



Norwood Young America Planning Commission
6:00 p.m., Tuesday, March 1, 2022
Norwood Young America City Council Chambers, 310 Elm St. W.

AGENDA

1. Call to Order
Pledge of Allegiance
2. Adoption of Agenda
3. Approve Minutes of February 2, 2022 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.)
 - A. Introduction of New Planning Consultants: Kim Lindquist, Director of Community Planning of WSB and Tom Ramler-Olson, Community Planner of WSB
5. Public Hearing
 - A. Ordinance No. 346 Amending Chapter 1230 and Section 1245.04 of the City Code Pertaining to Maximum Accessory Structure Heights
 - B. Ordinance No. 345 Repealing and Replacing Section 1260 of the City Code Pertaining to Signs
6. Business
 - A. Discuss – Draft Ordinance 344 Pertaining to Ground Mounted Accessory Solar Systems
7. Miscellaneous
 - A. February Building Permit Report
8. Commissioner's Reports
9. Adjourn

UPCOMING MEETINGS

March 9, 2022	EDC Commission	6:00pm
March 9, 2022	Safety Committee	2:00pm
March 14, 2022	Personnel Committee	5:00pm
March 14, 2022	City Council	6:00pm
March 15, 2022	Parks & Rec Commission	4:45pm
March 17, 2022	Senior Advisory Commission	9:00am
March 28, 2022	EDA/City Council	6:00pm
April 5, 2022	Planning Commission	6:00pm

**Jerry
Barr**

**Mike
Eggers**

**Bill
Grundahl**

**Paul
Hallquist**

**Bob
Smith**

**Craig
Heher
Council
Liaison**

*Norwood Young America
Planning Commission Minutes
February 2, 2022*

Present: Commissioners Jerry Barr, Mike Eggers, Bill Grundahl, Paul Hallquist, Craig Heher, and Bob Smith.

Absent: None.

Staff: Economic Development and Marketing Director Karen Hallquist and Planning Consultant Cynthia Smith Strack.

Public: Council Member Alan Kruger.

1. Call to Order.

The meeting was called to order by Chair Heher at 6:00 pm. All present stood for the Pledge of Allegiance.

2. Adoption of Agenda.

Chairperson Heher introduced the agenda and requested an item pertaining to appointing officers be removed and the agenda renumbered. Officers were appointed at the January meeting. Strack requested business item (C) be added, a brief discussion on ground mounted accessory solar pursuant to Council discussion.

Motion – Smith, second Hallquist to approve the agenda with the requested changes. The agenda was approved 6-0.

3. Approval of Minutes from the Regular Meeting January 4, 2022.

Heher introduced the minutes from the January 4, 2022 regular meeting.

Motion – Eggers to approve the January 4, 2022 regular meeting minutes as presented. Second by Barr. With all in favor the regular meeting minutes were approved 6-0.

4. Public Comment.

None.

5. Business.

A. Code Amendment Pertaining to Accessory Structure Heights.

Chairperson Heher introduced the business item.

Strack noted at a recent work session, the City Council addressed the Planning Commission's recommendations to update accessory structure height. The Council supported the Commission's recommendations.

Strack referenced a draft ordinance included in the packet. The ordinance contemplated allowing accessory structure heights in all residential zoning classifications, the RC-1 District, the C-2 Highway Commercial District, and the C-3 Downtown Districts to be the lesser of 25 feet or two thirds the height of the existing principal structure. Accessory structure heights in the B-1 Business and Industrial District and the I-1 Light Industrial District would be allowed to be two-thirds of the height of the principal structure. Section 1245.04, Subd. (M) pertaining to accessory structures is proposed to be amended to remove side wall and overall height limits. Strack noted the standards in Section 1245.04 directly conflict with those in individual zoning classifications. If the Commission was supportive of taking the draft amendment to public hearing a motion was requested.

Eggers inquired as to how a situation where a variance had been granted to principal structure height and an accessory structure was constructed would be addressed. Strack opined the maximum height allowed in the underlying zoning district would apply to the principal structure two-thirds calculation.

Motion – Smith to call for a public hearing at the March 1, 2022 meeting. Second by Eggers. With all in favor the motion was approved 6-0.

B. Sign Code Amendment Discussion.

Chairperson Heher introduced the agenda item.

Strack noted the City Council at a recent work session reviewed changes to sign code standards as proposed by the Planning Commission. The Council requested the Planning Commission continue with a potential code amendment. Strack referenced a draft ordinance included in the packet noting the exhibit attached to the repeal and replace ordinance would be free of strikethrough/bold/highlights at the time it was presented at public hearing. Strack reviewed proposed changes:

Include potential changes to the definitions of: government sign, illuminated sign, monument sign, portable sign, and pylon sign to provide clarity.

Remove a requirement for illuminated signs to have an automatic shutoff as this has been the subject of discussion with sign manufacturers in the past.

Change to standards for temporary signs which require all such signs, including real estate signs, election signs, banners, grand opening signage, etc. be registered with the City since that has not been the practice.

Expand the size allowance for temporary signs to better reflect what is actually occurring.

Adjust language pertaining to dynamic signs, including: restricting the number of dynamic display signs to one per parcel and, in exchange, providing for a larger percentage of a sign to be a dynamic display. Currently 35% of a sign in the C-2, C-3, B-1, and I-1 districts can be a dynamic display. The 35% limitation has been the subject of several discussions with business owners and sign companies in the past. Proposed is 75% of a sign in the C-2 District and 50% of a sign in the C-3, B-1, and I-1 Districts.

Replace current standards which limit the amount of time that must elapse between screen display changes. For example, current code allows dynamic signs adjacent to roadways with speed limits of 55 or more to change only once every ten minutes. A common standard in other communities is once every 20 seconds. It is suggested an existing table be removed and replaced with a single standard of 20 seconds between copy changes.

Retain minimum sign letter height sizes. In the past the current letter size heights, like 15 inches for roadways over 55 speed limit, combined with the 35% maximum dynamic display size were often discussed with sign applicants. The Commission favors retaining letter height requirements while increase percentages of signs that can include dynamic displays.

Reformat standards pertaining to monument signs and pylon signs to make the current standards more clear.

Change the number of wall signs per building face from one sign to two signs while capping the total number at four signs is suggested. Establishments with accessory uses, such as a convenience store with car wash, often want to place directional signage on front building walls and the current standard is problematic.

The Commission supported proposed changes.

Motion – Smith to call for a public hearing at the March 1, 2022 meeting. Second by Hallquist. With all in favor the motion was approved 6-0.

C. Ground Mounted Accessory Solar Discussion.

Heher introduced the agenda item.

Strack noted the City Council at a recent work session expressed support for the concept of ground mounted accessory solar provided it was not located in front or street side yards. Strack requested the Commission comment on three items. First allowing ground mounted accessory solar only in the B-1 Business Industrial District and the I-1 Light Industrial District and not in the C-2 District. Second, confirm the Commission did not support ground mounted accessory solar in front or street side corner yards. Finally, confirm the use was envisioned as a right.

Eggers noted restricting ground mounted accessory solar in front and street side corner yards could treat the same use on opposite sides of the street differently since access to the sun could be restricted. Hallquist favored allowing some flexibility by providing for accessory ground mounted solar while not trying to engineer a solution for every problem.

Strack noted if the required performance standards were not able to be achieved the Commission could insert an allowance through interim use permit. The Commission reached consensus on the approach.

Strack was directed to develop a draft code update.

6. Miscellaneous.

A. January Building Permit Report.

The January building permit report was received.

7. Commissioner Reports.

Grundahl, Eggers, Smith, Hallquist, and Barr did not have updates. Heher provided summaries of previous Council meetings.

8. Adjourn

Motion – Grundahl, Second Smith to adjourn the meeting. With all in favor the meeting adjourned at 6:35 p.m.

Drafted by,

Cynthia Smith Strack



To: Chairperson Heher
Members of the Planning Commission
Administrator Aukrust

From: Cynthia Smith Strack, Consulting Planner

Date: March 1, 2022

Re: Public Hearing: Ordinance Amending Accessory Structure Heights

BACKGROUND

For the past several months the Planning Commission, with Council consent, has been discussing accessory structure heights. The Commission has developed an ordinance amendment and is to hold a public hearing on the measure. The draft amendment contemplates a remedy to an internal inconsistency in the code and provides flexibility in maximum accessory structure height.

If approved the draft ordinance would:

1. Provide for residential and commercial accessory structures to be the lesser of 25 feet or two-thirds the height of the principal structure on the lot.
2. Provide for accessory structures in the B-1 Business Industrial and I-1 Light Industrial Districts to be two-thirds the height of the principal structure to which they are accessory.
3. Remove limits to accessory structure heights contained in Section 1245.04 of the current code.

Notice of public hearing has been posted and published.

ACTION

The Planning Commission is to hold a public hearing on the draft ordinance. Following discussion, a MOTION to recommend an action to the Council is in order.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 344**

**AN ORDINANCE AMENDING CHAPTER 1230 AND SECTION 1245.04
OF THE CITY CODE PERTAINING TO MAXIMUM ACCESSORY
STRUCTURE HEIGHT**

I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS:

II. SECTION 1230.04, SUBD. 5(D) R-1 LOW DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

III. SECTION 1230.05, SUBD. 5(D) R-2 MEDIUM DENSITY SINGLE FAMILY RESIDENTIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

IV. SECTION 1230.06, SUBD. 5(D) R-3 MEDIUM DENSITY MIXED RESIDENTIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

V. SECTION 1230.07, SUBD. 5(D) R-4 MULTIPLE FAMILY RESIDENTIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

VI. SECTION 1230.08, SUBD. 5(D) RC-1 RESIDENTIAL NEIGHBORHOOD COMMERCIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

VII. SECTION 1230.09, SUBD. 6(D) C-2 GENERAL COMMERCIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

VIII. SECTION 1230.10, SUBD. 5(D) C-3 DOWNTOWN DISTRICTS SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 35 feet (principal structure)
The lesser of 25 feet or two-thirds of the height of the principal structure (accessory structure)

IX. SECTION 1230.11, SUBD. 6(D) B-1 BUSINESS INDUSTRIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 40 feet (principal structure)
~~25 feet~~ Two-thirds of the height of the principal structure (accessory structure)

X. SECTION 1230.12, SUBD. 5(D) I-1 LIGHT INDUSTRIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

D. Building Height: 40 feet (principal structure)
~~25 feet~~ Two-thirds of the height of the principal structure (accessory structure)

XI. SECTION 1245.04, SUBD. (M) PERTAINING TO ACCESSORY STRUCTURE HEIGHTS SHALL BE AMENDED AS FOLLOWS:

M. *Maximum Height.* ~~Sidewall height for detached accessory structures may not exceed ten (10) feet. Total detached accessory structure height may not exceed eighteen (18) feet as measured from the ground level to the highest point of the roof. Where these standards conflict with other standards, the strictest rule~~ Standards pertaining to accessory structure height contained in individual zoning districts shall apply.

XII. 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 28th day of March, 2022.

Attest:

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk

Adopted:

Published:



To: Chairperson Heher
Members of the Planning Commission
Administrator Aukrust

From: Cynthia Smith Strack, Consulting Planner

Date: March 1, 2022

Re: Public Hearing Ordinance Repealing and Replacing Sign Code

BACKGROUND

The Planning Commission has for the past several months been discussing an ordinance repealing and replacing Section 1260 of the City Code.

The Commission is to hold a public hearing on the attached ordinance repealing and replacing Section 1260. Notice of public hearing has been published and posted.

In summary the proposed changes:

1. Include updated definitions for: government sign, illuminated sign, monument sign, portable sign, and pylon sign to provide clarity.
2. Remove a requirement for illuminated signs to have an automatic shutoff.
3. Remove a requirement for registration of temporary signs such as real estate signs, election signs, banners, grand opening signage, etc. as that has not been the practice.
4. Expands the size allowances for temporary signs to better reflect what is actually occurring.
5. Adjusts language pertaining to dynamic signs, including: restricting the number of dynamic display signs to one per parcel and, in exchange, providing for a larger percentage of a sign to be a dynamic display. Currently 35% of a sign in the C-2, C-3, B-1, and I-1 districts can be a dynamic display. The 35% limitation has been the subject of several discussions with business owners and sign companies in the past. Proposed is 75% of a sign in the C-2 District and 50% of a sign in the C-3, B-1, and I-1 Districts.
6. Replaces standards which limit the amount that must elapse between screen display changes based on speeds of roadways in favor of a simplified, single standard of 20 seconds between copy changes.
7. Reformat standards pertaining to monument signs and pylon signs for clarity.
8. Increase the number of wall signs per building face from one sign to two signs while capping the total number at four signs is suggested.

ACTION

The Planning Commission is to hold a public hearing on the proposed ordinance. Following discussion, if appropriate a MOTION recommending a Council action is in order.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 345**

**AN ORDINANCE REPEALING AND REPLACING SECTION 1260 OF THE
CITY CODE RELATING TO SIGNS**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1260 OF THE CITY CODE SHALL BE REPEALED AND REPLACED WITH EXHIBIT A, ATTACHED HERETO.**
- II. 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 28th day of March, 2022.

Attest:

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk

Adopted:

Published:

EXHIBIT A

ORDINANCE 22-345

Section 1260 – Signs

1260.01 Purpose and Intent. The purpose of the sign ordinance is to establish regulations that govern the use, approval, construction, change, replacement, location and design of signs and related informational tools within the city. The sign ordinance is not intended to and does not restrict, limit, or control the content or message of signs. The sign ordinance has a number of specific purposes:

1. To encourage the effective use of signs as a means of communication.
2. To promote health, safety, and welfare by limiting hazardous or distracting signage.
3. To ensure and improve pedestrian and traffic safety.
4. To protect, conserve, and enhance property values.
5. To enhance the attractiveness and economic wellbeing of Norwood Young America as a place to live and conduct business.
6. To encourage creative and well-designed signs that contribute in a positive way to the city's visual environment, express local character, and help develop a distinctive pedestrian image in the city.
7. To recognize that signs are a necessary form of communication and provide flexibility within the sign review and approval process to allow for unique circumstances.
8. To create a framework for a comprehensive and balanced system for sign regulation, to facilitate an easy and pleasant communication between people and their environment, and to avoid the visual clutter that is potentially harmful to traffic and pedestrian safety, property values, business opportunities, and overall community appearance.
9. To encourage and, to the maximum extent feasible, require that all signs within the city be brought into compliance with the terms of the sign ordinance.

1260.02 Definitions

Abandoned Sign: A sign (including any structure whose primary function is to support such Sign) a) whose display surface remains blank for a period exceeding sixty (60) days; b) which pertains to a time, building, event or purpose that passed or ceased to apply more than sixty (60) days prior to the then applicable date; or c) that has remained for more than sixty (60) days after demolition of the building that it served.

Address Sign: A sign including postal identification numbers, whether written or in number form, and, optionally, the name of a building occupant.

Awning Sign: A Sign permanently affixed to an awning providing a shelter or cover over the approach to any building entrance or shading a window area.

Banner: A Temporary Sign made out of flexible paper, cloth or plastic-like material.

Building Face: That portion of any exterior elevation of a building or other structure extending from grade to the top of a wall and the entire width of that particular building or structure elevation.

Canopy and Marquee: A roof-like structure projecting over the entrance to a building.

Commercial Speech: speech advertising a business, profession, commodity, service, or entertainment.

Development: A commercial use of three or more principal structures with common characteristics, as determined by the City, or a platted residential use of twenty (20) or more lots with common characteristics, as determined by the City. Common characteristics may include shared access, similar architecture, single ownership or history or site plan review approval.

Directional Sign: A Sign erected on a property by the owner of such property solely for the purpose of guiding vehicular and pedestrian traffic, which does not contain any commercial speech.

Dynamic Sign: A Sign or portion therefore that appears to have movement or that appears to change using any method other than a person physically removing and replacing the Sign or its components. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

Freestanding Sign: A Sign which is placed in the ground, **non-movable**, and not affixed to any part of any structure.

Government Sign: A Sign erected and maintained pursuant to and in discharge of any governmental functions or required by law, ordinance, or other governmental regulation which is erected or maintained by a governmental unit.

Illuminated Sign: A Sign lighted by or exposed to artificial lighting either by lights on or in the sign or directed toward the sign.

Marquee Sign: A Sign that is permanently attached to a marquee.

Monument Sign: Any one-sided or two-sided free-standing Sign, other than a pylon sign, in which the entire bottom of the structure is in contact with or is close to the ground and is independent of any other structure.

Mural: A work of graphic art painted or applied to a wall of a building or other structure which contains no commercial speech.

Non-Commercial Speech: Dissemination of messages not classified as Commercial Speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service, and informational topics.

Nonconforming Sign: A Sign lawfully existing prior to the adoption of this ordinance but does not conform to the newly enacted requirements of the ordinance.

Off-Site Sign: A sign, including the supporting sign structure, advertising a business, commodity, **entertainment**, or service which is not located or performed on the premises on which the sign is located; commonly known as a "billboard."

Portable Sign: A sign designed to move from one location to another, not permanently attached to a building, a structure, the ground or any other surface.

Pylon Sign: Any free-standing sign mounted on a column-like structure, posts or poles set firmly in or below the ground surface so that the sign face is six feet or more above grade.

Roof Sign: A sign erected or painted upon or above a roof or parapet of a building.

Scoreboard: A sign displayed at an athletic field and in conjunction with the activities occurring at the athletic field.

Shielded Light Source: Shall have the meaning associated with the nature of the light source, as follows: 1) For an artificial light source directing light upon a Sign, Shield Light Source shall mean a light source diffused or directed so as to eliminate glare and housed to prevent damage or danger. 2) For light source located within a Sign, Shielded Light Source shall mean a light source shielded with a translucent material of sufficient opacity to prevent the visibility of the light source. 3) For a light source designed to directly display a message (e.g. LED and neon lighting), Shielded Light Source means a light source specifically designed by its manufacturer for outdoor use.

Sidewalk Sign: A temporary, freestanding, Portable Sign placed at ground level, with no moving parts or flashing lights, displayed on a public or private sidewalk adjacent to and directly in front of a business.

Sign: Any letter, symbol, device, poster, picture, statuary, reading matter or representation in the nature of any advertisement, announcement, message, or visual communication, whether painted, pasted, printed, affixed or constructed, which is displayed outdoors for informational or communicative purposes and is visible to members of the public who are not on the premises on which it is located.

Sign Area: The entire area within a continuous perimeter enclosing the extreme limits of the Sign message and background. However, such perimeter shall not include any structural elements lying outside of such sign and not forming an integral part of the Sign. The area of a Sign within a continuous perimeter shall be computed by means of the smallest circle, rectangle or triangle that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the building façade against which it is placed.

Special Events Sign: A Temporary Sign displayed before or during a one-time, special, or annual event or a holiday.

Temporary Sign: A Sign displayed concurrent with a specific event or occurrence for a limited duration, after which the Sign is to be removed, which does not necessarily meet the structural requirements for a permanent sign.

Wall Sign: Any Sign which is affixed to the wall of any building or structure.

1260.03 Jurisdiction. No sign permit shall be issued for any lot, tenant, or development after the effective date of and which is not in substantial conformity with the provisions of these regulations. Nor shall any sign, except as hereinafter specified, be erected, substantially improved, converted, enlarged, moved, or structurally altered without conforming with the provisions of these regulations. The lawful use of a sign existing at the time of the enactment of this chapter may be continued although such use may not conform to the regulations herein. For those signs permitted before the adoption of these regulations, such signs shall be classified and governed as nonconforming structures under this Chapter.

1260.04 Permit Required. Except as herein exempted, no person firm or corporation shall maintain, install, erect, relocate or modify any sign in the City without first obtaining a permit therefore. The fee for the permit shall be based on the chart of fees as adopted by the City Council by Ordinance from time to time, and shall be determined by the Building Inspector.

The permit shall include two sets of plans drawn to scale that show in sufficient detail the following:

- A. The proposed and its relationship to the other principal buildings on the lot and on adjacent properties.
- B. The size and height of the sign.
- C. The elevation of the centerline of the roadway upon which the sign is oriented, when applicable.

- D. Material of the sign and supporting pole.
- E. Drawing of any landscape or other b
- F. Any other information required by the Building Inspector to accurately review the application for conformance to the code. Including but not limited to a certified land survey.

1260.05 Registration Required. Those signs permitted within this section, not requiring a permit which must be registered with the City, shall include the following information.

- A. Name of the person or company responsible for the sign.
- B. Address of the responsible party.
- C. Number of signs and their location(s).
- D. Dates signs will be posted.
- E. Description of the sign including the size, height and copy of any text or graphics shown on the sign.

1260.06 Variance. A variance may be sought from this regulation in accordance with the variance procedure outline in Section 1210.04 of this Chapter.

1260.07 Maintenance and Continuation. All signs shall be constructed in such manner and of such material as to be safe and substantial. The exposed backs of all signs and sign structures shall be painted a neutral color. Signs determined by the Zoning Administrator to be in a state of disrepair shall be considered a nuisance pursuant to Chapter 6 of the City Code. Any Abandoned Sign or Sign that no longer advertises or identifies a business in operation, a service rendered, or a product sold shall be taken down and removed by the owner, agent or person having the beneficial use and/or control of the buildings or structure upon which the sign may be found. Any sign found to be in violation of this Section shall be enforced in the same manner as described in Chapter 6, Section 610 – General Abatement Procedures.

1260.08 General Provisions Applicable to All Districts.

Subd. 1 Prohibited Signs. The following signs are prohibited in all districts:

- A. Signs in, upon, or projecting into any public right-of-way or easement, excepting Government Signs.
- B. Signs containing statements, words, or pictures of an obscene, indecent, or immoral character, or such as would offend public morals or decency..
- C. Any type of sign painted, attached, or in any manner affixed to trees, rocks, or similar natural surfaces.
- D. Roof Signs.
- E. Signs which interfere with the ability of vehicle operators or pedestrians to see traffic signs or signals, or which impedes the vision of traffic by vehicle operators or pedestrians.
- F. Signs that contain or are an imitation of an official traffic sign or signal or include the terms "stop", "look", "caution", "danger", "warning" or similar words, phrases, symbols, or characters in such a manner as to interfere with, mislead or confuse motorists.
- G. Signs which obstruct any window, door, fire escape or opening intended to provide ingress or egress to any structure or building.
- H. Portable Signs, except for sidewalk signs expressly permitted within.
- I. Any Sign not in conformance with these regulations, other than a Non-Conforming Sign.
- J. Any other Sign not expressly permitted by the provisions of these regulations.

Subd. 2 Illuminated Signs. Each Illuminated Sign shall:

- 1. Have a Shielded Light Source
- 2. Not exceed a maximum light intensity of .5 foot-candles at each property line:
- 3. Not cause beams or rays of light to be directed at any portion of the road or of such intensity or brilliance as to cause glare or impair vision of a driver of any motor vehicle; and
- 4. Be equipped with (i) an automatic dimmer control.

Subd. 3 Address Signs. To aid emergency personnel, postal delivery, and the navigation of traffic, one address sign shall be required per residential and commercial building in all districts. No permits or registration is required.

Subd. 4 Scoreboards. One scoreboard up to 450 square feet per playing field, located in a public or private park, shall be permitted.

Subd. 5. Temporary Signs. The following regulations apply to Temporary Signs within the City. If they are not removed by the specified time limit, the signs may be taken down by the City and the cost of removal charged to the sign's owner or registrant.

- A. *Signs Containing Non-Commercial Speech.* Subject to Minnesota Statute Section 211B.045, as it may be amended from time to time, and notwithstanding the other provisions contained in this Section 1260, Signs containing Non-Commercial Speech may be posted beginning forty six (46) days before a primary election in a general election year until ten (10) days following the general election. No permit or registration is required for this type of sign.
- B. *Banners.* Banners may be displayed for one-time or special events for up to forty-five (45) days. Banners may be up to forty (40) square feet in area.
- C. *Grand Openings.* Air inflated devices, Banners exceeding forty (40) square feet in area, non-mechanical whirling devices, spotlights, or any sign resembling the same may be permitted for a period of one (1) week in conjunction with a grand opening, meaning the initial commencement of a business. Such signs are prohibited at all other times.
- D. *Special Events.* Special Event Signs may be permitted with the following conditions:
 - 1. Non-Residential property: Special Event Signs may be erected and maintained on non-residential property for a period not to exceed thirty (30) days prior to the date of the event and shall be removed within five (5) business days following the event.
 - 2. Residential property: Special Event Signs, not exceeding four (4) square feet, may be erected on residential property for a period not to exceed five (5) days and shall be removed within one (1) day following the event.
- E. *Property for Sale or Lease.* A sign may be placed upon property in and District while it is for sale or for lease. Only one (1) sign shall be permitted per street frontage with the following conditions:
 - 1. Each such Sign shall be removed within seven (7) days following the date of leasing or sale.
 - 2. The maximum Sign Area for each such Sign is as follows:
 - a. R-1, R-2, R-3, T-A Districts- eighteen (18) square feet
 - b. R-4, RC-1 Districts- thirty-two (32) square feet
 - c. Commercial and Industrial Districts- sixty-four (64) square feet
 - 3. No such Sign shall exceed ten (10) feet in height.
 - 4. Subdivision developments which have more than two sites remaining available may place one sign at each entry point. Such signs shall not be greater than sixty four (64) square feet and not to exceed eight (8) feet in height.
- F. *Construction.* One sign may be installed at a construction site in any district for the period of the construction subject to the following conditions:
 - 1. The Sign shall be removed within five (5) days of the closing listed on the registration permit or end of construction period, whichever is sooner.
 - 2. No such Sign shall exceed twenty-four (24) square feet or eight (8) feet in height.

Subd. 6 Off-Site Signs. Off-Site signs are not allowed in any district, except that on Off-Site sign lawfully existing prior to January 23, 2017 shall be considered a Nonconforming Sign, subject to Section 1215 of the Zoning Code.

Subd. 7 Dynamic Signs. Dynamic Signs may be permitted with the following conditions:

- A. Dynamic displays are permitted as follows:

1. A maximum of one dynamic display per parcel is allowed.
 2. R-1, R-2, R-3 and R-4 Districts: only on monument signs for conditionally permitted uses. Dynamic displays may occupy no more than 35 percent of the Monument Sign Area.
 3. C-2 District: on monument and pylon signs for any permitted or conditionally permitted use, occupying up to 75 percent of the Sign Area, and on permitted Off-site Signs, occupying up to 100 percent of the Sign Area.
 4. C-3 District: on monument and wall signs for any permitted or conditionally permitted uses, occupying up to 50 percent of the Sign area.
 5. B-1 and I-1 Districts: only on monument and pylon signs for any permitted or conditionally permitted use, occupying up to 50 percent of the Sign Area, and on permitted Off-Site Signs, occupying up to 100 percent of the Sign Area.
- B. Dynamic displays may not change or move more often than one time every twenty (20) seconds, except when changes are necessary to correct hour-and minute, date, or temperature information.:
 - C. Time, date, or temperature information is considered one dynamic display and may not be included as a component of any other dynamic display.
 - D. The images and messages displayed must be complete in themselves, without continuation in content to the next image or message or to any other sign.
 - E. Every line of copy and graphics in a dynamic display must be at least seven inches in height on a road with a speed limit of 25 to 34 miles per hour, nine inches on a road with a speed limit of 35 to 44 miles per hour, 12 inches on a road with a speed limit of 45 to 54 miles per hour and 15 inches on a road with a speed limit of 55 miles per hour or more.
 - F. Dynamic displays must be designed and equipped to freeze the device in one position if a malfunction occurs. The displays must also be equipped with a means to immediately discontinue the display if it malfunctions, and the sign owner must immediately stop the dynamic display when notified by the City that it is not complying with the standards of this ordinance.
 - G. Dynamic displays must comply with the brightness standards contained in Section 1260.08, Subd. 2.

Subd. 8. Interior Building Signs. Unless specifically named in this ordinance, signs which are located on the interior of a building shall be exempt from the provisions of this ordinance.

1260.09 District Regulations. Signs herein designated shall be permitted in each specified District and shall conform as to size, location, and character according to the requirements herein set forth.

Subd. 1 Residential District (R-1, R-2 and R-3) Regulations. The following signs are permitted within the residential districts.

- A. Address Sign: One sign not to exceed two (2) square feet in area for each dwelling unit.
- B. Monument Signs: One Monument Sign per street frontage, not to exceed two (2) Monument Signs, shall be permitted for each lot and development entrance located on a collector or arterial roadway. Such sign shall not exceed forty-eight (48) square feet in area and shall not exceed twelve (12) feet in width and six (6) feet in height. No Sign shall be placed closer than five (5) feet to any public right-of-way.
- C. Directional Signs: Directional Signs for non-single-family uses are allowed up to three (3) per lot. The Sign Area of each such Sign shall not exceed four (4) square feet or four (4) feet in height.

Subd. 2 Multiple Family Residential District (R-4) Regulations. The following signs are permitted within the Multiple Family Residential District:

- A. Address Sign: One sign not to exceed four (4) square feet in area for each building.

- B. Monument and Wall Signs: Each lot and development entrance located on a collector or arterial roadway shall be permitted one Monument Sign per street frontage, not to exceed two (2) Monument Signs. Each lot located on a local roadway shall be permitted one Monument Sign. Such Sign shall not exceed forty-eight (48) square feet in area and shall not exceed twelve (12) feet in width and six (6) feet in height. No Sign shall be placed closer than five (5) feet to any public right-of-way. In addition to any Monument Sign, one Wall Sign shall be permitted on each Building Face, not to exceed two Wall Signs per Building. The Sign Area of each such Wall Sign shall not exceed 5% of the Building Face on which it is located.
- C. Directional Signs: Directional Signs are allowed up to three (3) per lot. The Sign Area of each such Sign shall not exceed four (4) square feet or four (4) feet in height.

Subd. 3 Downtown Districts (C-3) Regulations. The following signs are permitted within the Downtown Districts.

- A. Address Sign: One sign not to exceed four (4) square feet in area for each building.
- B. Monument Signs: Where a building does not cover the full area of the property, one Monument Sign is allowed per lot. The Sign Area of any such Monument Sign shall not exceed thirty-two (32) square feet and shall not exceed ten (10) feet in width or six (6) feet in height.
- C. Wall Signs: One Wall Sign shall be permitted per Building Face, not to exceed three Wall Signs per building. For multi-tenant buildings, one Wall Sign per tenant is allowed provided that the Building Face coverage limitation set forth below is met. *(Amended by Ord 311, 10-22-18)*
 - 1. A maximum of 10% of the Building Face may be used for a Wall Sign.
 - 2. Signs shall not project above the roof level.
- D. Sidewalk Signs: Sidewalk Signs shall be permitted on the premises of a business, provided the following provisions are followed:
 - 1. Only one sidewalk sign per business is allowed.
 - 2. Signs shall be displayed during business hours only.
 - 3. Maximum allowable sign size, including the frame and support structure, shall not exceed 6-square feet. Two sides of the sign may contain graphics and/or text. The maximum depth or spread of the sign shall not exceed 2 feet.
 - 4. Quality of said signs shall be of professional craftsmanship only
 - 5. Signs shall not create any hazards or interfere with pedestrian or vehicular traffic.
 - 6. Signs shall be placed only on the business property or on sidewalks directly abutting the business property.
- E. Awning Signs: One Awning Sign is allowed per lot, provided the Sign Area does not exceed eight (8) square feet. The Sign Area of any Awning Sign shall reduce, square foot for square foot, the Sign Area of any permitted Wall Signs on the same building face. Awnings shall have a minimum clearance of eight (8) feet above a public sidewalk or right-of-way and be an integral part of the awning, not projecting above or below the vertical awning face.

Subd. 4 RC-1, C-2, B-1 and I-1 Regulations. The following uses are permitted within the RC-1, C-2, B-1 and I-1 Districts.

- A. Address Sign: One sign not to exceed four (4) square feet in area for each building.
- B. Monument Signs.
 - 1. One Monument Sign facing each street frontage may be permitted per lot and development entrance.
 - 2. The Sign Area of any Monument Sign facing a local or collector street shall not exceed sixty (60) square feet.
 - 3. A Monument Sign facing a local or collector street shall not exceed twelve (12) feet in width or six (6) feet in height.
 - 4. The Sign Area of any Monument Sign facing an arterial street shall not exceed eighty (80) square feet.

5. A Sign facing an arterial street shall not exceed fifteen (15) feet in width and eight (8) feet in height.
6. No Monument Sign shall be placed closer than five (5) feet to any public right-of-way line.
7. Multi-tenant buildings.
 - a. One Monument Sign per street entry is allowed.
 - b. Monument Signs facing a local or collector street shall not exceed a total Sign Area of eighty (80) square feet and any one tenant may not occupy a Sign Area greater than forty (40) square feet.
 - c. Monument Signs facing an arterial street shall not exceed a total Sign Area of one hundred (100) square feet, and any one tenant may not occupy a sign area greater than fifty (50) square feet.
- B. Wall Signs: Two Wall Signs shall be permitted per Building Face, not to exceed four Wall Signs per building. For multi-tenant buildings, one Wall Sign per tenant is allowed provided that the Building Face coverage limitation set forth below is met. *(Amended by Ord 311, 10-22-18)*
 1. A maximum of 10% of the Building Face may be used for a Wall Sign.
 2. Signs shall not project above the roof level.
- C. Pylon Signs:
 1. One Pylon Sign facing each street frontage may be permitted per lot and development entrance.
 2. The Sign Area of any Pylon Sign facing a local or collector street shall not exceed forty-eight (48) square feet.
 3. The Sign Area of a Pylon Sign facing an arterial street shall not exceed sixty (60) square feet.
 4. No Pylon Sign shall be placed closer than five (5) feet to any public right-of-way line.
 5. Multi-tenant buildings.
 - a. One Pylon Sign per lot is allowed.
 - b. The Sign Area of a Pylon Sign facing a local or collector street shall not exceed sixty (60) square feet and any one tenant may not occupy a Sign Area greater than thirty (30) square feet.
 - c. The Sign Area of a Pylon Sign facing an arterial street shall not exceed eighty (80) square feet, and any one tenant may not occupy a Sign Area greater than forty (40) square feet.
 6. The height of any Pylon Sign shall not exceed thirty-five (35) as measured from the elevation of the centerline of the roadway upon which the sign is orientated. The sign shall not be raised up by use of a natural or manmade material so as to create a base for the placement of the sign.
- D. Directional Signs: Each lot is permitted up to four (4) Directional Signs per driveway or vehicle entrance onto the property. The Sign Area of each such Sign shall not exceed four (4) square feet or four (4) feet in height.

1260.10 Substitution Clause. The owner of any Sign that is otherwise allowed under this Section may substitute Non-Commercial Speech for any other Commercial or Non-Commercial Speech without any additional approval or permitting, notwithstanding any provision to the contrary.

1260.11 Severability. If any part, clause, provision, or portion of this Section is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Section shall not be affected thereby.



To: Chairperson Heher
Members of the Planning Commission
Administrator Aukrust

From: Cynthia Smith Strack, Strack Consulting LLC

Date: March 1, 2022

Re: Ground Mounted Accessory Solar

BACKGROUND

Following public inquiries, the Planning Commission has been discussing a code amendment to allow ground mounted accessory solar arrays in the B-1 Business Industrial and the I-1 Light Industrial District. At this time ground mounted accessory solar is not allowed in the City in any zoning classification. It is further noted the Commission is not discussing allowing solar arrays as a principal use of property.

Attached please find a draft ordinance contemplating standards under which ground mounted accessory solar would be allowed in the B-1 and I-1 Districts.

The City Council previously reviewed the concept at a January work session and requested the Commission continue discussion.

ACTION

Discussion of the draft ordinance is requested. If appropriate, the Commission may call for a public hearing.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 346**

AN ORDINANCE AMENDING SECTION 1245.10 OF THE CITY CODE RELATING TO ENERGY SYSTEMS TO PROVIDE FOR GROUND MOUNTED ACCESSORY SOLAR IN THE B-1 BUSINESS INDUSTRIAL DISTRICT AND THE I-1 LIGHT INDUSTRIAL DISTRICT.

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS SECTION 1245.10, SUBD 4(A), RELATING TO PROHIBITED SOLAR ENERGY SYSTEMS SHALL BE AMENDED AS FOLLOWS:**

Subd. 4 Prohibited Solar Energy Systems. The following solar energy systems are prohibited:

- A. Ground mounted solar energy systems, except for accessory ground-mounted solar in the B-1 Business Industrial District and I-1 Light Industrial District, subject to Subd. 7 of this Section, as may be amended.

- II. BE IT FURTHER ORDAINED SECTION 1245.10 SHALL BE AMENDED BY ADDING SUBD. 7 AS FOLLOWS:**

Subd. 7 Ground Mounted Solar System As Accessory Uses. Ground mounted accessory solar systems are allowed as accessory uses in the B-1 Business Industrial District and the I-1 Light Industrial District provided:

- A. A maximum of one (1) solar energy system is allowed per lot.

- B. Ground mounted solar energy system components:

1. Shall not exceed the maximum height allowed in the applicable zoning district.
2. Shall not be located in front or street side corner yards, unless an interim use permit is issued.
3. Shall meet accessory structure setbacks contained in the applicable zoning classification.

C. Non-ground mounted solar energy system components shall be placed to limit visibility from public rights-of-way provided that minimizing visibility shall still allow the owner to reasonably capture solar energy.

D. Glare from solar energy systems to adjacent or nearby properties shall be minimized. In the event there is a dispute regarding glare, the City may require the owner of the solar energy system produce a glare study.

E. Solar energy system annual power output (kWh) shall be no more than one hundred twenty (120) percent of the total energy used by the lot or parcel over the previous year. The City, at its discretion, may allow an array designed to produce more than 120% of the energy used provided an interim use permit is issued.

F. A building permit is required.

G. An electrical permit is required.

III. 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 _____, 2022.

Attest:

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk

Adopted:

Published: