



**Norwood Young America Planning Commission**  
**6:00 p.m., Tuesday, May 3, 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 April 5, 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
6. Business
  - A. Discuss Rezoning of 309 & 312 1<sup>st</sup> Street NE
  - B. Review 2022 Goals
7. Miscellaneous
  - A. April Building Permit Report
8. Commissioner's Reports
9. Adjourn

**Jerry  
Barr**

**Mike  
Eggers**

**Bill  
Grundahl**

**Paul  
Hallquist**

**Bob  
Smith**

**Craig  
Heher  
Council  
Liaison**

**UPCOMING MEETINGS**

May 9, 2022	City Council	6:00pm
May 11, 2022	EDC Commission	6:00pm
May 17, 2022	Parks & Rec Commission	4:45pm
May 19, 2022	Senior Advisory Commission	9:00am
May 23, 2022	EDA/City Council	6:00pm
June 7, 2022	Planning Commission	6:00pm

**Norwood Young America  
Planning Commission Minutes  
April 5, 2022**

**Present:** Commissioners Jerry Barr, Mike Eggers, Craig Heher, Bill Grundahl, and Bob Smith.  
**Absent:** Paul Hallquist  
**Staff:** Economic Development Marketing Director Karen Hallquist  
**Public:** Jared Johnson (WSB), Jen Frisbie, Lisa Jacobson, Mary Jo Skolberg, Tim Fahey, Erin Allard, Grady Kruse, Mark Eklo

**1. Call to Order.**

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

**2. Adoption of Agenda.**

*Motion -- Grundahl/Smwith - Motion to approve the agenda with the requested changes. Motion passed 5-0.*

**3. Approval of Minutes from the Regular Meeting March 1, 2022.**

*Motion -- Smith/Eggers - Motion to approve minutes from March 1, 2022. Motion passed 5-0.*

**4. Public Comment.**

**5. Public Hearing**

Heher called the public hearing meeting open at 6:03pm.

**A. Old Feed Mill, 18 3<sup>rd</sup> Ave SE, PUD Overlay**

Johnson presented the request by owner Erin Allard to approve a combined preliminary and final development plan for a PUD to convert the western building on site into a residential unit with the remaining two buildings staying as commercial. The current C-3 zoning does not allow full residential of a street side building. The request also includes the approval of an encroachment to allow alleyway improvements to the potential construction of a garage, deck between buildings 2 & 3, ADA ramp, porch on building 1, restriping of parking lot and addition of an 80-sf trash enclosure near building 3. Johnson explained that a PUD Overlay allows the City to vary from underlying zoning ordinances when there are other goals achieved by using a PUD district and must meet one public benefit. Johnson's recommendation is the proposed PUD is similar to the PUD Residential Mixed Use zoning with the benefit being aligned with City Code Section 1240.02 Subd 4. D "The preservation of buildings that are architecturally or historically significant or significantly contribute to the character of the City..." Owner Erin Allard was present to share her intentions with the building including residential for herself in the building along with utilizing the third building for her business. She is not sure of the garage construction at this time, however, wanted it included for a future project.

*Motion -Smith/Barr to close public hearing at 6:16pm. Motion passed 5-0.*

Heher called the public hearing meeting open at 6:16pm.

**B. The Meadows 2<sup>nd</sup> Addition, Zoning Amendment, Preliminary PUD, Preliminary Plat**

Johnson presented the request of STP Investments, LLC and Mark Eklo to approve a residential subdivision of mixed single family houses including 35 traditional single family homes and 50 single family villa lots. This request requires a zoning amendment to rezone the western portion of said lot from R-1 Low Density to R-2 Medium Density Single Family Residential to accommodate the villas; approval of preliminary PUD which will allow flexibility within the R-1 and R-2 districts for reduced lot size, width, setbacks and increased surface area; and approval for preliminary plat which shows the proposed layout of the subdivision. All requests conform and are consistent to the 2040 Comp Plan with the public benefit of creating a planned community development with a variety of housing.

Bolten & Menk had reviewed the plat and gave feedback to Eklo with specific attention on the proposed street width of 28 ft and the need for off street parking. Johnson included that a landscape plan needs to be provided; that Outlot B dedicated parkland was absorbed into two parcels as the city would prefer not to maintain it; and that Outlot A will remain greenspace and stormwater pond with a 25 ft buffer as required by the Carver Co WMO. Hallquist shared that a few residents inquired about the rezoning, however, were satisfied with the project once explained about the villas/single family homes. Resident

Lisa Jacobson (890 Meadows Blvd) asked for consideration that the 3-way stop intersection at Meadows Blvd and Lakewood Trl be turned into a 4-way stop intersection once developed as that is a bus stop and high traffic area.

Eklo confirmed the following:

- Outlot B greenspace was not shared among all of the lots as the pad grading has been previously done.
- The 28 ft streets will allow the driveways to have an additional 3 ft in length which will lessen the steepness.
- Eklo is working with the Carver Co WMO as standards have changed since the original plat.
- Eklo is considering less villas and making room for off-street parking which will also be able to accommodate cluster mailboxes.

*Motion – Barr/Smith to close public hearing at 6:38pm. Motion passed 5-0.*

## 6. Business

### A. Discuss Old Feed Mill, 18 3<sup>rd</sup> Ave SE, PUD Overlay

*Motion –Smith/Eggers – Motion to recommend approval of the combine Preliminary and Final PUD Overlay Plan to the City Council for 18 3<sup>rd</sup> Ave SE with the following conditions: a building permit shall be issued prior to any building renovations, and the 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. Motion passed 5-0.*

### B. Discuss The Meadows 2<sup>nd</sup> Addition, Zoning Amendment, Preliminary PUD, Preliminary Plat

*Motion – Smith/Barr. Motion to recommend approval of the rezoning of the Meadows 2<sup>nd</sup> Addition to R-2, Preliminary PUD and Preliminary Plat to the City Council subject to the conditions as printed. Motion passed 5-0.*

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

Johnson shared that he had consulted with the Environmental team at WSB in regard to ground mounded solar systems and the amount of space that would be required. They stated that the local power company would limit the size of the system based on the usage of the business and would be prohibited to build/acquire more power than what is needed. Johnson reported that the proposed ordinance could also limit the amount of output in addition to the location. Commissioners all agreed that they were in favor of rooftop solar, however, because of the aesthetics and concern for the look of a “solar field,” they did not wish to call for a public hearing or move forward with the ordinance.

## 7. Miscellaneous

### A. March Building Permit Report

## 8. Commissioner’s Reports

Heher gave City Council updates including:

- Ordinance 347 pertaining to the restructuring of the personnel committee
- Ordinance 348 with dissolving the finance committee
- Approving Resolution 2022-07 of hiring Wm Mueller & Sons for the 2<sup>nd</sup> Ave Infrastructure project
- Approving NYA polling place with the re-districting
- Approval of foundation removal at the old water tower site
- Approval of the accessory height and sign ordinances
- Approved hiring of lawn care companies for both nuisance abatement and lawn maintenance for city cemeteries and Oak Grove Center
- Approval of new playground equipment at NYA Legion Park

## 9. Adjourn

*Motion –Smith/Eggers to adjourn at 7:00pm. – Motion passed 5-0.*

Submitted by,

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Karen Hallquist, Economic Development Marketing Director



TO: NYA Planning & Zoning Commission  
FROM: Jared Johnson, Planning Consultant - WSB  
DATE: May 3, 2022  
SUBJECT: Discuss Rezoning 309 & 312 1<sup>st</sup> Street NE

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**Background**

Staff is requesting the Planning Commission discuss the possibility of rezoning the following properties (outlined in red below):

- 309 1<sup>st</sup> Street NE
- 312 1<sup>st</sup> Street NE



309 1<sup>st</sup> Street NE



312 1<sup>st</sup> Street NE



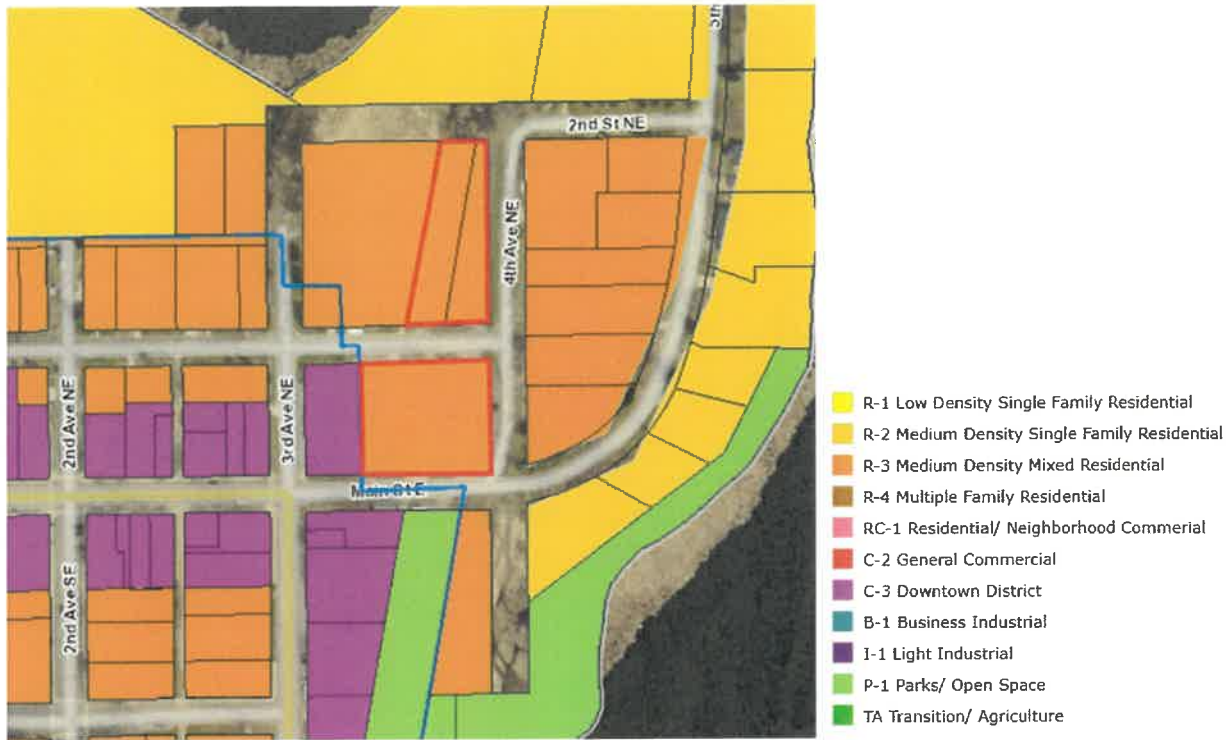
The reason for the discussion is due to several recent proposals to redevelop the site at 312 1<sup>st</sup> Street NE. The most recent proposal was to construct a contractor service building. Both sites are currently zoned R-3 Medium Density Mixed Residential, where contractor services are not a permitted use. There needs to be discussion if there is belief that the sites could be redeveloped for residential uses or if they should be rezoned to better reflect existing uses. Both of these sites need to be rezoned and have their comprehensive plan designation be amended to accommodate contractor services or light industrial uses.

### **Existing Land Use**

Existing uses occurring on the property:

- 309 1<sup>st</sup> Street NE: Storage, outdoor and indoor (zoned R-3)
  - Has a CUP for legal nonconforming outdoor storage for up to 10% of the lot area
- 312 1<sup>st</sup> Street NE: Storage, outdoor only, no building (zoned R-3)
  - Has a CUP for legal nonconforming outdoor storage up to 17% of the lot if fenced or 15% if not fenced

Properties to the east are zoned R-3 as well but are existing residential uses. Properties to the southwest are zoned C-3 Downtown District which provides for a variety of uses, including contractor operations with a conditional use permit. Properties directly abutting the west of 312 1<sup>st</sup> Street NE are also residential uses. The Planning Commission should discuss the possible impacts of rezoning on the surrounding neighborhood (see zoning below).



**Future Land Use**

The 2040 Comprehensive Plan designates the future land use of these properties as Low Density Residential. This designation does not align with the current uses on the two properties. Proposals for these properties do not meet the current zoning nor the future land use designation. If the properties are rezoned, the City needs to do a comprehensive plan amendment for each property. Surrounding properties are designated for Low Density Residential as well or Downtown Mixed Use. There is a power station located to the east of 312 1<sup>st</sup> Street NE that is designated Industrial.



## Review

If the City does desire to rezone this area, staff suggests this project be city initiated. If a property owner attempts the process, it's extremely costly. The owner would need to apply for the following and pay the required fees and escrow:

- Rezoning to either RC-1 or B-1
- Comprehensive Plan Amendment to change the future land use designation
- Site Plan Review to ensure the City knows what type of use is proposed in order for the rezoning of the property

By having the City initiate the rezoning plus comprehensive plan amendments, the front load work will be complete which creates a more feasible project for the applicant.

## Options

If the City desires to rezone these two properties, staff suggests rezoning to either RC-1 Residential/Neighborhood Commercial or B-1 Business Industrial. Staff believes the RC-1 accommodates the request for a zoning change more so as it still allows the opportunity for future residential developments. Both districts can accommodate contractor services and a variety of other uses. RC-1 will prohibit industrial uses while B-1 would allow them. RC-1 districts should be designated for Mixed Commercial Use for a comprehensive plan amendment. B-1 districts should be designated as either Mixed Use Commercial Industrial or Industrial for a comprehensive plan amendment.

### RC-1 Residential/Neighborhood Commercial District

*The intent of the district is stated as "to provide certain areas of the City for the development of specialty service and commercial focusing on neighborhood related business in areas where residential dwellings predominate. The District is intended to include primarily established residential areas where changing conditions have made certain commercial uses suitable and not incompatible with the basic residential character of the district. The district is also intended for certain residential areas which, by reason of proximity to existing commercial areas and major streets, would be suitable for limited office use."*

#### Permitted Uses:

- A. Single-family dwellings;
- B. Twin homes;
- C. Two-family dwellings;
- D. Townhomes, up to 4 units per attached group;
- E. A State licensed residential facility serving six (6) or fewer persons, a State licensed day care facility serving 12 or fewer persons, and a group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children;
- F. Public parks, open spaces and other recreational uses, non-commercial in nature;
- G. Professional services, such as medical/dental clinics, law offices, and accounting offices
- H. Finance, Insurance and Real Estate
- I. Personal or Business Services
- J. Retail Trade
- K. Specialty shops, such as book and stationary stores, candy stores, ice cream parlors, tobacco, coffee, gift and florist shops.
- L. Standard Restaurants
- M. Residential uses in conjunction with commercial uses permitted in this district

#### Conditional Uses:

- A. Churches, schools, and similar public uses
- B. Condominiums
- C. Contractor Operations**
- D. Licensed Daycare Facilities
- E. Converted residential dwellings for lodging services, such as hotels, motels and bed and breakfasts.
- F. Multifamily, up to 4-units per dwelling
- G. Custom or Limited Manufacturing, Assembly, or Treatment of Articles or Merchandise from Previously Prepared Materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool
- H. Minor Auto Repair with certain conditions
- I. Auto dealerships, used auto sales, sales of utility terrain (task) vehicles, sales of all-terrain vehicles, sales of snowmobiles, sales of personal watercraft, and sales of boats, with certain conditions

This district would allow contractor operations and no other typical industrial uses as mentioned above. If the City desires to not allow other common industrial uses in this area, rezoning to RC-1 would be suitable. The Planning Commission should discuss if the area meets the intent of the district and is suitable for this zoning designation.

**B-1 Business Industrial:**

The intent of the district is stated as “to provide an area identified for light industrial and large-scale office-park development.”

Permitted Uses:

- A. Automobile repair, major
- B. Contractor Yards**
- C. Light Industrial**
- D. Office Complexes
- E. Garden and landscaping services
- F. Mini-storage facilities
- G. Retail in association with a contractor yard or wholesale trade business
- H. Vocational and Technical Schools
- I. Warehouses**
- J. Wholesale Trade and Showrooms

Conditional Uses:

- A. Veterinary clinic, animal care, animal shelter, pet daycare, pet training, or animal hospital.
- B. Outdoor Auto, Truck, Recreational Vehicle and Equipment Sales and Display;**
- C. Outdoor Storage;**
- D. Barbed-wire Fencing

Contractor operations could fall under contractor yards or light industrial. This district also allows outdoor storage as a conditional use. If the City desires to allow a variety of industrial uses on these sites, rezoning it to B-1 would be applicable. The Planning Commission should discuss if this area is suitable for a variety of industrial uses with potential outdoor storage.



**Action**

Staff is requesting the Planning Commission discuss the two properties and if there is interest in the City initiating the rezoning or if the properties should stay as is. The Planning Commission shall recommend or not recommend, or to continue the discussion at a different date for the rezoning and comprehensive plan amendments for 309 and 312 1<sup>st</sup> Street NE.



TO: NYA Planning & Zoning Commission  
FROM: Jared Johnson, Planning Consultant - WSB  
DATE: May 3, 2022  
SUBJECT: Planning Commission Goals Update

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### Overview

2022 proposed goals are as follows (goals 2 & 3 have been completed):

1. Review tree requirements under landscaping standards, including a one overstory tree per 1,000 square feet of structure requirement.
2. Review the entire sign code, including review to more clearly state requirements for different types of signs, especially in the 212 corridor. **Completed.**
3. Review of accessory structure height maximums. **Completed.**
4. Consideration of less restrictive or more flexible PUD standards.
5. Examine uses in the Downtown District to incorporate uses that are common in downtowns to the east of Norwood Young America.
6. Examine density allowances in residential zoning classifications. **Carried over from 2021.**
7. Examine potential opportunities for training/enrichment of Planning Commission Members. **Ongoing.**
8. Continue review of zoning code sections. **Ongoing.**

### Request

Staff is requesting the Planning Commission give feedback on which goals should be worked on next.

Norwood Young America

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