



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

**AGENDA**

1. Call to Order  
Pledge of Allegiance
2. Adoption of Agenda
3. Approve Minutes of September 6, 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. Industrial Park Expansion Comprehensive Plan Amendment
6. Business
7. Miscellaneous  
A. September/October Building Permit Report
8. Commissioner's Reports
9. Adjourn

**Jerry  
Barr**

**Mike  
Eggers**

**Bill  
Grundahl**

**Paul  
Hallquist**

**Craig  
Heher  
Council  
Liaison**

**UPCOMING MEETINGS**

November 4, 2022	City of NYA Food Distribution	2:00 PM to 3:00 PM
November 8, 2022	Election Day	7:00 AM to 8:00 PM/NYA City Council Chambers
November 14, 2022	City Council Meeting	6:00 PM
November 15, 2022	Park & Recreation Commission Meeting	4:45 PM
November 16, 2022	Economic Development Commission Meeting	6:00 PM
November 17, 2022	Senior Advisory Meeting	9:00 AM
November 28, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
December 6, 2022	Planning Commission Meeting	6:00 PM

*Norwood Young America  
Planning Commission Minutes  
September 6, 2022*

Present: Commissioners Craig Heher, Jerry Barr, Bill Grundahl, Mike Eggers  
Absent: Bob Smith, Paul Hallquist  
Staff: Andrea Aukrust – City Administrator, Jared Johnson – Consulting Planner (WSB)  
Public: Mike Yeager (Yeager Machines), Jake Steen (Larkin Hoffman)

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: ME/BG to approve agenda as written. Motion passed 4-0.*

3. Approve Minutes of August 2, 2022 meeting.

*Motion: JB/ME to approve the minutes as presented. Motion passed 4-0.*

4. Introductions, Presentations, and Public Comment – none

5. Public Hearing

A. Ordinance Amendment No. 356 Ground Mounted Solar Systems

Heher opened the public hearing at 6:03pm. City Planner Johnson presented final details on the ordinance amendment to allow accessory ground mounted solar systems in the I-1 Industrial District. The ordinance amendment has gone through multiple discussions at previous Planning Commission and City Council meetings. Johnson highlighted the main changes to the amendment:

- 15-foot height maximum
- Systems are only allowed in the interior side or rear yard
- Screening is required. Landscaped buffer to screen rights-of-way and a fence to screen adjacent industrial or commercial use. Screening will be reviewed administratively.
- A decommissioning plan must be submitted for end-of-life cleanup

Grundahl asked if roof solar systems are allowed, and Johnson confirmed they are.

*Motion: BG/JB to close the public hearing at 6:06pm. Motion passed 4-0.*

*Motion: ME/JB to recommend the City Council approve Ordinance Amendment No. 356 Ground Mounted Solar Systems. Motion passed 4-0.*

B. YMI Properties Accessory Building Size and Height Variances

Heher opened the public hearing at 6:07pm. City Planner Johnson presented details on the two variance requests:

- A variance of 4.6% to construct an accessory building 34.6% the size of the principal building when the code maximum is 30%.
- A variance of 6.81 feet to construct an accessory building with a height of 20.67 feet when the code maximum is 2/3rds the height of the principal building (13.86 feet).

Johnson explained the narrative for the requests. Yeager Machines is expanding and need additional warehousing space. Due to the shape of the lot and the layout of existing facilities, it's unfeasible for the business to add onto the principal building. The size and height of the proposed accessory building gives them the space needed to grow their business. Johnson mentioned no landscape plan was submitted and as a condition of approval the applicant must submit a landscape plan showing at least (7) seven trees to be planted per code requirements. Jake Steen stated the business needs the building built as quickly as possible and is willing to work with city staff on all necessary conditions of approval. Heher asked if the fire chief reviewed the plans and Johnson stated that will happen when a building permit is applied for. Grundahl asked what color the accessory building will be, and Mike Yeager stated the same color as the principal building.

*Motion: BG/ME to the close public hearing at 6:17pm. Motion passed 4-0.*

*Motion: JB/ME to recommend the City Council approve both requested variances. Motion passed 4-0.*

6. Miscellaneous
  - A. August Building Permit Report

Not available.

7. Commissioners Reports

Heher gave an update on City Council items.

Eggers gave an update on the Industrial Park sign. Asked about the Meadows development and the Met Council. Johnson stated no new development proposals have been submitted.

8. Adjourn

*Motion: BG/ME to adjourn at 6:28pm. Motion passed 4-0.*

Respectfully Submitted,

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Karen Hallquist, Community and Economic Development Director



TO: NYA Planning Commission

FROM: Jared Johnson, Planning Consultant - WSB

DATE: November 1, 2022

SUBJECT: Public Hearing: Industrial Park Expansion Comprehensive Plan Amendment

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**REQUEST**

The City has requested a Comprehensive Plan Amendment to the Future Land Use Map in the 2040 Comprehensive Plan. This request is in anticipation for the expansion of the industrial park off Tacoma Avenue. In Figure 1., The Comprehensive Plan Amendment will re-guide the land south of the existing industrial park (orange area outlined in red) from Medium Density Residential to Industrial (purple).

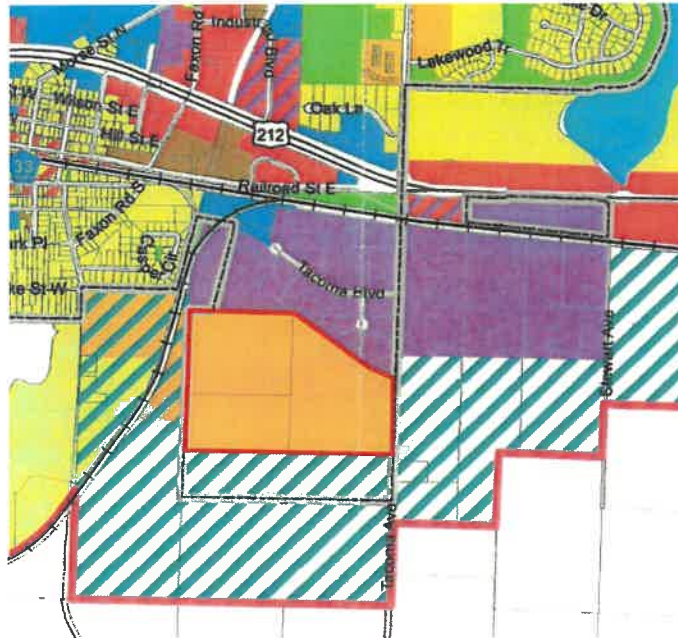


Figure 1. Orange area outlined in red is proposed to be re-guided Industrial (purple)

## **BACKGROUND**

The Future Land Use Map, which is a part of the 2040 Comprehensive Plan, designates all land in city limits and the annexation area for anticipated future land uses. The land south of the existing Industrial Park is currently designated for Medium Density Residential where typical housing types such as twin homes and townhomes are anticipated.

As the City develops there are instances where future land use designations for certain lands may be changed due to a change in goals, market demand, or City priorities. Designations can also be changed to address proposed developments where the City finds the need for a Comprehensive Plan Amendment appropriate in order to accommodate the new development. The area south of the industrial park is being proposed to be re-guided to Industrial to accommodate new development. Additionally, given the City's interest in providing additional industrial land uses, the location adjacent to the existing industrial park is reasonable.

The City is seeking to grow its tax base through the expansion of industrial development and has continually received interest from business owners. The City has targeted the area south of the existing industrial park for expansion for several reasons:

- The City has the ability to acquire this specific tract of land in a timely manner compared to other areas within the community
- Faster land acquisition means new businesses could be built sooner which will increase the tax base faster
- The land is adjacent to the existing industrial park
- Utilities for additional industrial land are in the adjoining roadway
- The City has received letters of intent from business owners for new industrial lots

The City will need to approve the Comprehensive Plan Amendment from Medium Density Residential to Industrial in order to initiate the land acquisition. Approving the Comprehensive Plan Amendment is the first step in the approval process to expand the industrial park. Upon approval by the City Council, the Comprehensive Plan Amendment will need to be submitted to the Met Council for approval.

## **REVIEW**

### Zoning

The land south of the industrial park is zoned TA Transition/Agriculture. This district is intended to serve as a reserve for agricultural and low-density residential uses until the land is ready for development. Rezoning of the land to industrial would occur after the Met Council reviews and approves the Comprehensive Plan Amendment.

### Met Council

The Met Council has final approval of any amendments to the Comprehensive Plan. The Comprehensive Plan Amendment for the Meadows 2<sup>nd</sup> Addition, which was approved earlier this year, also involved re-guiding land from Medium Density Residential to a different designation. The Meadows 2<sup>nd</sup> Addition Comprehensive Plan Amendment put the City's overall density at 2.9 units/acre. This is below the Met Council policy requirement of at least 3 units/acre. The proposed Comprehensive Plan Amendment for the Industrial Park will re-guide roughly 92 acres of Medium Density Residential land, meaning that the current proposed amendment will further reduce the 2.9 units/acre overall density and continue to be deemed a policy inconsistency with

## **Norwood Young America**

the Met Council. The Met Council can still approve the amendment, given precedent with the Meadows 2<sup>nd</sup> Addition, but the amendment will require formal Met Council approval rather than obtaining the approval administratively.

Staff would like to recognize the amount of designated Medium Density Residential land that will be lost. Once this comprehensive plan amendment is completed, staff believes there should be an effort to identify other areas of the City to re-guide Medium Density Residential to assist in increasing the cities overall residential density over 3 units/acre.

#### Public Notice

The original public notice sent to the newspaper and property owners also included an amendment to the industrial land to the east of the existing industrial park across Tacoma Avenue. This land was initially proposed to be changed to Medium Density Residential and act as an equal swap to address the Medium Density Residential land being lost south of the industrial park. After discussions between staff, property owners, and the Met Council, the land will not be included in the amendment and will stay industrial. Reasoning for not amending the designation of this land is due to an existing manufacturing business in the area and potential access to the rail line for future industrial businesses. As mentioned earlier, other parts of the City should be looked at to re-guide land Medium Density Residential.

#### ACTION

After holding the public hearing, staff recommends the Planning Commission make a motion to recommend the City Council approve the requested Comprehensive Plan Amendment to the Future Land Use Map re-guiding the Medium Density Residential area south of the industrial park to Industrial.