



**Norwood Young America Planning Commission**  
**6:00 p.m., Tuesday, February 6, 2024**  
**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 January 2, 2024
4. Introductions, Presentations, and Public Comment  
(Citizens may address the Planning Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Planning Commission will take no official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting.)
5. Public Hearing  
A. Preliminary and Final Plat for Tacoma West Industrial Park 5<sup>th</sup> Addition
6. Business
7. Miscellaneous  
A. Building Permit Report
8. Commissioner's Reports
9. Next Planning Commission Meeting – Tuesday, March 5, 2024, at 6 p.m.  
A. Change in March Meeting Date
10. Adjourn

**Jerry Barr**

**Timon Dammann**

**Mike Eggers**

**Bill Grundahl**

**Paul Hallquist**

**Craig Heher**

**Charlie Storms**

**UPCOMING MEETINGS**

February 12	City Council Workshop/Meeting	5:00 PM
February 14	Economic Development Commission Meeting	6:00 PM
February 15	Sr. Advisory Commission	9:00 AM
February 20	Park and Rec Commission Meeting	5:30 PM
February 26	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM

Norwood Young America  
Planning Commission Minutes  
January 2, 2024

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

Absent: Charlie Storms, City Planner Hannah Rybak (WSB)

Staff: Karen Hallquist, Community & Economic Dev Director

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: CS/JB to approve agenda with the addition of 2.A Appointment of Officers. Motion passed 6-0.*

- A. Appointment of Officers.

*Motion: BG/ME to appoint Commissioner Heher as Chairperson of the Planning Commission. Motion passed 5-0.*

*Motion: ME/JB to appoint Councilmember Storms as the Vice Chairperson of the Planning Commission. Motion passed 6-0.*

3. Approve Minutes of November 7, 2023

*Motion: ME/PH to approve the minutes as written. Motion passed 6-0.*

4. Introductions, Presentations, and Public Comment – none

5. Public Hearing

6. Business

- A. Building Permit Fees

- Hallquist shared two spreadsheets showing building permit fees from neighboring Carver County cities and for different developments within city limits. The city has comparable costs and is not on the high end.
- The fee schedule will be reviewed in an upcoming city council meeting to discuss the language of sewer and water accessibility fees (buying into the city's infrastructure system and having the ability to receive sewer and water services) compared to trunk fees (deferred development infrastructure fees).

- B. Tacoma West Industrial Park Phase 2 Update

- Hallquist shared the City received an award of \$900,000 from MN DEED TEDI (Transportation Economic Development Infrastructure) Grant Program to assist in the funding for Phase 2.
- Marketing efforts have started for the expansion.
- Platting process will start in February with a public hearing at the next Planning Commission meeting.
- Staff is looking for additional funding sources.

7. Miscellaneous

- A. Building Permit Report

8. Commissioner's Reports

9. Next Planning Commission Meeting – Tuesday, February 6, 2024, at 6 p.m.

10. Adjourn

*Motion: BG/ME to adjourn. Motion passed 6-0.*

Respectfully Submitted,

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Karen Hallquist, Community & Economic Development Director



TO: NYA Planning Commission

FROM: Hannah Rybak, WSB  
Will Harris, WSB

DATE: January 29, 2024  
Planning Commission Regular Meeting, February 6, 2024

REQUEST: Preliminary and Final Plat Approval of Tacoma West Industrial Park 5<sup>th</sup> Addition

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**GENERAL INFORMATION**

Owner: City of Norwood Young America

Location: Tacoma West Industrial Park Phase II Site (unassigned address)

Existing Land Use / Zoning: Undeveloped property; zoned I-1 Light Industrial

Surrounding Land Use / Zoning: North: Industrial; zoned: I-1 Light Industrial  
East: Farmland, Young America Township  
South: Farmland; zoned: TA Transition/ Agriculture  
West: Farmland, Young America Township

Comprehensive Plan: The 2040 Comprehensive Plan guides this property for Industrial use.

**OVERVIEW OF THE REQUEST**

The City of Norwood Young America is seeking preliminary and final plat approval for Tacoma West Industrial Park 5<sup>th</sup> Addition. The site is currently undeveloped and was recently acquired by the City. The proposed plat serves to plat the right-of-way, so that streets can be constructed, and to install the utility mains. With the creation of Tacoma Trail and Tacoma Court, the site contains 2,381,038 Sq. Ft. or 54.661 acres of undeveloped lot area to be platted as "Outlot A". Future lots would be developed for light industrial use, with access off Tacoma Trail or Tacoma Court. The lots will be created through future subdivisions, allowing buyers to customize their individual lot to their desired specifications. When a new lot is proposed, the buyer will go through the preliminary and final platting process, creating future additions to Tacoma West. This report contains the minimum requirements of the I-1 District, which the future lots must abide by. These standards are provided for informational purposes.

**SUBDIVISION DESIGN**

The future proposed lots within the subdivision must adhere to the following dimensional standards within the I-1 Light Industrial District:

**Minimum Lot and Building Requirements**

<b>Standards</b>	<b>I-1 District Requirements</b>
Lot Area	87,120 square feet (2 acres)
Lot Width	200 feet
Lot Depth	No minimum
Building Height	40 feet
Front Yard Setback	30 feet
Side Yard Setback	15 feet
Street Side Yard Setback	30 feet
Rear Yard Setback	50 feet
Maximum Impervious Surface Coverage	80%

**Utility Easement Standards**

Standard drainage and utility easements shall be provided along all lot lines. For property lines abutting right-of-way, easements shall be 10-feet in width. For interior property lines, easements shall be five feet in width.

Where a subdivision is traversed by a watercourse, drainageway, channel, or stream, a storm water easement or drainage right-of-way shall be provided which conforms substantially with the lines of such watercourse or right-of-way.

Easements will be dedicated as each lot is platted through future Tacoma West Industrial Park additions. Currently the entirety of the land is owned by the City of Norwood Young America; thus no easements are necessary until the buildable lots are created for future sale.

**Parkland Dedication**

The future proposed lots within the site must adhere to the following parkland standards:  
 Section 1140.01 Subd. 3, A – When applied for, the Calculation of Dedication states that for non-residential subdivisions, such as commercial or industrial plats, the city requires a minimum cash park dedication as specified in the Fee Schedule.

Section 1140.01 Subd. 3, C –Cash Fee states that when a cash fee is to be paid in lieu of land dedication, the payment of such fee shall be required for commercial and industrial developments, park dedication fees shall be paid prior to the City releasing the signed final plat for recording. The City Council may grant deferral of a portion of the fees if the subdivider proposes to construct significantly less square footage than the site supports. The remaining fees shall be paid at the time of building permit application for additional square footage to be constructed on the site.

The City Council may waive the park dedication fee under special circumstances, such as economic development projects, where public funding and subsidies are utilized for project feasibility.

*The City Council will waive the park dedication fee for Tacoma West Industrial Park 5<sup>th</sup> Addition.*

**Right of Way Standards**

All right-of-way widths and pavement widths shall conform to the following minimum dimensions:

	<b>Min. ROW Width</b>	<b>Min. Roadway Width</b>	<b>Proposed</b>
Local Streets	50-66'	28'	60'
Cul-de-Sac Radius	55'	45'	80'

The proposed width Tacoma Trail is 60 feet, which exceeds the minimum requirement for a local street. The north cul-de-sac, off Tacoma Court, has a radius of 80 feet; this exceeds minimum cul-de-sac width requirements.

**REVIEW OF CRITERIA**

Review of Preliminary Plat specifications

- a. *The proposed subdivision conforms to the policies and standards of the Comprehensive Plan. The 2040 Comprehensive Plan guides this property for industrial use.*  
**Criterion met**
  
- b. *The application is complete, and all information contained within section 1120.05, Subd. 2 is included within the Preliminary and Final Plats.*  
**Criterion met.**
  
- c. *The design standards outlined in Section 1130 have been met with the materials provided within the application or are not applicable to the plat specifications and therefore have been omitted.*  
**Criterion met.**

Review of Final Plat Criteria

- a. *The final plat is prepared by a land surveyor who is registered in the State of Minnesota and conforms to Minnesota Statutes Section 505.02 and the requirements of this Ordinance.*  
**Criterion met.**
  
- b. *The application is complete, and all information contained within section 1120.05, Subd. 3 (A), (B), and (C) is included within the application*  
**Criterion met.**

**ENGINEERING CONSIDERATIONS**

See attached memo from Josh Eckstein, City Engineer.

**RECOMMENDATION**

The preliminary and final plats for Tacoma West Industrial Park 5<sup>th</sup> Addition comply with all standards of both the subdivision and zoning ordinances and are consistent with the Comprehensive Plan. Staff recommends **approval** of the preliminary and final plat.

**POTENTIAL ACTION**

1. Motion to recommend that the City Council approve the requested preliminary and final plat.
2. Motion to recommend that the City Council deny the requested preliminary and final plat (provide findings of fact to support denial).
3. Request Additional Information and Continue the Meeting. Adequate information appears to have been provided for the Planning Commission to make a recommendation to approve or

deny the request. Should the Planning Commission request additional information to review, the Planning Commission should continue the meeting until a later time.

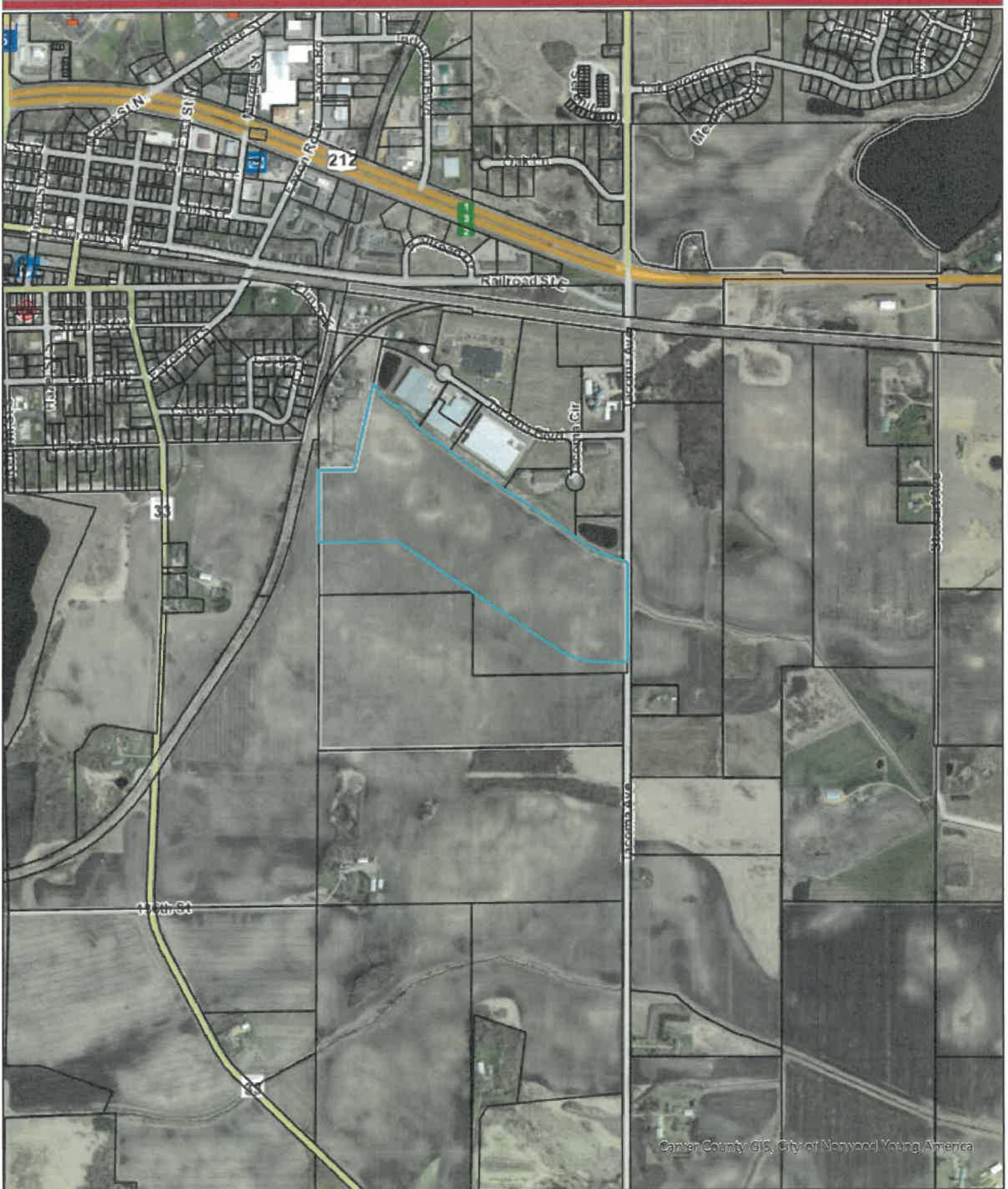
**Attachments:**

- City Engineer's Memo
- Location Map
- Draft Resolution of Approval
- Preliminary Plat - Tacoma West Industrial Park 5<sup>th</sup> Addition
- Final Plat - Tacoma West Industrial Park 5<sup>th</sup> Addition

# CITY OF NORWOOD YOUNG AMERICA

## Tacoma West Industrial Park 5th Addition

Map Date: 1/29/2024





Real People. Real Solutions.

2638 Shadow Lane  
Suite 200  
Chaska, MN 55318-1172

Ph: [952] 448-8838  
Fax: [952] 448-8805  
Bolton-Menk.com

## MEMORANDUM

**Date:** January 29, 2024  
**To:** NYA Planning Commission  
**From:** Josh Eckstein, Bolton & Menk  
**Subject:** Tacoma West Industrial Park 5<sup>th</sup> Addition – Public Utilities

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### ENGINEERING CONSIDERATIONS

#### Watermain:

The trunk watermain along Tacoma Avenue is planned to be extended from the existing lift station near the ditch to a point south of the proposed industrial park entrance. This will facilitate future extension as improvements are completed to the south. A watermain is also planned to be installed along Tacoma Trail and Tacoma Court within the proposed development. This line is planned to be extended south in the future as development occurs. Service lines are planned to be installed incrementally along Tacoma Trail and Tacoma Court to provide convenient connections. Final service line locations will need to be evaluated as development occurs within the industrial park. Fire hydrants and isolation valves are also planned to be constructed per city standards within the industrial park. A future watermain loop is planned from Tacoma Court to Tacoma Boulevard along the west property line. This line is planned to be installed in the future as water demand and quality needs dictate.

#### Sanitary Sewer:

A trunk sanitary sewer line is planned to be extended along Tacoma Avenue from the existing lift station near the ditch to the entrance of the industrial park. This line is designed to be extended south in the future to serve growth. A 10-inch sanitary sewer line is planned to be installed along Tacoma Trail and Tacoma Court to serve development within the industrial park. Service laterals are planned to be installed incrementally along with water services. Final sewer service locations will be evaluated as development occurs within the industrial park. Sanitary sewer junction manholes are also planned at angle points and to facilitate future maintenance.

#### Storm Sewer:

A stormwater conveyance system is planned to convey runoff water from the street and development areas into two linear bioretention basins and two larger regional basins. The conveyance system consists of intake manholes and concrete pipe spaced evenly along the proposed street. The conveyance system, in conjunction with the stormwater basins have been designed to meet Carver County Management Organization standards for regional facilities which will accommodate stormwater runoff from all development within the industrial park. By



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Date: January 29, 2024

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constructing a regional system, this will eliminate the need for each individual builder to construct their own stormwater facility. This design also minimizes future costs and keeps stormwater facilities consolidated to fewer locations.

#### Agricultural Drainage:

To facilitate prior land use, a drain tile network was installed within the proposed industrial park site and extends south and west. The tile network within the 60-acre industrial park site will be abandoned except for main lines which are necessary to convey water through the site from the areas south and west. The offsite drainage that is currently conveyed through the site will need to be maintained. Tile lines that will remain are proposed to be relocated to follow property lines which will minimize impact to buildable area within the industrial park.

#### Wetlands:

A wetland delineation has been completed and approved by all regulatory agencies. No historic wetlands were found within the 60-acre industrial park site.

Additional information related to municipal utilities and other project components can be found within the Tacoma West Industrial Park Phase 2 feasibility study dated July 2024.