



City of Nowthen
PLANNING & ZONING COMMISSION MEETING
TUESDAY, JULY 26, 2022
A G E N D A
7 PM

Called to Order

- Pledge of Allegiance
- Roll Call
- Approve/Amend tonight's meeting agenda of July 26, 2022.
- Approve/Amend meeting minutes of June 28, 2022.

1. **7:00 PM:**
PUBLIC HEARING: Ordinance 2022-02 regarding architectural and design standards for commercial and industrial uses.

Upcoming Projects at Future Meetings:

- Toft Final Plat
- Shermer 5-lot plat on Twin Pkwy.
- Amended CUP for cell tower at 5606 Verde Valley Rd. – application received 7/19/22 but it was incomplete.

Motion to Adjourn

**CITY OF NOWTHEN
ANOKA COUNTY, MINNESOTA**

ORDINANCE NO. 2022-02

AN ORDINANCE AMENDING SECTIONS 11-2, 11-5 AND 11-6 OF THE NOWTHEN CITY CODE TO DEFINE MORE DETAILED ARCHITECTURAL STANDARDS AND SITE DESIGN FOR COMMERCIAL AND INDUSTRIAL USES.

The City Council for the City of Nowthen hereby ordains:

SECTION 1. City Code Section 11-2, is hereby amended to add the following:

Definitions:

Integral Color: Integral color is a blended oxide pigment available in dry and liquid form that's combined with concrete in a ready-mix truck and placed on-site for a rich, fade-resistant finished product.

Parapet: A low protective wall along the edge of a roof, bridge, or balcony.

SECTION 2. City Code Section 11-5, is hereby amended to read as follows:

**SECTION 5
BUILDING TYPE AND CONSTRUCTION**

Section:

- 11-5-1 Purpose
- 11-5-2 General Provisions
- 11-5-3 Exterior Building Finishes

11-5-1: PURPOSE: Buildings in all zoning districts shall maintain a high standard of architectural and aesthetic compatibility with surrounding area properties. All buildings shall contribute positively to community image with regard to design, architectural style, material quality, visual aesthetics, permanence and stability.

11-5-2: GENERAL PROVISIONS:


- A. General Design Concept: Building and/or project designs shall utilize materials, colors, or details to meet the intent of these architectural standards.

- B. Design Elements: Projects may be required to utilize building ornamentation features, including, but not limited to: columns, arches, parapets, cornices, friezes, canopies, moldings, dentils, corbels, quoins, rustication, vaults, domes, and cupolas.
- C. Corporate Identity: The intent and purpose of these architectural standards supersede corporate identity designs; when a corporate identity design does not meet the intent and purpose of the architectural standards, the corporate identity design shall be limited to the area immediately adjacent to the main entry but shall otherwise be consistent with the intent of this Section.
- D. All commercial and industrial uses shall coordinate site and built elements into a unified design including architecture, parking lots, pedestrian/bike access, environment, utilities and signage.

11-5-3: EXTERIOR BUILDING FINISHES:

- A. **Materials.** For the purpose of this subsection, allowed building materials shall be divided into categories as follows:
 - 1. Grade A:
 - a. Brick or custom masonry units (CMU) having a brick-like appearance.
 - b. Natural or artificial stone.
 - c. Glass.
 - 2. Grade B:
 - a. Integral color specialty concrete block such as textured, burnished block or rock faced block.
 - b. Integral color architecturally precast concrete panels having an exposed aggregate, light sandblast, acid etch, form liner, tooled, natural stone veneer, brick face and/or cast stone type finish.
 - c. Masonry stucco.
 - d. Ceramic.
 - e. Exterior insulation and finish system (EIFS).

- f. Opaque panels.
 - g. Ornamental metal.
 - h. Fiber-cement exterior siding.
3. Grade C:
- a. Integral color smooth as cast concrete block.
 - b. Integral color smooth scored concrete block.
 - c. Integral color smooth as cast concrete panels.
 - d. Integral color architecturally precast concrete panels having a smooth as cast finish.
 - e. Glass block.
 - f. Wood, natural or composite, provided that the surfaces are finished for exterior use or the wood is of proven durability for exterior use, such as cedar, redwood or cypress.
4. Grade D:
- a. Steel, aluminum.
5. Grade E:
- a. Vinyl.

B. Steel  Or Aluminum Buildings: Except in association with farms as defined by this Chapter, no galvanized or unfinished steel or unfinished aluminum buildings (walls or roofs), except those specifically intended to have a corrosive designed finish such as COR-TEN steel shall be permitted in any zoning district.

1. Roofs on non-residential buildings (clear coat or painted), provided:
- a. A standing seam design is used with hidden fasteners,
 - b. Special precautions shall be exercised when using Galvalume in certain situations; as noted by the manufacturer, contact with the following products should be avoided:
 - i. Contact with concrete, masonry or other highly alkaline products.

- ii. Contact with copper, lead or moisture-wicking building materials.
 - iii. Animal confinement areas with high-ammonia content.
 - c. The roof pitch does not exceed 3/12 for clear coat, bare-look finishes.
 - d. Roof pitches greater than 3/12 must have a painted finish.
 - 2. Walls on non-residential buildings incorporating steel or aluminum shall be required to have a painted finish. (Ordinance 2019-02, Adopted July 9, 2019)
- C. Foundations: Building foundations not exceeding one foot (1') and other such portions of a building's facade below the elevation of the first floor need not comply with the requirements for the primary facade treatment or materials.
- D. Exceptions: Garage doors, pedestrian doors, window/door trim, flashing and other trim, shall not constitute required materials that make up the exterior finish of a building for the purposes of this section, ~~but shall be considered color accents if not consistent with the structure's primary colors.~~
- E. **Residential Uses:**
- 1. The primary exterior building finish for residential uses shall consist of grade A, B, C, D, and/or E materials.
- F. **Commercial, Office & Institutional Uses & C-1 Zoning Districts:** The exterior of buildings within commercial districts shall include a variation in building materials and forms to be distributed throughout the facade and coordinated into the design of the structure to create an architecturally balanced appearance and shall comply with the following requirements:
- 1. The primary exterior building finish shall consist of grade A, B, and/or C materials except that the exterior building finish for any side facing a collector or arterial street shall be composed of at least sixty five percent (65%) grade A materials and not more than thirty five percent (35%) grade B or grade C materials only.
 - 2. All sides of the principal and accessory structures are to have essentially the same or coordinated harmonious exterior finish treatment.
- G. **Industrial, Warehouse, Manufacturing & I-1 Zoning Districts:**
- 1. The primary exterior building finish shall consist of grade A, B, C, and/or D materials.

2. Steel or aluminum curtain wall panels (nonstructural, non-load bearing) shall be allowed within industrial districts provided that:
 - a. The panels are factory fabricated and finished with a durable non-fade surface and their fasteners are of a corrosion resistant design.
 - b. The building shall be required to be faced with grade A, B, C or D material on wall surfaces abutting public rights of way, a nonindustrial zoning district, an adjacent industrial building with brick, wood, stone or decorative concrete wall surfaces, residential uses, or public areas. The required wall surface treatment may allow a maximum of fifty percent (50%) of the metal or fiberglass wall to remain exposed if it is coordinated into the architectural design and is similar to the building frontage.

H. Exterior Material Colors – Commercial & Industrial Uses:

1. For the primary or principal color scheme over a minimum of eighty percent (80%) of any building, commercial and industrial uses shall utilize exterior material colors which are primarily earth tones, subtle, neutral or muted colors which shall blend with or complement the surrounding area environment and landscape.
2. Up to three (3) accent colors may be used to complement the overall architecture and provide visual variety to commercial/industrial buildings, but shall not include neon colors or reflective materials unless specifically approved by the City Council when associated with a logo or brand. This standard does not apply to murals or public art approved by the City Council.
3. Color accent considerations shall include fade resistant, contrasting colors, color enhancement and tonal variations of entries, partial walls, awnings, window/door trim, shutters, porches/balconies, columns, banding, signs, or other design details, but in no case shall such coloring exceed twenty percent (20%) of each wall area.

4. Exceptions:

- a. Garage doors, pedestrian doors, window/door trim, flashing and other trim shall be considered color accents if not consistent with the structure's primary colors.
- b. For the purpose of this Section, exterior finish materials requiring integral color shall not include natural, untreated or untinted concrete.

~~4. Integral Color: For the purpose of this Section, exterior finish materials requiring integral color shall not include natural, untreated or untinted concrete.~~

I. Architectural Standards and the Development Review Process:

It is the City's intent to establish guidelines for improving the site and architectural design of commercial/industrial areas throughout the City. These guidelines may be interpreted with some flexibility in their application to specific projects as not all design criteria may be appropriate for each project. In some circumstances, a guideline may be relaxed (not eliminated) in order to accomplish another, more important guideline. The overall objective is to ensure that the intent and spirit of the design guidelines are followed. The ultimate goal of the development review process is to attain the best possible project.

J. Commercial Architectural Standards:

1. Post frame buildings constructed with steel or aluminum siding shall be prohibited.

~~2. Structures must create a visual interest that is consistent with the community's identity and character.~~

~~3.2.~~ Structures shall contain at least one visually significant entrance visible from the adjacent public street which incorporates peaked roof forms, arches, canopies, parapets, glassed vestibules, tower elements or other vertical features.



~~4.3.~~ Commercial buildings ~~which shall~~ have ground floor facades that face one or more adjacent public streets ~~shall that~~ contain windows, entry areas,

awnings/overhangs, or other architectural elements which are inviting to and at a scale consistent with pedestrian use. If the site configuration, visibility or access to the structure is such that pedestrian access is not safe, desirable or attainable, other means of architecture and landscaping shall be used to ensure aesthetic views from public rights-of-way.



5.4. Multi-use commercial buildings or individual structures shall be grouped on larger sites and coordinated among separate sites to create a city center feel and stimulate pedestrian activity.

6.5. Windows should be generously used and have a significant appearance in the elevation design for all sides of a structure which face public rights-of-way and where pedestrian activity is planned or anticipated and have a large significant appearance in the elevation design.



7.6. Buildings shall have consistent use of the same materials on all elevations.



- 8-7.** Visual and physical links shall be established between commercial buildings through site planning/amenities, architecture, common exterior spaces, pedestrian connections/walkways and landscaping.



- 9-8.** A single, large, dominant building mass shall be avoided to the extent feasible. Specifically, horizontal masses shall not exceed a height to width ratio of 1:3 without substantial variation in massing that includes a change in height, projecting or recessed elements, wall articulation (wall plane projections, bays, offsets, or reveals), windows and ornamentation to mitigate their scale.

- 10-9.** Landscaping and screening shall be utilized to buffer large spans of wall space without doors or windows in locations adjacent to public street rights-of-way, City-owned land, parks/trails and areas adjacent to residential land uses or those areas guided/zoned for future residential uses.

K. Industrial Architectural Standards:

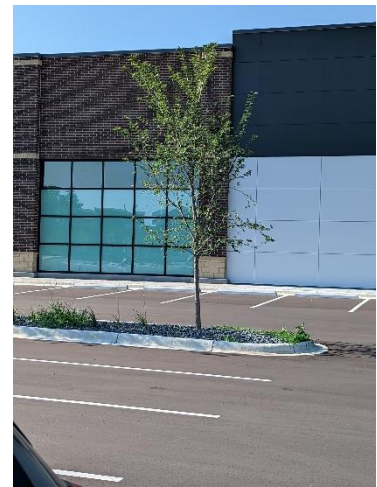
1. The character, style, materials and scale of buildings should be compatible with adjacent land uses and buildings.

2. A single, large, dominant building mass shall be avoided to the extent feasible. Specifically, horizontal masses shall not exceed a height to width ratio of 1:5 without substantial variation in massing that includes a change in height and projecting or recessed elements.



3. Façades shall be designed to reduce the mass/scale and uniform ~~-, over-~~powering appearance of large unadorned walls through the use of detail and scale. Façades ~~must-~~ shall provide an architectural rhythm through changes in roof lines, texture, color or trim.

4. The relationship between the office and warehouse/manufacturing portions of a building shall be unified; the office portion shall not be the only portion to contain Grade A and B materials.



5. Structures shall contain at least one visually significant entrance visible from the adjacent public street which incorporates peaked roof forms, arches, canopies, parapets, glassed vestibules, tower elements or other vertical features.



6. Large spans of solid wall space may not face public streets, ~~and shall incorporate design features to provide some architectural interest.~~

L. Submittal Requirements: Building elevations submitted to the City for review and approval shall clearly identify the exterior material types and colors, to include the percentage of primary/accent colors and percentage of materials on all building facades. A colored rendering shall be required for the front façade and all other sides which face public streets.

M. Other Requirements:

1. Back of Parapets: The back of parapets that are visible shall be finished with materials and colors compatible with the front of the parapet.
2. Exposed Roof Materials: Exposed roof materials shall be similar to, or an architectural equivalent of a three hundred (300) pound or better asphalt or fiberglass shingle, wooden shingle, standing seam metal roof or better.
3. ~~Roofs should complement the architecture and overall mass of a structure and harmonize with surrounding development. Parapet walls and roof systems shall be designed to conceal all roof-mounted mechanical equipment from view to adjacent properties and public rights-of-way to the extent feasible. The use of varied roof lines is encouraged. Permitted roof styles include gable, hipped, shed or gambrel roofs. Flat roofs are permitted if they blend with adjacent structures, are sufficiently disguised through the~~



use of parapet walls or as may be approved by the City Council as part of an architectural design.

4. Screening of Building Equipment and Utilities.

- i. New structures and structures which expand the gross square footage of the structure by more than fifty percent (50%) shall be required to place all utility service lines underground. Any new service to an existing building shall be placed underground.
- ii. All building equipment and utilities, including but not limited to HVAC systems, gas services, electric services, and phone/internet services shall be screened from view of street rights-of-way and all adjacent properties whether ground-mounted or roof-top mounted.
- iii. Electronic surveillance equipment and alarm hardware shall be as invisible and unobtrusive as possible.
- iv. Required screening of refuse and recycling containers, parking and loading areas shall be regulated by Section 11-4-17.

N. Expansions:

1. Remodeling or maintenance of existing buildings that do not increase the floor area of the existing structure shall be regulated by Section 11-4-1 (non-conforming uses/structures) of this Chapter.
2. Additions of less than fifty percent (50%) of the floor area of the existing building shall use the same or higher-grade materials as the existing structure.
3. Not more than one (1) exterior wall designed for removal to allow future building expansion may be allowed to use Grade D materials notwithstanding other applicable provisions of this section provided that the wall does not face a public street.

- O. Exceptions: Exceptions to the provisions of this Section may be granted as a conditional use subject to the following criteria:
1. The use is an essential service as defined by this Chapter; or
 2. The applicant shall have the burden of demonstrating that:
 - a. The proposed building maintains the quality in design and materials intended by this Chapter.
 - b. The proposed building design and materials are compatible and in harmony with other structures within the district.
 - c. The justification for deviation from the requirements of this Section shall not be based on economic considerations.

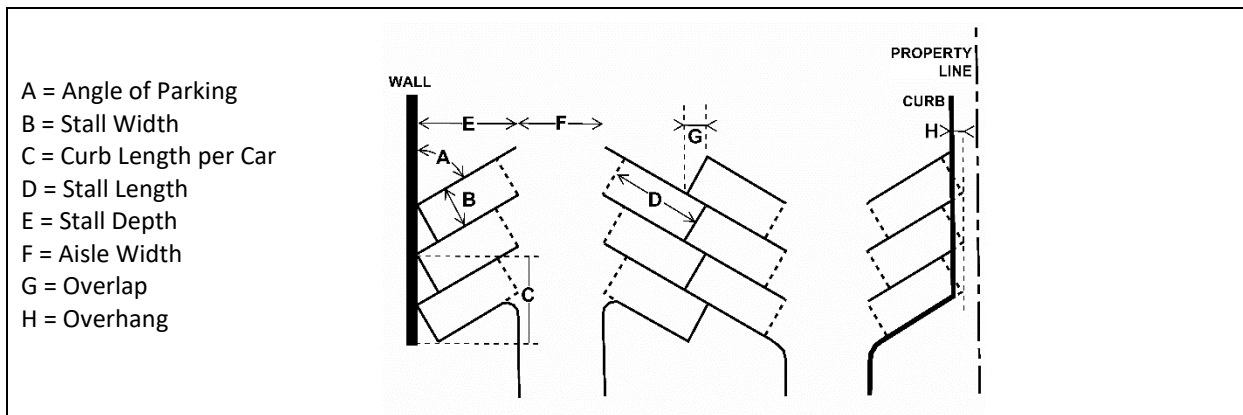
SECTION 3. City Code Section 11-6-2, Parking, is hereby amended as follows:

E. Lot Design:

1. Commercial properties shall have convenient customer and visitor parking in front yards and shall be required to locate a minimum of fifty (50) percent of all required parking spaces in side or rear yards except when street access or a difficult site configuration necessitates a front yard location.
2. Reciprocal access between adjacent commercial/industrial projects shall be required where properties front on limited access roadways and where local street access or frontage roads do not exist/cannot be established in accordance with the City's Comprehensive Plan.
3. Except in the case of single-family dwellings, parking areas and their aisles shall be developed in compliance with the standards on the following parking lot dimension table.

PARKING LOT DIMENSIONS TABLE									
Angle of Parking (degree)	Stall Width	Curb Length Per Car	Stall Depth	Aisle Width	Angle of Parking (degree)	Stall Width	Curb Length Per Car	Stall Depth	Aisle Width
0	9'0"	23'0"	9'0"	12'0"	50	9'0"	11'9"	20'5"	12'0"
20	9'0"	26'4"	15'0"	11'0"	60	9'0"	10'5"	21'0"	18'0"
30	9'0"	18'0"	17'4"	11'0"	70	9'0"	9'8"	21'0"	19'0"
40	9'0"	14'0"	19'2"	12'0"	80	9'0"	9'2"	20'4"	24'0"
45	9'0"	12'9"	19'10"	13'0"	90	9'0"	9'0"	20'0"	22'0"

Note: This table pertains to a wall-to-wall situation. In calculating dimensions, two (2) feet may be subtracted from each stall depth for each overhang and overlap. No subtraction for overlap is allowed for angles greater than sixty (60) degrees.



SECTION 4. This Ordinance shall be effective immediately upon its passage and publication.

Passed and adopted this ____th day of _____2022 by the City Council of the City of Nowthen.

 Jeff Pilon, Mayor

ATTEST:

 Frank Boyles, Interim City Administrator