



Norwood Young America Planning Commission
6:00 p.m., Tuesday, April 5, 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 March 1, 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.)
5. Public Hearing
 - A. Old Feed Mill, 18 3rd Ave SE, PUD Overlay
 - B. The Meadows 2nd Addition, Zoning Amendment, Preliminary PUD, Preliminary Plat
6. Business
 - A. Discuss Old Feed mill, 18 3rd Ave SE, PUD Overlay
 - B. Discuss The Meadows 2nd Addition, Zoning Amendment, Preliminary PUD, Preliminary Plat
 - C. Discuss – Draft Ordinance 344 Pertaining to Ground Mounted Accessory Solar Systems
7. Miscellaneous
 - A. March Building Permit Report
8. Commissioner's Reports
9. Adjourn

UPCOMING MEETINGS

April 11, 2022	City Council	6:00pm
April 13, 2022	EDC Commission	5:00pm
April 13, 2022	Joint Meeting	6:00pm
April 19, 2022	Parks & Rec Commission	4:45pm
April 21, 2022	Senior Advisory Commission	9:00am
April 25, 2022	EDA/City Council	6:00pm
May 3, 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
March 1, 2022*

Present: Commissioners Jerry Barr, Mike Eggers, Craig Heher, and Bob Smith.
Absent: Paul Hallquist, Bill Grundahl
Staff: Economic Development Marketing Director Karen Hallquist
Public: Kim Lindquist (WSB), Tom Olson (WSB)

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.

Heher listed the following updates to the current agenda:

- Public Hearing:
 - Change Ordinance No 346 to 344 to Amending Chapter 1230
- Business:
 - A. Ordinance No 344
 - B. Ordinance No 345
 - C. Discuss Draft Ordinance 346

Motion - Heher/Smith - Motion to approve the agenda with the requested changes. Motion passed 4-0.

3. Approval of Minutes from the Regular Meeting February 2, 2022.

Motion - Smith/Eggers - Motion to approve minutes from February 2, 2022. Motion passed 4-0.

4. Public Comment.

- A. Introduction of New Planning Consultants: Kim Lindquist, Director of Community Planning of WSB and Tom Ramler-Olson, Community Planner of WSB

Lindquist and Ramer-Olson introduced and shared information on WSB and their services that they will be able to offer the City of NYA. Ramler-Olson will be the day-to-day contact and meeting representative.

5. Public Hearing

- A. Ordinance No. 346 344 Amending Chapter 1230 and Section 1245.04 of the City Code Pertaining to Maximum Accessory Structure Heights

Heher explained the reason for the amendment is due to multiple requests for variances on accessory structure heights in the B-1 & I-1 Industrial Districts. Planning Commission and City Council have discussed and have reviewed the draft ordinance. No public input to date.

Motion - Smith/Barr to close public hearing at 6:07pm. Motion passed 4-0.

- B. Ordinance No. 345 Repealing and Replacing Section 1260 of the City Code Pertaining to Signs

Heher opened the public hearing at 6:08pm. Hallquist and Heher commented that this change is due to multiple requests for variances in the sign code. Language was rewritten for clarification when it came to height and size. No public input to date.

Motion - Eggers/Smith to close public hearing at 6:10pm. Motion passed 4-0.

6. Business

- A. Ordinance No. 346 344 Amending Chapter 1230 and Section 1245.04 of the City Code Pertaining to Maximum Accessory Structure Heights

Hallquist reiterated the reason for reviewing the code for this change

Motion - Smith/Barr to recommend approval of the accessory structure height Ordinance changes to City Council. Motion passed 4-0.

- B. Ordinance No. 345 Repealing and Replacing Section 1260 of the City Code Pertaining to Signs

Heher explained again that the reason for the update is to clear up the code for future sign requests.

Motion – Smith/Eggers to recommend approval of the Ordinance repealing and replacing sign code to City Council. Motion passed 4-0.

C. Discuss – Draft Ordinance 344 346 Pertaining to Ground Mounted Accessory Solar Systems

Hallquist shared that the Planning Commission discussed the topic of ground mounted accessory systems at the last two meetings and Council discussed at their last meeting with further direction to proceed with adding an ordinance about ground mounted accessory solar. Hallquist highlighted the draft ordinance:

- Ground mounted accessory solar systems only allowed in the B1 and I-1 Industrial districts
- One solar energy system is allowed per lot
- System components
 - Cannot exceed the maximum height allowed in that zoning district
 - Cannot be located in front or side street corner yards, unless an interim use permit is issued
 - Must meet accessory structure setbacks in that zoning district
- Non-grounded systems are to be placed to limit visibility from public rights of way, yet still allow the owner to reasonably capture solar energy
- Glare is to be minimized, and if there is glare, the city may require the owner to produce a glare study
- Annual power output shall be no more than 120% of the total energy used by the lot or parcel over the previous year. The City may allow an array design to produce more than 120% of the energy used provided an interim use permit is issued.
- A building permit will be required
- An electrical permit will be required

Heher reminded that this is being discussed as there have been requests for ground mounted solar systems. Hallquist confirmed that there has to be a principal structure on a lot in the industrial park in order for there to be any accessory structures such as a ground mounted accessory solar panel added. Eggers' concern is about the number of panels, size, and what other equipment is necessary, including transformers, to run the system and where it would be located. Smith mentioned the possibility of fencing if necessary if the system had to be on a side yard. It was requested from staff to bring an example of what this could look like in the current industrial park.

7. Miscellaneous

A. February Building Permit Report

8. Commissioner's Reports

Heher gave City Council updates:

- Free food distribution event at City Hall March 4, 2022 from 2-3:30pm
- Meadows Development 2nd Addition concept plan approved at February 14, 2022 meeting
- Transient permits approved for Fireman's BBQ and Elephant Joes
- Clarified Personnel Committee ordinance
- Eliminated Finance Committee ordinance
- Approved Planning Consulting hiring for WSB
- Public Service Technician job available
- Approval of playground equipment at Legion Park

9. Adjourn

Motion – Smith/Barr to adjourn at 6:32pm. – Motion passed 4-0.

Drafted by,

Karen Hallquist, Economic Development Marketing Director



TO: NYA Planning & Zoning Commission

FROM: Jared Johnson, Planning Consultant - WSB

DATE: April 5, 2022

SUBJECT: Old Feed Mill – 18 3rd Avenue SE

REQUEST: PUD Overlay

REQUEST

Erin Allard, the applicant, is requesting a combined preliminary and final development plan for a Planned Unit Development Overlay (PUD) to convert the western building on the site into a residential unit and the remaining two buildings will continue to be commercial at the property located at 18 3rd Avenue SE.

BACKGROUND

The subject property is located at 18 3rd Avenue SE and is roughly 0.45 acres. The site is also referred to as the “Old Feed Mill.” There are three different buildings on the property. Currently, all of them are used for mercantile or professional services. The western building, fronting 3rd Avenue SE, is proposed to be converted into a residential home. The other two interior buildings will stay commercial/professional services. A Planned Unit Development Overlay is needed to address the proposed residential unit.

There is a vacant brick building to the north of the site and the City’s municipal service building abutting the south side. There is a mixture of single-family homes and businesses across 3rd Avenue. There is City owned land abutting the east of the property.



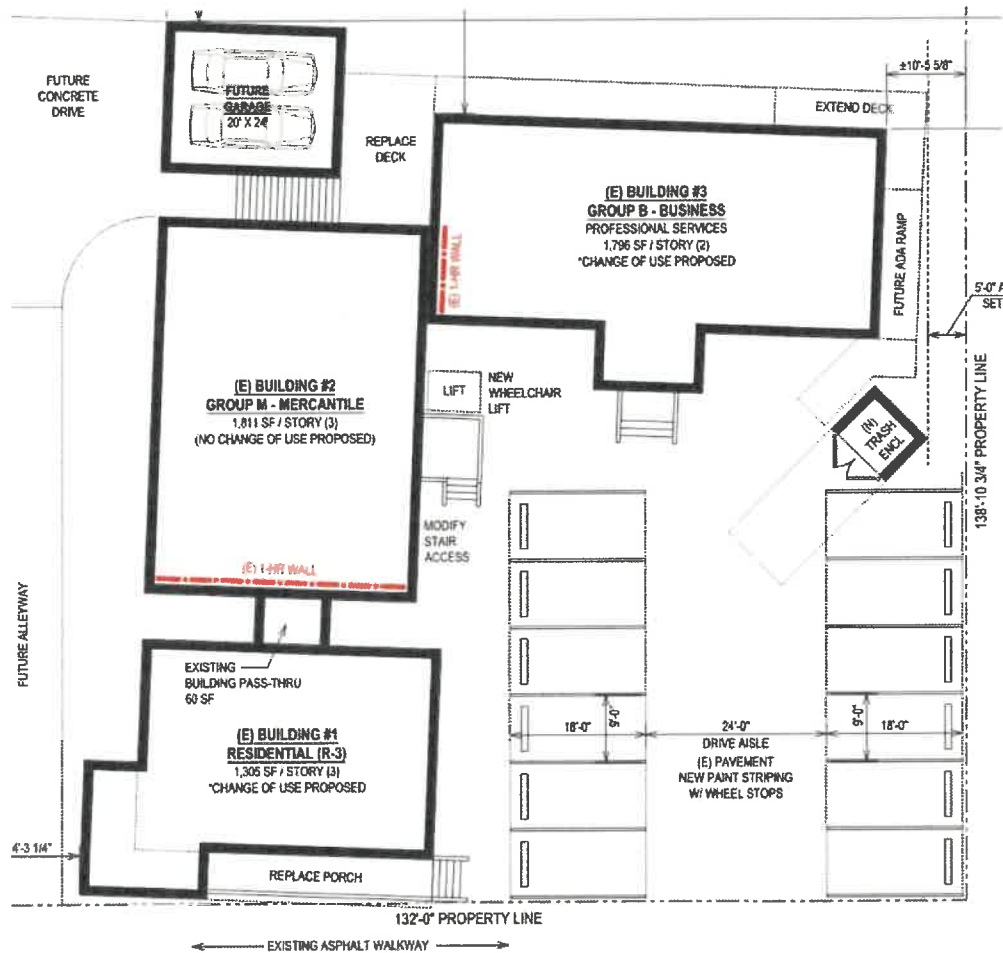
Public Hearing Notice

Notice of the public hearing on the application was published in the *News and Times* on Thursday, March 24, 2022. The public hearing notice was also mailed to all property owners within 350 feet of the subject property on March 17, 2022.

REVIEW

The following table outlines the existing and proposed use for each of the buildings on the site:

	<u>Building Footprint</u>	<u>Existing Use</u>	<u>Proposed Use</u>
<u>Building 1</u>	<u>1,365 SF</u>	<u>Business (3-story)</u>	<u>Residential (3-story)</u>
<u>Building 2</u>	<u>1,811 SF</u>	<u>Mercantile (3-story)</u>	<u>Mercantile (3-story)</u>
<u>Building 3</u>	<u>1,796 SF</u>	<u>Mercantile (2-story)</u>	<u>Business (2-story)</u>



The applicant is proposing to build a 480 square-foot garage to the east of building two for the future residence in building one. There is an existing alley way on the north side of the property that will need to be repaired and a garage apron installed with a garage building permit being granted. The survey information indicates there is approximately 14 feet from the building to the property line, so space is limited. The deck between buildings two and three is proposed to be replaced, as well as the porch for building one. An ADA ramp connecting to a proposed deck extension will be added to the

south of building three. The existing parking lot will be restriped, and an 80 square-foot trash enclosure will be added between the parking lot and building three.

Zoning

The parcel is currently zoned C-3 Downtown District. The Comprehensive Plan designates the parcel for Downtown Mixed Use. Commercial and professional service uses are permitted in the C-3 Downtown District.

City Code Section 1230.10 Subd. 2 permits the following in the C-3 Downtown District:

G. Dwelling units are permitted provided:

1. Must be located above the street level in nonresidential structures. **Not met.**

L. Residential uses are permitted provided:

1. The residential use does not compose greater than fifty (50) percent of the ground floor area; **Not met.**
2. Continuous commercial office, retail, or service is retained in at a minimum the front half of the building's first floor abutting public streets; **Not met.**
3. A separate entry is provided for the residential use. If residential entry is from the front of the building access to the residential use shall be through an enclosed corridor;
4. The residential use is not adversely impacted by the adjoining commercial use of odor or noise, or increased traffic generation;
5. Off-street parking is provided for the residential use.

The request does not meet the first two conditions for residential uses. The proposed residence will be 100% of the ground floor area and will completely front 18 3rd Avenue SE. The proposed residence does not meet the dwelling unit condition as the building will solely be a residential use and not contain any non-residential uses such as commercial or service uses. home once completed, not a non-residential structure.

Since the proposed plans do not meet the standards for residential uses in the C-3 Downtown District, a PUD Overlay is requested to be imposed over the property. **The PUD Overlay allows the City to vary from some of the underlying zoning ordinance standards when there are other goals achieved by using the PUD district.** In this case the PUD Overlay will allow deviations from the standards for residential uses in the C-3 Downtown District.

PUD Overlay

City Code Section 1240.02 outlines the purpose of Planned Unit Development Overlay Districts:

- A. *Preserve environmentally significant and/or environmentally sensitive areas; and/or*
- B. *Provide exceptional or unique open space amenities; and/or*
- C. *Achieve land use, housing, Legacy Greenway, and other goals set forth in plans approved by the City Council which may from time to time be amended; and/or*
- D. *Incorporate creative design in the layout of buildings, open space and use of land through such site design approaches/techniques as conservation design, open space design, traditional neighborhood design, and/or low impact development.*

As well as Planned Unit Developments that:

- A. *Are compatible with surrounding land uses and neighborhood character; and,*
- B. *Conform to the goals and policies of the Comprehensive Plan, the Legacy Greenway Concept Plan, trail/sidewalk plans, transportation plans, sub-area plans; and,*

- C. Support compact and orderly growth of urban development and redevelopment; and,*
- D. Promote quality development; and,*
- E. Provide efficiency in the layout and provision of roads, utilities, land use, and other infrastructure.*

Public Benefit

Planned Unit Developments must demonstrate at least one public benefit listed in City Code Section 1240.02 Subd. 4. Staff recommends using the following public benefit:

D. The preservation of buildings that are architecturally or historically significant or significantly contribute to the character of the City and/or retaining of scenic vistas or viewsheds that contribute to the character of the community. Such determination as 'significant' or 'contributing to the character of the City' shall be defined by a professional historian, a representative from the State Historic Preservation Office, a representative from MnDOT Cultural Resources Department, or by listing on the National Register of Historic Places.

Staff believes the site contains buildings that significantly contribute to the character of the City. As noted, the ordinance lays out criteria for determining whether the site or structure are historically significant or retaining scenic views by requiring a professional to arrive at that conclusion. In this instance, staff believes the site falls into the category of significant contributions to the character of the City, which is a determination that the City Council should make. The longevity of the property, the existing structures and the various uses proposed allows the owner to economically maintain the property in its current configuration, with suggested upgrades, which is beneficial and desired by the Community. The applicant proposes turning the western building into a residence while maintaining the character of the building and the site overall.

Type of PUD

There are six types of PUD's allowed by City Code:

- PUD Residential Cluster
- PUD Open Space
- PUD Residential Amenity
- **PUD Residential Mixed Use**
- PUD Traditional Neighborhood Design
- PUD Non-Residential Single Use

The proposed PUD closely aligns with Residential Mixed Use but does not meet the ordinance standards. City Code Section 1240.02 Subd. 6. C. states "any type not identified by the City Council as reasonably similar to those expressly allowed". Staff believes the proposed PUD is similar to the PUD Residential Mixed Use zoning. The PUD's recognized in code usually refer to larger developments. Due to the small size and scale of the proposed request, staff recommends council make a finding that the proposed PUD Overlay is reasonably similar to the PUD's allowed in City Code Section 1240.02 Subd. 6. A.

The proposed changes to the site are primarily focused on the residential component to allow the owner to convert the street side building into a residential home. The site would be mixed use, where the zoning allows for residential components given certain standards that the proposed PUD would alleviate the owner from. Even though the C-3 Zoning district is not a permitted location for a Residential Mixed Use PUD, staff believes the small scale of the request adequately fits with the C-3 zoning designation while being similar to the Residential Mixed Use PUD.

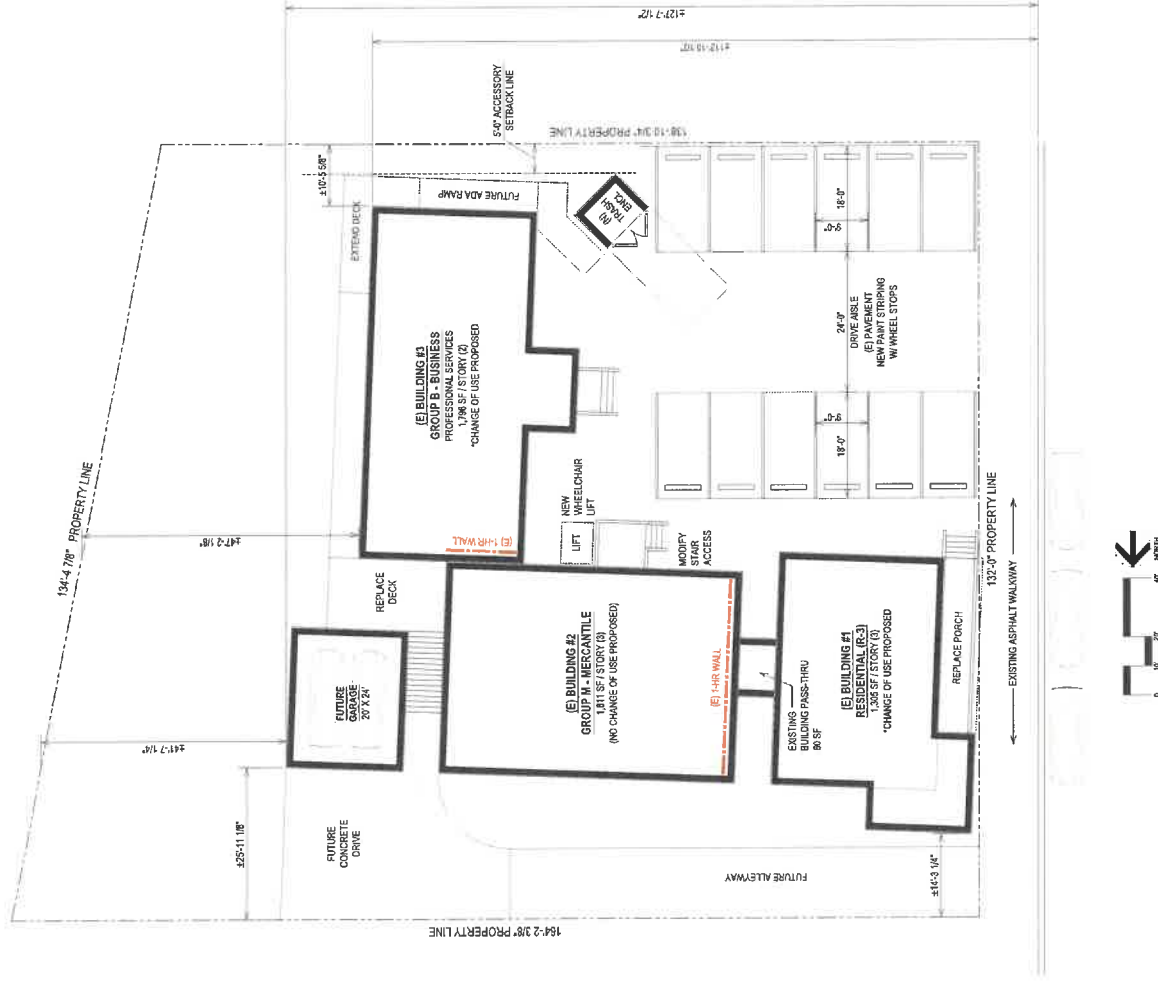
Action:

After review and discussion, the Planning Commission may consider a MOTION to recommend approval of the combined Preliminary and Final PUD Overlay Plan to the City Council with the following conditions:

- A building permit shall be issued prior to any building renovations.
- Driveway apron and alley shall be improved to the City Engineers satisfaction prior to issuance of a certificate of occupancy for the new detached garage.

Attachments:

- Site Plan
- Letter of Intent

[illegible]



March 17, 2022

CITY OF NORWOOD YOUNG AMERICA
Community and Economic Development
310 Elm Street West
Norwood Young America MN 55368

RE: THE MILL Re-Development

Letter of Intent

This letter of intent serves to describe the proposed improvements of the existing Mill House facility located at 18 Third Street SE in Norwood Young America.

The property has three (3) separate building located on a single platted lot. The buildings have been historically used for mercantile, business, and small assembly type uses. Building A, closest to the adjacent street, contains a basement as well as an upper level, and is also connected to Building B. It was most recently utilized by a florist as a service-orientated business use. Building B was most recently utilized as a mercantile destination with a bistro café and currently contains a commercial kitchen. Building B has a basement and an upper level open the main floor. Building C, furthest from the street, is also connected to Building B and was improved in 2009. It has historically been used for mercantile as well.

Currently, the property is zoned as C-3 Downtown Business District. The specific intent of this district is:

1. To be the focal point for specialty services and goods focusing on neighborhood service-related businesses.
2. To allow for mixed commercial and residential uses since the district offers convenient access to services.
3. To promote pedestrian-friendly design and development and encourage gathering areas.

The new owner of the property would like to maintain the atmosphere and environment currently present in all the buildings and adapt the properties for her own business and residence, as well as provide potential lease space options for other mercantile occupancies. While this intent meets the requirements of the current zoning classification, it will also require a change-of-use for Building A to convert the space into a residential dwelling for the Owner's private residence, and a change-of-use for Building C to convert the space into the Owner's service-orientated business. Therefore, it is proposed to modify the zoning on the property to be governed under a PUD to provide more flexible jurisdictional latitude governing the redevelopment of the Mill property.

In addition to the proposed change-of-uses, improvements proposed on this property will be to repair or replace any currently damaged areas - such as decks and ramps, add a garage in the rear of the property to increase the amount of off-street parking for the businesses and residence, add a trash enclosure for waste removal containment, and address accessibility compliance for individuals with disabilities as required for both mercantile and business-type occupancies.

I trust this clarifies the intent of the development and improvements proposed. If you should have any questions or concerns regarding the improvements, please do not hesitate to contact me at your convenience.

WILKUS ARCHITECTS

Emily K. Borum, Associate AIA
Senior Project Manager
952-843-5040 | ekb@wilkusarch.com



TO: NYA Planning & Zoning Commission – April 5, 2022

FROM: Jared Johnson, Planning Consultant

DATE: April 5, 2022

SUBJECT: The Meadows 2nd Addition

REQUEST(S): Zoning Amendment
Preliminary PUD
Preliminary Plat

Applicant: Mark Elko

Subject Address: Not Assigned. Generally north of Lakewood Trail and east of CR 34

Legal Description: Outlot A. The Meadows.

Parcel ID: 585250250

Zoning: R-1 Low Density Single Family Residential District

Requests: Zoning Amendment
Preliminary PUD
Preliminary Plat

REQUEST

Mark Eklo (the “Applicant”) on behalf of STP Investments LLC (the “Owner”) is requesting approval for a residential subdivision that would provide a mix of owner-occupied, detached single-family housing types on an undeveloped parcel generally north of Lakewood Trail and east of County Road 34 (the “Subject Parcel”). The request would require a Zoning Amendment, Preliminary PUD, and Preliminary Plat approval.

Upon completion, the proposed plan would include 50 single family ‘Villa’ lots and 35 ‘single family’ traditional lots. The Villa lots would be built as detached, one level, two-to-three-bedroom units in a community with lawn, snow, and refuse services provided by a homeowner’s association. The single family lots would entail a more traditional split entry detached dwelling with attached three-car garages that would not have a homeowner’s association.

BACKGROUND

Previously, the Applicant submitted an application for a Concept PUD review of a residential subdivision. After review and discussion, the Planning Commission recommended approval of the concept plan to the City Council subject to conditions. At their February 14, 2022 Work Session the City Council approved the concept plan for the Meadows 2nd Addition. The current subdivision proposal is consistent with the concept plan approved.

If approved for a Zoning Amendment, Preliminary PUD, and Preliminary Plat, this project would proceed to the next step in the subdivision review process, which is a Final PUD and Final Plat approval.

The development is planned for two Phases; Phase I of the development includes 17 single family lots adjacent to Quail Court and Phase II would include the remaining 18 single family housing lots. The construction of the Villa housing is a future phase.

Public Hearing Notice

Notice of the public hearing on the application was published in the News and Times on Thursday, March 24, 2022. The public hearing notice was also mailed to all property owners within 350 feet of the subject property on March 17, 2022.

REVIEW



Figure 1. Aerial View of the Subject Parcel. Carver County GIS.

Comprehensive Plan

The 2040 Comprehensive Plan guides the subject parcel as Medium Density Residential on the western portion of the lot that is proposed for development. The remainder of the subject parcel is guided for Low Density Residential.

The table below shows the maximum density allowed within each designation.

Land Use Designation	Maximum Density
Low Density Residential	1 to 8 units/acre
Medium Density Residential	8 to 12 units/acre

Based on the density calculations provided by the applicant, the gross density of the area with single family dwellings would meet the density within the Low Density Residential designation. The area of the villa housing in the Meadows 2nd Addition would be in the Medium Density Residential range. Based on staff's review, the proposed subdivision would conform to the policies and standards of the Comprehensive Plan.

Zoning Amendment

The Subject Parcel is a vacant lot zoned R-1, Low Density Single Family Residential and the applicant is requesting that a portion of the lot be re-zoned to R-2 Medium Density Single Family Residential. The Applicant is requesting the zoning amendment for the western half of the parcel to the R-2 District, where the small lot single family villas are proposed. Single family housing is a permitted use within both the R-1 and R-2 Districts. The table below outlines the required design standards for each district and the proposed development standards. As mentioned earlier, the applicant is requesting a PUD to provide relief from the ordinance requirements.

Standard	R-1 Requirement	R-1 Proposed (PUD)	R-2 Requirement	R-2 Proposed (PUD)
Minimum Size	10,000 sf	Min. 8,950 sf Max. 19,847 sf Avg. 11,279 sf	8,500 sf	Min. 5,250 sf Max. 12,067 sf Avg. 6,238 sf
Minimum Width	80 feet	67 feet	70 feet	50 feet
Setback	Front: 30 feet Street side: 30 feet Interior side: 10 feet Rear: 25 feet	Front: 25 feet Street side: 15 feet Interior side: 10 feet Rear: 25 feet	Front: 25 feet Street side: 25 feet Interior side: 5 feet Rear: 25 feet	Front: 25 feet Street side: 25 feet Interior side: 5 feet Rear: 25 feet
Coverage	30%	30%	30%	55%

Amendments to the Zoning Map or Zoning Code must be approved by a two-thirds majority vote of all members of the City Council. Amendments should be based in part, when considered necessary due to existing conditions or to achieve the objectives prescribed in the Comprehensive Plan.

Staff finds that the request for the zoning amendment is consistent with the design standards as set forth within the City Code. Amending the western portion of the lot to the R-2 District would bring the property into compliance with the 2040 Comprehensive Plan.

Preliminary PUD

Sections 1230.04 and 1230.05 in the City Code outline the lot and setback requirements for properties within the R-1 and R-2 districts, respectively. The Applicant is requesting approval for a mixed density residential planned unit development with flexibility for several requirements in the City Code:

- 1) Reduced lot size;
- 2) Reduced lot width;
- 3) Reduced lot setbacks; and
- 4) Increased surface area

These modifications can be permitted under a Planned Unit Development (PUD). Section 1240.02 of the Code states PUDs are developments that afford the developer flexibility in meeting site design and zoning requirements, such as increased density over what is generally permitted within the Zoning Code, provided that the development benefits the community overall.

Staff finds that the creation of a residential development featuring a variety of housing types is of benefit to the community and the modifications from the ordinance standards requested by the applicant are reasonable. Applying the PUD overlay allows the City to obtain a variety of differing housing styles, increasing overall life cycle housing options within the community.

By ordinance, preliminary PUD approval should be granted by the City only if the Applicant demonstrates conformance with the design standards and requirements as set forth within the Subdivision Ordinance. Based on staff review of the application and submitted materials, the request conforms with the design standards and requirements.

City Code requires PUD's to demonstrate a public benefit. Staff recommends Section 1240.02 Subd.4.C as the required public benefit for this PUD:

C. The creation of a master planned community within a development featuring a variety of housing types (i.e. single family, attached; single family, detached; and/or apartments)

Preliminary Plat

A Preliminary Plat is a drawing describing the proposed layout of the subdivision to be submitted to the Planning Commission for recommendation. Preliminary Plat review is the second stage of the subdivision review process after the Concept review. Preliminary Plat drawings are reviewed for completeness and conformity with the requirements of the Subdivision Ordinance.

Staff finds that the Preliminary Plat application substantially conforms to the requirements in City Code based on the review of the materials submitted by the applicant. Where the plans do not comply with City Code, staff has included conditions of approval to address those issues. Final Plat approval will be required prior to any development occurring on the property. If the development moves forward, the Applicant is responsible for recording of the plat at Carver County after approval of the Final Plat.

Stormwater/Grading/Drainage

Provisions for stormwater management, grading, and erosion control are to be designed by the Developer's Engineer. A written application for a stormwater management plan is required by the city and the Applicant should include adequate evidence to show that the proposed plan will conform to the standards set in the Code.

Stormwater is proposed to collect in the northwest corner of the development in a stormwater pond initiated with the 2005 project. The pond will be dedicated to the City through the platting process. The Applicant is responsible for obtaining required review and approval for the preliminary plat and proposed grading and drainage plans from the Carver County Water Management Organization (CCWMO).

Utilities

Planned unit developments must be connected to publicly owned water supply and sewer systems. Municipal drinking water, sanitary sewer, and storm sewer infrastructure must be extended throughout the plat. On-site water supply and sewage treatment systems must be centralized and designed and installed to meet standards or rules of the Minnesota Department of Health and City Code.

Engineering staff previously noted that the sewer and water stubs to the westerly entrance may require relocation and potential excavation in Lakewood Trail. As a condition of approval, staff is recommending that any storm sewer stubs previously installed on site as part of the Meadows development that are in areas that are no longer necessary should be abandoned. The applicant should provide revised plans depicting any changes in the utilities.

Landscaping

The City requires planting of trees on new lots through the subdivision process. City Code requires the developer provide the City with an escrow amount based on the number of lots in the subdivision to provide for future planting of trees. Two trees having a trunk diameter of not less than two inches must be planted in the front yard of each lot in the subdivision. Staff is recommending as a condition of approval that the Applicant submit a landscape plan showing the number of trees to be planted prior to final plat approval

Transportation/Circulation

The Subdivision Ordinance prescribes minimum right-of-way (ROW) and improved widths according to street classifications. However, the 2040 Comprehensive Plan does not identify potential future minor collector street locations. The Plan generally suggests collector streets:

- 1) connect local streets to minor arterial streets;
- 2) connect to arterials but not principal arterials, and;
- 3) be spaced every one-half to one mile in developing areas

All proposed streets appear to meet code requirements for local streets but not collector streets. As part of the discussion with the Applicant, the City should discuss vehicular connectivity and assign an appropriate street classification of either collector or local street.

Quail Court will be constructed from Lakewood Trail to an existing built section. Meadows Boulevard will be extended north, and a proposed road will provide access to villa lots. All streets are public with a ROW width of 50 feet and curb to curb width of 34 feet. At the February 14, 2022 meeting, the City Council indicated that surmountable curbs were the preferred, which is a recommended condition of approval.

Street widths proposed by the Applicant are consistent with the previous development, connecting streets from other developments, and the overall development plan. The proposed street widths appear acceptable from a planning and engineering perspective. As a condition of approval, staff is

recommending that proposed streets connecting within the PUD should not significantly alter the character of existing residential neighborhoods, as determined by the City Engineer.

Pedestrian Movement

No sidewalks are proposed for the development. There is an existing sidewalk on the north side of Lakewood Trail. At the February 14, 2022 meeting, the City Council indicated sidewalks were not a requirement within the said subdivision.

Lots/Blocks

Lot orientation and block length appear consistent with Subdivision Ordinance standards. Block lengths shall not exceed 1,300 feet nor be less than 500 feet. Proposed block length is 600 to 900 feet. Staff finds that the Applicant meets the standards for Lot and Block configuration in the Subdivision Ordinance and the dimensional requirements within the Zoning Ordinance

Parkland Dedication

Parkland has been dedicated for The Meadows 2nd Addition under the existing development agreement from 2005. This existing parkland is noted as Outlot B, which occupies the entire east side of the development. In the concept plan resolution dated February 14, 2022, a new Outlot B, abutting single-family Lots 1 and 13 has been dedicated. The preliminary plat submitted shows Lots 1 and 13 absorbing Outlot B (Figure 2). The City did not wish to maintain this new outlot and will not require parkland dedication fees.

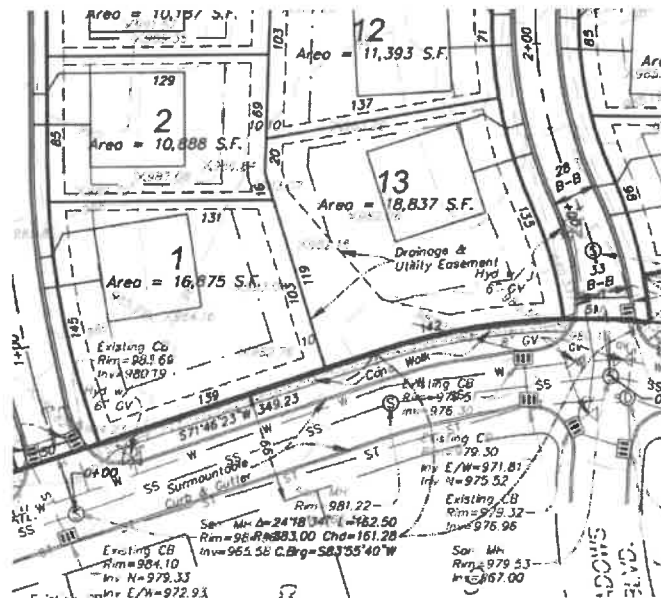


Figure 2. Outlot B Absorbed.

Wetlands Protection

A protective buffer strip of natural vegetation should surround all wetlands. The width of the required buffer will be dependent on the functional value of the wetland, as determined by the Carver County Water Management Plan. For a wetland with a low functional value, the minimum required buffer is 25 feet; for a wetland with a high functional value, the required buffer is 50 feet.

The Preliminary Plat plans submitted by the Applicant depict a 20-foot wetland buffer, which would not meet the Carver County Water Management Plan. Staff is recommending as a condition of

approval that the applicant revise their plans to meet the minimum wetland buffer prescribed in the Carver County Water Management Plan.

Additional Department/ Agency Comments

Public Works: The plans have been forwarded to Public Services Director Tony Voigt for review and comment. Any/all comments from the Director are hereby incorporated by reference.

City Engineer: The City Engineer has reviewed the application and plan. Comments and recommendations contained in a memo from John Swanson dated March 28, 2022 are hereby incorporated by reference.

City Attorney: Application documents have been forwarded to the City Attorney for review. Platting will require examination of title and execution of a developer's agreement.

Fire Department: The plan submittal has been forwarded to Fire Chief Steve Zumberge for review and comment. Chief Zumberge has the following comments in an email dated January 18, 2022:

- (1) Fire hydrants are to be located every 300 feet, and;
- (2) The proposed road servicing the patio homes will need to be a designated fire lane with parking limited to the non-hydrant side of the street. No parking signs will be required every 75 feet.

Chief Zumberge notes comments could change as more detailed plans are submitted.

RECOMMENDATION

After review and discussion, the Planning Commission may consider a MOTION to recommend approval of the rezoning to R-2, preliminary PUD and, preliminary plat to the City Council subject to the following conditions:

1. The total runoff and drainage patterns shall be verified to be consistent with previous concepts and the original and downstream storm sewer and ponding systems as determined by the City Engineer.
2. Storm sewer and ponding calculations shall be submitted prior to final plat approval.
3. Sewer, water, and storm sewer stubs installed on site as part of the Meadows development 1st Addition located in areas that are no longer appropriate shall be abandoned.
4. Streets width within the project will be 34' curb to curb and contain surmountable curbing.
5. Streets connecting with any PUD shall not significantly alter the character of existing residential neighborhoods, as determined by the City Engineer.
6. A written application for a storm water management plan approval, along with the proposed storm water management plan, shall be filed with the city and shall include a statement indicating that the proposed use is permitted by right or as an exception in the underlying zoning district, and adequate evidence showing that the proposed use will conform to the standards set forth in this Code.
7. The Applicant shall submit a final landscaping plan showing trees to be planted, and a description of the planting types, materials, details of methods used for planting.
8. The Applicant shall revise the required wetlands buffer to meet the standards as determined by the Carver County Water Management Plan.
9. Approval of the preliminary plat shall expire one (1) year from the date it was approved, unless the applicant has filed a complete application for approval of a final plat; or, unless before expiration of the one (1) year period, the applicant submits a written request for an extension thereof.



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3/28/22

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

RE: The Meadows 2nd Addition
Preliminary Plat Review
Project No.: 0C.1126044

Dear Ms. Aukrust:

We have completed an engineering review of the submitted information for the above referenced project. Our review is based on the preliminary plat bearing the general title "The Meadows 2nd Addition", dated March 15, 2022, prepared by Otto Associates, for Mark Elko. We offer the following comments and recommendations for your consideration:

General:

- 1) The submitted preliminary plat appears to be generally consistent with previous concept plans for the project area.
- 2) This review assumes the streets, sanitary sewer, watermain and storm sewer facilities will be owned operated and maintained by the City. If this assumption is incorrect, additional review comments may be appropriate.
- 3) City Standard Details shall be included in the final plans for all public improvements, including but not limited to streets, sanitary sewer, watermain, storm sewer, tracer wire, etc.
- 4) Several permits are required for the proposed improvements, including but not limited to MPCA sewer extension, MDH watermain extension, NPDES, CCWMO, etc. Copies of all permits shall be submitted for the project files prior to construction.
- 5) The submitted information should be submitted to CCWMO and the Fire Chief for review and comment.

Ingress and Egress:

- 1) Quail Road is proposed as a 34-foot-wide public street with 50-foot Right of Way. This is acceptable from an engineering perspective. Meadows Blvd and "Proposed Road" are proposed as 28 feet wide with 50-foot Right of Way. It is assumed these streets are intended to be public.
- 2) There are no other 28-foot-wide streets in this development. If 28-foot-wide streets are allowed, it is recommended parking be allowed on one side only, and appropriate signage be placed by the Developer during construction.

Sanitary Sewer and Watermain:

- 1) Sanitary sewer and storm sewer manholes shall be added to avoid sanitary sewer and watermain located under the curb, and watermain located under the storm sewer to the extent practicable. Manholes shall be located on centerline of the street, or the center of the traveled lane. This can be completed during design.
- 2) Final hydrant locations and valving can be determined during design.
- 3) Gate valves shall be located at the connection point of all existing watermains.
- 4) Gate valves should be added north and south of the tee at Meadows Blvd and Quail Rd.
- 5) The connection to existing watermain at the south end of Block 1 should be modified to eliminate the existing dead end and plug.
- 6) A manhole will be required at the connection to existing sewer on Quail Road for testing purposes.
- 7) It appears excavation into Lakewood trail will be required. Pavement shall be restored to the section in place. A traffic control plan shall be submitted with final plans. The disturbed surface should be open to traffic with an aggregate surface at the end of each day.

Grading and Drainage:

- 1) Stormwater ponding was completed in previous phases of the overall development. Verify the hard surface coverage is equal to or less than that planned in the original design. CCWMO Rules have changed, as such on site water quality measures may be required by CCWMO.
- 2) Storm sewer calculations, with a corresponding drainage area map, shall be submitted with final design plans.
- 3) Pond, swale, and easement area grading shall be revised accordingly as noted herein for operation and maintenance accessibility. Access shall be provided for all ponds, swales and public utility encumbering D/U's. Access locations should be shown on the plan.

- 4) The plans indicate several areas with rear yard swales. Additional storm sewer and drain tiles, including sump pump discharge connections may be required in these locations, to ensure proper site drainage and sump pump discharge handling. This can be determined during design.
- 5) Copies of all soil testing, correction areas, density testing, etc, for all structures and public improvements shall be submitted to the City for the project files.
- 6) The Contractor shall submit proposed haul routes for approval, prior to construction, in accordance with the following:
 - a) The primary access should be Lakewood Trail.
 - b) Minimize construction traffic through adjacent neighborhoods.
 - c) Any and all damage to existing streets caused by construction traffic shall be repaired at the Developers expense. It is recommended photo and/or video surveys be completed on proposed haul routes prior to construction to document pre-construction condition.
- 7) Street sweeping and cleaning of soil tracking shall be completed each day.
- 8) Dust control measures shall be implemented and maintained at all times during construction, and within 4 hours of notification by the City.

Plat:

- 1) D/U easements over proposed public utilities (sanitary sewer, storm sewer, and watermain), shall have a minimum width of 1:1 from pipe invert to finished ground elevation, on each side of the pipe, plus 5'. (Example: utility at 10' deep, easement width = 25', 12.5' each side of the pipe). In addition, it is recommended the minimum D/U easement width over proposed utilities be 20', regardless of pipe depth, to provide access for operation and maintenance activities. This includes along Tacoma Avenue and Lakewood Trail.
- 2) D/U easements encumbering ponds and drainage swales shall be a minimum of 10' wider than the HWL and encumber an access area with a maximum slope of 4:1 from HWL to easement limit around the entire pond, and on a minimum of 1 side of drainage swales, to provide access to ponds and swales for operation and maintenance activities.
- 3) Proposed Outlot A encompasses ponding facilities. It is assumed Outlot A will be conveyed to the City. If this is not the case, additional comments may be appropriate.

The submitted Preliminary Plat documents appear to be acceptable from an engineering perspective, contingent upon the comments addressed herein and any changes necessitated by engineering review

City of Norwood Young America
The Meadows 2nd Addition
3/28/22

comments and recommendations from future plan reviews related to the proposed development, including but not limited to final construction plans, permit approval, Developers Agreement, etc.

We are available to discuss this matter at your convenience.

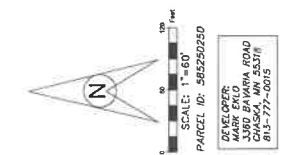
Respectfully Submitted,
Bolton & Menk, Inc.

A handwritten signature in black ink, appearing to read 'John K. Swanson', with a long horizontal flourish extending to the right.

John K. Swanson, P.E.
Senior Project Engineer

Cc: Tom Ramler-Olson, City Planner
Jake Saulsbury, PE
Josh Eckstein, PE

10 THE PRESERVE 2ND ADDITION



NOTE: SINGLE FAMILY PLOTS ARE 53'x35'
PLOTS OTHERWISE SHOWN VELLA PLOTS
ARE SHOWN AS 40'x35'.

BY AREA PROPOSED:

TLOT A, 2ND ADDITION	= 1.64
TLOT B, 1ST ADDITION	= 2.69 ACRES
TLOT C, 1ST ADDITION	= 0.77
TLOT D, 1ST ADDITION	= 1.87
TOTAL	= 7.17 ACRES

Section 36, Township 35N, Range 12E

Lot 11: 11.131 S.F. Area = 11.131 S.F.

Lot 12: 11.103 S.F. Area = 11.103 S.F.

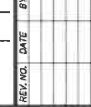
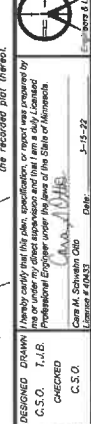
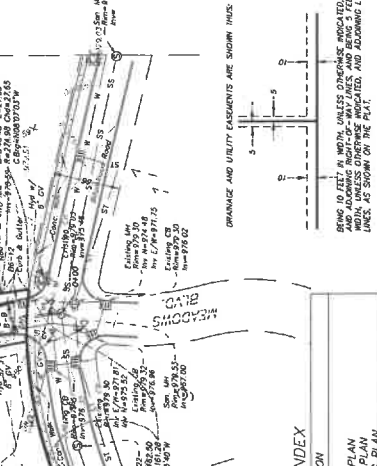
Lot 13: 11.037 S.F. Area = 11.037 S.F.

Lot 14: 11.021 S.F. Area = 11.021 S.F.

Creek

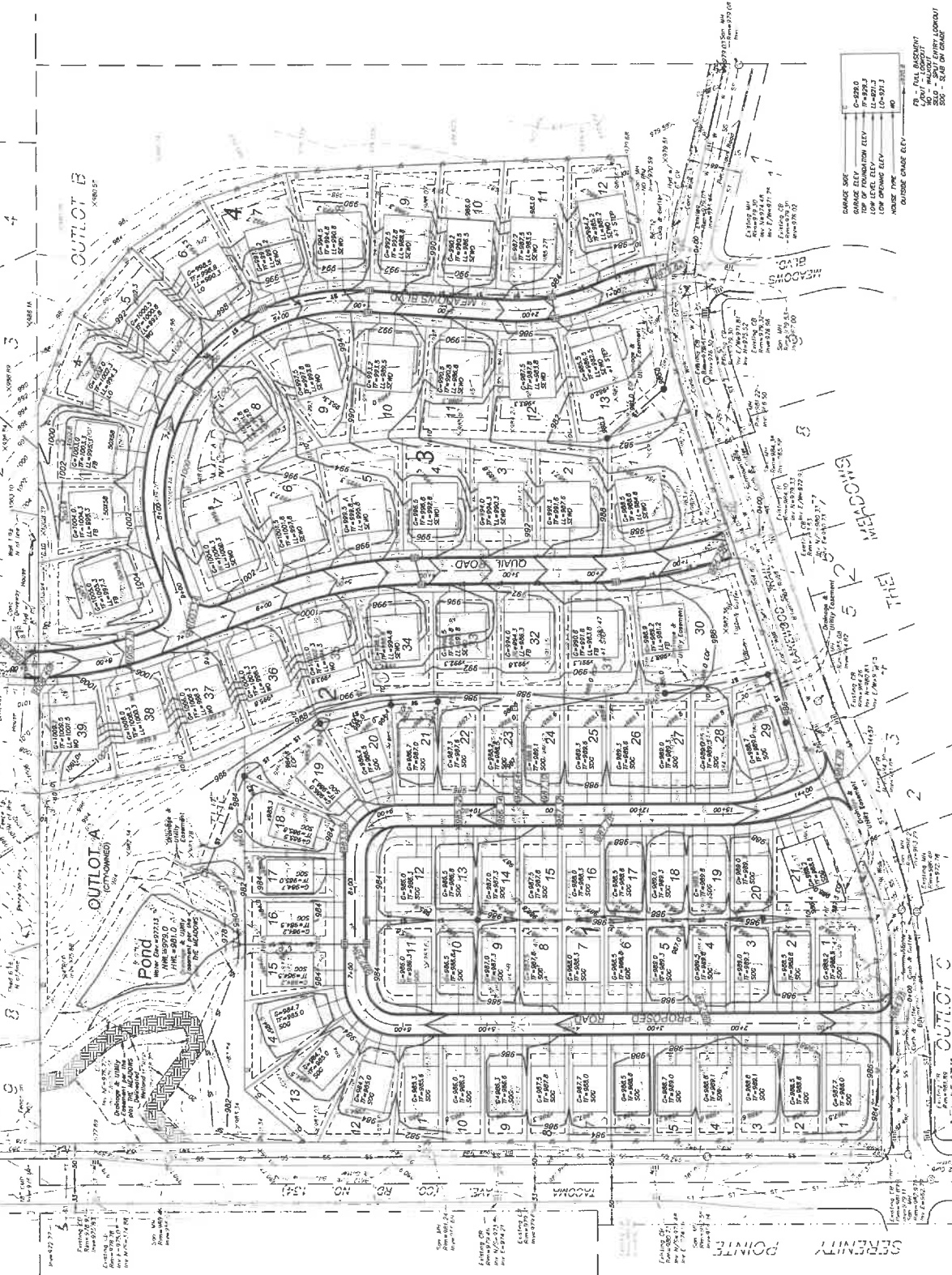
Ditch

Ditch

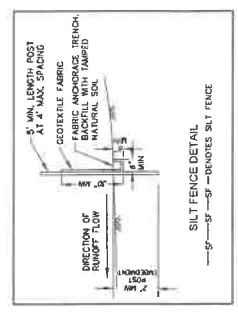




THE PRESERVE 6, 12 1 2 3 4 THE PRESERVE 3 2ND ADDITION



GRADING NOTE
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN
DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES
BEFORE ANY GRADING OR CONSTRUCTION BEGINS. THE GRADER
IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES. THE GRADER
OCCASIONED BY THE FAILURE TO EXACTLY LOCATE AND PRESERVE
ANY AND ALL UNDERGROUND UTILITIES.



THE MEADOWS 2ND ADDITION
MARK EKLO
NORWOOD YOUNG AMERICA, MN

DESIGNED DRAWN BY T.L.B. T.L.B.
CHECKED C.S.O. C.S.O.
DATE 3-15-22

PROJECT NO. 21-0561
SHEET NO. 4 OF 4 SHEETS

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TO: NYA Planning & Zoning Commission

FROM: Jared Johnson, Planning Consultant - WSB

DATE: April 5, 2022

SUBJECT: Draft Ordinance 344 Ground Mounted Accessory Solar Systems Discussion

Background

The Planning Commission has been discussing a code amendment to allow accessory ground mounted solar systems in the Business Industrial B-1 and Light Industrial L-1 Districts. Accessory ground mounted solar systems are not allowed in any zoning district under the current code. The Planning Commission, at their March 1, 2022 meeting, was presented with a draft code amendment to allow ground mounted solar systems in the B-1 and L-1 Districts as an accessory use. The Planning Commission had concerns regarding the size of the solar systems as it could require a large amount of land on a property. The concern was that ground mounted solar systems could become the dominant use on site.

The Planning Commission directed staff to do additional research and continue the discussion on the proposed amendment to the April 5, 2022 Planning Commission meeting.

Discussion

Staff has conducted research regarding the sizing of ground mounted accessory solar systems. Consulting with the Environmental team at WSB, planning staff has found that inevitably the local power company would limit the size of a requested ground mounted solar systems. The power company, in most cases, will only allow a user to generate electricity up to a certain amount – based upon the usage on the site. The power company will not allow the site to generate excess power and place it on the grid. This restriction limits the size of a ground mounted solar system a site can install. Staff believes this would alleviate concerns regarding the size of the systems. It should be noted that if the use on site was a high energy user, the amount of ground mounted solar would be more than a lower user. The only way to ensure the ground mounted solar is installed in a manner desired by the City is to set a specific amount of land, ie: 10% or 20% that would be allowed for solar or else a square footage amount. It is assumed in most cases the electrical needs of the use will successfully limit the ground mounted solar on site.

Section II. Subd.7.E of the proposed ordinance amendment states:

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.

This section of code will help solidify that the power generated on site will be limited which would typically impact the size of the solar array.

The draft ordinance also calls out that ground mounted solar systems shall not be in front yards or street side corner yards, unless an interim use permit is issued.

Action

Staff is requesting the Planning Commission discuss the draft amendment. If appropriate, the Commission may call for a public hearing to be held at the next Planning Commission meeting on May 3, 2022.

Attachments

Example photos

Draft amendment

Example Photos



**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 of the principal building or in front of the principal building in the street side corner yard, unless an interim use permit is issued.
 3. Shall meet accessory structure setbacks contained in the applicable zoning district.
- C. 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:

