.

Ordinance 03-2015

Renewable Energy System - A solar energy or wind energy system. Renewable energy systems do not include passive systems that serve a dual function, such as a greenhouse or window.

Roof Pitch - The final exterior slope of a building roof calculated by the rise over the run, typically but not exclusively expressed in twelfths such as 3/12, 9/12, 12/12.

Solar Access - Unobstructed ~~access~~ use of the solar resource (see definition below) on a lot or building, including access across adjacent parcel air rights, for the purpose of capturing direct sunlight to operate a solar energy system.

Solar Collector - A device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.

Solar Collector Surface - Any part of a solar collector that absorbs solar energy for use in the collector's energy transformation process. Collector surface does not include frames, supports and mounting hardware.

Solar Daylighting - A device specifically designed to capture and redirect the visible portion of the solar spectrum, while controlling the infrared portion, for use in illuminating interior building spaces in lieu of artificial lighting.

Solar Energy - Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy Device - A system or series of mechanisms designed primarily to provide heating, cooling, electrical power, mechanical power, solar daylighting or to provide any combination of the foregoing by means of collecting and transferring solar generated energy into such uses either by active or passive means. Such systems may also have the capability of storing such energy for future utilization. Passive solar energy systems are designed as a solar energy device, such as a trombe wall, and not merely a part of a normal structure such as a window.

Solar Energy System - A device or structural design feature, a substantial purpose of which is to provide for the collection, storage and distribution of sunlight for space heating or cooling, generation of electricity, water heating, or providing daylight for interior lighting.

Solar Farm - A commercial facility that converts sunlight into electricity, whether by photovoltaics (PV), concentrating solar thermal devices (CST), or other conversion technology, for the primary purpose of wholesale sales of generated electricity. A solar farm is the principal land use for the parcel on which it is located.

Solar Heat Exchanger - A component of a solar energy device that is used to transfer heat from one substance to another, either liquid or gas.

Solar Hot Air System - An active solar energy system that includes a solar collector to provide direct supplemental space heating by heating and re-circulating conditioned building air. The most efficient performance typically uses a vertically mounted collector on a south-facing wall.

Solar Hot Water System (also referred to as Solar Thermal) - A system that includes a solar collector and a heat exchanger that heats or preheats water for building heating systems or other hot water needs, including residential domestic hot water and hot water for commercial processes.

Ordinance 03-2015

Solar Mounting Devices - Racking, frames, or other devices that allow the mounting of a solar collector onto a roof surface or the ground.

Solar Resource - A view of the sun from a specific point on a lot or building that is not obscured by any vegetation, building, or object for a minimum of four hours between the hours of 9:00 AM and 3:00 PM Standard time on any day of the year.

Solar Storage Unit - A component of a solar energy device that is used to store solar generated electricity or heat for later use.

- D. *General requirements.* All solar energy systems shall comply with all applicable local, state and federal regulatory codes including all electrical, building and plumbing code requirements.
1. *Permitted accessory use.* Active solar energy systems shall be allowed as accessory to the primary land use in all zoning districts in which structures of any sort are allowed and are designed to supply energy for the primary use.
 2. *Solar Access.* The City encourages solar access to be protected in all new subdivisions and allows for existing solar to be protected consistent with Minnesota Statutes.
 - a. No structure shall be erected that will block solar access for existing principal structures or infringe on the solar access of the buildable area of a vacant lot or parcel.
 - b. *Right to Solar Access.* No homeowners' agreement, covenant, common interest community, or other contract between multiple property owners shall forbid installation of solar energy systems or create design standards that effectively preclude solar energy installations.
 - c. *Easements Allowed.* The City has elected to allow solar easements to be filed, consistent with Minnesota Stat. Chapter 500 Section 30. Any building owner can purchase an easement across neighboring properties to protect access to sunlight. The easement is purchased from or granted by owners of neighboring properties and can apply to buildings, trees, or other structures that would diminish solar access.
 - d. *Subdivision Solar Easements.* The City may require new subdivisions to identify and create solar easements when solar energy systems are implemented as a condition of a PUD, subdivision, conditional use, or other permit, as specified in Section 8 of this ordinance.
 3. *Safety Conditions.* All applicable health and safety standards shall be met.
 4. *Required Permits.* Building Permits, Electrical Permits and/or Plumbing Permits are required to construct and install solar energy systems in the City of Afton, whether residential or commercial and whether ground-, pole-, building-, or roof-mounted. Electrical Permits are obtained through the State of Minnesota. Building and Plumbing Permit applications are obtained through the City and shall include:
 - a. "To-scale" horizontal and vertical (elevation) drawings of the solar energy system, including:
 - i. For a Pitched Roof Mounted System - the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.
 - ii. For a Flat Roof Mounted System - the distance to the roof edge or parapets on the building, identifying the height of the building on the street frontage side, the shortest distance of the system from the street frontage edge of the building, and the highest finished height of the solar collector above the finished surface of the roof and/or parapet.
 - b. Site drawing showing the type and locations of the systems and their placement on the property, including required setbacks and property lines.
 5. *Interconnection agreement.* All electric solar energy systems that are connected to the electric distribution or transmission system through the existing service of the primary use on the site shall

Ordinance 03-2015

obtain an interconnection agreement with the electric utility in whose service territory the system is located. Solar energy systems connected directly to the distribution or transmission system must obtain an interconnection agreement with the interconnecting electric utility. Off-grid systems are exempt from this requirement.

- E. *Standards.* All solar energy systems are subject to the accessory use standards for the district in which it is located, including, but not limited to, setback, height, and coverage limits.
1. *Aesthetic.* Solar energy systems are subject to the following aesthetic standards:
 - a. Installation on Residential structures must be designed to blend into the architecture of the building.
 - b. Installation on Commercial structures shall be placed on the roof to limit visibility from the public right-of-way or to blend into the roof design, provided that minimizing visibility still allows the property owner to reasonably capture solar energy.
 - c. The color of the solar collector is not required to be consistent with other roofing materials.
 - d. Active solar energy systems that do not meet the aesthetic standards will require a Conditional Use Permit.
 2. *Size.* For residential applications, under no circumstances shall a solar array exceed 40 kW.
 3. *Height.*
 - a. Building- or Roof-mounted systems. Shall not exceed the maximum height allowed in any zoning district.
 - i. Shall be no higher than twenty-four (24) inches above the roof.
 - ii. For purposes of height measurement, solar systems other than building-integrated systems shall be considered to be mechanical devices and are restricted consistent with other building-mounted mechanical devices for the zoning district in which the system is being installed, except that solar energy systems shall not be required to be screened.
 - b. Ground- or Pole-mounted systems. Shall not exceed 20 feet in height when oriented at maximum tilt.
 4. *Set-backs.* Active solar energy systems must meet the accessory structure setback for the zoning district and primary land use associated with the lot on which the system is located.
 - a. Building- or Roof-mounted systems. In addition to the building setback, the collector surface and mounting devices for roof-mounted solar energy systems shall not extend beyond the exterior perimeter of the building on which the system is mounted or built, unless the collector and mounting system has been explicitly engineered to safely extend beyond the edge, and setback standards are not violated. Exterior piping for solar hot water systems shall be allowed to extend beyond the perimeter of the building on a side yard exposure.
 - b. Ground- or Pole-mounted systems. Must be set back from the property line the same distance as required for other accessory structures and may not extend into the side- or rear-yard setback when oriented at minimum design tilt.
 5. *Impervious Coverage.* The surface area of pole- or ground-mount systems must comply with the City's overall impervious coverage requirements.
 - a. Impervious coverage will be calculated based on the footprint of the system at minimum tilt.
 - b. Building- or Roof-mounted systems. Shall allow for adequate roof access to the south-facing or flat roof upon which the panels are mounted.
 - c. Ground- or Pole-mounted system. The collector surface of any foundation, compacted soil, or other component of the solar installation is considered impervious surface.
 - d. Vegetated ground under the collector surface shall be used to mitigate stormwater runoff.

Ordinance 03-2015

6. *Glare*. All solar energy systems shall minimize glare so as not to affect adjacent or nearby properties.
 - a. Measures to minimize glare include selective placement of the system, screening on the north and/or sides of the solar array, modifying the orientation of the system, reducing use of the reflector system, or other remedies that limit glare.
7. *Historic Buildings*. Solar energy systems on buildings within designated historic districts or on locally designated historic buildings (exclusive of State or Federal historic designation) will require an administrative permit and a design review by the Heritage Preservation Commission (HPC).

F. *Zoning District and Lot Size requirements.*

1. *VHS districts:*
 - a. For Ground-Mounted systems, the maximum solar panel square footage allowed is 150 square feet or 1% of the total square footage of the lot, whichever is less.
 - b. Roof-Mounted systems solar panel square footage is not restricted, however, it may be limited by the size of the roof or the roof structure.
 - c. Must meet City of Afton historical preservation standards.
 - d. Requires an administrative permit and design review by the Heritage Preservation Commission (HPC).
2. *Rural Residential (RR) and Agriculture (Ag) districts:*
 - a. *On lots up to 10 acres:*
 - i. If not fully screened:
 - (1) A maximum height of 15 feet at maximum vertical tilt and a total panel square footage of 300 square feet, at the required setback.
 - ii. If fully screened:
 - (1) A maximum height of 20 feet and a total panel square footage of 1,000 square feet, subject to being fully screened from public roads and neighboring properties, and subject to statutory and/or public utility power generation restrictions.
 - b. *On lots 10 to 20 acres:*
 - i. If not fully screened:
 - (1) A maximum height of 15 feet at maximum vertical tilt and a total panel square footage of 300 square feet, at the required setback.
 - (2) A maximum height of 15 feet and a total panel square footage of 500 square feet if setback 200 feet from all property lines, subject to statutory and/or public utility power generation restrictions.
 - ii. If fully screened:
 - (1) A maximum height of 20 feet and a total panel square footage of 1,000 square feet, subject to statutory and/or public utility power generation restrictions, at the required setback.
 - c. *On lots 20 acres or greater:*
 - i. If not fully screened:
 - (1) A maximum height of 20 feet at maximum vertical tilt and a total panel square footage of 300 square feet, at the required setback.
 - (2) A maximum height of 20 feet and a total panel square footage of 500 square feet if setback 200 feet from all property lines, subject to statutory and/or public utility power generation restrictions.
 - (3) A maximum height of 20 feet and a total panel square footage 750 square feet if setback 250 feet from all property lines, subject to statutory and/or public utility power generation restrictions.
 - ii. If fully screened:

Ordinance 03-2015

- (1) A maximum height of 20 feet and a total panel square footage of 2,000 square feet if fully screened, subject to statutory and/or public utility power generation restrictions, at the required setback.

3. *Industrial districts:*

- a. Rooftop community systems are permitted only in the Industrial districts.
- b. Ground-mount community solar energy systems are allowed only in the Industrial districts and are allowed as conditional uses.
- c. Solar farms are only allowed in the Industrial districts.

G. *Standards for specific solar uses.*

1. *Community solar energy systems.* Roof or ground-mount solar energy systems, may be either accessory or primary use, designed to supply energy for off-site uses on the distribution grid, consistent with Minn. Statutes 216B.1641 or successor statute.

- a. Rooftop community systems are permitted only in the Industrial districts.
- b. Ground-mount community solar energy systems are allowed only in the Industrial districts and are allowed as conditional uses.
- c. An interconnection agreement must be completed with the electric utility in whose service territory the system is located.
- d. All structures must comply with setback, height, and coverage limitations for the district in which the system is located.
- e. Ground-mount systems must comply with all required standards for structures in the district in which the system is located.

2. *Solar farms.*

- a. Solar farms are only allowed in the Industrial districts.
- a. Solar farms require a Conditional Use Permit.
- b. Solar farms are subject to the City's stormwater management and erosion and sediment control provisions and National Pollutant Discharge Elimination System (NPDES) permit requirements.
- c. Foundations. A qualified engineer shall certify that the foundation and design of the solar panels racking and support is within accepted professional standards, given local soil and climate conditions.
- d. Power and communication lines. Power and communication lines running between banks of solar panels and to nearby electric substations or interconnections with buildings shall be buried underground. Exemptions may be granted by the City in instances where shallow bedrock, water courses, or other elements of the natural landscape interfere with the ability to bury lines, or distance makes undergrounding infeasible, at the discretion of the Zoning Administrator.
- e. Site Plan Required. A detailed site plan for both existing and proposed conditions must be submitted, showing location of all solar arrays, other structures, property lines, rights-of-way, service roads, floodplains, wetlands and other protected natural resources, topography, electric equipment, and all other characteristics requested by the City. The site plan should also show all zoning districts, and overlay districts.
- f. Aviation Protection. For solar farms located within 500 feet of an airport or within the A or B safety zones of an airport, the applicant must complete and provide the results of the Solar Glare Hazard Analysis Tool (SGHAT) for the Airport Traffic Control Tower cab and final approach paths, consistent with the Interim Policy, FAA Review of Solar Energy Projects on Federally Obligated Airports, or most recent version adopted by the FAA.
- g. Agricultural Protection. Solar farms must comply with site assessment or soil identification standards that are intended to protect agricultural soils.
- h. Proper Maintenance. All solar installations shall be maintained according to industry standards and shall be in working order for the duration of its useful life.

Ordinance 03-2015

H. *Discontinuation and Decommissioning.*

- a. A decommissioning plan shall be required to ensure that facilities are properly removed if they are known to be dysfunctional or are discontinued after their useful life.
- b. Decommissioning of solar panels must occur in the event they are not in use for six (6) consecutive months.
- c. The plan shall include provisions for removal of all structures and foundations, restoration of soil and vegetation and a plan ensuring financial resources will be available to fully decommission the site.
- d. Disposal of structures and/or foundations shall meet the provisions of the City's Solid Waste Ordinance.
- e. The City may require the posting of a bond, letter of credit or the establishment of an escrow account to ensure proper decommissioning.

This change shall take effect upon publication of this ordinance.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 18th DAY OF AUGUST, 2015.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by: Bend
Second by: Palmquist
Palmquist: Aye
Richter: Absent
Ross: Aye
Nelson: Absent
Bend: Aye

ORDINANCE NO. 13-05

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 113 OF THE
CITY CODE CONCERNING SOLAR ENERGY**

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

SECTION 1. Section 113-3 of the Falcon Heights City Code is amended by adding the following definitions:

Photovoltaic System means an active solar energy system that converts solar energy directly into electricity.

Renewable Energy Easement means an easement that limits the height or location, or both, of permissible development on the burdened land in terms of a structure or vegetation, or both, for the purpose of providing access for the benefited land to wind or sunlight passing over the burdened land.

Renewable Energy System means a solar energy or wind energy system. Passive systems that serve dual functions, such as greenhouses or windows, are not considered renewable energy systems.

Roof Pitch means the final exterior slope of a building roof typically but not exclusively expressed as a ratio of the distance, in inches, of vertical "rise" to the distance, in inches, of horizontal "run," such as 3:12, 9:12, 12:12.

Solar Access means a view of the sun, from any point on the collector surface, that is not obscured by any vegetation, building, or object located on parcels of land other than the parcel upon which the solar collector is located, between the hours of 9:00 AM and 3:00 PM Standard time on any day of the year.

Solar Collector means a device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.

Solar Collector Surface means any part of a solar collector that absorbs solar energy for use in the collector's energy transformation process. Collector surface does not include frames, supports and mounting hardware.

Solar Daylighting means a device specifically designed to capture and redirect the visible

portion of the solar spectrum, while controlling the infrared portion, for use in illuminating interior building spaces in lieu of artificial lighting.

Solar Energy means radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy Device means a system or series of mechanisms designed primarily to provide heating, to provide cooling, to produce electrical power, to produce mechanical power, to provide solar daylighting or to provide any combination of the foregoing by means of collecting and transferring solar generated energy into such uses either by active or passive means. Such systems may also have the capability of storing such energy for future utilization. Passive solar systems shall clearly be designed as a solar energy device such as a trombe wall and not merely a part of a normal structure such as a window.

Solar Energy Easement See Renewable Energy Easement.

Solar Energy System means a device or structural design feature, a substantial purpose of which is to provide daylight for interior lighting or provide for the collection, storage and distribution of solar energy for space heating or cooling, electricity generating, or water heating.

Solar Heat Exchanger means a component of a solar energy device that is used to transfer heat from one substance to another, either liquid or gas.

Solar Hot Water System means a system that includes a solar collector and a heat exchanger that heats or preheats water for building heating systems or other hot water needs, including residential domestic hot water and hot water for commercial processes.

Solar Mounting Devices means devices that allow the mounting of a solar collector onto a roof surface or the ground.

Solar Storage Unit means a component of a solar energy device that is used to store solar generated electricity or heat for later use.

Solar System, Active means a solar energy system that transforms solar energy into another form of energy or transfers heat from a collector to another medium using mechanical, electrical, or chemical means.

Solar System, Building-Integrated means an active solar system that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building. Building-integrated systems include but are not limited to photovoltaic or hot water solar systems that are contained within roofing materials, windows, skylights, and awnings.

Solar System, Grid-Intertie means a photovoltaic solar system that is connected to an electric circuit served by an electric utility company.

Solar System, Off-Grid means a photovoltaic solar system in which the circuits energized by the solar system are not electrically connected in any way to electric circuits that are served by an electric utility company.

Solar System, Passive means a solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

SECTION 2. Chapter 113 of the Falcon Heights City Code is amended by adding section 113-254 to provide as follows:

(a) Purpose and Scope. The City of Falcon Heights has adopted this Section to meet the Comprehensive Plan goal of becoming a sustainable, energy efficient community and to preserve the health, safety and welfare of the community's citizens by promoting the safe, effective and efficient use of solar energy systems to reduce consumption of fossil fuels. This Section applies to all solar energy installations in the City of Falcon Heights.

(b) Permitted Accessory Use - Active solar energy systems are an accessory use in all zoning districts, subject to the following requirements:

1. Height - Active solar energy systems must meet the following height requirements:

a. Building- or roof- mounted solar energy systems shall not exceed the maximum allowed height in any zoning district. For purposes for height measurement, solar energy systems other than building-integrated systems shall be considered to be mechanical devices and are restricted consistent with other building-mounted mechanical devices.

b. Ground- or pole-mounted solar energy systems shall not exceed 20 feet in height when oriented at maximum tilt.

2. Set-back - Active solar energy systems must meet the accessory structure setback for the zoning district in which the system is located.

a. Roof-mounted Solar energy systems - In addition to the building setback, the collector surface and mounting devices for roof-mounted solar energy systems shall not extend beyond the exterior perimeter of the building on which the system is mounted or built. Exterior piping for solar hot water systems shall be allowed to extend beyond the perimeter of the building on a side yard exposure.

b. Ground-mounted Solar energy systems - Ground-mounted solar energy systems may not extend into the side-yard or rear setback when oriented at minimum design tilt.

3. Visibility - Active solar energy systems shall be designed to blend into the architecture of the building or be screened from routine view from public right-of-ways other than alleys. The color of the solar collector is not required to be consistent with other roofing materials.

a. Building Integrated Photovoltaic Systems - Building integrated photovoltaic solar energy systems shall be allowed regardless of whether the system is visible from the public right-of-way, provided the building component in which the system is integrated meets all required setbacks and regulations for the district in which the building is located.

b. Solar Energy Systems with Mounting Devices - Solar energy systems using roof mounting devices or ground-mount solar energy systems shall not be restricted if the system is not visible from the closest edge of any public right-of-way other than an alley. Roof-mount systems that are visible from the nearest edge of the street frontage right-of-way shall not have a highest finished pitch steeper than the roof pitch on which the system is mounted, and shall be no higher than twelve (12) inches above the roof.

c. Coverage - Roof or building mounted solar energy systems, excluding building-integrated systems, shall not cover more than 80% of the south-facing or flat roof upon which the panels are mounted. The surface area of pole or ground mount systems shall not exceed half the building footprint of the principal structure.

d. Lot Coverage - The surface area of pole or ground mount systems shall be treated as impervious coverage as regulated for each zoning classification. Allowed impervious coverage may be increased by up to 10% above maximum lot coverage for the zone provided 100% of the excess is accounted for by an approved solar ground or pole mounted solar energy system.

4. Approved Solar Components - Electric solar energy system components must have a UL listing and solar hot water systems must have an SRCC rating.

(c) Plan Approval Required - All solar energy systems shall require administrative approval by the Zoning and Planning Administrator.

1. Plan Applications - Plan applications for solar energy systems shall be accompanied by a site plan and by to-scale horizontal and vertical (elevation)

drawings. The drawings must show the location of the system on the building or on the property for a ground-mount system, including the property lines.

2. **Pitched Roof Mounted Solar Energy Systems** - For all roof-mounted systems other than a flat roof the elevation must show the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.
3. **Flat Roof Mounted Solar Energy Systems** - For flat roof applications a drawing shall be submitted showing the distance to the roof edge and any parapets on the building and shall identify the height of the building on the street frontage side, the shortest distance of the system from the street frontage edge of the building, and the highest finished height of the solar collector above the finished surface of the roof.
4. **Compliance with Building Code** - All active solar energy systems shall require a building permit.
5. **Compliance with State Electric Code** - All photovoltaic systems shall comply with the Minnesota State Electric Code.
6. **Compliance with State Plumbing Code** - Solar thermal systems shall comply with applicable Minnesota State Plumbing Code requirements.
7. **Utility Notification** - No grid-intertie photovoltaic system shall be installed until evidence has been given to the Planning and Zoning Department that the owner has submitted notification to the utility company of the customer's intent to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.
8. **Plan Approvals** - Applications that meet the design requirements of this ordinance shall be granted administrative approval by the Zoning and Planning Administrator. Plan approval does not include Building, Electric, or Plumbing Code approval. If applicable, such approvals must also be obtained.

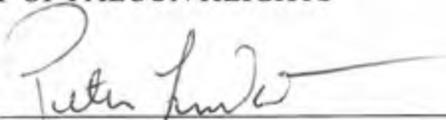
SECTION 3. Section 113-393 of the Falcon Heights City Code is amended to provide as follows:

Sec. 113-393. - Solar systems.

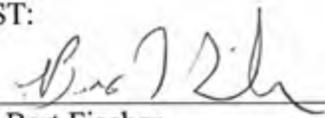
Access to sunlight for active and passive solar systems shall be protected in accordance with the City Code and all applicable state statutes and regulations.

ADOPTED this 13th day of November, 2013, by the City Council of Falcon Heights,
Minnesota.

CITY OF FALCON HEIGHTS

BY: 
Peter Lindstrom
Mayor

ATTEST:

BY: 
Bart Fischer
City Administrator

ORDINANCE NO. 21, SEVENTH SERIES

AN ORDINANCE OF THE CITY OF FERGUS FALLS,
MINNESOTA, REPEALING CITY CODE CHAPTER
7.44, SOLAR ENERGY STANDARDS MORATORIUM
AND ADDING A NEW SECTION ENTITLED SOLAR
ENERGY SYSTEMS; AND, BY ADDING BY REFERENCE,
CITY CODE CHAPTER 1, WHICH AMONG OTHER
THINGS, CONTAINS PENALTY PROVISIONS.

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. City Code Chapter 7.44 is hereby repealed and a new Section 7.44 is added so as to read as follows:

SEC. 7.44 SOLAR ENERGY SYSTEMS.

Subd. 1 *Purpose.* Regulations governing solar energy systems are established to provide for appropriate locations for solar energy systems, to ensure compatibility with surrounding uses, and to promote safe and effective use of solar energy to increase opportunities for generation of renewable energy.

Subd. 2 *Definitions.* As used in this article, the following words shall mean:

A. *Building-integrated solar energy system.* A solar energy system that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building. Building-integrated systems include but are not limited to photovoltaic or hot water systems that are contained within roofing materials, windows, walls, skylights, and awnings.

B. *Building-mounted solar energy system.* A solar energy system affixed to a principal or accessory building.

C. *Freestanding solar energy system.* A solar energy system with a supporting framework that is placed on, or anchored in, the ground and that is independent of any building or other structure.

D. *Solar collector surface.* Any part of a solar energy system that absorbs solar energy for use in the system's transformation process. The collector surface does not include frames, supports, and mounting hardware.

E. *Solar energy.* Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

F. **Solar energy system.** A device or structural design feature intended to provide for collection, storage, and distribution of solar energy for heating or cooling, electricity generating, or water heating.

G. **Solar Farm.** An area of land designated for the purpose of producing photovoltaic electricity.

Subd. 3 Solar Energy Standards.

A. **Solar energy collection equipment.**

(1) **Zoning Districts.** Solar energy systems in accordance with the standards in this section are allowed as a permitted accessory use in all zoning districts. Solar collector surfaces and all mounting devices shall comply with the minimum yard requirements of the district in which they are located.

(a) Solar Farms shall be a Permitted Use in R-A zoning areas.

(2) **Exemption.** Passive or building-integrated solar energy systems are exempt from the requirements of this section and shall be regulated as any other building element.

(3) **Standards.**

(a) **Location.** In residential zoning districts, ground-mounted solar energy systems are limited to the rear yard.

(b) **Height.** Roof-mounted solar energy systems shall comply with the maximum height requirements in the applicable zoning district. Ground mounted solar energy systems shall not exceed 15 feet in height.

(c) **Setbacks.** Ground-mounted solar energy systems shall comply with all accessory structure setbacks in the applicable zoning district. Roof-mounted systems shall comply with all building setbacks in the applicable zoning district and shall not extend beyond the exterior perimeter of the building on which the system is mounted.

(d) **Roof Mounting.** Roof mounted solar collectors shall be flush mounted on pitched roofs unless the roof pitch is determined to be inadequate for optimum performance of the solar energy system in which case the pitch of the solar collector may exceed the pitch of the roof up to 5% but in no case shall be higher than ten inches above the roof line. Solar collectors may be bracket-mounted on flat roofs.

(e) **Easements.** Solar energy systems shall not encroach on public drainage, utility roadway or trail easements.

(f) **Screening.** Solar energy systems shall be screened from view to the extent possible without impacting their function.

(g) **Maximum Area.** In all residential districts, ground mounted solar energy systems shall be limited to a maximum area of 200 square feet or Solar collector surfaces and all mounting devices shall comply with the minimum yard requirements of the district in which they are located, whichever is greater.

(h) **Aesthetics.** All solar energy systems shall be designed to blend into the architecture of the building to the extent possible without negatively impacting the performance of the system and to minimize glare towards vehicular traffic and adjacent properties.

(i) **Feeder Lines.** The electrical collection system shall be placed underground within the interior of each parcel. The collection system may be placed overhead near substations or points on interconnection to the electric grid.

(j) **Location.** Structures shall not be located such that solar power access blocks a neighboring property.

(k) **Abandonment.** If a solar energy system remains nonfunctional or inoperative for a continuous period of one year, the system shall be deemed to be abandoned and shall constitute a public nuisance. The owner shall remove the abandoned system at their expense after a demolition permit has been obtained. Removal includes the entire structure including transmission equipment.

(4) **Permits.** A building permit shall be obtained for any solar energy system prior to installation.

(5) **Administrative Review Process.**

(a) **In General.** The zoning administrator, in consultation with the planning director, shall have up to fifteen (15) working days following the submittal of a complete application to approve or deny such application. The zoning administrator may impose such conditions and require such guarantees deemed reasonable and necessary to protect the public interest and to ensure compliance with the standards and purposes of this zoning ordinance and policies of the comprehensive plan.

(b) **Submittal Requirements.** An application for a solar energy system shall be filed on a form approved by the zoning administrator. In addition, the applicant shall submit the following:

(1) Written evidence that the electric utility service provider that serves the proposed site has been informed of the applicant's intent to install a solar energy system, unless the applicant does not plan, and so states so in the application, to connect the system to the electricity grid.

Subd. 4 Allowable Zoning Districts and Design Standards for Solar Farms.

A. Solar farms shall be a Permitted Use in R-A zoning areas, and will follow the following requirements:

(1) **Solar Farm Development and Design Standards.** Solar energy systems and solar farm development standards shall be:

(a) **Height.** Systems, equipment and structures shall not exceed 25 feet in height when ground mounted. Roof mounted systems shall not exceed the maximum height for the applicable zoning district.

(b) **Setbacks.** Active solar system structures must meet the following setbacks:

1. **Ground Mounted.** Ground-mounted solar energy systems as part of a solar farm shall meet the minimum zoning setback for the zoning district in which it is located.

(c) **Distribution Lines.** To the extent practical, all new distribution lines to any building, structure or utility connection may be located above ground.

(d) **Approved Solar Components.** Electric solar system components must have a UL listing or equivalent.

(e) **Compliance with Building Code.** All active solar systems shall meet all requirements of the Minnesota State Building code and shall be inspected by a building inspector.

(f) **Compliance with Electric Code.** All photovoltaic systems shall comply with the Electrical Code, current edition.

(g) **Utility Notification.** No grid tied photovoltaic system shall be installed until evidence has been given to the Zoning Administrator that the owner has been approved by the utility company to install the system. Off grid systems shall be exempt from this requirement.

(h) **Abandonment.** It is the responsibility of the parcel owner to remove all obsolete or unused systems within 12 months of cessation of operations. Reusable components are to be recycled whenever feasible.

(i) **Security Fence.** A security fence will surround the perimeter of the solar farm.

(j) **Emergency Services Vehicles.** Reasonable accessibility for emergency services vehicles shall be required.

(k) **Signage.** No signage is allowed on the solar farm fencing except for a sign not to exceed requirements as defined in 7.40 displaying the facility name, address and emergency contact information.

Section 2. City Code Chapter 1 entitled “Definitions and General Provisions Applicable to Entire City Code Including Penalty for Violation” and Section 1.99 entitled “Violation a Misdemeanor” are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. Effective Date. The effective date of this ordinance shall be the _____ day of _____, 2015.

THIS ORDINANCE was introduced on _____, 2015, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2015, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 2015.



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: March 15, 2016

Re: ADU Survey Results

BACKGROUND

Last fall the PC drafted and reviewed a draft survey instrument regarding accessory dwelling units. Copies of the survey were emailed to all Chamber Members with email addresses, and City staff distributed a survey link to all elected and appointed officials and staff.

The survey was to be made available in written form for distribution to those without email addresses. A link was to be posted on the City's website and the City Facebook page.

Attached please find draft survey results. A total of 29 responses were received. A total of 13 community members asked for updates if the City moves forward with drafting language.

ACTION

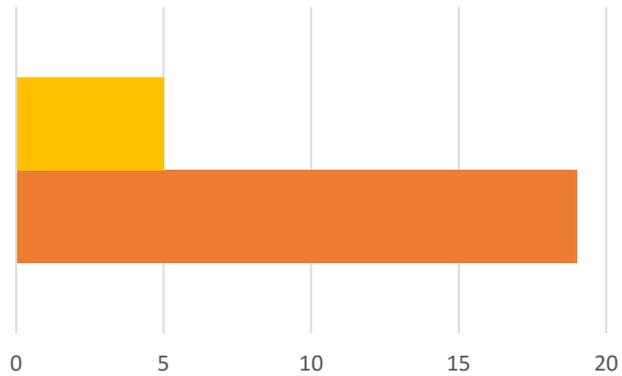
This item is for information purposes.



- Only on existing structures.
- The purpose of an ADU is for elderly or invalid family members. I hope the intent in NYA is not to encourage cheap rental units in backyards.
- If needed for a parent or adult child
- Depends on size of lot and if it would be rentable to anyone

Question 2

For which of the following purposes would you consider establishing an ADU on your property

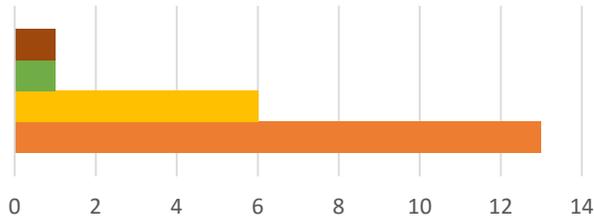


For which of the following purposes would you consider establishing an ADU on your property	
Place for a relative to live	5
To earn extra income	19

- Aging parents and college age students
- ADU should not be used in NYA as rental properties. Most lots in the city aren't big enough for second units. Would an ADU be allowed its own garage and/or storage shed? Would we end up with four or five buildings on a city lot (two houses, garages, sheds, etc. plus extra vehicles.) ?
- NO! What happens when people move...the ADU will become vacant and then turn into a nuisance and potential for a trashy property. We have too many shady rental houses in town that are not regulated...the last thing we need is these and no oversight by the C
- It may be a friend in need of a small unit. I believe that rent will vary from no dollars for a parent to less than market rent for others. Extra income may allow a new home buyer to afford a larger home.
- Place for visitors and guests to stay. With no hotel I town, they currently go to Glencoe or Waconia.

Question 3

If you were to establish an ADU how much rent would you likely charge?

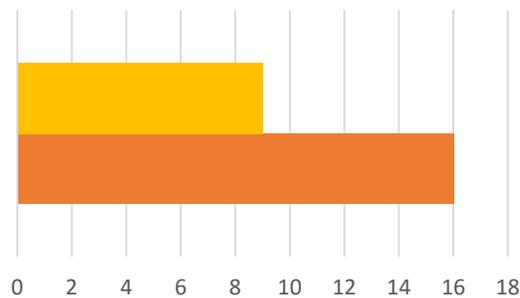


If you were to establish an ADU how much rent would you likely charge?	
More than \$1,000 per month	1
\$751 to \$1,000 per month	1
\$500 to \$750 a month	6
Less than \$500 per month	13

- ADUs should not be built for rental purposes in NYA. Too much potential for cheap dwellings that end up with maintenance issues, police calls, etc.
- This question is too vague to make any real contribution to the results. The rent would depend on many factors and without them it cannot be determined.

Question 4

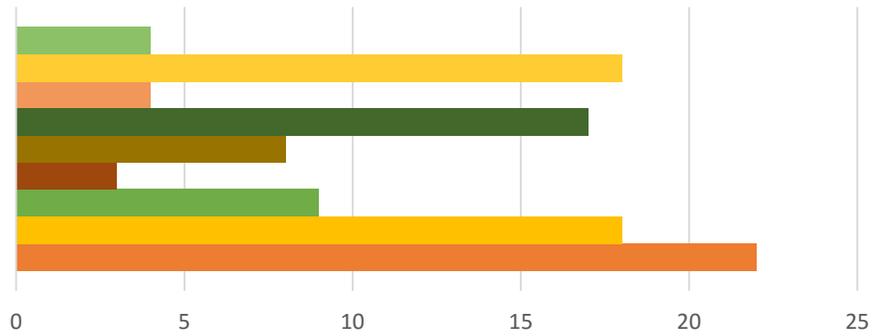
Do you have enough room on your property to provide off-street parking if an ADU is established



Do you have enough room on your property to provide off-street parking if an ADU is established	
Yes	9
No	16

Question 5

What type of accessory dwelling units would be acceptable in your neighborhood? Check all that apply.



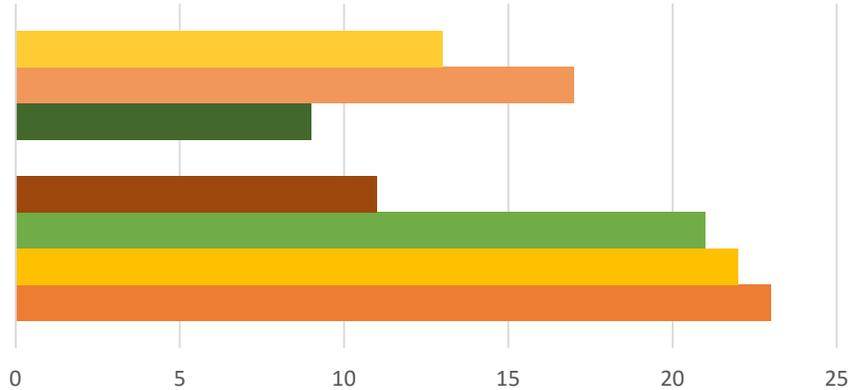
What type of accessory dwelling units would be acceptable in your neighborhood?
Check all that apply.

■ ADU's are not acceptable in my neighborhood	4
■ An apartment above an attached garage	18
■ A second house	4
■ An apartment over a detached garage/shed	17
■ A 'tiny' house (less than 200 sq ft)	8
■ A manufactured home	3
■ A breezeway converted to an ADU	9
■ An addition to an existing house	18
■ A basement converted to an ADU	22

- Walkout basements, apartments above garages, or additions to existing houses are the best solutions for NYA.
- These will add NO value to the existing homes, especially if they become vacant!
- A lot would depend on exterior finish materials

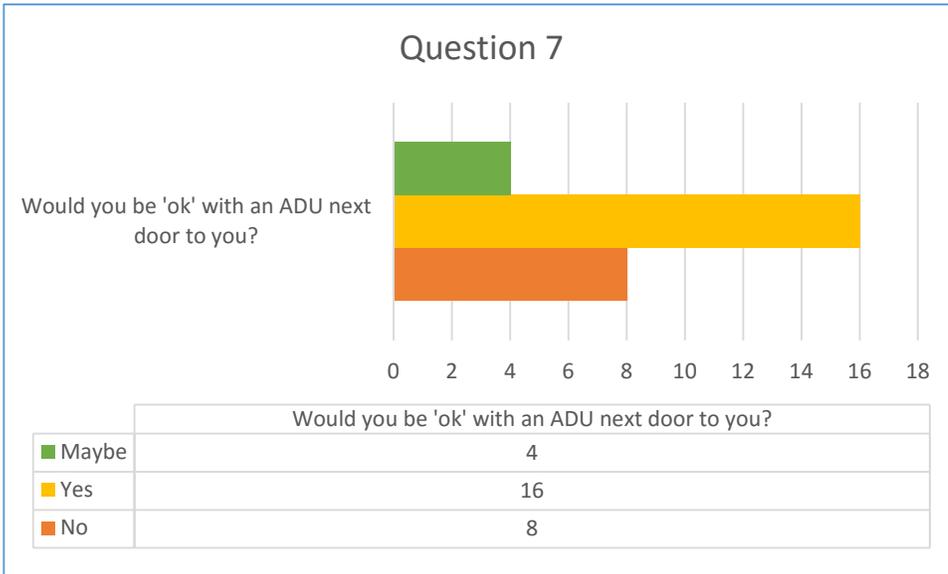
Question 6

What types of standards should apply to ADUs in your neighborhood

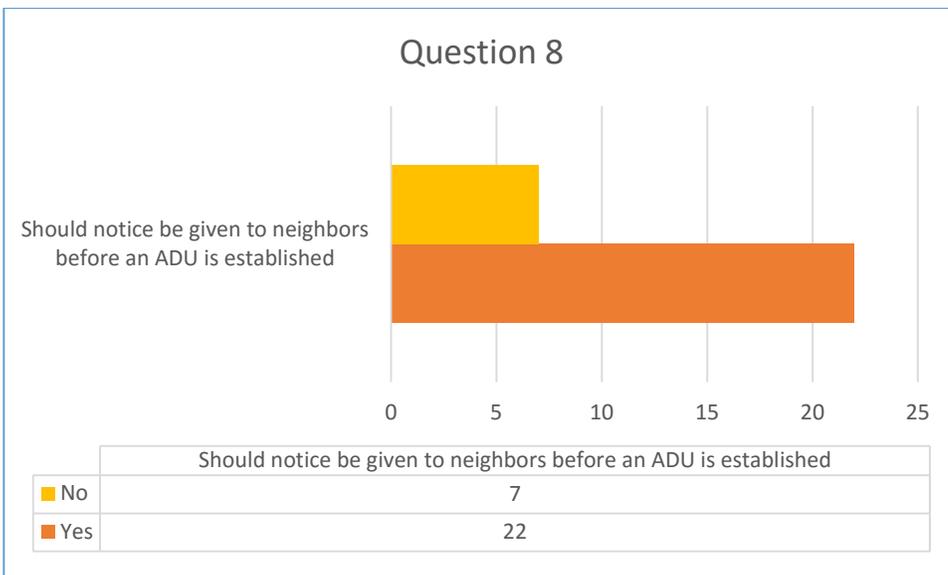


What types of standards should apply to ADUs in your neighborhood	
■ A 'tiny' house (less than 200 s.f.) should not be allowed as an ADU	13
■ People should not be able to bring a manufactured home in as an ADU	17
■ Detached ADUs like a freestanding guest house should not be allowed	9
■ Both the ADU and the existing dwelling should be required to use the same front door	0
■ A separate front door to the ADU should be required	11
■ The size of the ADU should be smaller than the main dwelling unit	21
■ At least one of the dwellings (principal or ADU) should be occupied by the owner of the property	22
■ Parking for residents of the ADU should be off street	23

- 1.) It would have to match and complement the existing house in style and color. 2.) It would have least at a 20 ft. setback from from all property lines and from the existing house. 3.) A garage, storage shed and "outside" storage would not be allowed. 4.) The house must have have a foundation and be "attached" to the ground. 6.) It could not be a "seasonal" or RV type of dwelling. 5.) There would be no parking on lawn or widening of the existing driveway. 6.) The house could never be partitioned off the main lot and sold separately. 7.) The city could grant "variances" on city lots over one acre provided there are no objections from the adjoining properties.
- Please don't allow this. We have many housing options for elderly individuals in our town....part of why Oak Grove was built was to keep the Go-Goers in town. We have Peace Villa and the Harbor and the new memory care unit as well. Add on to those if we want to allow our family members to keep aging adults near us.
- As a business this does not apply
- If other rental units in our City do not have off street parking then we must take that into account for ADU units. While I understand the questions, do most that fill out this survey understand the questions?

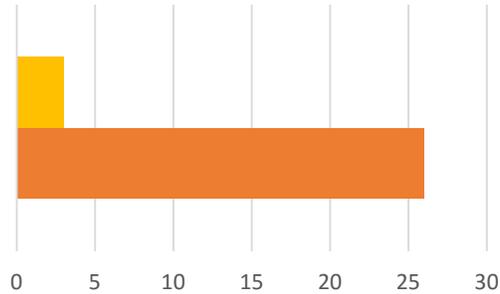


- It would depend on the circumstances, like what happens when the need for the ADU goes away.
- If they didn't take up all the public parking lot spaces.
- All the conditions listed in question (#6) would be required. (The "tiny houses" you see now on TV shows are mostly in rural or vacation type settings, or in the backyards of high-end houses in cities.
- Again, this question is "loaded". What if everyone agrees with ADU but not in my backyard. This would be a common response since it is change. Change is most often negative in feeling. Be very careful how this question is used. It will probably result in support for negative responses. I believe this question should not be used.



Question 9

Do you have an existing structure on your property that could be turned into an ADU?



Do you have an existing structure on your property that could be turned into an ADU?	
Yes	3
No	26

- Breezeway or basement
- I could add an addition off the back of my garage, but it would take too long to recoup the building cost in rental fees. It might make sense if NYA were a lake town, or a tourist area, but it isn't.
- Not sure if they would meet standards. I do not know what the standards for the dwelling would be so how can I answer this question. I have three structures available, plus a basement.

Question 10: What do you like or not like about the concept of ADUs?

- I like the idea of a place for an elderly relative, but not sure what is done with structure once the elderly relative moves on.
- Don't like an unattached separate structure on a "single family dwelling." Like the ability to give independence to an aging parent, yet also being able to care for them by having them close.
- While the concept of ADU's is good in itself, NYA is not a good place for this. Most lots in the "old" towns aren't big enough and we have enough garages, storage units, extra vehicles, etc, that we shouldn't risk adding any future "junk" to the mix. Examples: Some of the mobile homes on Raidroad St. are looking quite shabby...barely livable, and the "landscaping business" in the house on Central Ave in YA is still operating there.
- EVERYTHING
- There are many quality senior housing options in the City, including the complex currently under construction. I am not convinced this is needed in a city the size of NYA.
- I like that it gives people of all ages more flexibility for housing arrangements.
- ADU's are fine for a family member, not as a rental property
- Any way to bring more people to our small town is a good thing.
- Bad ideal
- I believe that if we do not allow many options for current homeowners and new ones, they will go to a city that will give them more options. We must expand our options. Do not resist change just because it is change. Often surveys like this cause citizens to become concerned by change. They are fine so do not change anything. A minority will voice for change and the we must weigh their importance to the community as a whole. If this concept is rejected have very valid reasons.
- It keeps people in town. There is a lack of lower priced homes so younger families end and elders end up looking west.
- Like the idea of keeping people who want to stay in nya in nya.
- ADU's for aging parents are fine, but I do worry about property condition if being rented out for incomes sake. How does existing NYA rental ordinances apply to ADU's?
- After having a mother with cancer and went through hospice it would have been great to have had a dwelling for her to give more care to.
- I feel there is a need for them but don't believe they should be permitted in every residential neighborhood especially our new developments.
- I think it is family friendly for those wishing to take care of elderly family members. My concern is down the road they would turn into multi-family rental properties in residential neighborhoods.



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: March 15, 2016

Re: Highway 212 Corridor Feasibility Study

BACKGROUND

SRF Consulting Group has been contracted by MnDOT to conduct a Corridor Feasibility Study between Highway 5/25 and CR 34 (Tacoma) in NYA. The purpose of the study is to identify safety, mobility, and access improvements along the corridor for all modes of transportation (pedestrian, bicycle, freight, autos). The study will help align future improvements with MnDOT's scheduled mill/overlay in 2020 and grant submittals.

Attached please find a scope of the study. The study is to begin shortly. Task Three alludes to focus group meetings. City Administrator Helget has requested a member of the PC be involved in the focus groups. To those ends he has requested the item be placed on the agenda and a representative appointed.

Please take care to note items to be discussed under Tasks 5-7.

ACTION

Appointment of a representative to attend focus group meetings.



SRF No. 8155

February 12, 2016

Mr. Lyndon Robjent, PE
County Engineer/Public Works Director
CARVER COUNTY PUBLIC WORKS
11360 Highway 212, Suite 1
Cologne, MN 55322

SUBJECT: Norwood Young America Highway 212 Feasibility Study

Dear Mr. Robjent,

Carver County and the Minnesota Department of Transportation (MnDOT) continue to work towards improving Highway 212. As part of this effort, SRF has been under contract (SRF Project #8155) to prepare a *Highway 212 Corridor Access Management, Safety and Phasing Plan*. SRF has completed the first phase of the study and has entered the second phase, which consists of designing a four-lane facility between the City of Cologne and Carver.

Throughout the study process, we have been able to preserve study dollars for additional planning efforts along the corridor. At the request of the project stakeholders, SRF is proposing \$71,700 be allocated towards a *“Highway 212 Corridor Feasibility Study”* between Highway 5/25 and County Road (CR) 34 in Norwood Young America (approximately 1.3 miles of the Highway 212 corridor). The purpose of this study is to help identify improvements along the corridor that balance the safety, mobility and access needs for all modes of transportation (e.g., pedestrians, bicyclists, freight, and vehicles). More importantly, the study will help align future improvements with MnDOT’s scheduled mill and overlay (year 2020) and the preparation of two (2) grant applications.

Our team will be led by our **project manager, Lance Bernard**. Lance led the first phase of the Highway 212 study, and played a role in the public engagement activities, grant applications, and the prioritization of improvements. Lance will receive support from **project principal Craig Vaughn, PE, PTOE**. Craig is a leader of SRF’s Transportation Planning Group, with experience in traffic, access management, safety, corridor planning, and public involvement. **Joni Giese, ASLA, AICP** will oversee the corridor evaluation from a Complete Streets perspective.

SRF has met with the City, County and State on multiple occasions to better understand the desired outcomes of this study. Based on this understanding, SRF has prepared a scope of work (see Attachment A) for the City, County and State’s consideration. Once agreement has been made regarding the scope of work, SRF will begin work immediately. This work can be completed within a six-month time frame once we receive notification to proceed.

If you have any questions, please feel free to contact me at 763.249.6750 or via email at lbernard@srfconsulting.com.

www.srfconsulting.com

One Carlson Parkway North, Suite 150 | Minneapolis, MN 55447-4443 | 763.475.0010 Fax: 1.866.440.6364

An Equal Opportunity Employer

Mr. Robjent

- 2 -

February 12, 2016

Sincerely,

SRF CONSULTING GROUP, INC.



Lance Bernard
Project Manager



Craig Vaughn, PE, PTOE
Project Principal

LHB

cc: Jon Solberg, MnDOT South Area Manager
Diane Langenbach, MnDOT South Area Engineer
Steve Helget, Norwood Young America City Administrator
Tina Diedrick, Norwood Young America Mayor

Craig Vaughn, SRF Consulting Group, Inc.
Kevin Jullie, SRF Consulting Group
Matt Pacyna, SRF Consulting Group, Inc.
Mike McGarvey, SRF Consulting Group, Inc.
Joni Giese, SRF Consulting Group
David Filipiak, SRF Consulting Group
Scott Poska, SRF Consulting Group

H:\Projects\8155\TP\NYA Study\8155_NYA_Scope.docx

Attachment A – Scope of Work

Task 1: Project Management & Oversight

SRF will provide day-to-day project management, including project updates to the client. This task also includes time to attend and facilitate three (3) Project Management Team (PMT) meetings.

Task 2: Broaden Understanding of the Study Area

SRF will work with the City, County, and State to collect background data in a Geographical Information System (GIS) format. We will gather background information including, but not limited to the following:

- Parcel and tax accessor data (e.g., ownership and type of land use)
- Natural resource data (e.g., flooding, groundwater and surface water management)
- Topography data
- Inventory of existing infrastructures (e.g., storm sewer, roads, sidewalks, utilities, and culverts)

SRF will utilize this information to produce a series of base maps for other tasks.

Task 3 – Public Engagement

A fundamental component to the project will include an active and transparent planning process with members of the community. SRF will work with the PMT to identify key stakeholders (e.g., residents, property/business owners, school district members or emergency services) along the corridor to participate in a set of three (3) focus group meetings. The purpose of the focus groups are to better understand the public's transportation needs, issues and opportunities. Input from the focus groups will be used to establish a vision statement and a set of goals for the corridor within Norwood Young America.

The focus groups will be identified and held prior to a public open house. SRF will prepare and attend one (1) open house; the open house will focus on the study's findings and will seek public input on potential recommendations. The City of Norwood Young America will be responsible for identifying a location and notifying the public regarding the date and time of the open house.

Task 4 – Traffic Safety

Safety along this corridor is important to all study area stakeholders and will be a central element in SRF's work. SRF will review historical crash information within the study area provided by the Carver County Sheriff's Department and MnDOT. This task will include a detailed crash analysis to identify any safety hazards. A technical memorandum will be prepared documenting the findings. Findings from this assessment will help inform Tasks 5 – 7.

Task 5 - Traffic Operations

Since traffic volumes and facility characteristics play a significant role in how well a corridor functions from both a safety and mobility perspective, a thorough understanding of how Highway 212 currently operates is important. SRF will use a comprehensive data collection effort to understand traffic patterns and pedestrian movements at key locations (pedestrian movement counts will help inform Task 7). This task will also evaluate access modifications at Morse Street. Findings from this task will be documented in a technical memorandum. Our data driven approach includes the following tasks:

- Collect pedestrian and vehicle turning movement counts for up to thirteen (13) hours at the following intersections:
 - Highway 212 & Highway 5/25 (Including westbound ramp)
 - Highway 212 & Morse Street
 - Highway 212 & Merger Street
 - Highway 212 & Faxon Road
 - Highway 212 & Tacoma Avenue
 - Highway 5/25 & CR 33
 - Highway 5/25 & 7th Street
 - Morse Street/2nd Avenue & Central Avenue/Faxon Road & 7th Street
- Collect fifteen (15) minute pedestrian and vehicle turning movement pulse counts during the a.m. commuter, school p.m., and p.m. commuter peak hours at the following intersections:
 - Highway 212 & East Street
 - Highway 212 & Industrial Boulevard
- Analyze the a.m. commuter, school p.m., and p.m. commuter peak hour traffic operations at the identified study intersections under existing conditions.
- Prepare three (3) sketch-level access alternatives for the Highway 212 and Morse Street intersection:
 - Three-Quarter Access
 - Right-In/Right-Out Access
 - Full Closure
- Analyze the a.m. commuter, school p.m., and p.m. commuter peak hour traffic operations at the identified study intersections with the potential access alternatives at the Highway 212 & Morse Street intersection under existing conditions. This includes modifying current traffic volumes to account for the access changes.
- Analyze the a.m. commuter, school p.m., and p.m. commuter peak hour traffic operations at the identified study intersections with the potential access alternatives at the Highway 212 & Morse Street intersection under 20-year forecast conditions. This includes modifying future traffic volumes to account for the access changes.
- Prepare a sketch-level alternative for the Morse Street/2nd Avenue & Central Avenue/Faxon Road & 7th Street intersection.

Task 6 – Signals and Intelligent Transportation Systems (ITS)

SRF will explore innovative solutions to address traffic and pedestrian issues along the corridor. SRF will explore alternatives and the modernization of intersections. Findings from this task will be documented in a technical memorandum. This task includes the following:

- Inventory existing conditions: signals, corridor lighting, and corridor signing.
- Identify unsignalized intersection/pedestrian crossing improvements related to vehicle and pedestrian safety (e.g., skew at Highway 212 & Highway 5/25, lighting, rectangular rapid flashing beacons (RRFB), and pedestrian hybrid beacons (HAWK)).
- Identify signal upgrades/improvements (modernization) related to vehicle and pedestrian safety (e.g., flashing yellow arrows, phasing/timing, accessible pushbutton stations (APS), pedestrian countdown indications, and LED indications).

- Identify alternatives for reducing Highway 212 speeds (e.g., dynamic speed display signs, chevron pavement markings, and rumble strips).
- Prepare planning level cost estimates for identified improvements.

Task 7 – Pedestrian and Bicycle Connections

Norwood Young America, Carver County and MnDOT are committed to providing a multimodal transportation system. This task will focus on the identification of appropriate trail and pedestrian connections between the neighborhoods located north and south of Highway 212. More importantly, this task will determine the appropriate connections between the schools and neighborhoods. Findings from this task will be documented in a technical memorandum. This task includes the following:

- Evaluate the Highway 212 corridor and adjacent roadways from a Complete Streets perspective.
- Evaluate existing pedestrian and bicycle facilities, and identify improvements that enhance pedestrian and bicycle connectivity and safety.
- Evaluate the feasibility of a pedestrian/bicycle underpass.
- Focus on pedestrian and bicycle connections between the school and neighborhoods.
- Prepare planning level cost estimates.
- Prepare preliminary concepts.

Task 8 – Stormwater Management

SRF recognizes the corridor's proximity to water resources (e.g., lakes and streams) and the challenges in managing stormwater along the corridor. As part of this task, SRF will collect and review available information on surface and groundwater, and determine the feasibility of a pedestrian and bicycle underpass (to be coordinated with Task 7). This analysis will also take into consideration stormwater improvements being programmed as part of MnDOT's 2020 Mill and Overlay. A technical memorandum will be prepared documenting the findings.

Task 9 – Right of Way

SRF will review preliminary right-of-way cost estimates associated with proposed improvements identified from Tasks 4 – 8. Right-of-way estimates will be based on a per parcel or acre value or another methodology that is mutually agreed upon. These planning-level cost estimates are intended to help technical and policy leaders make prudent and thoughtful investment decisions. A technical memorandum will be prepared documenting the findings.

Task 10 – Implementation

SRF will prioritize the improvements identified in Tasks 4 – 9 for their effectiveness in achieving the corridor's vision. The prioritization process will consider low-cost/high-benefit solutions and their feasibility to coincide with MnDOT's 2020 Mill and Overlay. A technical memorandum will be prepared documenting the findings.

Projects will also be aligned with potential funding sources (e.g., grants). Each improvement will be screened to determine their applicability and competitiveness under various funding sources. SRF will prepare two (2) funding applications based on the prioritization method and guidance from the PMT.

Task 11 – Final Plan

SRF will consolidate the various technical memorandums from Tasks 4 – 10 and prepare an executive summary. The executive summary will highlight key study findings and project priorities.