

**AGENDA
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
FEBRUARY 28, 2023
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

An opportunity for members of the public to address the Planning Commission on items not on the current Agenda. Items requiring Planning Commission action may be deferred to staff for research and future Planning Commission Agendas if appropriate. You will be limited to two (2) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak.

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for January 24, 2023.**

SCHEDULED PUBLIC HEARINGS:

- 2. Interim Conditional Use Permit for a Home Occupation: ICUP-23-001**
Location: 24258 Fallbrook Avenue
Applicant: Rory Sawada (prospective property buyer)
Owner: Quinn Miron
Property ID Number: 21.10618.00

NEW BUSINESS:

- 3. Request for Time Limit Extension of Site Plan Review & CUP Approvals**
Location: 5111 East Viking Boulevard
Owner: Fourteen Foods

OLD BUSINESS:

- 4. Architectural Standards: Community Ordinances and Material Examples**

COMMUNICATIONS:

UPDATES:

ADJOURN

UPCOMING:

March 14th - Polaris Site Plan Review for Exterior Storage and 257 Land Holdings, LLC CUP for Apartments.

**UNAPPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
JANUARY 24, 2023
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for January 24, 2023 to order at 7:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Planning Commission were present: Mark Lobermeier, Michael Naumann, Katie West, and Dan Iverson

ABSENT: None

Also Present: Fred Weck Zoning Administrator and Mayor Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for December 27, 2022

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR DECEMBER 27, 2022 AS SUBMITTED.

*Voting Aye: Iverson, Naumann, West, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None*

PLANNING COMMISSION REORGANIZATION

2. Chair

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO APPOINT COMMISSIONER LOBERMEIER TO SERVE AS CHAIR.

*Voting Aye: Iverson, Naumann, West, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None*

3. Vice-chair

A MOTION WAS MADE BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER IVERSON, TO APPOINT COMMISSIONER WEST TO SERVE AS VICE-CHAIR.

Voting Aye: Iverson, Naumann, West, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None

4. Joint Park/Planning Board

A MOTION WAS MADE BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER WEST, TO APPOINT COMMISSIONERS NAUMANN AND IVERSON, TO SERVE ON THE JOINT PARK/PLANNING BOARD.

Voting Aye: Iverson, Naumann, West, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None

SCHEDULED PUBLIC HEARINGS: NONE

NEW BUSINESS

5. Architectural Standards: Community Ordinances and Materials Examples

Zoning Administrator Weck explained the recent examples and why there was thought that it may be a good idea for the City to take another look at changing materials and architectural standards. He noted that he had taken a look at other communities including Chisago City, Forest Lake, Cambridge, Lindstrom, as well as various other cities.

Chair Lobermeier stated that he felt part of the discussion for recent projects was whether the City has a good understanding of the current trends from a construction standpoint. He stated that there was discussion of what may look good but may not be described in the City's ordinances in a way that would be conducive to what applicants would like. He stated that the City wants to see development occur and not have to do more here than what is required in other communities. He stated that he felt the document from Forest Lake gave more examples for each of the building types what they would like to see and asked if something like that would be a useful tool for staff.

Zoning Administrator Weck stated that he thinks illustrations are great and are very helpful.

Chair Lobermeier asked how often staff deals with the architect rather than the applicant.

Zoning Administrator Weck stated that usually, he initially deals with the applicant when the process begins.

Chair Lobermeier noted that it had not been that long since the City has revisited this, but, when you are talking about materials, these types of things need to be updated periodically.

Zoning Administrator Weck stated that if the City makes changes to the ordinance, they will need to hold a public hearing and noted that he believed that would also be the case if a guiding manual would be used, such as Forest Lake uses.

Chair Lobermeier explained that the discussion will not be completed at tonight's meeting and will take some time for the Commission to dig through and asked if the Commission had any initial questions.

Commissioner West stated that with her day job being in construction, she sees all types of materials. She stated that she liked the classifications used in Woodbury. She stated that she thinks there are a lot of materials available and suggested that it may be a good idea for the City to consult with an architect on what current materials there are.

Zoning Administrator Weck cautioned that consulting an architect would cost the City money and explained that was why he was recommending that the Commission do as much of the work as possible themselves.

Chair Lobermeier stated that he did not think Commissioner West was suggesting that an architect would come in and write the architectural standards, but rather to come in and just give input to the City about what they are seeing for these types of materials.

Zoning Administrator Weck noted that the City cannot do anything that would violate the Building Code, but they can have a say in what it will look like when it is completed.

Commissioner West asked if the Commission could look at things differently in certain areas of the City, for example, looking at things in the downtown area differently than other more remote areas of the City.

The Commission discussed various examples from Forest Lake and Maple Grove that provide an 'identity' to the area, just from their architectural standards.

Mayor Iverson interjected that the EDA had sent out for a Request for Proposal to see what a downtown area would look like on Highway 61 and also left on County Road 22. She suggested that they can pass along this information to the Commission so there is an idea of what the EDA is looking to do.

Chair Lobermeier noted that the Commission would also welcome their feedback regarding materials.

Zoning Administrator Weck stated that he would like to get a feel from the Commission on how they would like to take on discussion on the architectural standards. He stated that they can also discuss doing a manual, similar to Forest Lake, and noted that may help in some of the small areas such as what was brought up by Commissioner West.

Commissioner West stated that she feels that different areas can look different and noted that, for example, the Highway 8 corridor should probably have different building characteristics than the downtown area or industrial areas.

Mayor Iverson noted that the various cities on Highway 8 have commissioned a study on what businesses will work and what ones they want to attract to Highway 8. She noted that the HRA/EDA has been working on this and stated that they can also pass along this information to the Commission when it is completed.

Chair Lobermeier stated that he feels that having a manual makes sense to him.

The Commission discussed possible ways that the City may be able to get feedback from architects on architectural standards and formation of a manual.

Zoning Administrator Weck suggested that he could print out a copy of the manual used by Forest Lake for discussion purposes at the next Planning Commission meeting.

OLD BUSINESS:

COMMUNICATIONS:

Chair Lobermeier noted that typically the Commission discusses goals for the year and asked if that was something that the Council still wanted them to do.

Zoning Administrator Weck explained that he had meant to get that on the agenda, but it had slipped his mind when he was putting the information together for tonight's meeting. He stated that he can put that together for the next meeting.

Mayor Iverson suggested that it may be a good idea to hold a few joint meetings between the

Planning Commission and the EDA.

UPDATES:

A MOTION WAS MADE BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER WEST, TO ADJOURN THE JANUARY 24, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:27 PM.

Voting Aye: Iverson, Naumann, West, and Lobermeier

Voting Nay: None

Abstain: None

Absent: None

**CITY OF WYOMING
PLANNING AND ZONING**

TO:	Planning Commission
DATE:	2/23/2022
FROM:	Kim Lindquist, City Planner
	Fred Weck, Zoning Administrator
RE:	IUP Home Occupation
APPLICANT:	Rory Sowada
PROPERTY OWNER:	Quinn Miron
PROPERTY:	24258 Fallbrook Ave-R.21.10618.00
FILE NO.:	ICUP-23-001

OVERVIEW

The applicant is requesting approval of an Interim Conditional Use Permit to allow a home occupation at 24258 Fallbrook Avenue. The property is a residential property although has numerous outbuildings, large enough for storage or small business operation. The property, along with the surrounding area is zoned Agriculture and is guided for a combination of Semi-Rural Neighborhood with a wetland overlay.

The approximate 9-acre lot is surrounded by single family development with most properties to the north rural residential lots of one to two acres. To the south the lots are generally larger around 5 acres. The site gains access from Fallbrook and has a looped driveway that runs from north to south, cutting across the property at 24406 Fallbrook Avenue. There are two areas that include outbuildings, to the west of the residence is a building approximately 5,100 square feet and to the east, two smaller outbuildings totally approximately 2630 square feet.

The applicant is proposing to introduce a light manufacturing use at the site as a home occupation. There is no proposal to modify the existing residence or outbuildings to accommodate the use. The most western building will be used to operate the business; the applicant indicates there will be hand assembly and plastic part decorating. The applicant estimates there will be one van delivery daily and one semi-truck approximately every three weeks. All business, assembly, decorating, palletizing, and storage will be conducted in the accessory building. Employees would be the applicant, who will reside at the property, along with one regular employee. It is noted in that application that during busy times additional employees may come to the site. The applicant has offered to add landscaping to the site to assist in screening any on-site activities and further enhance the property.

The Agriculture district allows home occupations that may require additional parking, an accessory building, or an attached garage, or generate a noticeable increase in traffic, and which are in accordance with Article VII, Division 13. The ordinance requires thirteen conditions be met for granting of a conditional use permit. Additionally, the Division 13 of the zoning ordinance lists ten performance standards for granting of an interim conditional use permit for a home occupation.

STAFF RECOMMENDATION

The requirements of Chapter 40, Article V, Division 6, “Conditional Use Permits”, Section 40 – 112, as contained in the City of Wyoming Ordinance have been complied with. Staff is

recommending approval of a Conditional Use Permit to allow a home occupation based upon the findings of fact and subject to the following 11 conditions:

- 1) Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
- 2) Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.
- 3) Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R-1, R-2, R-3, R-4, R-5, R-6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.
- 4) No outdoor display of goods or outside storage. All business activity must be contained within the existing accessory structures.
- 5) Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.
- 6) The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for off-site disposal.
- 7) Semi-trucks are not permitted at the site as a result of the home occupation. The applicant can have oversized trucks to the site for delivery and pick up.
- 8) The applicant shall provide a transportation plan for the site detailing incoming and outgoing deliveries; i.e. days, times, and vehicles.
- 9) Any outdoor trash enclosure shall be screened from the adjoining residential properties.
- 10) The applicant submit a landscape plan that provides screening to the adjoining properties.
- 11) That the Interim Use Permit will expire on June 1, 2053, upon the sale of the property, or when the applicants vacate the property.

STAFF REVIEW

General Comprehensive Plan and Zoning Review

The subject property is zoned A-Agriculture with a partial Shoreland Management Overlay and is guided as Semi-Rural Neighborhood in the City of Wyoming's Comprehensive Plan. The zoning and surrounding uses are as follows:

North – A-Agriculture; Semi-Rural Neighborhood

South – A-Agriculture; Semi-Rural Neighborhood

East – A-Agriculture; Semi-Rural Neighborhood

West – A-Agriculture; Semi-Rural Neighborhood

Existing Site

The approximate 9-acre site contains four structures a single-family residence and three outbuildings. The largest accessory structure, in the west, is approximately 5,100 square feet, the other two buildings in the east are roughly 1930 square feet and 700 square feet. The residential site also contains a .08-acre site directly to the north which contains a portion of the looped

driveway. A portion of the driveway is also located on the property at 24406 Fallbrook Avenue and is contained within a drainage and utility easement.

Permitted uses in the Agricultural district focus on structures and uses that are used for purposes related to the operation of a farm. Single family dwelling units are allowed as a permitted use within the Agriculture zoning district. Section 40-173 allows a home occupation by interim conditional use that may "...require additional parking, an accessory building, or an attached garage, or generate a noticeable increase in traffic and which are in accordance with Article VII, Division 13."

In the recent past, the site has been a source of concern about deposits and burial of debris including hazardous material. The concerns related to a prior owner who allegedly buried material in locations on the site. A subsequent owner brought legal action against the prior owner claiming that the prior owners were liable for the hazardous material and that they should remove the material buried on the site. In 1999, the court determined (generally speaking) that an engineer be appointed to review the buried material and that the engineer work through the MPCA to test the material and determine an appropriate course of action through the cleanup programs available at the State. Following the investigation of the property the MPCA issued a No Action Determination Letter because any soil contamination on the property is within the range of background concentrations or below the MPCA Residential Soil Reference Value, and below "Health Risk Limits" or "Health Based Values" and determined that no further action is required at the property.

Also, in 2001 there is correspondence from the MPCA in response to concerns from adjoining property owners about the on-site buried material and the potential for contaminants on the site and their potential effect on adjoining properties. Similar to the concerns expressed by the Blair's, the neighbors disagreed with the outcome of the MPCA recommendations. The 9/17/2001 letter from the MPCA concludes: *"The MPCA staff does not believe that the contamination at the Site would adversely affect our or others based on the information available and our experience in dealing with many other investigations. If you have additional facts about conditions at the Site that you would like to provide to the MPCA, please do so. MPCA staff is willing to work with you to address any new facts about the Site that could materially alter the conclusions reach to date by the Voluntary Investigation and Cleanup "VIC" program."*

INTERIM CONDITIONAL USE PERMIT STANDARDS

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant a CUP. Granting of an Interim Conditional Use Permit is required for approval of a Home Occupation in the Agriculture zoning district. These standards are as follows:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.

A home occupation is allowed in the Agricultural zoning district and would be in conformity with the Comprehensive Plan. This standard has been met.

2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

This use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities. This standard has been met.

3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.

The proposal does not include any modifications to the development on the site. The existing outbuildings are available for use and all business operations are to be located within the structures. The applicant has indicated they will add landscaping on the site which could improve the existing condition. This standard has been met.

4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.

All structures are current on-site; no new construction is planned or requested. This standard has been met.

5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.

The use is consistent with the zoning ordinance intent for home occupations. The current site development, with the larger accessory structures, lends itself to some type of home occupation use. This standard has been met.

6. The use will be consistent with the purpose of this and other City Ordinances.

This standard has been met.

7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.

The applicant must adhere to the home occupation standards and conditions of approval for the interim conditional use permit, which will mean the site is consistent with the existing and intended character of the Agriculture zoning district. This standard has been met.

8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.

The applicant has indicated he anticipates one van a day to the site relating to the home occupation. However, the applicant also notes that one semi-truck will be at the site every 3 weeks. This type of vehicle would be unusual for the neighborhood and staff does not support allowance of a semi-truck to the site, particularly due to the location of the driveway for the property. The applicant should provide a transportation plan for the business that would provide reasonable access for the site without being overly burdensome to the neighborhood. Staff is recommending the Plan as a condition of approval. This standard can be met.

9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.

This standard has been met.

10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.

This standard has been met.

11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness, or other nuisances.

This standard has been met.

12. The use will preserve and incorporate the site's important natural and scenic features into the development design.

This standard has been met.

13. The use will cause minimal adverse environmental effects.

The home occupation activity will all be enclosed indoors which should reduce any potential adverse environmental effects. This standard has been met.

APPLICABLE ZONING ORDINANCE HOME OCCUPATION STANDARDS.

Section 40-173. Interim Conditional Uses in the Agriculture district allows home occupations “which may require additional parking, an accessory building, or an attached garage, or generate a noticeable increase in traffic, and which are in accordance with Article VII, Division 13.

Article VII, Division 13, Section 40-353 defines the required standards the city will review when an application for a home occupation is requested. The following standard shall be met for approval of a home occupation:

- (1) Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
- (2) Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.
- (3) Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R-1, R-2, R-3, R-4, R-5, R-6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.
- (4) No outdoor display of goods.
- (5) Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.
- (6) Should the occupation be teaching, classes shall not exceed ten (10) students at any one time.
- (7) Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home, or an accessory structure to the principal use as allowed by this Ordinance.
- (8) No outside storage is permitted.
- (9) An accessory structure may be utilized in conjunction with the home occupation only for the purpose of holding equipment used off the site, repair (as conditionally permitted pursuant to Sec. 40 – 543, (7), and/or for the storage of goods or articles produced or used by the occupant of the principal structure.
- (10) The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for off-site disposal.

In Addition, the following factors must be considered for Interim Use Permits:

- 1) Whether the use conforms to the zoning regulation;
The use conforms to the zoning regulation with the issuance of this permit.
- 2) Whether a date or event for the termination of the use can be identified with certainty.
The applicant has requested an end date of June 1, 2053. (Staff also recommends that the use will terminate upon the sale of the property, or when the applicants vacate the property).
- 3) Whether the permission of the use will impose additional costs on the public if it is necessary for the public to take the property in the future;
This standard is met – There should be no additional cost to the public.
- 4) Whether the landowner will agree to the conditions that the City Council deems appropriate for permission of the use. This is to be determined.

In staffs opinion all of the conditions of Division 13 can be met by the applicant. The Agriculture District allows the use of accessory structures for the home occupation and recognizes that additional traffic may be brought to the site due to the home occupation.

Next Steps

The City Council will review the Planning Commission's Interim Conditional Use Permit at the next regularly scheduled meeting.



City Of Wyoming
 26885 Forest Blvd, PO Box 188
 Wyoming, MN 55092
 Phone (651) 462-4947
 permits@wyomingmn.org

LAND USE APPLICATION: INTERIM USE PERMIT FOR A HOME OCCUPATION

An Interim Use Permit application requests a conditional use permitted in a particular zoning district, but regulated and controlled through conditions placed upon it by the City Council after review by the Planning Commission.

Applicant(s)/Owner(s):

Name(s) Rory Sowada Quinn Miron
 Address 24258 Fallbrook Ave N
 City Wyoming State MN Zip 55025
 Phone Number (651) 455-2222 Email Rory_secsol@mindspring.com

Legal description of property: THAT PT OF S 450 FT OF NE1/4 OF SE1/4 LYING E'LY OF I-35.

Property Identification Number: R.21 211061800 Present zoning of property: A -- Agriculture/mixed use

Present use of property: Residence/mixed use

Proposed Home Occupation: Mixed use, residential

On what date, or upon what event, would the applicant desire the interim use to expire? 6 / 1 / 2053

This application and the following attachments must be submitted to be considered a complete application:

1. A detailed site plan showing the following information from Sec. 40 - 111, 5, (a - k):
 - a. Site plan drawn at scale showing parcel and building dimensions and their square footages
 - b. Curb cuts, driveways, access roads, parking spaces and off-street loading areas
 - c. Type of business or activity and proposed number of employees
 - d. Proposed floor plan of any building and use indicated
 - e. A location map showing the general location of the proposed use within the City and showing all principal land uses within 250 feet of the parcel for which application is being made
 - f. Any other information deemed necessary by the Zoning Administrator or Planning Commission
2. A letter explaining the proposed home occupation and how it will be operated
3. A completed Home Occupation Worksheet
4. A completed Conditional / Interim Use Permit Worksheet
5. The application fee and escrow must be paid at the time of application - The fee is **not** refundable and the unused portion of the escrow will be returned to the applicant.
6. Any other information deemed necessary by the Zoning Administrator or Planning Commission
7. An application for a property in a Shoreland District must include a valid Septic System Certificate of Compliance

Applicant(s) Signature(s) Rory Sowada Quinn Miron Date 1/19/23

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. All of Article V, Division 6, Conditional Use Permits, and Article VII, Division 13, Home Occupations are attached to this application and by signing this application, the Applicant acknowledges that they have been read and understood.

A public hearing can be scheduled only after a complete application has been received.

OFFICE USE ONLY

Application # I-23-001

Date Application Received 1/23/23

Date Complete Application Received 2/8/2023

60 Days 4/9/2023

Fee: \$220.00 + Escrow \$750.00

Date Paid 2/6/23

By: [Signature]
 Check # 26940

HOME OCCUPATION WORKSHEET

Applicant: Rory Sowada

Address: 24258 Fallbrook Ave N

Type of Business: Light Manufacturing/ secondary operations services to injection molding

Business name: Secondary Solutions Inc

Answer the following questions based on the standards contained in Article VII, Division 13, of the City of Wyoming Zoning Ordinance for home occupations. If needed, use a separate page. **All questions must be answered.**

Sec. 40 – 543, Performance Standards; Items 1-10. **All home occupations shall conform to the following standards:**

1. Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.

Are any alterations to the exterior of the home proposed? ☐ Yes ☒ No

If yes, what is proposed? _____

2. Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.

How many employees will the business have? (2) The owner of the residence and 1 employee

3. Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R1, R2, R3, R4, R5, R6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.

Are any signs proposed for the business? ☐ Yes ☒ No

Has a sign permit been applied for? ☐ Yes ☒ No

4. No outdoor display of goods.

Will any goods be displayed outdoors? ☐ Yes ☒ No

5. Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.

Will there be any off-street parking? ☐ Yes ☒ No (If yes, show the location of parking on the site plan)

6. Should the occupation be teaching, classes shall not exceed ten (10) students at any one time.

Is the business teaching? ☐ Yes ☒ No If yes, how many students per class? _____

7. Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home, or an accessory structure to the principal use as allowed by this Ordinance.

Is the business repair? ☐ Yes ☒ No If yes, where will the items be repaired? _____

8. No outside storage is permitted.

Where will items be stored? Inside, no product is outside permissible due to environmental effect on goods

9. An accessory structure may be utilized in conjunction with the home occupation only for the purpose of holding equipment used off the site, repair (as conditionally permitted pursuant to Sec. 40 – 543, 7), and/or for the storage of goods or articles produced or used by the occupant of the principle structure.

Will an accessory building be used for the business? ☒ Yes ☐ No

If yes, what will the building be used for? Hand assembly and plastic part decorating

10. The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard onsite sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for offsite disposal.

Will the business generate sewage that cannot be treated? ☐ Yes ☒ No (If yes, attach plan for offsite disposal)

Will hazardous wastes be generated? ☐ Yes ☒ No (If yes, attach plan for offsite disposal)

Application # _____

Revised 11/15/22

CONDITIONAL & INTERIM USE PERMIT WORKSHEET

Applicant: Rory Sowada

Address: 24258 Fallbrook Ave N

Type of Business: Light manufacturing/secondary operations services to injection molding

Business name: Secondary Solutions Inc

Answer the following questions based on the standards contained in Sec. 40 – 112 of the City of Wyoming Zoning Ordinance for Conditional and Interim Use Permits. If needed, use a separate page. **All questions must be answered.**

1. Is your proposed use in conformity with the Comprehensive Plan and development policies of the City?
☐ Yes ☐ No Explain: Yes to the best of my knowledge.
2. Will your proposed use create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?
☐ Yes ☒ No Explain: _____
3. Will your proposed use be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and so there will be no deterrence to development of vacant land?
☒ Yes ☐ No Explain: Already in place or will add additional screening to increase property value and privacy
4. Will the structure and site have an appearance that will not have an adverse effect upon adjacent properties?
☒ Yes ☐ No Explain: Already in existence/ no change
5. Is the proposed use reasonably related to the overall needs of the City and to the existing land use?
☐ Yes ☒ No Explain: Company is a service provider to the plastic industry
6. Will the proposed use be consistent with the purpose of the Zoning Ordinance and other City Ordinances?
☒ Yes ☐ No Explain: Mixed use, will be less invasive than agricultural from both smell and noise
7. Will the proposed use be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located?
☒ Yes ☐ No Explain: No Change
8. Will the proposed use generate only minimal vehicular traffic on local streets?
☒ Yes ☐ No Explain: Low run production, 1 delivery van est. daily Mon.-Fri. 1 semi every 3rd week
9. Will the proposed use create traffic hazards or unsafe access or parking needs?
☐ Yes ☒ No Explain: _____
10. Will existing businesses nearby be adversely affected by your proposed use because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness?
☐ Yes ☒ No Explain: All business is done inside and packaged in boxes/ large orders palletized for truck
11. Will the establishment or maintenance of the proposed use be detrimental to the public health, safety or general welfare?
☐ Yes ☒ No Explain: _____
12. Will the proposed use be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to water pollution, odor, fumes, and general unsightliness or other nuisances?
☐ Yes ☒ No Explain: proper disposal and filtration processes are followed
13. How will the proposed use preserve and incorporate the site's important natural and scenic features into the development design?
☒ Yes ☐ No Explain: Accessory building already exists, general landscaping for aesthetics will take place to improve value over the life of ownership
14. Will the proposed use cause adverse environmental effects?
☐ Yes ☒ No Explain: _____

Application # _____

Revised 11/15/22

Item #4

A letter explaining what you are intending to do for the home occupation and how it will be operated. Include employees needed. Any shipping details (to and from). Provide as much detail as you can; noise, waste, materials, etc.

Home use intention:

I intend to live within the property as my fulltime residency and treat the property in the manner that I intend to live there and keep everything in a respectable manner as it will double as not only my personal life but, professional life. I have customers that work in both medical and aerospace so, the property will need to be maintained to a much higher level. Potentially, having a 3rd party maintain the yard so curb appeal is maintained at all times.

Operation:

I will live on site within the home, I will run daily operations from the large pole building in the back. My operation has myself and one other full time employee. We do use 1099 personnel to meet production requirements when busy to maintain delivery due dates. The 1099's are only used when production exceeds normal operations. We do not produce products but, are a service provider to injection molding companies and perform finishing operations. Like taking a cavitron bottle that holds solutions for cleaning teeth and assembling it. We do some decorating as well, please see image below: (We decorate this specific part "the base" part of a breast tumor detection device.)



As far as "Noise", our loudest equipment is about the volume of a bird chirp... Sounds very similar. Deliveries are usually, every third day, approx. We receive a semi-truck load every 3rd week or so.

Waste is mostly unusable pallets, boxes, and general trash. We would likely get a small 4 yard dumpster that would be emptied every other week. This would include my personal residency trash. Waste is minimal and all products we use are environmentally friendly. We only purchase material based on production requirements to minimize waste.

Interactive Map



1 Items	PIN	DotPin	Own name	MailAddr	MailCity	MailState	MailZip	PropAddr	PropUnit	PropCity	PropZip	Deed/
X	211061800	21.10618.00	MILTON QUINN	24258 FALLBROOK AVE	FOREST LAKE	MN	55025	24258 FALLBROOK AVE		FOREST LAKE	55025	9

Business Structure

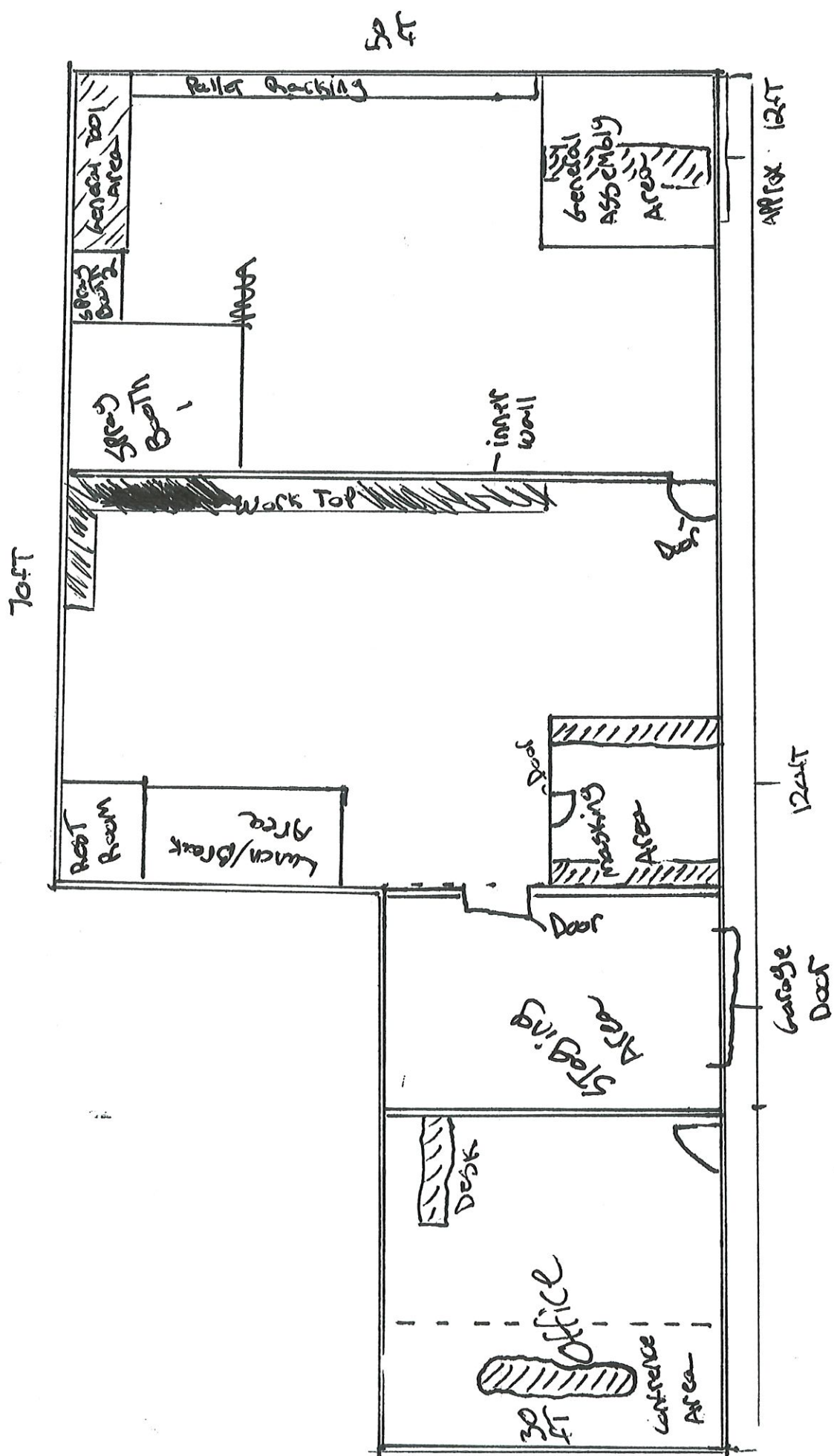
Extra Long Term Storage

Personal Residence

Personal =

ice fishing shack?

motor car?





Request for Council Action

Date: February 23, 2023

Presented to: Planning Commission

Presented by: Zoning Administrator / Building Official Frederick E. Weck, IV

Department: Department of Building Safety

Reference: Dairy Queen Conditional Use Permit and Site Plan Review Extensions

Method: Old Business

Background Information:

In accordance with the City of Wyoming's Zoning Ordinance Section 40-88 and Section 40-113 Site Plan Review and Conditional Use Permit approvals are valid for one year. If the work authorized by them has not been completed within one year they become null and void unless the applicant requests an extension in writing. The request shall state facts showing a good faith attempt has been made to complete the work. The Dairy Queen at 5111 East Viking Boulevard was granted a Conditional Use Permit and Site Plan Review approval on August 3, 2022. The applicant is requesting a one-year extension to August 3, 2024. The requested extension is due to the MPCA issuing a new leak number for a petroleum tank release at the former gas station on the site. The applicant will need the additional time to address the MPCA's requirements to remediate the site.

Recommendation:

It is the recommendation of staff that the Planning Commission recommend to the City Council the granting of the applicant's extension request.

Frederick E. Weck, IV

Zoning Administrator

Building Official #1825

Advanced Septic Inspector, MPCA #C5199



DEPARTMENT OF BUILDING SAFETY

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092

Phone: 651-462-4947 Fax: 651-462-3938



February 10, 2023

City of Wyoming
Attention: Fred Weck
26885 Forest Blvd.
PO Box 188
Wyoming, MN 5509
Email: Fweck@wyomingmn.org

Via Electronic Mail

Re: 5111 East Viking Blvd, Wyoming, MN ("Project")- Dairy Queen Redevelopment

Dear Mr. Weck,

This letter is to notify you that Double Seven Development and D7-Wyoming, LLC are formally requesting an extension of the Conditional Use Permit and Site Plan Approval for the Project located at the address set forth above. Our intended construction date has been delayed due to the issuance of a new leak number by the Minnesota Pollution Control Agency ("MPCA") in January 2023.

We are requesting a one-year extension to August 3, 2024 to conduct additional environmental due diligence and ensure compliance with any MPCA requirements prior to further development of the Project.

If you have any questions or require further documentation documenting the necessity of this extension, please feel free to contact Nick Johnson at 612.236.1591 or via email at njohnson@fourteenfoods.com. We thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Meghan Flynn", with a stylized flourish at the end.

Meghan Flynn
Associate General Counsel
O: 952.460.9832
E: mflynn@fourteenfoods.com
6442 City West Pkwy, Suite 400
Eden Prairie, MN 55344

CC: Nick Johnson



520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300
800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

January 9, 2023

Leslie Adam
Double Seven Development, LLC
D7 Wyoming LLC
7101 W 78th St
Minneapolis, MN 55439-2524

RE: Petroleum Storage Tank Release
Site: Wyoming Sinclair Speedway, 5111 E Viking Rd, Wyoming Chisago 55092
MPCA Site ID: LS0021901

Dear Lesley Adam:

The Minnesota Pollution Control Agency (MPCA) has learned there was a petroleum tank release at the Site referenced above. As the owner/operator of the tank(s), you are responsible for the contamination caused by the release. According to state law, you must investigate, and if necessary clean up the contamination.

Your first step: Complete and submit the enclosed *Leak site ownership form* **within 30 days**. If you believe that you are not legally responsible for the release, please contact me immediately.

Definition of legally responsible: You are considered legally responsible for a petroleum tank release if you owned or operated the tank either during or after the release, unless specifically exempted under the law. See Minn. Stat. § 115C.021.

Next steps: Hire a qualified environmental consulting firm to help you investigate and address the contamination. A site investigation must fully define the extent and magnitude of the soil and/or groundwater contamination caused by the release. Investigation and clean-up guidance documents, standardized report forms, and related information are located on the MPCA website at <https://www.pca.state.mn.us/waste/petroleum-remediation-program>. Once the investigation is complete, your consultant should summarize the results in an MPCA report form, including a recommendation for additional investigation or monitoring, corrective action, or site closure. If your site is **high priority** (see below), you must submit the report to the MPCA **within 90 days** from the date of this letter. For all other sites, you must submit the report **within 10 months**.

High-priority sites have one or more of the following conditions. See guidance document 1-01 *Petroleum Remediation Program general policy* for detailed descriptions of each condition. If you are uncertain whether your site is high priority, please contact me, Luis Allen.

- Existing or high risk of drinking water contamination
- Existing or high risk of vapor intrusion into occupied buildings or risk of explosive vapor buildup
- Surface water impacts
- Recent or ongoing releases
- Petroleum free product

Paying for the work: The Minnesota Petrofund helps tank owners, operators, and volunteer property owners pay for the cost of investigating and cleaning up contamination from petroleum tank releases. You will receive a separate mailing from the Minnesota Department of Commerce, which administers the Petrofund, explaining eligibility criteria and how to apply for reimbursement. Please note that applicants are required to use an environmental consulting firm registered with the Petrofund and obtain written competitive bids. Read the Petrofund mailing thoroughly so you know how to be eligible for the maximum reimbursement.

Please respond: Your timely response is important. If you do not submit the completed *Leak site ownership form* within 30 days, the MPCA will assume that you do not intend to comply and will begin enforcement actions. Also, please be aware that failure to cooperate in a timely manner will reduce your reimbursement from the Petrofund. Finally, should you fail to take necessary corrective actions, the MPCA may take them on your behalf and request the Petrofund to recover the costs from you.

For more information:

- **MPCA Petroleum Remediation Program guidance documents:** Found on the MPCA website at <https://www.pca.state.mn.us/waste/cleanup-guidance>.
- **Petrofund:** Reimbursement questions? Call 651-539-1515 or 800-638-0418 or go to the Minnesota Department of Commerce website at <http://mn.gov/commerce/industries/fuel/petrofund/index.jsp>.
- **MPCA Brownfields Program:** Selling or redeveloping contaminated property? Go to the MPCA website at <https://www.pca.state.mn.us/waste/brownfields>.

If you have questions about this letter or the MPCA's requirements, please contact Luis Allen, MPCA Project Manager, at 651-757-2018 or by email at luis.allen@state.mn.us. When contacting the MPCA, please have your MPCA Site ID (LS0021901) available.

AEJ:df

Enclosures

ec: Robb Linwood, City of Wyoming (electronic)
Jesse Milligan, City of Wyoming Fire Department (electronic)
Kurt Schneider, Chisago County Environmental Services (electronic)
Eric Halpaus, Nova (electronic)
Minnesota Department of Commerce Petrofund (electronic)

You as a responsible party in the Petroleum Remediation Program

You have received a letter because the Minnesota Pollution Control Agency (MPCA) has identified you as a person responsible for a petroleum storage tank release, or you are someone who has volunteered to accept this responsibility.

About the MPCA's Petroleum Remediation Program

The Petroleum Remediation Program protects human health and the environment from the dangers associated with leaking petroleum storage tanks. Leaking tanks contaminate drinking water, streams, rivers, or lakes, and generate harmful vapors.

The MPCA is responsible for minimizing the environmental impact of leaking petroleum tanks. The agency does this by enforcing the law that requires tank owners and operators responsible for these releases to investigate them, and if necessary, clean up the leaking petroleum products.

Where to start

You first need to hire an experienced environmental consultant to investigate your petroleum release.

Find a consultant: Consultants and contractors who perform these services must be registered with the Department of Commerce's Petrofund program. The Petrofund program provides a list of registered consultants at <https://mn.gov/commerce/industries/fuel/petrofund/>.

Get financial help: The Petrofund reimburses tank owners, operators, and volunteer property owners a portion of the costs associated with investigating and cleaning up contamination from leaking petroleum storage tanks.

In order to maximize the amount of Petrofund reimbursement available, obtain written competitive bids from consulting firms registered with the Petrofund. Read the mailing from the Petrofund thoroughly so you know how to be eligible for the maximum reimbursement.

Apply for reimbursement at <https://mn.gov/commerce/industries/fuel/petrofund/reimbursement.isp>. For more information about the Petrofund program, call 651-539-1515 or 1-800-638-0418.

Questions? The MPCA has assigned a project manager to you. You or your consultant can contact the project manager whenever you have questions. This will help ensure the work your consultant performs meets the MPCA's requirements.

For more information

Consultant guidance documents for leaking petroleum storage tank investigations and cleanup are available on our website at <http://www.pca.state.mn.us/waste/cleanup-guidance>.

If you are purchasing, selling, or developing property that is contaminated with petroleum, assistance is available through the Brownfield Program. Visit our website at <http://www.pca.state.mn.us/waste/brownfields>, or call 651-296-6300 and ask to speak to a Brownfield staff person.

Architectural Standards - 2023

The City of Wyoming amended the Architectural Standards Division of the Zoning Ordinance in 2018. Primarily what was changed was the addition of the preamble to Section 40-451, a reworking of the percentage of, and specific materials within, the three classes of materials listed in the ordinance, and the addition of exceptions (a), (b), & (e). The preamble language was added to provide guidance to the city and developers as to the intent of the regulations. The materials and their percentages were updated to account for newer materials and to be on par with other communities. Below you will find ordinance examples from a number of communities, some of which were evaluated in 2018, and a very brief synopsis of changes, if any, since then.

Chisago City – rewritten to add new zoning districts; materials and percentages were not changed.

Forest Lake – no changes.

Cambridge – was not evaluated in 2018.

Lindstrom – Rewritten completely; in 2018 they used a document titled “Design Character Statement for Lindstrom MN”; this document is no longer referenced.

Stacy – was not evaluated in 2018.

Lakeville – minor changes.

North Branch – complete rewrite used Wyoming’s ordinance as the template.

East Bethel – no changes.

Woodbury – was not evaluated in 2018.

West St. Paul – no changes.

East Bethel – no changes.

Columbus – complete rewrite after the township incorporated as a city.

Current City of Wyoming Ordinance

DIVISION 5. ARCHITECTURAL STANDARDS

Sec. 40 – 450. Scope.

The requirements contained within this Division shall apply to all nonresidential structures in the Agricultural, Rural Residential I, Rural Residential II, Single-Family Residential, One- and Two-Family Residential, and Manufactured Home Districts, and all structures in the Multiple Family Dwelling, Central Business, Commercial, Industrial, Office and Health Care, or Mixed-Use Districts.

- (1) *Architectural Standards for dwellings are contained in Article VII, Division 6.*
- (2) *These standards shall not apply to farm structures that are allowed as a permitted use in the Agricultural District.*

Sec. 40 – 451. Architectural standards.

These standards are intended to ensure coordinated design of new and existing building exteriors, including additions and accessory structures, in order to prevent visual disharmony; minimize adverse impacts on adjacent properties from buildings which detract from the character and appearance of the district; and aid in improving the overall economic viability of the district. These standards are further intended to prevent use of materials that are unsightly, subject to rapid deterioration or which contribute to depreciation of property values or cause urban blight. It is not the intent of this Division to unduly restrict design freedom when reviewing and approving project architecture in relationship to the proposed land use, site characteristics and interior building layout. While the City of Wyoming has not established a theme or particular style of architecture that must be adhered to, a general goal of creating a small city atmosphere is desired within the Central Business District.

Architectural plans shall be prepared by an architect or other qualified person (as determined by the Zoning Administrator) and shall show the following:

Wyoming

- (a) *Elevations of all sides of the building.*
 - (b) *Type and color of exterior building materials.*
 - (c) *Typical floor plans.*
 - (d) *Dimensions of all structures.*
 - (e) *The location of trash containers and of exterior electrical, heating, ventilation, and air conditioning equipment.*
 - (f) *Utility plans including water, sanitary sewer, and storm sewer.*
 - (g) *Additional plans deemed necessary by the Zoning Administrator.*
- (2) *Exterior building materials shall be subject to Planning Commission approval and the following:*
- (a) *Commercial structures must provide a cohesive architectural appearance reflecting its functional purpose and must be composed of at least sixty-five percent (65%) Class I materials; not more than thirty-five percent (35%) percent Class II or Class III materials.*
 - (b) *Classes of materials. For the purposes of this subdivision, exterior materials shall be divided into Class I, Class II, and Class III categories as follows:*
 - 1. *Class I consisting of:*
 - i *Brick,*
 - ii *Natural stone (or similar appearing, high quality manufactured stone),*
 - iii *Natural wood, 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,*
 - iv *Glass curtain wall,*
 - v *Copper,*
 - vi *Other comparable or superior materials,*
 - vii *New materials that meet the intent of the preamble above.*
 - 2. *Class II consisting of:*
 - i *Specialty concrete block such as burnished, textured or rock face,*
 - ii *Architecturally precast concrete panels having an exposed aggregate, light sandblast, acid etch, form liner, smooth as cast, tooled, natural stone veneer, brick face and/or cast stone type finish,*
 - iii *Masonry stucco,*
 - iv *Fiber-cement exterior siding,*
 - v *Other comparable or superior materials,*
 - vi *New materials that meet the intent of the preamble above.*
 - 3. *Class III consisting of:*
 - i *Exterior finish installation system (EIFS),*
 - ii *Opaque panels,*
 - iii *Ornamental metal,*
 - v *Smooth concrete block,*

- vi *Scored concrete block,*
 - vii *Smooth concrete tilt-up panels,*
 - viii *Glazed block,*
 - ix *Glass block,*
 - x *Ceramic*
 - xi *Other comparable or superior materials,*
 - xii *New materials that meet the intent of the preamble above.*
- (c) *A distinctly different color of brick may be considered as a second Class I material, however, minor blended color combinations shall not be considered as a separate material.*
 - (d) *Buildings may be constructed primarily of one (1) specific Class I material provided that the design fits the purpose of the building and is obviously superior to the general intent of this Division to provide visual interest, variation in detailing, and eliminate long wall sections without windows.*
 - (e) *Garish or bright accent colors for awnings, trim, banding, walls, entries or any portion of the building shall be minimized, but in no case shall such coloring exceed five percent (5%) of each wall area.*
 - (f) *Exposed roof materials shall be similar to, or an architectural equivalent of a high quality asphalt shingle (300# or better), wood shingle, standing seam metal roof, or better.*
 - (3) *The overall architectural character shall have a consistent architectural expression on all sides of the building and be compatible with its surroundings.*
 - (4) *Windows or simulated windows shall be used on the ground level of any wall parallel to or nearly parallel to a street.*
 - (5) *All structures, including parking ramps shall be designed to be architecturally integrated into the overall site and be made of comparable materials and decorative elements.*
 - (6) *All façade treatments shall be maintained so as to not be unsightly in appearance or in a state of disrepair, nor shall harmful health or safety conditions be present for the life of the project.*
 - (7) *Prohibited Exterior Materials:*
 - (a) *Vinyl Siding.*
 - (b) *Metal Siding.*
 - (c) *Formed Metal Panels with exposed fasteners.*
 - (d) *Pre-engineered post-frame structures with agricultural grade metal wall and roof panels, commonly called "pole barns" are not permitted.*
 - (8) *Exceptions – The following exceptions to the exterior building material requirements may apply:*
 - (a) *The use is an essential service as defined by this Division; or*
 - (b) *The applicant shall have the burden of demonstrating that:*
 - 1. *The proposed building maintains the quality in design and materials intended by this Division,*
 - 2. *The proposed building design and materials are compatible and in harmony with other structures within the district,*
 - 3. *The justification for deviation from the requirements of this section shall not be based on economic considerations.*
 - (c) *Sides of a building which are not visible from any public road may use any combination of Class I, II, or III materials, if approved by the Planning Commission and City Council.*

Wyoming

The applicant must be able to demonstrate that said side of building is not visible from any public road.

- (d) *Buildings in the Industrial District must have the lower seventy-five percent (75%) of all exterior wall surfaces be at least one or a combination of Class I, II, or III materials. The remaining twenty-five percent (25%) of the building may be any material subject to final approval by the Planning Commission and City Council.*
- (e) *Garage doors, window trim, flashing, accent items and the like, shall not constitute required materials that make up the exterior finish of a building for the purposes of this section.*

Sec. 40 – 452. Additions and Repairs to Existing Buildings

- (1) *Nonconforming buildings existing as of February 2, 1998 and allowed under Article VII, Division 22, shall not be prohibited by this Division; however, additions to or enlargements of such structures or repairs or restorations for damage or destruction of the structure as described in Sec. 40 – 651, (5) shall be done in compliance with this Division.*
- (2) *All subsequent additions and accessory buildings constructed after the erection of the original building or buildings shall be reviewed by the Planning Commission.*

Chisago City

4.3.1 Neighborhood Commercial (NC)

Performance and Architectural Standards

It is in the best interest of the City to promote high standards of architecture design and compatibility with surrounding structures and neighborhoods.

- 1. Acceptable exterior materials are divided into Class 1, Class 2, and Class 3 categories as presented in the table below. Facades facing public right-of-way or residential district must be composed of at least 65 percent of Class 1 or 2 materials, with Class 1 materials comprising at least 25 percent of the total façade. Side and rear facades not visible from public right-of-way or residential districts may use any combination of Class 1, 2, or 3
- 3. Exterior surfaces of all primary structures shall be face brick, architectural concrete, glass, decorative block, or natural stone. A wall surface may use wood or vinyl as an accent material, provided that they are appropriately integrated into the overall building design.
- 4. Colors shall be generally subtle, low reflectance, neutral or earth tones. Brighter metallic or fluorescent colors should be reserved for use as accents.

Classes of Material		
Class 1	Class 2	Class 3
▪ Brick ▪ Natural Stone ▪ Glass ▪ Seamless metal panels ▪ Other materials not listed elsewhere as approved by the City Administrative	▪ Masonry Stucco ▪ Decorative Concrete Block ▪ Decorative Concrete Panels ▪ Tile ▪ Other materials not listed elsewhere as approved by the City Administrative	▪ Industrial grade concrete panels ▪ Smooth concrete ▪ Scored concrete ▪ Ceramic ▪ Wood ▪ Aluminum or vinyl Siding ▪ Other materials not listed elsewhere as approved by the City Administrative

4.3.2 Central Business (CB)

5. Colors shall be generally subtle, low reflectance, neutral or earth tones. Brighter metallic or fluorescent colors should be reserved for use as accents.

6. Acceptable exterior materials are divided into Class 1, Class 2, and Class 3 categories as presented in the table below. Facades facing public right-of-way or residential district must be composed of at least 65 percent of Class 1 or 2 materials, with Class 1 materials comprising at least 25 percent of the total façade.

Classes of Material		
Class 1	Class 2	Class 3
- Brick - Natural Stone - Glass - Seamless metal panels - Other materials not listed elsewhere as approved by the City Administrative	- Masonry Stucco - Decorative Concrete Block - Decorative Concrete Panels - Tile - Other materials not listed elsewhere as approved by the City Administrative	- Industrial grade concrete panels - Smooth concrete - Scored concrete - Ceramic - Wood - Aluminum or vinyl Siding - Other materials not listed elsewhere as approved by the City Administrative

4.3.3 Highway Commercial (HC)

D. Performance and Architectural Standards It is in the best interest of the City to promote high standards of architecture design, provide visual interest, at the scale of the pedestrian, reduce massive aesthetic effects, and be compatible with surrounding structures and neighborhoods.

3. Exterior surfaces of all primary structures shall be face brick, architectural concrete, glass, decorative block, or natural stone. A wall surface may use wood or vinyl as an accent material, provided that they are appropriately integrated into the overall building design.

4. Colors shall be generally subtle, low reflectance, neutral or earth tones. Brighter metallic or fluorescent colors should be reserved for use as accents.

8. Acceptable exterior materials are divided into Class 1 and Class 2 categories as presented in the table below. Facades facing public right-of-way or residential district must be composed of at least 65 percent of Class 1 or 2 materials, with Class 1 materials comprising at least 25 percent of the total façade. Side and rear facades not visible from public right-of-way or residential districts may use any combination of Class 1, 2, or 3.

Classes of Material		
Class 1	Class 2	Class 3
- Brick - Natural Stone - Glass - Seamless metal panels - Other materials not listed elsewhere as approved by the City Administrative	- Masonry Stucco - Decorative Concrete Block - Decorative Concrete Panels - Tile - Other materials not listed elsewhere as approved by the City Administrative	- Industrial grade concrete panels - Smooth concrete - Scored concrete - Ceramic - Wood - Aluminum or vinyl Siding - Other materials not listed elsewhere as approved by the City Administrative

Chisago City

4.4.1 Light Industrial (LI)

9. Architectural Standards: It is in the best interest of the City to promote high standards of architecture design and compatibility with surrounding structures and neighborhoods.

a. Classes of Material Front facades must be composed of at least 75 percent of Class 1 or 2 materials, with at least 25 percent of Class 1 material on the total façade. Side and rear facades visible to public right-of-ways, parks, or residential property must be composed of at least 25 percent of Class 1 or 2. Side and rear facades not visible from public right-of-way, parks, residential property or district may use any combination of Class 1, 2, or 3 materials.

Classes of Material		
Class 1	Class 2	Class 3
▪ Brick ▪ Natural Stone ▪ Glass ▪ Seamless metal panels ▪ Other materials not listed elsewhere as approved by the City Administrative	▪ Masonry Stucco ▪ Decorative Concrete Block ▪ Decorative Concrete Panels ▪ Tile ▪ Other materials not listed elsewhere as approved by the City Administrative	▪ Industrial grade concrete panels ▪ Smooth concrete ▪ Scored concrete ▪ Ceramic ▪ Wood ▪ Aluminum or vinyl Siding ▪ Other materials not listed elsewhere as approved by the City Administrative

4.4.2 Office Park Industrial (OPI)

D. Performance and Architectural Standards:

2. Acceptable exterior materials are divided into Class 1, Class 2, and Class 3 categories as presented in the table below. Facades facing public right-of-way or residential district must be composed of at least 65 percent of Class 1 or 2 materials, with Class 1 materials comprising at least 25 percent of the total façade. Side and rear facades not visible from public right-of-way or residential districts may use any combination of Class 1, 2, or 3

Forest Lake

153.324 Minimum Standards for Design: Applicable To All Commercial/Business Districts (NC, B-1, B-2).

(A) Visual interest and building materials.

(1) All new building fronts and refacing of existing buildings shall include a minimum of 3 of the following elements:

- (a) Architectural detailing, such as cornice, awning, parapet, or columns;
- (b) A visually pleasing primary front entrance that, in addition to doors, shall be accented a minimum of 150 square feet around the door entrance for single-occupancy buildings and a minimum of 300 square feet total for the front of multi-tenant buildings (this area shall be counted as 1 element). Entrances shall be clearly articulated and obvious from the street;
- (c) A minimum of 30% window coverage on each front that faces a street or similar based on requirements in § 153.306(E)(1);
- (d) Contrasting, yet complementary material colors;
- (e) A combination of horizontal and vertical design features;
- (f) Irregular building shapes;
- (g) Other architectural features in the overall architectural concept.

- (2) No wall shall exceed 50 feet in length without at least 1 visual interest element, such as windows, horizontal and vertical facade articulation, contrasting material colors, vertical or horizontal patterns.
Accent materials. Accent materials shall be wrapped around walls visible to public view. Accent material shall consist of materials comparable in grade and quality to the primary exterior material. Such materials may include glass and prefinished decorative metal. Fiber cement may also be used as accent materials for the trim, soffit, and/or fascia.
- (3) Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete, and precast panels shall be acceptable as the major exterior wall surface when they are incorporated into an overall design of the building. No more than 25% of any exterior wall on a building shall be fiber cement siding, wood, or metal accent material.
- (4) Fiber cement seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material, and shall be required to be sealed. All materials shall be color impregnated with the exception of architectural concrete precast panel systems (only within the B-2 District) and fiber cement siding which may be painted.
- (5) Restricted exterior materials. Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal or unfinished metal, and/or galvanized or unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings.
- (6) Roofs. Roofs which are exposed or an integral part of the building aesthetics shall be constructed only of commercial grade shingles, wood shingles, standing seam metal, slate, tile, or copper. Flat roofs, which are generally parallel with the first floor elevation, are not subject to these material limitations.

153.330 Minimum Standards for Design: Applicable To All Industrial Districts (I, BP) and the B-3 DISTRICT.

Same as previous section except the wall length in Item (2) was increased to 75 feet.

153.334 Downtown Mixed Use (MU-1) District.

- (A) (H) Building design requirements. To maintain the character of the downtown area, the MU-1 District is subject to the following standards to reflect the character of the district. The design standards are explained in further detail and illustrated in the **Forest Lake Design Requirements Manual**.
 - (1) All new building fronts and 100% refacing of existing buildings shall include a minimum of 4 of the following elements:
 - (a) Architectural detailing, such as cornice, awning, parapet, or columns;
 - (b) A minimum of 30% window coverage on each front that faces a street;
 - (c) Contrasting, yet complementary material colors;
 - (d) A combination of horizontal and vertical design features;
 - (e) Irregular building shapes;
 - (f) Horizontal offsets of at least 4 feet in depth;
 - (g) Vertical offsets in the roofline of at least 4 feet;
 - (h) Fenestration at the first floor level which is recessed horizontally at least 1 foot into the facade;
 - (i) Using remaining 35% street frontage (if available based on building design) provide a variation in setback at a minimum of 5 feet to provide open plaza, seating area or expanded building entry;
 - (j) Other architectural features in the overall architectural concept.
 - (2) Visual interest and building design.

- (a) Buildings may be designed in a variety of styles but must relate to surrounding buildings and the overall downtown character.
 - (b) Architectural styles, materials, color, and detailing should be used to provide continuity of design elements.
 - (c) Building massing, scale, and height will be varied within a block.
 - (d) Bay widths of more than 24 feet shall be designed with architectural detailing to achieve an appearance of bay widths of no more than 24 feet. Building jogs, column spacing, width of window bays, placement of windows and variation in roof height lines, and setback and similar design can be used to achieve this requirement.
 - (e) Buildings shall be finished in acceptable tones and colors, such as dark earth tones and muted colors. Brighter colors shall be used sparingly only for trim and details.
 - (f) Multi-story buildings shall have the ground floor distinguished from the upper floors (used to identify separate tenants) by having 1 or more of the following:
 - 1. Awning;
 - 2. Trellis;
 - 3. Arcade;
 - 4. Window lintels;
 - 5. Intermediate cornice line;
 - 6. Brick detailing such as quoins or corbels.
 - (g) Building fronts. Building fronts shall include a minimum of 2 of the following elements:
 - 1. Recessed entries;
 - 2. Canopies;
 - 3. Window boxes;
 - 4. Narrow (4 feet or less) windows;
 - 5. Recessed or projected windows and transoms.
 - (h) Building roofs. Acceptable building roof designs include flat, pitched, or curved. Buildings shall include a variety of roof lines within a block. Mansard roofs and mansard style roofs are not permitted except for mansard styled cornices. Building roofs shall incorporate a minimum of 1 of the following elements:
 - 1. Parapets or cornices;
 - 2. Varying building heights;
 - 3. Sloped roofs where the historical character of the original building dictates.
- (3) Accent materials. Accent materials shall be wrapped around walls visible from public view. Where a mixed use building is visible from a public road all elevations shall be architecturally treated. Accent material shall consist of materials comparable in grade and quality to the primary exterior material. Such materials may include glass, prefabricated decorative metal, and fiber cement trim, soffit, and fascia.
- (a) Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete, and precast panels shall be acceptable as the major exterior wall surface when they are incorporated into an overall design of the building. Major materials must cover at least 60% of the exterior. Brick shall not be painted.
 - (b) Fiber cement seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material and shall be required to be sealed. All materials shall be color impregnated except that architectural concrete precast panel systems and fiber cement siding may be painted.
 - (c) Restricted exterior materials. Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal, unfinished metal, and/or galvanized or unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings except those accessory buildings not visible from any property line.

No more than 25% of any exterior wall on a building shall be fiber cement siding, wood, or metal accent material.

153.335 General Mixed Use (MU-2) District.

(B) (K) Building design requirements. To maintain the character of the downtown area the MU-2 District is subject to the following standards to reflect the character of the district. The design standards are explained in further detail and illustrated in the Forest Lake Design Requirements Manual.

- (1) All new building fronts (single-story or multi-story) and 100% refacing of existing buildings, shall include a minimum of 4 of the following elements:
 - (a) Architectural detailing, such as cornice, awning, parapet, or columns;
 - (b) A visually pleasing primary front entrance that, in addition to doors, shall be accented a minimum of 150 square feet around the door entrance for single-occupancy buildings and a minimum of 300 square feet total for the front of multi-tenant buildings (this area shall be counted as 1 element). Entrances shall be clearly articulated and obvious from the street;
 - (c) A minimum of 30% window coverage on each front that faces a street;
 - (d) Contrasting, yet complementary material colors;
 - (e) A combination of horizontal and vertical design features;
 - (f) Irregular building shapes;
 - (g) Horizontal offsets of at least 4 feet in depth;
 - (h) Vertical offsets in the roofline of at least 4 feet;
 - (i) Fenestration at the first floor level which is recessed horizontally at least 1 foot into the facade;
 - (j) Other architectural features in the overall architectural concept.
- (2) Multi-story buildings shall have the ground floor distinguished from the upper floors by having 1 or more of the following:
 - (a) Awning;
 - (b) Trellis;
 - (c) Arcade;
 - (d) Window lintels;
 - (e) Intermediate cornice line;
 - (f) Brick detailing such as quoins or corbels.
- (3) Residential uses on first floors. Whenever residential uses are included on the first floor of a building the first floor elevation shall be a minimum of 2 feet 6 inches above the sidewalk elevations immediately adjacent to the front of the residential unit to ensure the residential unit is raised from the public space. In addition, each first floor unit must have an individual private entrance at the street level with private courtyard enclosure.
- (4) Any exterior building wall adjacent to or visible from a public street, public open space or abutting property may not exceed 50 feet in length without significant visual relief consisting of 1 of the following:
 - (a) The facade shall be divided architecturally by means of significantly different materials or textures;
 - (b) Horizontal offsets of at least 4 feet in depth;
 - (c) Vertical offsets in the roofline of at least 4 feet; or
 - (d) Fenestration at the first floor level that is recessed horizontally at least 1 foot into the facade.
- (5) Accent materials. Accent materials shall be wrapped around walls visible from public view. Where a mixed use building is visible from a public road all elevations shall be architecturally treated. Accent material shall consist of materials comparable in grade and quality to the primary exterior material. Such materials may include glass, prefinished decorative metal, and fiber cement trim within soffit and fascia areas.
- (6) Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete, and precast panels shall be acceptable

Forest Lake

as the major exterior wall surface when they are incorporated into an overall design of the building. Major materials must cover at least 60% of the exterior.

- (7) Fiber cement seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material and shall be required to be sealed. All materials shall be color impregnated with the exception of architectural concrete precast panel systems and fiber cement siding which may be painted.
- (8) Restricted exterior materials. Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal, unfinished metal, and/or galvanized and unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings except those accessory buildings not visible from any property line. No more than 25% of any exterior wall on a building shall be fiber cement siding, wood, or metal accent material.
- (9) Building roofs. Mansard or mansard style roofs are not permitted except for mansard style cornices. Acceptable designs include flat, pitched, or curved. Building roof styling shall incorporate a minimum of 1 of the following elements:
 - (a) Parapets or cornices;
 - (b) Varying building height and variety of roof lines (while meeting requirements in division (D)).

Cambridge

156.088 Exterior Building Wall and Roof Finishes

- (A) Purpose and intent. All commercial and industrial buildings shall be designed to accomplish the goals and policies of the Comprehensive Plan. Building materials shall be attractive in appearance, durable with a permanent finish, and of a quality that is both compatible with adjacent structures and consistent with the City's standards for the zoning district in which the building is located. All buildings shall be of good aesthetic and architectural quality, as demonstrated by the inclusion of elements such as accent materials, entrance and window treatments, contrasting colors, irregular building shapes, or other architectural features in the overall architectural concept.
- (B) Major exterior wall surface materials.
 - (1) Commercial buildings.
 - (a) Major exterior surfaces on all walls shall be face brick, rock face block, cementitious siding, stone, finished precast panels, glass, stucco, or synthetic stucco, or their aesthetic equivalent.
 - (b) Finished log wood siding is acceptable if it is incorporated into the overall design of the building or as an accent material.
 - (c) Under no circumstances shall sheet plywood, sheet metal, corrugated metal, metal/steel or aluminum, asbestos, iron, or plain concrete block (whether painted or color-integrated or not) be deemed acceptable as exterior wall materials on buildings.
 - (2) Industrial buildings.
 - (a) Major exterior surfaces on all walls shall be face brick, rock face block, cementitious siding, stone, finished precast panels, glass, stucco, synthetic stucco or cast in place and/or precast panels.
 - (b) Under no circumstances shall sheet plywood, sheet metal, corrugated metal, metal/steel or aluminum, asbestos, iron, or plain concrete block (whether painted or color-integrated or not) be deemed acceptable as exterior wall materials on buildings.
- (C) Minimum percentage of major exterior surface materials.
 - (1) Commercial buildings.
 - (a) In commercial areas, at least 75% of the exterior surface must be covered with the major exterior surface materials required in subpart (B)(1) above.

Cambridge

- (b) The remainder of the exterior surfaces may be engineered wood siding (i.e. LP SmartSide), architectural concrete, cast in place or precast panels or decorative block when they are incorporated into an overall design of the building that is determined by the City to be appropriate with the use of the building, and is compatible with adjacent structures. All decorative concrete block shall be colored only by means of a pigment impregnated throughout the entire block.
- (2) Industrial buildings.
 - (a) In industrial areas, the exterior surface must be covered with the major exterior surface materials required in subpart (B)(2) above as follows: 1. 2. 3.
 - (b) I-1, Low Impact Business - Industrial District 65% coverage I-2, Light Industrial District I-3, General Industrial District 50% coverage 25% coverage The remainder of the exterior surfaces may be architectural concrete, or decorative block when they are incorporated into an overall design of the building that is determined by the City to be appropriate with the use of the building, and is compatible with adjacent structures. All decorative concrete block shall be colored only by means of a pigment impregnated throughout the entire block.
- (C) Accent materials. Wood and metal may be used as accent materials, provided that they are appropriately integrated into the overall building design and not situated in areas that will be subject to physical or environmental damage. Accent materials shall not comprise more than 25% of a building exterior.
- (D) Exceptions. The following exceptions are permitted:
 - (1) Exterior walls that are built within six inches of and parallel to an existing wall of an adjacent building shall be exempt from the requirements of subparts (B) and (C) above.
 - (2) The Zoning Administrator may approve other new materials that are equal to or better than the materials listed in this section. Materials not specifically identified herein, whether or not they are better than or equal to the materials listed in this section may be required to receive a variance from the Planning Commission and City Council for final approval.
- (E) Roofs. Roofs that are exposed or an integral part of the building aesthetics shall be constructed only of commercial grade asphalt shingles, wood shingles, standing seam metal, slate, tile, or copper. Flat roofs which are generally parallel with the first floor elevations are not subject to these material limitations.

Lindstrom

151.02.41 Central Business District

- 4) Building Entrances
 - a) One or more prominent entries are required on any building façade fronting on a public street, park, or plaza.
 - b) Prominent entries should be designed with a canopy, portico, arch, display windows, architectural molding, or other details to announce its location.
- 5) Horizontal Building Façade Articulation
 - a) A building facade fronting on a public street, park, or plaza shall have an architectural feature along the top of the ground story and along the bottom of the top story.
 - b) A horizontal architectural feature is composed of a decorative, three-dimensional, horizontal element that projects out or is recessed in from the exterior facade of a building at least two (2) inches.
- 6) Vertical Building Façade Articulation
 - a) Any ground story facade fronting on a public street, park, or plaza that exceeds 48 feet in width shall be visually divided into smaller sections through articulation of the façade, every 48 feet at a minimum.
 - b) For upper stories, façade articulation shall occur for facades exceeding 72 feet in width on a public street, park, or plaza, every 72 feet at a minimum.
 - c) Articulation techniques include vertical recesses or projections of the building façade, window bays, balconies, and changes in exterior materials.
- 7) Rooftop or ground mounted mechanical equipment and exterior trash and recycling storage areas shall be screened or enclosed with materials compatible with the principal structure.

8) Building Façade Transparency

Lindstrom

- a) Tinted windows shall be no darker than 20 percent tint.
- b) Reflective glass is prohibited for windows and doors on ground story facades fronting on a public street, park, or plaza. Non-tinted, clear low-e window coatings are permitted.
- c) Glass block is prohibited on all facades, ground and upper stories, fronting on a public street, park, or plaza.

Stacy

153.050 CBD Central Business District.

(H) Building design standards.

- a. Quality. Buildings shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the abutting properties.
- b. Exterior finishes. The following materials are permitted for exterior finishes:
 - i. Face brick;
 - ii. Natural stone;
 - iii. Stone or glass curtain walls;
 - iv. Wood, provided surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, or cypress;
 - v. Break-off block;
 - vi. Stucco; and
 - vii. Precast concrete and integral colored concrete block, provided surfaces are molded, serrated or treated with a textured material to create a 3-dimensional character.
 - viii. Curtain wall panels of steel, metal, or aluminum provided the panels are factory fabricated and of a high-quality material with a matte or non-lustre finish. These structures will require decorative design elements as approved by the City Council.
- c. Prohibited materials. The following materials are prohibited for exterior finishes:
 - i. Temporary construction.

153.051 GB General Business District.

(F) Building design standards.

- a. Quality. Buildings shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the abutting properties.
- b. Exterior finishes. The following materials are permitted for exterior finishes:
 - i. Face brick;
 - ii. Natural stone;
 - iii. Stone or glass curtain walls;
 - iv. Wood, provided surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, or cypress;
 - v. Break-off block;
 - vi. Stucco; and
 - vii. Precast concrete and integral colored concrete block, provided surfaces are molded, serrated or treated with a textured material to create a 3-dimensional character.
 - viii. Curtain wall panels of steel, metal, or aluminum provided the panels are factory fabricated and of a high-quality material with a matte or non-lustre finish. These structures will require decorative design elements as approved by the City Council.
- c. Prohibited materials. The following materials are prohibited for exterior finishes:
 - i. Face material that rapidly deteriorate or become unsightly such as exposed cinder blocks, galvanized metal, unfinished tile, and common clay brick.
- d. Building construction prohibited.

- i. Temporary construction.

153.052 I Industrial District.

(F) Building design standards.

- a. Quality. Buildings shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the abutting properties.
- b. Exterior finishes. The following materials are permitted for exterior finishes:
 - i. Face brick;
 - ii. Natural stone;
 - iii. Stone or glass curtain walls;
 - iv. Wood, provided surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, or cypress;
 - v. Break-off block;
 - vi. Stucco; and
 - vii. Precast concrete and integral colored concrete block, provided surfaces are molded, serrated or treated with a textured material to create a 3-dimensional character.
 - viii. Curtain wall panels of steel, metal, or aluminum provided the panels are factory fabricated and of a high-quality material with a matte or non-lustre finish. These structures will require decorative design elements as approved by the City Council.
- c. Prohibited materials. The following materials are prohibited for exterior finishes:
 - i. Face material that rapidly deteriorate or become unsightly such as exposed cinder blocks, galvanized metal, unfinished tile, and common clay brick.
 - ii. Structures that have only an outside skin.
- d. Building construction prohibited.
 - i. Temporary construction.

153.053 LI Light Industrial District.

(H) Building design standards.

- (1) Quality. Buildings shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the abutting properties.
- (2) Exterior finishes. The following materials are permitted for exterior finishes:
 - (a) Face brick;
 - (b) Natural stone;
 - (c) Stone or glass curtain walls;
 - (d) Wood, provided surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, or cypress;
 - (e) Break-off block;
 - (f) Stucco; and
 - (g) Precast concrete and integral colored concrete block, provided surfaces are molded, serrated or treated with a textured material to create a 3-dimensional character.
 - (h) Curtain wall panels of steel, metal, or aluminum provided the panels are factory fabricated and of a high-quality material with a matte or non-lustre finish. These structures will require decorative design elements as approved by the City Council.
- (3) Prohibited materials. The following materials are prohibited for exterior finishes:
 - (a) Face material that rapidly deteriorate or become unsightly such as exposed cinder blocks, galvanized metal, unfinished tile, and common clay brick.
- (4) Building construction prohibited.
 - (a) Temporary construction.

Lakeville

11-17-9: Building Type and Construction:

Buildings in all zoning districts shall maintain a high standard for exterior architecture to ensure a high quality of development and land use compatibility that contribute positively to community image in regard to material quality, visual aesthetics, permanence and stability and to prevent use of materials that are unsightly, deteriorate rapidly, contribute to depreciation of area property values, or cause urban blight.

A. General Provisions:

1. General Design Concept: Building and/or project designs shall utilize materials, colors, or details to meet the intent of these architectural standards.
2. 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.
3. 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.
4. Area Plans: Projects in special areas of the City shall comply with the standards adopted by the City Council. The special areas, as defined by the comprehensive plan or specialized studies, are:
 - a. Central Business District: "Historical Fairfield District of Downtown Lakeville Design Guidelines".
 - b. Community corridors and gateways: "Corridor and Gateway Design Study".
 - c. Downtown development guide.
5. Definitions: For the purposes of this section, the allowed building materials or finishes shall be defined as:

ACID ETCH: A finish achieved by casting concrete against a smooth, hard surface. After removal from the form the element is allowed to harden to a uniform hardness. The element is then washed with an acid solution and scrubbed to remove the cement surface to a sand level resulting in a smooth, sand textured surface.

BRICK: The conventional molded rectangular block of baked clay, nominal four inch (4") width.

BRICK AND STONE FACE: A thin fired clay brick faced or stone faced architectural precast or tilt-up concrete panel with a cavity cast in, or a plate cast in if the brick runs to the bottom of the edge so that the brick can be set in the panel after its removal from the form exhibiting coursing and joint treatment to match hand-laid brickwork or stonework aesthetic.

CAST STONE: A finish achieved by ramming moist zero slump concrete against smooth rigid formwork until the product is densely compacted and ready for removal from the form. After curing, the panel may be hand rubbed or acid etched.

EXPOSED AGGREGATE: A finish achieved by:

- a. Casting against a form surface that has been painted with retarder that retards the set of the concrete at its surface.
- b. Application of a chemical retarder to the surface of the form. The retarder prevents the matrix from hardening at the surface of the panel to a specific depth, controlled by the strength of the retarder. After curing, the unhardened layer of matrix at the surface of the panel is removed by a high pressure water washing, thus, exposing the aggregate used in the concrete.

- c. Casting concrete against a smooth hard surface. After removal from the form, the finished surface is sandblasted to remove the matrix and expose, as well as etch, the coarse aggregate.

FORM LINERS: A finish achieved by the use of plaster, rubber, grained wood, rope or other material as a liner in the casting form to impart a particular finish to the face of the panel.

LIGHT SANDBLAST: A finish achieved by casting concrete against a smooth, hard surface. After removal from the form, the element is given a light sandblasting removing the cement skin from the surface resulting in a smooth, sand textured surface.

MASONRY VENEER: A finish having a manufactured non-structural external veneer layer of thin fired clay brick, or natural/artificial stone exhibiting coursing and joint treatment to match hand-laid brickwork or stonework aesthetic either anchored or attached directly to an internal structural wall manufactured as a unit off-site.

SMOOTH AS CAST: Concrete placed against a hard, smooth formwork to achieve a smooth "as cast" finish on the precast element.

TOOLED: A finish achieved by casting concrete against a smooth or specifically textured or patterned formwork. After removal from the form, the hardened surface is treated mechanically to create the desired effect such as "fractured fin" or "bush hammered."

- B. Exterior Building Finishes: For the purpose of this subsection, materials shall be divided into grades and categories as follows:
 - 1. Grade A:
 - a. Brick, brick face, or custom masonry units (CMU) having a bricklike appearance.
 - b. Natural or artificial stone.
 - c. Glass.
 - d. Copper panels.
 - 2. Grade B:
 - a. Specialty concrete block such as textured, burnished block or rock faced block with integral color or stain exceeding ASTM G154.
 - b. Architecturally precast concrete panels having an exposed aggregate, light sandblast, acid etch, form liner, smooth as cast, tooled, masonry veneer, and/or cast stone type finish.
 - c. Masonry stucco.
 - d. Ceramic.
 - 3. Grade C:
 - a. Exterior insulation and finish system (EIFS).
 - b. Opaque panels.
 - c. Ornamental metal.
 - d. Fiber-cement exterior siding.
 - e. Architectural panels with simulated wood or other natural material finish.
 - 4. Grade D:
 - a. Smooth as cast concrete block.
 - b. Smooth scored concrete block.
 - c. Glass block.
 - d. Wood 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.
 - 5. Grade E:
 - a. Steel, aluminum.
 - 6. Grade F:
 - a. Vinyl.

7. Steel Or Aluminum Buildings: Except in association with farms as defined by this title, 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.
 8. Integral Color: For the purpose of this section, exterior finish materials requiring integral color shall not include natural gray.
 9. 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.
 10. Exceptions: Garage doors, window trim, flashing accent items and the like, shall not constitute required materials that make up the exterior finish of a building for the purposes of this section.
- C. Residential Uses:
1. The primary exterior building finish for residential uses shall consist of grade A, B, C, D, E and/or F materials.
 2. Required use of exterior building materials for buildings within the RST-2, RM-1, RM-2, RM-3, RH-1 and RH-2 Districts shall be as set forth by the respective zoning districts.
 3. Required use of exterior building materials for buildings within the M-1 and M-2 Districts shall be as provided for by Section 11-17-9 .D.1 of this Title.
- D. Commercial, Office And Institutional Uses: The exterior of commercial, office and institutional buildings shall include a variation in building materials and forms to be distributed throughout each exterior elevation and coordinated into the design of the structure to create an architecturally balanced appearance and shall comply with the following requirements:
1. Commercial Districts (except O-P District):
 - a. The exterior building finish shall use at least three (3) grade A materials.
 - b. The exterior building finish shall be composed of at least sixty five percent (65%) grade A materials; not more than thirty five percent (35%) grade B or grade C material and not more than ten percent (10%) grade D materials.
 - c. Masonry veneer may be used for principal buildings with a gross floor area of less than ten thousand (10,000) square feet to satisfy the grade A material requirements of this section.
 2. O-P District uses and all institutional uses regardless of zoning district:
 - a. The exterior building finish shall be composed of at least sixty five percent (65%) grade A materials, not more than thirty five percent (35%) grade B and grade C materials, and not more than ten percent (10%) grade D materials.
 - b. Architecturally precast concrete panels with a form liner, tooled, brick and stone face, and/or cast stone type finish may be used to satisfy the grade A material requirements of this section.
 - c. Masonry veneer may be used for principal buildings with a gross floor area of less than ten thousand (10,000) square feet to satisfy the grade A material requirements of this section.
 3. All elevations of the principal and accessory structures are to have essentially the same or coordinated harmonious exterior finish.
- E. Industrial Uses:
1. The primary exterior building finish for buildings within Industrial Districts shall consist of grade A, B, C, D and/or E materials.
 2. Steel or aluminum curtain wall panels (nonstructural, nonload bearing) shall be allowed within Industrial Districts provided that:
 - a. The panels are factory fabricated and finished with a durable nonfade 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.

F. Other Requirements:

1. One Grade A Material: Buildings may be constructed primarily of one specific grade A material provided the design is obviously superior to the general intent of this title, provides variation in detailing, footprint of the structure or deviations in long wall sections to provide visual interest.
2. Color Variations: Minor blended color variations shall not be considered as a separate material, except that a distinctively different color of brick may be considered as a second grade A material.
3. Primary Material: To be counted as a primary material, the product shall comprise at least five percent (5%) of the exterior wall.
4. Back Of Parapets: The back of parapets that are visible shall be finished with materials and colors compatible with the front of the parapet.
5. 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.
6. Contrasting Colors: Use of contrasting colors for building elements such as cloth or metal awnings, trim, banding, walls, entries or any portion of the overall building shall be minimized, but in no case shall such coloring exceed ten percent (10%) of each wall area.
7. Painting Brick Or Stone: Grade A brick or stone exteriors of multiple family residential, commercial, industrial, or institutional buildings shall not be painted during the life of the exterior materials. (Ord. 996, 5-7-2018)
8. Accessory Structures:
 - a. Except in the A-P and RA Zoning Districts, all accessory buildings in excess of two hundred (200) square feet that are accessory to residential dwelling units shall be constructed with a design and exterior building materials consistent with the general character of the principal structure on the lot.
 - b. Accessory buildings for nonresidential uses, including those allowed in the Residential Districts, shall be of a similar character, design, and facade as the principal structure.
9. Expansions:
 - a. Remodeling or maintenance of existing buildings that do not increase the floor area of the existing structure shall be regulated by chapter 15 of this title.
 - b. Additions of less than fifty percent (50%) of the floor area of the existing building may use the same or higher grade materials as the existing structure.
 - c. Not more than one 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.

G. 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 airport or essential service as defined by this title; 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 title.
 - 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.

Lakeville

3. A maintenance plan for use of alternative materials or for an exception to the exterior finish requirements of this section may be required by the City Council as a condition of approval to insure consistency with the intent of this section.

North Branch

(b) Architectural standards.

The requirements contained within this Division shall not apply to any structure in the Agricultural, Rural Residential or Park/Open Space districts. It shall apply to all structures used for commercial purposes in Single-Family Residential, Medium Density Residential, and High Density Residential, all structures in the Central Business, Commercial, and Industrial Districts.

These standards are intended to ensure coordinated design of new and existing building exteriors, including additions and accessory structures, in order to prevent visual disharmony; minimize adverse impacts on adjacent properties from buildings which detract from the character and appearance of the district; and aid in improving the overall economic viability of the district. These standards are further intended to prevent use of materials that are unsightly, subject to rapid deterioration or which contribute to depreciation of property values or cause urban blight. It is not the intent of this Section to unduly restrict design freedom when reviewing and approving project architecture in relationship to the proposed land use, site characteristics and interior building layout. While the City of North Branch has not established a theme or particular style of architecture that must be adhered to, a general goal of creating a professional appearance with architectural appeal associated with a small city atmosphere is desired within the City of North Branch.

(1) Architectural plans shall be prepared by an architect or other qualified person (as determined by the Zoning Administrator) and shall show the following:

- (a) Elevations of all sides of the building.
- (b) Type and color of exterior building materials.
- (c) Typical floor plans.
- (d) Dimensions of all structures.
- (e) The location of trash containers and of exterior electrical, heating, ventilation, and air conditioning equipment.
- (f) Utility plans including water, sanitary sewer, and storm sewer.
- (g) Additional plans deemed necessary by the Zoning Administrator.

(2) Exterior building materials shall be subject to Zoning Administrator approval and the following:

- (a) Zone 1: Structures must provide a cohesive architectural appearance reflecting its functional purpose and must be composed of at least sixty-five percent (65%) Class I materials; not more than thirty-five percent (35%) percent Class II materials.
- (b) Zone 2: Structures must provide a cohesive architectural appearance reflecting its functional purpose and must be composed of at least fifty percent (50%) Class I materials; not more than thirty-five percent (50%) percent Class II materials.
- (c) Zone 3: Structures must provide a cohesive architectural appearance reflecting its functional purpose and must be minimally composed of thirty-five percent (35%) Class I materials; with the remaining being sixty-five percent (65%) percent Class II materials.
- (d) Classes of materials. For the purposes of this subdivision, exterior materials shall be divided into Class I and Class II categories as follows:

1. Class I consisting of:

- i. Brick,
- ii. Natural stone (or similar appearing, high quality manufactured stone),

North Branch

- iii. Glass curtain wall,
- iv. Copper,
- v. Other comparable or superior materials, or
- vi. New materials that meet the intent of the preamble above.

2. Class II consisting of:

- i. Specialty concrete block such as burnished, textured or rock face,
- ii. Architecturally precast concrete panels having an exposed aggregate, light sandblast, acid etch, form liner, smooth as cast, tooled, natural stone veneer, brick face and/or cast stone type finish,
- iii. Masonry stucco,
- iv. Fiber-cement exterior siding,
- v. Other comparable or superior materials,
- vi. New materials that meet the intent of the preamble above.
- vii. Exterior finish installation system (EFIS),
- viii. Opaque panels,
- ix. Ornamental metal,
- x. Smooth concrete block,
- xi. Scored concrete block,
- xii. Smooth concrete tilt-up panels,
- xiii. Glazed block,
- xiv. Glass block,
- xv. Ceramic,
- xvi. Other comparable or superior materials, or
- xvii. New materials that meet the intent of the preamble above.

(c) A distinctly different color of brick may be considered as a second Class I material, however, minor blended color combinations shall not be considered as a separate material.

(d) Buildings may be constructed primarily of one (1) specific Class I material provided that the design fits the purpose of the building and is obviously superior to the general intent of this Division to provide visual interest, variation in detailing, and eliminate long wall sections without windows.

(e) Garish or bright accent colors for awnings, trim, banding, walls, entries or any portion of the building shall be minimized, but in no case shall such coloring exceed five percent (5%) of each wall area.

(f) Exposed roof materials shall be similar to, or an architectural equivalent of a high quality asphalt shingle (300# or better), wood shingle, standing seam metal roof, or better.

(3) The overall architectural character shall have a consistent architectural expression on all sides of the building and be compatible with its surroundings.

(4) Windows or simulated windows shall be used on the ground level of any wall parallel to or nearly parallel to a street.

(5) All structures, including parking ramps shall be designed to be architecturally integrated into the overall site and be made of comparable materials and decorative elements.

(6) All façade treatments shall be maintained so as to not be unsightly in appearance or in a state of disrepair, nor shall harmful health or safety conditions be present for the life of the project.

(7) Prohibited Exterior Materials:

North Branch

- (a) Vinyl Siding.
- (b) Metal Siding, except as provided above.
- (c) Formed Metal Panels with exposed fasteners.
- (d) Pre-engineered post-frame structures with agricultural grade metal wall and roof panels, commonly called “pole barns” are not permitted.

(8) Exceptions – The following exceptions to the exterior building material requirements may apply:

- (a) The use is an essential service as defined by this Division; or
- (b) The applicant shall have the burden of demonstrating that:
 - 1. The proposed building maintains the quality in design and materials intended by this Division,
 - 2. The proposed building design and materials are compatible and in harmony with other structures within the district,
 - 3. The justification for deviation from the requirements of this section shall not be based on economic considerations.
- (c) Sides of a building which are not visible from any public road may use any combination of Class I or II materials, if approved by the Planning Commission and City Council. The applicant must be able to demonstrate that said side of building is not visible from any public road.
- (d) Garage doors, window trim, flashing, accent items and the like, shall not constitute required materials that make up the exterior finish of a building for the purposes of this section.

East Bethel

SECTION 28. - ARCHITECTURAL STANDARDS

1. Purpose.

The purpose of architectural standards is to ensure the exterior of new construction and additions to existing buildings are well designed, detailed, and crafted to embody high standards of architectural designs.

2. Planned business district (PBD), city center (CC), limited business (B-1), central business (B-2), highway business (B-3), and non-residential uses in residential districts.

- A. *Building design.* Building design shall exhibit architectural control which seeks to be creative and which best utilizes building lines, shapes, and angles to maximize architectural integrity.
 - 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 - 2) At least 50 percent of all exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 - a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Stucco or stucco-like finishes.
 - e) Other comparable or superior material approved by city council.
 - 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials that meet or exceed the quality of the primary exterior materials and shall be consistent with the building design.
 - 4) In the PBD, CC, B-1, B-2 districts, and non-residential uses in residential districts, a minimum of 30 percent of the facade facing the public right-of-way shall be glass.
 - 5) In the B-3 districts, a minimum of 20 percent of the facade facing the public right-of-way shall be glass.

- 6) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building.

3. Light industrial (I).

Building design. Building design shall exhibit architectural control which seeks to be creative and utilize building lines, shapes, and angles to maximize architectural integrity.

- B. *[Agricultural standards.]* Industrial properties which are located within 1,320 feet of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards. Where only a portion of the parcel lies within 1,320 feet of the Highway 65 centerline, the standards shall apply to the entire parcel:

North Branch

- 1) Unadorned pre-stressed upright concrete panels, unfinished concrete block, galvanized or unfinished steel, galvalum or unfinished aluminum buildings (wall or roofs), and pole-type building materials are not permitted as primary exterior building materials.
 - 2) Building exterior wall finishes shall be comprised of any combination of at least two of the following materials:
 - a) Brick.
 - b) Natural stone.
 - c) Glass.
 - d) Masonry stucco.
 - e) Other comparable or superior material approved by city council.
 - 3) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
 - 4) A minimum of 20 percent of the facade facing the public right-of-way shall be glass.
 - 5) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building
- C. *[Architectural standards.]* Industrial properties which are not located within 1,350 feet of the centerline of the right-of-way of Highway 65 shall meet the following architectural standards:
 - 1) Exterior wall surfaces of all buildings shall be faced with brick, stone, architecturally enhanced pre-cast and cast-in-place panel, architectural concrete in combination with other permitted materials or glass.
 - 2) Accent materials shall be used for cornices, sills, bases, lintels, banding, and decorative accent trims. Accent materials shall consist of materials comparable in grade and quality to the primary exterior materials.
 - 3) A minimum of 20 percent of the facade facing the public-right-of way shall be glass.
 - 4) Any new building shall be constructed so that all exterior sides shall be surfaced equivalent to the front of the building.

4. Two-family and townhome dwellings.

Exterior building finish: The exterior of two-family and townhome dwelling units shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, two-family and townhome dwelling structures shall comply with the following requirements:

- A. A minimum of 25 percent of the combined area of all building facades of a structure shall have an exterior finish of brick, stucco, and/or natural or artificial stone.
- B. Except for brick, stucco, and/or natural or artificial stone, no single building facade shall have more than 75 percent of one type of exterior finish.
- C. For the purpose of this section, the area of the building facade shall not include area devoted to windows, entrance doors, garage doors, or roof areas.
- D. No more than three buildings within 300 feet of each other shall consist of the same building facade.

5. Exceptions.

- A. The proposed building maintains the quality and value intended by this section.
- B. The proposed building is compatible and in harmony with other structures designed by standards in this section within the district.
- C. The design exceeds the intent of the ordinance.

- D. Any building is subject to denial that does not meet architectural excellence as determined by the planning commission and the city council.

Woodbury

Sec. 24-235. Architecture, nonresidential buildings.

- (a) *Purpose.* The purpose of this section is to establish minimum standards for exterior architecture of commercial, office, industrial, institutional and warehouse buildings and to ensure a high quality of development, redevelopment and compatibility with evolving architectural or planning themes that contribute to a community image of quality, visual aesthetics, permanence and stability which are in the best interest of the citizens of the city. These standards are intended to prevent use of materials that are unsightly, deteriorate rapidly, contribute to depreciation of area property values, or cause urban blight.

These standards are further intended to ensure coordinated design of building exteriors, additions and accessory structure exteriors in order to prevent visual disharmony, minimize adverse impacts on adjacent properties from buildings which are or may become unsightly, and buildings that detract from the character and appearance of the area. It is not the intent of this division to unduly restrict design freedom when reviewing and approving project architecture in relationship to the proposed land use, site characteristics and interior building layout. However, modifications to the exterior design may be required to promote compatibility with the desired architecture in the immediate vicinity and/or the general architectural character of the area and the city in general.

- (1) *General design concept.* Building and/or project designs may be required to modify building materials, colors, details, site plan, landscape plantings, or other features to meet the intent of these architectural standards.
 - (2) *Modifications.* 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.
 - (3) *Corporate identity.* The intent and purpose of the 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 and may require modification to meet the intent of the ordinance.
- (b) *Applicability and review.* This section shall apply to all commercial, office, institutional and industrial buildings, additions, exterior remodeling and accessory structures, unless different exterior materials are specifically approved. The review and approval process shall be the same as outlined in section 24-123 of the City Code.
- (c) *Submission requirements.* The applicant shall submit the following minimum information to demonstrate conformance with exterior design standards in section 24-235.
- (1) Elevations and dimensions of all sides of existing and proposed buildings, including roof mechanical equipment, vents, chimneys, or other projecting items above the roof line.
 - (2) Elevations and dimensions of all existing or proposed solid waste and recycling containment areas.
 - (3) Detailed exterior descriptions, including type and color of all exterior building materials, awnings, exterior lighting, mechanical screening material, fencing, metal flashing and the like.
 - (4) To aid in evaluating the exterior design, the applicant shall submit schematic floor plans showing, if applicable, window locations, doors, loading docks, projected interior layouts, seating, bar areas, waiting areas, vestibules, patios and outdoor seating, storage areas, food preparation areas, interior trash or recycling space and the like.
 - (5) Heating, air conditioning and ventilating and electrical equipment heights, locations and screening materials.
 - (6) Colored renderings, exterior building and finish material samples and color pallets.

- (7) Sightline diagrams are required. Rooftop units must be hidden from view from all locations.
- (8) Other information as required.
- (d) *Exterior design standards.* Building exteriors shall be subject to the following standards:
 - (1) Classes of materials. For the purpose of this subsection, materials shall be divided into class I, class II, class III and class IV categories as follows:
 - a. Class I.
 - 1. Conventional brick, nominal four-inch width.
 - 2. Natural or cultured stone.
 - 3. Glass.
 - 4. Copper.
 - b. Class II.
 - 1. Specialty concrete block such as textured, burnished block or rock faced block.
 - 2. Architecturally precast textured concrete or brick panels.
 - 3. Masonry stucco.
 - 4. Ceramic.
 - c. Class III.
 - 1. Exterior insulation and finish system (EIFS).
 - 2. Opaque panels.
 - 3. Ornamental metal.
 - 4. Fiber-cement exterior siding.
 - 5. Thin brick veneer.
 - d. Class IV.
 - 1. Smooth concrete block.
 - 2. Smooth scored concrete block.
 - 3. Smooth concrete tip up panels.
 - 4. Glass block.
 - 5. Wood.
 - (2) Buildings shall incorporate classes of materials in the following manner:
 - a. Office, place of worship, school and commercial buildings must use at least three class I materials and must be composed of at least 65 percent class I materials; not more than 35 percent class II or class III material and not more than ten percent class IV materials.
 - b. Industrial and warehouse buildings must use at least two different class I or II materials and be composed of at least 65 percent class I or class II; not more than 35 percent of class III or class IV materials. Not more than ten percent of the building shall be class IV materials.
 - c. Any nonresidential structure adjacent to an interstate highway, or any multi-tenant office/warehouse or showroom/warehouse or other combinations shall be 65 percent class I materials on primary exteriors. Exterior walls with limited public exposure may use combinations of class II, III or IV materials unless otherwise approved by the city council.
 - d. Buildings in nonresidential zoning districts that are not office, commercial, industrial or warehouse uses shall conform to the exterior finish materials and proportions of office or commercial buildings unless otherwise approved by the city council as meeting the purpose of this division.
 - e. The use of class II, III or IV materials shall be distributed throughout the exterior of a building unless the city agrees that materials consolidated on more visible locations provides the most positive architectural appeal to the general public.

Woodbury

- f. Expansions of less than 50 percent of the floor area of the existing building may use the same or superior materials as the existing structure.
 - g. A distinctively different color of brick may be considered as a second class I material. However, minor blended color variations shall not be considered as a separate material.
 - h. To be counted as a primary material, the product must comprise at least five percent of the exterior wall.
- (3) Buildings may be constructed primarily of one specific class I material provided the design is obviously superior to the general intent of this division, provides variation in detailing, footprint of the structure or deviations in long wall sections to provide visual interest.
 - (4) Garage doors, window trim, flashing accent items and the like, shall not constitute required materials that make up the exterior of a building.
 - (5) As viewed from ground levels from all locations, all mechanical equipment located on the roof or around the perimeter of a structure shall be hidden by a raised parapet or with materials comparable and compatible with exterior building materials.
 - a. A raised parapet or other architectural feature that is an integral part(s) of the building may be required as screening for rooftop mechanical equipment or to soften rooftop views. If shown that rooftop units will be visible, an increased parapet height or additional screening shall be required so that the rooftop equipment is hidden from view.
 - b. The back of parapets that are visible must be finished with materials and colors compatible with the front of the parapet.
 - c. Screening for rooftop mechanical equipment shall incorporate similar architectural features of the building and/or be constructed of a material and color compatible with other elements of the building.
 - d. Screening methods of incidental rooftop equipment deemed unnecessary to be hidden from view by the community development director or a designee shall be approved by the city.
 - e. Metal cabinets used to enclose and protect rooftop mechanical equipment shall not substitute as screening.
 - f. Wood, wood fencing, and other materials requiring maintenance or that may become unsightly, are not permitted.
 - (6) Exposed roof materials shall be similar to, or an architectural equivalent of a 300-pound or better asphalt or fiberglass shingle, wooden shingle, standing seam metal roof or better.
 - (7) Garish or bright accent colors (i.e. orange, bright yellow or fluorescent colors) for such buildings such as cloth or metal awnings, trim, banding, walls, entries or any portion of the building shall be minimized, but in no case shall such coloring exceed five percent of each wall area.
 - (8) Brick or stone exteriors shall not be painted during the life of the exterior materials.

West St. Paul

(F) Construction design requirements.

- (1) *Exterior building materials.* Exterior building materials are classified as primary or secondary. Primary materials must comprise at least 60% of the building facade. Secondary materials must comprise no more than 40% of the building facade.
 - (a) *Primary materials in the B-1, B-2, B-3, B-5 and B-6 Zoning Districts.* Primary exterior building materials in the B-1, B-2, B-3, B-5 and B-6 Districts include brick, stone, stucco or glass. Materials must be colored only by means of a pigment integral to the material, not applied to the surface.
 - (b) *Primary materials in the B-4, I-1 and I-2 Zoning Districts.* Primary exterior building materials in the B-4, I-1 and I-2 Districts include brick, stone, stucco or glass, concrete masonry units (CMU)

which are textured, burnished or decorative. Materials must be colored only by means of a pigment integral to the material, not applied to the surface.

- (c) *Secondary materials in the B-1, B-2, B-3, B-5 and B-6 Zoning Districts.* Secondary exterior building materials in the B-1, B-2, B-3, B-5 and B-6 Districts include, textured, burnished or decorative integrally colored block, or synthetic stucco above eight feet. Materials must be colored only by means of a pigment integral to the material, not applied to the surface. Other secondary exterior building materials include wood or metal. Any metal surface must be coated or anodized with a non-reflective glare-free finish.
- (d) *Secondary materials in the B-4, I-1 and I-2 Zoning Districts.* Secondary exterior building materials in the B-4, I-1 and I-2 Districts include synthetic stucco above eight feet, wood or metal. Any metal surface must be coated or anodized with a non-reflective glare-free finish.

Columbus

C. Building exteriors: The City requires a mix of architectural features, building materials and color schemes to accentuate the appearance of commercial buildings. Building materials may include masonry products (brick, stone, stucco, decorative block, tile, cast stone, pre-cast textured concrete panels) wood, EIFS, composite wood panels and lap siding, composite fiber-cement panels and lap siding, metal panels, composite metal panels, other composite material panels, glass panels, windows and trim.

1. At least 70% of the façade on all exteriors of all buildings shall consist of masonry products such as, brick, stone, stucco, decorative block, tile, cast stone, pre-cast textured concrete panels. This masonry percentage requirement does not include façade surface area consisting of windows and doors and associated trim. For the purpose of this section, masonry does not include bare cinder block, unadorned pre-stressed panels, or smooth concrete panels.

2. The remaining combination of accent materials may not detract from the overall appearance of the primarily masonry building design and accent materials must be used to create a harmonized design that is apparent on each building façade that is visible the public via public right of way and adjacent property.

3. Accent materials shall be consistent in grade and quality of the primary building materials. For each wall exceeding 200 feet in length there shall be an architectural feature or accent feature every 1/3rd of the wall length.

4. Visible joints in all siding materials shall be architecturally integrated into the building design.

5. Colors shall be earth tone, such as shades of brown and soft neutral colors. Multiple color schemes are permitted, provided they are complementary and compatible with the primarily masonry exterior. The use of contrasting, yet harmonious colors may also be permitted provided they are compatible with the primarily masonry exterior.

6. A visually distinct front entrance must be present and obvious from the street, while remaining harmonious with the overall finish of the building.

7. The percentage of the required exterior materials may be modified by the City when the use of staggered elevations, staggered parapets, mantels, corbels, cornices, and similar combinations of architectural enhancements are incorporated to accentuate the exterior building design.

8. The percentage of the required exterior materials on non-residential facing and non-street facing façades may be modified by the City if the street facing or front façade is correspondingly enhanced. Enhancements may include, but are not limited to, the increase in architectural enhancements, and complementary horizontal or vertical design features.

9. In Planned Unit Developments with multiple properties, the character of all buildings shall reflect a common theme with compatible building styles, building materials, color schemes, landscaping, site lighting and pedestrian circulation.

Sec. 40 - 451. Architectural standards.

These standards are intended to ensure coordinated design of new and existing building exteriors, including additions and accessory structures, in order to prevent visual disharmony; minimize adverse impacts on adjacent properties from buildings which detract from the character and appearance of the district; and aid in improving the overall economic viability of the district. These standards are further intended to prevent use of materials that are unsightly, subject to rapid deterioration or which contribute to depreciation of property values or cause urban blight. It is not the intent of this Division to unduly restrict design freedom when reviewing and approving project architecture in relationship to the proposed land use, site characteristics and interior building layout. While the City of Wyoming has not established a theme or particular style of architecture that must be adhered to, a general goal of creating a small city atmosphere is desired within the Central Business District.

Preamble

(a) Commercial structures must provide a cohesive architectural appearance reflecting its functional purpose and must be composed of at least sixty-five percent (65%) Class I materials; not more than thirty-five percent (35%) percent Class II or Class III materials.

CLASS I



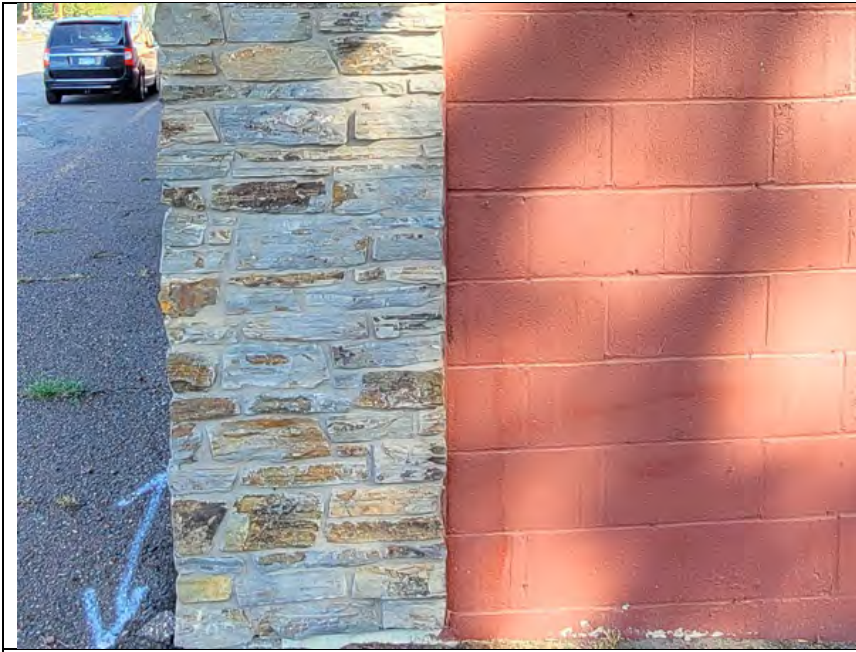
i, Brick
Widseth & Associates

Also Standing Seam Roofing



Class I i, Brick
Cornerstone Pub & Prime

Also Class II i, Specialty concrete block such as burnished, textured or rock face



Class I ii, Natural stone (or similar appearing, high quality manufactured stone)

Rick's Liquors

Also Class III vi, Smooth Concrete Block



Natural wood, 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.

Mike's Bait

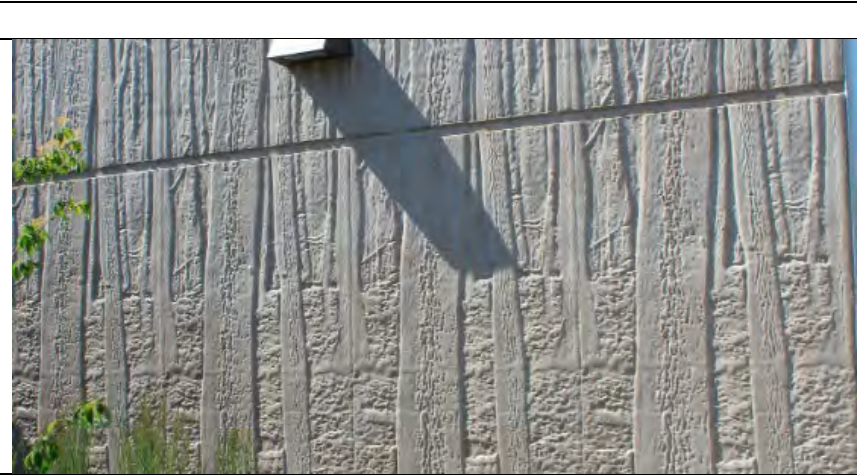
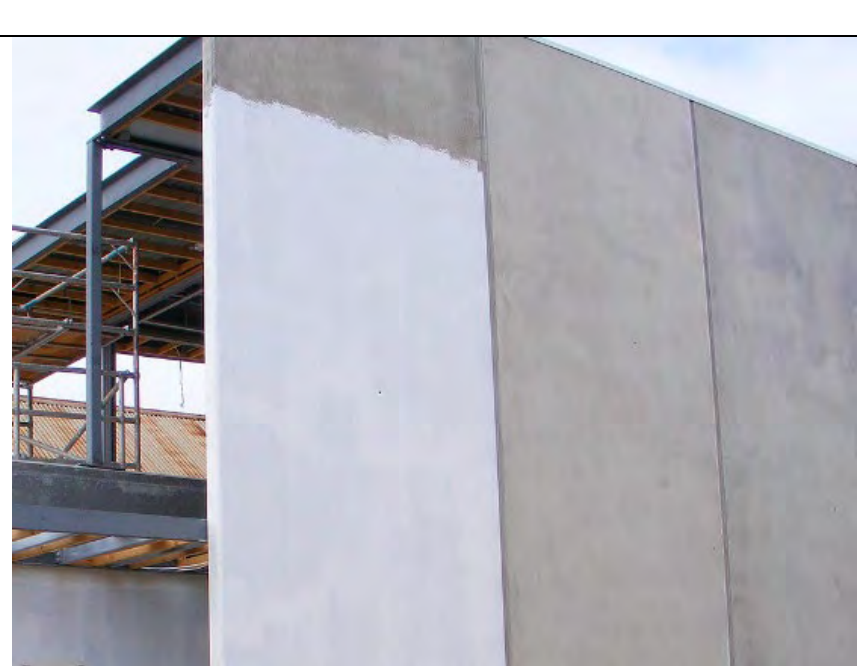


iv Glass Curtain Wall

Fairview Hospital

	v Copper <i>Internet</i>
	v Copper (green patina) <i>Internet</i>
vi Other Comparable or Superior Materials	
vii New materials that meet the intent of the preamble above	
CLASS II	
	i Specialty concrete block such as burnished, textured, or rock face. Burnished <i>Internet</i>

	Textured <i>Internet</i>
	Rock face <i>Internet</i>
	ii Architecturally precast concrete panels having an exposed aggregate, light sandblast, acid etch, form liner, smooth as cast, tooled, natural stone veneer, brick face and/or cast stone type finish Exposed Aggregate <i>Internet</i>
	light sandblast, <i>Internet</i>

	acid etch, <i>Internet</i>
	form liner, <i>Internet</i>
	Smooth as cast <i>Internet</i>



Textured,
Rosenbauer (formerly Xccent)



natural stone veneer, (*Water Works at
Mill Ruins Park, Minneapolis*)

	brick face <i>Internet</i>
	cast stone type finish <i>Internet</i>
	iii Masonry stucco <i>Home on East Comfort Drive</i>



iv Fiber-cement exterior siding
Home on West Comfort Drive

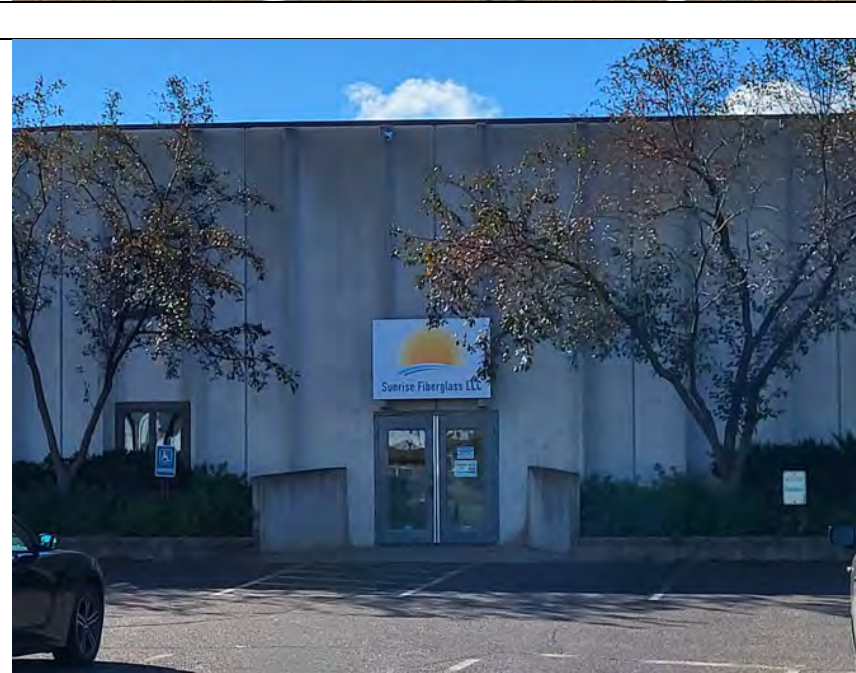


v Other comparable or superior materials,
vi New materials that meet the intent of the preamble above.

CLASS III



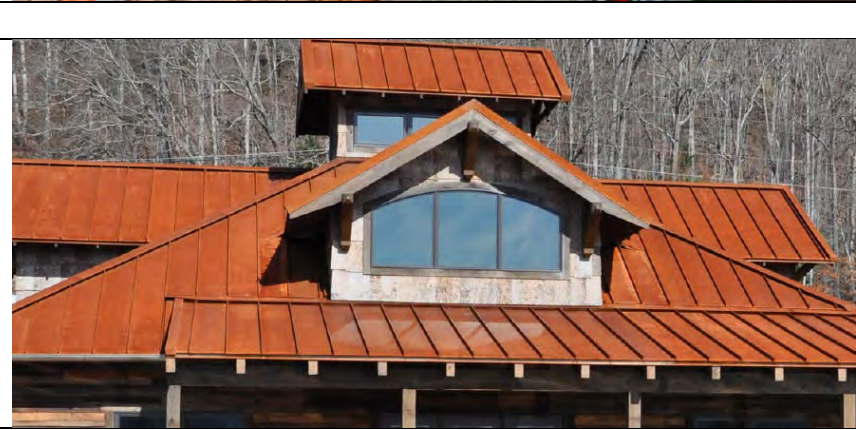
i Exterior finish installation system
(EIFS)
Bruce's Foods

	- ii Opaque panels - iii Ornamental metal <i>RJI Professional Exteriors</i> <i>(old Hardware Hank)</i>
<i>This item does not exist do to an auto number format error</i>	<i>iv (formatting error)</i>
	- v Smooth concrete block - vi Scored concrete block <i>City Hall</i>
	vii Smooth concrete tilt-up panels <i>Sunrise Fiberglass</i>

	viii Glazed block <i>Internet</i>
	ix Glass block <i>Internet</i>
	x Ceramic <i>Internet</i>
xi Other comparable or superior materials, xii New materials that meet the intent of the preamble above.	

PROHIBITED EXTERIOR MATERIALS	
	(a) Vinyl Siding. <i>ABBRA Carpet Cleaning, Greenway Ave.</i>
	(b) Metal Siding. <i>Internet</i>
	(c) Formed Metal Panels with exposed fasteners. <i>Gopher Mini Storage, Greenway Road</i>
	(d) Pre-engineered post-frame structures with agricultural grade metal wall and roof panels, commonly called "pole barns" are not permitted. <i>Hallberg Boat Storage</i>

	<i>Liberty Ponds Park</i>
Roofing Materials	
	Exposed roof materials shall be similar to, or an architectural equivalent of a high quality asphalt shingle (300# or better), <i>Home on Hillside Court</i>
	3-Tab Shingle

	wood shingle <i>Internet</i>
	standing seam metal roof <i>Internet</i>
	or better Cedar Shakes <i>Internet</i>



or better
Slate & Copper
Internet

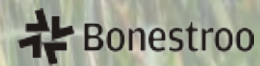


or better
Spanish Tile
Internet

DESIGN REQUIREMENTS MANUAL

FOREST LAKE, MINNESOTA

ADOPTED 2-8-10



Chapter §153 Zoning Code

Contents

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DESIGN REQUIREMENT MANUAL

INTRODUCTION

The City of Forest Lake has adopted the 2030 Comprehensive Plan which contained specific goals and policies aimed at improving the downtown and all other important commercial and industrial areas of the community to assist and aid in economic development efforts. Implementation of these goals comes in many forms, but one of the most important is through the City's regulatory tools. Further, the City has completed a comprehensive update to the zoning ordinance to aid in implementation of the 2030 Comprehensive Plan. Throughout the updated zoning ordinance is direction for strong design, material and site planning requirements that together will set the City on a course for overall improved design in both new construction and major additions and renovations.

The purpose of design requirements is to ensure that the essential components that make up the character of each of the commercial, mixed use and industrial zoning district are defined and maintained. These requirements address aspects of site development and building design that are essential to maintain and reinforce the character of each district. Development requirements include specifications for elements such as building design/facade treatments, materials, height, setbacks, parking, pedestrian environment, signage, landscaping and sustainability. The standards outlined in this design requirement manual are the same as the Zoning Ordinance thus enforceable. The purpose of the manual is to provide further direction and clarification of the desired character through pictures, graphics and illustrations.

How to use this Design Requirement Manual?

As a supplement to the Zoning Ordinances this manual serves as a tool for evaluating development proposals so that each architectural and site planning project contributes to a positive image for a specific commercial district and the community as a whole. Illustrations and photos are provided to communicate the intent and character of the standards and requirements.



Private Sector

This manual provides supplemental information to the Zoning Ordinance. As the first step to any project, developers should refer to the manual prior to generating design concepts in order to understand the overall goals of the City and determine how their property and proposal fits into the context of the district in which their project is proposed.

Developers should refer to the site planning and architectural requirements to understand the minimum standards for quality that the City will be expecting when reviewing for compliance through the site plan review process or other necessary application process.

The requirements for parking lot edge treatment; landscaping, and pedestrian amenities should be referred to during the site design phase of a project.

Prototypical designs illustrated in this manual will guide the selection of specific streetscape and building elements such as architectural building treatments, lighting, paving, parking lot buffers, signs and other furnishings.

Public Sector

The Community Development, Engineering, and Building Inspection departments should refer to the design requirements when reviewing individual development proposals. Each proposed development or renovation should reinforce the principles and comply with the requirements.

MULTIPLE-FAMILY RESIDENTIAL (MF) DISTRICT - § 153.323

Purpose:

The Multiple-Family Residential (MF) District is intended to establish areas for the development of multiple dwelling structures with a maximum density of 15 units per net acre; to maintain a residential character in areas with a high density, multiple-family development; to broaden the choice of residential living styles in the City; to set limitations on housing development density; and to promote quality development by following a thorough application, review, and approval process.

Design Character

A high quality of building design is an important way to bring larger buildings into a traditional neighborhood scale. In addition, site design, landscaping and pedestrian amenities will help to create a comfortable, livable district and a shared sense of ownership among residents.



Provision shall be made for possible decks, porches or additions as part of the initial dwelling



Subdivision Requests: Building elevations and floor plans shall be furnished with subdivision requests illustrating exterior building material and colors to demonstrate compliance of this section. Building floor plans shall identify the interior storage space within each unit.

Decks or Porches: Provision shall be made for possible decks, porches or additions as part of the initial dwelling unit building plans. The unit lot shall be configured and sized to include decks or porches.

Minimum Overhang: In case of a gable roof, a minimum twelve inch (12") soffit shall be required.

Exterior Building Finish: The exterior of attached/townhome dwelling units shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, attached/townhome dwelling structures shall comply with the following requirements:

- a) A minimum of twenty five percent (25%) of the combined area of all building facades of a structure shall have an exterior finish of brick, stucco and/or natural or artificial stone.
- b) Except for brick, stucco, and/or natural or artificial stone, no single building facade shall have more than seventy five percent (75%) of one type of exterior finish.



The exterior of attached/townhome dwelling units shall include a variation in building materials which are to be distributed throughout the building facades

- c) Except for brick, stucco, and/or natural or artificial stone, no townhome dwelling structure shall have more than sixty percent (60%) of all building facades of one type of exterior finish.
- d) For the purpose of this section and material calculations:
 - 1) The area of the building facade shall not include area devoted to windows, entrance doors, garage doors, or roof areas.
 - 2) Variations in texture or style (i.e., lap siding versus shake shingle siding) shall be considered as different materials meeting the requirements of this section.
 - 3) Integral colored split face (rock face) concrete block shall not qualify for meeting the brick, stucco and/or natural or artificial stone material requirements.
 - 4) Multiple unit buildings in proximity to each other shall not look alike in terms of color of siding, accent and roofing materials. The building under consideration will be compared to two homes on two lots on either side of it and to the three homes directly facing it.
 - 5) Outside Storage: Outside storage shall be allowed only in designated areas which are screened in accordance with Screening - § 153.146 of this title and under the ownership of the property owners' association subject to other applicable provisions of this title.



Multiple unit buildings in proximity to each other shall not look alike in terms of color of siding, accent and roofing materials



All buildings shall be of good aesthetic and architectural quality

Building Design and Materials-Multi-family (stacked)

Design Character: The scale of multi-family dwellings makes the buildings highly visible and it is critical to incorporate high quality architecture. All buildings shall be designed to accomplish the goals and policies of the comprehensive plan. Building materials shall be attractive in appearance, durable, and of a quality which is both compatible with adjacent structures and consistent with the City's standards for the district in which it is located. All buildings shall be of good aesthetic and architectural quality, as demonstrated by the inclusion of elements such as accent materials, entrance and window treatments, contrasting colors, irregular building shapes and rooflines, or other architectural features in the overall architectural concept.

- a) A minimum of fifty percent (50%) of the combined area of all building facades of a structure shall contain the following permitted major exterior materials: face brick (glazed or unglazed), clay faced tile, stone masonry (granite, limestone, marble, slate, sandstone, or quartzite).



Accenting materials and design shall be included on all facades.



Building and roofing materials shall meet current accepted industry standards

- b) Accent materials may included: finished texture stucco (cement or synthetic), exterior finished wood siding (painted, stained, or weather sealed), exterior finished metal siding (not including sheet metal of any kind), exterior finished vinyl siding or fiber cement siding in lap or panel design (color impregnated or painted). Panel seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can either be filled, covered with accent material or some other method to make seam lines invisible. Accenting materials and design shall be included on all facades.
- c) All building and roofing materials shall meet current accepted industry standards, and tolerances, and shall be subject to review and approval by the City for quality, durability, and aesthetic appeal. The Applicant shall submit to the City product samples, color building elevations, and associated drawings which illustrate the construction techniques to be used in the installation of such materials.
- d) If complementary building styles, materials, and color schemes are proposed for a development, the developer shall submit to the City a plan showing the distribution of the styles, materials, and colors throughout the development.

MINIMUM STANDARDS APPLICABLE TO ALL COMMERCIAL/BUSINESS DISTRICTS - §153.324

To ensure attractive commercial/business development, the following design standards shall apply to all commercial/business development in the NC-Neighborhood Commercial, B1-Broadway Business, B-2 Highway Business, and B-3 Limited Industrial Business Districts.

Visual Interest and Building Materials:

All new building fronts and refacing of existing buildings, shall include a minimum of three (3) of the following elements:

- a) Architectural detailing, such as cornice, awning, parapet, or columns.
- b) A visually pleasing primary front entrance that, in addition to doors, shall be accented a minimum of one hundred fifty (150) square feet around the door entrance for single occupancy buildings and a minimum of three hundred (300) square feet total for the front of multi-tenant buildings (this area shall be counted as one element). Entrances shall be clearly articulated and obvious from the street.
- c) A minimum of thirty (30) percent window coverage on each front that faces a street or similar based on requirements in § 153.306 (E) 1.



Buildings should show a minimum of 30% window coverage on each front that faces a street



A visually pleasing primary front entrance should be clearly articulated and obvious from the street



Architectural detailing, such as cornice, awning, parapet or columns should be used to add interest and character to the buildings



Building architecture should incorporate contrasting, yet complementary colors





Buildings should incorporate a combination of horizontal and vertical design features

- d) Contrasting, yet complementary material colors;
- e) A combination of horizontal and vertical design features;
- f) Irregular building shapes
- g) Other architectural features in the overall architectural concept.

No wall shall exceed fifty feet (50') in length without at least one visual interest element, such as windows, horizontal and vertical façade articulation, contrasting material colors, vertical or horizontal patterns.

Accent Materials: Accent materials shall be wrapped around walls visible to public view. Accent material shall consist of materials comparable in grade and quality to the primary exterior material. Such materials may include glass and prefinished decorative metal. Fiber cement may also be used as accent materials for the trim, soffit and/or fascia.



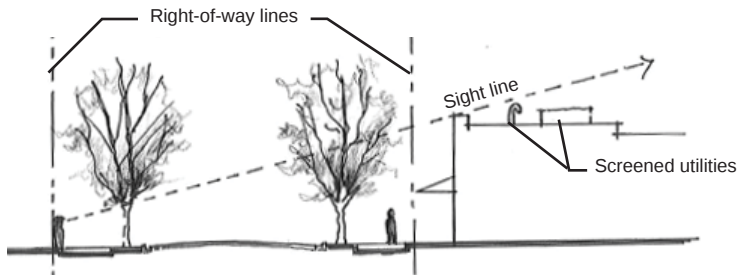
Accent materials shall be wrapped around walls and visible to public view

Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete and precast panels shall be acceptable as the major exterior wall surface when they are incorporated into an overall design of the building. No more than twenty five percent (25%) of any exterior wall on a building shall be fiber cement siding, wood or metal accent material.

Fiber cement seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material, and shall be required to be sealed. All materials shall be color impregnated with the exception of architectural concrete precast panel systems (only within B-2 and B-3 Districts) and fiber cement siding which may be painted.

Restricted Exterior Materials: Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal or unfinished metal and/or galvanized or unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings.

Roofs: Roofs which are exposed or an integral part of the building aesthetics shall be constructed only of commercial grade shingles, wood shingles, standing seam metal, slate, tile, or copper. Flat roofs, which are generally parallel with the first floor elevation, are not subject to these material limitations.



The view of all rooftop equipment shall be screened from the ground level view defined as *the view of the building from the furthest point of the width of the right-of-way from the property lines(s) that abut a street*. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

Screening:

Rooftop mechanical equipment: The view of all rooftop equipment and related piping, ducting, electrical and mechanical utilities on buildings shall be screened from the ground level view of abutting streets. Screening may include parapet walls, penthouses, or other architecturally integrated elements. Wood fencing or chain link with slats shall not be used for screening. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

Ground Mechanical Equipment: Ground mechanical equipment shall be one hundred percent (100%) screened from contiguous properties and adjacent streets by opaque landscaping, or a screen wall shall be provided that is compatible with the architectural treatment of the principal structure.



Architectural materials and landscaping help to minimize views of utility cabinets and equipment, while providing limited access for maintenance and use



When a commercial area is adjacent to a residential use, a berm, fence or screen is required. Light from automobile headlights and other sources shall be one hundred percent screened when directed onto residential windows.

Screening adjoining residential use: Wherever a Commercial or non-residential use abuts, or is across the street from an R Residential District, a berm, fence or screening comprised of compact evergreen trees or hedge or combination thereof, not less than eighty percent (80%) opaque at time of installation and not less than six feet (6') in height, except adjacent to a street where it shall be not less than three feet (3') and not more than four feet (4') in height shall be erected or installed and maintained. The light from automobile headlights and other sources shall be one hundred percent (100%) screened whenever it may be directed onto adjacent residential windows. All screening shall comply with Screening-§153.146 of this Chapter.

Trash Enclosure Service

Structure: All trash, recyclable materials, and trash and recyclable materials handling equipment and compactors shall meet the requirements of Refuse-§153.257 and shall be screened from public view. All trash enclosure service structures shall be constructed of the same materials as the principle building.

All trash enclosure service structures shall be constructed of the same materials as the principle building



Pedestrian Environment:

Pedestrian connections to the surrounding neighborhood shall be incorporated into all commercial development.

Pedestrian amenities shall be included in places where people typically gather, including but not limited to, transit stops, building entrances, or street corners or abutting bike or pedestrian trail connections. These spaces must include at least two of the following:

- a) Patterned materials on walkways (on-site)
- b) Bicycle racks
- c) Trash receptacles (decorative)
- d) Pedestrian lighting
- e) Fountains, sculptures, mobiles, or kiosks
- f) Flower boxes, or container landscaping

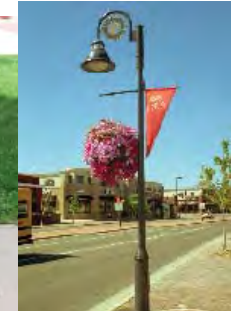
Sidewalk connections shall be provided to and through the development to existing and planned trails, sidewalks, and adjacent properties, where access exists or reasonable connections are possible. Clear internal pedestrian circulation routes shall be provided on the site.



Landscape features help to define circulation and pedestrian connections



Patterned materials on walkways define a pedestrian oriented area



Decorative bicycle racks, trash receptacles and lighting with banners and planters can enhance the pedestrian environment



Sculptures and fountains add visual interest and attraction to pedestrian spaces

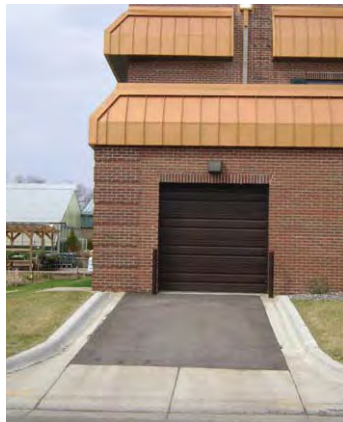


Flowers can be installed in temporary or permanent containers

Parking and Vehicular Circulation:

Parking areas in all Commercial Districts shall be subject to the following design standards and requirements in Parking Design Requirements in Business, Commercial, Mixed Use and Industrial Districts - 153.132:

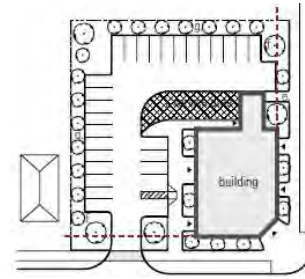
- a) Parking orientation shall minimize visual and noise impacts on adjacent properties.
- b) To the maximum extent feasible, parking shall be located behind or to the side of a building in a landscaped parking area and screened from view from public rights-of-way through landscaping, berms, or low walls. Structured parking, integrated with the building's architectural design, is encouraged.
- c) Parking areas shall be safe and convenient for both the movement of vehicles and customers.
- d) Vehicle circulation on-site shall be clearly organized to facilitate movement into and throughout parking areas.
- e) On corner lots, parking shall not be located on the corner.
- f) Service access areas shall be located in the rear of the property, outside of view from public rights-of-ways. Buildings within a development should share services areas to the extent practical.



g) Circulation and parking for service areas shall be designed to minimize disruption to the flow of vehicular and pedestrian traffic.

h) Development sites where uses require multiple deliveries shall provide separate customer and service access drives where possible.

Service areas shall be located in the rear of the property, outside of view from public rights-of-ways



Parking shall be located to the side or behind the building



Vehicular circulation shall be clearly organized to facilitate movement and parking areas shall be safe and convenient for vehicles and customers



Parking shall be screened through landscaping, berms or low walls

Exterior storage:

All exterior storage of material and equipment related to, located on, and used by any business shall be stored within a building or screened, as required herein, so as not to be visible from streets, highways, or neighboring property, with the exception of the following:

- a) Merchandise being displayed for sale or rental;
- b) Materials and equipment currently being used for construction on the premises;
- c) Merchandise located on service station pump islands and along the front length of the building.



Merchandise being displayed for sale or rental may be stored outside of the building

NEIGHBORHOOD COMMERCIAL DISTRICT (NC) - §153.326



Purpose:

The purpose of the Neighborhood Commercial (NC) District is to allow single multi-use commercial buildings containing convenience retail and service commercial uses at major intersections on small neighborhood scale sites where public sewer is available and sites are designated in the City of Forest Lake Comprehensive Plan. The district is intended to accommodate the basic needs of neighborhoods that would not otherwise have convenient access to retail areas in the City.

Design Character:

The character of this district shall reflect the character of surrounding residential neighborhoods. Building scale, setback, and design should be consistent with existing neighborhoods. Because this district is intended to serve surrounding residential areas, pedestrian connectivity to existing neighborhoods is also important. Design in this district should foster a welcoming pedestrian environment through pedestrian scale buildings, street furniture, and pedestrian and bike facilities.

Design Standards:

In addition to the minimum design standards applicable to all commercial districts, Neighborhood Commercial districts shall also be subject to the following standards to reflect the character of the Neighborhood Commercial District.

Building Design:

New buildings adjacent to existing buildings or residential neighborhoods shall appear to have similar scale and design elements as the neighboring buildings at a residential scale and character. Buildings fronts shall include three of the following elements:



Facades should be articulated into house-size segments

- Articulation of facades into house-size segments
- Residential scale building modules similar to adjacent buildings
- Similar façade proportions to those on neighboring buildings
- Residential scale building components such as porches, patios, decks, columns and balconies



Neighborhood commercial buildings should include residential scale components such as porches, decks, columns and balconies

- e) A roof configuration which reflects traditional residential structures and is pitched such as gable, hip, or shed.
- f) Display windows a minimum of six feet in height shall exist along at least fifty percent of the linear length of the building front.



Roof configuration may reflect traditional residential structures such as gabled, hip or shed



Display windows shall existing along at least 50% of the building front

Landscape Design:

Landscaping shall be used to unify, soften, and screen neighborhood commercial projects. Landscaping in the Neighborhood Commercial District shall incorporate the following elements in addition to the requirements in Landscaping Regulations - § 153.230 through §153.238.

- a) Incorporate unique and significant existing trees into the landscape design. See § 153.295 Woodland Preservation Regulations.
- b) Use a wide variety of plants in informal arrangements
- c) Landscaping shall be arranged and grouped to signify key site locations, such as building and site entrances, walkways, and around monuments.
- d) Use layering to promote informality with a variety of plants with differing mature heights.
- e) Use of plants or trees that have seasonal color.



Landscaping shall be grouped to signify parking and pedestrian walkways



A variety of unique and existing vegetation can be used to define walkway areas.



Landscaping shall be used to unify, soften and screen neighborhood commercial projects with a wide variety of plants offering seasonal color and interest



Use layering to promote informality with a variety of plants

Lighting:

In addition to the lighting requirements presented in Lighting Regulations-§153.185, lighting in the NC District shall be subject to the following regulations:

- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Decorative lighting appropriate to this district is illustrated in the Commercial Design Manual.
- d) Lighting fixtures shall be compatible with the architecture of the building.
- e) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.



Shoe-box style lighting shall only be permitted in parking areas



Decorative lighting with a maximum height of 14' shall be used to illuminate site areas

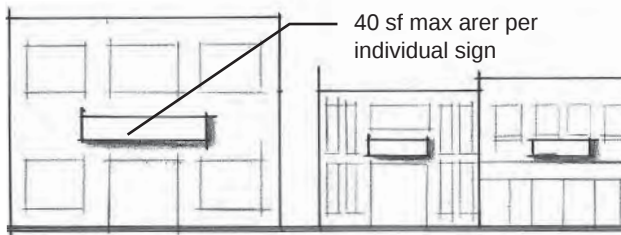


Wall mounted lighting shall be used to illuminate entry points and highlight architectural features

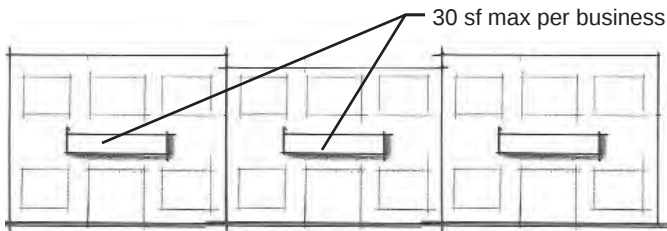
Signage.

Within the NC District, nameplate signs and business signs are permitted subject to the following regulations.

- a) On a parcel(s) with a building containing 1 principal use, the total aggregate square footage of all sign space per parcel shall not exceed the sum of 3 square feet for each front foot of building. The maximum area per individual sign placed on a building shall not exceed 40 square feet. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. One freestanding monument sign shall be allowed with a surface area not to exceed 40 square feet (may include up to 50% of the total area as changeable electronic or non electronic copy). The maximum height for all signs shall be the lowest point of the roof or parapet of the building associated with the sign. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

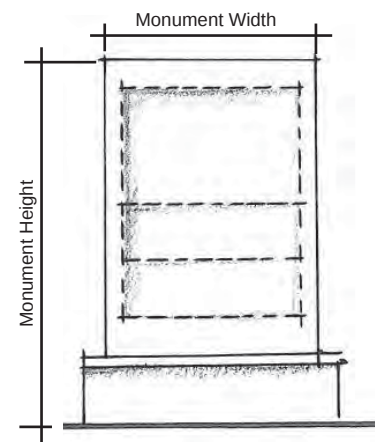


For a building containing 1 principal use, the sf of all sign space per parcel shall not exceed the sum of 3 square feet for each front foot of building. The maximum area per sign placed on a building shall not exceed 40 sf.



For buildings with more than 1 principal use, the total sign area for such a parcel shall not exceed 3 sf per front foot of building. The maximum total sf of signage per businesses is 30 sf.

- b) On parcel(s) with a building containing more than 1 principal use, the owner of the building must submit a master sign plan for the total building signage for approval by the Planning Commission. The total sign area for such a parcel shall not exceed 3 square feet per front foot of the building. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 30 square feet per individual sign. In the case of an existing multi-tenant building the property owner may elect to propose a master sign plan. No business shall have more than 1 sign per building elevation. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. One freestanding monument sign shall be allowed with a surface area not to exceed 40 square feet, not including the sign base, for a multi-tenant building or development unless part of an approved PUD. The maximum height for all signs shall be the lowest point of the roof or parapet of the building associated with the sign. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.



One freestanding monument sign shall be allowed with a surface area not to exceed 40 sf for a multitenant building or development unless part of an approved PUD



To reduce visual clutter, signage shall be distinct and minimal

- c) No sign, or any part thereof, shall be located closer than 20 feet to any property line.
- d) No sign, or any part thereof, shall be located closer than 35 feet when abutting an Residential - R District.
- e) Awning signs are permitted but calculated as a wall sign.

In addition to the sign requirements presented in Signs - § 153.205, signs in the NC District shall also be subject to the following requirements:

- f) To reduce visual sign clutter, signage shall be distinct and minimal.



Monument sign bases shall be constructed of similar materials, style and color as that of the principal building

- g) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.
- h) Signage shall be designed in a manner that is consistent with the requirements of this chapter and as illustrated in the Forest Lake Design Requirement Manual.



Wall mounted signs and projecting signs are examples of signage often found at a scale and aesthetic appropriate to the NC district

BROADWAY BUSINESS (B-1) DISTRICT - §153.324

Purpose:

The Broadway Business (B-1) District is intended to establish areas for the location and development of professional offices, administrative offices, limited neighborhood and community-oriented retail, and healthcare services and facilities which are expected to develop with a high level of amenities such as landscaping and architectural controls; to encourage a complex of compatible and mutually supportive health care services and facilities; to allow a transitional reuse of existing buildings until market conditions warrant redevelopment; to enhance redevelopment potential by prohibiting uses that would impede redevelopment; to capitalize on the high volume of traffic and potential customers; to ensure an appropriate physical relationship with the surrounding neighborhood, including acceptable traffic operations on local streets; and to provide a district which is related to and may reasonably adjoin high density or other residential districts.

Design Character:

Due to the high visibility of this area, the character of this district shall reflect well-designed and attractive businesses. Development in this district shall be unified through building architecture and landscaping. The design character of this district shall also take into account the relationship of the site to surrounding residential areas and the retail area surrounding the interchange at I-35. Development shall be designed to provide for appropriate transitions and connections to surrounding residential areas and to the more dense pedestrian oriented Downtown Mixed Use District (MU-1) §153.334 and the less dense auto-oriented Highway Business District (B-2) -§153.328. Pedestrian connections within this district will be essential.

"A strong and vital economic district provides the base for the long term well being of the community"



The Broadway Business District is intended for development of a variety of retail and office uses. A high level of amenities and architecture aims to encourage a complex of compatible and mutually supportive services.

Design Standards:

In addition to the minimum design standards applicable to all commercial/business districts, the Broadway Business District shall also be subject to the following standards to reflect the character of the District.

Site Layout

- a) Orient and consolidate structures to complement existing, adjacent development and to create a coordinated and visually attractive commercial district setting.
- b) Site planning shall respect the relationship of the site to existing and proposed buildings and streets.
- c) Buildings with frontage on a primary street shall orient front facades to parallel the primary street.
- d) Align the building front façade with adjacent buildings to promote visual continuity from the public right-of-way, unless site or use constraints are prohibitive.
- e) Buildings shall have a clearly defined primary pedestrian entrance at street level.
- f) Parking orientation shall minimize visual and noise impacts on adjacent properties.

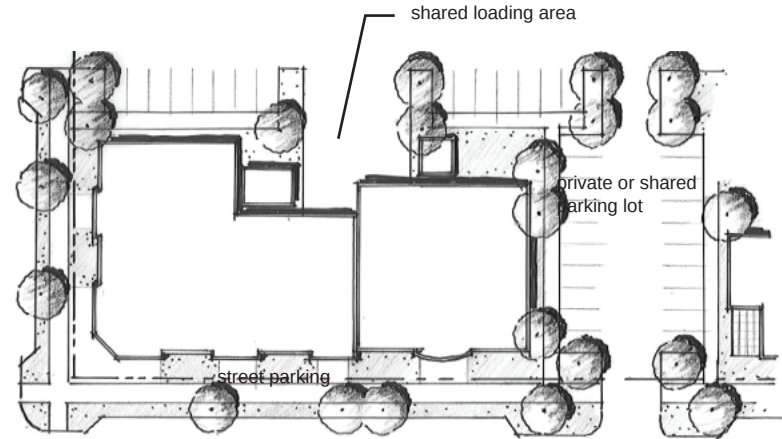


Buildings shall have clearly defined entrances at the street level



- g) To the maximum extent feasible, parking shall be located behind or to the side of a building in a landscaped parking area and screened from view from public rights-of-way and adjacent residential districts.

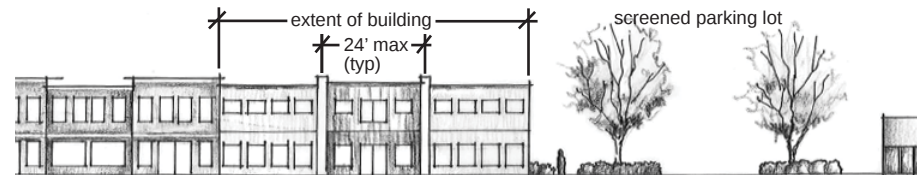
- h) On corner lots, parking shall not be located on the corner.



Site layout diagram shows how buildings are located to address the street and parking and loading are on the side or back. Street trees define the sidewalk and are used for screening and shading of the hardscape.

Building Design

Bay widths of more than 24 feet shall be designed with architectural detailing to achieve an appearance of bay widths of no more than 24 feet. Building articulation, column spacing, width of window bays, placement of windows and variation in roof height lines and setback and similar design can be used to achieve this requirement.



Bay widths shall be designed to achieve an appearance of bay widths of no more than 24'

Landscaping:

In addition to the landscaping requirements presented in Landscaping Regulations - § 153.230 through § 153.238, landscaping in the B-1 District shall also be subject to the following requirements:

- a) Use predominately native materials and well-adapted plant species to create an attractive environment along the edges of each development parcel.
- b) Use landscaping to buffer objectionable views, to break up the apparent size and monotony of parking areas, and to screen service areas and ground mechanical equipment.



Shade trees and planted medians buffer objectionable views and break up the size and monotony of parking areas



Parking shall be screened from public right-of-way through landscaping, berms or low walls



- c) Parking shall be screened from the public right-of-way through landscaping, berms, or low walls.
- d) Window boxes, hanging flower baskets, and planters shall be used to identify primary entrances.



Window boxes, hanging flower baskets and planters shall be used to identify primary entrances



Use predominantly native materials and well-adapted plant species to create an attractive environment

Lighting:

In addition to the lighting requirements presented in Lighting Regulations § 153.185, lighting in the B-1 District shall be subject to the following regulations:

- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Decorative lighting appropriate to this district is illustrated in the Forest Lake Design Requirement Manual.
- d) Lighting fixtures shall be compatible with the architecture of the building.
- e) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.



Shoe-box style lighting shall only be permitted in parking areas



Decorative lighting with a maximum height of 14'

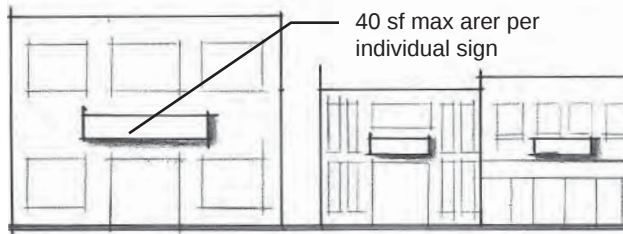


Wall mounted lighting shall be used to illuminate entry points and highlight architectural features

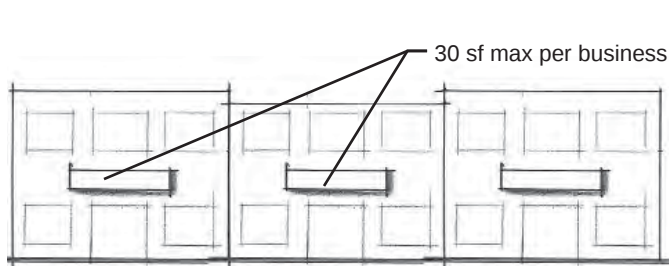
Signage.

Within this B-1 District, nameplate and business signs are permitted subject to the following:

- a) On parcel(s) with a building containing 1 principal use, aggregate square footage of sign space per lot shall not exceed the sum of 3 square feet per front foot of building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No "box" style signs shall be permitted. The maximum area per individual sign placed on a building shall not exceed 40 square feet, nor shall 2 or more signs be so arranged and integrated as to cause an advertising surface exceeding 80 square feet. One freestanding monument sign with a surface area not to exceed 40 square feet shall be allowed (may include up to 50% of the total area as changeable electronic or non-electronic copy). The maximum height for



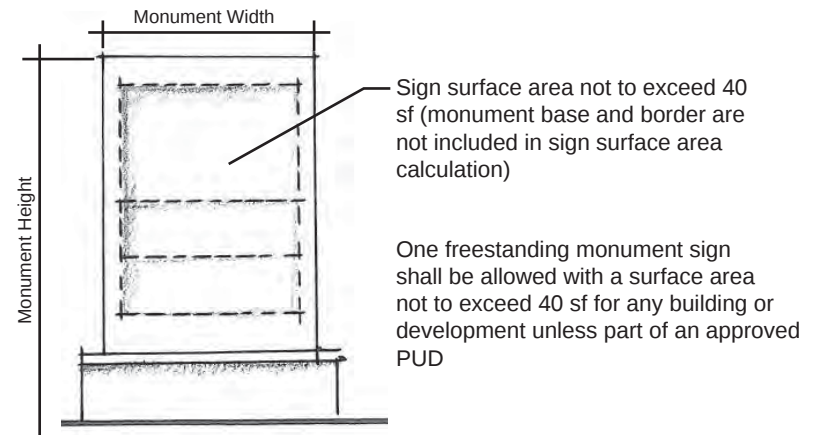
For a building containing 1 principal use, the sf of all sign space per parcel shall not exceed the sum of 3 square feet for each front foot of building. The maximum area per sign placed on a building shall not exceed 40 sf.



For buildings with more than 1 principal use, the total sign area for such a parcel shall not exceed 3 sf per front foot of building. The maximum total sf of signage per businesses is 30 sf.

all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

- b) On parcel(s) with a building containing more than 1 principal use, the owner of the building must submit a plan for total building signage for approval by the Planning Commission. The signage area for such a building shall not exceed 3 square feet per front foot of the building. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 30 square feet per individual sign. No business shall have more than 1 sign per building elevation. Attached wall signage shall consist of individual letters or script logos mounted on the building. No "box" style signs shall be permitted. One freestanding monument sign shall be allowed for a multi-tenant building or development not to exceed 40 square feet not including the sign base. Freestanding signs must be monument signs. Pylon signs are not allowed. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.





Monument sign bases shall be constructed of similar materials, style and color as that of the principal building

No sign shall be located closer than 20 feet from a public right-of-way or 10 feet from all other lot lines.

Exceptions:

- a) 35 feet when abutting an R District;

Projecting signs are permitted with the following requirements:

- a) Projecting signs may extend 5 feet into a required yard setback.
- b) Projecting signs must be at least 8 feet above a sidewalk.
- c) The maximum area of a projecting sign is 8 square feet.

Awning signs are permitted but calculated as a wall sign.

Awning signs are permitted, but calculated as a sign



Projecting signs must be at least 8' above the sidewalk with a maximum size of 8 sf



Signage shall be distinct and minimal

In addition to the sign requirements presented in Sign Regulations - § 153.205 through § 153.219, signs in the B-1 District shall also be subject to the following requirements:

- a) To reduce visual sign clutter, signage shall be distinct and minimal.
- b) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.
- c) Signage shall be designed in a manner that is consistent with code requirements and as illustrated in the Forest Lake Design Requirement Manual.

HIGHWAY BUSINESS (B-2) DISTRICT - §153.328

Purpose:

The Highway Business (B-2) District is intended to accommodate an adequate supply of businesses and services that primarily serve the community and regional needs; to keep retail and service businesses that are oriented to motorists in close proximity to thoroughfares and access from regional highways in areas that are appropriately designated on the Comprehensive Plan; and to encourage grouping of compatible and mutually supportive business uses and services.



Big box retail uses provide services to the community and region.

Design Character:

Design standards within this district are intended to support a high standard of development and design that portrays a positive visual image and minimizes the effects of traffic congestion, noise, odor, and glare from surrounding uses. Given the area's proximity to the Interstate and the auto-oriented uses permitted in this district, development will be primarily auto-oriented. However, pedestrian access and safety will still be achieved through design features within the district and to provide connections to surrounding areas. High quality design is required in this area because of its highly visible location.



Development in the B-2 district will be primarily auto-oriented, however pedestrian access and safety and high quality design are important



Design Standards:

In addition to the minimum design standards applicable to all commercial/business districts, the B-2 District shall also be subject to the following standards to reflect the character of the District.

Site Layout

- a) Building entries shall face the primary street adjacent to the project and face the parking areas serving the site.
- b) Decorative and/or landscaped cart corrals should be placed throughout the parking lot so that parking spaces are not used to store shopping carts.
- c) Multiple entries to the site should be consolidated.
- d) The majority of parking shall be located on the side of buildings or in front. Employee parking and loading shall be in the rear.

Lighting:

In addition to the lighting requirements presented in Lighting Regulations-§153.185, lighting in the B-2 District shall be subject to the following regulations:

- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Decorative lighting appropriate to this district is illustrated in the Forest Lake Design Requirement Manual.
- d) Lighting fixtures shall be compatible with the architecture of the building.
- e) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.



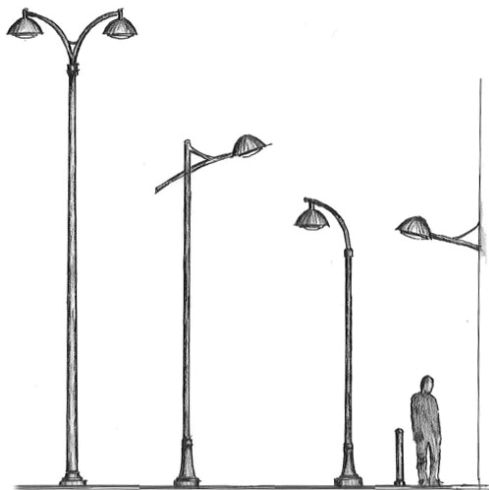
Shoe-box lighting or other downcast fixtures to be used in large parking areas



Wall mounted lighting shall be used to illuminate entry points and highlight architectural features



Fixtures should be decorative and appropriate in size to the B-2 District

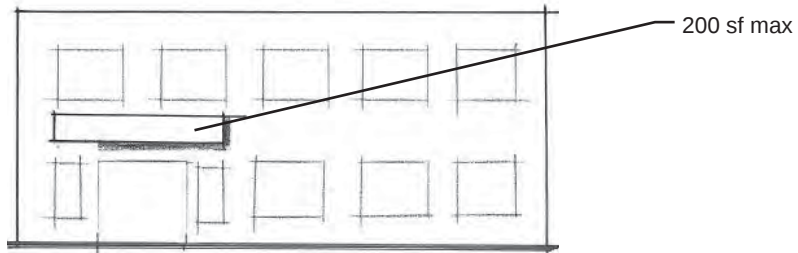


Lighting of appropriate size and scale shall be provided for all outdoor parking, walkways and public spaces

Signage:

Within the B-2 Highway Commercial District nameplate and business signs are permitted subject to the following:

- e) On parcel(s) with buildings containing 1 principal use, the aggregate square footage of sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. The maximum area per individual sign placed on a building shall not exceed 200 square feet. One freestanding monument sign shall be allowed with a surface not to exceed 100 square feet (not including the sign base) The sign area may include up to 25% of the total area as changeable electronic or non electronic copy, except for parcels in the I or BP zoning districts. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.



For a building containing 1 principal use, the sf of all sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. The maximum area per individual sign placed on a building shall not exceed 200 square feet.

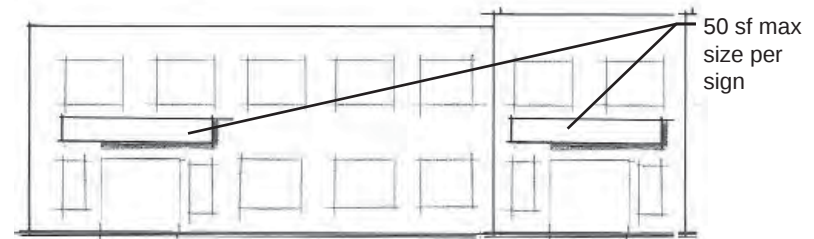


One freestanding monument sign shall be allowed with a surface not to exceed 100 square feet and may include up to 25% of the total area as changeable electronic copy.

f) On parcel(s) with buildings containing more than 1 principal use, the owner of the building must submit a plan for total building signage for approval by the Planning Commission. The total signage for such a building shall not exceed 3 square feet per front foot of the building. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 50 square feet per individual sign. No business shall have more than 1 sign per building elevation. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. One freestanding monument sign not to exceed 100 square feet shall be allowed to serve a commercial development regardless of the number of buildings or uses in the development. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

g) Parcels within 500 feet of Interstate Highway 35 are allowed 1 additional freestanding monument or pylon sign not to exceed 100 square feet and a height of 30 feet. Changeable Electronic Copy signs shall not be permitted.;

1. No sign shall be located closer than 20 feet to the public right-of-way or 10 feet from any other property line.
2. Exceptions: 35 feet when abutting a residential district.



For buildings with more than 1 principal use, the sf of all sign space per building shall not exceed the sum of 3 square feet for each front foot of building. The maximum size of an individual sign is 50 sf and no business shall have more than 1 sign per building elevation.



Pylon signs are not to exceed 100 sf and a height of 30 feet

In addition to the sign requirements presented in Sign Regulations - §153.205 through §153.219, signs in the B-2 District shall also be subject to the following requirements:

- a) To reduce visual sign clutter, signage shall be distinct and minimal.
- b) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.
- c) Signage shall be designed in a manner that is consistent with code requirements and as illustrated in the Forest Lake Design Requirement Manual.



Signage should be distinct and minimal



Monument sign bases should be constructed of similar materials, style and color as that of the principal building



The identification sign shall be flush on the primary building wall facing the major arterial roadway

Limited Industrial Business District (B-3) - §153.329

Purpose:

Limited Industrial Business District (B-3) District is to provide a district that supports a mix of industrial and commercial development.

Design Character:

The overall character of the Limited Industrial Business District (B-3) is intended to have a low impact manufacturing/warehouse character. Industrial uses in this district shall be limited to those that can compatibly exist adjacent to both lower intensity business uses and high intensity manufacturing uses and can have limited amounts of truck traffic in comparison to high intensity industrial districts. Because this district abuts residential neighborhoods, B-3 uses are regulated in height, lot coverage, setbacks, landscaping, loading and use type, so as to facilitate compatibility between these uses and residential development.

Design Standards:

In addition to the minimum design standards applicable to all commercial/business districts, the Limited Industrial Business District shall also be subject to the following standards to reflect the character of the District.



The overall character is intended to have a low impact manufacturing/warehouse character



B-3 uses are regulated in height, lot coverage, setbacks, landscaping, loading and use type so they are compatible with surrounding residential uses

Site Layout

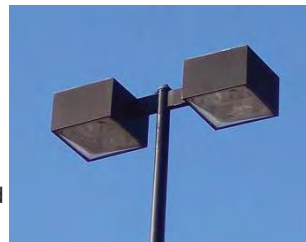
- a) Building entries shall face the primary street adjacent to the project. An additional entry should face the parking lot.
- b) The majority of parking shall be located on the side of buildings or in front. Employee parking and loading shall be in the rear.
- c) Landscaped cart corrals should be placed throughout the project so that parking spaces are not used to store shopping carts.
- d) Multiple entries to the site should be consolidated.

Lighting:

In addition to the lighting requirements presented in Lighting Regulations-§ 153.185, lighting in the B-3 District shall be subject to the following regulations:

- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Decorative lighting appropriate to this district is illustrated in the Forest Lake Design Requirement Manual.
- d) Lighting fixtures shall be compatible with the architecture of the building.
- e) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.

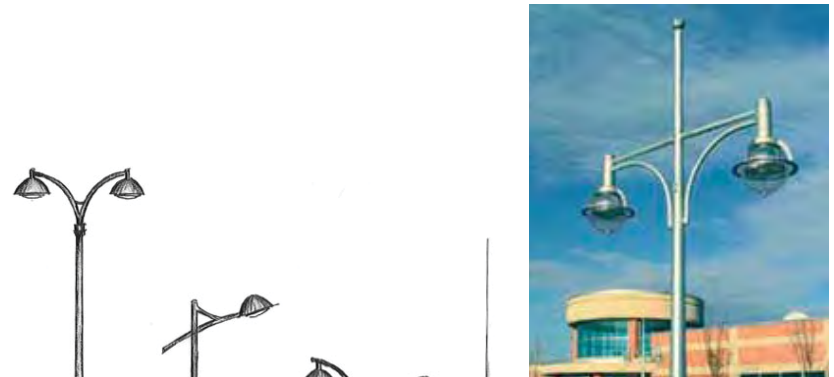
Shoe-box lighting or other downcast fixtures to be used in large parking areas



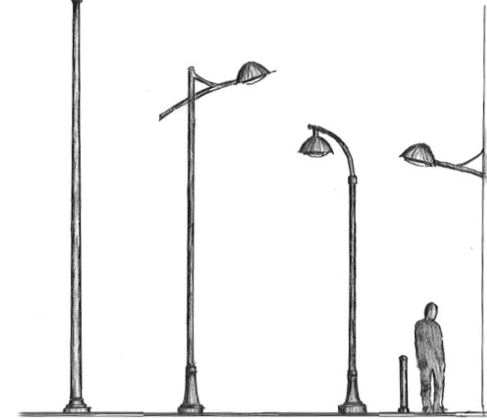
Decorative style lighting shall be used to illuminate all site areas with the exception of parking areas. Wall mounted lighting shall be used on building fronts, entry points and architectural features.



Wall mounted lighting shall be used to illuminate entry points and highlight architectural features



Fixtures should be appropriate in size and character to the B-3 District

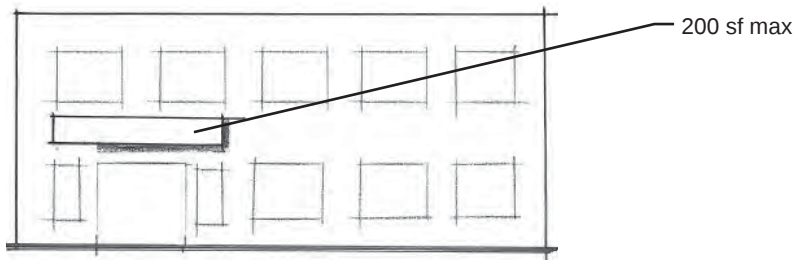


Lighting of appropriate size and scale shall be provided for all outdoor parking, walkways and public spaces

Signage:

Within the B-3 Limited Industrial District nameplate and business signs are permitted subject to the following:

- a) On parcel(s) with buildings containing 1 principal use, the aggregate square footage of sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. The maximum area per individual sign placed on a building shall not exceed 200 square feet. One freestanding monument sign shall be allowed with a surface not to exceed 100 square feet (not including the sign base) The sign area may include up to 25% of the total area as changeable electronic or non electronic copy, except for parcels in the I or BP zoning

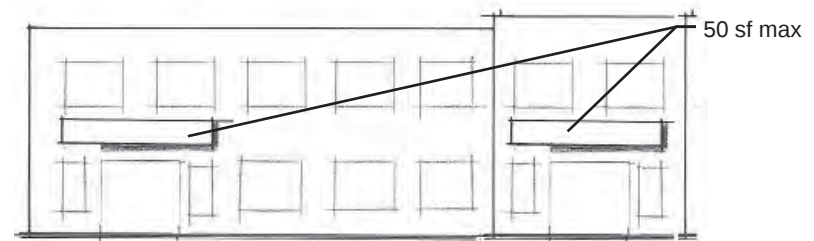


For a building containing 1 principal use, the sf of all sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. The maximum area per sign placed on a building shall not exceed 200 square feet.



districts. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

- b) On parcel(s) with buildings containing more than 1 principal use, the owner of the building must submit a plan for total building signage for approval by the Planning Commission. The total signage for such a building shall not exceed 3 square feet per front foot of the building. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 50 square feet per individual sign. No business shall have more than 1 sign per building elevation. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. One freestanding monument sign not to exceed 100 square feet shall be allowed to serve a commercial development regardless of the number of buildings or uses in the development. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.



For buildings with more than 1 principal use, the total signage shall not exceed 3 sf per front foot of the building. No business shall have more than 1 sign per building elevation.

e) Parcels within 500 feet of Interstate Highway 35 are allowed 1 additional freestanding monument or pylon sign not to exceed 100 square feet and a height of 30 feet. Changeable Electronic Copy signs shall not be permitted.;

1. No sign shall be located closer than 20 feet to the public right-of-way or 10 feet from any other property line.
2. Exceptions: 35 feet when abutting a residential district.



Pylon signs are allowed within 500 feet of I-35 and are not to exceed 100 sf and a height of 30 feet



Signage shall be distinct and minimal



In addition to the sign requirements presented in Sign Regulations-§153.205 through §153.219, signs in the B-3 District shall also be subject to the following requirements:

- f) To reduce visual sign clutter, signage shall be distinct and minimal.
- g) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.
- h) Signage shall be designed in a manner that is consistent with the code requirements and as illustrated in the Forest Lake Design Requirement Manual.



Monument signage shall be constructed of similar materials, style and color as that of the principal building.



MINIMUM STANDARDS APPLICABLE TO ALL INDUSTRIAL DISTRICTS (I AND BP) - § 153.330

To ensure attractive commercial development, the City has a set of industrial design standards applicable to all industrial development. This is applicable to following districts: I-Industrial - §153.332, BP-Business Park - §153.333.

Visual Interest and Building Materials

All new building fronts and refacing of an existing building, shall include a minimum of three (3) of the following elements

- a) Accent materials;
- b) A visually pleasing front entry that, in addition to doors, shall be accented a minimum of one hundred fifty (150) square feet around the door entrance for single occupancy buildings and a minimum of three hundred (300) square feet total for the front of multi-tenant buildings (this area shall be counted as one (1) element);
- c) Twenty five percent (25%) window coverage on each front that faces a street;
- d) Contrasting, yet complementary material colors;
- e) A combination of horizontal and vertical design features;
- f) Irregular building shapes, or
- g) Other architectural features in the overall architectural concept.

25% window coverage is required along the street



A visually pleasing front entrance shall be accented around the door area



All buildings must incorporate a combination of vertical and horizontal features



No wall shall exceed 75' in length without at least one visual interest element

No wall shall exceed seventy-five hundred feet (75') in length without at least one visual interest element, such as a window, horizontal or vertical façade articulation, contrasting materials colors, or vertical or horizontal patterns.

Accent Materials: Accent materials shall be wrapped around walls visible from public view. Accent material shall consist of materials comparable in grade and quality to the primary exterior material. Such materials may include glass and prefinished decorative metal. Fiber cement trim, soffit and fascia may be used as accent materials.

Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete and precast panels shall be acceptable as the major exterior wall surface when they are incorporated into an overall design of the building. No more than twenty five percent (25%) of any exterior wall on a building shall be fiber cement siding, wood or metal accent material.

Fiber cement seam lines: shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material, and shall be required to be sealed. All materials shall be color impregnated with the exception of allowing architectural concrete precast panel systems (only within the I District) and fiber cement siding to be painted.



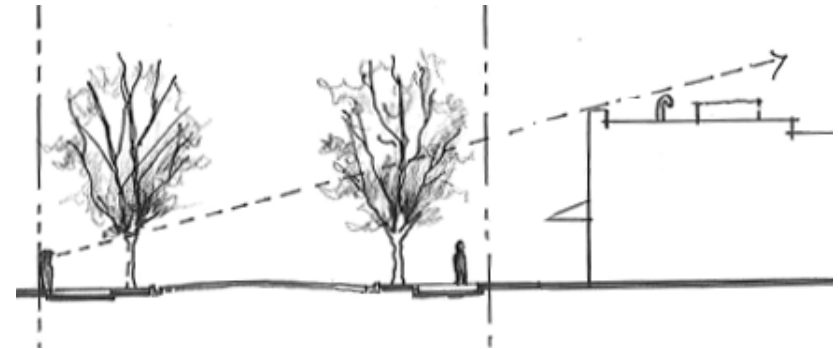
Accent materials shall consist of materials comparable in grade and quality to the primary exterior material



Accent materials shall be wrapped around walls visible from public view

Restricted Exterior Materials: Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal unfinished metal and/or galvanized or unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings.

Roofs: Roofs which are exposed or an integral part of the building aesthetics shall be constructed only of commercial grade shingles, wood shingles, standing seam metal, slate, tile, or copper. Flat roofs, which are generally parallel with the first floor elevation, are not subject to these material limitations.



The view of all rooftop equipment shall be screened from the ground level view defined as *the view of the building from the furthest point of the width of the right-of-way from the property lines(s) that abut a street*. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

Screening:

Rooftop mechanical equipment: The view of all rooftop equipment and related piping, ducting, electrical and mechanical utilities abutting a street on buildings shall be screened from the ground level view. Screening may include parapet walls, penthouses, or other architecturally integrated elements. Wood fencing or chain link with slats shall not be used for screening. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

Ground Mechanical Equipment: Ground mechanical equipment shall be one hundred percent (100%) screened from contiguous properties and adjacent streets by opaque landscaping, or a screen wall shall be provided to be compatible with the architectural treatment of the principal structure.

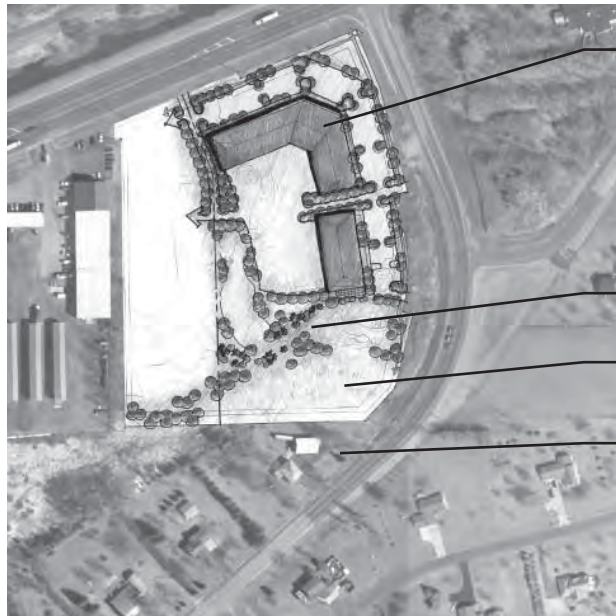


Ground mechanical equipment shall be screened in a way that is compatible with the architectural treatment of the principle structure



Screening adjoining residential use: Wherever an Industrial or Business Park use abuts, or is across the street from an R Residential District, a berm, fence or screening comprised of compact evergreen trees or hedge or combination thereof, not less than eighty percent (80%) opaque at time of installation, nor less than six feet (6') in height, except adjacent to a street where it shall be not less than three feet (3') nor more than four feet (4') in height shall be erected or installed and maintained. The light from automobile headlights and other sources shall be one hundred percent (100%) screened whenever it may be directed onto adjacent residential window. All screening shall comply with Screening-§153.146 of this Chapter.

Trash Enclosure Service Structure: All trash, recyclable materials, and trash and recyclable materials handling equipment and compactors shall be screened from public view. Any trash enclosure shall be constructed of the same materials as the principal building.



Whenever an Industrial District abuts or is across the street from a Residential district, a berm, fence or compact evergreen screen shall be erected and maintained



The light from automobile headlights and other sources must be 100% screened whenever it may be directed onto adjacent residential windows



Any trash enclosure shall be constructed of the same materials as the principal building



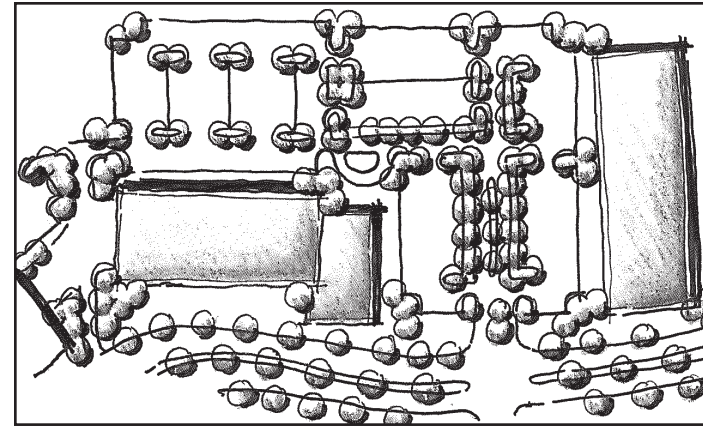
All trash and recyclable materials must be totally screened from public view

Parking and Vehicular Circulation:

Parking areas in all Industrial Districts shall be subject to the following design standards:

- a) Parking orientation shall minimize visual and noise impacts on adjacent properties.
- b) To the maximum extent feasible, parking shall be located behind or to the side of a building in a landscaped parking area and screened from view from public rights-of-way through landscaping, berms, or low walls.
- c) Structured parking, integrated with the building's architectural design, is encouraged.
- d) Parking areas shall be safe and convenient for both the movement of vehicles and customers.
- e) On corner lots, parking shall not be located on the corner.
- f) Vehicle circulation on-site shall be clearly organized to facilitate movement into and throughout parking areas.
- g) Service access areas shall be located in the rear of the property, outside of view from public rights-of-ways. Buildings within a development should share services areas to the extent practical.
- h) Circulation and parking for service areas shall be designed to minimize disruption to the flow of vehicular and pedestrian traffic.
- i) Development sites where uses require multiple deliveries shall provide separate customer and service access drives where possible.

Parking areas shall be screened from view from public rights-of-way through landscaping, berms or low walls



Vehicle circulation on-site shall be clearly organized to facilitate movement into and throughout parking areas.



To the extent feasible, parking shall be located behind or to the side of a building in a landscaped parking area and screened from the public right of way



Exterior storage:

All exterior storage of material and equipment related to, located on, and used by any business shall be stored within a building or fully screened, as required herein, so as not to be visible from streets, highways, or neighboring property, with the exception of the following:

- a) Materials and equipment currently being used for construction on the premises;



All exterior storage of material and equipment related to, located on, and used by any business shall be stored within a building or fully screened.

Loading and Service Areas:

All external loading and service areas accessory to industrial buildings must be completely screened from the ground level view from contiguous residential or commercial properties and adjacent streets, except at access points. Whenever an industrial use abuts a residential district, there shall be no loading docks on any building elevation that is either directly facing or oriented towards a single-family residence.



Loading docks shall be located at the rear of the property and screened from adjacent streets except at access points



Whenever an industrial use abuts a residential district, there shall be no loading docks directly facing or oriented towards a single family residence



INDUSTRIAL (I) DISTRICT - § 153.332



The Industrial District is intended to attract new development that will provide a range of employment opportunities and present a positive image to the community

Purpose:

The Industrial (I) District is intended to provide an area where industrial, business service, and office uses may locate to provide a range of employment opportunities; to attract new development that will present a positive image to the community; and to provide locations with traffic management capabilities that can adequately handle the traffic generated within the district without disrupting traffic flows on nearby thoroughfares.

Design Character:

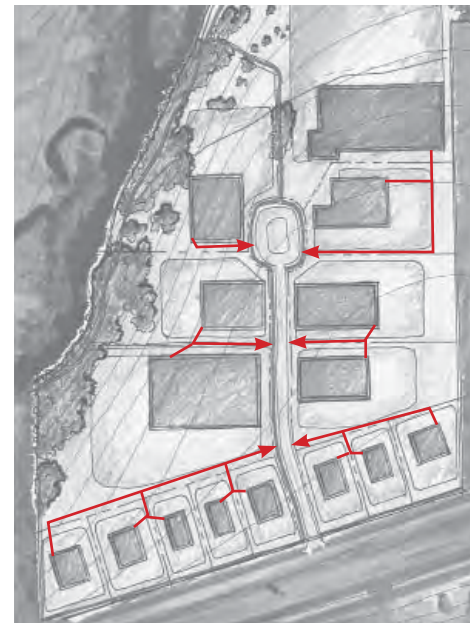
The overall design character of the Industrial (I) District is to present the least amount of impact on adjacent, less intensive land uses and to display a positive community image. Given the area's proximity to the Interstate and heavy industrial activity and truck traffic in these areas, development will be primarily auto-oriented. High quality design is required in this area because of its highly visible location.

Design Standards:

In addition to the minimum design standards applicable to all industrial districts, the Industrial (I) District shall also be subject to the following standards to reflect the character of the District.

Site Layout:

Whenever such developments abut residential districts, their interior road patterns shall be arranged in such a way as to route service vehicle traffic away from residential neighborhoods.



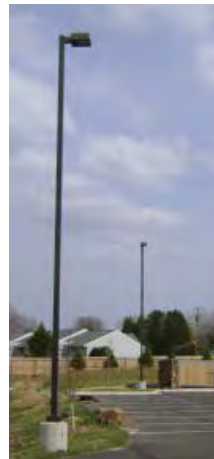
Example service drive layout is self contained and can be screened from nearly public and residential areas

The interior road pattern of an industrial development shall be arranged to route service vehicle traffic away from residential neighborhoods

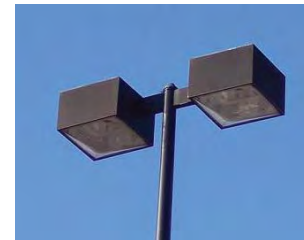
Lighting:

In addition to the lighting requirements presented in Lighting Regulations-§153.185, lighting in the I District shall be subject to the following regulations:

- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Decorative poles and fixtures shall be consistent with the Forest Lake Design Requirement Manual.
- d) Lighting fixtures shall be compatible with the architecture of the building.
- e) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.

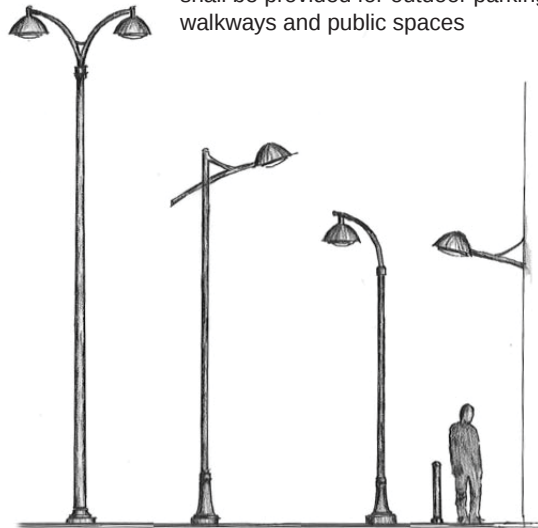


Light fixtures shall be downcast and cutoff. Shoebox style lighting shall be only permitted in parking areas.



Fixtures should be appropriate in size and character to the Industrial District

Lighting of appropriate size and scale shall be provided for outdoor parking, walkways and public spaces



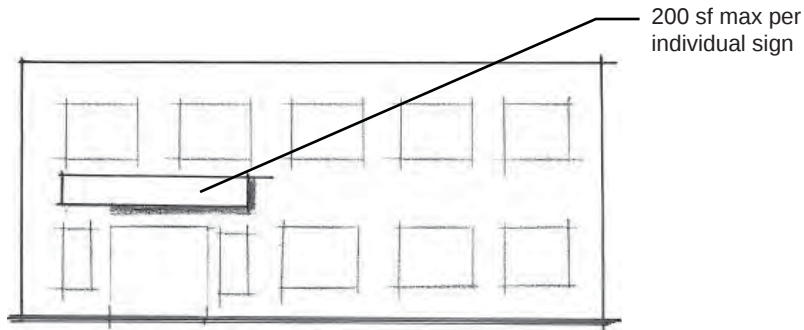
Decorative style lighting shall be used to illuminate all site areas with the exception of parking areas. Wall mounted lighting shall be used on building fronts, entry points and architectural features



Signage:

Within the Industrial District (I) nameplate and business signs are permitted subject to the following:

- a) On parcel(s) with buildings containing 1 principal use, the aggregate square footage of sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. The maximum area per individual sign placed on a building shall not exceed 200 square feet. One freestanding monument sign shall be allowed with a surface not to exceed 100 square feet (not including the sign base) The sign area may include up to 25% of the total area as changeable electronic or



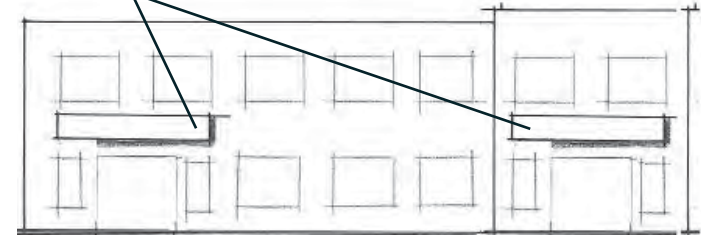
For a building containing 1 principal use, the sf of all sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. The maximum area per sign placed on a building shall not exceed 200 square feet.



non electronic copy, except for parcels in the I or BP zoning districts. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

- b) On parcel(s) with buildings containing more than 1 principal use, the owner of the building must submit a plan for total building signage for approval by the Planning Commission. The total signage for such a building shall not exceed 3 square feet per front foot of the building. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 50 square feet per individual sign. No business shall have more than 1 sign per building elevation. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. One freestanding monument sign not to exceed 100 square feet shall be allowed to serve a commercial development regardless of the number of buildings or uses in the development. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

1 sign per business on each building elevation



For buildings with more than 1 principal use, the sf of all sign space per building shall not exceed the sum of 3 square feet for each front foot of building. No business shall have more than 1 sign per building elevation.

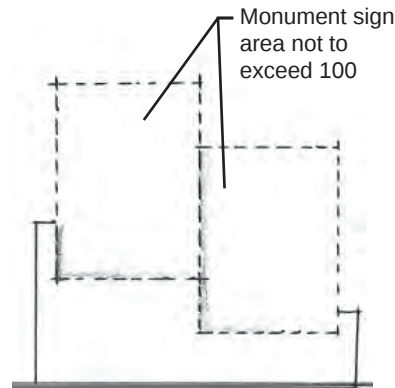
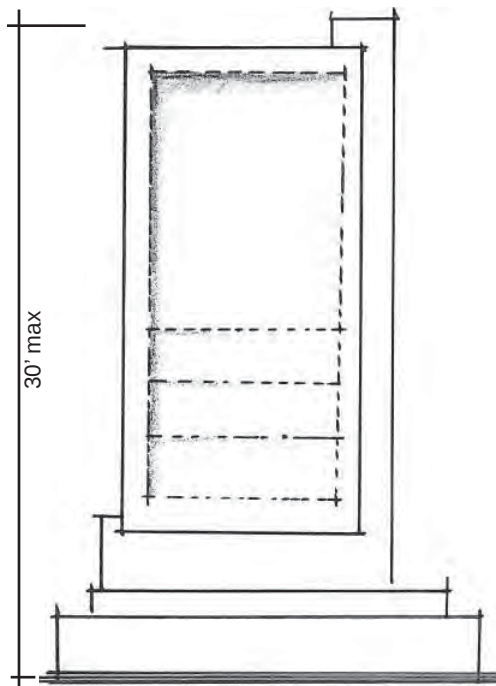
c) Parcels within 500 feet of Interstate Highway 35 are allowed 1 additional freestanding monument or pylon sign not to exceed 100 square feet and a height of 30 feet. Changeable Electronic Copy signs shall not be permitted.;

d) No sign or any part thereof shall be located closer than 20 feet to the front property line, 5 feet to the side property line*, or 5 feet to the rear property line.*

e) Exceptions:

6) No sign shall be located closer than 20 feet to the public right-of-way or 10 feet from any other property line.

7) Exceptions: 35 feet when abutting a residential district.



Parcels within 500 feet of I-35 are allowed 1 additional freestanding monument sign, not to exceed 100 sf and a height of 30 feet



Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.

In addition to the sign requirements presented in Sign Regulations- §153.205 through §153.219, signs in the I District shall also be subject to the following requirements:

a) To reduce visual sign clutter, signage shall be distinct and minimal.

b) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.

c) Signage shall be designed in a manner that is consistent with the code requirements and as illustrated in the Forest Lake Design Requirement Manual.



Signage shall be distinct and minimal



BUSINESS PARK (BP) DISTRICT - § 153.333

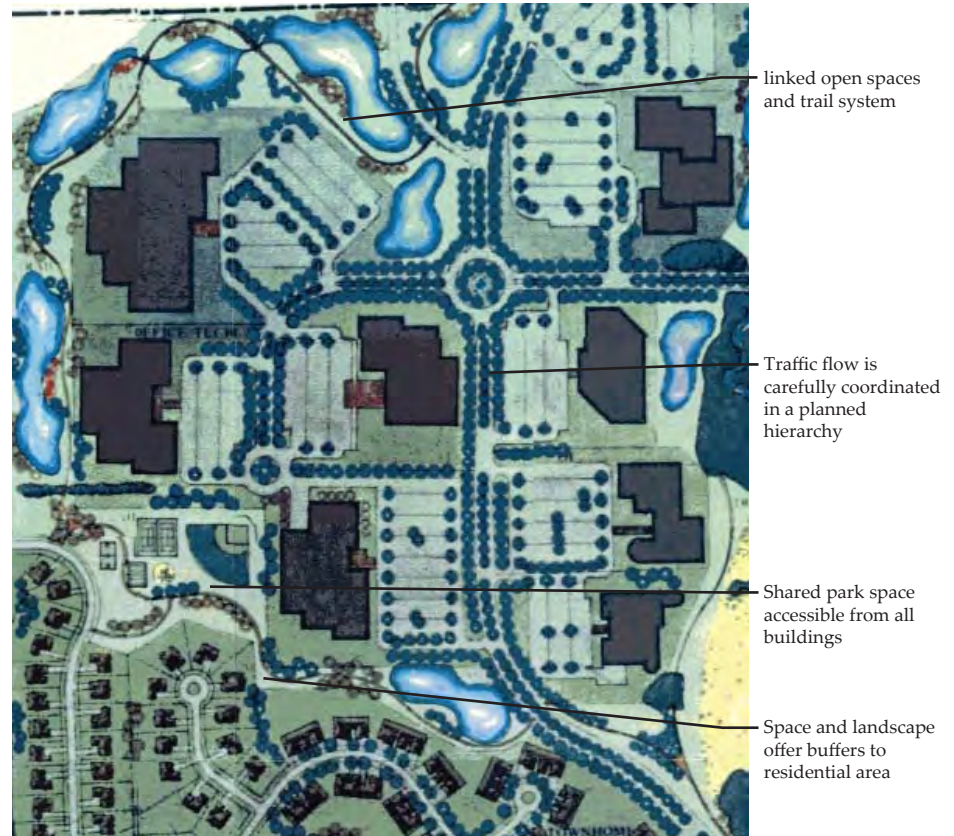
Purpose:

The purpose of the Business Park (BP) District is to:

- a) Reserve larger areas for multi-use buildings, offices, wholesale showrooms, light manufacturing, research and development, training, limited retail uses and uses accessory to conducting business within a coordinated, well-defined campus environment
- b) Protect business from incompatible and unrelated land uses intruding into the work environment
- c) Create an area to provide opportunities for higher technology business and other industries that may benefit from the accommodation of both office and light industrial uses on site with internal and external amenities to benefit employees
- d) Provide for accessible business park opportunities near major highways and future transit corridors
- e) Preserve and utilize natural environmental features for office sites that are located next to or overlook public open space and trail uses, woodlands and wetlands.

Design Character:

Development in this district shall establish and maintain high standards of site design, spatial relationships, proportions, building architecture and landscape design that will create a high quality environment attractive to major employers. The design character of this district will be characterized by a high level of design, site amenities such as trails or open space, storm water management, and other modern techniques used to create a high-end office and industrial park.



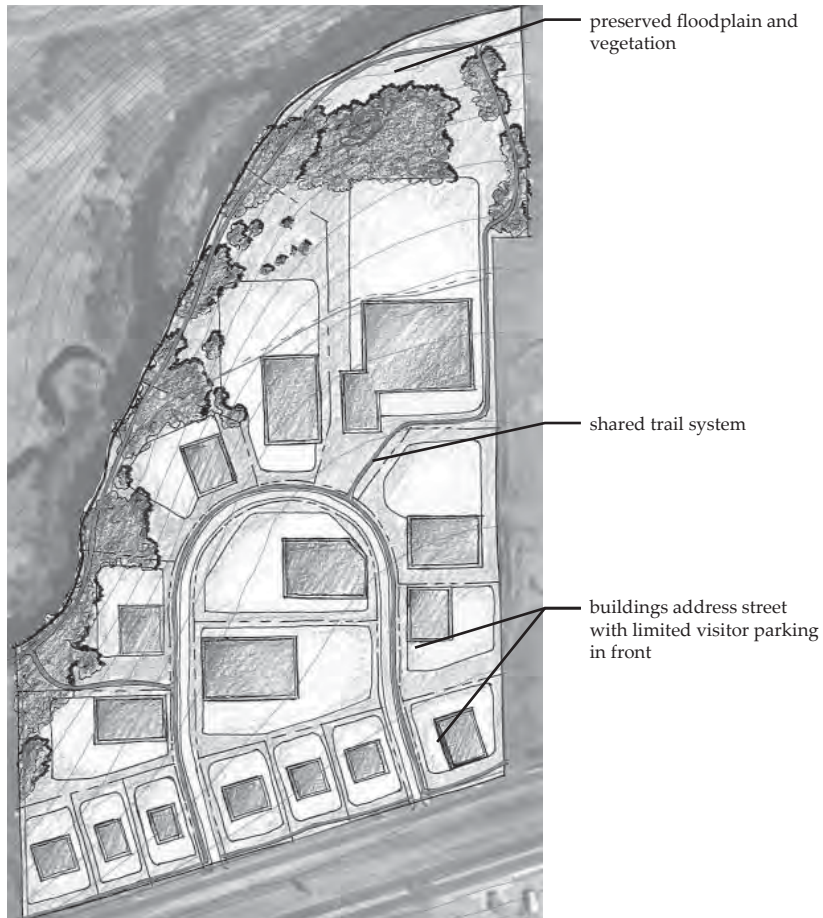
The design character of this district will be characterized by a high level of design, site amenities such as trails or open space, storm water management, and other modern techniques used to create a high-end office and industrial park.



Development in this district shall establish and maintain high standards of design that will create a high quality environment attractive to major employers

Design Standards:

In addition to the minimum design standards applicable to all industrial districts, the Business Park (BP) District shall also be subject to the following standards to reflect the character of the District.



Buildings with frontage on a primary street shall orient front facades to parallel the street

Site Layout:

- a) Orient and consolidate structures to complement existing, adjacent development and to create a coordinated and visually attractive business park setting.
- b) Site planning shall respect the relationship of the site to existing and proposed buildings and streets.
- c) Buildings with frontage on a primary street shall orient front facades to parallel the primary street.
- d) Buildings shall have a clearly defined primary pedestrian entrance at street level.
- e) Where feasible, the development shall be arranged to preserve and integrate natural environmental features into the site design.

Building Design:

- a) A minimum of 30 percent of the ground level façade shall be transparent.
- b) Visual continuity shall be created by designing buildings to exhibit complementary height and massing to adjacent buildings.
- c) Buildings shall be designed in an architectural style and constructed of materials that are compatible, and complementary to surrounding buildings in the Business Park District.



A minimum of 30% of ground level facade shall be transparent



Landscaping:

In addition to the landscaping requirements presented in Landscape Regulations-§153.230 through § 153.238, landscaping in the BP District shall also be subject to the following requirements:

- a) Use predominately native materials and well-adapted plant species to create an attractive environment along the edges of each development parcel.
- b) Use landscaping to buffer objectionable views and to break up the apparent size and monotony of parking areas.
- c) Landscaping shall be clustered into features areas, such as corners, entryways, buffer zones, and screening rather than distributed thinly throughout the site.



Use predominately native materials and well-adapted plant species to create an attractive environment

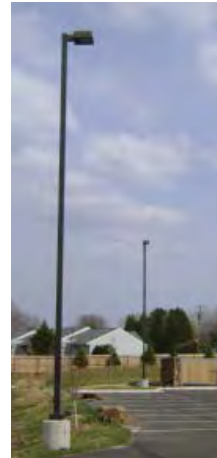


Large islands help to buffer objectionable views and to break up the apparent size and monotony of parking areas.

Lighting:

In addition to the lighting requirements presented in Lighting Regulations-§153.185, lighting in the BP District shall be subject to the following regulations:

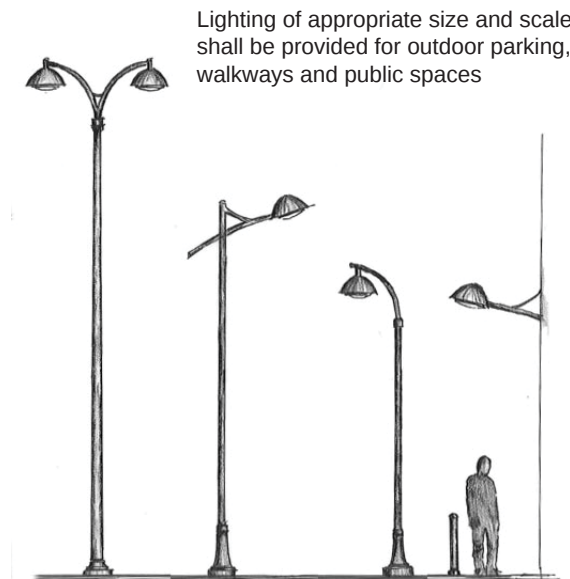
- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Decorative lighting appropriate to this district is illustrated in the Forest Lake Design Requirement Manual.
- d) Lighting fixtures shall be compatible with the architecture of the building.
- e) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.



Light fixtures shall be downcast and cutoff. Shoebox style lighting shall be only permitted in parking areas.



Fixtures should be appropriate in size and character to the Industrial District



Lighting of appropriate size and scale shall be provided for outdoor parking, walkways and public spaces



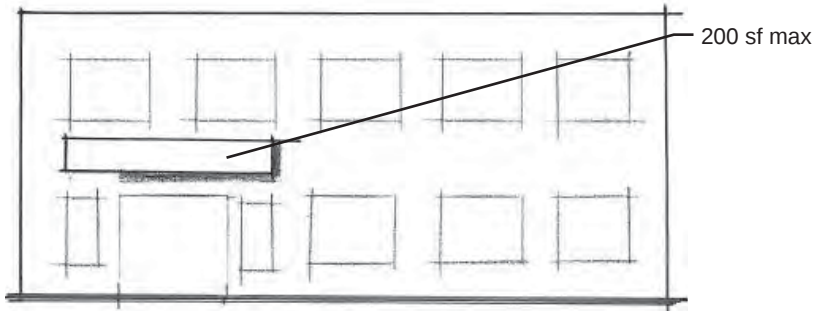
Decorative style lighting shall be used to illuminate all site areas with the exception of parking areas. Wall mounted lighting shall be used on building fronts, entry points and architectural features



Signage:

Within the Business Park District (BP) nameplate and business signs are permitted subject to the following:

- a) On parcel(s) with buildings containing 1 principal use, the aggregate square footage of sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. The maximum area per individual sign placed on a building shall not exceed 200 square feet. One freestanding monument sign shall be allowed with a surface not to exceed 100 square feet (not including the sign base) The sign area may include up to 25% of the total area as changeable electronic or



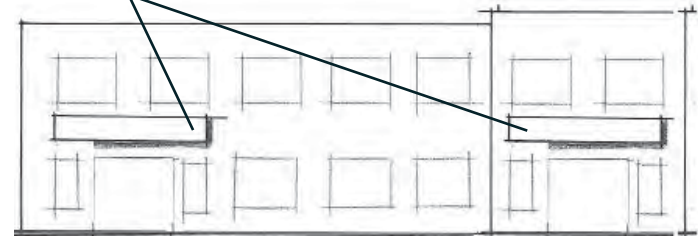
For a building containing 1 principal use, the sf of all sign space per parcel shall not exceed the sum of 4 square feet for each front foot of building. The maximum area per individual sign placed on a building shall not exceed 200 square feet.



non electronic copy, except for parcels in the I or BP zoning districts. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

- b) On parcel(s) with buildings containing more than 1 principal use, the owner of the building must submit a plan for total building signage for approval by the Planning Commission. The total signage for such a building shall not exceed 3 square feet per front foot of the building. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 50 square feet per individual sign. No business shall have more than 1 sign per building elevation. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. One freestanding monument sign not to exceed 100 square feet shall be allowed to serve a commercial development regardless of the number of buildings or uses in the development. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-story building the monument sign shall be no taller than the lowest floor.

1 sign per business on each building elevation



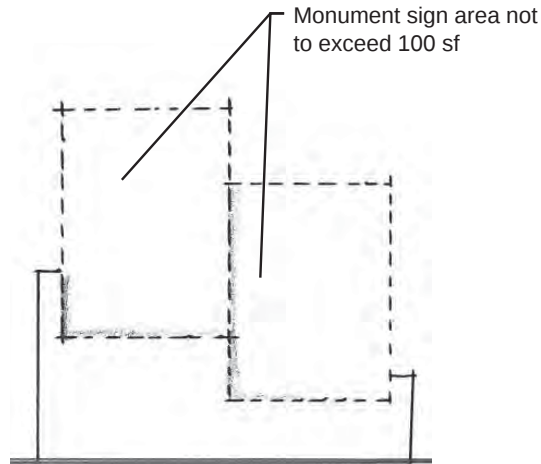
For buildings with more than 1 principal use, the sf of all sign space per building shall not exceed the sum of 3 square feet for each front foot of building. No business shall have more than one sign per building elevation.

c) Parcels within 500 feet of Interstate Highway 35 are allowed 1 additional freestanding monument or pylon sign not to exceed 100 square feet and a height of 30 feet. Changeable Electronic Copy signs shall not be permitted.;

- 1) No sign shall be located closer than 20 feet to the public right-of-way or 10 feet from any other property line.
- 2) Exceptions: 35 feet when abutting a residential district.

In addition to the sign requirements presented in Sign Regulations- §153.205 through §153.219, signs in the BP District shall also be subject to the following requirements:

- a) To reduce visual sign clutter, signage shall be distinct and minimal.
- b) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.
- c) Signage shall be designed in a manner that is consistent with code requirements and as illustrated in the Forest Lake Design Requirement Manual.



Parcels within 500 feet of I-35 are allowed 1 additional freestanding monument sign, not to exceed, 100 sf and a height of 30 feet



Signage shall be distinct and minimal



Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.



DOWNTOWN MIXED USE DISTRICT (MU-1) - § 153.334

The purpose of the Downtown Mixed Use District is to establish a strong identity for downtown Forest Lake and provide for high density, compact mixed use development. The intent of the City is to preserve and enhance the downtown appearance with storefronts adjacent to the sidewalks and parking in the rear or side of the buildings. The City desires to encourage urban living options by allowing a full range of mixed uses within the downtown.

Design Character

This district is characterized by a mix of older commercial and residential buildings and newer high density housing and retail buildings. New development in this district shall create a unifying identity and transition between different uses through high quality design, pedestrian amenities, compact development, and connections to public spaces.



The intent of the City is to preserve and enhance the downtown appearance with storefronts adjacent to the sidewalks and parking in the rear or side of the buildings



The purpose of the Downtown Mixed Use District is to establish a strong identity for downtown Forest Lake and provide for high density, compact development.



New development shall create a unifying identity and transition between different uses through high quality design, pedestrian amenities, compact development and connections to public spaces

Site Design:

Building Frontage: At least 65% of the street frontage of any lot shall be occupied by building facades at the property line. In addition, on corner lots, a minimum of the first 50 feet of the lot frontage on either side of a street intersection must be occupied by buildings set at the property line. Parking or other space open to the sky is not allowed within this first 50 feet.

- On lots with more than one street frontage (corners), the building shall be located to meet the 65% street frontage requirement on both streets.
- The building frontage requirement may be met either with an enclosed building or an arcade constructed with a permanent roof of the same materials as the remainder of the building.
- At least the first and second floor must meet the building frontage requirement. Arcades at street level and terracing of building facades above the second floor are encouraged.

At least 65% of the street frontage of any lot shall be occupied by building facades at the property line. In order to meet this requirement, the following formula should be used:

$$\text{building lot frontage} / \text{total lot frontage} = 65\% \text{ or greater}$$

All lots shown in this example meet the 65% building street frontage requirements. Lots 1 and 4 have met the requirements on both sides that front the street.

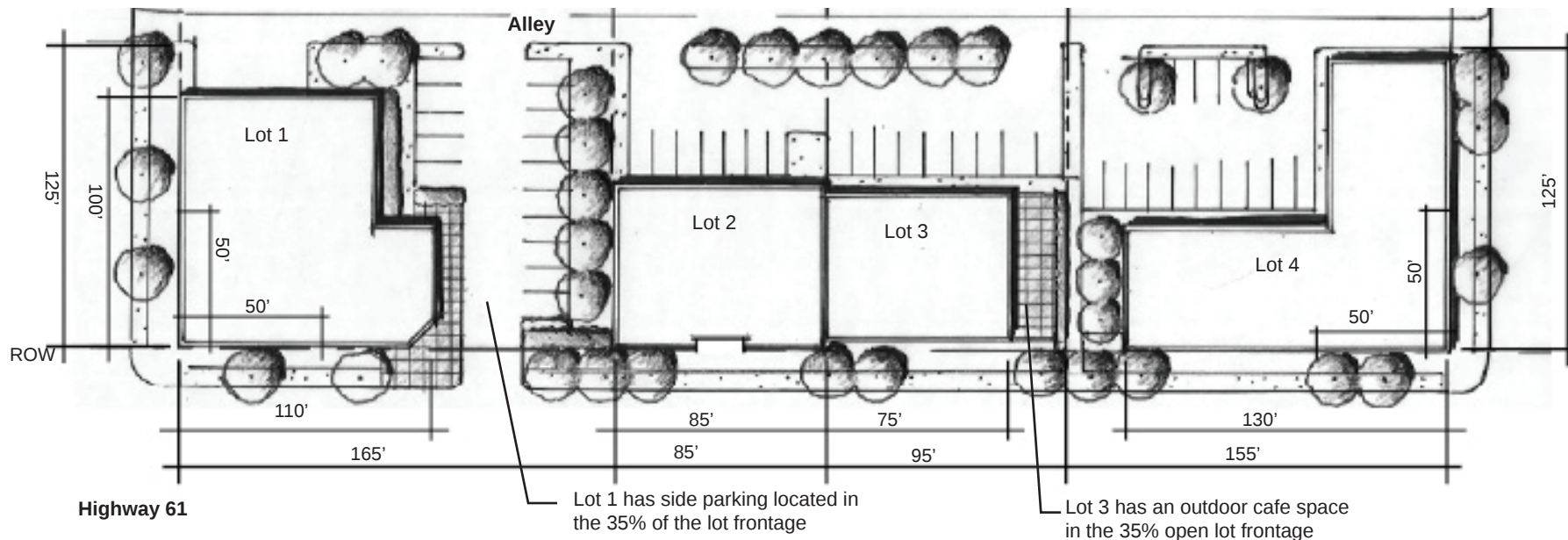
$$\text{Lot 1: } 110' / 165' = 65\% \\ 100' / 125' = 80\%$$

$$\text{Lot 2: } 85' / 85' = 100\%$$

$$\text{Lot 3: } 75' / 95' = 78\%$$

$$\text{Lot 4: } 125' / 125' = 100\% \\ 130' / 155' = 84\%$$

Lots 1 and 4 also meet the required building presence within the first 50' of the property line on either side of the street intersection.

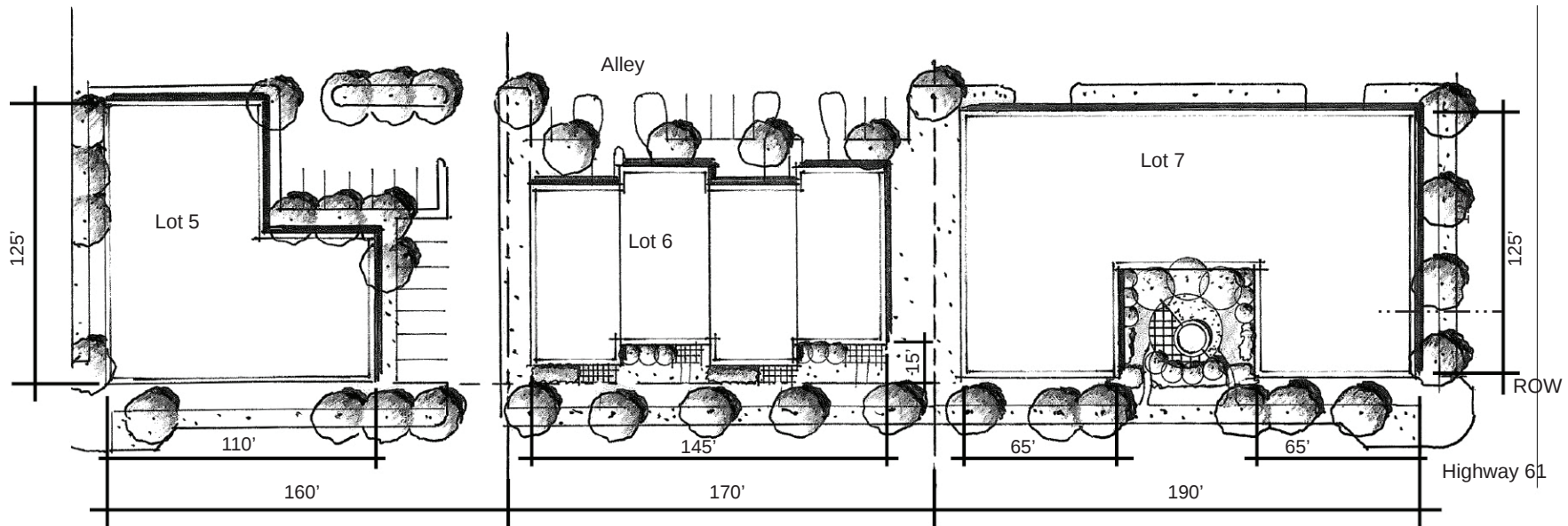


35% of any lot linear frontage does not need to be composed of a building set at the property line. This space may be used for parking, a recessed entrance or courtyard, outdoor cafe space or other uses selected by the developer.



A minimum of the first 50 feet of the lot frontage on either side of a street intersection must be occupied by buildings set at the property line

- d) Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements to a minimum height of 2 ½ feet and a maximum height of 3 ½ feet above the level of the parking lot at the build to line.
- e) Drive-through or drive-in lanes are not allowed within the build-to-line or in front of any building; but must be located to the side or rear of a building.
- f) To provide linkages to parking and the lakefront, all businesses shall provide a primary entrance at both the front and the rear of the building.
- g) Rear facing windows and doors shall be provided on all structures to promote use of off-street parking lots and create connections to the Hardwood Creek Trail and the lakefront.



Lot 5 is an example of how a commercial or mixed use building might incorporate parking to the side and back while still meeting the 65% building frontage requirement

Lot 6 shows how a building with residential uses on the first floor may be setback from the property line 5'-15' in order to create a more private entryway

Lot 7 is an example of a courtyard residential development that still meets the building frontage requirement



Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge or combination



Rear facing windows and doors must be provided on all structures



Drive-through lanes must be located to the side or rear of a building



Building Heights: The minimum building height shall be 25 feet or two stories while the maximum building height on all buildings shall be 45 feet or four stories.

Building Design Requirements: To maintain the character of the downtown area the MU-1 District is subject to the following standards to reflect the character of the District.

All new building fronts and 100% refacing of existing buildings shall include a minimum of four (4) of the following elements:

- a) Architectural detailing, such as cornice, awning, parapet, or columns;
- b) A minimum of thirty (30) percent window coverage on each front that faces a street;
- c) Contrasting, yet complementary material colors;
- d) A combination of horizontal and vertical design features;
- e) Irregular building shapes;

- h) Horizontal offsets of at least 4 feet in depth;
- i) Vertical offsets in the roofline of at least four feet;
- j) Fenestration at the first floor level which is recessed horizontally at least 1 foot into the façade;
- k) Using remaining 35% street frontage (if available based on building design) provide a variation in setback of the at a minimum of 5 feet to provide open plaza, seating area or expanded building entry.
- l) Other architectural features in the overall architectural concept.



High quality architecture shall use details, irregular shapes and contrasting materials



A variety of complimentary architectural materials shall be used as well as the use of horizontal and vertical design features.



Irregular building shapes and horizontal offsets at least 4 feet in depth helps to define the different uses or businesses within one structure.



Contrasting, yet complimentary colors present a striking street facade

Visual Interest and Building Design:

Buildings may be designed in a variety of styles but must relate to surrounding buildings and the overall downtown character.

Architectural styles, materials, color, and detailing should be used to provide continuity of design elements.

Building massing, scale, and height will be varied within a block.

Bay widths of more than 24 feet shall be designed with architectural detailing to achieve an appearance of bay widths of no more than 24 feet. Building jogs, column spacing, width of window bays, placement of windows and variation in roof height lines, and setback and similar design can be used to achieve this requirement.

Buildings shall be finished in acceptable tones and colors, such as dark earth tones and muted colors. Brighter colors shall be used sparingly only for trim and details.



Photo shows an example of how a franchise store complies with the design requirements and can be integrated into the overall character of the downtown and/or nearby buildings





Buildings shall be finished in acceptable tones and colors, such as dark earth tones and muted colors. Brighter colors used sparingly help to emphasize entrances and signage.

Multi-story buildings shall have the ground floor distinguished from the upper floors (used to identify separate tenants) by having one or more of the following:

- a) Awning
- b) Trellis
- c) Arcade
- d) Window lintels
- e) Intermediate cornice line
- f) Brick detailing such as quoins or corbels

Building fronts: Building fronts shall include a minimum of two (2) of the following elements:

- a) Recessed entries
- b) Canopies
- c) Window boxes
- d) Narrow (4 feet or less) windows
- e) Recessed or projected windows and transoms

Building roofs: Acceptable building roof designs include flat, pitched or curved. Buildings shall include a variety of roof lines within a block Mansard roofs and mansard style roofs are not permitted except for mansard styled cornices. Building roofs shall incorporate a minimum of one (1) of the following elements:

- a) Parapets or cornices
- b) Varying building heights
- c) Sloped roofs where the historical character of the original building dictates.

Residential Uses on First Floors: Whenever residential uses are included on the first floor of a building the first floor elevations shall be a minimum of two feet six inches (2'6") above the sidewalk elevations immediately adjacent to the front of the residential unit to ensure the residential unit is raised from the public space. In addition, each first floor unit must have an individual private entrance at the street level with private courtyard enclosure.



Acceptable building roof designs may be flat (shown above) pitched or curved and shall incorporate a parapet, cornice or other architectural element

Residential uses on the first floor shall be a minimum of 2'-6" above the sidewalk to ensure the unit is raised from the public space

Each first floor unit must have an individual private entrance with a private courtyard enclosure



Accent Materials: Accent materials shall be wrapped around walls visible from public view. Where a mixed use building is visible from a public road all elevations shall be architecturally treated. Accent material shall consist of materials comparable in grade and quality to the primary exterior material. Such materials may include glass, prefinished decorative metal, and fiber cement trim, soffit and fascia.

Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete and precast panels shall be acceptable as the major exterior wall surface when they are incorporated into an overall design of the building. Major materials must cover at least 60% of the exterior. Brick shall not be painted.

Fiber cement seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material and shall be required to be sealed. All materials shall be color impregnated except that architectural concrete precast panel systems and fiber cement siding may be painted.

Restricted Exterior Materials: Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal, unfinished metal and/or galvanized or unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings except those accessory buildings not visible from any property line. No more than twenty five percent (25%) of any exterior wall on a building shall be fiber cement siding, wood or metal accent material.



Accent materials shall be wrapped around walls visible from public view. All visible elevations shall be architecturally treated.



Screening:

Rooftop mechanical: The view of all rooftop equipment and related piping, ducting, electrical and mechanical utilities abutting a street on buildings shall be screened from the ground level view. Screening may include parapet walls, penthouses, or other architecturally integrated elements. Wood fencing or chain link with slats shall not be used for screening. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

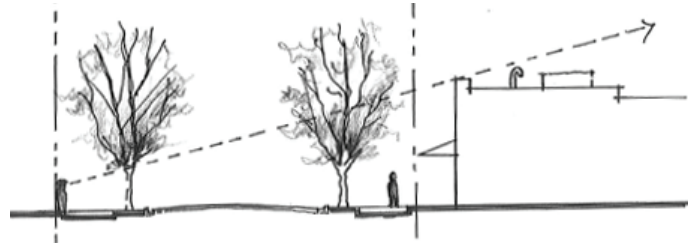
Screening adjoining residential use: Wherever a MU-Mixed Use District abuts, or is across the street from an R Residential District, a berm, fence or screening consisting of compact evergreen trees or hedge or a combination thereof, not less than eighty percent (80%) opaque at time of installation, nor less than six feet (6') in height, except adjacent to a street where it shall be not less than three feet (3') nor more than four feet (4') in height shall be erected or installed and maintained. All screening shall comply with Screening-§153.146 of this chapter.

Screening adjoining nonresidential parking and driveways: Any off-street parking area for business, industrial, or other nonresidential use containing more than 6 parking spaces shall be screened as required herein.

Trash Enclosure Service Structure: All trash enclosures or other accessory structures shall be constructed of the same materials and colors as the principal building.



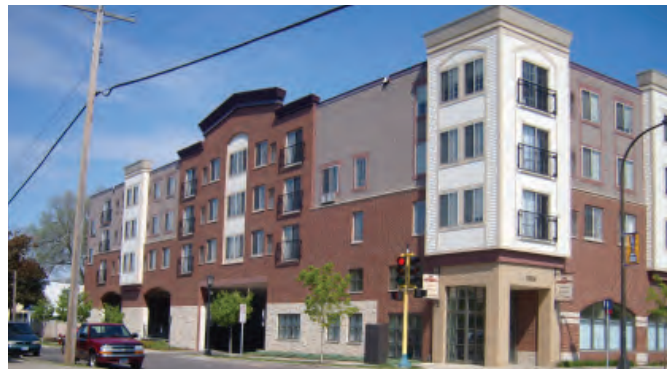
Trash enclosure service structures shall be constructed of the same materials and colors as the principal building.



The view of all rooftop equipment shall be screened from the ground level view defined as the view of the building from the furthest point of the width of the right-of-way from the property lines(s) that abut a street. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.



Wherever a Mixed Uses District abuts a Residential District, a berm, fence or hedge or some combination shall be erected and maintained to guideline standards.



Parking for residential units may be incorporated into the building architecture



Plant materials shall be designed to avoid visual interference with public signage and private commercial communication



Plant materials shall be located so that no impacts occur to overhead or underground utilities, traffic flow and internal circulation, emergency and maintenance access



Plant materials shall be arranged to provide focal points on the site and concentrated to signify key site locations



Landscape Design:

All landscaping shall comply with Landscape Regulations-§153.203 of this chapter. Plant materials shall be used to enhance and delineate the existing downtown environment, to enhance the pedestrian environment, and to improve the connection between Lake Street and the lakefront.

Plant materials used shall demonstrate an adaptability to urban conditions, including salt spray, stormwater runoff, and reflected pavement glare and heat.

Plant materials shall be free of hazards such as thorns, fruit, or nuts that may pose safety, or maintenance concerns for this pedestrian-oriented environment.

Plant materials shall be located so that no impacts occur to overhead or underground utilities, traffic flow and internal circulation, and emergency and maintenance access.

Planting areas should be located and designed to avoid visual interference with public signage and private commercial communication.

Plant materials shall be arranged to provide focal points on the site, and concentrated to signify key site locations such as the primary building entrance, site entrance, around signage and along pedestrian walkways.

Exterior storage:

All exterior storage of material and equipment related to, located on, and used by any business or other nonresidential use shall be stored within a building or fully screened, as required herein, so as not to be visible from streets, highways, or neighboring property, with the exception of the following:

- a) Materials and equipment currently being used for construction on the premises;



Pedestrian Environment:

Pedestrian connections to the surrounding neighborhood shall be incorporated into Downtown Mixed Use Development.

Pedestrian amenities shall be included in places where people typically gather, including but not limited to, transit stops, building entrances, street corners and abutting bike or pedestrian trail connections. These spaces must include at least two of the following:

- a) Patterned materials on walkways
- b) Benches
- c) Decorative trash receptacles



Pedestrian connection

Pedestrian connections to the surrounding neighborhood can be incorporated through buildings.

Sidewalks should be provided to all mixed use buildings.



- d) Drinking fountains
- e) Pedestrian lighting
- f) Fountains, sculptures, mobiles or kiosks.
- g) Street trees, flower boxes, or container landscaping

Parking:

Parking lots and driveways, including alleys, shall be developed with alternative paving materials, colors, or textures to create a sense of separateness from the public street and encourage slower speeds.



Pedestrian amenities, such as benches, street trees, and specialty pavement shall be included in places where people gather

Lighting:

In addition to the lighting requirements presented in Lighting Regulations- §153.185 lighting in the Downtown Mixed Use District shall be used to increase visibility, security, and aesthetic appeal of nighttime landscapes. Light fixtures will be used to unify the downtown area

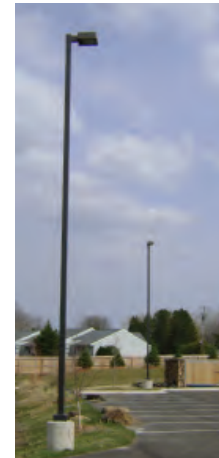
- a) Lighting fixtures shall be compatible with the architecture of the building.
- b) Shoe-box style lighting shall only be permitted in parking areas (private).
- c) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.



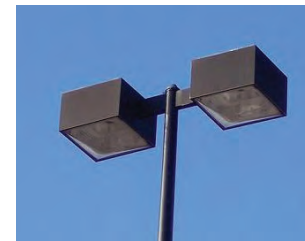
Lighting fixtures shall be compatible with the architecture of the building. Wall mounted lighting shall be used to highlight architectural features.



Lighting fixtures shall be compatible with the architecture of the building



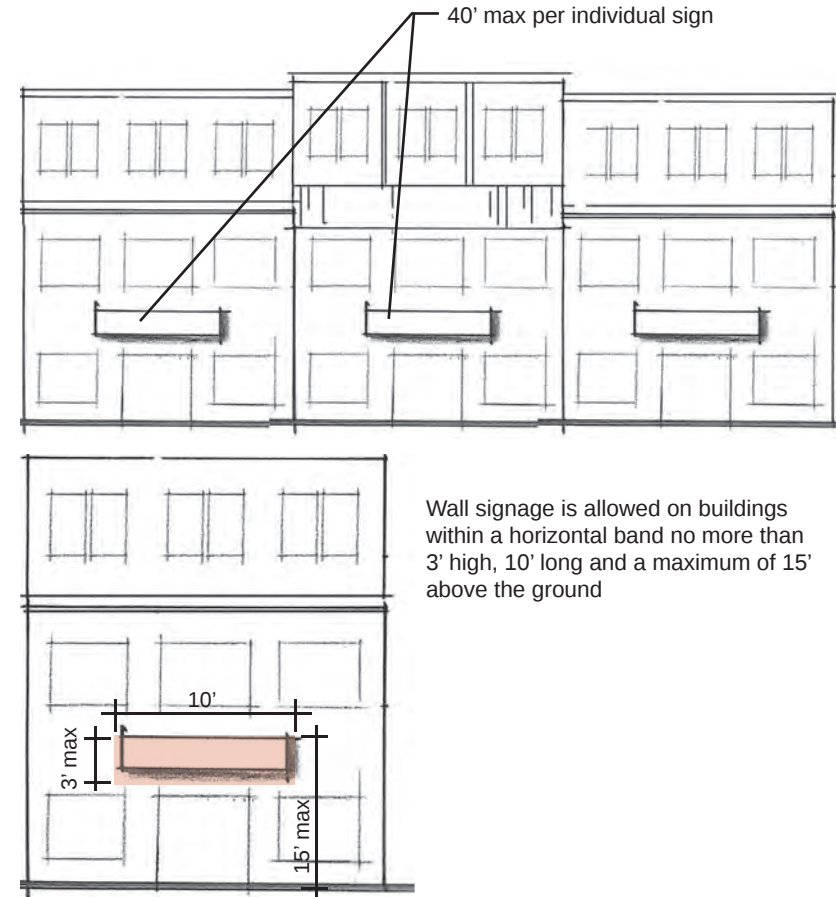
Shoebox style lighting shall be only permitted in parking areas.



Signage:

Within the MU-1 Mixed Use District nameplate and business signs are permitted subject to the following:

Wall signage is allowed on buildings in the MU-1 District within a horizontal band no more than three feet (3') in height, and such sign shall be located at least ten feet (10') and no more than fifteen feet (15') above the ground. The allowable area of wall signs is 3 square feet per front foot of building frontage. The maximum area per individual wall sign placed on a building shall not exceed 30 square feet, nor shall 2 or more signs be so arranged and integrated as to cause an advertising surface exceeding 60 square feet. No more than two signs identifying any one business shall be permitted. The owner of the building must submit a plan for total building signage for approval by the Planning Commission. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any existing multi-tenant building that does not have an approved master sign plan in place at the time of the adoption of this Chapter shall be allowed shall be 30 square feet per individual wall sign. Wall signage shall be located directly above the storefront window. Attached wall signage shall be flat and parallel to the surface of the building and projecting no more than one foot (1') from it. Attached wall signage shall consist of individual letters or script logos mounted on the building. No "box" style signs shall be permitted.



Projecting signs are permitted within the following requirements:

- a) Projecting: perpendicular to the surface of the building and no more than one foot (1') thickness.
- b) Projecting signs may extend five (5) feet into a required yard setback.
- c) Projecting signs must be at least eight (8) feet above a sidewalk.
- d) The maximum area of a projecting sign is eight (8) square feet.



Projecting signs must be perpendicular to the surface of the building, a minimum of 8' above the sidewalk and no more than 1' thickness. The maximum area is 8 sf.

Awning signs are permitted but calculated as a wall sign.

No freestanding signage is permitted in the MU-1 District.

In addition to the signage requirements presented in Sign Regulations- §153.205 - §153.219 signage in the Downtown Mixed Use District shall:

- e) Be distinct and minimal to reduce visual sign clutter.
- f) Be designed in a manner that is consistent with other signage in the district to reflect a unified district character.



Attached signs must be flat and parallel to the surface of the building and no more than 1' from the surface of the building



Signage shall be designed in a manner that is consistent with the other signage in the district to reflect a unified district character

GENERAL MIXED USE DISTRICT (MU-2) - § 153.335

Purpose:

The purpose of the General Mixed Use District (MU-2) is to provide an area for compact, walkable, mixed-use development along key community corridors and to support high quality development and site flexibility due to the unique site conditions in these areas. The mixture of land uses within the district is essential to establishing the level of vitality and intensity needed to support retail and service uses. A combination of retail, office, service and residential uses are encouraged although not required. Buildings may also be entirely residential. The mix of uses can occur vertically and horizontally. The placement of building and the relationship of the building, parking, landscaping, and pedestrian spaces is essential to creating the pedestrian-friendly environment envisioned for the MU-2 District. The standards in this section are reinforced within the Design Manual through pictures and graphics representing the intent of this section.



The General Mixed Use District shall provide an area for compact, walkable development along key corridors and to support high quality development



General Mixed Use District shall reflect high quality design due to the high visibility of the areas

Design Character:

The character of the General Mixed Use District shall reflect high quality design due to the high visibility of these areas. Although development in this mixed-use district will be more auto-oriented in design than the traditional Downtown Mixed Use District, pedestrian connections and amenities will still be required to provide connections to existing and future planned trails and to provide for safe pedestrian circulation within the site. Landscaping, signage, and architectural details shall be used to unify sites within each of the General Mixed Use areas in Forest Lake.

Site Design:

Orient and consolidate structures to compliment existing, adjacent development to create a coordinated and visually attractive mixed use setting.

Site planning shall respect the relationship of the site to the existing and proposed buildings and streets and major roadways including Highway 61.

Buildings with frontage on a primary street shall orient front facades parallel to the primary street.

Align the building front façade with adjacent buildings to promote visual continuity from the public right-of-way, unless site or use constraints are prohibitive.

Buildings shall have a clearly defined primary pedestrian entrance at street level.



Orient and consolidate structures to compliment existing development



Surface parking areas shall be screened with a decorative wall, railing, hedge, or a combination of these elements

Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements to a minimum height of 2 ½ feet and a maximum height of 3 ½ feet above the level of the parking lot at the build to line.

Drive-through or drive-in lanes are not allowed within the front of any buildings. They must be located to the side or rear of a building.

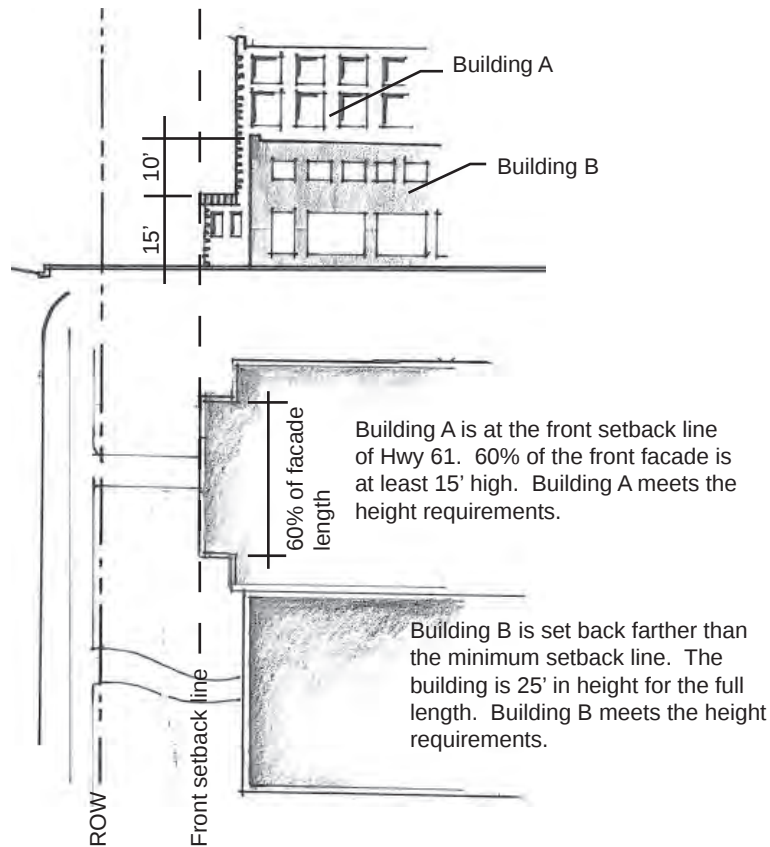
Maximum impervious coverage. The total lot coverage shall not exceed 80% impervious.

Building Heights

Maximum height on all buildings shall be 45 feet or 4 stories.

Where multiple buildings are proposed on a single site the buildings shall be designed with varying heights while meeting the following minimum standards:

Buildings at the front setback line along Highway 61 shall have a minimum height of 15 feet for 60% of the building length with a maximum height of 25 feet. Buildings, set back from Highway 61 (not meeting the minimum front yard setback to Highway 61) shall have a minimum height of 25 feet for 60% of the building length in order to provide visibility.



Parking Requirements:

Parking for residential units in the MU-2 district shall be provided underground and shall be calculated as required under Parking Design Requirements in Business, Commercial, Mixed Use and Industrial Districts -§153.132. The residential parking spaces shall be specifically reserved for the use of residents and visitors only, separate from any commercial , office or other uses on-site or nearby and shall not be counted as part of any shared parking or joint parking arrangement.

Parking for non-residential uses in the MU-2 district shall be calculated under Off Street Parking and Loading Requirements- §153.125 - §153.132. Shared parking arrangements as provided in Parking Provisions in Business Districts- § 153.130 are encouraged provided that such shared parking is fully connected between sites for automobiles and pedestrians.



Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements

Building Design Requirements: To maintain the character of the downtown area the MU-2 District is subject to the following standards to reflect the character of the District.

All new building fronts (single story or multi-story) and 100% refacing of existing buildings, shall include a minimum of four (4) of the following elements:

- a) Architectural detailing, such as cornice, awning, parapet, or columns;
- b) A visually pleasing primary front entrance that, in addition to doors, shall be accented a minimum of one hundred fifty (150) square feet around the door entrance for single occupancy buildings and a minimum of three hundred (300) square feet total for the front of multi-tenant buildings (this area shall be counted as one element). Entrances shall be clearly articulated and obvious from the street;
- c) A minimum of thirty (30) percent window coverage on each front that faces a street;
- d) Contrasting, yet complementary material colors;
- e) A combination of horizontal and vertical design features;
- f) Irregular building shapes;
- g) Horizontal offsets of at least 4 feet in depth;
- h) Vertical offsets in the roofline of at least four feet;
- i) Fenestration at the first floor level which is recessed horizontally at least 1 foot into the façade;
- j) Other architectural features in the overall architectural concept.



All building fronts must include four elements such as 30% first floor window coverage, irregular building shapes, architectural detailing and contrasting colors



High quality architecture shall use details, irregular shapes and contrasting materials



Multi-story buildings shall have the ground floor distinguished by intermediate cornice lines or other architectural detailing as shown

Multi-story buildings shall have the ground floor distinguished from the upper floors by having one or more the following:

- a) Awning
- b) Trellis
- c) Arcade
- d) Window lintels
- e) Intermediate cornice line
- f) Brick detailing such as quoins or corbels



The first floor elevation shall be minimum of 2'-6" above the sidewalk immediately adjacent to the front of the unit to ensure the unit is raised from the public space

Residential Uses on First Floors: Whenever residential uses are included on the first floor of a building the first floor elevation shall be a minimum of two feet six inches (2'6") above the sidewalk elevations immediately adjacent to the front of the residential unit to ensure the residential unit is raised from the public space. In addition, each first floor unit must have an individual private entrance at the street level with private courtyard enclosure

Any exterior building wall adjacent to or visible from a public street, public open space or abutting property may not exceed fifty (50) feet in length without significant visual relief consisting of one of the following:

- a) The façade shall be divided architecturally by means of significantly different materials or textures;
- b) Horizontal offsets of at least four feet in depth;
- c) Vertical offsets in the roofline of at least four feet; or
- d) Fenestration at the first floor level that is recessed horizontally at least one foot into the façade.



material. Such materials may include glass, prefinished decorative metal and fiber cement trim within soffit and fascia areas.

Major exterior materials of all walls including face brick, stone, glass, stucco, synthetic stucco, fiber cement vertical panel siding, architectural concrete and precast panels shall be acceptable as the major exterior wall surface when they are incorporated into an overall design of the building. Major materials must cover at least 60% of the exterior.

Fiber cement seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can be filled, covered by other accent material or other method thereby making the seam lines invisible. Color impregnated decorative block shall also be allowed as a major exterior wall material and shall be required to be sealed. All materials shall be color impregnated with the exception of architectural concrete precast panel systems and fiber cement siding which may be painted.



Restricted Exterior Materials: Unadorned pre-stressed concrete panels, whether smooth or raked, non-decorative concrete block, sheet metal, unfinished metal and/or galvanized and unfinished aluminum surfaces (walls or roofs) shall not be used as exterior materials. This restriction shall apply to all principal structures and to all accessory buildings except those accessory buildings not visible from any property line. No more than twenty five percent (25%) of any exterior wall on a building shall be fiber cement siding, wood or metal accent material.

Accent materials shall be wrapped around walls visible from public view

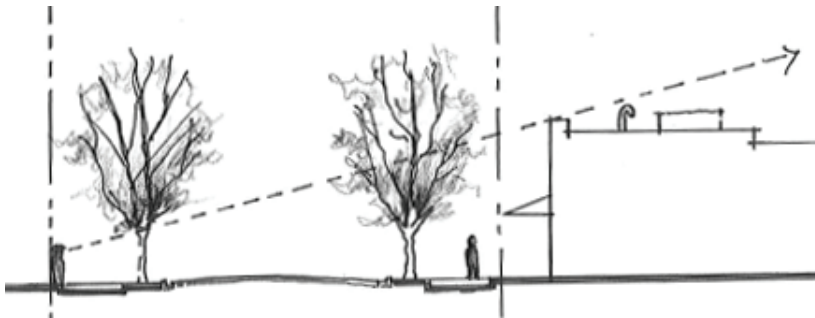


Acceptable roof designs include flat, pitched or cruvd and must incorporate parapets, cornices or variety in height and form

Building Roofs:

Mansard or mansard style roofs are not permitted except for mansard style cornices. Acceptable designs include flat, pitched or curved. Building roof styling shall incorporate a minimum of one (1) of the following elements:

- a) Parapets or cornices;
- b) Varying building height and variety of roof lines while (meeting requirements in Section 4, Building Heights)



The view of all rooftop equipment shall be screened from the ground level view defined as *the view of the building from the furthest point of the width of the right-of-way from the property lines(s) that abut a street*. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

Screening

Rooftop mechanical equipment : The view of all rooftop equipment and related piping, ducting, electrical and mechanical utilities abutting a street on buildings shall be screened from the ground level view. Screening may include parapet walls, penthouses, or other architecturally integrated elements. Wood fencing or chain link with slats shall not be used for screening. A cross-sectional drawing shall be provided that illustrates the sight lines from the ground level view.

Screening adjoining residential use: Wherever a MU-Mixed Use District abuts, or is across the street from an R Residential District, a berm, fence or screening consisting of compact evergreen trees or hedge or a combination thereof, not less than eighty percent (80%) opaque at time of installation, nor less than six feet (6') in height, except adjacent to a street where it shall be not less than three feet (3') nor more than four feet (4') in height shall be erected or installed and maintained. All screening shall comply with Screening-§153.146 of this chapter.



Whenever a MU district is adjacent to a residential district, a berm, fence or screen shall be installed and maintained

Ground Mechanical Equipment: Ground mechanical equipment shall be one hundred percent (100%) screened from contiguous properties and adjacent streets by opaque landscaping, or screen wall compatible with the architectural treatment of the principal structure.



Ground mechanical equipment shall be 100% screened from contiguous properties and adjacent streets



Trash enclosures or other accessory structures shall be constructed of the same materials and colors as the principal building

Trash Enclosure Service Structure: All exterior trash enclosures or other accessory structures shall be constructed of the same materials and colors as the principal building.

Exterior storage:

All exterior storage of material and equipment related to, located on, and used by any business or other nonresidential use shall be stored within a building or fully screened so as not to be visible from streets, highways, or neighboring property, with the exception of the following:

- a) Merchandise being displayed for sale or rental as of the adoption of this section;
- b) Materials and equipment currently being used for construction on the premises;
- c) Merchandise located on service station pump islands.

Lighting:

In addition to the lighting requirements presented in Lighting Regulations -§153.185, lighting in the MU-2 District shall also be subject to the following requirements:

- a) Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.
- b) Shoe-box style lighting shall only be permitted in parking areas.
- c) Lighting fixtures shall be compatible with the architecture of the building.
- d) Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features.



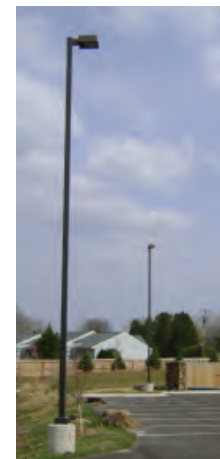
Lighting fixtures shall be compatible with the architecture of the building.



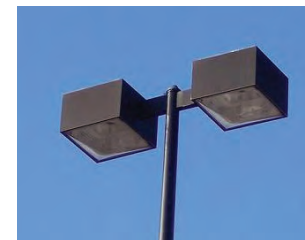
Wall-mounted lighting shall be used on building fronts to illuminate entry points and highlight architectural features



Decorative style lighting a maximum of 14 feet in height shall be used to illuminate all site areas with the exception of parking areas.



Shoobox style lighting shall be only permitted in parking areas.



Landscape Design:

In addition to the landscape requirements presented in Landscape Regulations- §153.230 plant materials shall be used to create a unified and attractive mixed use environment.

- a) Planting areas should be located and designed to avoid visual interference with public signage and private commercial communication.
- b) Plant materials shall be arranged to provide focal points on the site, and concentrated to signify key site locations such as the primary building entrance, site entrance, around signage, along pedestrian walkways, and along the perimeter of the building.



Plant materials shall be located and designed to avoid interference with public signage and private commercial communication

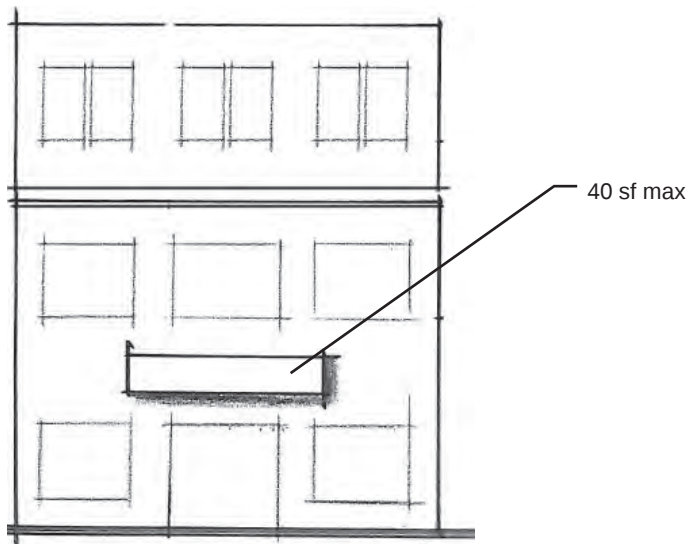


Plant materials shall be arranged to provide focal points on the site, and concentrated to signify key site locations

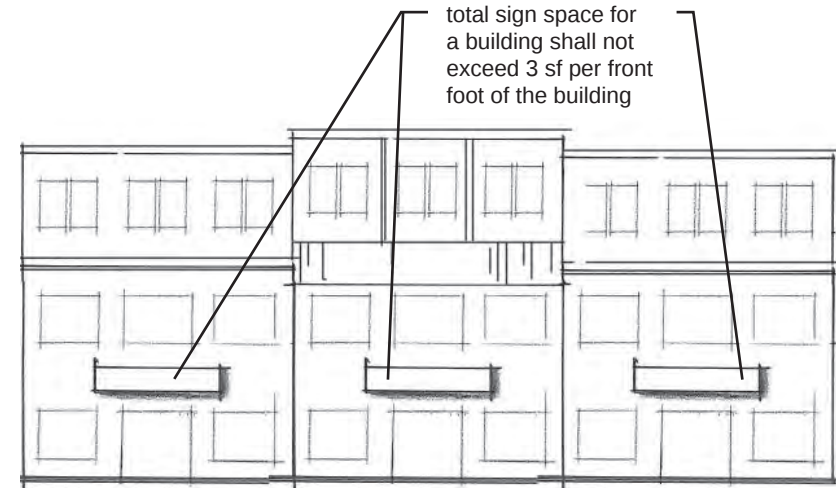
Signage:

Within the MU-2 District, nameplate and business signs are permitted subject to the following:

On parcel(s) with a building containing 1 principal use, aggregate square footage of sign space per lot shall not exceed the sum of 3 square feet per front foot of building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. The maximum area per individual sign placed on a building shall not exceed 40 square feet, nor shall 2 or more signs be so arranged and integrated as to cause an advertising surface exceeding 80 square feet. One freestanding monument sign with a surface area not to exceed 40 square feet shall be allowed (may include up to 50% of the total area as changeable electronic or non electronic copy). The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-tenant building the monument sign shall be no taller than the lowest floor.



On parcels with a building containing 1 principal use, total sign space per lot shall not exceed the sum of 3 sf per front foot of building. The maximum area per individual sign placed on a building shall not exceed 40 sf



On parcels with a building containing 1 principal use, total sign space per lot shall not exceed the sum of 3 sf per front foot of building. No business shall have more than 1 sign per building elevation.

On parcel(s) with a building containing more than 1 principal use, the owner of the building must submit a plan for total building signage for approval by the Planning Commission. The signage area for such a building shall not exceed 3 square feet per front foot of the building. Attached wall signage shall consist of individual letters or script logos mounted on the building. No “box” style signs shall be permitted. If an existing single tenant building is converted into a multi-tenant building, a master sign plan must be submitted for approval by the Planning Commission. Any new multi-tenant building in which the owner of the building or property chooses to not pursue a master sign plan shall be allowed a total of 3 square feet per front foot of leased or owned tenant space not exceeding 30 square feet per individual sign. No business shall have more than 1 sign per building elevation. One freestanding monument sign shall be allowed for a multi-tenant building or development not to exceed 40 square feet not including the sign base. Freestanding signs must be monument signs. Pylon signs are not allowed. The maximum height for all signs shall be the lowest point of the roof or parapet of the building on which the sign is located or associated with. In the case of a multi-tenant building the monument sign shall be no taller than the lowest floor.

No sign or any part thereof shall be located closer than 20 feet to any property line.

Exceptions:

- a) 35 feet when abutting an Residential (R) District;

Projecting signs are permitted with the following requirements:

- a) Projecting signs may extend 5 feet into a required yard setback.
- b) Projecting signs must be at least 8 feet above a sidewalk.
- c) The maximum area of a projecting sign is 8 square feet.



Projecting signs must be perpendicular to the surface of the building, a minimum of 8' above the sidewalk and no more than 1' thickness. The maximum area is 8 sf.



Signage shall be designed in a manner that is consistent with the other signage in the district to reflect a unified district character

In addition to the sign requirements presented in Sign Regulations-§153.205 through §153.219, signs in the MU-2 District shall also be subject to the following requirements:

- a) To reduce visual sign clutter, signage shall be distinct and minimal.
- b) Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.
- c) Signage shall be designed in a manner consistent with this chapter, and as illustrated in the Forest Lake Design Requirement Manual.



One freestanding monument sign shall be allowed for a multi-tenant building or development not to exceed 40 square feet not including the sign base



Signage shall be distinct and minimal



Monument sign bases shall be constructed of similar materials, style and color as that of the principal building

SUSTAINABILITY REQUIREMENTS FOR ALL BUSINESS- (§153.324), INDUSTRIAL- (§153.330), MIXED USE- (§153.334-§153.335), AND MULTI-FAMILY RESIDENTIAL DEVELOPMENT (MXR-3, and MF - §153.322-§153.323)

To achieve the principles and objectives presented in the Comprehensive Plan and implement the City's Sustainability Action Plan, sustainable design and development elements shall be incorporated into all commercial/industrial, mixed use and non-residential development in residential districts, and applied to apartments and multi-family structures. A developer must select a minimum of one item from each of the following categories and provide a detailed narrative as to how this requirement is being satisfied:

Stormwater Mitigation:

The City supports the use of the following techniques for stormwater mitigation; however final approval and permitting authority must be obtained from the appropriate watershed district.

- a) Pervious paving: Use of pervious surface system technology within fifty percent (50%) or more of paved surface area.



Pervious paving can transform a parking lot into an infiltration or storage area for rainwater



Rain garden designed as a landscape feature



Water collection systems integrated into pavement areas

- b) Rain gardens: Move water from building or hardscape runoff on-site into planted areas specifically designed for infiltration
- c) Green roof: Use a vegetated roof or rooftop garden to reduce runoff.
- d) Water collection from building or hardscape surfaces: Retain water on-site for irrigation or building use through cisterns or other containment systems.
- e) Other techniques approved by appropriate Watershed District.

Heat Island Reduction

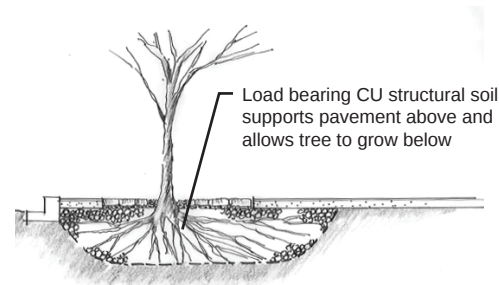
- a) Shade trees over hardscape areas: Use overstory trees in medians and parking lot perimeter planting areas where the canopy will intercept sun from the pavement.
- b) (2) Roofing materials: use white roofing materials or other roofing material solar reflective index meeting acceptable sustainability standards and benefits.

Water Use Reduction

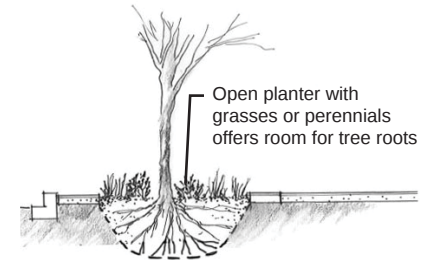
- a) Use native landscaping techniques and a high efficiency irrigation system to minimize long term water usage.
- b) Use captured surface runoff from other areas on-site to serve landscaped areas

Landscaping

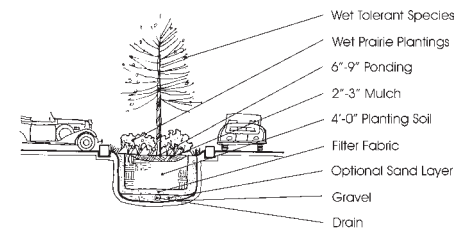
- a) Use best management practices for tree plantings in order to encourage maximum canopy growth. See Landscape Regulations- §153.230 et. seq. for additional landscaping requirements.
- b) Landscaping shall be designed to provide shading and cooling during the summer months while minimizing reduction of solar heat penetration during the winter months. See Landscape Regulations- §153.230 et. seq. for additional landscaping requirements.
- c) Landscaping is to be environmentally sensitive and should include native drought resistant plants and turf, and a reduced need for chemical fertilizers and pest control. See Landscape Regulations- §153.230 et. seq. for additional landscaping requirements.
- d) Where irrigation is required in Landscape Regulations- §153.230 et. seq. use recycled gray water, roof water, collected site run-off or an irrigation system that will deliver up to ninety-five (95) percent of the water supplied.



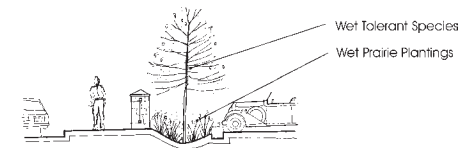
Tree in Structural Soil - CU structural soil is ideally used in areas where hardscape is needed. The load bearing soil is also a growing medium for trees which allows the roots to expand beneath concrete or pavers.



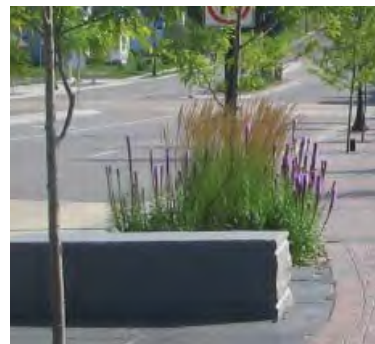
Tree in open plant bed - A plant bed with hardy or native perennial plants around the tree will provide additional color and variety. In the winter when the plants die back the area can be used to store snow.



Bioretention parking median



Vegetated swale



Landscaping should include native drought resistant plants and a reduced need for chemical fertilizers and pest control



Where irrigation is required, use collected site runoff for water supply



Energy Efficiency:

All buildings and sites are to be sited and developed in such a way as to maximize the benefits of the site for solar heating and passive cooling through the following techniques, where feasible:

- a) Buildings are to be oriented on the site to optimize passive solar heating and cooling opportunities.
- b) Buildings are to be oriented so as to minimize wind loads on the structure.
- c) Windows are to be placed, and appropriately shaded, to maximize solar penetration during the winter months and minimize solar penetration during the summer months.
- d) Install solar panels in conformance with Solar Energy System Requirements -§153-307 to provide at least 10 percent of the project's estimated electricity demand.
- e) A minimum of fifty percent (50%) of all exterior light fixtures used on site shall be powered by solar panel energy.
- f) All lighting shall be downcast and use LED fixtures meeting requirements in Lighting Requirements -§153.185.
- g) Daylight sensors or timers shall be installed on all exterior lighting.

ARCHITECTURAL DEFINITIONS



Arcade: A series of arches supported by columns, piers, or pillars that may be freestanding or attached to a structure. An arcade may be a roofed passageway between buildings and often has a decorative purpose.



Architrave: The lowest part of a classical entablature or a molding enframing an opening. (see Entablature)



Canvas awning



Metal awning

Awning: A projecting device mounted on the outside of a door or window. Often offers shade over adjacent walkways.



Building Bays: A portion of a building defined by vertical elements, such as columns or pilasters. Bays are often openings or recesses in a wall and are often used to give visual interest to facades.



The building shown incorporates three different styles of columns

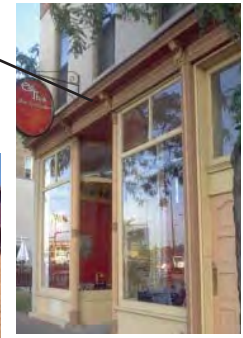
Columns: A vertical pillar or post. Columns may be load bearing and support a roof or beam, or they may be decorative.



Corbels: An architectural bracket that projects upward and outward from a wall and supports a horizontal element such as a shelf, or beam or roof above it. Some corbels are decorative and do not serve a structural purpose.

Intermediate cornice

Cornice at roofline



Cornice: The highest section of projecting molding along the top of a wall. A cornice is typically found just below a roof, although an intermediate cornice can be a decorative element in a facade that separates one level of a building from another.

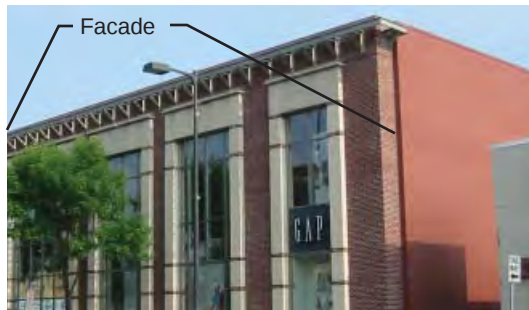


Cornice

Frieze

Architrave

Entablature: An architectural element composed of an architrave, a frieze, and a cornice. The cornice is the uppermost portion, the frieze is a horizontal band in the middle and the architrave is a lowest section.



Facade: The main exterior face of a building usually fronting a street or public area. The facade usually defined by ornamentation and detailing.



Fascia: A trim element used to face the eave or rake edges of a pitched roof.

Fenestration: The design and placement of exterior openings in a building, such as windows and doors.

Frieze: The middle member of an entablature, above the architrave and below the cornice. A frieze is typically a flat band, sometimes decorated with carvings or other ornamentation. (See Entablature)



Lintel: A horizontal structural element over an opening, such as a window or door, which supports the weight of the wall above it. Lintels may be used for decorative purposes in a building facade.



Molding: A decorative band of trim, which defines structural elements, walls, and openings.



Parapet: A low wall projecting from the edge of a roof, terrace or wall, that serves as a vertical barrier at the edge. A parapet is often used to screen utilities mounted on rooftops.



Quions: A structural form used at the corners of a building for the purpose of reinforcement. Quions are typically masonry and often a non-structural decorative element is modeled after a quion.



Soffit: The exposed underside of a roof or another architectural element.



Transom: A horizontal bar across a window or door. Often a transom separates a door from a small window directly above it.



Trellis – Open latticework which may offer support for vines or shade for buildings.

ROOF STYLES



Curved Roof: A roofline formed along a curvilinear plane. Often a curved parapet wall gives the impression of a curved roof.



Flat Roof: A roof with no visible slope which is common in commercial areas.



Hipped Roof: A roof slopes down on all four sides from a central peak.



Mansard Roof (not allowed): A roof with two slopes on each of the four sides and a lower roof that is more steeply sloped than the upper roof.



Pitched Roof (Gabled): A roof that slopes downward on either side of a central ridge. A pitched roof has a gable (the triangle formed by a sloping roof) on either end.



Shed Roof: A roof with a single slope.

SIGN DEFINITIONS - §153.230

Abandoned Sign: A sign which no longer identifies or advertises a bona fide business, tenant, service, owner, product or activity, and/or for which no legal owner can be found.

Advertising Copy: The graphic content of a sign surface in either permanent or removable letter, pictographic, symbolic, or alphabetic form.



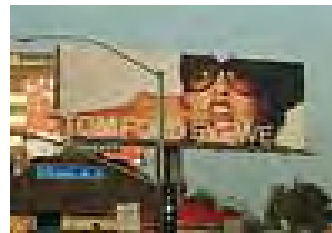
Awning/Canopy Sign: A sign constructed of flexible translucent or fabric-type material that incorporates a written message or logo on the exterior.



Balloon Sign: A sign consisting of a bag or similar device of lightweight material supported by helium, hot or pressurized blown air, which is greater than 18 inches in diameter.



Banners, Pennants, Streamers and Festoons: A temporary sign or attention-getting device generally made of flexible materials such as paper, cloth, plastic, or any non-rigid material with no enclosing framework. National and state flags shall not be included in this definition.



Billboard Sign: An off-premise sign structure advertising an establishment, merchandise, service, social/political statement, or entertainment that is not sold, produced, manufactured, or furnished at the property on which the sign is located.



Changeable Electric Copy Sign: A sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged manually.



Changeable Non-Electric Copy Sign: any characteristics of a sign that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also include any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

Community Promotion Sign: An attention-getting device such as a banner or seasonal decorations that are installed and maintained by the City.

Construction Sign: Any sign that displays information regarding the construction or development of the site on which it is displayed.

Directional Sign: A sign that serves primarily to direct traffic to the location of a place, area, or activity.

Freestanding Sign: A sign that is self-supporting and affixed to a frame structure and not attached to a building.

Flashing Sign: (See Changeable Electronic Sign)



Gross Area of Sign:

- a) **Area of Freestanding Sign:** This means the area of the actual sign. It does not include embellishments such as the monument base, pole covers, framing, or decorative roofing, provided there is no advertising copy on or attached to the embellishments. If the freestanding sign is double-faced, only 1 face is used to calculate sign area.



Entire sign counts as Gross Area

Gross Area of Sign:

- a) **Area of Wall Sign:** This means the total area of the sign, including all structures framing the sign, background embellishments or area contained within a rectangle or square drawn completely around the display surface, even if the sign consists of individual letters and/or graphics.



Height of Sign: The vertical elevation of a freestanding sign is measured from the elevation of the ground surface at the base of the sign to the top of the sign structure.

Identification Sign: A sign containing principally the name of the individual or establishment occupying the premises and which also may include the street address, telephone number, or other information identifying the use.

Illuminated Sign: Any sign that has characters, letters, figures, designs, or an outline illuminated by electric lights or luminous tubes as a part of the sign proper.

- a) **Backlit:** A light source contained within the sign element or sign cabinet that illuminates by shining through a translucent surface or sign face, except where only the letters of the sign copy are illuminated.
- b) **External:** A light source outside the sign element or sign cabinet that illuminates by directing light unto the sign surface, such as by floodlights or spotlight.
- c) **Internal:** A light source contained within the sign cabinet or sign element that illuminates by directing light onto the sign surface, or that illuminates only the letters of the sign copy, and which is not backlighting.



- d) **Neon:** A light source supplied by neon or other gas in which the light tube is bent to form letters, symbols, or other shapes.

Neon sign

Institutional Sign: A sign that identifies the name and other characteristics of a public or semi-public institution on the site where the sign is located.



Logo: An identifying graphic which may or may not be a registered trademark but which is the official graphic identifier for a business organization.

Marquee Sign: A building sign painted on or attached to a marquee.

Message Center / Time / Temperature Display Sign: A sign having electrically changing copy that displays current time, temperature, and/or public service announcements.



Monument Sign: A freestanding sign not supported by exposed posts or poles which is architecturally designed and located directly at grade where the base width dimension is at least as wide as the sign and has no more than 2 sides.



Multi-tenant Center: A group of commercial, retail, service, or professional establishments with a designed occupancy of 2 or more tenants with shared parking and visual appearance as a contiguous structure which may or may not be planned, constructed, or managed as a total entity.

Nameplate: A sign indicating the name and address of a building and/or the name of an occupant therein.

Non-Commercial Opinion Sign: Any sign, which is not a commercial sign, which expresses an opinion and which is deemed by the courts to have greater protection under the First Amendment than a commercial sign.

Non-Conforming Sign: A sign that does not conform to the requirements of this section.

- a) **Legal:** A sign which lawfully existed at the time of the passage of this sub-chapter or amendments thereto, but which does not conform to the regulations of this chapter.
- b) **Illegal:** A sign which was constructed after the passage of this sub-chapter or amendments thereto, but which does not conform to the regulations of this chapter, or a sign which existed prior to the adoption of this sub-chapter which did not conform to regulations then in effect.

On-Premises Sign: A sign that directs attention to a business or profession conducted, or to a commodity, service, or entertainment sold or offered on the premises where the sign is located or to which it is affixed.

Onsite Directional Sign: A sign that serves solely to direct traffic to the location of a place, area, or activity on site.

Off-Premises Sign: A sign that directs attention to a business or profession or to a commodity, service, or entertainment not sold or offered upon the premises where the sign is located or to which it is attached.

Portable Sign: A sign with or without copy and/or graphics which is constructed or placed upon a chassis with wheels, legs, or skids in order to be movable from one location to another, such as may be mounted on an automobile or trailer. This definition does not include permanent identification signs painted directly on vehicles, principally used for transportation, but does include such signs if the vehicles are not used for transportation purposes but are intended rather as a structure to support a sign.



Pylong Sign: Any permanent, freestanding sign mounted on posts or columns.

Real Estate Sign: Any sign pertaining to the sale, lease, or rental of land or buildings.



Projecting Sign: A sign with a face perpendicular to the wall of a building upon which it is attached.

Projection Sign: A sign that is projected by means of a light on an exterior wall or other exterior surface.



Roof Sign: A sign which is mounted on the roof of a building or which projects above the top of the wall or parapet of a building with a flat, gambrel, gable or hip roof, or deck line of a building with a mansard roof.



Sandwich Board Sign: A freestanding temporary sign with only two sides that are situated adjacent to a business with the intent to attract pedestrian traffic to businesses. Sandwich board signs are not meant to be read by vehicular traffic.

Sign: Any device, structure, fixture, or placard using graphics, symbols, and/or written copy for the primary purpose of identifying, providing directions, or advertising any establishment, product, goods, or services. This includes symbols, flags, pictures, wording, figures, or other forms of graphics painted on or attached to windows, walks, awnings, freestanding structures, suspended by balloons or kites, or on persons, animals, or vehicles.

Temporary Sign: A sign which is designed or intended to be displayed for a short period of time and is not permanently installed. This includes but shall not be limited to banners, sandwich board signs, pennants, and flags other than community promotion signs, garage sale signs and flyers, for-sale real estate signs, and lawn/curb signs.

Wall Mounted Sign: A sign attached essentially parallel to and extending not more than 24 inches from the wall of a building with no advertising copy on the sides or edges.