

NEW BUSINESS – DEVELOPMENT DISCUSSION

Application: Heart of the Good Life (HOTGL) Development

Applicant: City of Pequot Lakes

Agenda Item: 8 (b)



Background Information: The Economic Development Commission (EDC) has been discussing development of the 85 acres south of Derksen Road. The parcels are zoned Public and Agriculture and would need to be rezoned to Commercial, Light Industrial, or a hybrid of the two. We hope to receive direction from the EDC in the near future.

Last month we reviewed the Improvement Layout and the Planning Commission offered the following:

- This is a very visual park;
- Include landscape standards;
- Include architectural standards;
- Create a new zoning classification for this area.

The Community Development Director from the City of Baxter provided the attached information Architectural Standards that is part of their City Code for their Industrial District. I have also attached their Industrial Park Tier Map.

The design standards for the commercial development in the City of Nisswa is also enclosed for your consideration.

Planning Commission Direction: The Planning Commission should come prepared to discuss the attributes they would like included for the new HOTGL zone.

10-4-10: ARCHITECTURAL DESIGN STANDARDS:

A. Purpose: The purpose of this section is to establish minimum design standards for the exterior of buildings in all districts to ensure high quality development and redevelopment that is compatible with adjacent land uses and contributes to a quality community image to support the welfare of the City. These design standards will:

1. Promote a community image that is appropriate and varied within the diverse Baxter area.
2. Create a unified, harmonious and high quality visual environment throughout the City.
3. Foster a distinctive and positive community image, thereby identifying Baxter as a special place to live, work, and play.
4. Provide a more pleasant pedestrian environment and driving experience.
5. Identify materials to be used in the various zoning districts.

B. Intent: The City intends that all districts shall strive toward the highest level of quality in both design and construction. The criteria by which all development and redevelopment in the City shall be judged are as follows:

1. Consistency with all provisions of the Comprehensive Plan, as amended, zoning ordinance and subdivision ordinance not specifically overridden by the provisions of these design standards; and all other applicable land use regulations.
2. Complementary physical and visual relationships among existing, new and proposed buildings, park areas and landscape treatments with the intent of creating a cohesive appearance for the entire City.
3. Use of appropriate facade proportion, articulation, fenestrations, materials and colors that are compatible with adjacent uses and creates a pleasant pedestrian environment and driving experience.

C. Applicability:

1. **New Construction:** The design standards shall apply to all facades of new development within all districts except that one-family detached dwellings are exempt from the requirements of this section. The design standards shall be in addition to the underlying zoning requirements.
2. **Building Remodels And Additions:** The design standards set forth in this section shall apply to building remodels and additions pursuant to the following rules:
 - a. **Internal Remodeling:** Internal remodeling that does not alter any facade shall be exempt from any design standards set forth in this section. If the interior remodel project requires exterior alterations, then it shall be subject to this section.
 - b. **Exemptions:** All repair or replacement of any existing building facade requiring a building permit shall be exempt from this section only if the following conditions are met:

- (1) General repainting of any facade provided the colors are earth tone as allowed by subsection H of this section.
 - (2) Replacement of windows or doors with no change to size or location.
 - (3) No more than one-third ($\frac{1}{3}$) of any existing facade is replaced with new exterior materials in any one year period. If more than one-third ($\frac{1}{3}$) of any facade is replaced with new exterior materials in any one year period, then that facade shall no longer be exempt from this section. Any other facades that have not had such repair shall remain exempt as a nonconforming use.
 - (4) Approval of a facade improvement under the exemptions standards in subsection C2b(3) of this section is contingent upon submission of a building permit application identifying removal of up to one-third ($\frac{1}{3}$) of the existing exterior material of a building facade. This permit application shall require a scaled drawing of the facade and the proposed repair or replacement so that City staff can confirm no more than one-third ($\frac{1}{3}$) of the exterior material on any facade is removed.
- c. Exterior Alteration: Any exterior alteration including repair, replacement, remodel or addition that changes the existing building's height, roofline, footprint or usable area shall meet the following standards:
- (1) All exterior building alterations shall use approved materials as set forth in subsection E of this section. The front facade shall be brought into compliance with this section. The City may allow the facade size, articulation and fenestrations, exterior materials and roof pitches to match the existing building if the cost of bringing the front facade into compliance exceeds one-third ($\frac{1}{3}$) of the building permit valuation.
 - (2) Approval of subsection C2c(1) of this section is contingent on submission of a written estimate of the construction costs with the complete architectural review submittal pursuant to subsection J of this section.
- d. Multi-Tenant Buildings: For multi-tenant buildings, this subsection C2 applies only to the facade of that tenant space being altered.
- e. Franchise Architecture: Franchise architecture (building design that is trademarked or identified with a particular chain or corporation) shall comply with this section.

D. Evaluation Of Design:

1. Facade Size And Articulation:

- a. Facade Size: The building facade size (height and mass) in areas of existing developments shall be in direct proportion to the surrounding structures. All building components, such as windows, doors, eaves, soffits, and parapets, shall have good proportions that relate to the building facade and shall relate well with surrounding structures.
- b. Articulation: Articulation is required for building facades that are more than sixty feet (60') in width and faces (or is parallel to) a public or private street as follows: To avoid long unbroken expanses, building facades shall be divided into distinct modules not to exceed fifty feet (50')

In length that incorporate visible changes in the facade through the use of wall plane projections, piers, columns, colonnades, arcades or similar architectural features.

2. **Roof Pitch/Material:** Building heights shall be consistent with the standards of the underlying zoning district. Pitched roofs shall have a minimum pitch of six to twelve (6:12) rise to run for the main roof. Roof pitches between three to twelve (3:12) and six to twelve (6:12) must be reviewed by the Architectural Review Committee and approved by the Council. For additions to a principal structure or remodeling that requires compliance with these regulations, the City may allow the roof pitch to match the existing pursuant to subsection C2c(1) of this section. All pitched metal roofing applications shall have concealed fasteners, unless otherwise reviewed by the Architectural Review Committee and approved by the City Council, except that District I tier 2 areas may have exposed fasteners. The exposed backs of any parapet should match the primary exterior color. Any roof expanses greater than sixty feet (60') in length are subject to subsection D1b of this section and shall be divided into smaller increments not to exceed fifty feet (50') in length. (Ord. 2014-19, 6-17-2014)

E. Allowable Materials By Zoning District: (Percentages of allowed exterior materials shall be calculated excluding fenestrations except for architectural glass, or doors that are 50 percent or less glass.)

1. District C1, C2:

- a. Face brick.
- b. Natural stone.
- c. Architectural glass.
- d. Stucco.
- e. EIFS.
- f. Architectural concrete masonry units shall be limited to a maximum of fifty percent (50%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on nonfront facades.
- g. Architectural precast concrete panels.
- h. Architectural metal panels shall be limited to a maximum of fifty percent (50%) on any facade. Architectural metal panels exceeding fifty percent (50%) on any facade must be reviewed by the Architectural Review Commission and approved by the City Council.
- i. Accent materials shall be limited to a maximum of ten percent (10%) per building facade as approved under subsection F of this section.
- j. Architectural composites including fiber cement composites, synthetic composites, and related veneers. When an architectural composite is proposed to imitate other proposed materials with a percentage restriction, the architectural composite shall be added to the square footage of the material it imitates to determine the total square footage of the material on each facade.
- k. Other materials may be approved under subsection F of this section.

2. District I (tier 1):

- a. Face brick.
- b. Natural stone.
- c. Architectural glass.
- d. Stucco.
- e. EIFS.
- f. Architectural concrete masonry unit.
- g. Architectural precast concrete panels.
- h. Architectural metal panels.
- i. Nonarchitectural metal material shall be limited to a maximum coverage of twenty percent (20%) on the front facade. Nonarchitectural metal material may be used up to one hundred percent (100%) on nonfront facades. Metal material application on the front and nonfront facades are required to have concealed fasteners with the exception that nonfront facades facing District I tier 2 may have exposed fasteners. Finished metal overhead doors necessary for the use are exempt from the twenty percent (20%) maximum. No unfinished metal of any kind is allowed.
- j. Architectural composites including fiber cement composites, synthetic composites, and related veneers. When an architectural composite is proposed to imitate other proposed materials with a percentage restriction, the architectural composite shall be added to the square footage of the material it imitates to determine the total square footage of the material on each facade.
- k. Other materials may be approved under subsection F of this section.

3. District I (tier 2):

- a. Face brick.
- b. Natural stone.
- c. Architectural glass.
- d. Stucco.
- e. EIFS.
- f. Architectural concrete masonry units.
- g. Precast concrete panels.
- h. Architectural metal panels.
- i. Nonarchitectural metal material shall be limited to a maximum coverage of forty percent (40%) on the front facade. Nonarchitectural metal material may be used up to one hundred percent (100%) on nonfront facades. Metal material application on the front and nonfront facade may have exposed fasteners. Finished metal overhead doors necessary for the use are exempt from the forty percent (40%) maximum. No unfinished metal of any kind is allowed.

j. Architectural composites including fiber cement composites, synthetic composites, and related veneers. When an architectural composite is proposed to imitate other proposed materials with a percentage restriction, the architectural composite shall be added to the square footage of the material it imitates to determine the total square footage of the material on each facade.

k. Other materials may be approved under subsection F of this section.

4. All other districts (one-family detached dwellings are exempt):

a. Face brick.

b. Natural stone.

c. Architectural glass.

d. Siding materials - wood, steel, vinyl (0.044 gauge or greater in thickness), or cementitious siding (i.e., lap, board on board, board and batten, log and half log or shake) shall be limited to a maximum of seventy percent (70%) on any front facade. Any of these siding materials may be used up to one hundred percent (100%) on nonfront facades.

e. Stucco.

f. EIFS.

g. Architectural concrete masonry unit shall be limited to a maximum of thirty percent (30%) of each building facade. Utility buildings five hundred (500) square feet or less that require a higher level of durability, may request architectural concrete masonry units exceeding thirty percent (30%) of a building facade. Such requests shall be reviewed by the Architectural Review Commission and approved by the City Council.

h. Other materials may be approved under subsection F of this section. (Ord. 2018-001, 1-2-2018)

F. Other Materials: In addition, materials not specifically listed may be approved for use by the City, when used in accordance with this title. When materials not specifically listed are proposed for use the Architectural Review Committee shall review and the City Council shall make findings of fact supporting the use of those materials. The judgment of the City will be based upon, but not limited to, the following factors set forth in subsection L3 of this section. Other materials that have been reviewed by the Architectural Review Commission and approved by the City Council shall hereinafter be permitted materials moving forward for other applicants in the same district category of the architectural review ordinance. The Zoning Administrator shall track all additionally approved materials and periodically update the ordinance to add the previously approved materials to the appropriate districts. (Ord. 2016-021, 5-17-2016)

G. Footings: All buildings shall be constructed with continuous concrete perimeter footings meeting the requirements of the International Building Code.

H. Color: Colors shall be earth tone, harmonious and shall consist of muted colors with low reflectance. Bright or brilliant colors and sharply contrasting colors may be used only for accent purposes and shall be limited to a maximum of ten percent (10%) of any single building facade.

I. Accessory Structures: Accessory structures and outbuildings must be of similar materials, quality, architectural and aesthetic appearance and conformance as the principal building or structure and must be approved by the City. All accessory structures shall be color coordinated with the principal building when the principal building is being retrofitted. The location and construction of accessory structures are set forth in section 10-5-9 of this title.

J. Architectural Review Submittal: The following is the minimum information required to be submitted to the City for administrative or Council approval:

1. A completed and signed land use application form.
2. A written narrative describing the proposal.
3. Ten (10) reduced (11 x 17) color sets and an electronic (PDF) format at the time of the submittal.
 - a. Survey: Certified survey of the property by a registered surveyor, if deemed necessary.
 - b. Architectural Plans: Preliminary scaled architectural plans and colored elevations for the proposed building or buildings with notation of exterior finish materials.
 - c. Site Plan: Scaled site plan including landscaping, lighting, site amenities and mechanical equipment locations.
4. Samples of exterior finish materials.

K. Preliminary Meeting With Staff: Any applicant may request a meeting with City staff prior to City Council review for general compliance with this section.

L. Administration:

1. **Building Permit Approval:** No new construction, alteration of existing buildings and other developments regulated by this section may be initiated or issued a building permit without approval of an architectural review submittal by staff or the City Council.
2. **Administrative Approval:**
 - a. **Approval:** An administrative approval of an architecture review submittal may be approved by City staff if the following standards are met:
 - (1) The architectural review submittal set forth in subsection J of this section is determined complete by City staff.
 - (2) If an architectural review submittal meets this section and associated City Code requirements.
3. **Council Approval:**

- a. **Approval:** If a completed architectural review submittal deviates from this section and associated City Code requirements, Architectural Review Committee review and Council approval is required. Other materials and deviations not specifically listed may be approved for use by the City, when used in accordance with this title. When materials not specifically listed are approved for use, the City shall make findings of fact supporting the use of those materials and deviations. The judgment of the City will be based upon, but not limited to, the following factors:
- (1) The color, shape, and texture of the proposed exterior materials meet the purpose and intent set forth in this title;
 - (2) The character and exterior materials of the surrounding area;
 - (3) Whether the proposed exterior material is appropriate, proportional, and not varied;
 - (4) The proposed exterior materials or architectural features are LEED compatible or is another innovative material from new technology.
4. **Expiration:** Unless the City Council specifically approves a different time period, the approval of an architectural review submittal shall expire one year from the date it was approved. Any deviation from the approved plans will require additional review.
5. **Appeal:** Any appeal of a decision shall be considered an appeal under the process described in section 10-7-7 of this title. The Council may require a fee for any appeal. (Ord. 2014-19, 6-17-2014)

walls with 100% obstruction, a building wall consisting of aesthetically pleasing materials, with no signage, chain-link fence with privacy slats of earth tone colors, or similar structures. All structural elements shall meet required setbacks.

- E. All commercial buildings in the Central Business (CB) and Highway Business (HB) Districts shall be landscaped according to a plan prepared by a Professional Landscape Architect, or a commercial nursery, and be approved by the Planning Commission.

4.8.3 Exterior Building Finishes – Commercial Structures

All exterior wall finishes on any principal or accessory building shall be one of, or a combination of, the following:

- A. Face brick.
- B. Natural or cut stone, wood or log.
- C. Specially designed, precast concrete units if the surfaces have been integrally treated with an applied decorative material or texture (excluding raw concrete block painted or unpainted).
- D. Glass, fiberglass or similar non-metal materials.
- E. Stucco and other cementation coating applied in a manner so as to create a harmonious design in conjunction with the materials.
- F. The Planning Commission may approve other new materials that are equal to or better than the materials listed in this Section.
- G. All structures shall be compatible with neighboring structures in mass, color and exterior materials.
- H. Formula Restaurants. All formula restaurants shall meet the requirements set forth below:
 - 1. Outdoor storage areas, mechanical equipment, and utility vaults, shall not be visible from adjacent streets and pedestrian walkways.
 - 2. Site services should be located on the least visible side of the structure or site or within interior building spaces.
 - 3. All signs shall use natural materials such as wood, metal masonry or stone.
 - 4. There shall be no exterior vending machines such as soft drink dispensers, ice cube freezers and the like.
 - 5. Trash receptacles shall be placed at the entrances to any building containing formula restaurants and shall be maintained by those businesses. Exterior receptacles shall not exhibit logos or advertising.
 - 6. The Planning Commission may restrict Formula Restaurants or revise design standards to ensure the preservation of the unique small town character of the City of Nisswa.

- I. Site Development Requirements along Highway 371. In addition to the general site requirements for all construction projects, Commercial developments within 500 feet of State Trunk Highway 371 shall utilize the following site design requirements:
1. Where feasible, the development shall design backage roads as part of the internal road network.
 2. Parking lots shall be located in the side or rear yard area of the development as seen from Highway 371 or the collector and or backage road system. Further where no frontage road exists on Highway 371, parking will be allowed up to 40 feet in front of the building if a landscaping plan is provided which completely screens the parking lot from the highway. Screening should consist of spruce, bushes, or similar native vegetation.
 3. Developers should utilize shared parking lots where feasible.
 4. Developers shall provide for safe pedestrian movement between buildings and between adjacent uses.
 5. No permanent new access points shall be allowed on to Highway 371. Where no frontage or backage road is available, a temporary access point may be allowed providing future alternate access is planned. The removal of the temporary access shall be regulated by the conditional use permit.
 6. Driveways shall be located outside of the functional area of intersections or turn lanes.
 7. Adequate vehicle stacking at the driveway shall be provided.
 8. If an existing use is intensified or changed, the City may require the elimination of access points on to Highway 371. If removal is not possible, the City, in consultation with MnDOT may work with the property owner to move the access to a safer location.
 9. No backing movements of patrons or service vehicles shall be allowed on to or off the public road system.
- J. Site Development Requirements for Commercial Structures in the Central Business (CB) District
1. All new or reconstructed structures shall be placed within 15 feet of the right- of-way.
 2. Adequate provisions for pedestrian movement (sidewalks) between properties shall be included in all site plans.

4.8.4 Additions, Alterations and Accessory Buildings

All subsequent additions, exterior alterations and accessory buildings constructed after the erection of an original building or buildings shall be of the same materials or better than those used in the original building and shall be designed in a manner conforming to the original architectural concept and general appearance. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion program involving all structures on the property.

4.8.5 Landscaping in Parking Areas