



Norwood Young America Planning Commission
6:00 p.m., Tuesday, July 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 June 7, 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. Rezoning and Comprehensive Plan Amendment of 309 & 312 1st Street NE
6. Business
 - B. Discuss Draft Ordinance 346 Accessory Ground Mounted Solar Systems
7. Miscellaneous
 - A. June 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

July 8, 2022	NYA Food Distribution	2:00-3:30 PM
July 11, 2022	City Council Meeting	6:00 PM
July 13, 2022	Economic Development Commission Meeting (EDC)	5:00 PM
July 13, 2022	Joint Commission Meeting	6:00 PM
July 19, 2022	Park & Recreation Commission Meeting	4:45 PM
July 21, 2022	Senior Advisory	9:00 AM
July 25, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
Aug 2, 2022	Planning Commission Meeting	6:00 PM

Norwood Young America Planning Commission
6:00 p.m., Tuesday, June 7, 2022
Norwood Young America City Council Chambers, 310 Elm St. W.
Minutes

Present: Commissioners Jerry Barr, Mike Eggers, Bill Grundahl, Paul Hallquist, Bob Smith, Craig Heher
Staff: City Planner Jared Johnson, WSB, EDD Karen Hallquist
Others: Tim Schochenmaier (Central Schools), Russ Schumacher (Nexus), Brian Lonquist (Nexus), Brett Seiberlich (Nexus), Justin Nielsen (Larson Engineering), Angie & Aaron Bean (Greenwood Marina), John Logeais (RAM), Mark Eklo (STP Investments)

1. Call to Order

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

2. Adoption of Agenda

Motion: ME/BS to approve agenda as written. Motion passed 6-0.

3. Approve Minutes of May 3, 2022, meeting

Motion: BS/BG to approve the minutes as presented. Motion passed 6-0.

4. Introductions, Presentations, and Public Comment - none

5. Public Hearing

A. Greenwood Marina – CUP & Site Plan Amendment

Heher opened the public hearing at 6:02pm. City Planner Johnson presented details on Angie and Aaron Bean's request to amend the site plan for Greenwood Marina. The amended plan shows the addition of six cold storage buildings with an increase in square footage from that approved in 2021. The new site plan allows access to all six buildings from Tacoma Circle, which Hallquist confirmed that Fire Chief ZumBerge prefers for emergency access. Johnson confirmed the following:

- The zoning review with principal and accessory structures as proposed meet the setback requirements.
- The proposed use is consistent with the planned use according to the Comp Plan.
- The CUP review satisfies all general standards in city code
- The site plan review confirms a decrease in impervious surface coverage, the architectural design proposed satisfies the conditions of the code, and the use meets all performance standards.

Grundahl asked about Carver County Water Management Organization and if they have requirements. Johnson confirmed the applicants have worked with CCWMO for approval. Johnson also confirmed that Bolton & Menk approves of the updated site plan as well, given there is a decrease in impervious surface coverage.

Motion: BS/JB to close the public hearing at 6:11pm. Motion passed 6-0.

Motion: BS/PH to recommend approval an amended Conditional Use Permit and Site Plan Review for Greenwood Marina with the fourteen conditions as presented. Motion passed 6-0.

B. The Meadows 2nd Addition – Comprehensive Plan Amendment, Preliminary PUD & Plat

Heher opened the public hearing at 6:13pm. Johnson presented details on the request of developer Mark Eklo to approve a Comp Plan amendment and Preliminary PUD and Plat for The Meadows 2nd Addition. The Comp Plan Amendment addresses the reduction in density and zoning code from 50 to 39 villas. Eklo is proposing to allow additional off-street parking and larger lots to accommodate for accessory structures. With the revised preliminary plat, the villa area unit density has been reduced below the minimum requirement of 8 units/acre to 5.4 units/acre. The Comp Plan amendment would allow the western portion of the parcel to change from Medium Density to Low Density Residential.

Johnson shared that there were no other changes with the proposed Preliminary PUD. The creation of residential development with a variety of housing types demonstrates the required PUD public benefit.

Johnson reported the Preliminary Plat application conforms to the requirements in City Code. Eklo is working with CCWMO on the stormwater/grading/drainage plans for the property. The proposed landscape plan includes one tree per lot.

Motion: BS/ME to close the public hearing at 6:19pm. Motion passed 6-0.

Discussion after the public hearing included Eggers requesting two trees per single family lot with one planted in the front and the second tree planted at the discretion of the builder. Commissioners were comfortable with one tree per lot in the villas due to the limited yard space. Heher reiterated the tree plan and asked for it to be added as #8 condition for the plat approval.

Motion: BS/BG to recommend approval to the City Council for the Preliminary Plat, Preliminary PUD and Comprehensive Plan amendment with the seven conditions and to add an eighth condition to add one tree to the villa lots and the single family lots with one tree in the front of the lot and the other either at the front or back of the lot at the discretion of the builder. Motion passed 6-0.

Johnson reported they will now request a comp plan amendment with Met Council for the 15-day administrative process. Met Council will either approve or have to go to the actual Council which could take months. Smith asked about the amount of Medium Density still in NYA. Johnson confirmed the city has allocated acreage for Medium Density. Eklo asked for staff or Planning to review the Medium Density requirement as most other communities have a lower minimum at starting at 5/unit rather than 8/unit.

C. Central Public Schools – Preliminary and Final PUD Overlay with Site Plan

Heher opened the public hearing at 6:29pm. Johnson reported on the request for the review of the Preliminary and Final PUD Overlay with concurrent Site Plan. The application includes plans for athletic fields, and site improvements to the entire Central Schools properties. Johnson's review included details on improvements South of 7th Street to include total reconstruction of current football field, track and several building additions and parking lots; South Site Plan for the School Building Additions including ground level main entrance; and North of 7th Street which includes a new baseball field and practice field along with adding parking lots, fencing and concessions. Johnson confirmed the following:

- PUD Overlay demonstrates "the public benefit of the creation of a master planned community in conjunction with enhanced amenities..."
- Zoning issues addressed by the PUD include allowing the athletic stadium to be built over two lot lines, allowing the back parking lot setback from 10 to 6 feet, and allowing the individual parcels to be evaluated as one site for purpose of meeting ordinance standards like parking, landscaping or pedestrian access.
- Onsite parking will significantly increase.
- Project team is working with CCWMO with any concerns on Watershed rules and proposed improvements. All will be addressed prior to construction.

Motion: BS/JB to close the public hearing at 6:41pm. Motion passed 6-0.

Heher asked about construction time. Nexus representatives confirmed that construction will start the Tuesday morning after approval at Monday night's City Council meeting. The goal is to have the athletic field completed for fall.

Motion: BS/PH to recommend to the City Council approval of a combined Preliminary and Final Planned Unity Development Overlay with concurrent Site Plan for Central Schools with the two conditions for all engineering and building permits to be issued prior to any site or building renovations and CCWMO comments to be satisfied. Motion passed 6-0.

6. Business

A. Discuss Draft Ordinance 346 Accessory Ground Mounted Solar Systems

Johnson reported the review of nearby cities with their requirements for ground mounted solar systems – Glencoe, Jordan, Lester Prairie and Watertown. Staff concluded the following:

- Many cities allow ground mounted solar systems in all districts.
- Most cities researched require some type of screening.
- Most cities have a specific height requirement for the maximum tilt of solar systems.

Johnson recommends adding language to the ordinance amendment requiring opaque fencing or landscaping techniques to screen the systems and adding a specific height requirement. Heher explained the City Council sent this back to Planning to continue discussion on the screening aspect of solar as more businesses are moving to a green wave. Commissioners discussed conditions for B1 and I1 to include design perimeters with screening, rear location only, height, and maintenance of weeds/landscaping. Johnson explained that an Interim Use Permit would be a one-year permit plus renewal whereas a Conditional Use Permit would be a long-term approval with annual audits. Smith commented that a retrofit would be difficult, however, new development could implement the standards to accommodate. Commissioners agreed that for new or existing businesses, the city would encourage rooftop solar first. Eggers questioned the B-1 and I-1 districts near residential and the provisions that could be looked at to screen the systems. Commissioners requested staff to bring back aerial views of B-1 and I-1 and the potential locations of the systems and how drafted standards can assist in the aesthetics to protect residential lots.

B. Discuss Rezoning of 309 & 312 1st Street NE

Johnson reported that at the May 23, 2022, City Council meeting, they referred the decision on rezoning back to Planning to continue the discussion. All agreed that an Industrial district was not suitable for the area, but residential uses in the future seemed unlikely. Johnson explained that although rezoning of the two sites to some sort of commercial district is not considered spot zoning, however, it is surrounded by residential which would require a comp plan amendment. Johnson and Heher commented that Planning discussion should be on what they see as a long-term vision for the area. All agreed that given the current limited use and conditions of the properties, rezoning is necessary. Johnson and Hallquist shared that the original zoning was C Commercial, however, in 2004 it was changed to R-3 to accommodate a potential apartment developer. The project never happened, but the zoning was never changed back. Commissioners discussed C-3: all commercial with the possibility of multi-use building, and RC-1: a transitional district which allows commercial and the possibility of single-family homes or apartments. All commissioners agreed that the two parcels would benefit from either C-3 or RC-1. They took an unofficial vote with four commissioners for C-3 and two for RC-1. Johnson will present the information at the next City Council meeting to get direction on which zoning district would be the best fit.

7. Miscellaneous
 - A. May Building Permit Report – not available
8. Commissioner's Reports - none
9. Adjourn

Motion: BG/BS to adjourn at 7:41pm. Motion passed 6-0.

Respectfully Submitted,

Karen Hallquist, Economic Development Marketing Director



TO: NYA Planning Commission

FROM: Jared Johnson, Planning Consultant - WSB

DATE: July 5, 2022

SUBJECT: Rezoning and Comprehensive Plan Amendment for 309 & 312 1st Street NE

Background

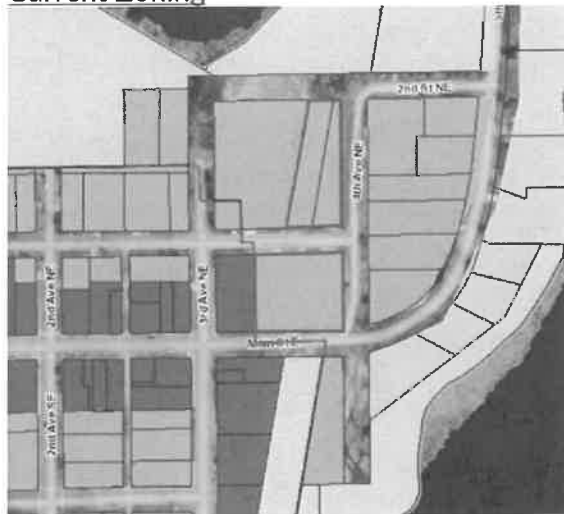
At their June 13, 2022 meeting, City Council recommended rezoning 309 and 312 1st Street NE from R-3 Medium Density Mixed Residential to C-3 Downtown District. Rezoning these two properties has been discussed by both the Planning Commission and City Council since May. Recent proposals to redevelop 312 1st Street into contractor service operations have failed because the current designation does not allow that use. The City identified both 309 and 312 1st Street NE as suitable properties to be rezoned from residential to allow permitted land uses that conform with the land uses currently on the sites. The City Council agreed that the C-3 Downtown District best fits the properties as it will allow non-residential uses, including contractor operations with a conditional use permit, while blending in with the current C-3 zoning nearby in downtown.

The following are the existing uses occurring on the property:

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

Rezoning the two properties will not automatically void the existing CUP's as they run with the land. The outdoor storage must cease for one year for the CUP to be terminated. If a different use is proposed for the site, the City can use the existing CUP as a basis for discussion but would most likely rescind the current CUP and approve a new one with appropriate conditions.

Current Zoning



- R-1 Low Density Single Family Residential
- R-2 Medium Density Single Family Residential
- R-3 Medium Density Mixed Residential
- R-4 Multiple Family Residential
- RC-1 Residential/ Neighborhood Commercial
- C-2 General Commercial
- C-3 Downtown District
- B-1 Business Industrial
- I-1 Light Industrial
- P-1 Parks/ Open Space
- TA Transition/ Agriculture

Comprehensive Plan

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. The recent inquiries for these properties do not meet the current zoning nor the future land use designation. Rezoning the two properties to C-3 Downtown District requires a Comprehensive Plan Amendment from Low Density Residential to Downtown Mixed Use to ensure the ordinance and Plan are in compliance



- Future Land Use**
- Commercial
 - ▨ Downtown Mixed-Use - 12 to 18 units/acre
 - Mixed-Use Commercial/Industrial
 - Industrial
 - Public/Institutional
 - Parks and Open Space
 - Low Density Residential - 1 to 8 units/acre
 - Medium Density Residential - 8 to 12 units/acre
 - High Density Residential - 12 to 18 units/acre
 - ▨ Planning Reserve
 - Municipal Boundary
 - Orderly Annexation Boundary

Action

After review and discussion, and holding the public hearing, staff is recommending the Planning Commission make a motion to recommend the City Council approve rezoning 309 & 312 1st Street NE from R-3 Medium Density Mixed Residential to C-3 Downtown District and amending the Comprehensive Plan designation from Low Density Residential to Downtown Mixed Use.



TO: NYA Planning Commission

FROM: Jared Johnson, Planning Consultant - WSB

DATE: July 5, 2022

SUBJECT: Draft Ordinance 346 Accessory Ground Mounted Solar Systems Discussion

Background

At the June 7, 2022 meeting, the Planning Commission was presented with a draft code amendment to allow accessory ground mounted solar systems in the two industrial districts. The purpose was to continue the discussion of the amendment and concerns regarding the size of the accessory ground mounted solar systems, location, and aesthetics. Staff also presented research on comparable cities ordinances for ground mounted solar systems and provided the following recommendations:

- Many cities allow ground mounted solar systems in all districts, not just Industrial. The proposed NYA code amendment is for industrial districts only. Staff supports the industrial district limitation.
- Most cities researched require some type of screening. As drafted, the NYA code amendment only states the components must be screened from right of way. Staff suggests using similar language to the current ordinance for screening requirements when industrial with outside storage is abutting residential uses. Therefore, the same screening standard would be used when the solar system is abutting residential or can be viewed from right of way. A lesser standard would be recommended when screening from other abutting industrial uses. This would be reviewed when applying for a building permit. Suggested language would be as follows:

When abutting a property used for residential purposes or views from any right-of-way, a landscaped buffer sufficient to screen the use from the adjacent residence or right-of-way at all times of the year shall be provided. When abutting a commercial or industrial use a fence is required.

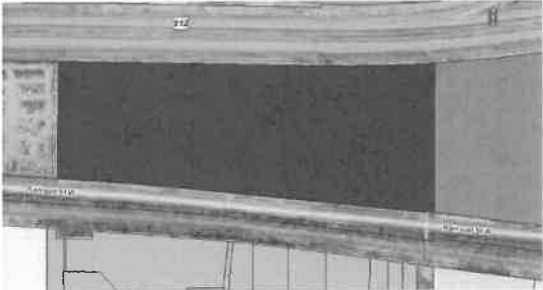
- Most cities have a specific height requirement for the maximum tilt of solar systems. The draft NYA code amendment allows the systems to be at least 2/3 the height of the principal structure which could allow structures higher than desired. Staff is recommending 15' in height which allows for different types of arrays to operate but provides a reasonable maximum height.

Commissioners were still concerned that accessory ground mounted solar systems can be seen from public roads and be viewable even with the proposed setback and location restrictions. The Planning Commission directed staff to provide aerial photos of industrial areas showing approximate areas and measurements from industrial zones to residential districts and public rights-of-way. Staff would like to note side and rear yard setbacks are 5 feet in the B-1 District and 10 feet in the I-1 District.

Review

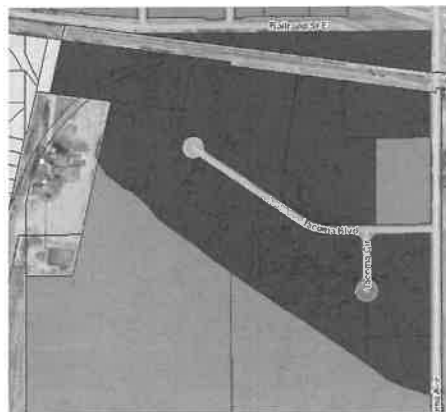
Staff has provided three aerial photos of each industrial district area showing rough areas where ground mounted solar systems could be located (red areas) and approximate distances from nearby residential areas (dark blue lines).

West I-1



Purple shows I-1 lots

East I-1 (Tacoma West)



Purple shows I-1 lots

Central B-1



Blue shows B-1 lots

Conclusion

Staff has concluded the following areas where ground mounted solar systems would be highly visible without any screening measures:

- View of rear yard of the west industrial properties from Highway 212
- View of 300 & 210 Industrial Boulevard from the home at 490 Oak Lane

It will be difficult to fully screen ground mounted solar systems from homes and public rights of way, but staff believes the following language will work best to screen the ground mounted solar systems to the maximum extent possible:

“When abutting a property used for residential purposes or views from any right-of-way, a landscaped buffer sufficient to screen the use from the adjacent residence or right-of-way at all times of the year shall be provided. When abutting a commercial or industrial use a fence is required.”

Action

Staff is requesting the Planning Commission discuss and direct staff to update the draft amendment with desired requirements to present to the City Council.

Attachments

Draft ordinance

**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: