



Norwood Young America Planning Commission

6:00 p.m., Tuesday, February 2, 2021

ZOOM MEETING

<https://us02web.zoom.us/j/81204355983?pwd=UzR1ZkZQd3lIN0t3SjlJM0txVE1Xdz09>

Meeting ID: 812 0435 5983

Passcode: 295221

AGENDA

1. Call to Order
Pledge of Allegiance
2. Adoption of Agenda
3. Approve Minutes of January 5, 2021 meeting
4. Introductions, Presentations, and Public Comment
(Citizens may address the Planning Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Planning Commission will take no official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting.)
5. Public Hearings
 - A. Zoning Code Amendment to allow Indoor Storage Facilities in C-2, General Commercial District
 - B. Conditional Use Permit: 221 Elm Street West
 - C. Conditional Use Permit / Planned Unit Development Indoor Self-Storage at 640 and 710 Railroad Street East
6. New Business
 - A. Zoning Code Amendment to allow Indoor Storage Facilities in C-2, General Commercial District
 - B. Conditional Use Permit: 221 Elm Street West
 - C. Conditional Use Permit / Planned Unit Development Indoor Self-Storage at 640 and 710 Railroad Street East
 - D. Building Permit Fee Comparison
7. Old Business
 - A. Work List
 - i. Rezone lots on Railroad St. W. from Reform St. to Progress St. (City Council approved January 25, 2021)
 - ii. Shoreland overlay district text and map update (City Council approved January 25, 2021)
 - iii. Potential updates to non-conforming use standards (Call for public hearing on ordinance amendment of non-conforming uses to be held March 2nd)

**Jerry
Barr**

**Mike
Eggers**

**Bill
Grundahl**

**Paul
Hallquist**

**Bob
Smith**

**Craig
Heher
Council
Liaison**

- iv. Potential zoning map updates resulting from 2040 Comprehensive Plan update (*more discussion needed*)
- 8. Miscellaneous
 - A. January Building Permit Report
- 9. Commissioner's Reports
- 10. Adjourn

UPCOMING MEETINGS

February 8	City Council 6:00 p.m.
February 10	Economic Development Commission 6:00 p.m.
February 16	Parks & Recreation Commission 4:45 p.m.
February 22	City Council & EDA meetings; followed by Work Session 6:00 p.m.
March 2	Planning Commission 6:00 p.m.

*Norwood Young America
Planning Commission Minutes
January 5, 2021*

- Present:** Commissioners Mike Eggers, Bill Grundahl, Paul Hallquist, Craig Heher, and Bob Smith.
- Absent:** Commissioner Jerry Barr
- Staff:** City of Norwood Young America City Administrator Steve Helget, Karen Hallquist, and Planning Consultant Cynthia Smith Strack.
- Public:** Mayor Carol Lagergren, Richard Stolz, Michael Barto, Randy Clark, Michael Swanson, and others.

1. Call to Order.

The meeting was called to order by Chair Heher at 6:11 pm. The meeting was held in virtual format. All present stood for the Pledge of Allegiance.

2. Oath of Office.

Bill Grundahl and Mike Eggers took an oath of office.

3. Adoption of Agenda.

Chairperson Heher introduced the agenda and requested a review of the open meeting law and bidding process by Mayor Lagergren be added as agenda item 11 and the remaining agenda items renumbered.

Motion – Eggers, seconded by Grundahl to approve the agenda with proposed adjustment. The agenda was approved 5-0.

4. Appoint Officers and Representatives to Commissions.

Chairperson Heher introduced the agenda.

Motion – Grundahl, seconded by Smith to appoint Craig Heher as Commission Chair. No other nominations received. Motion carried 5-0.

Motion – Grundahl, seconded by Eggers to appoint Bob Smith as Commission Vice Chair. No other nominations received. Motion carried 5-0.

Staff was designated as Secretary, similar to previous years.

Motion – Smith, seconded by Eggers to appoint Bill Grundahl as PC Liaison to the Parks and Recreation Commission. No other nominations received. Motion carried 5-0.

Motion – Smith, seconded by Grundahl to appoint Mike Eggers as PC Liaison to Economic Development Commission. No other nominations received. Motion carried 5-0.

5. Approval of Minutes from the Regular Meeting December 1, 2020.

Heher introduced the minutes from the December 1, 2020 regular meeting.

Motion – Eggers to approve the December 1, 2020 regular meeting. Seconded by Smith. With all in favor the regular meeting minutes were approved 5-0.

6. Public Comment.

None.

7. Public Hearings.

A. Shoreland Overlay District.

Heher introduced the public hearing, explained the typical public hearing process and opened the proceeding at 6:20 p.m.

Strack stated the Planning Commission is to hold a public hearing on an Ordinance amending Chapter 1240.01 of the City Code pertaining to the Shoreland Management Overlay District and Section 1225.02 the Zoning Map to provide for the Old Town Shoreland Overlay District. If approved, the amendment will provide for existing development patterns in a portion of the north original townsite which are subject to shoreland management impervious surface and maximum height limitations. The proposed amendment will allow lots within the Old Town Shoreland Overlay District to revert to base zoning standards for maximum impervious surface coverage and building height. Lots with a base zone of R-3 Medium Density Residential would be able to have impervious surface coverage of 35% and maximum building height of 35' rather than 25% and 25' as required by the current shoreland overlay district. Lots with a base zone of C-3 Downtown Commercial would be able to have impervious surface coverage of 100% and maximum building height of 45' rather than 25% and 25' as required by the current shoreland overlay district

Notice of the public hearing has been posted and published. No comment for or against the code amendment has been received. The DNR previously provided a letter of conditional approval relating to the code amendment. The Commission is to hold the hearing and make are recommendation to the City Council during the business portion of the meeting.

Heher inquired as to whether or not the 45' height allowance in the Downtown was an issue for fire response. Eggers noted the City's recent purchase of a new ladder truck.

Motion Grundahl, seconded by Smith to close the public hearing at 6:27 p.m. Motion carried unanimously.

B. Rezoning a Portion of Railroad Street West

Heher introduced the agenda topic and opened the public hearing at 6:28 p.m.

Strack stated the Planning Commission is to hold a public hearing on a City-sponsored amendment of the official Zoning Map as provided under Section 1225.02 of the City Code. The City is proposing to rezone the first tier of lots north of Railroad Street West between Reform and Progress Streets. The rezoning, if

approved, will reclassify five parcels of record from C-3, Downtown District to RC-1, Residential/Neighborhood Commercial District. Rezoning of the properties will better provide for existing uses.

Notice of public hearing was published, posted, and mailed to property owners impacted and those within 350 feet. Administrator Helget has had discussions with respect to the rezoning with each effected property owner. The Commission is to hold the hearing and make a recommendation to the City Council during the business portion of the meeting.

Heher provided a history of the City sponsored rezoning. No comments were received from the Commission or public.

Motion Smith, seconded Eggers to close the public hearing at 6:32 p.m. Motion carried unanimously.

C. Conditional Use Permit 304 Main Street East.

Heher introduced the CUP request and opened the public hearing at 6:41 p.m.

Strack stated Michael Barto, the Applicant, had applied for a conditional use permit to allow limited manufacturing, assembly, and treatment of articles from previously prepared materials at 304 Main Street East. Mr. Barto has entered into a purchase agreement for the property. The site is zoned C-3, Downtown District and commonly referred to as the former post office. The Applicant proposes to operate an automation company that focuses on industrial automation with a specific focus on law enforcement and military training equipment.

Within the C-3 District, Chapter 1230.10, Subd. 4(E) provides for: "Custom or limited manufacturing, assembly, or treatment of articles or merchandise from previously prepared materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool" under Conditional Use Permit.

The operational limits for manufacturing uses in the C-3, Downtown District are included in Chapter 1210.06, Subd. 3(B)(22) of the City Code requires: no outdoor storage, all business vehicles be accommodated off-street, an office or retail area be retained at the front of the building, and performance and architectural standards contained elsewhere in the Code must be observed.

An application for a CUP, a narrative explaining the nature of the request, and architectural plans illustrating proposed interior remodeling are included in the packet.

The Applicant represents: Use of the building proposed is engineering and building live-fire training equipment for military and police. Design (electronic and mechanical), software development, prototyping, and light assembly/manufacturing done with hand tools and cordless drills would occur on site; No heavy equipment is used on site, except for an electric forklift; No changes are proposed to the building footprint; An office will be retained at the building storefront; No outdoor storage will occur; The business will employ five full time staff and eight part time staff. Staff are often traveling and working remotely; The business operates a single shift, regular work week; and Shipments include daily UPS delivery/pick-up and approximately on semi delivery per week.

A public hearing notice has been drafted, published, and distributed to property owners within 350 feet of the subject parcel. The Applicant was in attendance at the virtual meeting. No comments for or against the request had been received, except that an individual had asked Administrator Helget whether the firing of weapons and/or storage of ammunition would occur onsite.

Barto confirmed that firing of live rounds was not going to occur on site. Barto noted they test with airsoft guns and ammunition. Heher welcomed Barto and invited him to share information pertaining to his business.

Barto stated he and his wife are the current owners and operators of Windcrest LLC a company that was formed in the 1970's to create targets for law enforcement. The targets have been used to test fire/no fire scenarios. Barto stated he is an engineer by trade and currently operates the business in Waconia. Mr. Barto noted the Norwood Young America location is convenient as Storms Welding is a supplier and Highway 212 offers convenient access for shipping. Barto stated his plans include using the front fourth or third of the building for office space. The remainder of the space will be used for assembly and warehousing. Barto reiterated all live fire testing will occur off-site at firing ranges. Barto stated 95% of their testing is completed with airsoft technology.

Grundahl confirmed the company manufactures equipment that officers use for targets that present themselves. Barto confirmed, adding 65% of business are military applications mostly using stationary targets.

Heher asked if live ammunition will be stored on site. Barto confirmed a very small amount of live ammunition was planned to be stored on-site in a gun safe, 556 and 9mm rounds, one box each.

Heher asked if Strack or Helget had received any comments. Strack had not. Helget noted just a question about live fire and ammunition storage on site.

Barto stated if storage of ammunition is an issue for the Commission's approval that it be identified at this time so alternate plans could be made. Barto noted his business is one that occasionally attracts visitor interest.

Smith inquired as whether or not a security system would be installed. Barto confirmed a security system would be installed.

Grundahl expressed concern for delivery by semi-truck. Grundahl specifically commented on ability of streets to accommodate truck traffic and ability of off-street lot to accommodate deliver maneuvers.

Helget noted both Main Street and Tacoma Avenue are designated truck routes.

Heher invited public to comment. Michael Swanson stated he was concerned about semi-truck traffic, about the presence of weapons and ammunition, and stated his opposition to the request.

Dick Stolz stated he was pleased to see the use being proposed for the building that has been vacant for several years. He asked about the hours of operation and questioned if noise would be a potential issue. Stolz noted the use was close to residential property.

Heher thanked Swanson and Stolz for comments. Heher stated he would like to know streets could accommodate a semi-truck. Barto stated he would check turning radius on site to determine whether a semi-truck could turn-around in the off-street parking area. Barto noted truck traffic could be made a condition of the CUP.

Heher asked about hours of operation. Barto stated hours of operation were normal work shift, however, he may occasionally be in on weekends. Occasionally an employee may show up a half hour early.

Barto noted airsoft guns are similar to those used elsewhere and would not be audible external to the building. Heher concurred it was unlikely airsoft discharge would be heard outside of the building. He further stated he had no concerns about business hours of operation.

Heher asked Barto if retail sales would occur out of the building. Barto stated they would not.

Motion Grundahl, seconded by Smith to close the public hearing at 6:55 p.m. Motion carried unanimously.

8. New Business.

A. Shoreland Overlay District – Alternative Old Town Area Adjustments.

Heher introduced the agenda item.

Motion Hallquist, seconded by Eggers to recommend the City Council approve of the Code amendment. Motion carried unanimously.

B. Rezoning a Portion of Railroad Street West.

Heher introduced the agenda item.

Motion Smith, seconded by Grundahl to recommend the City Council approve of the Code amendment. Motion carried unanimously.

C. Conditional Use Permit: 304 Main Street East.

Heher introduced the agenda item and asked if Barto had comments or requested clarification of proposed conditions.

Barto noted a condition of approval was that garbage/refuse was not to be stored outside. Barto inquired as to whether he could fence or screen and retain outdoors. Strack noted fencing was typically not allowed in the Downtown but screening could be considered.

Grundahl inquired if the Code addresses hours of operation. Strack noted the Code did not but that could be incorporated as a condition of the CUP.

Smith stated he did not object to proposed hours of operation. Eggers and Hallquist concurred. Heher concurred.

Heher asked if any Commissioners were concerned about potential for live ammunition to be stored on site. Smith, Eggers, Hallquist, and Grundahl were satisfied with the low volume of ammunition proposed to be stored on site and the fact it would be stored in a locked gun safe.

Strack suggested Barto conduct a walkthrough of the building with the fire department as he had previously mentioned was a possibility. Barto noted he would arrange a walk through.

Motion Smith, seconded by Eggers to recommend the City Council approve issuance of a conditional use permit to allow limited manufacturing at 304 Main Street East under conditions proposed in staff memo. Motion carried unanimously.

D. Discussion Indoor Storage Facilities.

Heher introduced the agenda item.

Strack noted the City has been in contact with an individual interested in pursuing an indoor storage facility on a developed lot in the C-2, General Commercial District, which abuts Highway 212. City staff has discussed potential options to accommodate the use in the district with consulting staff, including Jay Squires, City Attorney. Discussion by the Commission addressing the potential to allow indoor storage facilities within the C-2 district under planned unit development (PUD) review was requested. This is to be a comprehensive discussion versus one related to a particular property.

Strack noted that the City's PUD standard is an overlay district that accommodates only uses that are allowed in the underlying base zoning district. At this time indoor storage facilities are not allowed in the C-2 District. The Commission is asked to provide input on amending Section 1230.09, Subd. 4 of the Code (conditional uses in the C-2 District) to allow indoor storage facilities under PUD.

PUD are defined under Section 1200.04 of the code as "An integrated development involving two or more principal uses or structures, including but not specifically limited to single-family residential uses, multiple-family residential uses, offices, or commercial uses, or any combination thereof, and similar such uses or combinations."

Strack shared an internet image search for indoor storage facility to provide a sense of the type of use envisioned.

Strack noted other cities that have provided for indoor storage facilities typically require performance standards such as: Access to individual storage must only be from a structure interior; No outdoor storage is allowed, except perhaps for a rental truck; A requirement for security/lighting; Architectural standards for buildings; and Limits on types of items stored i.e. no combustibles, flammables, etc.

Heher clarified the indoor storage facility could be a free-standing use or occupy an existing building. Strack concurred.

Smith stated he was familiar with such facilities and that they were common in metropolitan areas in other states. He stated support for such facilities in the C-2 District.

Hallquist stated he was not very familiar with planned unit development and it was not clear to him why planned unit development approval in addition to or in lieu of conditional use permit issuance was needed. Strack noted it provided more control over potential indoor storage development. CUP are allowed but can have conditions, PUD may be denied.

Heher inquired as to whether fire standards for storage would be applicable. Smith noted building and fire code would address and fire suppression likely would be needed.

Grundahl stated he didn't have specific concerns but he wondered if such uses were fitting for Norwood Young America.

Eggers inquired as to whether indoor storage would be enclosed, walk up type or "Mi-Pod" type. Smith opined either or.

Heher stated his concern was for how it looked. He noted design standards would be important considerations.

Eggers inquired as to whether hours of operation could be limited. Strack affirmed.

Smith asked if the existing PUD standards would need to be amended in addition to C-2 standards. Strack confirmed existing PUD standards accommodate commercial PUD already.

Eggers stated he supported the concept as long as the code amendment required high aesthetic standards.

Grundahl supported the concept if code was met. Grundahl stated he was unsure of whether the concept of indoor storage was a good fit in Norwood Young America.

Hallquist opined the concept was interesting and progressive and City could set standards to control what it looks like.

Smith stated he was in favor of looking at a code amendment. He preferred requiring indoor access to the storage units versus allowing outdoor access.

Heher opined there was room for and a need for the use, however, the corridor needed to maintain high quality aesthetic.

The Commission requested a code amendment be presented at the February meeting.

9. Old Business.

A. PC Work List.

Heher introduced the agenda item. Strack reviewed the work list. Heher noted joint work-session with Council pertaining to non-conformance was to be delayed to the February 22nd meeting.

10. Miscellaneous.

A. December Building Permit Report.

The December building permit report was reviewed.

11. Open Meeting Law and Bid Process Review.

Mayor Lagergren presented information on the open meeting law and bid process requirements.

12. Commissioner Reports.

Eggers, Grundahl, Hallquist, and Smith did not have updates.

Heher provided a summary of a joint work session with the City Council and EDC pertaining to a grocery Food Cooperative and results of a study produced by an expert pertaining to local groceries. Lagergren noted the co-op would be community (not City) run and community (not City) owned. The typical process to establish was about three years. The City continues to work on attracting a retailer as well. The focus is providing local grocery store whether a cooperative or traditional establishment.

Heher provided summaries of the December 14th and 28th Council meetings.

13. Adjourn

Motion – Smith, Seconded by Grundahl to adjourn the meeting. With all in favor the meeting adjourned at 7:50 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: February 2, 2021

Re: Public Hearing Ordinance Indoor Storage Facilities in C-2 General Commercial District

BACKGROUND

The Planning Commission is to hold a public hearing on a proposed code amendment pertaining to indoor self-storage facilities.

In January the Commission discussed the potential to amend the City Code to provide for indoor self-storage facilities under planned unit development in the C-2 General Commercial District. The C-2 District is the commercial zoning designation in the Highway 212 corridor. The Commission also joined the City Council for a work session regarding the potential update on January 25th. The Council requested the Commission have additional discussion and report back to the Council.

Attached please find the proposed ordinance Amending Chapter 1200.04, Definitions and Section 1230.09, Subd. 4 to provide for indoor self-storage facilities in the C-2 General Commercial District.

The following are conditions of issuance of a CUP/PUD for indoor storage facilities included in the draft code amendment. They are proposed as a starting point for discussion. The conditions listed may not be what the Commission finds necessary. The Commission is asked to move through each recommendation and determine appropriateness. In addition, the Commission should provide comment on any additional items of concern or items Commissioner's would like to consider for inclusion.

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self Storage Facilities approved under this Section
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building
4. No outdoor storage of tenants' goods or wares is allowed.
5. Hours of operation limited are limited to 6 a.m. to 11 p.m.
6. The structure must be equipped with motion sensitive lighting.
7. The structure must have a security system adequate to limit access to those renting a storage unit.

8. The facility must include a restroom for use by tenants.
9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception.
10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
12. The facility must be located on a minimum one acre lot.

ACTION

The Planning Commission is to hold the public hearing. Following the hearing and discussion the following options are available to the Commission:

1. Consider a MOTION to recommend the City Council approve the Ordinance providing for indoor storage facilities in the C-2 District (with any suggested changes).
2. Consider a MOTION to recommend the City Council not approve the Ordinance.
3. Postpone action, pending receipt of additional information. If this is the action envisioned the Planning Commission should not close the public hearing but continue it to next meeting.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE**

**AN ORDINANCE AMENDING CHAPTER 1200.04, DEFINITIONS AND
SECTION 1230.09, SUBD. 4 TO PROVIDE FOR INDOOR SELF STORAGE
FACILITIES IN THE C-2 GENERAL COMMERCIAL DISTRICT**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA HEREBY ORDAINS:**
- II. SECTION 1200.04 (DEFINITIONS) OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED BY ADDING THE FOLLOWING DEFINITION.**

Indoor Storage Facility. A climate controlled building with controlled access that contains varying sizes of internally accessible individual, compartmentalized, and stalls or lockers for the storage of tenants' goods or wares.
- III. CHAPTER 1230.09, SUBD. 4 OF THE CITY CODE (CONDITIONAL USES IN THE C-2 GENERAL COMMERCIAL DISTRICT) SHALL BE AMENDED BY ADDING SUBSECTION G TO SUBDIVISION 4 AS FOLLOWS.**

G. Indoor Self Storage Facilities, provided:

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self Storage Facilities approved under this Section
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building
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8. The facility must include a restroom for use by tenants.
9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception.

10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
12. The facility must be located on a minimum one acre lot.

IV. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Norwood Young America on the ____ day of _____, 2021.

Attest:

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk

Adopted:

Published:



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: February 2, 2021

Re: Public Hearing Conditional Use Permit: 221 Elm Street West

BACKGROUND

Thomas Christensen (Applicant) and Peter Buckentine (Property Owner) have applied for a conditional use permit to use 221 Elm Street West for limited treatment of articles from previously prepared materials. The Applicant proposes to retain an office at the front of the building and powder-coat small metal items in the remainder of the building. No outside storage or changes to the building footprint are proposed. The site is zoned C-3 Downtown District.

Chapter 1230.10, Subd. 4(E) provides for: *"Custom or limited manufacturing, assembly, or treatment of articles or merchandise from previously prepared materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool"* under Conditional Use Permit.

The operational limits for manufacturing uses in the C-3 Downtown District are included in Chapter 1210.06, Subd. 3(B)(22) of the City Code as follows:

22. Custom or limited manufacturing, assembly, or treatment of articles or merchandise from previously prepared materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool in the C-3, Downtown Districts and the RC-1 Residence and Neighborhood Commercial District shall conform to the following standards:
- No outdoor storage of any kind, including but not limited to materials, equipment, or machinery shall be permitted.
 - All business vehicles shall be accommodated by off-street parking.
 - Office or retail sales areas shall be maintained at the front (street-facing) side of the building.
 - The standards of Section 1245.01 (Performance Standards) and 1245.02 (Architectural Standards and Guidelines) apply.



Attached please find an application for a CUP. The Applicant is expected to have a floor plan available prior to the hearing.

REVIEW OF REQUEST

The Applicant represents:

1. Use of the building will be for powder coating of previously manufactured materials.
2. An office will be retained at the building storefront comprising approximately 15 to 20 percent of the space. An architectural floor plan has been requested.
3. No outdoor storage will occur.
4. Any business vehicles will be parked on-site.
5. The proposed activity doesn't involve chemicals, production of fumes, noise, gases, etc.
6. No exterior exhaust fans are proposed.
7. No changes are proposed to the building footprint.

Hearing Requirements

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

Comments Received

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

Examination of Code Requirements

Norwood Young America code requirements applicable to this Conditional Use Permit Request are itemized below; consulting staff comments are illustrated in **red bold, italic type face**.

General Criteria for Approval of Conditional Use Permits

The Planning Commission is to examine the request under Section 1210.06 Conditional Use Permits, Subd. 3(A). The City may, as it deems necessary to protect the health, safety, and general welfare of the public, require additional performance standards.

1. The use is consistent with goals, policies and objectives of the Comprehensive Plan.
DISCUSSION: The 2040 NYA Comprehensive Plan guides the subject area to continued commercial use.
2. The use is consistent with the intent of this Ordinance. ***DISCUSSION: The intent of the C-3 District is to provide for uses within traditional downtown areas. No changes to building footprint and/or structure appearance is proposed. An office will be retained in the storefront.***
3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements. ***DISCUSSION: The proposed use shall occupy and existing structure which is currently served by a full array of urban services. The proposed use will not overly burden existing utilities in terms of volume used/capacity required or type of waste produced.***
4. The use does not have an undue adverse impact on the public health, safety or welfare.
DISCUSSION: The proposed use will be operated within an existing structure.
5. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. ***DISCUSSION: Adjacent uses are commercial/mixed use in nature. The less use appears to blend in with the uses within the general locale.***

6. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. **DISCUSSION: The subject site lies within a fully developed part of the original townsite and appears to be consistent with adjacent uses.**
7. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. **DISCUSSION: The subject parcel is an existing, improved lot with a full complement of urban services provided.**
8. Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site. **DISCUSSION: No changes to the structure are proposed. Vehicular and pedestrian circulation patterns are already established.**
9. The use meets all of the performance criteria requirements as established in Section 1245.01 of this chapter. **DISCUSSION: As a condition of approval, the proposed use shall meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.**
10. The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. **DISCUSSION: The subject parcel is a legal, conforming lot of record in the C-3 District and meets required performance standards.**

Specific Criteria for Approval of the Conditional Use Permit

The operational limits for manufacturing uses in the C-3 Downtown District are included in Chapter 1210.06, Subd. 3(B)(22) of the City Code as follows:

1. No outdoor storage of any kind, including but not limited to materials, equipment, or machinery shall be permitted. **The Applicant represents there will be no outdoor storage of any materials, equipment, or machinery at the subject parcel.**
2. All business vehicles shall be accommodated by off-street parking. **The Applicant represents parking of business vehicle(s) shall occur on the subject lot and not on the public street.**
3. Office or retail sales areas shall be maintained at the front (street-facing) side of the building. **The Applicant represents offices will be retained in the storefront.**
4. The standards of Section 1245.01 (Performance Standards) and 1245.02 (Architectural Standards and Guidelines) apply. **The Applicant is not proposing any changes to the building footprint or exterior storefront at this time. The Applicant represents there will be no noise, glare, fumes, etc produced by the use. The standards of Section 1245.01 are recommended as conditions of the CUP.**

Conditions of Approval

All conditions pertaining to a specific site are subject to change if the City finds that the general welfare and public betterment can be served as well or better by modifying or expanding use condition. Therefore, the City may impose conditions which are considered reasonably necessary to meet the standards of City Code and to protect the best interests of the surrounding area or the City as a whole. Violation of any such condition of approval is a violation of the Code.

If approval of the conditional use permit is recommended to the City Council, the following conditions are recommended:

1. The "Use" is defined as custom or limited treatment of articles or merchandise from previously prepared materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool. The Use is

limited to the property addressed as 221 Elm Street West. No other use shall be allowed under this Conditional Use Permit. The Use is subject to the following standards:

- A. No outdoor storage of any kind, including but not limited to materials, equipment, machinery, garbage, refuse, and similar items shall be permitted.
 - B. All business vehicles shall be accommodated by off-street parking.
 - C. Office or retail sales areas shall be maintained at the front (street-facing) side of the building. An architectural floor plan shall be submitted demonstrating at least fifteen (15) percent of the building front will be retained in office space.
 - D. The standards of Section 1245.01 (Performance Standards) and 1245.02 (Architectural Standards and Guidelines) apply.
2. The Applicant represents the following which the City takes as a good-faith representation of the proposed use:
 - A. Use of the building will be for powder coating of previously manufactured materials.
 - B. An office will be retained at the building storefront comprising approximately 15 to 20 percent of the space. An architectural floor plan has been requested.
 - C. No outdoor storage will occur.
 - D. Any business vehicles will be parked on-site.
 - E. The proposed activity doesn't involve chemicals, production of fumes, noise, gases, etc.
 - F. No exterior exhaust fans are proposed.
 - G. No changes are proposed to the building footprint.
3. The property shall not be used for residential purposes, including by the Property Owner.
4. Prior to occupying the structure with the proposed use the Property Owner and/or Applicant shall request a change in occupancy review as required by the Building Official. Any requirements specified by the Building Official shall be completed prior to occupancy of the structure.
5. All loading/unloading at the site shall occur separate and independent from CSAH 31/Elm Street right-of-way unless specifically authorized in writing by Carver County Public Works Department.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.
7. The Property Owner shall not discharge industrial waste into the sanitary sewer system.
8. This approval is applicable only to the property at 221 Elm Street West.
9. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the Use on-site.
10. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
11. The permit may be subject to annual inspection and audit by the City.
12. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
13. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

ACTION

The Planning Commission is to hold a public hearing. After the Planning Commission's review and discussion is complete, a MOTION to recommend the City Council approve/deny the conditional use permit to provide for powder coating of previously manufactured materials at 221 Elm Street West is in order.



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: 1/18/2021

Tin Roof Powder Coating and Sandblasting is a company that will be located in Norwood Young America. This is a start up company that fills a gap for powder coating needs in the local communities.

What is powder coating? Powder coating is a process of applying a powder (many colors to choose from) electrostatically to metal, aluminum and other metals it is cured in an oven at 400 degrees for 30 minutes. Powder coating is a much more durable finish compared to paint and it is economical compared to paint. In the powder coating process there is no chemical fumes, no venting or harmful waste. Since the production will be indoors there will be no need for any outdoor storage. The front of the space will be offices and display. There will be no visibility of the production area from the sidewalk.

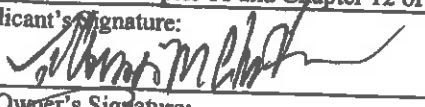
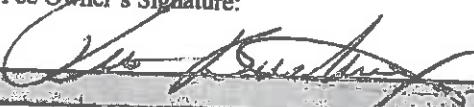
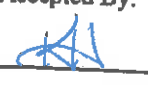
If you have any questions please call me @ 612 978 9853.

Thank you,

Tom Christensen

Planning and Zoning Application

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

Applicant's Name Thomas Christensen		Telephone Home 612-978-9853 Work/Cell			
Address (Street, City, State, ZIP) 8681 Alisa Lane Chamhassen					
Property Owner's Name (If different from above) PETE W. and Diane C. Buckentime		Telephone Home 612-723-2938 Work/Cell			
Location of Project 221 Elm Street WEST Norwood, MN 55368					
Legal Description the east 40ft of lot 3, block 3, village of Norwood, according to the plot thereof on file and as recorded in the office of the county records					
Description of Request (Attach separate sheet, if necessary) C.V.P. starting small manufacturing, mainly powder coating, No painting. F-2 II-B - Classed					
<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 33%;"> <input type="checkbox"/> Annexation \$300.00 <input type="checkbox"/> Application for Appeal \$150.00 <input type="checkbox"/> City Code Amendment \$250.00 <input type="checkbox"/> Parking Reduction \$100.00 <input type="checkbox"/> CUP/IUP \$200.00 (Residential) <input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential) <input type="checkbox"/> Variance \$200.00 (Residential) <input type="checkbox"/> Variance \$300.00 (Non Residential) <input type="checkbox"/> Lot Split \$200.00 <input checked="" type="checkbox"/> Public Hearing Notice \$75.00 </td> <td style="vertical-align: top; width: 33%;"> Proposed Action(s): Check all that apply <input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow <input type="checkbox"/> Sketch Plat \$200.00 + Escrow <input type="checkbox"/> Site Plan \$300.00 + Escrow <input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow <input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow <input type="checkbox"/> PUD Final Plan \$300.00 + Escrow <input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow <input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow </td> <td style="vertical-align: top; width: 33%;"> <input type="checkbox"/> Storm Water Plan \$250.00 <input type="checkbox"/> Rezoning \$350.00 <input type="checkbox"/> Street/Alley Vacation \$150.00 <input type="checkbox"/> Zoning Text Amendment \$300.00 <input checked="" type="checkbox"/> Recording Fee \$46.00 <input type="checkbox"/> Boundary Line Adjustment \$100.00 <input type="checkbox"/> Other _____ </td> </tr> </table>			<input type="checkbox"/> Annexation \$300.00 <input type="checkbox"/> Application for Appeal \$150.00 <input type="checkbox"/> City Code Amendment \$250.00 <input type="checkbox"/> Parking Reduction \$100.00 <input type="checkbox"/> CUP/IUP \$200.00 (Residential) <input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential) <input type="checkbox"/> Variance \$200.00 (Residential) <input type="checkbox"/> Variance \$300.00 (Non Residential) <input type="checkbox"/> Lot Split \$200.00 <input checked="" type="checkbox"/> Public Hearing Notice \$75.00	Proposed Action(s): Check all that apply <input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow <input type="checkbox"/> Sketch Plat \$200.00 + Escrow <input type="checkbox"/> Site Plan \$300.00 + Escrow <input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow <input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow <input type="checkbox"/> PUD Final Plan \$300.00 + Escrow <input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow <input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow	<input type="checkbox"/> Storm Water Plan \$250.00 <input type="checkbox"/> Rezoning \$350.00 <input type="checkbox"/> Street/Alley Vacation \$150.00 <input type="checkbox"/> Zoning Text Amendment \$300.00 <input checked="" type="checkbox"/> Recording Fee \$46.00 <input type="checkbox"/> Boundary Line Adjustment \$100.00 <input type="checkbox"/> Other _____
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<p>ALL ESCROW MUST BE PAID BY CERTIFIED CHECK</p> <p>Escrow Deposit \$2,000.00</p> <p>Escrow Deposit - Site Plan Review: \$15,000 (Tacoma West Industrial Park), \$5,000.00 (All other site plan reviews)</p> <p>Escrow Deposit - Development Review (paid at Sketch Plan): \$10,000.00</p> <p>ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.</p> <p>*APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED*</p> <p>The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.</p>					
Applicant's Signature: 		Date 1-13-21			
Fee Owner's Signature: 		Date 1-13-21			
For Office Use Only					
Accepted By: 	Amount 421.00 cash	Date 1/14/2021			



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: February 2, 2021

Re: Public Hearing Conditional Use Permit/Planned Unit Development Indoor Self-Storage Former NYA Mall

BACKGROUND

The Planning Commission is to hold a public hearing on a request for a conditional use permit/planned unit development. Consideration of this request by the City Council post-Planning Commission public hearing is contingent on the Council approving and placing into effect an ordinance amending Chapter 1200.04, Definitions, and Section 1230.09, Subd. 4 to provide for indoor self-storage facilities in the C-2 General Commercial District.

Stan Albrecht (the Property Owner and Applicant) has applied for a CUP/PUD to provide for an indoor self-storage facility in the NYA mall. The proposed use will occupy approximately 9, 200 square feet of the mall which occupies a portion of two lots: 640 Railroad Drive and 710 Railroad Street East.

The property is zoned C-2 General Commercial District and a pending code amendment will provide for indoor self-storage facilities under the following conditions. The conditions are subject to change pending approval of the City Council at a future meeting.

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self Storage Facilities approved under this Section
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building
4. No outdoor storage of tenants' goods or wares is allowed.
5. Hours of operation limited are limited to 6 a.m. to 11 p.m.
6. The structure must be equipped with motion sensitive lighting.
7. The structure must have a security system adequate to limit access to those renting a storage unit.
8. The facility must include a restroom for use by tenants.

9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception.
10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
12. The facility must be located on a minimum one acre lot.

REVIEW OF REQUEST

Attached please find an application for a CUP/PUD and associated information.

The Applicant represents:

1. Approximately 9,200 square feet of the NYA Mall will be converted to an indoor self-storage facility. The proposed facility occupies portions of the existing structure at 640 Railroad Drive and 710 Railroad Street East.
2. No changes in the building footprint are proposed. A sliding glass entry door or glass garage door may replace existing entry/building opening. The portion of the building interior to be used for indoor self storage may be adjusted including demising walls. Storage partitions will be either steel or Oriented Strand Board (OSB).
3. The Applicant's request includes adding a U-Haul Rental Franchise in the same building long term. *It is noted such a use would require a separate and independent interim use permit under Chapter 1230.09, Subd 5(A) of the City Code which relates to outdoor storage in the C-2 District. The standards for outdoor storage are included in Chapter 1210.06, Subd. 3(A) and 1210.06, Subd. 3(B)(18). As such this request is not included in the public hearing or request for CUP/PUD herein.*
4. Hours of operation will be 6 a.m. to 10 p.m.
5. Security and fire suppression systems are proposed.
6. Maximum storage height is 12 feet.
7. Types of items prohibited include, but may not be limited to: tires, flammables, hazardous, drugs, perishables, equipment with fuel (fuel must be emptied out), live plants, live animals, products containing asbestos, radioactive equipment, loaded firearms (firearms must be emptied out), waste (toxic, biological and hazardous).
8. Business vehicles will be parked on-site.
9. The proposed activity doesn't involve chemicals, production of fumes, noise, gases, etc.
10. No exterior exhaust fans are proposed.

Hearing Requirements

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

Comments Received

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

Examination of Code Requirements

Norwood Young America code requirements applicable to this Conditional Use Permit Request are itemized below; consulting staff comments are illustrated in **red bold, italic type face**.

General Criteria for Approval of Conditional Use Permits

The Planning Commission is to examine the request under Section 1210.06 Conditional Use Permits, Subd. 3(A). The City may, as it deems necessary to protect the health, safety, and general welfare of the public, require additional performance standards.

1. The use is consistent with goals, policies and objectives of the Comprehensive Plan. *DISCUSSION: The 2040 NYA Comprehensive Plan guides the subject area to continued commercial use.*
2. The use is consistent with the intent of this Ordinance. *DISCUSSION: The intent of the C-2 District is to recognize development opportunity and the need for commercial establishments fronting on or with direct access to major highways, a frontage road, or a major street intersecting a highway, serving area residents as well as vehicular traffic generated from the surrounding area. The proposed use will occupy approximately 9,200 square feet an existing commercial mall. No changes to building footprint is proposed.*
3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements. *DISCUSSION: The proposed use shall occupy and existing structure which is currently served by a full array of urban services. The proposed use will not overly burden existing utilities in terms of volume used/capacity required or type of waste produced.*
4. The use does not have an undue adverse impact on the public health, safety or welfare. *DISCUSSION: The proposed use will be operated within an existing structure.*
5. The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. *DISCUSSION: Other uses within the commercial mall include professional office and retail. Adjacent locale includes high density residential uses.*
6. The use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. *DISCUSSION: The proposed use is to be contained within an existing commercial strip mall.*
7. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. *DISCUSSION: The subject parcel is an existing, improved lot with a full complement of urban services provided. No changes to existing site layout, including parking configuration is proposed.*
8. Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site. *DISCUSSION: No changes to existing vehicle parking or pedestrian circulation patterns is proposed. Vehicular and pedestrian circulation patterns are already established.*
9. The use meets all of the performance criteria requirements as established in Section 1245.01 of this chapter. *DISCUSSION: As a condition of approval, the proposed use shall meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.*
10. The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. *DISCUSSION: The subject parcels are legal, conforming lot of record in the C-2 District with a zero lot line for a multi-unit structure.*

Specific Criteria for Approval of the Conditional Use Permit

Section 1230.09, Subd. 4 is proposed to provide for indoor self-storage facilities in the C-2 General Commercial District under the following conditions:

1. The City approves a non-residential Planned Unit Development as provided under Section 1240.02, Subd. 6(A) as may be amended. In approving the PUD, the Council may waive any requirement generally applicable to Planned Unit Developments in Section 1240.02, but the requirements set forth in (G)(2-12) below shall apply to all Indoor Self Storage Facilities approved under this Section.
DISCUSSION: Note comments below.
2. The facility must provide a fully enclosed and heated drive-in unloading area.
3. All storage units must be accessed from the interior of the building. **DISCUSSION: A schematic included with application materials illustrates all storage units will be accessed from the interior of the building. If approved, the schematic is to be included in the approving resolution.**
4. No outdoor storage of tenants' goods or wares is allowed. **DISCUSSION: The Applicant's representations do not allude to storage of tenant goods or wares outdoors. Outdoor storage of tenant goods/wares is proposed to be prohibited as a condition of approval.**
5. Hours of operation limited are limited to 6 a.m. to 11 p.m. **DISCUSSION: The Applicant represents storage facility hours of operation will be 6 a.m. to 10 p.m. Maximum hours of operation from 6 a.m. to 11 p.m. is a proposed condition of approval.**
6. The structure must be equipped with motion sensitive lighting. **DISCUSSION: The Applicant does not directly represent motion sensitive lighting is proposed. Motion sensitive lighting in the interior of area allowed for self-storage units is proposed to be required as a condition of approval.**
7. The structure must have a security system adequate to limit access to those renting a storage unit. **DISCUSSION: The Applicant proposes a security system. The same is to be a required condition of approval.**
8. The facility must include a restroom for use by tenants. **DISCUSSION: Restroom facilities currently exist in the portion of the commercial strip mall proposed for use as self-storage.**
9. The architectural standards of Section 1245.03, Subd. 3 apply as specified and without exception. **DISCUSSION: The Applicant alludes to potential to change an existing pedestrian entrance to the facility to accommodate a larger sliding or roll-up access. The future access is limited to no more than nine feet one inch (9'1") in height and subject to architectural standards of Section 1245.03, Subd. 3 of the City Code as a condition of approval of the CUP.**
10. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site. **DISCUSSION: A list of prohibited storage items is included in the application. The list is proposed to be included as a condition of approval.**
11. Overnight parking of vehicles and trailers is prohibited. A loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council. **DISCUSSION: The Applicant contemplates locating a U-Haul franchise out of the building/parking lot in the future. As a condition overnight parking of vehicles and trailers on site is prohibited except for a maximum of one (1) loaner truck for tenant use that is owned by the facility.**

12. The facility must be located on a minimum one acre lot. **DISCUSSION: This requirement is met.**

Specific Criteria for Approval of the Planned Unit Development

Under proposed Section 1230.09, Subd. 4(G)(1) the Council may waive any requirement generally applicable to Planned Unit Developments. The City is presumed to be waiving requirements pertaining to PUD contemplating new development, subdivision, mixing of land uses (e.g. commercial/residential), separate commercial unit ownership, creation of a property owner association, common areas, a change to the footprint of the building, change to building height, moving of lot lines, lot combination, construction of new streets/utility connections, or redevelopment of the site.

Section 1240.02 contains standards for Planned Unit Developments, including single use commercial PUD. Standards applicable to this review would appear to include:

1240.02, Subd. 7(B) which requires: "The design of a PUD shall take into account the relationship of the site to the surrounding areas. The perimeter of the PUD shall be so designed as to minimize the impact of the PUD on adjacent properties and, conversely, to minimize the impact of adjacent land use and development characteristics on the PUD". **DISCUSSION: The proposed PUD involves establishment of a use inside an existing commercial strip mall wherein all space is under united ownership. A proposed condition of PUD approval is the subject properties remain as is, consisting of two individual parcels of record under unified ownership without the possibility of splitting the property or changing ownership status to a condominium arrangement. In the future if a change in ownership status is contemplated this will limitation will provide the City an opportunity to address utility services, parking, common areas, joint easements, etc.**

1240.02, Subd. 7(C) which requires the PUD be consistent with the Comprehensive Plan. **DISCUSSION: The proposed PUD appears consistent with planned land use.**

1240.02, Subd. 13(L)(a) which requires: "The proposed project shall not be detrimental to present and potential surrounding land use". **DISCUSSION: The Planning Commission should make a finding related to this item, and, if it finds it necessary, add appropriate conditions for PUD approval. It is noted the PUD pertains to an internal facility use.**

1240.02, Subd. 13(L)(c) which requires: "Land surrounding the proposed development can be planned in coordination with the proposed development and can be developed so as to be mutually compatible". **DISCUSSION: The Planning Commission should make a finding related to this item, and, if it finds it necessary, add appropriate conditions for PUD approval. It is noted the PUD pertains to an internal facility use.**

Conditions of CUP/PUD Approval

All conditions pertaining to a specific site are subject to change if the City finds that the general welfare and public betterment can be served as well or better by modifying or expanding use condition. Therefore, the City may impose conditions which are considered reasonably necessary to meet the standards of City Code and to protect the best interests of the surrounding area or the City as a whole. Violation of any such condition of approval is a violation of the Code.

If approval of the conditional use permit is recommended to the City Council, the following conditions are recommended:

1. The "Use" is defined as a 9,200 square foot indoor self-storage facility within an existing commercial strip mall at the following two properties:

Parcel ID: 585300050
Address: 640 Railroad Drive
Legal Description: Lot 5, Block 1 Metro West Industrial Park

Parcel ID: 585300060
Address: 710 Railroad Street East
Legal Description: Lot 6, Block 1 Metro West Industrial Park

2. The Applicant represents the following which the City takes as a good-faith representation of the proposed use:
 - A. Approximately 9,200 square feet of the NYA Mall will be converted to an indoor self-storage facility. The proposed facility occupies portions of the existing structure at 640 Railroad Drive and 710 Railroad Street East.
 - B. No changes in the building footprint are proposed. A sliding glass entry door or glass garage door may replace existing entry/building opening. The portion of the building interior to be used for indoor self-storage may be adjusted including demising walls. Storage partitions will be either steel or Oriented Strand Board (OSB).
 - C. Hours of operation will be 6 a.m. to 10 p.m.
 - D. Security and fire suppression systems are proposed.
 - E. Maximum storage height is 12 feet.
 - F. Types of items prohibited include, but may not be limited to: tires, flammables, hazardous, drugs, perishables, equipment with fuel (fuel must be emptied out), live plants, live animals, products containing asbestos, radioactive equipment, loaded firearms (firearms must be emptied out), waste (toxic, biological and hazardous).
 - G. Business vehicles will be parked on-site.
 - H. The proposed activity doesn't involve chemicals, production of fumes, noise, gases, etc.
 - I. No exterior exhaust fans are proposed.
3. The status of the subject properties shall remain as is, consisting of two individual parcels of record under unified ownership without the possibility of splitting the property or changing ownership status to a condominium arrangement without obtaining specific written permission from the City Council.
4. The property shall not be used for residential purposes, including by the Property Owner or storage tenant.
5. Prior to occupying the structure with the proposed use the Property Owner and/or Applicant shall request a change in occupancy review as required by the Building Official. Any requirements specified by the Building Official shall be completed prior to occupancy of the structure.
6. The use shall at all times meet the requirements of Section 1245.01 of the City Code relating to noise, vibration, smoke, particulate matter, odor, and connection to municipal utilities.
7. Any changes to the building footprint, exterior materials, building openings, and other architectural elements shall meet the requirements of Section 124503, Subd. 3, without exception.
8. All storage units must be accessed from the interior of the building
9. No outdoor storage of tenants' goods or wares is allowed.
10. Hours of operation limited are limited to 6 a.m. to 11 p.m.
11. The structure shall be equipped with motion sensitive lighting.

13. The structure shall have a security system adequate to limit access to those renting a storage unit.
14. The facility shall maintain a restroom for use by tenants.
15. Potentially dangerous or hazardous items including but not limited to, combustibles, flammables, explosives, and the like shall not be stored on site.
16. Overnight parking of tenant or owner vehicles and trailers is specifically prohibited, except that one (1) loaner truck for tenant use that is owned by the facility may be permitted to be parked overnight as approved by City Council.
17. A conditional use permit, separate and independent of this CUP/PUD must be issued if storage of rental vehicles on-site is proposed.
18. A sign permit is required for changes to on-site signage.
19. This approval shall expire one year after date of approval unless the Applicant has commenced operation of the Use on-site.
20. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
21. The permit may be subject to annual inspection and audit by the City.
22. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
23. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

ACTION

The Planning Commission is to hold a public hearing. After the Planning Commission's review and discussion is complete, the following actions are available to the Commission:

1. Consider a MOTION to recommend the City Council approve the conditional use permit and planned unit development plan to provide for an indoor self-storage facility at 640 Railroad Drive and 710 Railroad Street East.
2. Consider a MOTION to recommend the City Council deny the conditional use permit and planned unit development plan to provide for an indoor self-storage facility at 640 Railroad Drive and 710 Railroad Street East.
3. Postpone action, pending receipt of additional information. If this is the action envisioned the Planning Commission should not close the public hearing but continue it to next meeting.

CUP Usage Request:

- 1) Use the prior Gym Space as Climate Controlled Storage. (Layout and dimensions shown in next page)
- 2) Loading and Unloading outside the building. Running Vehicles are not allowed inside the building.
- 3) No Changes to structure or site plan, Only inside addition, non structural walls.
- 4) Only modification on the outside would be changing the 6' existing door to 9'1".
- 5) Existing storefront glasses to remain and is an asset, and will brighten the space overall for this usage.
- 6) Request to add a U Haul Rental franchise in same building long term.
 - 1) Storage and U Haul Rentals go together.
 - 2) Parking for U Haul vans and trailers in parking lot. (Only change needed for this)
 - 3) National Average is 3 to 5 vehicles and 2 -4 trailers in parking lot at any time based on population of the town.

Proposed Area: Climate Controlled Storage sample floor plan

15'x12'

Modify 6ft Opening to 9'-1" Opening for main access

13'-6"

8'-3"

5'

60'

39'

19'-6"

39'

21'-1"

5x8'

5x10'

5x8'

5x10'

10x10'

10x15'

10x10'

10x15'

OFFICE

TOILET

TOILET

Existing in structure today.

Existing in structure today.



**NYA Climate
Controlled Storage**

Open Hours	24 Hours , some locations 6AM to 10 PM	24 Hours, some locations 6AM to 10PM.	Start with 6AM to 10PM. Activate Motion Sensor and access disabled outside of these hours.
Storage Requirements	Cold Storage and Climate controlled required by Franchise.	Cold Storage and Climate Controlled Storage required by Franchise.	Only Climate Controlled. Non Franchise.
Insurance by Tenants	Optional	Optional	Start with Mandatory.
Prohibited Items	Standard attached in next page.	Standard attached in next page.	Standard attached in next page.
Partitions	Varies by location, OSB or Steel.	Varies by location OSB or Steel.	OSB or Steel.
Security	CC Monitoring,	CC Monitoring	CC Monitoring and Occupancy Detection during closed hours.
Fire	Sprinklers and Alarm System	Sprinklers and Alarm System.	Sprinklers and Alarm System Monitoring.
Storage Area Height.	8' 1" Standard	8' 1" Standard.	8'1" – 12' possible.

Prohibited Items Standard List: Standard rental agreement to carry a detailed list.

But at a high level:

- 1) Tires,
- 2) Flammables
- 3) Hazardous
- 4) Drugs
- 5) Perishables, such as food.
- 6) Equipment with fuel. Fuel must be emptied out.
- 7) Live Plants, Animals.
- 8) Products containing asbestos
- 9) Radioactive equipment
- 10) Loaded Firearms. Firearms must be emptied out.
- 11) Waste – Toxic, Biological and Hazardous.



Sample Inside pictures of the Franchise Storages:



Sample Inside pictures of the Franchise Storages:



Sample Inside pictures of the Franchise Storages:





more than a place, it's home.

Planning and Zoning Application

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

Applicant's Name NYA MALL LLC		Telephone 651 404 7500 / 651 815 7571			
Address (Street, City, State, ZIP) 640 RAILROAD DRIVE,					
Property Owner's Name (If different from above) SAME AS ABOVE		Telephone			
Location of Project 640 RAILROAD DRIVE					
Legal Description Parcel ID: 585300050 - Section 14 Township 115 Range 026 METRO WEST INDUSTRIAL PARK Lot 005 Block 001 Parcel ID: 585300060 - Section 14 Township 115 Range 026 METRO WEST INDUSTRIAL PARK Lot 006 Block 001					
Description of Request (Attach separate sheet, if necessary) <div style="text-align: center; padding: 20px;">Separate sheets attached as addendum</div>					
<table style="width: 100%; border: none;"> <tr> <td style="vertical-align: top; width: 33%;"> <input type="checkbox"/> Annexation \$300.00 <input type="checkbox"/> Application for Appeal \$150.00 <input type="checkbox"/> City Code Amendment \$250.00 <input type="checkbox"/> Parking Reduction \$100.00 <input type="checkbox"/> CUP/IUP \$200.00 (Residential) <input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential) <input type="checkbox"/> Variance \$200.00 (Residential) <input type="checkbox"/> Variance \$300.00 (Non Residential) <input type="checkbox"/> Lot Split \$200.00 <input checked="" type="checkbox"/> Public Hearing Notice \$75.00 </td> <td style="vertical-align: top; width: 33%;"> Proposed Action(s): Check all that apply <input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow <input type="checkbox"/> Sketch Plat \$200.00 + Escrow <input type="checkbox"/> Site Plan \$300.00 + Escrow <input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow <input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow <input type="checkbox"/> PUD Final Plan \$300.00 + Escrow <input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow <input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow </td> <td style="vertical-align: top; width: 33%;"> <input type="checkbox"/> Storm Water Plan \$250.00 <input type="checkbox"/> Rezoning \$350.00 <input type="checkbox"/> Street/Alley Vacation \$150.00 <input type="checkbox"/> Zoning Text Amendment \$300.00 <input type="checkbox"/> Recording Fee \$46.00 <input type="checkbox"/> Boundary Line Adjustment \$100.00 <input type="checkbox"/> Other _____ </td> </tr> </table>			<input type="checkbox"/> Annexation \$300.00 <input type="checkbox"/> Application for Appeal \$150.00 <input type="checkbox"/> City Code Amendment \$250.00 <input type="checkbox"/> Parking Reduction \$100.00 <input type="checkbox"/> CUP/IUP \$200.00 (Residential) <input checked="" type="checkbox"/> CUP/IUP \$300.00 (Non Residential) <input type="checkbox"/> Variance \$200.00 (Residential) <input type="checkbox"/> Variance \$300.00 (Non Residential) <input type="checkbox"/> Lot Split \$200.00 <input checked="" type="checkbox"/> Public Hearing Notice \$75.00	Proposed Action(s): Check all that apply <input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow <input type="checkbox"/> Sketch Plat \$200.00 + Escrow <input type="checkbox"/> Site Plan \$300.00 + Escrow <input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow <input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow <input type="checkbox"/> PUD Final Plan \$300.00 + Escrow <input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow <input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow	<input type="checkbox"/> Storm Water Plan \$250.00 <input type="checkbox"/> Rezoning \$350.00 <input type="checkbox"/> Street/Alley Vacation \$150.00 <input type="checkbox"/> Zoning Text Amendment \$300.00 <input type="checkbox"/> Recording Fee \$46.00 <input type="checkbox"/> Boundary Line Adjustment \$100.00 <input type="checkbox"/> Other _____
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<p>ALL ESCROW MUST BE PAID BY CERTIFIED CHECK Escrow Deposit \$2,000.00 Escrow Deposit - Site Plan Review: \$15,000 (Tacoma West Industrial Park), \$5,000.00 (All other site plan reviews) Escrow Deposit - Development Review (paid at Sketch Plan): \$10,000.00</p> <p>ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.</p> <p>*APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED*</p>					
The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.					
Applicant's Signature: <i>arun subbiah</i>	Date 1/14/2021				
Fee Owner's Signature: <i>arun subbiah</i>	Date 1/14/2021				
For Office Use Only					
Accepted By:	Amount	Date			



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: 1/18/2021

US-212
Hammond Young America, Minnesota
Google
Street View



Google



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: February 2, 2021

Re: Building Permit Fee Comparison

BACKGROUND

City Administration staff has completed a comparison of City building permit fees to those of other cities in the County. City Administrator Helget would like to share this information with the Planning Commission. Please find a spreadsheet attached.

ACTION

This item is for information



To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: February 2, 2021

Re: Planning Commission Work List

BACKGROUND

The Planning Commission has requested an itemized work list of code amendments. The following are pending changes. The Commission is asked to call for a public hearing on an ordinance defining non-conforming uses.

WORK LIST ITEM	STATUS
1. Rezone first tier of lots Railroad St W from Reform St to Progress St	CC approved January 25 th
2. Shoreland overlay district text and map update (allow flexibility for height and impervious surface coverage)	CC approved January 25 th
3. Potential update to non-conforming use standards	Call for public hearing on an ordinance providing for expansion of non-conforming uses to be held March 2 nd
4. Potential zoning map updates resulting from 2040 Comprehensive Plan update	More discussion needed

ACTION

This item is for information

Building Permit Report - January 2021

[illegible]