



CITY OF WACONIA PLANNING COMMISSION AGENDA

City of Waconia
Planning Commission
Waconia, Minnesota

Thursday, August 4th, 2016
City Hall – 6:30 PM

MEMBERS: Mike Blanchfield, Steve Hebeisen, Don Osmundson, John Meisch, Nathan Vilmain
ALTERNATE MEMBER: Robert Grohmann
CITY COUNCIL MEMBER LIAISON: Jim Sanborn

STAFF: Lane Braaten, Community Development Director
Ethan Nelson, Assistant Planner
Brenda Wurst, Recording Secretary

1. Call meeting to order and roll call
2. Adopt Agenda
3. Minutes Approval from: July 7th, 2016 Pages 1-5
4. New Business
 - A. PUBLIC HEARING: VARIANCE - Request by Leland Otto to Locate a 170 sq. ft. Utility Shed 9 ft. from the Side Lot Line without Improvement of a Driveway Surface for the property at 509 Pine Street South. Pages 6-16
 - B. PUBLIC HEARING: PRELIMINARY & FINAL PLAT – Sudheimer Homestead Addition Plat request by the City of Waconia for the property located at 10525 10th Street West. Pages 17-23
5. Other Business
 - A. DISCUSSION – Architectural Design Standards – Koch Bus Company. Pages 24-42

Adjourn

WACONIA PLANNING COMMISSION
THURSDAY, July 7, 2016

Pursuant to due call and notice thereof, a regular meeting of the Waconia Planning Commission was called to order by Mike Blanchfield at 6:30 p.m.

1. CALL MEETING TO ORDER.

MEMBERS PRESENT:	Vilmain, Hebeisen, Blanchfield, Osmundson, Meisch
MEMBERS ABSENT:	All present
ALTERNATE:	Grohmann
STAFF PRESENT:	Wurst, Braaten
VISITORS:	See Attachment
COUNCIL LEISON:	Sanborn

2. ADOPT AGENDA: Motion by Meisch, seconded by Vilmain to adopt the Agenda as presented. All present voted aye. MOTION CARRIED.

3. APPROVE MINUTES: Motion by Osmundson, seconded by Vilmain to adopt the Minutes of June 2, 2106 and June 14, 2106 meetings, all present voted aye. MOTION CARRIED.

4. NEW BUSINESS:

A. PUBLIC HEARING: VARIANCE REQUEST BY MICHAEL MCLAIN TO LOCATE A UTILITY SHED IN THE SIDE YARD OF THE PROPERTY AT 1236 AMBER POINT.

Braaten presented the variance request for McCain to locate a utility shed in the side yard of the property located at 1236 Amber Point in the R-1 District. Braaten demonstrated the location of the property and the requested placement of the utility shed. The applicant is proposing to locate a 10' x 12' utility shed on the east side of the existing home, in the side yard, outside of the 5 foot drainage and utility easement which extends along the east property line.

Motion by Blanchfield to open the public hearing.

No public comments.

Motion by Meisch, second by Hebeisen to close the public hearing. All present voted aye. MOTION CARRIED.

Discussion followed regarding the variance criteria and if all items were met.

Motion by Osmundson, second by Hebeisen to approve the Variance request by Michael McLain to locate a utility shed in the side yard of the property located at 1236 Amber Point to include the following recommendations:

1. The utility shed be constructed as proposed and as conditionally revised by the Planning Commission and City Council.
2. All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction.
3. The utility shed shall be located outside of the 5 ft. drainage and utility easement along the east property line.

4. The utility shed shall be located within the side yard on the east side of the home or in a conforming location in the rear yard.

All present voted aye. MOTION CARRIED.

City Council consideration will be July 11, 2016

B. PUBLIC HEARING: VARIANCE REQUEST BY CHUCK AND JUDY MACHTEMES TO CONSTRUCT A HOME ADITION AT REDUCED SETBACKS AND EXCEED THE HARDCOVER MAXIMUM FOR THE PROPERTY LOCATED AT 18 POINT DRIVE.

Braaten gave an overview presentation regarding the Variance Application form Chuck and Judy Machtemes, 18 Point Drive, to construct a 663 sq. ft. garage addition to the principal structure on the property located at 18 Point Drive. The variance is necessary as the applicant is proposing a 11.6 ft. front yard setback, a 9.5 ft. side yard setback and proposed hardcover surface of 28.4% versus the 25ft front yard setback, the 10ft. side yard setback and the 25% maximum hardcover allowed in the R-2, Single – Family Residential District and the Shoreland Overlay District.

Motion by Blanchfield to open the Public Hearing.

No additional comments.

Motion by Hebeisen, second by Vilmain to close the public hearing.

Braaten reminded the commission members to take into consideration the 5 variance review criteria when considering the variance request.

A breif discussion by the Commission members regarding the variance application and an explanation from Machtemes regarding the reasoning for the variance was stated.

Motion by Hebeisen, second by Meisch to approve the Variance request by Chuck and Judy Machtemes to construct a home addition at reduced setbacks and exceed the hardcover maximum for the property located at 18 Point Drive with the following recommendations:

1. The home be constructed as proposed and as conditionally revised by the Planning Commission and city Council.
2. All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction.
3. The applicant shall install stormwater improvements to mitigate the proposed impervious surface on the parcel. A final storm water plan shall be revised and approved by City Staff prior to the issuance of a building permit.
4. The existing lake side patio (231 sq. ft.) and the gravel drive (823 sq. ft.) shall be removed and no additional hardcover surface shall be allowed on the subject parcel without the submittal and approval of a variance through the City.

All in favor voted aye. MOTION CARRIED.

City Council consideration will be July 11, 2016.

C. PUBLIC HEARING: ZONING MAP AMEMDMENT – SUBMITTED BY OPPIDAN, INC. FOR THE PROPERTIES LOCATED A T10590 AND 10594 10TH STREET WEST.

The City has received a Zoning Mapp Amendment application for Oppidan, Inc. for the properties located at 10509 and 10594 10th Street West. The applicant is requesting approval to rezone the subject properties from their current zoning of A, Agricultural District to B-1, Highway Business District. The parcels are currently undeveloped and located within the Waconia City limits. Specifically, the properties are located south and east of the intersection of Hwy 5 and County Road 10. Most recently the properties were used as a staging area for construction equipment and materials during the Hwy 5, Cherry Street and 10th Street road construction projects that are in the final stages of being completed.

Motion by Blanchfield to open the public hearing.

No comments.

Motion by Vilmain, second by Osmundson to close the Public Hearing. All in favor voted aye.
MOTION CARRIED.

Motion by Osmundson, second by Vilmain to approve the Zoning Map Amendment submitted by Oppidan, Inc. for the properties located at 10590 and 10594 10th Street West. All in favor voted aye.
MOTION CARRIED.

City Council consideration will be July 11, 2016.

DISCUSSION – TEMPORARY FAMILY HEALTH CARE DWELLING.

Braaten introduced a document from the League of Minnesota Cities regarding temporary family health care dwellings. The information states that “On My 12, 2016, Governor Dayton signed, into law, a bill creating a new process for landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling.” As of September 1st, 2016 Cities will be required to issue permits for said temporary dwelling units unless said City opts out of the new law.

Braaten requested that the Planning Commission review the information and provide guidance regarding the option to opt out of the new State Law. Subsequent to the initial discussion between staff and the Planning Commission it is staff’s intention to bring this topic to the City Council at an upcoming work session for further discussion.

Discussion followed regarding Temporary Health Care Dwellings. The Planning Commission indicated that it would serve people well, but wanted to further understand how it would affect our current Ordinances.

UPDATES:

- Final plat for Windmill Creek 7th Addition was approved. 15 single family lots.
- Chris Weinberger Variance was approved
- Steep Slope permit for the Kirsch residence at 1302 Beachcomber Blvd was approved.
- Steep Slope permit for the Foss residence was approved.
- Mathias Variance was approved.
- Dan Kurth variance for 5 foot setbacks was approved.
- 732 Vista Blvd – Dental office has been submitted.
- Woodridge Homes-started submitted permits.
- Final platted Stonegate development

Blanchfield noted that is nice having the Highway 5 project complete.

There being no further business, Motion by Meisch, second by Osmundson to adjourn at 7:30 PM. All present voted aye. MOTION CARRIED.

Respectfully submitted,

Brenda Wurst
Recording Secretary

Thursday, July 7, 2016

WACONIA PLANNING COMMISSION MEETING

PLEASE SIGN IN

NAME	ADDRESS
1. Paul Tucci	Oppidan 400 Water St, Suite 200
2. Judy Mactime	
3. Chuck Mactime	18 Point DRIVE
4. Michael McLean	1236 Amber Pt
5. Kelli Sites	Chamber of Commerce
6. Dean Hilgers	1961 Silver St WACONIA
7. MIMELLE RIDD	Oppidan 400 Water St, Ste 200
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REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	August 4 th , 2016						
Item Name:	Public Hearing – Variance Request by Leland Otto to Locate a 170 sq. ft. Utility Shed/Accessory Building in the Side Yard Setback of the property at 509 Pine Street South without Improvement of a Driveway						
Originating Department:	Community Development						
Presented by:	Lane L. Braaten, Community Development Director						
Previous Council Action (if any):							
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td></td> <td>Regular Session</td> <td><u>X</u></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent		Regular Session	<u>X</u>	Discussion Session	
Consent		Regular Session	<u>X</u>	Discussion Session			
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							

Open Public Hearing
Motion to close the Public Hearing
Motion recommending either approval or denial of the variance request by Leland Otto to locate a 170 sq. ft. utility shed/accessory building 9 feet from the side lot line versus the 10 ft. minimum requirement stated in City Code and placement of an accessory structure exceeding 144 sq. ft. without constructing an improved driveway access for the property located at 509 Pine Street South.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

BACKGROUND:

Applicant: Leland Otto
Owner: Leland Otto
Address: 509 Pine Street South, Waconia MN
PID# 755000420
Zoning: R-5, High Density Residential District

REQUEST:

The City has received a Variance Application from Mr. Leland Otto (the “applicant”) to locate a 170 sq. ft. utility shed/accessory building 9 ft. from the side (north) lot line of his property located at 509 Pine Street South without constructing an improved driveway access required by City Code. The variance request is necessary as Section 900.06, Subd. 1.C. Accessory Structures, Recreational Vehicles and Other Matters requires that any accessory structure exceeding 144 square feet provide an improved driveway access to a public street. Further, the applicant is requesting a reduced side yard setback of 9 ft. versus the 10 ft. minimum requirement stated in City Code.

APPLICABLE ORDINANCE PROVISIONS:

1. Section 900.04 – Definitions
2. Section 900.05 – District Regulations, Subd. 2.E – R-5, High Density Residential District
3. Section 900.06 – Supplementary Regulations, Subd. 1.C – Accessory Structures, Recreational Vehicles, and Other Matters
4. Section 900.12 – Administration, Enforcement and Procedures, Subd. 4 - Variances

DEFINITIONS:

1. Accessory Structure: A structure subordinate to, and serving the principal structure on the same lot and customarily incidental thereto.
2. Utility Building: An accessory building which is not usable for the storage of vehicles; is one-story in nature; is used or intended for the storage of hobby tools, garden equipment, etc.; is detached from the principal

structure; and which is naturally and normally incidental to, subordinate to, and auxiliary to the principal dwelling structure.

VARIANCE REVIEW CRITERIA:

Waconia City Code Section 900.12, Subd. 4 and Minnesota State Statute 462.357, Subd. 6 establishes criteria to be considered when contemplating the issuance of a variance in terms of “practical difficulty” as follows: Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the comprehensive plan.” So a city evaluating a variance application should make findings as to:

1. Is the variance in *harmony with* the purposes and intent of the ordinance?
2. Is the variance *consistent with* the *comprehensive plan*?
3. Does the proposal put property to use in a *reasonable manner*?
4. Are there *unique circumstances* to the property not created by the landowner?
5. Will the variance, if granted, alter the *essential character* of the locality?

State statute specifically notes that economic considerations alone cannot create practical difficulties. Whereas, practical difficulties exist only when the three statutory factors are met (1. reasonableness, 2. uniqueness, and 3. essential character).

VARIANCE ANALYSIS:

The R-5, High Density Residential District dictates that utility sheds/accessory buildings are a Permitted Accessory Use: “*Same as R-1 District.*” As such, seeing as there are no specific standards in the R-5 zoning district applying to utility buildings, is it staff’s interpretation that the utility building setbacks indicated in the R-1 section of the City Code would apply to this application as the current use of the property is single-family residential. The setbacks are indicated below.

Utility Shed Setback Requirements:

Rear Yard Setback = 10 ft. minimum

Interior Side Yard Setback (North Side) = 10 ft. minimum

Street Side Yard Setback (South Side) = 25 ft. minimum

The applicant is proposing to locate the shed 9 ft. from the north/side lot line within the backyard of the property. It appears all other setbacks will be met for said structure.

Accessory Structure/Utility Building Requirements:

Lot Area: *Lots less than 10,500 sq. ft. are allowed a total floor area for all accessory structures of 1,000 sq. ft.*

Location Requirement: *Accessory structures, detached from the principal structure shall not be located in any front or side yard, except that a detached garage may be located in a side yard if it meets required setbacks.*

Utility Building: *Utility buildings shall not exceed 144 square feet.*

Height Requirement: *No accessory structure detached from the principal structure shall exceed 20 ft. in height.*

The proposed 170 sq. ft. utility shed/accessory building is in compliance with the height stated in the City Code. A variance is necessary as the applicant plans to exceed 144 sq. ft. without providing a driveway access to a public street.

The subject parcel is approximately 6,534 sq. ft. in total area, which allow for a maximum accessory structure floor area of 1,000 sq. ft. Currently the applicant has a 96 sq. ft. utility shed in the rear yard. The addition of another 170 sq. ft. of accessory building would be in compliance with the accessory structure lot area requirements stated in City Code.

PUBLIC NOTICE/COMMENT:

The notice was published in the WACONIA PATRIOT on July 21st, 2016 and posted at Waconia City Hall. Individual notices were mailed to property owners within 350 feet of the subject parcel. As of the time and date of this report staff has not received any comments regarding this application.

RECOMMENDATION:

The Planning Commission should hold the required public hearing, review the variance request submitted by Mr. Leland Otto based on the Variance Criteria stated above and make a recommendation to the City Council. Upon a formal recommendation by the Planning Commission this application will be forwarded to the City Council for review at their upcoming meeting on August 15th, 2016.

If the Planning Commission chooses to recommend approval of the shed variance submitted by Mr. Otto, staff would recommend the approval upon the following conditions:

- 1) The utility shed/accessory building be constructed as proposed and as conditionally revised by the Planning Commission and City Council.
- 2) All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction.
- 3) The utility shed shall be located a minimum of 9 ft. from the north property line and meet all other setback requirements.
- 4) The applicant contact City staff upon completion of the project to verify all conditions set forth in the granting of the variance have been met.
- 5) The variance request shall become void unless acted up within one year of the date of formal approval by the City Council.

ATTACHMENTS:

1. Variance Application (2 pages)
2. Public Hearing Notice (1 page)
3. Statement of Variance and Project (1 page)
4. Location Map (1 page)
5. Site Plans (2 pages)
6. Utility Building Elevation (1 page)



CITY OF WACONIA
201 South Vine Street
Waconia, MN 55387
Phone: (952) 442-2184 Ext. 2
Fax (952) 442-2135
www.waconia.org

VARIANCE

APPLICANT INFORMATION

1. Owner's Name: Leland Otto
2. Address of Property: 509 So Pine Waconia MN
3. Legal Description: _____
4. Applicant's Name: " "
5. Mailing Address: " "
6. Daytime Phone(s): 952-442-5853 Home / Cell 952-952-8603
7. Email Address: LELANDS ENERGY @ YAHOO.COM.

The City will distribute copies & appropriate information to applicant via email

OFFICE USE ONLY

Date Received: 6/23/16

Fee: \$ 125.00 pd
Receipt #: # 250034



CITY OF WACONIA
201 South Vine Street
Waconia, MN 55387
Phone: (952) 442-2184 Ext. 2
Fax (952) 442-2135

VARIANCE APPLICATION

1. Present Zoning: R5
 2. Existing use of Property: Residential
 3. Has request for a variance on this property been sought previously? If so, when? No
-

IMPORTANT

Subd. 4. Variances

- A. No variance shall be granted to allow a use not permitted under the terms of this Ordinance in the district involved. In granting a variance the Board may prescribe appropriate conditions in conformity with this Ordinance. When such conditions are made part of the terms under which the variance is granted, violation of the conditions is a violation of this Ordinance. A variance shall not be granted by the Board unless it conforms to the following standards:
1. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and do not result from the actions of the petitioner.
 2. Literal interpretation of the provisions of this Ordinance would deprive the petitioner of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.
 3. Granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures, or buildings in the same district.
 4. The proposed variance will not impair an adequate supply of light and air to adjacent property, or unreasonably diminish or impair established property values within the surrounding area, or in any other respect impair the public health, safety, or welfare of the residents of the City.
 5. FINANCIAL SAVINGS WILL NOT CONSTITUTE A HARDSHIP.

THE FOLLOWING INFORMATION MUST BE FURNISHED IN ORDER TO PROCESS THE APPLICATION

1. A letter from the applicant(s) which should address the following:
 - Explain (in detail) the variance you are requesting (giving distances where appropriate).
 - Conditions or peculiar difficulties to the structure or land, which makes a variance necessary.
 - Why do you feel a variance should be granted in this instance?
2. Payment of application fee (**\$125 residential; \$275 non-residential**)
3. **Non-residential variance requests are required to submit an escrow payment in the amount of \$1,000.00.**

CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on Thursday, August 4th, 2016 at 6:30 p.m., at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to consider a Variance request to allow a utility shed within the side yard setback and to allow said structure to exceed 144 sq. ft. without providing a driveway access to a public street for the property located at 509 Pine Street South (PID# 755000420), which is zoned R-5, High Density Residential District.

The applicant, Leland Otto, is requesting approval of a variance to construct a 10 ft. x 17 ft. (170 sq. ft.) shed 9 feet from the side lot line without constructing an improved driveway access to the structure versus the City Code Section 900.06, Subd. 1, C. subpart e. which states: *“Any accessory structure in excess of 144 square feet that is detached from the principal structure shall provide driveway access to a public street”* and the minimum 10 foot side yard setback required by City Code.

Pertinent information pertaining to this request is available at City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on Thursday, August 4th, 2016. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Attention: Lane L. Braaten, 201 South Vine Street, Waconia, MN 55387

Email: lbraaten@waconia.org

By: WACONIA PLANNING COMMISSION

ATTEST: Lane L. Braaten, Community Development Director

(Published in the July 21st, 2016 Waconia Patriot newspaper)

Leland

There will be 2x10 Green Treated
Boards on BOTTOM ANKERS every 4'
Will bring anchors ENDS will be 2x8 Treated
anchored with iron together

Door will be made to a roll up like
TRACKS use to tarp load.

I will REINFORCE the THUSSES FOR SNOW
LOAD

The 9' variance DOES NOT COME NEAR

I will look very nice when done

I will use FOR ~~them~~ ~~anchors~~ Lawnmower,
and weed eater etc SNOW BLOWER FOR
SUMMER.

I DO NOT ~~need~~ need ROAD TO get there with
Lawn mowers

Leland

P.S I WAS AN ENGINEER IN
MILITARY FOR 6 YEARS
6-23-16

LOCATION MAP—509 PINE STREET SOUTH—LELAND OTTO



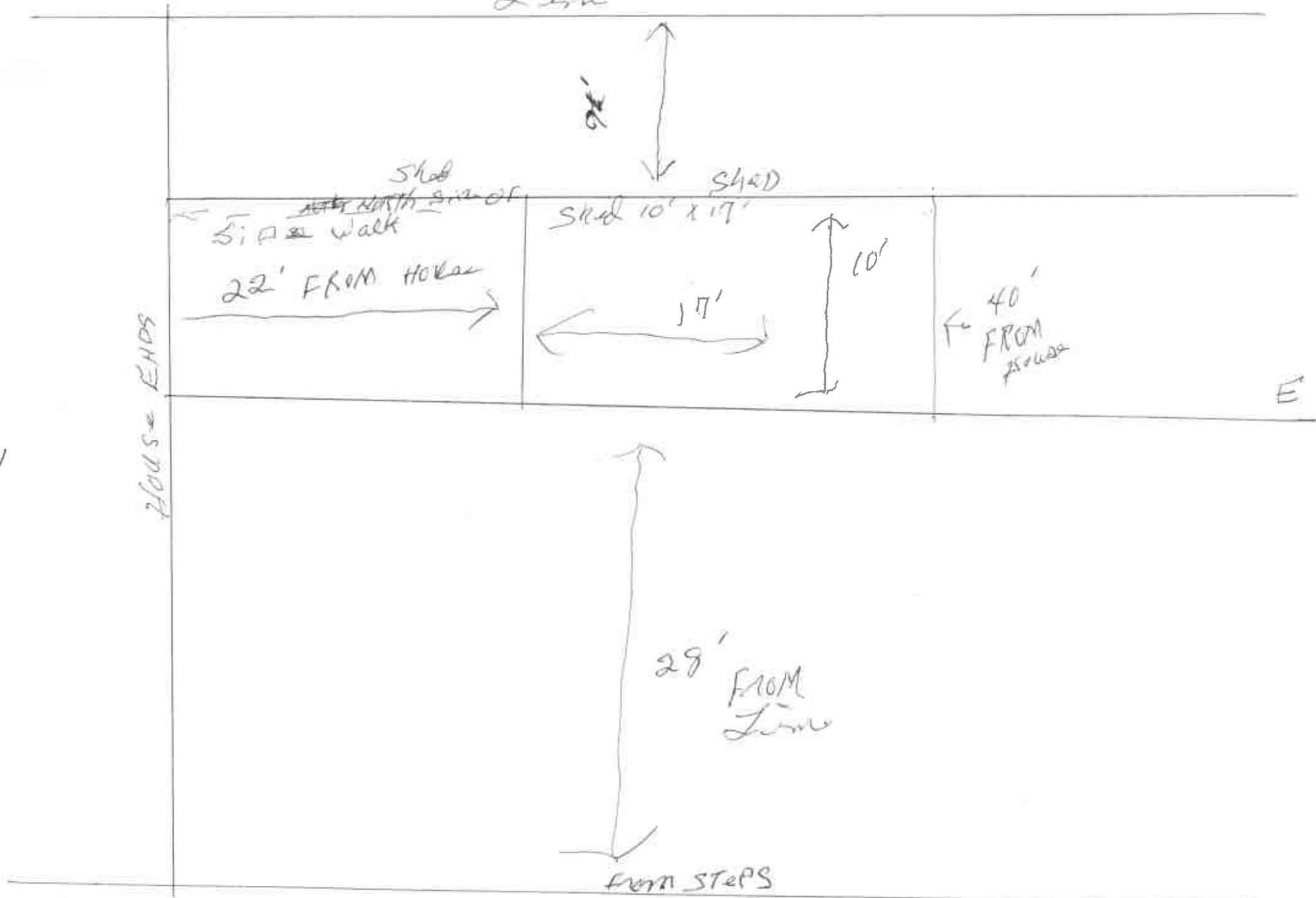
Lelands

7



6-27-16

Line N



HOUSE ENDS

SHED
5' ~~WALK~~ WALK

22' FROM HOUSE

SHED 10' x 17'

17'

10'

40' FROM HOUSE

29' FROM Line

from STEPS

Leland A. H.
6-28-16

S

509, SO. Pine
Waloria

Le Land Otto
5095 Pine St
75-5000420

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SNOW LOAD.

3 1/2 pitch

HOME MADE
BRACES

BRACE
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HOIST

10' wide

HOME MADE
BRACES

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FOR DOOR
DOWN

7 OR 8' SIDE WALL

7 OR 8' SIDE WALL

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IN PACKAGE



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	August 4 th , 2016
Item Name:	Sudheimer Homestead Addition Preliminary and Final Plat Applications for the property located at 10525 10 th Street West
Originating Department:	Community Development
Presented by:	Lane Braaten, Community Development Director

Previous Council Action (if any):					
Item Type (X only one):	Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Open Public Hearing
Motion to close the Public Hearing
Motion recommending either approval or denial to the City Council regarding the proposed Sudheimer Homestead Addition Preliminary and Final Plat Applications.

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

BACKGROUND:
Applicant: City of Waconia
Owner: City of Waconia
Address: 10525 10th Street West
P.I.D. #: 090231200
Zoning District: I-2, General Industrial District
Comprehensive Plan Designation: I – Industrial

REQUEST:
 The City acquired the property located at 10525 10th Street West (the “Subject Property”) to help facilitate the roadway and utility improvements included in the Highway 5 and 10th Street projects, which were completed earlier this year. The City is requesting consideration of the Sudheimer Homestead Addition Plat, which will designate the road right-of-way for a portion of the new alignment for 10th Street West, develop one (1) approximately 4 acre parcel for future industrial development, and create two (2) outlots.

APPLICABLE ORDINANCE PROVISIONS:

1. Section 900.05, Subd. 2.K – I-2, General Industrial District
2. Section 1000 – Subdivision Ordinance

EXISTING CONDITIONS:
 The subject parcel is approximately 7.38 acres in overall size. The existing conditions on the property include a portion of the recently realigned 10th Street West, a single-family home and a few out buildings, and the improvement of a stormwater pond.

PRELIMINARY PLAT REVIEW:

SUBDIVISION DESIGN FEATURES

The City of Waconia staff have reviewed the proposed Preliminary Plat application for the Sudheimer Homestead Addition development drafted by Bolton & Menk Inc. dated July 25th, 2016 and recommend approval of said plat as drafted.

Streets/Access

The applicant is proposing the designation of right-of-way for the realignment of 10th Street West. The improvement of said roadway was completed earlier in 2016. The proposed arrangement, character, extent, width, grade and location of all streets shown on the Sudheimer Homestead Addition Preliminary Plat plans are in conformance with the City Code and the City’s Comprehensive Plan.

Zoning

The property as formally annexed into the Waconia City Limits in July of 2016. City Ordinance states “Areas annexed to the City of Waconia shall be placed in a zoning district most like that which the area was zoned prior to annexation provided said zoning is consistent with the City’s Comprehensive Plan. As such, Lot 1, Block 1, Sudheimer Homestead Addition will be zoned I-2, General Industrial District.

Easements

Section 1000.06, Subd. 4 of the City Ordinance requires drainage and utility easements at least 10 feet wide, centered on the rear and side lot lines of abutting lots and shall have continuity from block to block and lot to lot. The applicant is proposing drainage and utility easements which conform to City standards.

Blocks

The blocks proposed in the Sudheimer Homestead Addition development are in conformance with the standards set forth in City Ordinance.

Lots

The lot proposed in the Sudheimer Homestead Addition Preliminary Plat is consistent with the Lot Requirements stated in the I-2, General Industrial District.

Outlots

The proposed plans indicate two (2) outlots being created with the approval of the Sudheimer Homestead Addition development (Outlots A and B).

Outlot A – The plans indicate that Outlot A will be included in the future development of the adjacent properties to the north and west of the subject parcel.

Outlot B – The plans indicate that Outlot B will be used for stormwater ponding and reuse for the area.

Utilities & Stormwater Management

The utilities and stormwater management items have been reviewed and approved by the Public Services Director and the City Engineer.

FINAL PLAT REVIEW:

The proposed final plat is consistent with the Sudheimer Homestead Addition Preliminary Plat. The Sudheimer Homestead Addition Final Plat includes the development of one (1) industrial lot and two (2) outlots. The proposed final plat information is consistent with the preliminary plat information and therefore staff recommends approval of the Sudheimer Homestead Addition Final Plat as proposed.

PUBLIC NOTICE/COMMENT

The notices were published in the WACONIA PATRIOT on July 21st, 2016 and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. As of the date and time of this report the City has not received any comments regarding the proposed Sudheimer Homestead Addition development.

CONCLUSION / RECOMMENDATION

The Planning Commission should make a recommendation to the City Council regarding the Preliminary Plat application and the Final Plat application for the Sudheimer Homestead Addition development. Upon recommendation by the Planning Commission this item will be forwarded to the City Council for review at their upcoming meeting scheduled for August 15th, 2016.

ATTACHMENTS:

- Attachment 1: Public Hearing Notice (1 page)
- Attachment 2: Location Map (1 page)
- Attachment 3: Sudheimer Homestead Addition Preliminary Plat w Photo Overlay (1 page)
- Attachment 4: Sudheimer Homestead Addition Preliminary Plat (1 page)
- Attachment 5: Sudheimer Homestead Addition Final Plat (1 page)

CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on August 4th, 2016 at 6:30 p.m., at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to consider a Preliminary and Final Plat application by the City of Waconia for the property legally described as follows:

The Northeast Quarter of the Southeast Quarter of Section 23, Township 116 North, Range 25 West, Carver County, Minnesota, EXCEPTING therefrom the following tracts of land:

1. That part thereof platted as SUDHEIMER INDUSTRIAL PARK.
2. That part thereof platted as SUDHEIMER INDUSTRIAL PARK 2ND ADDITION.

The proposed Preliminary and Final Plat includes approximately 7.38 acres of land south of 10th Street West and west of Hwy. 284 located at 10525 10th Street West (PID# 090231200).

Pertinent information pertaining to this request is available at the City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on Thursday, August 4th, 2016. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Lane L. Braaten, 201 South Vine Street, Waconia, MN 55387
Email: lbraaten@waconia.org

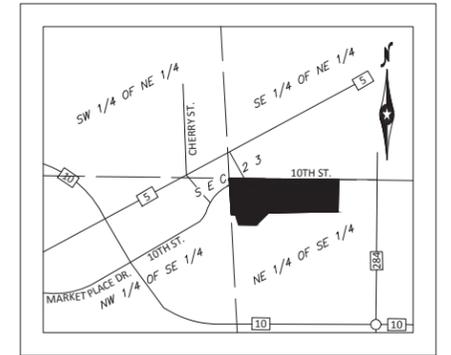
By: WACONIA PLANNING COMMISSION
ATTEST: Lane L. Braaten, Community Development Director

(Published in the July 21st, 2016 Waconia Patriot newspaper)

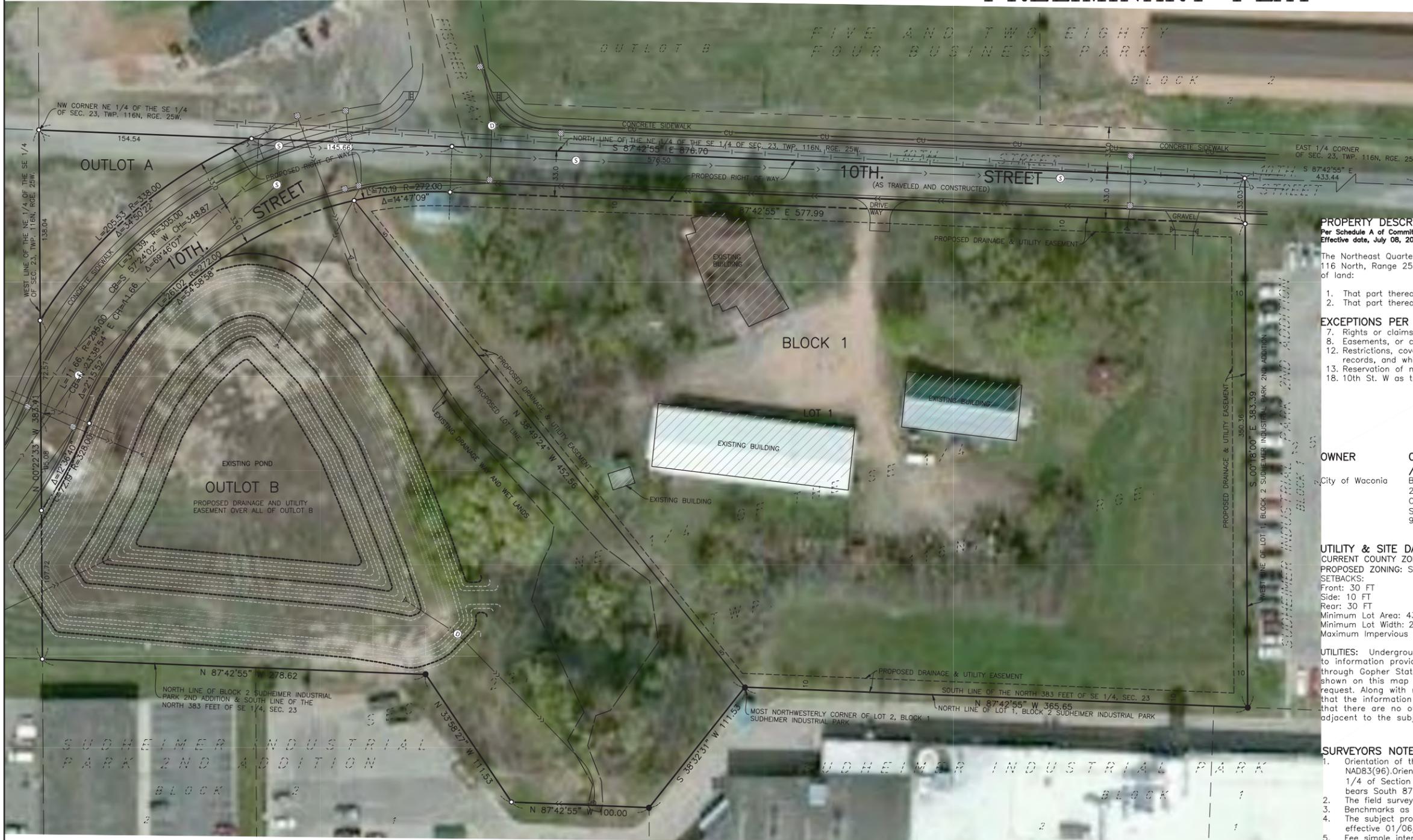
10525 10th Street West—Sudheimer Homestead Addition



SUDHEIMER HOMESTEAD ADDITION PRELIMINARY PLAT



LOCATION MAP
NOT TO SCALE



PROPERTY DESCRIPTION:
Per Schedule A of Commitment for Title Insurance, File No. 160954, issued by First American Title Insurance Company
Effective date, July 08, 2016

The Northeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4) of Section 23, Township 116 North, Range 25 West, Carver County, Minnesota, EXCEPTING therefrom the following tracts of land:

1. That part thereof platted as Sudheimer Industrial Park
2. That part thereof platted as Sudheimer Industrial Park 2nd Addition.

EXCEPTIONS PER SCHEDULE B II:

7. Rights or claims of parties in possession not shown by the public records.
8. Easements, or claims of easement, not shown by the public records.
12. Restrictions, covenants and conditions affecting title, if any, which appear in the public records, and which contain no forfeiture provision.
13. Reservation of minerals or mineral rights appearing in the public records.
18. 10th St. W as traveled over the north 33 feet or actual use, pursuant to state law.

OWNER	CITY ENGINEER /SURVEYOR	LOT AREAS:
City of Waconia	Bolton & Menk, Inc. 2638 Shadow Lane Chaska, MN 55318 Suite 200 952-448-8838	Lot 1, Blk 1: 178,416 SQ. FT. (4.09 ACRES) Outlot A: 8,553 SQ. FT. (0.20 ACRES) Outlot B: 122,660 SQ. FT. (2.82 ACRES) Existing ROW: 18,173 SQ. FT. (0.42 ACRES)

UTILITY & SITE DATA
CURRENT COUNTY ZONING: TRANSITION AREA OVERLAY DISTRICT.
PROPOSED ZONING: Subject property - 1-2 (General Industrial District)
SETBACKS:
Front: 30 FT
Side: 10 FT
Rear: 30 FT
Minimum Lot Area: 43,560 SQ. FT
Minimum Lot Width: 200 FT.
Maximum Impervious Surface: 85%

UTILITIES: Underground utility lines and structures are shown in an approximate way only, according to information provided by others. A request that utilities be located for this survey was made through Gopher State One Call (Ticket No. 141540648). The underground utility lines and structures shown on this map represent the information provided to Bolton & Menk, Inc. as a result of that request. Along with record plan information from City of Waconia. The surveyor does not guarantee that the information provided was either complete or accurate. The surveyor does not guarantee that there are no other underground utility lines and structures, active or abandoned, on or adjacent to the subject property.

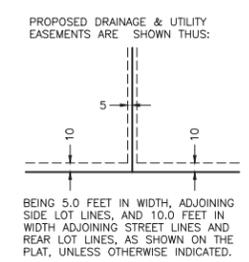
SURVEYOR'S NOTES:

1. Orientation of the bearing system is based upon the Carver County Coordinate System NAD83(96). Orientation of the bearing system is based upon the North line of the NE 1/4 of SE 1/4 of Section 23, Township 116N, Range 25W., Carver County, Minnesota which is assumed to bears South 87 degrees 42 minutes 55 seconds East.
2. The field survey was completed on July 19, 2016.
3. Benchmarks as shown on survey.
4. The subject property lies within Zone X per the Fema Flood Zone Panel No. 2700490050C effective 01/06/1988.
5. Fee simple interest in the land described is owned, on commitment date, by City of Waconia.
6. Property is Abstract.
7. All of OUTLOT B is proposed drainage and utility easement.

SURVEYOR'S CERTIFICATION
I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

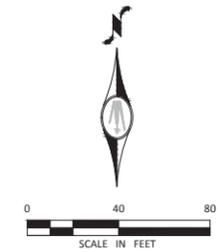
PRELIMINARY

Edward J. Rock III _____ DATE _____
License Number 43810



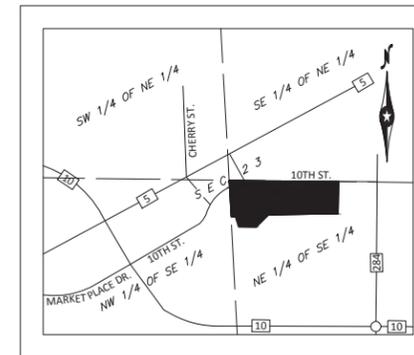
LEGEND

○	1/2" IRON PIPE MONUMENT SET
●	MARKED BY REG. NO. 43810
⊙	1/2" IRON PIPE MONUMENT FOUND
⊙	CARVER COUNTY CAST IRON MONUMENT FOUND
▷	APRON
▨	CATCH BASIN
⊕	SANITARY MANHOLE
⊕	STORM MANHOLE
— CU —	COMMUNICATION UNDERGROUND
— S —	SANITARY SEWER
— SS —	STORM SEWER
— W —	WATER SYSTEM

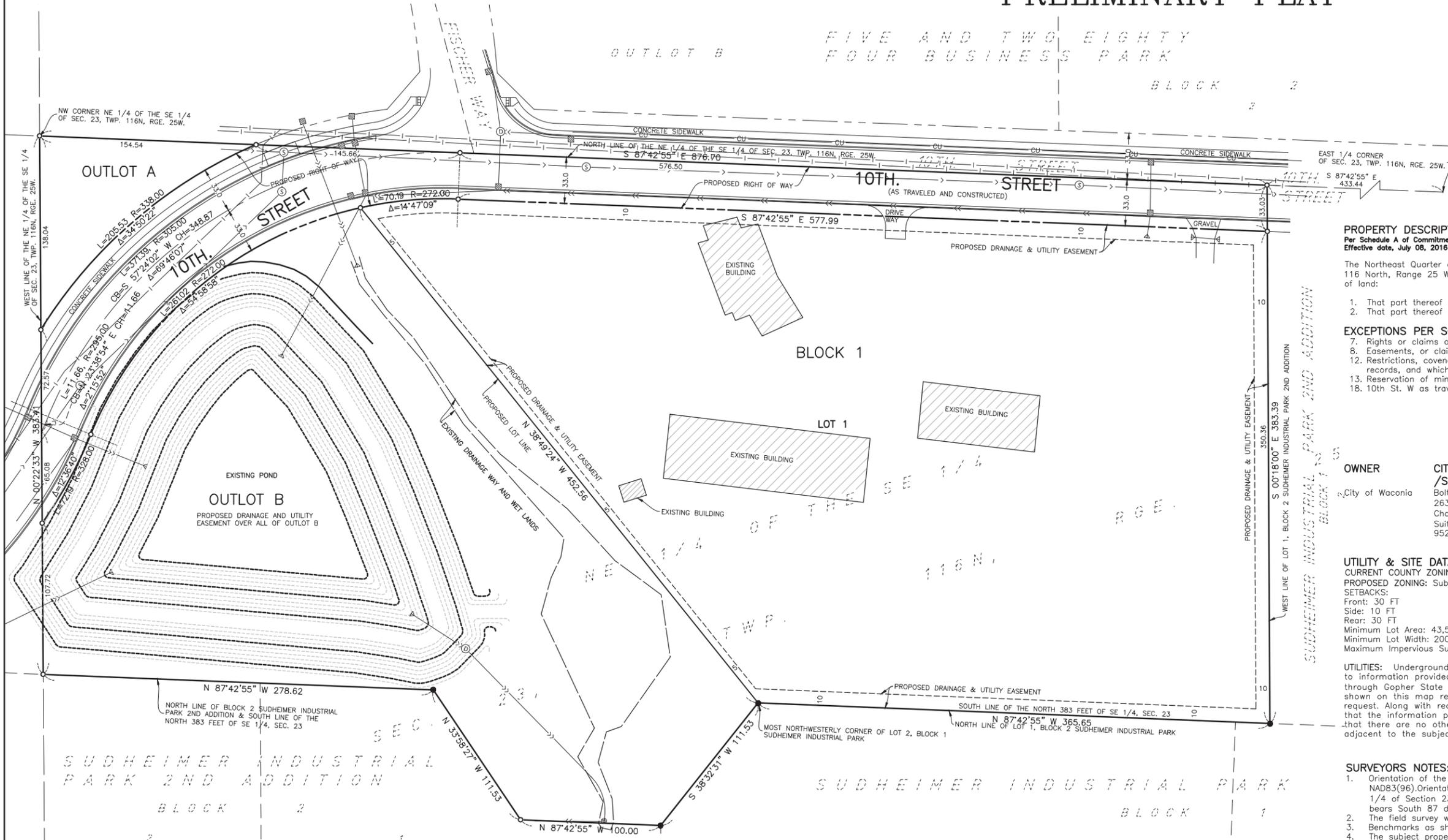


<p style="margin: 0;">Preliminary Plat Waconia, MN</p> <p style="margin: 0;">BOLTON & MENK, INC. Consulting Engineers & Surveyors 2638 SHADOW LANE, SUITE 200 CHASKA, MINNESOTA 55318 (952) 448-8838</p>		<p style="margin: 0;">FOR: CITY OF WACONIA</p>
JOB NUMBER:	FIELD BOOK:	DRAWN BY: ASE

SUDHEIMER HOMESTEAD ADDITION PRELIMINARY PLAT



LOCATION MAP
NOT TO SCALE



PROPERTY DESCRIPTION:
Per Schedule A of Commitment for Title Insurance, File No. 160954, issued by First American Title Insurance Company
Effective date, July 08, 2016

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18. 10th St. W as traveled over the north 33 feet or actual use, pursuant to state law.

OWNER

City of Waconia

CITY ENGINEER / SURVEYOR

Bolton & Menk, Inc.
2638 Shadow Lane
Chaska, MN 55318
Suite 200
952-448-8838

LOT AREAS:

Lot 1, Blk 1: 178,416 SQ. FT. (4.09 ACRES)
Outlot A: 8,553 SQ. FT. (0.20 ACRES)
Outlot B: 122,660 SQ. FT. (2.82 ACRES)
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SURVEYORS NOTES:

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SURVEYOR'S CERTIFICATION

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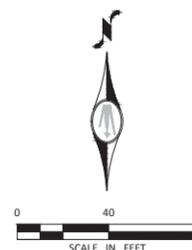
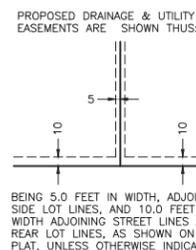
PRELIMINARY

Edward J. Rock III
License Number 43810

DATE

LEGEND

- 1/2" IRON PIPE MONUMENT SET MARKED BY REG. NO. 43810
- 1/2" IRON PIPE MONUMENT FOUND
- CARVER COUNTY CAST IRON MONUMENT FOUND
- ▷ APRON
- ⊞ CATCH BASIN
- ⊞ SANITARY MANHOLE
- ⊞ STORM MANHOLE
- CU — COMMUNICATION UNDERGROUND
- >— SANITARY SEWER
- >>— STORM SEWER
- |— WATER SYSTEM



Preliminary Plat
Waconia, MN

BOLTON & MENK, INC.
Consulting Engineers & Surveyors

2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
(952)-448-8838

SUDHEIMER HOMESTEAD ADDITION

PLAT FILE NO.
C.R. DOC. NO.

FIVE AND TWO EIGHTY
FOUR BUSINESS PARK

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Waconia, a Minnesota Municipal Corporation, owners and proprietors of the following described property situated in the County of Carver, State of Minnesota, to wit:

The Northeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4) of Section 23, Township 116 North, Range 25 West, Carver County, Minnesota, EXCEPTING therefrom the following tracts of land:

1. That part thereof platted as SUDHEIMER INDUSTRIAL PARK.
2. That part thereof platted as SUDHEIMER INDUSTRIAL PARK 2ND ADDITION.

Has caused the same to be surveyed and platted as SUDHEIMER HOMESTEAD ADDITION and does hereby dedicate to the public for public use the public way(s), streets, and/or drainage and utility easements as created by this plat.

In witness whereof said City of Waconia has caused these presents to be signed by its proper officers and its corporate seal to be hereunto affixed this _____ day of _____, 20____.

SIGNED: THE CITY OF WACONIA

By: _____, its Mayor

By: _____, its Clerk

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Jim Sanborn, Mayor and Susan Arntz, Clerk, of the City of Waconia, a Minnesota Municipal Corporation, on behalf of the Corporation.

Notary Public, Carver County, Minnesota

My Commission Expires _____

SURVEYOR'S CERTIFICATE

I, Edward J. Rock III, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, section 505.01, as of the date of this certificate are shown and labeled on this plat, and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Edward J. Rock III, Licensed Land Surveyor
Minnesota License No. 43810

STATE OF MINNESOTA
COUNTY OF _____

This foregoing instrument was acknowledged before me on this _____ day of _____, 20____, by Edward J. Rock III, Registered Land Surveyor.

By: _____

Notary Public, Carver County, Minnesota

My Commission Expires _____

CITY OF WACONIA, MINNESOTA

This plat of SUDHEIMER HOMESTEAD ADDITION was approved and accepted by the City Council of the City of Waconia, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Sub. 2.

CITY COUNCIL OF THE CITY OF WACONIA,
MINNESOTA

By _____, Mayor Jim Sanborn

By _____, Clerk Susan Arntz

COUNTY SURVEYOR, CARVER COUNTY, MINNESOTA

Pursuant to Chapter 395, Minnesota Laws of 1971, this plat has been approved this _____ day of _____, 20____.

Luke Kranz, County Surveyor

By: _____

COUNTY AUDITOR/TREASURER, CARVER COUNTY, MINNESOTA

I hereby certify that the taxes payable in _____ and prior years have been paid for land described on this plat. Dated this _____ day of _____, 20____.

Laurie Davies, County Auditor/Treasurer

By: _____

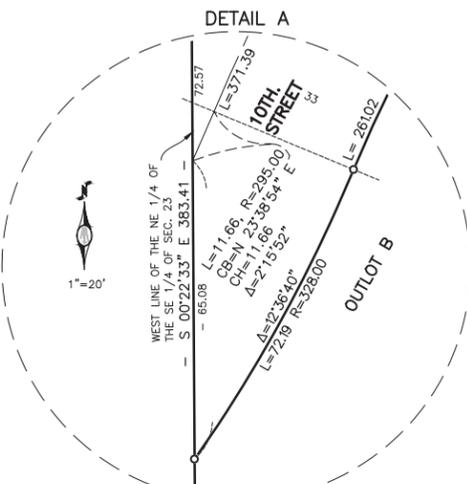
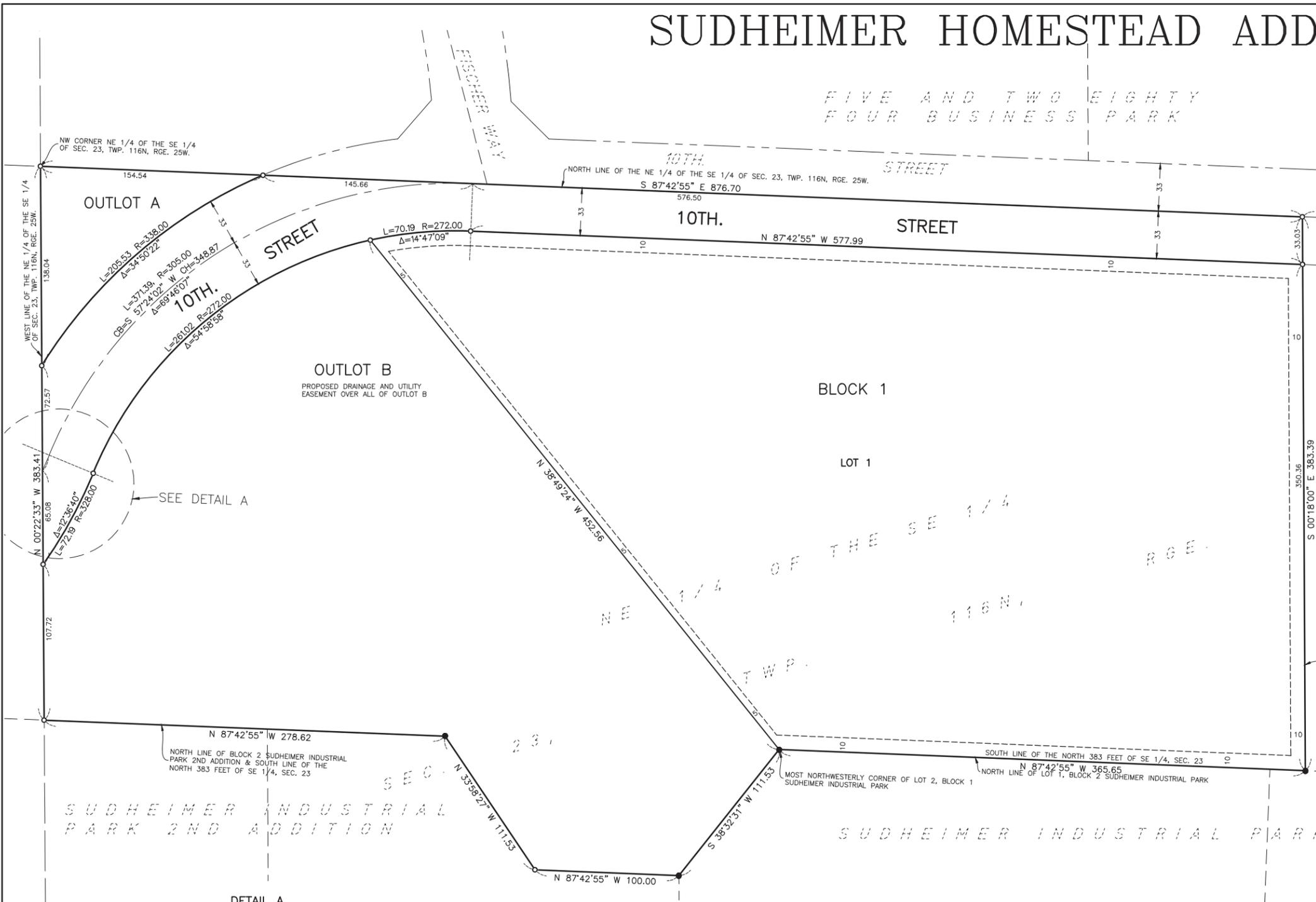
COUNTY RECORDER, CARVER COUNTY, MINNESOTA

I hereby certify that this plat if SUDHEIMER HOMESTEAD ADDITION was filed this _____ day of _____, 20____, at _____ o'clock _____ M as Document NO. _____.

Luke Kranz, County Surveyor

By: _____

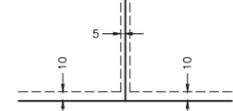
THIS PLAT PREPARED BY BOLTON & MENK, INC.



- LEGEND**
- 1/2" IRON PIPE MONUMENT SET MARKED BY REG. NO. 43810
 - 1/2" IRON PIPE MONUMENT FOUND
 - ⊙ CARVER COUNTY CAST IRON MONUMENT FOUND

Orientation of the bearing system is based upon the North line of the NE 1/4 of SE 1/4 of Section 23, Township 116N, Range 25W., Carver County, Minnesota which is assumed to bear North 87 degrees 42 minutes 55 seconds West.

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5.0 FEET IN WIDTH, ADJOINING SIDE LOT LINES, AND 10.0 FEET IN WIDTH ADJOINING STREET LINES AND REAR LOT LINES, AS SHOWN ON THE PLAT, UNLESS OTHERWISE INDICATED.





REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	August 4 th , 2016
Item Name:	Architectural Design Discussion – Koch Bus Company
Originating Department:	Community Development
Presented by:	Lane L. Braaten, Community Development Director

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session	
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

The Planning Commission should review the attached information and discuss possible future architectural standards for Koch Bus Company.

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

Gail Schuette, GDS Design & Build, Inc., on behalf of Koch Bus Company, has requested an informal discussion with the Planning Commission in order to determine the design of a future bus garage for Koch Bus Company. The subject property is currently located in Waconia Township and not currently included in the City's Comprehensive Plan, but they are considering submitting an application to amend the Comprehensive Plan and a Site Plan to construct a new building on the property.

If the City Council were to approve an amendment to the City's Comprehensive Plan and annex the property to allow for a commercial use, it would be staff's opinion that the property be guided C, Commercial in the Comp Plan and zoned B-1, Highway Business District for future use as the property is located at the intersection of Hwy. 5 and future CSAH 110. The first segment of CSAH 110 extending from Hwy. 5 to Community Drive is proposed to be constructed in 2017, with the north segment being constructed in 2018. I have attached a general layout of future CSAH 110 for your review and we will discuss this further at our upcoming meeting.

Mr. Schuette is requesting some direction from the Planning Commission regarding our Architectural Design Standards in our Highway District for the proposed 350 ft. x 140 ft. Koch Bus Company garage. If the property were to be regulated C, Commercial, and if the property were then zoned B-1, Highway Business District, our design standards would dictate the style of building, including type of materials, that could be constructed on the site. Mr. Schuette's comments and a picture of the proposed style of building they are proposing is attached for your consideration, along with the section of the City's Design Standards pertaining to the Highway Business District. The structure, as currently proposed, would not meet our Design Standards, but the Ordinance does allow variances and some flexibility, so Mr. Schuette requested a conversation prior to committing to a formal design of the building.

Staff requests the Planning Commission review the concept of the proposed building for Koch Bus Company and be prepared to discuss some general ideas of what might be acceptable in regard to our Design Standards for the Highway District and the proposed location of the structure.

ATTACHMENTS:

- Attachment 1: Location Map (1 page)
- Attachment 2: Schuette Statement (1 page)
- Attachment 3: Representation of future County Road 110 (1 page)
- Attachment 4: Building Plans and Representation of Building Style and Materials (3 pages)
- Attachment 5: Highway District Architectural Design Standards (10 pages)
- Attachment 6: Proposed Land Use Map – City of Waconia Comp Plan (1 page)

LOCATION MAP— 9525 ORCHARD ROAD



Lane Braaten

From: Gail Schuette <gail@gdsdesignbuild.com>
Sent: Thursday, July 21, 2016 12:58 PM
To: Lane Braaten
Subject: Emailing - Temp00156.PDF
Attachments: Temp00156.PDF

Lane Braaten and City of Waconia Planning Commission,

This is the preliminary design for the new Koch bus garage.

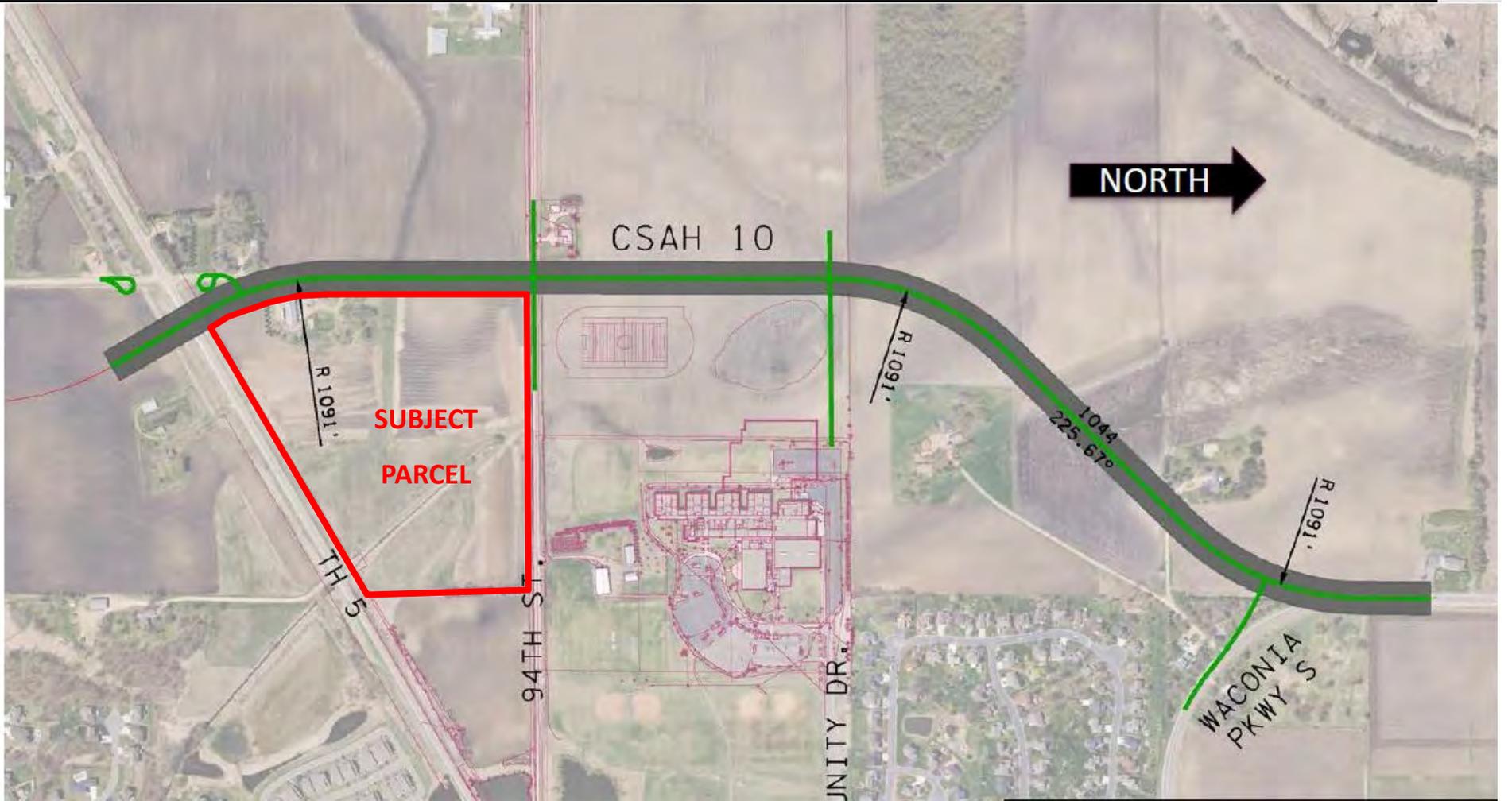
We will be asking for approval to build a steel structure with 3' stone veneer similar to the former Neaton Bros.Erosion building that is now owned by the County.

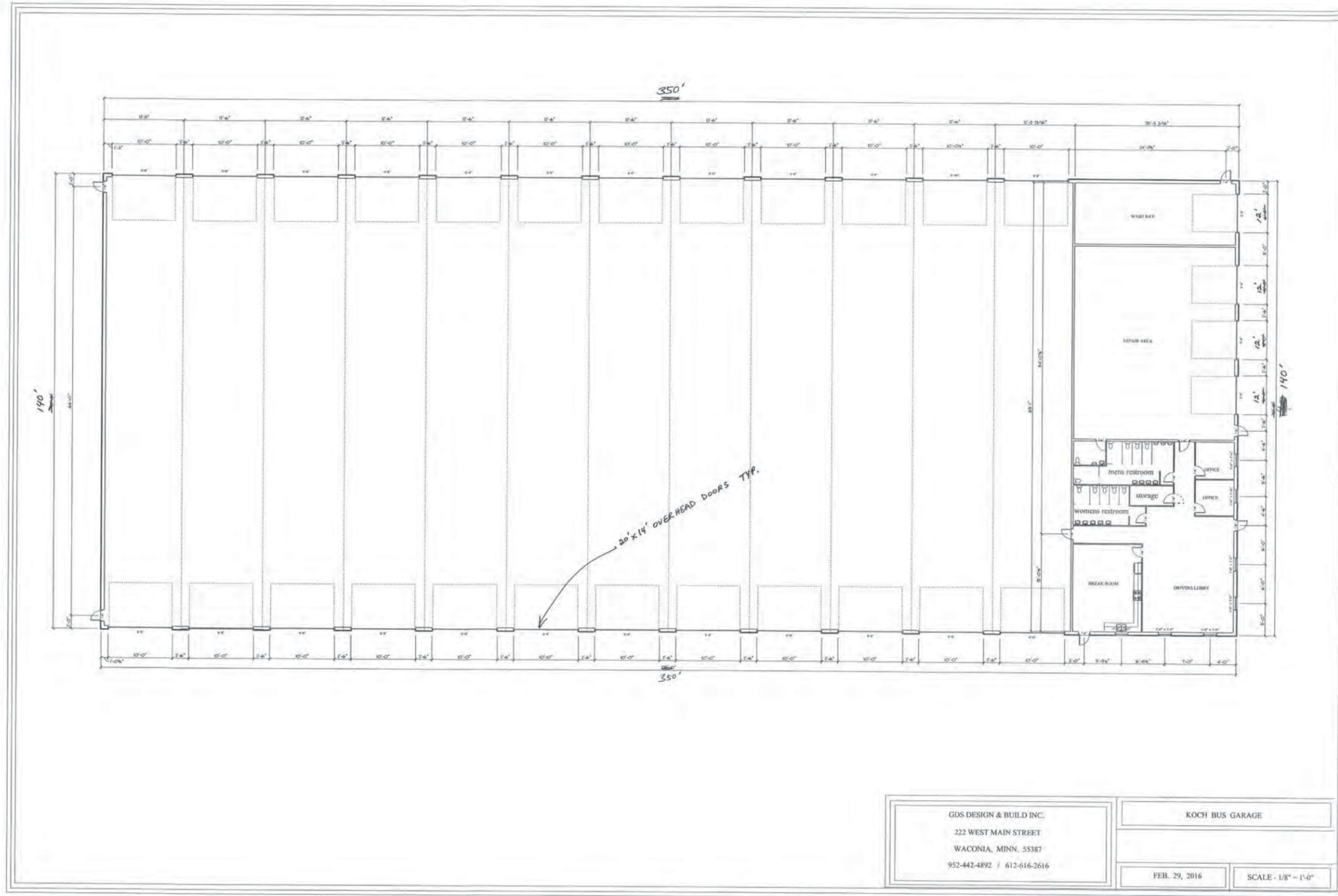
Some other options that are shown in the pictures are for tip up panels or rock face block exteriors.

We are looking forward to your opinions as we discuss this building at your August 8th meeting.

Thank you,

Gail D. Schuette, President
GDS Design & Build Inc.
222 West Main Street
Waconia, Minn. 55387



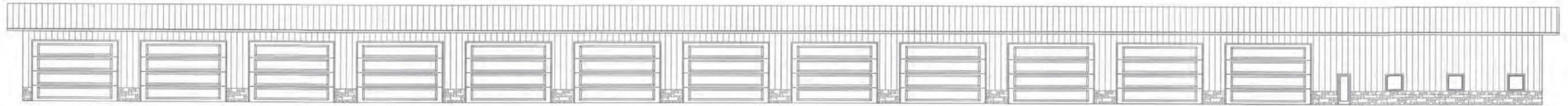


GDS DESIGN & BUILD INC.
 222 WEST MAIN STREET
 WACONIA, MINN. 55387
 952-442-4892 / 612-616-2616

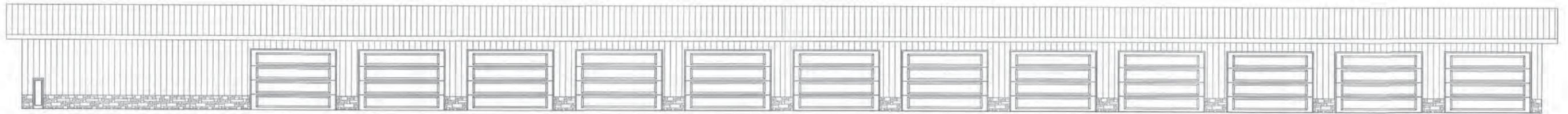
KOCH BUS GARAGE

FEB. 29, 2016

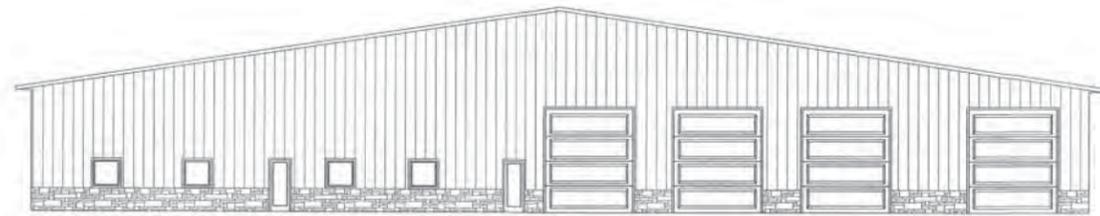
SCALE - 1/8" = 1'-0"



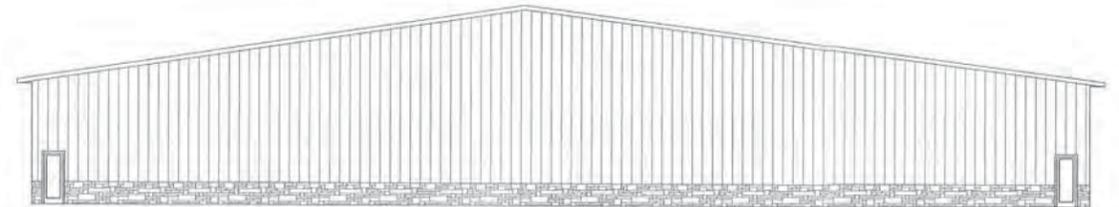
FRONT ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION

STEEL STRUCTURE WITH 3' STONE VENEER

GDS DESIGN & BUILD INC.	
KOCH BUS GARAGE	
DATE - 3/4/16	SCALE - 1/8" = 1'-0"





Subd. 9. Architectural Design Standards.

A. Purpose and Scope.

In the City of Waconia, the visual character and historic resources of the City are important attributes of its quality of life. New development can have substantial impacts on this visual and historic character. Many of these impacts are related not to the type of use but to its design, and the way that design responds to the surrounding context of buildings, streets and open space.

The design standards for the City of Waconia have been developed for the following purposes:

- * To shape the physical form of the City as it continues to develop;
- * To implement the community goals of the Comprehensive Plan;
- * To communicate a clear architectural imagery that reinforces the existing traditional small town development pattern of Waconia's central business district;
- * To improve the quality, character and compatibility of new development in Waconia's existing CBD and its developing commercial and medical districts;
- * To encourage the sensitive rehabilitation of historic or potentially historic buildings;
- * To encourage the continuation of the diverse mix of land uses that characterize Waconia.

The standards have two primary functions:

- * To guide developers or business owners wishing to propose expansions, renovations or new construction of buildings or parking within the commercial districts;
- * To assist City officials and the public in reviewing development proposals.

B. Applicability

The standards in this chapter apply to three specific "design districts":

- * The Downtown District includes all lands zoned B-2 and B-3.
- * The Highway District includes all lands that are zoned B-1 and B-4.
- * The Industrial District includes all lands that are zoned I-1 and I-2.

1. Within each district, the standards apply to the following activities, with the exemptions noted under 2:
 - a. All new construction of nonresidential and/or multifamily buildings.
 - b. Any renovation, expansion or exterior changes to existing nonresidential and/or multifamily buildings, including repainting.
 - c. Any development or expansion of parking areas.
 - d. Any other alteration that requires a building permit.
2. Exemptions. The following activities are exempt from design review unless staff determines that the project creates a significant change in the design characteristics of the development:
 - a. Internal alterations to buildings that affect less than 50 percent of the building's gross floor area and do not result in a change to the building height, roofline or footprint.
 - b. Replacement or repair of existing materials.
 - c. Re-striping and other minor changes to parking lots that do not result in changes to landscaping or circulation patterns, and that do not create more than four new parking spaces.
3. It is assumed that the intent of the standards shall be met. It is understood that there may be many ways to achieve the same design objective. The City may permit alternative approaches that, in its determination, meet the objective(s) of the design standard(s) equally well.
4. The standards shall apply only to the building or site elements being developed or altered. That is, a proposal for changes to a building would be required to meet only those standards that pertain to buildings, while changes to a parking area would be required to meet all standards for parking areas, but not for buildings. The City Planner will make the initial determination as to which standards are applicable.
5. The applicant may apply for a variance from any design standards under the requirements of Section 900.12, Subd. 4.
6. Resource Materials. The following materials will be provided to applicants as background information to assist in preparation of site plans and building improvements. These materials are advisory in nature.
 - a. Design Vocabulary: A series of photographs depicting exemplary buildings, building elements and design features from Waconia and other communities.
 - b. Resources on Storefront Restoration: The City Planner will maintain a list of resources and may also have some of these materials available for review.

C. Administration and Review Procedures.

Design review shall be conducted as part of the site plan review process, as specified in Section 900.12, Subd. 10 of this Ordinance.

1. Submittal requirements. In addition to the site plan required under Section 900.12, Subd. 10. B, the following items shall be submitted:
 - a. Elevations. Complete exterior elevations of all proposed buildings and existing buildings if they are joined to new development. Elevations should be drawn at an appropriate scale (usually 1/4" - 1') and should show:
 - 1) All signs to be mounted on the building(s) or erected on the site;
 - 2) Designations of materials and colors to be used on all exterior facades.
 - b. Materials sample. Material samples should be presented, including color and material type of walls and roof.
 - c. Color samples. Samples of all principal and secondary colors to be used.
 - d. Context. Photographs of surrounding buildings on the same block or street, to address issues of context.
2. Review process. Design review will be conducted in the same manner as site plan review, as specified in Section 900.12, Subd. 10. C. If a site plan review is needed, the two processes will be conducted concurrently. If no site changes are involved, review by the Fire Chief and City Engineer may not be necessary, as determined by City staff.

E. Design Standards, Highway District

1. Building Character

Objective: It is understood that the City's Highway Commercial District and Health Care Business District generally lack traditional buildings that provide a "context" or frame of reference for new buildings. The intent of this section is to encourage buildings with a human scale, which evoke traditional buildings without imitating them, and to create a pedestrian-friendly internal site layout and streetscape.

2. Architectural Style

a. *Objective:* To encourage creativity and diversity within a defined framework.

To encourage the adaptation of historic commercial styles in a restrained and appropriate manner.

b. *Standard:* No single architectural style or styles are required. The Design Vocabulary is intended to guide in the selection of an overall style or stylistic elements. The contemporary adaptation of elements of historic commercial architectural styles found in downtown Waconia, including Italianate, Neoclassical and Early Twentieth Century Commercial, is encouraged. If a particular style is used, it should be used consistently. The combination of elements of a variety of styles in one building is discouraged.

3. Building Placement

- a. *Objectives:* To encourage pedestrian circulation by maintaining a moderate distance among buildings on the site, and between buildings and abutting streets.

To encourage shared parking among uses.

- b. *Standards:* Buildings should be located to facilitate pedestrian circulation. Distances between principal buildings, or between the most distant entrances of a single building, should not exceed 300 feet. This standard can be achieved through the arrangement of freestanding buildings in compact groups, the design of single buildings in an "L" or "T" shape, or similar strategies.

Building entrances should be located as close to abutting streets as possible, and no further than 85 feet from the street right-of-way. This standard may be achieved through the creation of one or more public or private internal streets within a large site. (See Figures 15 and 16; see also Parking and Pedestrian Circulation standards.)

4. Building Width and Façade Articulation

- a. *Objectives:* To articulate long or massive building facades in order to reduce their perceived bulk and provide visual interest as viewed from the street or sidewalk.

To ensure that all facades visible to the public shall be visually attractive and compatible with adjacent land uses.

- b. *Standard:* Buildings 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, and others that may meet the objective.

- * Façade modulation -- stepping back or extending forward a portion of the façade
- * Vertical divisions using different textures or materials (although materials should be drawn from a common palette)
- * Division into storefronts, with separate display windows and entrances
- * Variation in roof lines by alternating dormers, stepped roofs, gables, or other roof elements to reinforce the modulation or articulation interval
- * Arcades, awnings, window bays, arched windows and balconies at intervals equal to the articulation interval
- * Providing a lighting fixture, trellis, tree, or other landscape feature with each interval

5. Scale, Proportion and Placement

- a. *Objective:* To encourage building elements that are proportionately scaled to one another.

- b. *Standard:* In general building elements such as windows, doors, arcades, towers, etc. should be arranged symmetrically across the façade, in a regular and logical manner. Window and door openings should be proportional to façade length and

height. Large elements (i.e. clock tower) may be appropriate, but there should be an emphasis on maintaining a human scale at the ground level (see Figure 17).

6. Building Height and Roof Design

a. *Objective:* To encourage multi-story buildings and varied rooflines in order to add visual interest, emphasize entries, and reduce the perceived length of large buildings.

b. *Standards:* Buildings over 100 feet in length shall be at least 1-1/2 stories in height for at least 30% of their length.

Roofs shall be designed with one or more of the following:

- 1) Sloping roofs with a minimum roof pitch of at least 1 foot of rise to 4 feet of run.
- 2) Flat roofs with a decorative parapet concealing rooftop equipment. Average parapet height shall not exceed 15 percent of the height of the supporting wall and maximum parapet height at any point shall not exceed one-third the height of the supporting wall.
- 3) Overhanging eaves, extending no less than 18 inches past the surrounding walls (see Figure 17).

7. Ground-Floor Windows

a. *Objective:* To allow views into and out of buildings in order to increase a sense of security and allow opportunities for display of merchandise.

b. *Standards:* The primary street level façade of large retail or office establishments (over 25,000 square feet) that faces a public street or walkway shall be transparent between the height of 3 and 8 feet above sidewalk grade for at least 40 percent of the horizontal length of the building façade.

The primary street level façade of smaller retail or office establishments (25,000 square feet or less) shall be transparent for at least 50 percent of the horizontal length of the building façade, between the height of 3 and 8 feet above sidewalk grade, at minimum.

8. Entries

a. *Objective:* To ensure that entries contribute to the visual attractiveness of the building and are readily visible to the customer.

b. *Standards:* Entries to principal buildings shall feature at least two of the following features:

1. Canopy, portico, overhang, arcade 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
- 6. Permanent planters or window boxes for landscaping

Primary building entrances shall face the primary abutting public street, not a side or rear parking area.

9. Number of Entrances

- a. *Objective:* To provide multiple entrances for large retail buildings in order to reduce walking distance from parking areas, adjoining streets and adjacent buildings, and to avoid the appearance of unbroken walls.
- b. *Standards:* A retail building accessible by more than one public street shall provide customer entrances on at least two of the street frontages. The entrance facing the secondary street shall be clearly distinguished using the methods listed above under "Entries".

Each additional retail store within a principal building shall provide at least one exterior customer entrance clearly distinguished using the methods listed above.

10. Building Materials

- a. *Objective:* To ensure that high-quality, authentic materials that evoke traditional downtown settings are used in new commercial development.
- b. *Standard:* Buildings should be constructed of high-quality materials such as brick, stone or textured, cast stone or tinted masonry units. The following materials are prohibited:
 - X Unadorned plain or painted concrete block
 - X Tilt-up concrete panels
 - X Pre-fabricated steel or sheet metal panels
 - X Reflective glass
 - X Aluminum, vinyl, fiberglass, asphalt or fiberboard siding
 - X Wood siding

Accent materials may be used on up to 15% of the building's façade. These may include metal, glass block, spandrel glass or similar materials as approved by the Planning Commission (see Figure 18).

- c. *Other Materials:* The Planning Commission may also approve other materials that the Planning Commission, in its discretion, determines are compatible with any permitted materials if it finds that: 1) the quality and appearance of the proposed materials is consistent with the standard that has been set within the Highway District; and 2) the use of these materials will not have a detrimental effect upon adjacent property values or property values within the City.

11. Side and Rear Treatments

- a. *Objective:* To ensure continuity of materials and façade treatments on all visible facades.
- b. *Standard:* All building facades visible from a public street or walkway shall employ materials and design features similar to those of the front façade.

12. Building Colors

- a. *Objective:* To ensure that building colors are aesthetically pleasing and compatible with surrounding buildings.
- b. *Standard:* Building colors shall consist of subtle, neutral or muted colors, with low reflectance. Recommended colors include browns, grays, tans (including the typical "Chaska brick" used in Waconia), beiges, and dark or muted greens, blues and reds. No more than two principal colors may be used on a façade. Bright, white or primary colors should be used only as accents, occupying a maximum of 10 percent of building facades.

13. Signs

- a. *Regulations:* Regulations for signs in the Highway Districts shall be as set forth in Section 900.10 of this code.

14. Parking

- a. *Objective:* To improve the appearance and convenience of parking lot circulation for vehicles and pedestrians by breaking the parking area up into smaller units. Parking areas should be distributed around large buildings in order to shorten the distance to other buildings and reduce the overall scale of the paved surface.
- b. *Standard:* No more than 50 percent of the off-street parking area for the entire site shall be located between the front façade of the principal building and the primary abutting street.

Alternatively, one or more internal accessways that are similar to streets may be used to divide the site into parking areas no greater than 55,000 square feet.

- 1) Internal accessways must have at least one auto travel lane, curbs, and sidewalks on both sides at least six (6) feet wide. Accessways must be landscaped along their entire length with trees, shrubs and planting beds.
- 2) On-street parking (angled or parallel) must be provided along both sides of the accessway, except within 75 feet of street intersections. Curb extensions that are at least the full depth of the parking stall shall be provided at all internal and external street intersections, as shown.

15. Parking Lot Landscaping

- a. *Objective:* To soften the appearance of parking lots when viewed from an abutting street or sidewalk.

- b. *Standard:* All parking and loading areas (including drive-through facilities, pump island service areas and stacking spaces) fronting public streets or sidewalks, and all parking and loading areas abutting residential districts or uses, shall provide:
 - 1) A landscaped yard at least 5 feet wide along the public street or sidewalk. If a parking area contains over 100 spaces, the minimum required yard shall be increased to 8 feet in width.
 - 2) Screening consisting of either a masonry wall, fence, berm or hedge or combination that forms a screen a minimum of 3 feet in height, a maximum of 4-1/2 feet in height, and not less than 50 percent opaque.
 - 3) One tree shall be provided for each 25 linear feet of parking lot frontage on a public street or accessway (see Figure 19).

16. Interior Parking Lot Landscaping.

The corners of parking lots and all other areas not used for parking or vehicular circulation shall be landscaped with turf grass, native grasses or other perennial flowering plants, vines, shrubs and trees. Such spaces may include architectural features such as benches, kiosks or bicycle parking.

In parking lots containing more than 100 spaces, an additional landscaped area of at least 300 square feet shall be provided for each 12 spaces or fraction thereof, containing one deciduous shade tree. The remainder shall be covered with turf grass, native grasses, perennial flowering plants, vines or shrubs.

17. Placement and Screening of Service, Loading and Storage Areas

a. *Objective:* To mitigate the impacts of views of service and loading areas from surrounding streets and properties.

b. *Standards:* Any outdoor storage, service or loading area that faces adjacent residential uses or a public street or walkway shall be screened by a decorative fence, wall or screen of plant material at least 6 feet in height, or a planting screen shall be provided parallel to the property line, street or walkway.

Loading docks, truck parking, HVAC equipment, trash collection and other service functions shall be incorporated into the design of the building so that the visual and noise impacts of these functions are fully contained and not visible/audible from adjacent properties and public streets.

Areas for the outdoor storage and sale of merchandise, where permitted, shall be permanently defined and screened with walls or fences, with materials compatible with and of similar quality to primary building materials.

18. Lighting

a. *Objective:* To ensure that lighting levels are not excessively bright and that light standards are compatible with the overall site design.

- b. *Standard:* Exterior lighting should be the minimum necessary for safety and security. Lighting should be designed to coordinate with building architecture and landscaping. Building-mounted fixtures should be compatible with the building facades. Overall lighting levels should be consistent with the character and intensity of the surrounding area. All light fixtures shall be shielded or other directed to ensure that light is not directed onto adjacent properties.

19. Pedestrian and Bicycle Access

- a. *Objective:* To ensure that pedestrians and bicyclists have safe and convenient access to all retail establishments.

- b. *Standards:*

- 1) Sidewalks may be required along some or all public streets that abut the proposed development in order to provide pedestrian connections from all adjacent neighborhoods and activity centers.
- 2) A well-defined pedestrian path shall be provided from the sidewalk to each principal customer entrance of a building. Walkways shall be located so that the distance between street and entrance is minimized. Walkways shall be at least 5 feet in width, and shall be distinguished through pavement material from the surrounding parking lot. Walkways shall be landscaped for at least 50 percent of their length with trees, shrubs, and planting beds.
- 3) Sidewalks of at least 8 feet in width shall be provided along all front building facades that abut public parking areas.
- 4) Walkways and sidewalks should be defined by design features such as towers, arcades, porticoes, pedestrian-scale light fixtures, planters, and other architectural elements.
- 5) Bicycle parking shall be provided in a convenient and visible location no farther from the principal entrance than the closest automobile parking space, at a ratio of 1 space per 25 automobile parking spaces. Bicycle parking shall consist of a bike rack designed so that the bicycle frame can be locked to the rack, subject to the review of the City Engineer.

20. Community Amenities

- a. *Objective:* To provide community and public spaces that can be enjoyed on a seasonal basis by customers and the general public and that will contribute to the attractiveness of the development.

- b. *Standard:* Each retail development of over 75,000 square feet in floor area shall provide a patio or outdoor seating area, which may also provide outdoor cafes or dining areas, with the stipulation that at least 50 percent of the area shall be reserved for public use. The outdoor area shall include seating and a water feature, clock tower or other central focal point.

