



Norwood Young America Planning Commission
6:00 p.m., Wednesday, November 6, 2024
Norwood Young America City Council Chambers, 310 Elm St. W.
AGENDA

1. Call to Order
 - A. Pledge of Allegiance
2. Adoption of Agenda
3. Approve Minutes of October 1, 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. PVS Sackett Waconia, Inc. Variance, CUP, and Site Plan
6. Business
7. Miscellaneous
 - A. Building Permit Report
8. Commissioner's Reports
9. Next Planning Commission Meeting – Tuesday, December 3, 2024, at 6 p.m.
10. Adjourn

Jerry Barr

Timon Dammann

Mike Eggers

Bill Grundahl

Paul Hallquist

Craig Heher

Charlie Storms

UPCOMING MEETINGS

November 11 th	Veteran's Day—No City Council Meeting	No City Council Meeting
November 12 th	City Council Meeting	6:00 PM (Tuesday Meeting)
November 13 th	Economic Development Commission Meeting	6:00 PM
November 19 th	Park and Recreation Committee Meeting	5:30 PM
November 21 st	Sr. Advisory Meeting	9:00 AM
November 25 th	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
November 28-29 th	Thanksgiving Holiday	City Hall Closed
December 3 rd	Planning & Zoning Commission Meeting	6:00 PM

Norwood Young America
Planning Commission Minutes
October 1, 2024

Present: Commissioners Craig Heher, Charlie Storms, Mike Eggers, Paul Hallquist, Bill Grundahl (6:07pm), Timon Dammann

Absent: Jerry Barr

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

Public: Brody Bratsch (SEH), Michael Donnay (Rice Co)

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/ME to approve agenda with the correction of the minute month. Motion passed 5-0.

3. Approve Minutes of August 6, 2024.

Motion: CS/ME to approve the minutes as written. Motion passed 5-0.

4. Introductions, Presentations, and Public Comment – none

5. Public Hearing

6. Business

a. PVS Sackett Waconia Phase 1 Site Plan Review

Rybak presented the Phase 1 site plan for the PVS Sackett Waconia expansion project. Applicants are requesting the approval of a reconfiguration of truck access to the property, which will allow trucks to enter off of Tacoma Ave and a second access on Tacoma Blvd. The request eliminates on-street parking and staging on Tacoma Blvd. The submitted plans are compliant with all access-related zoning ordinances. Bolton & Menk had access configuration and site grading conditions for the project that will be required with the approval.

Motion: CS/PH to approve the site plan for the Sackett Waconia Phase 1 expansion project with the ten conditions as presented. Motion passed 6-0.

7. Miscellaneous

A. Building Permit Report

8. Commissioner's Reports

CH reported on City Council:

- Railroad Street bonding
- Preliminary operating budget and levy approved
- PVS Sackett Waconia option agreement terminated, and purchase agreement approved
- Calling a public hearing for delinquent accounts

9. Next Planning Commission Meeting – Tuesday, September 3, 2024, at 6 p.m.

10. Adjourn

Motion: CS/BG to adjourn at 6:23pm. Motion passed 6-0.

Respectfully Submitted,

Karen Hallquist, Community & Economic Development Director



TO: NYA Planning Commission

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: October 30, 2024
Planning Commission Regular Meeting November 6, 2024

REQUEST: Conditional use permit to allow expanded outdoor storage, a variance from the requirement that outdoor storage areas be fully fenced, and site plan approval for Sackett Waconia at 680 Tacoma Blvd.

GENERAL INFORMATION

Owner: PVS Sackett Waconia, Inc.

Applicant: Dan Rondeau, President Sackett Waconia

Location: 680 Tacoma Blvd.

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

Surrounding Land Use / Zoning: North: Veteran's Park / zoned: I-1 Light Industrial District
East: Agricultural / zoned: TA Transitional Agricultural & Young America Township
South: Industrial / zoned: I-1 Light Industrial District
West: Industrial / zoned: I-1 Light Industrial District

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

Deadline for Agency Action:	Application Date:	10-10-24
	60 Days:	12-09-24
	Extension Letter Mailed:	N/A
	120 Days:	02-07-25

OVERVIEW OF THE REQUEST

The Applicant has submitted plans for site alterations at the Sackett Waconia campus. This request is part of the ongoing facility expansion project. The approvals that have already occurred include:

- Interim use permit for temporary gravel employee parking
- Site plan approval for an access reconfiguration allowing a new truck access to be constructed off of Tacoma Ave.

- Approval of site grading related to the access reconfiguration and in preparation for the eventual building expansion
- Combination of Lots 1, 2 and 3 in the original Tacoma West Industrial Park plat

The Site Plan Review request before you includes the proposed expansion of the outdoor storage area and additional paved outdoor parking.

The application also includes a request for a conditional use permit. Outdoor storage in the I-1 District is a conditional use. A CUP is required to allow an expansion of the outdoor storage area. The current outdoor storage area is used for loading and staging of manufactured steel product. There will be no change to this through the amended conditional use permit, it will simply expand the capacity of this area. Without the ability to store more product outdoors, the expansion of business operations is unfeasible.

There final request within this application is for a variance from the requirement that the outdoor storage area be enclosed by a screening fence. The Applicant has requested the variance due to the unique conditions on the site. The outdoor storage area is bounded by the railroad tracks and a row of mature trees to the north, a city utility parcel to the west, and the Sackett Waconia building to the south. These features offer existing buffering and a barrier. Due to this, the Applicant has asserted that a screening fence is unnecessary. There is an existing fence running along the front of the outdoor storage area parallel with the building. The Applicant has also proposed two gates on the newly created Tacoma Ave. access, to ensure that motorists understand that the access is not an entrance into the industrial park. Finally, the Applicant has proposed to create three berms along the outdoor storage area, to provide natural screening. The berms will be approximately eight feet tall.

SITE PLAN REVIEW

SITE DESIGN AND OVERALL LAYOUT

The site plan shows an expansion of the paved off-street parking lot for visitors and employees. The expansion will be located to the south and east of the existing parking lot; over and to the east of where the temporary gravel lot is located. This parking lot expansion will replace the temporary gravel lot. Currently there are 67 parking stalls with 4 ADA-accessible parking stalls. The Applicant is proposing 65 additional parking stalls with 1 ADA-accessible parking stall, overall, there will be 132 total spots. A new parking lot access will be constructed off of Tacoma Blvd. and the existing parking lot access will remain as well. The total impervious area will go from 187,370 sq ft to 649,044 sq ft, making the site area 60.8% impervious.

The existing outdoor storage area is located to the west and north of the existing building. The site plan shows the expansion of this area to the north (rear of existing and future building) and to the east of the future building. The outdoor storage area will be used for expanded material/product storage and truck maneuvering.

The Applicant has proposed to construct several berms, rather than fencing. They have stated that the berms and existing site barriers (city property and railroad) serve the purpose that a fence would, therefore a fence is not necessary.

VARIANCE REVIEW

One variance has been requested:

1. A variance from the requirement that an outdoor storage area be fully fenced

CRITERIA FOR APPROVAL OF VARIANCES

The Planning Commission is required to examine the request under a series of general standards as set forth under Section 1210.04 Variance, Subd. 1.

A. *Practical Difficulties. Practical difficulties as used in connection with the granting of a variance means that:*

1. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

Staff finds the request to utilize existing barriers and berming rather than fencing to be reasonable in the context of this property. **Criterion met.**

2. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

This property is located in a unique area. The railroad directly abuts the property to the north, and a city utility parcel is located to the west. These are the property lines that primarily abut the outdoor storage area. The proposed berms will be placed to the south and east of the outdoor storage area. **Criterion met.**

3. *The variance, if granted, will not alter the essential character of the locality.*

The proposed outdoor storage area is adequately screened by existing adjacent uses, trees and the proposed berms. The variance will not have a negative impact on the character of the area. **Criterion met.**

B. *Economic Considerations. Economic considerations alone shall not constitute a practical difficulty.*

Economic considerations are not the sole reason for making the variance request. **Criterion met.**

C. *The variance is in harmony with the purpose and intent of the Ordinance.*

The intent of the requirement for a screening fence is served by the existing features and the proposed berms. **Criterion met.**

D. *The variance is consistent with the comprehensive plan.*

The variances will have no impact on the industrial use of the property. **Criterion met.**

CONDITIONAL USE PERMIT REVIEW

A conditional use permit has been requested to allow for outdoor storage.

CRITERIA FOR APPROVAL OF A CONDITONAL USE PERMIT

The Planning Commission is required to examine the request for a CUP under the standards provided in Section 1210.06 Conditional Use Permits, Subd. 3(A).

1. *The use is consistent with goals, policies, and objectives of the Comprehensive Plan.*

Criterion met.

2. *The use is consistent with the intent of this Ordinance.*

Outdoor storage is permissible as an accessory use in the I-1 Light Industrial District, with conditional use permit approval. The proposal does not cause the property to exceed allowable coverage, and a variance has been requested to exempt full screening. **Criterion met.**

3. *The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements.*

The proposed outdoor storage area will not negatively impact any of the above. The expansion of an existing business is an asset to the City. **Criterion met.**

4. *The use does not have an undue adverse Impact on the public health, safety, or welfare.*

The proposed CUP will have no impact on the public health, safety or welfare. **Criterion met.**

5. *The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and Impair property values within the neighborhood.*

The other properties in the immediate vicinity are also industrial and agricultural use and contain similar outdoor storage areas. The outdoor storage area is screened by trees and elevation from Hwy 212 and the commercial uses to the north. Staff does not anticipate any negative impacts to neighboring property owners. **Criterion met.**

6. *The use will not Impede the normal and orderly development and Improvement of surrounding property for uses permitted in the district.*

Criterion met.

7. *Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.*

Criterion met.

8. *Adequate measures have been or will be taken to provide for vehicular and pedestrian safety and convenience to, from and within the site.*

Criterion met.

9. *The use meets all the performance criteria requirements as established in Section 1245.01 of this chapter.*

Outdoor Storage. Outdoor storage shall conform to the following standards:

- a. All outdoor storage yards shall be completely screened from roads or developed areas with a solid fence or wall 6 feet or more in height, maintained in good condition, and screened with suitable planting. A chain link fence with plastic or vinyl screening slats shall be considered a solid fence. **Variance requested.**
- b. Outdoor storage shall not be located in front of the principal structure or within the front yard as required by the applicable zoning district, whichever is more restrictive. **Criterion met.**
10. *The use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*

The plans provided with the application show conformance will all relevant requirements of the Zoning Ordinance, except for the fencing, for which the variance has been requested. **Criterion met.**

ENGINEERING CONSIDERATIONS

Please see the attached memo from City Engineer, Josh Eckstein.

RECOMMENDED ACTION

Based on the information in the submitted application and findings in this report, staff recommends that the Planning Commission recommend approval of the application, subject to the following conditions:

1. Site and building development must adhere to the plans submitted with this application.

2. The CUP shall be subject to annual review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by the City for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact the City as early on as possible in the timeline for any change in ownership, operator or operations.
3. A lighting plan shall be provided, demonstrating compliance with Section 1245.08.
4. It has been indicated that the driveway on Tacoma Avenue will be an entrance only. The proposed entrance intersection should be modified to provide one-way access only. A channelized intersection should be designed for this entry point.
5. Grading is proposed north of the property line on Railroad property. A permit from the Twin Cities & Western Railroad will be required prior to work commencing.
6. SWPPP designer certification required on SWPPP sheets.
7. Where parking stalls are back-to-back, provide 20-foot stall depth.
8. Work shall not encroach on private property. Consider installing silt fence to define project boundary and property limits where adjacent to private property.
9. All proposed storm sewer will be private facilities except structure 301 to Ex-10. That pipe will need to be changed to RCP and an easement will need to be provided over that pipe.
10. Provide a profile sheet for the proposed 6-inch sewer service. Service cleanouts should be provided at 100-foot intervals.
11. Plans do not include a proposed water service. It is assumed that the existing water service is sufficient.
12. The applicant will be required to obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for erosion control and stormwater management. This permit will need to include the additional proposed storage. A copy of any permits/approvals should be submitted conditional to Final Site Plan approval. Conditions related to regional storm ponds will be reviewed and addressed by City staff.
13. The applicant will be required to obtain a General Construction Permit for Stormwater associated with Construction Activity (NPDES). A copy of the permit should be submitted conditional to Final Site Plan approval.
14. Remove boulders from Tacoma Avenue ROW.
15. The final location of fire hydrants, valves, and fire connections must be reviewed by the Fire Chief.

RECOMMENDED MOTION LANGUAGE

Motion to recommend that the City Council approve the Applicant's request for a conditional use permit, variance and site plan review at 680 Tacoma Blvd., subject to the recommended conditions.

Attachments:

- City Engineer's Memo
- Application and Plans



October 14, 2024

**Planning Commission/City Council
City of Norwood Young America
RE: Project Narrative for Sackett Waconia Expansion**

To Whom It May Concern:

I am writing to provide an overview of Sackett Waconia's proposed expansion project in Norwood Young America as part of our planning and zoning application. Since establishing our presence in the community in April 2014, Sackett Waconia has grown significantly and currently employs nearly 50 individuals. To accommodate our expansion needs, we intend to purchase the adjacent parcels.

To facilitate this progress, we will require a Conditional Use Permit (CUP) and a variance for fencing requirements.

Our project will include site grading for construction of a new entrance off Tacoma Avenue, grading for additional storage space, and added parking. This new access will form one truck entry point, allowing all truck traffic to enter off Tacoma Avenue instead of Tacoma Boulevard. It will also allow truck staging on Sackett Waconia property in lieu of staging on the street. We anticipate 8-10 trucks per day for receivables and approximately 100 trucks of export per month (10-20 trucks per day on export days). The mass grading will also enable us to increase outside storage capacity by extending our lot. A CUP for outside storage is critical, as delays in customer delivery dates have led to longer holding times for completed manufactured steel products. We aren't planning to change any of the existing yard functions just increase the quantity. It would continue to be used for loading and staging manufactured steel product. Without the ability to store more product outdoors, further operational expansion will be unfeasible.

We also plan to increase parking to accommodate future building expansions and our current staffing needs, adding a total of 65 additional stalls for visitors and employees.

We are requesting a variance on the fencing requirements. Due to the volume of fill required to grade the site, we propose to leave the fill on-site and construct natural grass berms at a 4:1 grade. These berms, approximately 8 feet tall, will provide a natural barrier that obscures most on-site operations from view. Please refer to the attached plans for the locations of the berms. Our property lines are also alongside railroad tracks to the north, and a small ditch to the west which also restricts public traffic from accessing the property. We are hoping to avoid any unnecessary costs that could delay the project.

Our intent is to construct the exterior with Class IV gravel this fall, with plans to pave next summer due to weather and time constraints.

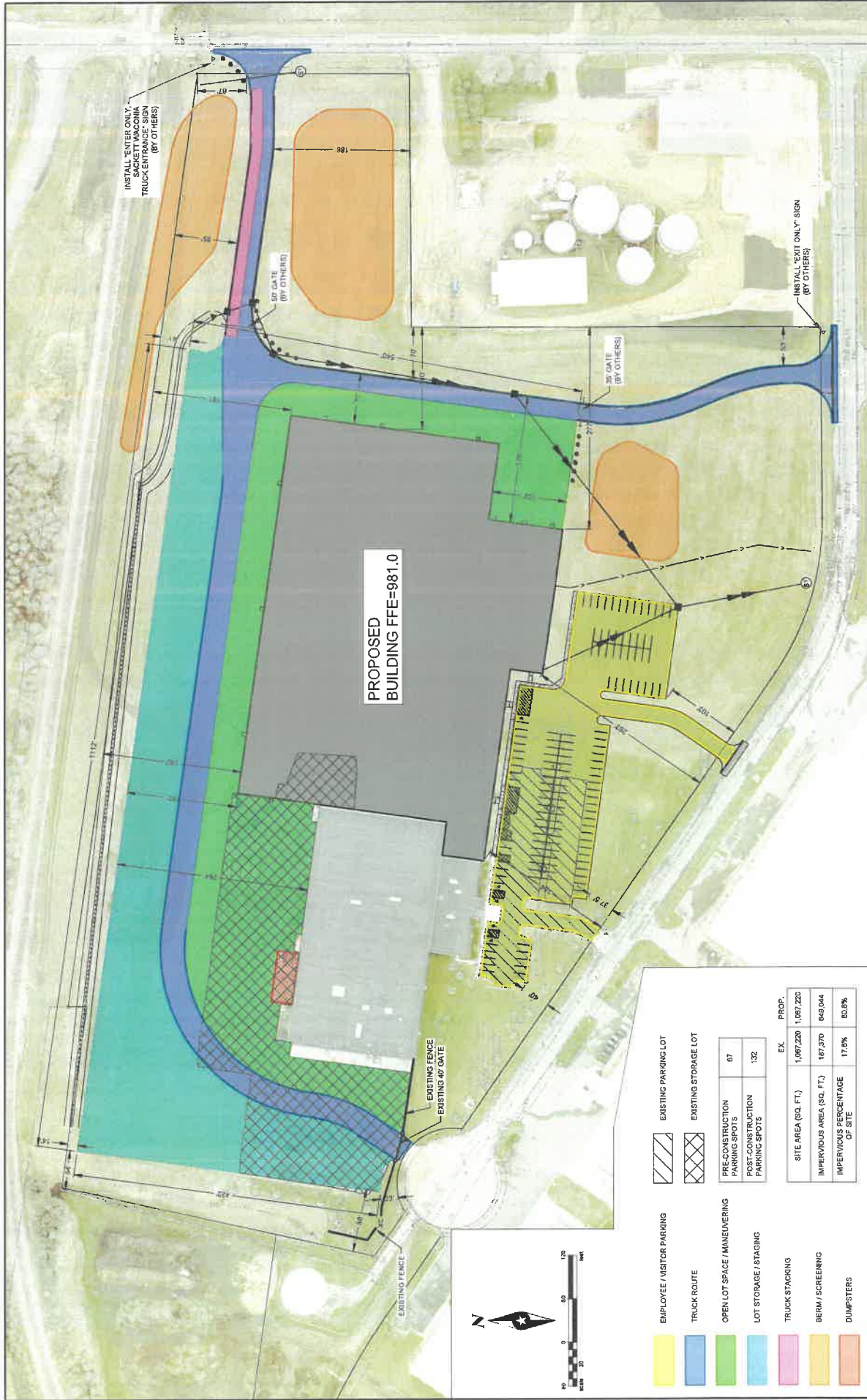


We believe this project will not only support Sackett Waconia's growth but also bring substantial benefits to the NYA community through job creation and enhanced services. We look forward to your support in moving forward with this initiative. Thank you for considering our application.

Respectfully submitted,

Michael Donnay
General Manager
Rice Companies

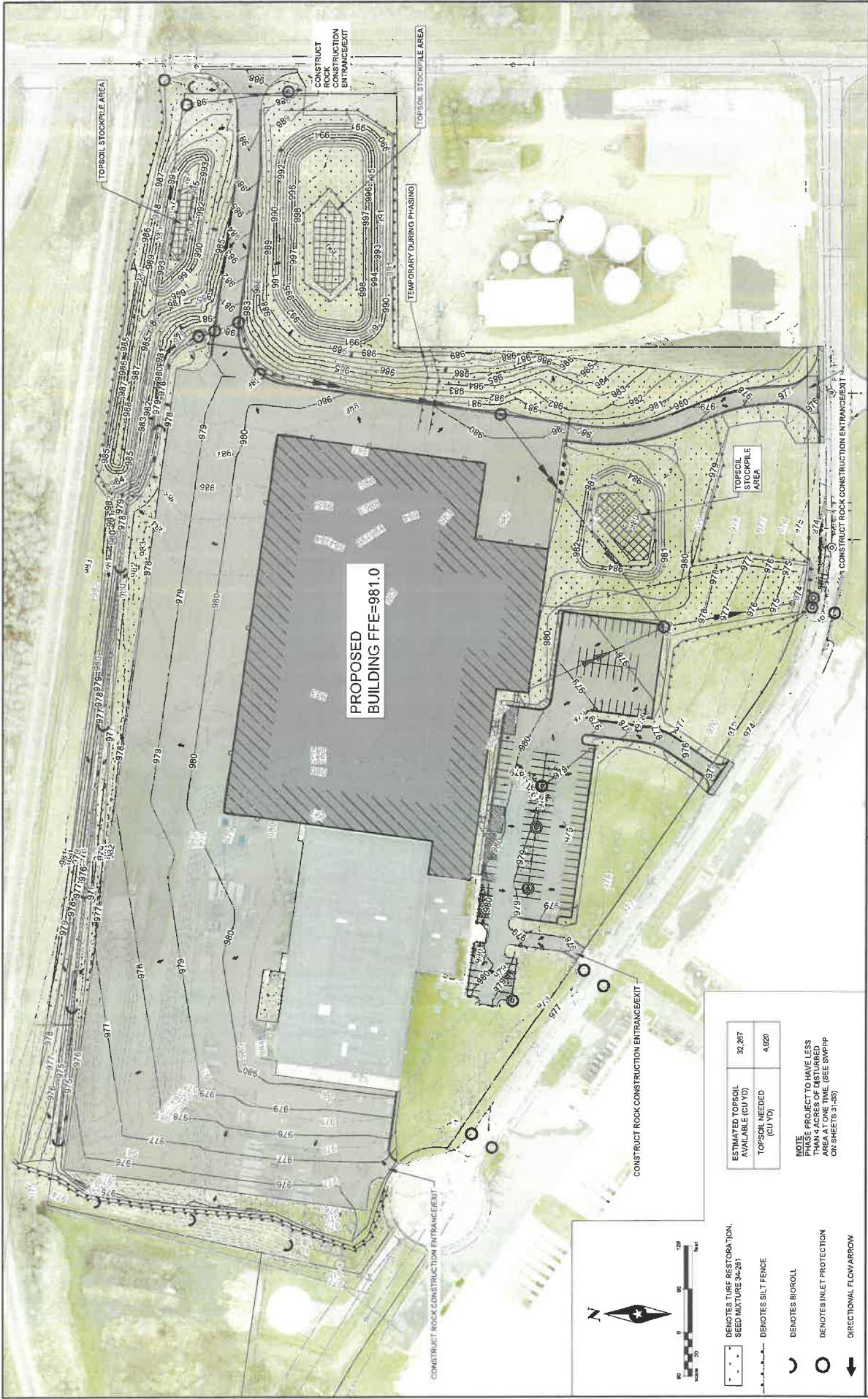
CC:
Dan Rondeau
President
Sackett Waconia



PROPOSED BUILDING FFE=981.0

REV.	DESCRIPTION	DATE	BY	CHK.	APP.
1	EXISTING PARKING LOT				
2	EXISTING STORAGE LOT				
3	PRE-CONSTRUCTION PARKING SPOTS	67			
4	POST-CONSTRUCTION PARKING SPOTS	132			
5	EMPLOYEE / VISITOR PARKING				
6	TRUCK ROUTE				
7	OPEN LOT SPACE / MANEUVERING				
8	LOT STORAGE / STAGING				
9	TRUCK STACKING				
10	BERM / SCREENING				
11	DUMPSTERS				

EX.	PROP.
SITE AREA (SQ. FT.)	1,087,220
IMPERVIOUS AREA (SQ. FT.)	649,044
IMPERVIOUS PERCENTAGE OF SITE	17.6%
	80.8%

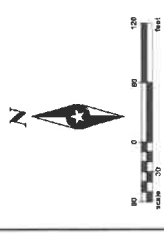


PROPOSED
BUILDING FFE=981.0

ESTIMATED TOPSOIL AVAILABLE (CU YD)	32,267
TOPSOIL NEEDED (CU YD)	4,920

NOTE - PROJECT TO HAVE LESS THAN 4 ACRES OF DISTURBED AREA AT ONE TIME. (SEE SWPPP ON SHEETS 31-33)

- DENOTES TURF RESTORATION, SEED MIXTURE J4-291
- - - - - DENOTES SILT FENCE
- DENOTES BIOROLL
- DENOTES INLET PROTECTION
- DIRECTIONAL FLOW/ARROW



SEI Project: 90 17846 Drawn By: DAK Checked By: DAK Checked By: BLS	Revision Issue: 00 Description:	Date:	Rev #
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE BOARD OF PROFESSIONAL ENGINEERS, STATE OF MINNESOTA. BOB L. SACKETT LICENSE NO. 65328			
SACKETT WACONIA BUILDING EXPANSION PAVEMENT IMPROVEMENTS		GRADING & EROSION CONTROL OVERALL	
		19 of 33	



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

October 29, 2024

City of Norwood Young America
Attn: Karen Hallquist
310 Elm Street West
Norwood Young America, MN 55368

RE: Plan Review
Sackett Waconia Building Expansion
Engineering Review #2

Dear Mrs. Hallquist:

As requested, I have completed an engineering review of the plans dated 10/14/2024 and drainage documents submitted for the above-referenced project. Following are my comments for consideration:

1. It has been indicated that the driveway on Tacoma Avenue will be an entrance only. The proposed entrance intersection should be modified to provide one-way access only. A channelized intersection should be designed for this entry point.
2. Grading is proposed north of the property line on Railroad property. A permit from the Twin Cities & Western Railroad will be required prior to work commencing.
3. SWPPP designer certification required on SWPPP sheets.
4. Where parking stalls are back-to-back, provide 20-foot stall depth.
5. Work shall not encroach on private property. Consider installing silt fence to define project boundary and property limits where adjacent to private property.
6. All proposed storm sewer will be private facilities except structure 301 to Ex-10. That pipe will need to be changed to RCP and an easement will need to be provided over that pipe.
7. Provide a profile sheet for the proposed 6-inch sewer service. Service cleanouts should be provided at 100-foot intervals.
8. Plans do not include a proposed water service. It is assumed that the existing water service is sufficient.
9. The applicant will be required to obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for erosion control and stormwater management. This permit will need to include the additional proposed storage. A copy of any permits/approvals should be submitted conditional to Final Site Plan approval. Conditions related to regional storm ponds will be reviewed and addressed by City staff.
10. The applicant will be required to obtain a General Construction Permit for Stormwater associated with Construction Activity (NPDES). A copy of the permit should be

- submitted conditional to Final Site Plan approval.
11. Remove boulders from Tacoma Avenue ROW.
 12. Submit lighting plan.
 13. The final location of fire hydrants, valves, and fire connections must be reviewed by the Fire Chief.

If you have any questions or comments, please contact me to discuss.

Sincerely,

Bolton & Menk, Inc.



Joshua Eckstein, P.E.
Principal Engineer