



Norwood Young America Planning Commission
6:00 p.m., Wednesday, August 1, 2023
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 July 5, 2023
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. Ordinance Amendments
 - a. Industrial Building Materials
 - b. Garage Condos
 - B. RC-1 Property Discussion
7. Miscellaneous
 - A. Building Permit Report
8. Commissioner's Reports
9. Next Planning Commission Meeting – Tuesday, September 5, 2023, at 6 p.m.
10. Adjourn

UPCOMING MEETINGS

August 9, 2023	Economic Development Commission Meeting	6:00 PM
August 14, 2023	City Council Meeting	6:00 PM
August 15, 2023	Park and Recreation Commission Meeting	5:15 PM
August 17, 2023	Sr. Advisory	9:00 AM
August 24-27, 2023	Stiftungsfest	Check the Schedule for Event Times!
August 28, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM
September 5, 2023	Planning Commission Meeting	6:00 PM

**Jerry
Barr**

**Timon
Dammann**

**Mike
Eggers**

**Bill
Grundahl**

**Paul
Hallquist**

**Craig
Heher**

**Charlie
Storms**

*Norwood Young America
Planning Commission Minutes
July 5, 2023*

Present: Commissioners Craig Heher, Jerry Barr, Bill Grundahl, Paul Hallquist, Timon Dammann, Mike Eggers

Absent: Charlie Storms (City Council)

Staff: Karen Hallquist, Community & Economic Dev Director, City Planner Hannah Rybak (WSB)

Public:

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/JB to approve agenda as written. Motion passed 6-0.

3. Approve Minutes of June 6, 2023

Motion: BG/PH to approve the June 6, 2023, Minutes as written. Motion passed 6-0.

4. Introductions, Presentations, and Public Comment – none

5. Public Hearing – none

6. Business

A. Ordinance Amendments

a. Residential Driveway Widths

- Currently there is no maximum width for residential.
- There is a five-foot setback requirement from side property lines.
- Looked at five comparable cities: Waconia, Chanhassen, Watertown, Jordan, Delano, and Waseca
 - All contain maximum driveway width of 25 feet or less at the property line.
- Random sample collected of current driveway widths in R-1, R-2, and R-3 zoning districts in NYA.
 - R-1 Zoning District
 - Average width at the property line = 28 feet
 - Average width within the lot = 30 feet
 - R-2 Zoning District
 - Average width at the property line = 21.5 feet
 - Average width within the lot = 24 feet
 - R-3 Zoning District
 - Average width at the property line = 24 feet
 - Average width within the lot = 27 feet

At the June meeting, feedback from the Planning Commission was in preference toward not limiting driveway width at the property line. Reasons for support were generally for the convenience of property owners, however, not limiting the driveway width at the street can contribute to the following:

- Limited space for Public Works employees to push snow in the winter.
 - Already an existing issue in NYA, particularly in cul-de-sac areas, where the snow has to be hauled out by the City, adding an additional cost.
- Limits on-street parking
- Can cause issues with impervious surface coverage.
 - Driveways count against impervious surface coverage.
- Takes away space for trees to be planted outside the area where roots could damage driveways, sidewalks, and streets.

Based on expected growth in Norwood Young America in the coming years, the staff is recommending a 24-foot maximum width at the property line and 36 feet within the lot.

b. Industrial Building Materials

- Currently the B-1 District contains regulations regarding permissible building materials, I-1 District does not.
- Planning Commission must make a recommendation to the City Council on building materials requirements for the combined I-1 District
- City can be as flexible or strict as they wish.
 - The stricter, more requirements builders or businesses need to meet in terms of materials, the more expensive and could drive the business to look elsewhere.

The preliminary recommendation from staff is to work within the existing building material requirements for the B-1 District. This is a solid set of standards, that could easily be tweaked and made appropriate for the new district.

Discussion points by commissioners:

- 10e. – "...27% of façade must be transparent."
 - Overly restrictive, don't typically see that many windows on an industrial building.
- Keep accent along the street-facing side.
 - Need to decide if establish a height requirement (i.e., 3 feet up wanes coating vs. 25% of the height of the building)
- Not necessary for a full front face façade, a distinct and attractive entry should be established.
- Brick requirements would slow the building timeline down and increase costs significantly.
- Would be nice to see some sort of brick accent on the front façade and around the entry.
- Potentially set a 25% requirement on the front and a 3-foot requirement around the rest of the building
- Not requiring a façade on all sides of the building could help offset the costs of making the front façade and entry more distinct and welcoming.

Rybak advised against eliminating the "pole-barn style" building, based on some of the higher costs in general that businesses are facing, as it could deter them from choosing NYA. While people want industrial parks to look nice and neat, they are different from residential areas and should have different expectations when it comes to façade. The way the B-1 requirements are currently written, corner lots are affected more by façade requirements, due to having more of the building being street facing.

The general consensus of the commission is to focus on the front/street side façade and making a clear, attractive entry. Rybak will bring back some possible language for the combined district building material standards next meeting.

7. Miscellaneous

A. Building Permit Reports – June

8. Commissioners' Reports

Hallquist shared that City Council approved the bid from RAM General Contractors for the Old Town Project. Demolition will be Wednesday, August 30, 2023. In the best-case scenario, walls will be up this fall so they can work inside over the winter and be ready for baseball in the spring. Stiftungsfest and the YA Cardinals have pledged to help with the funding gap on the project, as well as take on soliciting donations toward the project. The city could use capital funds to pay for the project, however, that would take away from purchasing some equipment, such as a snowplow.

9. Next Planning Commission Meeting – Tuesday, August 1, 2023, at 6 p.m.

10. Adjourn

Motion: PH/ME to adjourn at 6:46 pm. Motion passed 6-0.

Respectfully Submitted,

Karen Hallquist, Community & Economic Development Director



TO: NYA Planning Commission

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: August 1, 2023

SUBJECT: Ordinance Amendments

REQUEST: Discussion Only

Industrial Building Materials

Following the discussion at the July Planning Commission meeting, staff offers proposed ordinance amendments relating to exterior building materials, to apply to the combined B-1 & I-1 Zoning District.

Please review the attached redline and clean version of the draft ordinance, and be prepared to provide feedback at the Planning Commission meeting.

Garage Condos

Garage condos are a new type of development that is becoming popular. The concept of the use is similar to mini/self-storage. The main difference with garage condos is that people actually own their units, rather than rent them. Garage condos typically have utility hookups for a bathroom, and can be finished to the specifications of the buyer. They may have lofts or office space, in addition to the main storage space. They are generally used as a space for people to store and work on their vehicles, workshops for various hobbies, and can even be used as a business incubator space. These developments have an owners association to maintain the common property and can also provide additional amenities, such as a clubhouse.

City Staff envision a product similar to the recently built "Workshops of Watertown" as something that could work well in the newly expanded industrial park area.

Attached in your packet you will find the code provision that the City of Watertown has adopted relating to garage condos, as well as the staff report from the approval of Workshops of Watertown. The staff report gives you an idea of the things considered for a development of this type.

Staff recommends adopting similar regulations to Watertown to apply to a garage condo development, should one ever be proposed for Norwood Young America.

Action

Discussion only.

Attachments

Exterior Building Materials -Redline

Exterior Building Materials – Clean Version

City of Watertown – Ordinance relating to garage condos

City of Watertown – Workshops of Watertown staff report

Building Material and Detail for I-1 District

A. Exterior Wall Finish.

A.1. Required Materials. All exterior wall finishes on any building structure shall be constructed of the following materials or combination of materials:

- 1.a. Brick
- 2.b. Stone
- 3.c. Glass
- 4.d. Textured masonry units
- 5.e. Wood, consisting of lap siding and painted
- 6.f. Stucco
- 7.g. Tilt up concrete panels

8.h. Prefabricated steel or sheet metal panels or pre-engineered buildings, subject to the accent materials requirements in subsection (2) below. ~~for Permitted Industrial Uses in the B-1 District only, assuming that permitted materials listed in 1-7 above shall occupy 100% of the street-facing side(s) of the building and the~~ The lot shall be landscaped as required by the City which solely reserves the right to require additional landscaping in exchange for allowing the pre-engineered or prefabricated application. ~~Commercial uses (retail or service occupying fifty percent or more of the site) are specifically excluded from this clause (1245.03, A, 10) as may be amended.~~

9.i. Fiber cement or cement/concrete board lapsiding

10.j. Metal subject to the accent materials requirements in subsection (2) below, and the following limitations:

- a.● Aluminum is prohibited in any form.
- b.● Minimum metal gauge of 24.
- c.● Concealed fasteners required.
- d. ~~Horizontal application is required, that is lapsiding versus vertical steel panel.~~
- e. ~~When façade of the building faces a public right of way; a minimum of twenty seven percent (27%) of the façade must be transparent (e.g. window, door openings) and twenty five percent (25) must be an accent material consisting of brick, stone, textured masonry units, or stucco.~~
- f. ~~Portions of facades not facing public streets are exempt from subsection (e) relating to transparency and accent material.~~
- g.● Metal roofing shall feature standing seams, concealed fasteners, and guards above building openings to prevent snow from accumulating in entrances.

2. Accent Materials. When required based on subsection (1) above,

a Accent material ~~may~~ must occupy up to 25 percent of ~~the a~~ building's

street-facing façade(s). These may include:

1. Metal
2. Glass Block
- a. Spandrel glassBrick
- b. Stone
- c. Textured masonry units
- d. Stucco
- e. Windows
- f. Doors
- 3.g. Canopy, portico, overhang or arch over the main entry
- 4.h. Similar materials as approved by the City

3. Prohibited Materials. The following materials may not be used in any visible exterior application except when specifically permitted by the City in areas with limited public view or accent areas:

- 1.a. Unadorned plain or painted concrete block
- 2.b. Painted brick
- 3.c. Unfinished, corrugated, or galvanized metal panels.
- 4.d. Reflective glass
- 5.e. Aluminum, vinyl, fiberglass, asphalt or fiberboard siding

B. *Color.* Colors shall be harmonious and consist of muted colors with low reflectance. Recommended colors include browns, grays, tans, beiges and dark or muted greens, blues and reds. Bright or brilliant colors and sharply contrasting colors may be used only for accent purposes.

~~C. *Horizontal Articulation.* To avoid long unbroken expanses, building of more than 40 feet in width shall be divided into smaller increments through articulation of the façade. This can be achieved through combinations of the following techniques:~~

- ~~1. Façade modulation—stepping back or forward or extending a portion of the façade.~~
- ~~2. Vertical divisions using different textures or materials.~~
- ~~3. Variation in the rooflines by alternating dormers and stepped roofs, gables or other roof elements to reinforce the modulation or articulation intervals.~~

~~D. *Ground-level Articulation.* The ground level of any multi-story structure shall be visually distinct from the upper stories. This can be achieved through the use of one or more of the following techniques. Others that may meet the objective shall be reviewed and approved by the Planning Commission:~~

- ~~1. An intermediate cornice line~~
- ~~2. A sign band~~
- ~~3. An awning arcade or portico~~
- ~~4. A change in the building materials, texture or detailing~~
- ~~5. A change in window shape or treatment~~

E.C. *Entries.* The main entrance should always face the primary street and shall be placed at grade. Main entries shall be designed with one or more of the following:

1. Canopy, portico, overhang or arch above the entrance
2. Recesses or projections in the building façade surrounding the entrance
3. Peaked roof or raised parapet over the door

4. Display windows surrounding the entrance

5. Architectural detailing such as tile work or ornamental moldings

~~F. *Building Placement.* All buildings in the General Commercial District shall be located as close as possible to the front yard setback line and building entrances shall be as close as possible to abutting streets. Parking shall be to the rear or side of the building to the greatest extent possible.~~

~~G. Pre-fabricated and/or pre-engineered buildings are prohibited in the C-2 and B-I Districts, except as provided under 1245.03, Subd. 3, A, 10. Pre-fabricated buildings are those primarily built in a factory off-site and then shipped to and assembled on-site. Pre-engineered buildings are products generally designed by manufacturers according to standard design models as opposed to buildings designed by a stand-alone architect and project engineer who select/employ materials from a variety of independent sources for the specific needs of the property and building.~~

Building Material and Detail for I-1 District

A. *Exterior Wall Finish.*

1. **Required Materials.** All exterior wall finishes on any building structure shall be constructed of the following materials or combination of materials:
 - a. Brick
 - b. Stone
 - c. Glass
 - d. Textured masonry units
 - e. Wood, consisting of lap siding and painted
 - f. Stucco
 - g. Tilt up concrete panels
 - h. Prefabricated steel or sheet metal panels or pre-engineered buildings, subject to the accent materials requirements in subsection (2) below. The lot shall be landscaped as required by the City which solely reserves the right to require additional landscaping in exchange for allowing the pre-engineered or prefabricated application.
 - i. Fiber cement or cement/concrete board lapsiding
 - j. Metal subject to the accent materials requirements in subsection (2) below, and the following limitations:
 - Aluminum is prohibited in any form.
 - Minimum metal gauge of 24.
 - Concealed fasteners required.
 - Metal roofing shall feature standing seams, concealed fasteners, and guards above building openings to prevent snow from accumulating in entrances.
2. **Accent Materials.** When required based on subsection (1) above, accent material must occupy up to 25 percent of a building's street-facing façade(s). These may include:
 - a. Brick
 - b. Stone
 - c. Textured masonry units
 - d. Stucco
 - e. Windows
 - f. Doors
 - g. Canopy, portico, overhang or arch over the main entry
 - h. Similar materials as approved by the City
3. **Prohibited Materials.** The following materials may not be used in any visible exterior application except when specifically permitted by the City in areas with limited public view or accent areas:
 - a. Unadorned plain or painted concrete block
 - b. Painted brick
 - c. Unfinished, corrugated, or galvanized metal panels.
 - d. Reflective glass
 - e. Aluminum, vinyl, fiberglass, asphalt or fiberboard siding

- B. *Color.* Colors shall be harmonious and consist of muted colors with low reflectance. Recommended colors include browns, grays, tans, beiges and dark or muted greens, blues and reds. Bright or brilliant colors and sharply contrasting colors may be used only for accent purposes.
- C. *Entries.* The main entrance should always face the primary street and shall be placed at grade. Main entries shall be designed with one or more of the following:
 - 1. Canopy, portico, overhang or arch above the entrance
 - 2. Recesses or projections in the building façade surrounding the entrance
 - 3. Peaked roof or raised parapet over the door
 - 4. Display windows surrounding the entrance
 - 5. Architectural detailing such as tile work or ornamental moldings

(c) *Subzone C. Commercial light industrial.*(1) *Permitted uses.*

- a. Permitted uses of land or buildings, as hereinafter listed, shall be permitted in subzone C under the conditions specified. No building or lot shall be devoted to any use other than a use permitted hereunder, with the exception of the following:
 1. Uses lawfully established on the effective date of this Code;
- b. The following uses are permitted in the subzone C district:
 1. Any use not expressly permitted but consistent with the intent of the district which, by approval of the city council, shall be permitted.
 2. Any of the permitted uses in the subzone B district.
 3. Manufacturing and commercial uses such as:
 - i. Automobile repair or restoration.
 - ii. Wholesale florist or greenhouse.
 - iii. Contractor and construction supply shops conducted wholly within an enclosed building, including, but not limited to, plumbing, HVAC, roofing and electrical with a principle building or office.
 - iv. Light manufacturing, production, processing, assembly, fabricating, cleaning, servicing and repairing of materials, goods or products with no outdoor storage.
 - v. Kennel.
 - vi. Mini storage.
 - vii. Auto condos in accordance with the following provisions:
 - A. Auto condos shall be for the private storage and private leisure by the owner(s) of such space. No commercial activities shall be permitted in the auto condos nor shall any auto condo be ever occupied for residential purposes.
 - B. The city may permit specifically designated auto condos for manufacturing and commercial uses already permitted within Subzone C if designated on an approved master site plan. If units are approved for manufacturing and commercial uses, the following additional conditions shall apply:
 - (i) Signs will be permitted in accordance with the sign ordinance.
 - (ii) No outdoor storage will be permitted.
 - (iii) Parking shall be permitted only in the designated parking spaces.

Watertown City Council

May 11, 2021

Agenda Item: Site Plan Review for the Property Identified as PID 854610090	PC DATE: 2.25.2021
Request for Action: Site Plan Review	CC DATE: 5.11.2021
Department: Planning	

Request:

Berg Companies, LLC (Applicant) and Rice Lake Development III, LLC (Owner) request that the City consider the following action for the property located within the Watertown Industrial Park and further identified as (PID No. 854610090):

- a. Site Plan Review for the proposed development of the Workshops of Watertown which would allow the development of Auto Condos and commercial/industrial uses on the subject property.

Property/Site Information:

The subject property is located within the City's Business/Industrial Park. The subject property is located along Industrial Blvd. and backs up to CSAH 122. The property is currently vacant with no structures or improvements. The property has the following site characteristics:

Property Information: (PID No. 854610090)

Zoning: PUD – BP (Planned Unit Development – Business Park, Subzone C)

Comprehensive Plan: Mixed Use

Acreage: 16.19 acres

Site Location



Applicable Regulations:**Chapter 62, Article III. Site Plan Review****Sec. 62-613. - Approval required.**

- a. Site plan approval shall be required prior to the issuance of a building permit for the construction of any building or intensification of any building or use within the jurisdictional limits of the city with the following exceptions:
Construction or alteration of a principal or accessory building on a lot zoned for residential use.
- b. Site plan approval shall be required for all conditional uses.

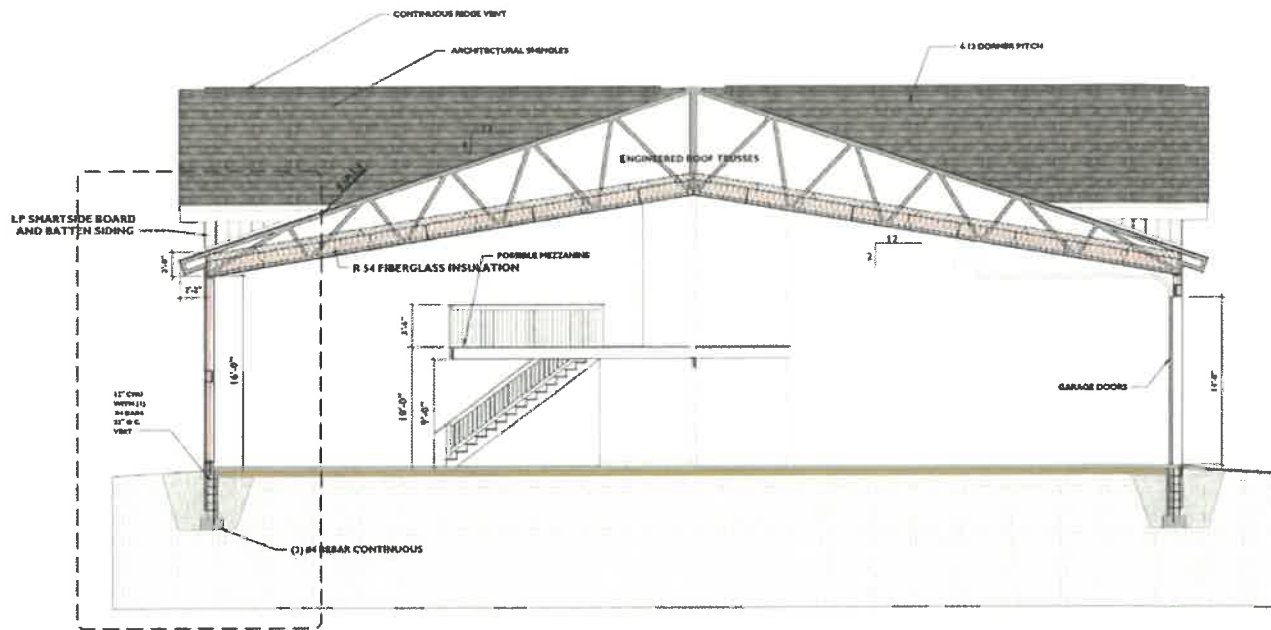
Background:

The applicant approached the City about the possibility of developing a new project within the City's existing business/industrial park located on TH 25 and CSAH 122. Berg Companies was involved in the original development of the business business/industrial park and is now interested in developing "auto condos" that would serve as both private garages and commercial space. The City has now rezoned this area to the recently adopted Mixed-use Business, Residential, Light Industrial zoning ordinance (MU-BRLI), Subzone C. The proposed development would be located within the area currently designated as Subzone C of the MU-BRLI zoning district.

The applicant is proposing to phase the development and has provided a detailed plan for phase 1 of the development and a ghost plan for potential future phases. The applicant has noted that they would like to understand demand for the units prior to developing the entire area. The concept of "auto condos" is not unique to the proposed development. This product is currently being developed in many parts of the country and locally in the cities of Medina and Minnetrista. Auto condos allow individual owners to purchase a garage space for personal storage (see example photos below). These garage condos can be finished with a loft space, bathroom and shower. A buyer would also have the option to purchase multiple units that can be configured to allow a back-to-back or side-by-side unit. Many buyers customize these units far beyond standard finishes. These units are typically used as storage, a show place for the items stored (automobiles, boats, motorcycles, etc.) and for working on those items stored.



Cross Section of Proposed Building

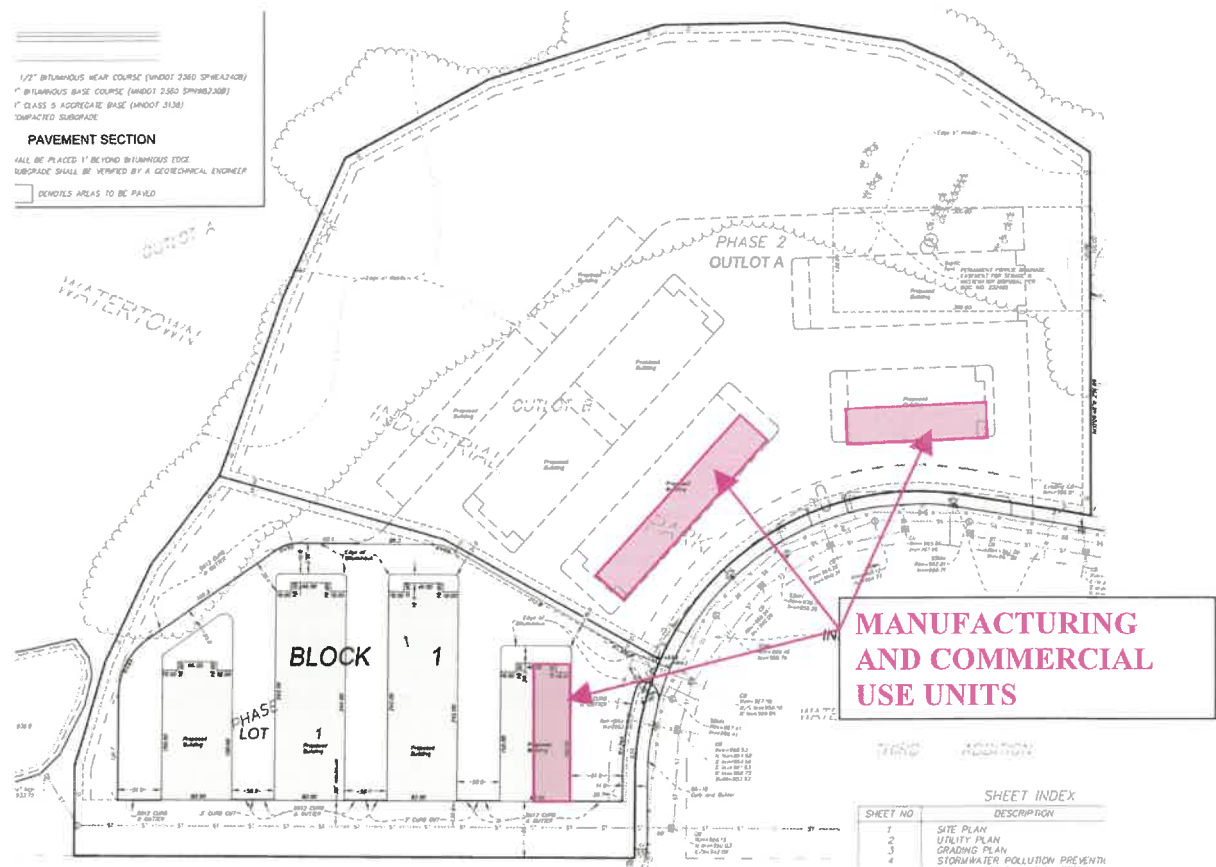


The proposed phase 1 development plan contains four (4) buildings that house 56 individual garage condo units. The proposed building would be constructed as a post frame building with LP Smartside board and batten siding and shingle siding accents. The roofs are comprised of architectural shingles. Each individual unit will have plumbing roughed in to accommodate a bathroom/shower. Individual garage doors are 14 feet high and 14 feet wide. The City provided the applicant with comments pertaining to the building architecture and use of units. The City recommended that the public facing sides of the proposed buildings be constructed to with enhanced architectural finishes and features such as LP Smartside, stucco and stone. The applicant and their architect have reviewed the plans and proposed a to add shingle accents to the dormer areas of the buildings on all sides to provide some texture and relief to the building architecture. The City will need to determine if the proposed changes to the building architecture will satisfy the intent of the architectural standards provided for in the Highway 25 MU Design Guidelines (see below and attached).

Subzone C - Residential/Business Commercial

- *Subzone C will accommodate structures that are generally larger and provide for warehousing, manufacturing and fabrication. These buildings will also likely have an office use integrated into the building. Building design should consider the public facing side as a primary face and the quality of the materials and architecture should be enhanced. The City will consider post frame construction in Subzone C where no more than twenty-five percent of the total building wall surface area is comprised of standing seam metal panels. No portion of the public (road) facing side of the building shall be comprised of standing seam metal paneling. Architectural accent metal can be considered by the City. Both flat and pitched roofs will be considered. Pitched roofs will require a minimum slope of 6:12. Standing seam metal roofs with concealed fasteners are permitted.*
- *The City will have the ability to consider reduced pavement standards for those areas that are approved for outdoor storage. This may include the elimination of concrete curb and gutter and the reduction or elimination of the bituminous pavement requirements.*

In addition to the architecture of the proposed buildings, the City has discussed the use of the buildings with the applicant. In reviewing the proposed development, staff reached out to cities that have considered similar development requests to further understand issues and solutions. One of the areas that the City discussed was the business use of these individual garages as small storage/warehouse spaces. The City recognizes the need for these small storage/warehouse spaces but wants to make sure that compatible uses are located in appropriate locations on the site. The City is recommending that only designated units be made available for business uses. This will allow the City to administer adequate vehicle parking, signage and customer parking for those units with public facing units (see image below).



The City has discussed many aspects of the site plan requirements and site layout with the applicant prior to their official submittal and has completed a more in-depth review of the proposed site plan. There are many comments pertaining to the proposed development plans that will need to be further reviewed and likely will cause building and site plan revisions.

Site Plan Review – The City requires an application for all new construction to complete a site plan review of the proposed improvements. Staff has completed a site plan review of the proposed office/warehouse/fabrication building and related site improvements. There are several issues that will require the applicant to provide the City with additional information and minor changes to the plan set.

Staff has provided the following breakdown of important site plan review related components:

Documents Submitted and Reviewed

- Site and Utility Plan, Grading Plan and Details, and Architectural Exterior Building Elevations and Details.

The review of this site plan was done using the standards found in the MU-BRLI (Subzone C) zoning district. The following review comments should be considered and or noted by the City.

Site Layout/Parking

- 1. The proposed site will be created by the proposed Final Plat creating Lot 1, Block 1 WORKSHOPS OF WATERTWON.
- 2. Building setbacks and site standards for the subject property are as follows:

	<u>Required</u>	<u>Proposed</u>
a. Front yard:	30'	61'
b. Side yard:	20'	65' south side, 36' north side
c. Rear Yard:	30'	72
d. Max. Impervious	75%	63%

- 3. Parking setbacks and site standards for the subject property are as follows:

	<u>Required</u>	<u>Proposed</u>
a. Front yard:	15'	14' (will need to be revised)
b. Side yard:	5'	65' south side, 25' north side
c. Rear Yard:	5'	21'

The proposed site plan does not meet applicable parking setbacks along Industrial Blvd. The plan can be revised to capture one additional foot so that the parking areas meet all applicable setbacks. The plan will need to be revised to meet applicable setback standards.

- 4. The proposed buildings will be comprised of private garages and possible office area and a shop/fabrication area. The private garages will not have any outside parking spaces and people who visit their individual garage will generally park in front of their individual units on a short-term basis and will not have designated parking spaces. It is likely that not all units will be occupied at any given time and parking will not be an issue. The City should consider limiting overnight parking to designated parking spaces only. The breakdown of the square footage is as follows:

Shop/fabrication: 6,150 SF (only those units designated for commercial)

The parking requirements for these uses are defined in the City's zoning ordinance. Based on the proposed square footage, parking is required as follows:

Shop/fabrication: (1 space per 2,000 SF) 6 spaces
(1 additional space for each individual unit) 5 spaces

The proposed number of parking spaces is anticipated to be 14 spaces that would be provided along Industrial Blvd. These spaces are not currently delineated on the plans submitted to the City for review. The parking spaces will need to be delineated and shown on the site plan.

- 5. The proposed plans indicate that the proposed entrance drive, drive aisles, paved areas and parking spaces. These areas are proposed to be developed with concrete curb and gutter

along the majority of the perimeter. The entrance drive shown on the plans would ultimately serve the subject property and adjacent property if developed into a similar product.

6. No common trash removal area is shown on the plans. The City will require the applicant to provide common trash removal. This should be shown on the plans and the enclosure and details also shown on the revised plan set.

Utilities, Storm Water, & Grading

7. Please see the review comments provided by Bolton & Menk, Inc., for comments relating to the utilities, storm water and grading plans.

Fire Department

8. No parking signage and striping will need to be provided for all areas as determined by the fire department. The fire department will mark-up with the location of the required striping and signage on the final plan set and the applicant will be required to provide for all signage and striping.

Landscaping and Tree Preservation

9. A landscape plan was provided by the applicant.
10. The landscape ordinance (*Chapter 28, Sec. 28-25. - Street trees*) requires all development to provide street trees as follows:

- (1) *Commercial/industrial lots shall provide one overstory shade tree per 40 lineal feet of lot frontage. Such trees shall be of specie approved by the city council. Such trees shall be located within the street right-of-way.*
- (2) *In any development requiring more than 20 trees, no specie selected for planting shall exceed 20 percent of the overall total of trees being planted.*

Trees should be provided along Industrial Blvd. and CSAH 122. Based on the lineal frontage of the subject property, the following number of trees are required:

- Industrial Blvd.: $234 \text{ LF}/40 = 6$ Overstory Trees Required
- CSAH 122: $654 \text{ LF}/40 = 16$ Overstory Trees Required

11. The landscape ordinance (*Chapter 28, Sec. 28-26. - Parking lots*) requires all development to provide landscaping as follows:

In any off-street parking and loading area that contains more than 20 parking spaces, a minimum of ten percent of the total hard surface area shall be utilized for landscaping, screening, and/or open space. The minimum requirements shall be as follows:

- (1) *All rows of parking spaces shall be provided a terminal island to protect parked vehicles, define driveways, confine moving traffic to driveways, and provide space for landscaping.*

- (2) There shall be provided within each row of parking spaces, landscaped islands located so as to prevent more than 12 vehicles from being parked side-by-side in an abutting configuration.*
- (3) One overstory shade tree shall be provided per 12 parking spaces. Such tree shall be located as to impact the visual effect of the parking surface.*

a. One (1) Tree Required

- (4) Each shade tree shall be allocated a minimum landscape impervious surface area of 200 square feet, exclusive of other shade trees.*
- (5) All interior landscaped areas not dedicated to trees or to preservation of existing vegetation shall be landscaped with grass, ground cover, shrubs, or other appropriate landscaping treatment. Pavement, gravel, or similar treatment shall not be considered appropriate landscape treatment.*
- (6) All parking spaces along the perimeter of the parking area will be screened from general public view so as to shield and control automobile lighting by incorporating the natural landscape and topography with the introduction of permanent earth berming of approximately 30 inches in height. Additional landscape planting as needed to provide adequate screening may be required.*
- (7) The use of larger landscape islands is preferable. Fewer large landscape islands will more adequately sustain healthy trees than numerous, small islands. The flow of pedestrians, especially in large lots, shall be channeled through a clear hierarchy of routes that bring pedestrians to the main entrance.*
- (8) Parking lot planting areas shall be designed to accommodate winter snow storage.*

12. The City's ordinance requires that no more than 12 parking spaces be located adjacent to each other without a landscape island being incorporated. It is anticipated that a landscape island will need to be incorporated into the bank of parking spaces located adjacent to Industrial Blvd.

13. The City's approved a master landscape plan for the buffer planting along CSAH 122 did not extend to this property. (see attached landscape plan). It is recommended that the applicant revise the landscape plan to include the requisite boulevard trees as well as additional screening material along CSAH 122. The landscaping should provide some buffering of the site along CSAH 122.

Lighting/Signage

14. The City requires cutoff type lights to be located within the parking areas around the site perimeter and on the building. A photometric plan which provides the corresponding light levels (foot candles) has been submitted to the City. The applicant is proposing to use wall mounted building lighting to light the drive aisles and general site. The proposed light fixture is a cutoff type of fixture (cutsheet attached). The City has reviewed the photometric plan and finds it to meet applicable standards. It is recommended that the applicant consider adding a few light poles to the east side of the proposed parking along Industrial Blvd. This would provide supplemental lighting for the parking spaces.

15. No concept sign plan was submitted. Any signage will need to be wholly compliant with all applicable standards. This would also apply to any individual building signs for the commercial/warehouse garages located along Industrial Blvd. The applicant will be required to submit a sign permit application for formal City review and consideration.

Building Architecture

16. The MU-BRLI references the Design Standards Manual (See architectural standards from the manual below). The City has discussed the architecture with the applicant and is seeking further discussion and direction relating to the building architecture.

Subzone C - Residential/Business Commercial

- Subzone C will accommodate structures that are generally larger and provide for warehousing, manufacturing and fabrication. These buildings will also likely have an office use integrated into the building. Building design should consider the public facing side as a primary face and the quality of the materials and architecture should be enhanced. The City will consider post frame construction in Subzone C where no more than twenty-five percent of the total building wall surface area is comprised of standing seam metal panels. No portion of the public (road) facing side of the building shall be comprised of standing seam metal paneling. Architectural accent metal can be considered by the City. Both flat and pitched roofs will be considered. Pitched roofs will require a minimum slope of 6:12. Standing seam metal roofs with concealed fasteners are permitted.*
17. There applicant is proposing to locate mechanical equipment and meters in a common room that is located on the ends of each building. All HVAC equipment will be required to be screened from public view. The City will continue to work with the applicant to ensure compliance with applicable screening requirements.

Summary:

The property has been rezoned to MU-BRLI in accordance with the City's recently adopted Comprehensive Plan. The proposed development of this property is generally in keeping with the intent and requirements of the zoning district and other applicable standards of the City. The concept of garage condos is being commonly considered in the metropolitan area for a multitude of reasons. Subzone C of the MU-BRLI zoning district appears to be an area that could accommodate the proposed use and provide for both the private garages and smaller commercial/warehouse spaces that are commonly being sought in this area. The City has provided several comments which will require potential plan revisions. There does not appear to be any adverse effects on the surrounding or subject property in the after condition as a result of the proposed development.

Planning Commission Review and Recommendation:

Commissioners reviewed the application and asked questions of staff and the petitioner. Commissioners discussed the concept in more detail and made recommendations relating to the ordinance (which has since been adopted). Commissioners discussed the architecture and site layout and found it to be acceptable. Commissioners talked with the applicant about the phasing and that this project would start with one building and eventually expand into as many buildings as the market would support. Commissioners ultimately recommended approval of the site plan review with the conditions and findings included in this report.

Recommendation:

The Planning Commission recommended approval to the City Council of the requested site plan review with the following findings and conditions:

1. The proposed site plan review meets all applicable criteria and conditions stated in Chapters 28, 52 and 62 (Landscaping, Subdivisions, Zoning) of the City of Watertown Zoning Ordinance.
2. City Council approval of the site plan review is subject to the applicant completing the following items:
 - a. The Applicant shall provide the City with a revised set of plans addressing all remaining review comments made by the staff, engineering, Fire Department and City Council.
 - b. The Applicant shall address all comments contained within the City Engineer's review letter, dated February 19, 2020. This includes verification that stormwater runoff to the east is not intensified which may require adding a swale along the east property line to convey water to the north property line.
 - c. The Applicant shall obtain applicable and required permits from all agencies with jurisdiction over the proposed development.
4. Units permitted for manufacturing and commercial use in accordance with the MU-BRLI zoning ordinance (Sec. 62-319, C, 1, (b), 7, (b)) shall only be permitted in those units designated on Exhibit B.
5. The proposed building and site plan improvements shall be in accordance with the approved set of site plans that will be further revised and approved. The approved set of plans will be attached to the final resolution and attached Exhibit C.
6. Expansion, intensification or modifications to the buildings or site will require the review and approval of the City and shall be in accordance with applicable requirements.
7. The Applicant shall pay for all costs associated with the City's review and approval of the site plan review and conditional use permit.

Attachments:

- **RESOLUTION 2021-57**
- Site Plan Set
- Building Elevations
- Master Business Park Landscape Plan
- Highway 25 MU Design Guidelines

**RESOLUTION NO. 2021-57
CITY OF WATERTOWN**

**RESOLUTION GRANTING APPROVAL OF SITE PLAN REVIEW TO ALLOW AUTO
CONDOS AND ASSOCIATED SITE IMPROVEMENTS ON THE PROPERTY LOCATED
ON INDUSTRIAL BLVD. AND IDENTIFIED AS PID NO. 854610090**

WHEREAS, the City of Watertown (the “City”) is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City adopted a comprehensive plan in 2019 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS, Berg Companies, LLC (Applicant) and Rice Lake Development III, LLC (Owner), request that the City consider Site Plan Review to allow auto condos and associated site improvements on the property identified as PID No. 854610090 in the Watertown Business Park; and

WHEREAS, the property is legally described as on Exhibit A, attached hereto; and

WHEREAS, the property is zoned MU-BRLI Mixed-Use Business, Residential, Light Industrial; and

WHEREAS the requested Site Plan Review meets all requirements and standards of the City of Watertown zoning ordinance for granting Site Plan Review; and

WHEREAS the Planning Commission held a public hearing on April 22, 2021 to review the application for a Site Plan Review, following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATERTOWN, MINNESOTA, that it should and hereby does approve the application by Berg Companies, LLC for Site Plan Review per the City’s zoning regulations with the following conditions:

1. The proposed site plan review meets all applicable criteria and conditions stated in Chapters 28, 52 and 62 (Landscaping, Subdivisions, Zoning) of the City of Watertown Zoning Ordinance.
2. City Council approval of the site plan review is subject to the applicant completing the following items:

- a. The Applicant shall provide the City with a revised set of plans addressing all remaining review comments made by the staff, engineering, Fire Department and City Council.
 - b. The Applicant shall address all comments contained within the City Engineer's review letter, dated February 19, 2020. This includes verification that stormwater runoff to the east is not intensified which may require adding a swale along the east property line to convey water to the north property line.
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 6. Expansion, intensification or modifications to the buildings or site will require the review and approval of the City and shall be in accordance with applicable requirements.
 7. The Applicant shall pay for all costs associated with the City's review and approval of the site plan review and conditional use permit.

This resolution was adopted by the City Council of the City of Watertown on this 11th day of May 2021, by a vote of ____ ayes and ____ nays.

Steve Washburn, Mayor

ATTEST:

Lynn Tscudi, City Clerk-Treasurer



TO: NYA Planning & Zoning Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: August 1, 2023

SUBJECT: RC-1 Residential/Neighborhood Commercial property discussion

Prior to any formal request, staff is requesting feedback for the property at 420 Railroad St W. The property has been for sale on and off the last many years. The .31-acre parcel does have a (dry) ditch wetland that crosses the property; however, the owner has done a wetland delineation in preparation for development.

The hindrance of the property is that there is no city water/sewer access. SAC/WAC access will be brought to the property when the Railroad Street Reconstruction Project is completed. This project is a priority, but no timeline has been associated with it to date. Per the city engineer, given that sewer service is not reasonably provided to the property, an exception could be made until service is available - connection would be required at that time. There is no space for a septic mound (which is not allowed in city limits), however, a holding tank - with potential restrictions - could be an option.

The RC-1 district allows Contractor Operations as a CUP. The property owner is proposing to construct an indoor storage facility for his own contractor operations, plus add mini storage units within the building. There would be NO outside storage - which is less than the exterior storage that is already allowed via a CUP for other existing businesses such as auto services/parts/tires/etc. Given the location of this particular property - next to a (another) storage building, across from recycle center, next to a farmyard within city limits (owned by Catholic church for future expansion), alley access for mini storage units out of visible site from Hwy 212, staff is also requesting feedback on the concept of mini storage as a CUP in the RC-1 district.

A concept drawing of the proposed indoor storage facility is attached along with the City Code description of the RC-1 district.



Discussion Only.

1230.08 RC-1 Residential/Neighborhood Commercial District

Subd. 1. Intent. The intent of the RC-1 District is 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. It is further the intention of this Section that the classification as RC-1 of an area will aid in the preservation and stabilization of property values. To this end, it is the intention that the conversion and alteration of existing residential structures or construction of new residential structures be compatible by means of landscaping, open space, and architectural treatment with neighboring residences and that new commercial buildings be compatible with the requirements set forth in Section 1245.02.

Subd. 2. Permitted Uses. The following uses are permitted in the Residential Neighborhood Commercial District

- 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

Subd. 3 Permitted Accessory Uses. The following accessory uses are permitted in the Residential/Neighborhood Commercial District:

- A. Off-street parking and loading facilities, subject to Section 1250
- B. Fences, subject to Section 1245.05
- C. Lighting, subject to Section 1245.08
- D. Decks, patios and porches in conjunction with the principal use;
- E. Signs, subject to Section 1260
- F. Home occupations for residential uses
- G. Detached garages, tool houses, sheds and similar buildings for use accessory to the principal use, subject to Section 1245.04

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- A. Churches, schools, and similar public uses
- B. Condominiums
- C. Contractor Operations (*Amended by Ord. 216; 8-24-2009*)
- D. Licensed Daycare Facilities, other than those permitted in Subd. 2.E. above
- 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 provided:
 - i. Fencing and screening. When abutting a property used for residential purposes a landscaped buffer sufficient to screen the use from the adjacent residence at all times of the year shall be provided. When abutting a commercial property a fence is required.

- ii. No vehicles shall be parked on the premises other than those utilized by employees, used by the business, or awaiting service. No vehicle shall be parked or be waiting service longer than fifteen (15) days. Vehicles shall display current licenses.
- iii. Junk yards and/or auto salvage is prohibited.
- iv. Exterior storage other than vehicles shall be limited to service equipment and incidental, seasonal, and occasional items offered for sale.
- v. The storage of new tires, batteries and other such items for sale outside the building is allowed only during hours of business operation.
- vi. Business activities not listed in the definition of auto repair, major or minor may be allowed if a conditional use permit is obtained specifically for such business. Such activities include but are not limited to the following: 1) automatic car and truck wash, 2) rental of vehicles, equipment or trailers, and 3) general retail sales.
- vii. Outdoor storage of used tires may be allowed, provided tires are stored in a completely enclosed structure approved by the City and a written plan to regularly dispose of used tires is filed with the application for conditional use permit required under this Section.

(Amended by Ord. 321, 8-26-2019)

Accessory Uses:

- A. Outdoor Dining

Subd. 5 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the RP-1 District, with the exception of "Lot Coverage" and "Building Height" which shall be the maximum amount allowed:

- A. Lot Area: 7,000 square feet
- B. Lot Width: 50 feet
- C. Lot Coverage: 70%
- D. Building Height: 35 feet (principal structure)
25 feet (accessory structure)

E. Setbacks*:

Principal Structures:

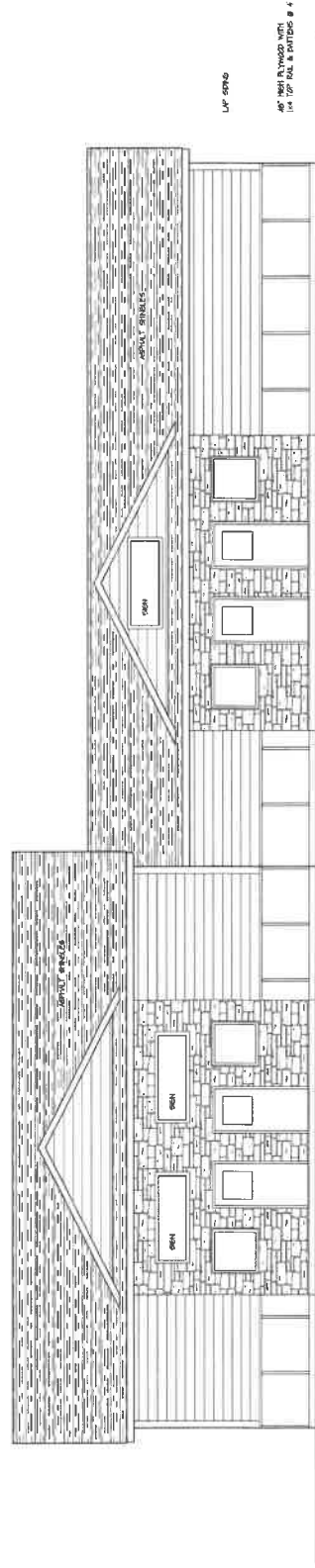
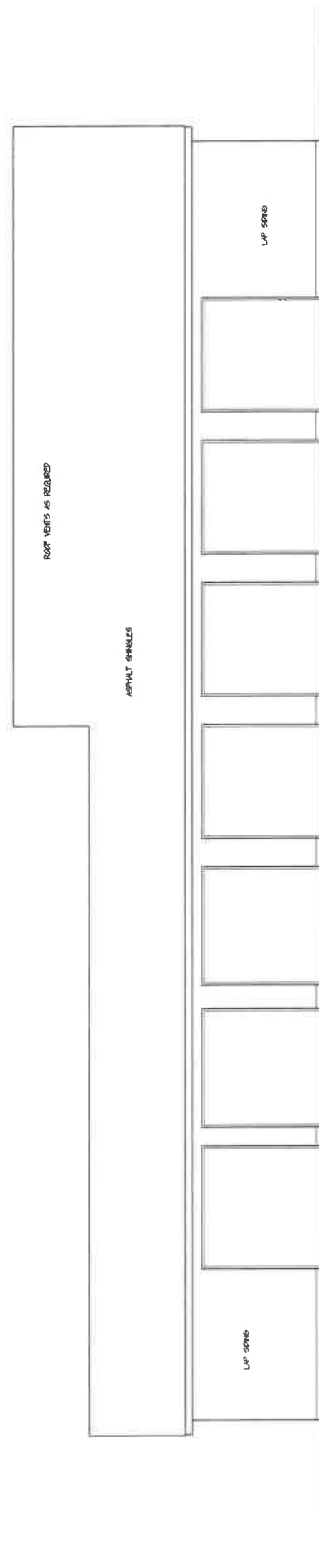
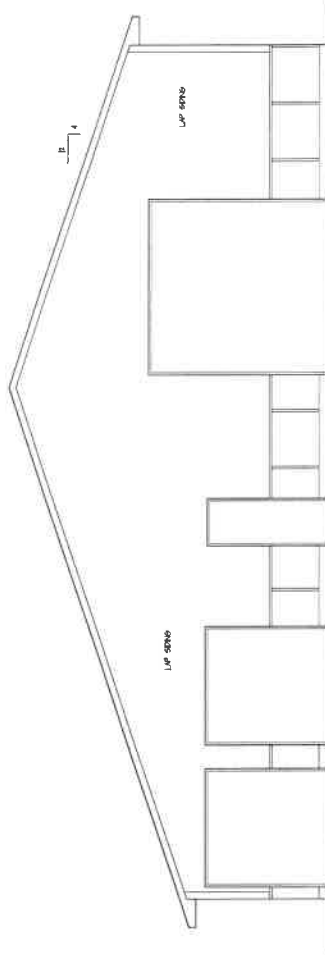
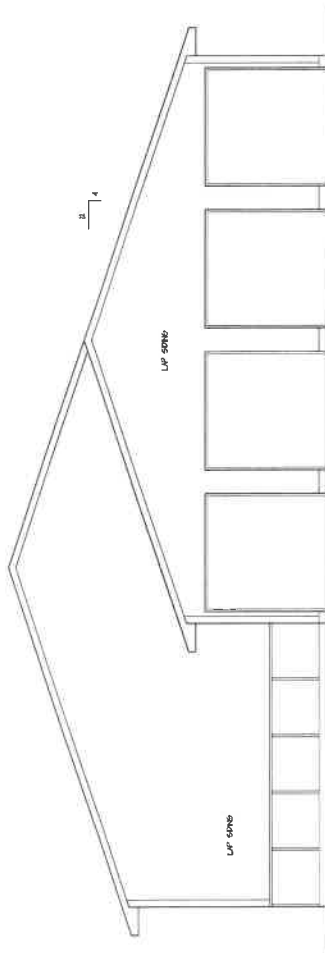
- Front yard: 10 feet
- Side yard: 5 feet
- Street side yard: 10 feet
- Rear yard: 10 feet

Accessory Structures:

- Front yard: not permitted in front yards
- Side yard: 5 feet
- Street side yard: 10 feet
- Rear yard: 5 feet
- Alley rear yard: 10 feet

*See additional provisions regarding setbacks in Section 1220.02- Permitted Yard Encroachments

- F. Minimum foundation size for detached and attached single family residential units: 900 square feet. *(Amended by Ord 265, 7-27-15).*



PREPARED BY: MINI STORAGE	CONTRACTOR: 	 MINNESOTA HOME DESIGN 10000 Highway 100, Suite 100 Minneapolis, MN 55412 (612) 436-8419 Fax: (612) 436-8419	PROJECT: PLAN NUMBER: 2221	
			DATE: DATE: 1/15	
CONTRACTOR:		LOT NO. BLK. NO.: 4-10-15		
SHEET TITLE: ELEVATIONS		DEVELOPMENT: UNIT NUMBER:		
OF		OF		