

**City of Nowthen  
PLANNING & ZONING COMMISSION MEETING  
TUESDAY, JUNE 22, 2021  
MINUTES**

**Present:** Dale Ames, Chairman  
Martin Beis  
Lars Carlson  
Jeff Pilon, Council Liaison  
Harold Jorgensen  
Kelly Pearo  
Dan Haapala

**Others:** Liz Stockman, City Planner  
Lisa Lorensen, Admin Assistant  
Lori Streich, City Clerk

**Absent:** Rob Schiller

**Meeting Called to Order at 7:00 pm. Roll Call was taken.**

**MOTION BY PEARO TO APPROVE TONIGHT'S MEETING AGENDA OF JUNE 22, 2021; 2<sup>ND</sup> BY BIES. UNANIMOUS APPROVAL.**

- 1) CST Companies, continued from May 25, 2021** – Chad and Megan Toft of CST Companies have requested an Interim Use Permit to allow outdoor storage on Lot 1, Block 2 of Toft 1st Addition. The development of this parcel is planned for a 32,425 SF office/warehouse building on a six (6) acre lot.

Planner Stockman said that the Tofts have submitted revised plans for the CST site on St Francis Blvd, on what will be the new 204<sup>th</sup> Avenue, on the Oak Grove border abutting an existing neighborhood. The zoning map shows the proposed location on the very northerly point of the Industrial District. The 2040 Land Use Plan is identical to the zoning map, also designated as a light manufacturing district in our Comp Plan. The 30 acres in the front are along St Francis Blvd, and the 40 acres in the back are abutting the neighborhood. The wetlands have been delineated. Initially the plat was submitted for the full parcel, with the public hearing for outdoor storage held in May, 2021 and moved forward to the City Council meeting in July, 2021. Currently what is up for approval is the CST site on the six (6) acres. They will be constructing a portion of 204<sup>th</sup> Ave, as well as a storm water pond as part of the site. There is a drainage and utility easement on the site right up against Hwy 47 that acts as somewhat of a buffer between the road and the proposed development. In the Industrial District, the proposed office and warehouse use is a permitted use, but the outdoor storage of trucks and trailers makes the Interim Use Permit necessary. They are proposing 10' screening fence along the front side, and the 2 street sides – 204<sup>th</sup> Ave and St. Francis Blvd. The other sides will be 6-foot chain link fence with slats, which is also in compliance with the Zoning Ordinance.

If moved forward tonight, the next step is that the Council will review the Site Development by itself, and the Plat would come at a later date. The applicant's engineer is considering acquiring a temporary access permit to St. Francis Blvd that would allow the City to issue a building permit for the structure. Staff would work with the applicants and the Council to develop a Development Agreement to ensure that 204<sup>th</sup> Avenue and the stormwater pond are constructed to City standards, according to plans, and that there is a financial guarantee for that. The City Attorney would be consulted on that as well.

The elevation that was presented last month was changed slightly, and a revised landscape plan was given, which added the requested screening of the employee parking area up front. Discussed the Industrial District Ordinance standards for outside building materials – metal vs. non-metal. If an applicant wishes to have a Variance from the Building material requirements, the burden of proof is on the applicant to prove the intent to meet the intent of the Ordinance by maintaining a high level of quality. Tofts displayed a sample of an insulated metal panel that appears like stucco, of a higher grade and a little thicker than a typical metal building, and pictures were also displayed, depicting their facility in Columbus built with these materials. Tofts are willing to meet the Ordinance requirements for materials.

The lighting plan was revised to be compliant with the City Ordinance, and the Findings will be revised to reflect that revision, which also meets the "Dark Sky" requirements. TPC recommends approval of the project.

**PZ Discussion:**

Ames asked for clarification about the Lighting plan, but Stockman reviewed the Findings, and said that #17 can be struck from the Findings because they have accomplished that requirement.

Stockman wanted to discuss truck parking on site. The applicant said that what is in the proposal includes a growth plan and is sufficient. There is space on the site to allow for 40 trucks, but the proposal limits CST to 35 trucks unless they come back for an amended IUP. Clarification that the trucks mentioned is actually truck/trailer combination. Applicant said that some drivers take their trucks home and only bring them in for routine maintenance, but some keep them on site when not in use. Stockman recommended that the Findings reflect 35 truck/trailer combinations would be allowed on the property. Ames agreed, as the plan depicted that as well.

Discussed building materials requirements and Pearo had some architectural aesthetic recommendations. Applicants requested that the brick stay at the 6' level, because the higher requirement would make it at the same level as the windows on garage doors and aesthetically would look odd. The higher-grade building material is better than usual tin siding. Applicant is willing to comply with whatever decision is made but doesn't think the higher brick requirement will look as nice. Commissioners agreed that 61% metal with the higher-grade stucco panels would look nice. Discussion about making the Office space doorway look different than the rest of the building. Tofts said there is not much foot traffic on site, mostly just employees. Agreed with Pearo's recommendation to add more stone/brick higher around the doorway, in line with the posts, to set off the doorway. Liked the idea of having the wainscotting meet the bottom of the windows all the way around the building. Three-foot wainscotting is acceptable. Discussed monument signage, and Tofts are not planning to include that at this point.

Discussed including verbiage to limit the storage/parking of inoperable trucks/ trailers of any kind to 14 days, allowing them some time to take care of repairing them and to make neighbors happy.

Stockman summarized:

- Limiting parking to 35 truck/trailer combinations, including forklifts, which must be parked in one of the stalls (2 or 3 in one stall)
- 3' wainscotting around the office, and 4' wainscotting around the warehouse; with additional stone around the doorway, straight back from the pillars.
- A Conditional Use Permit would be required for any variation from the Building Materials requirements. What is being proposed is higher quality than sheet metal, and the deviation would still meet the intent of the requirements. A public hearing would need to be noticed and required, but it could be done at the City Council meeting if the Commission wanted to make that part of the recommendation. That would keep things on schedule going forward. Commission was agreeable to that idea.

Discussed changing the time for inoperable vehicles parked from 7 days to 14 days; Stockman wanted to keep it at 7 days. Toft explained that he purchases new trucks before they are needed and so he does not license them for about 45-60 days. They are operable, but not legal to be driven without licensing. Added to the Findings that brand new, operable vehicles would be allowed to be parked up to 60 days. Discussed potential scenario of a truck being in an accident and available parts to repair it were hard to find, the truck would be parked outside, behind the fence, until parts arrive, and applicant will notify the City to make an exception for that period of time.

Haapala asked for clarification regarding a 10' fence on the highway side, wanting to know if that is a City requirement. Stockman said not typically. Tofts have offered to build that high because the trucks are generally taller than the 6' fencing requirement. Haapala wondered if it was acceptable to rely on the neighbors' trees to meet the screening requirements. Stockman said it is not acceptable, however, the property on the south side is an existing Industrial use, so a 6' fence is acceptable. If it were residential properties abutting on the south a different type of buffer would be required.

**MOTION BY AMES TO SEND THIS TO THE CITY COUNCIL FOR APPROVAL WITH THE RECOMMENDATIONS DISCUSSED, INCLUDING HAVING THE CONDITIONAL USE PERMIT PUBLIC HEARING TO BE AT THE COUNCIL MEETING; 2<sup>ND</sup> BY JORGENSEN. ALL IN FAVOR. MOTION CARRIED.**

**2) Development Concept, 20091 Ferret St - John Curtis has submitted a concept plan for the development of four office/industrial buildings on Lot 1, Block 1 Burns Town Center.**

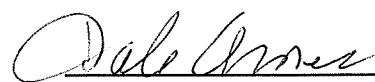
Planner Stockman presented the Concept Plan; applicant was in attendance. Curtis is looking for additional storage for himself and potentially leasing some space. He has a 3.79-acre parcel in the very northeast corner of Burns Town Center Plat, adjacent to Nowthen Blvd & 201<sup>st</sup> Ave. When a concept plan is submitted, there is no formal recommendation made. The applicant is just looking for comments on the layout of the site, things that may not conform, etc. Stockman said there is plenty of space for truck movement, concept plan is to scale, and his desired use is a permitted use in this district. Curtis would need a Conditional Use Permit for multiple buildings on a single parcel, and there is a requirement that all individual buildings be owned by the same property owner, controlled and maintained as one unit. The site is unique in that there are very large drainage and utility easements on it, which have been there since it was platted. Curtis has owned this site as an industrial lot in its vacant state for at least 5 years. Nowthen has a niche for attracting smaller, startup type of businesses, and his desire is to lease these buildings as a part of a larger building to a small business is a good thing. Curtis is proposing to have this building look similar to his property on Iguana St, which is the maroon themed exterior.

Discussion regarding the details of the design. It will look like both of Curtis' current buildings. Stockman asked if there would be windows on the north side. He said yes, and there will be windows on 3 sides. If it were all office space, it would require more parking space. Looks like there is plenty of space if additional parking were needed. Plenty of room for fire trucks to turn around on site. Recommended to applicant to sketch in some trucks turning around for perspective. Curtis could shorten up the end buildings to make it easier and more parking too. Septic system will be designed for the number of restrooms in the plan.

**MOTION BY JORGENSEN TO ADJOURN; 2<sup>ND</sup> BY HAAPALA. ALL IN FAVOR. MEETING ADJOURNED AT 7:57 PM.**

**Respectfully Submitted,**

  
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**Lori Streich, City Clerk/Treasurer**

  
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**Dale Ames, PZ Chairman**