



3800 Laverne Avenue North  
Lake Elmo, MN 55042

(651) 747-3900  
www.lakeelmo.org

## NOTICE OF MEETING

The City of Lake Elmo  
Planning Commission will conduct a meeting on  
**Monday, October 14, 2013 at 7:00 p.m.**

## AGENDA

1. Pledge of Allegiance
2. Approve Agenda
3. Approve Minutes
  - a. September 23, 2013
4. Presentations
  - a. Manning Avenue (CSAH 15) Study-Washington County. Washington County will present recent finding from the Manning Ave. Corridor Study.
5. Public Hearings
  - a. ZONING TEXT AMENDMENT – VILAGE MIXED USE (VMX) ZONING DISTRICT (CONT.). The Planning Commission will continue a public hearing to consider a proposed Zoning Text amendment that would create a new mixed use zoning district within a large portion of the Village Planning area.
6. Business Items
  - a. Design Standards Manual. The Planning Commission will review a draft of the Lake Elmo Design Standards Manual.
7. Updates
  - a. City Council Updates
    - i. Comprehensive Plan Amendment for Landucci property approved by City Council contingent upon Met Council approval on 10/1/13.
    - ii. The Landucci Sketch Plan was reviewed by the City Council on 10/1/13.
    - iii. Variance - 09.029.21.22.0025 (Hill Trail North) was postponed to the October 15, 2013 City Council meeting.
  - b. Staff Updates
    - i. Upcoming Meetings:
      - October 28, 2013
      - November 13, 2013
  - c. Commission Concerns
8. Adjourn



**City of Lake Elmo  
Planning Commission Meeting  
Minutes of September 23, 2013**

Chairman Williams called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

**COMMISSIONERS PRESENT:** Williams, Dorschner, Dodson, Kreimer, Lundgren, Morreale and Haggard;

**COMMISSIONERS ABSENT:** Larson; and

**STAFF PRESENT:** Planning Director Klatt, City Planner Johnson & City Administrator Zuleger.

**Approve Agenda:**

The Planning Commission accepted the agenda as presented.

**Approve Minutes:** September 9, 2013

M/S/P: Dodson/Lundgren, move to accept the minutes of September 9, 2013 as presented, **Vote: 7-0, Motion Carried.**

**Public Hearing:** *Variance (Cont.) – 09.029.21.22.0025 (Hill Trail N)*

Johnson presented the updated information submitted by the applicant, including an updated site plan and a proposed septic system design. The septic system does comply with Washington County regulations concerning subsurface sewage treatment systems. Johnson reviewed the updated site plan and noted that impervious surface coverage had been reduced from the previous plan. Moving on, Johnson noted that staff had performed an analysis at the request of the Planning Commission of the size and location of lots within the Hill Trail North area. He briefly discussed the City zoning regulations concerning substandard lots and situations in which a property owner owns several lots next to each other. Johnson reviewed comments and letters received and noted that staff is recommending approval of the variance with two conditions of approval.

Dorschner asked when the homes south of the applicant's site were constructed. Johnson replied that staff does not have this information on hand, but he did note that they had to have been built prior to the 1979 Code adoption, or received a variance.

Nancy Hanson, 8024 Hill Trail N., noted that her family has been maintaining and improving the lot for many years. They decided not to build a home of their own on the lot due to their age.

Paul Hanson, 8024 Hill Trail N., noted that he and his wife currently own the property. He noted that they have been taking care of the lot and that it would be a very nice lot for a new home.

Gale Dworak, 12325 Upper Heather Ave., noted that she and her husband are the applicants and are asking the Planning Commission to take action based on meeting the Code requirements.

Dean Dworak, 12325 Upper Heather Ave., stated that 11 of the 14 people notified for this variance offered no objection. He believes that the people objecting to the variance are doing so in part because they have enjoyed a vacant lot next to their home for many years. The staff states that all of the requirements are met.

Brad Gustafson, 8120 Hill Trail N., reviewed the variance requirements and feels that the variance is in direct conflict with the intent of the Ordinance and does not meet the required findings for a variance.

Kevin Clemmons, 7920 Hill Trail N., stated that he lives on Lake DeMontreville. He shared his concern that people should make sure that the aquifer can support a new home, and possibly more in the future.

Bonnie Weisbrod, 8111 Hill Trail N., lives across from this property. The City has dealt with variances in the past for other lots in the area and previous requests were denied. She stated that this is not a buildable lot and expressed concern regarding runoff from the street to her lot.

Dick Nelson, 8123 Hill Trail N., lives across the street and built his home in 1973. The City has criteria concerning what is considered a buildable lot; the City should follow those rules.

Vickie Iverson, 8108 Hill Trail N., stated that her main concern is that the lake will turn into a White Bear Lake and that the aquifer is going to be drained. We need to take care of the lake and she doesn't want all of the small lots to be built on.

Williams noted receipt of two written comments; one letter from an attorney representing the Gustufson family, and another from Mr. Gordy Grunden. Both letters indicated opposition to the variance request.

Williams closed the Public Hearing at 7:39 p.m.

Dodson asked questions about the aquifer and capacity in case another well is drilled. Zuleger replied that Lake Elmo area aquifers have been studied as part of the City's water plan. He noted that the City has been assured that the aquifer intended to be used for the municipal water system has substantial capacity. Dodson also asked if the DNR commented on the population density for this area. Johnson stated that the DNR looks at adherence to the shoreland ordinance. They look at the amount of impervious surface, grading, erosion control and drainage. Based on what has been proposed, the DNR has not offered any objection to the Variance request.

Haggard how does new development affect the County ground water plan. Zuleger stated that the plan primarily deals with quantity.

Dorschner was wondering if the City has considered the domino effect. How many more variances can be sustained? Klatt stated that in the mid 1980's, the City passed a restriction that before any of the lots in this area can be sold, the sale must be reviewed & stamped by the City. This was done to ensure that these smaller lots can't be split off by an owner and considered buildable. It should also be noted that the variance standards are more lenient now with the practical difficulties test as opposed to the undue hardship test.

Kreimer asked if the concern regarding runoff is enough to require a rain garden. Johnson stated that the proposed home is under the amount of impervious surface allowed, therefore, a rain garden is not required.

Williams is concerned about the loss of the City's rural character and thinks we should maybe consider raising lot size requirements rather than lowering it. He suggested looking at average lot size to determine whether or not to build on a piece of property.

Dodson is concerned with private property aspect of the rules and regulations. He does not think that the proposed home will change the density of the area. In addition, he felt that Tri-Lakes area should not be considered a rural area.

Haggard has concerns about aquifer, runoff to lake, etc. You can't just look at one home, but need to look at the whole area and the future potential for more homes. She noted that the Ordinance is in place to protect aquifer and is concerned about damaging the lakes.

The Planning Commission had a general discussion about the aquifers.

Zuleger noted that this summer there were discussions regarding bringing sewer to this area when it would be feasible. There have been petitions in the past to try and serve the peninsula with sewer. Dorschner stated that sewer would be a game changer, but there is no guarantee that it will happen.

Morreale is concerned about the aquifer. One house may not seem like a big deal, but if it opens the door to additional homes, it may add greater pressure. He feels that it is an important consideration.

Haggard stated that she recommends denial based on water quality concerns – that the request may negatively impact the essential character of the neighborhood.

Dorschner feels that lot was purchased with knowledge that it was unbuildable and they are now asking for a variance. In his opinion, the variance request does not meet the test for a unique circumstance.

Haggard feels that property at present is not buildable. Williams feels that the difficulty is of the future property owner's making.

Dodson stated that he doesn't see any data to deny the variance based on water quality. Kreimer agrees and also notes that all the lots in the area are of similar size.

Williams would like to add a finding that the proposed variance is not consistent with the Comprehensive Plan. The Comprehensive Plan does not call for small lots in the area and calls for this area to have on-site systems with private services. The Comp plan also calls for the area to be rural which does not mean small lots. Haggard accepted the amendment.

Recommend denial based on 3 findings – There is not unique circumstances, the degradation of the aquifer and water quality would alter the essential character of the neighborhood, and the variance is contra to the comprehensive plan.

M/S/P: Haggard/Morreale, move to deny Variance request at 09.029.21.22.0025 (Hill Trail N) based on three findings: **Vote: 5-2, Motion Carried**, with Dodson and Kreimer voting no.

**Public Hearing:** *Comprehensive Plan Amendment – Landucci Property*

Klatt explained that the request by Ryland homes is related to a Sketch Plan submittal of 50+ single family homes. The proposal would require a Comprehensive Plan Amendment, as it is currently guided as Medium Density Residential in the Comp Plan. Klatt moved on to provide a description of the existing surrounding land uses and proposed land uses in the Comp Plan. In addition, he described the location of future 5<sup>th</sup> street minor collector road. This collector road is an important consideration for the subject parcel and parcel to the north.

Moving forward, Klatt provided proposed finding of fact for approval of the request. He noted three findings:

1. The parcel is relatively small and would not significantly impact the City's ability to meet the required growth forecasts as required by the MOU.
2. The marker is not favorable to medium density housing at this time. The change would allow the city to hook up additional users to the planned utility projects, providing cash flow for these major investments.
3. The City is continuing to work towards potential reductions in the 2030 growth targets with the Metropolitan Council.

Klatt completed his presentation by noting that staff is recommending approval of the Comprehensive Plan Amendment.

Haggard asked about the possibility of a single family parcel being located next to a high density parcel. She would like to know who is responsible for screening. Dodson shared this concern. Klatt said that at present they are not concerned with this because they have been in discussions with property to the north and it looks like it will be similar density and the location of the collector road serves as a natural buffer.

Dorschner stated that he is concerned that the Met Council will not approve our request. He noted that we just started this process, and it seems unlikely that the Met Council would accept this request. Klatt noted that based upon recent meetings with Met Council, the City believes that the Met Council will be responsive to the request.

Dorschner asked if the lower density will create problems in paying for the infrastructure. Zuleger stated that the project will help cash flow infrastructure sooner rather than later. In addition, there is a strong signal from the Met Council that there is a willingness to reduce our numbers in population and units to 2040. If we can come up with a strong forecast that is agreeable to the Met Council, it is possible that the MOU could go away completely.

Public Hearing opened at 8:49pm.

Steve Schoonmaker, 11490 Hudson Blvd., noted that the minor collector road runs right through their property. He would like to see that road as close to the tree line to the North. Williams stated that was not a topic for this particular public hearing.

Mark Sonstegard, Ryland Homes, noted that he appreciates the Planning Commission's review of the Comp Plan request. He stated that he is available for any questions.

Nicole Park submitted a letter stating her support for the Comprehensive Plan Amendment.

Public Hearing closed at 8:53pm.

M/S/P: Dorschner/Haggard, move to recommend approval of the Comprehensive Plan Amendment on the Landucci property, **Vote: 7-0, Motion Carried Unanimously.**

Dodson asked about Met Council approval. Klatt explained that the action is contingent upon Met Council approval.

**Public Hearing:** Zoning Text Amendment – Village Mixed Use (VMX) Zoning District

Staff will hold a workshop on October 7<sup>th</sup> to allow for members of the Village Work Group to discuss the background of what went into the Comprehensive Plan Amendment. Klatt is suggesting to open the public hearing and continue it to October 14<sup>th</sup> meeting.

Public Hearing opened at 8:59 p.m.

M/S/P: Haggard/Williams, move to postpone consideration until the next Planning Commission meeting, October 14, 2013: **Vote: 7-0, Motion Carried Unanimously.**

**Business Item:** *Sketch Plan Review – Landucci Property*

Sketch Plan includes 51 single family lots on a 19.5 acre parcel. Klatt noted that Sketch Plan review does not require formal action by the Planning Commission and Council. Klatt described the key highlights of the Sketch Plan, including:

- The location of the minor collector road (5<sup>th</sup> Street)
- Considerations of secondary access

Klatt moved on to explain that the Development Review Committee provided review found in the Staff Report.

Dodson asked about the required improvements at Lake Elmo Ave. Klatt noted that the County will likely require additional turn lanes at the site of 5<sup>th</sup> Street minor collector road.

Kreimer asked if the 5th Street collector road will include trails and sidewalks as similar to other projects in the I-94 Corridor.

Haggard asked where the closest park is. Johnson stated that the closest park is the Park Preserve. Johnson notes that in the park plan it indicates that this general area needs a park. Smaller parcels have limited space to accommodate, so sometimes the dedicated land is used to acquire land for the park.

Williams asked what the minimum spacing is on a minor collector. Johnson stated 660' is the minimum requirement.

Dodson asked about the proposed storm water management. Klatt noted that the City has its own storm water management ordinance.

Mark Sonstegard noted that Ryland has been working with the City Staff for some time. He also provided background information about Ryland Homes. Ryland has been working in the Twin Cities since 1995. They currently have 24 neighborhoods in the Metro. He noted that Ryland would propose to build homes that are approximately 50' in width on lots that are 72' wide.

Jill Lundgren asked about the temporary access to Lake Elmo Ave. Sonstegard stated that it would be a temporary access as the development is built. Dorschner asked about the average square footage of the homes. Sonstegard noted that they are two-story homes ranging in size from 2,200 to 3,000 square feet.

Williams asked if they intended to establish an HOA. Yes

Kreimer asked if they had any elevations to show the look and design of the proposed homes. Sonstegard noted that many elevations are found on their website. He also stated that they are constantly tweaking to meet consumer demand.

Haggard asked about the size of the garages. Sonstegard noted that the two-car garage is 20' in width. The 3 car garage is 30-32' width. Haggard asked about rules about requiring different elevations on adjacent lots.

Dodson asked about the projected build out of the neighborhood. Sonstegard noted that he anticipated the final build out to be completed by 2017, with most of the activity occurring in 2014 and 2015.

Williams asked about secondary access. Sonstegard mentioned that the trail could provide emergency access. Klatt mentioned getting the Parks Commission to discuss possibly looping the trails to Lake Elmo Ave.

Kreimer noted his concern about a lack of a tot lot or other park areas. Morreale & Haggard also shared this concern.

Linda Anderson, 275 Lake Elmo Ave, noted that she shares some of the concerns of the Planning Commission. She stated that Lake Elmo Ave. is challenging due to the gravel shoulders. She also supports a signal at 5<sup>th</sup> Street and Lake Elmo Ave. She asked about the speed limit of Lake Elmo Ave. In addition, she asked when the 5<sup>th</sup> Street minor collector road would be built. Klatt stated that currently the trees are being cut to



accommodate for the sewer line and the part of 5<sup>th</sup> street that will serve this development will be constructed in conjunction with this development.

Steve Schoonmaker, 11490 Hudson Blvd., noted that he supports the alignment of the collector road. He asked that the collector be as far north to the Trans City property. Williams asked if he has met with Landucci or the property to the north. He has not. Haggard suggested that additional buffering be required for single family areas adjacent to sewer areas. Johnson stated that those types of issues should be discussed at the preliminary plat.

Morreale asked what the park dedication should be for this development. Klatt stated it is 10% or approximately 2 acres. Morreale also asked about the common or recreations areas in Cimarron Park. Klatt described some of the facilities and noted that these are considered private at this time.

Dodson expressed concern about the lack of shoulders on Lake Elmo Avenue. He asked how we facilitate a project like that with the County.

### **Updates and Concerns**

*Council Updates - None*

*Staff Updates*

1. Planning Commission will have a workshop at 7:00 p.m. with the Village Work Group.
2. Planning Commission meetings upcoming on October 14<sup>th</sup> and October 28<sup>th</sup>.
3. Planning Commission received hard copy books of Chapter 154 zoning code.
4. Staff attended the State Planning Conference in Rochester. They had the opportunity to receive training and information and network with staff from other Cities.

*Commission Concerns –*

Meeting adjourned at 9:55pm

Respectfully submitted,

Joan Ziertman  
Planning Program Assistant



Planning Commission  
Date: 10/14/13  
Public Hearing  
Item: 5a

ITEM: Draft VMX Village Mixed Use Zoning District – Zoning Text and Map Amendments  
REQUESTED BY: Planning Department  
SUBMITTED BY: Kyle Klatt, Planning Director  
REVIEWED BY: Nick Johnson, City Planner

---

**SUMMARY AND ACTION REQUESTED:**

The Planning Commission is being asked to continue its prior discussion regarding a proposed Village Mixed Use zoning district that has been drafted in order to implement the City's land use plan for this portion of the community. The Planning Commission reviewed the proposed ordinance at a workshop meeting earlier this year and more recently spent time at the September 9, 2013 meeting and October 7, 2013 workshop discussing the ordinance. At its last regular meeting, the Planning Commission opened a public hearing to consider public testimony concerning the ordinance amendment, and continued this hearing until the October 14<sup>th</sup> meeting.

The new mixed-use district would be incorporated into Article 11 of the City's revised Zoning Ordinance, which is the section of the code that contains the standards for each of the City's zoning districts. The City has previously approved new urban residential zoning districts, revised the rural zoning districts to fit the new format, and updated the general commercial zoning districts within Article 11.

**ADDITIONAL INFORMATION**

The most significant change to the ordinance from the Commission's workshop meeting last week has been the addition of the design standards section. This section now includes the design review requirements that were previously drafted for Article 3, but have now been carried forward into the VMX design standards section. Staff has also made other modifications to the draft ordinance at the direction of the Planning Commission. Please note that the attached draft does not include some of the specific performance standards, which are listed in the ordinance as placeholders for the time being. It is Staff's intent to bring these specific performance standards forward as part of a future zoning text amendment and prior to any formal map amendments to rezone any existing parcels to the VMX District.

The Planning Commission is being asked to review a final draft of the City of Lake Elmo Design Standards Manual as part of the October 14<sup>th</sup> Agenda. Because these design standards will be a critical component of future development activity in the Village Planning Area, the Planning Commission should take this document into account as it reviews the draft VMX District ordinance.

**RECOMMENDATION:**

Staff recommends that the Planning Commission review the proposed amendments to Article 11 – VMX Village Mixed Use District and recommend approval of this amendment to the City Council as drafted.

**ATTACHMENTS (1):**

1. Draft Article 11 – VMX Village Mixed Use District Amendment

Article 11 - VILLAGE MIXED USE DISTRICT

§154.500 Purpose and District Description  
§154.501 Permitted and Conditional Uses  
§154.502 Lot Dimensions and Building Bulk Requirements  
§154.503 Dimensional Requirements and Preservation of Open Space  
§154.504 General Site Design Considerations - LMX District  
§154.50~~5~~<sup>4</sup> Development Standards for Specific Uses  
§154.50~~5~~<sup>6</sup> VMX District Design and Demolition Review  
~~§154.506 VMX District Design Standards~~  
§154.507 Accessory Uses and Structures  
§154.508 Residential Accessory Structures  
§154.509 Accessory Uses  
§154.510 Accessory Uses and Structures Not Listed

§154.500 Purpose.

The purpose of the VMX district is to provide an area for compact, mixed use development made mutually compatible through a combination of careful planning and urban design and coordinated public and private investment. This district is intended to continue the traditional mixed use development that has occurred in the Village area by allowing retail, service, office, civic and public uses as well as residential units. 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. The placement of building edges and treatment of building, parking, landscaping, and pedestrian spaces is essential to creating the pedestrian friendly environment envisioned for the VMX district. The standards in this chapter are intended to implement and effectuate the principles and relationships established in the Village Master Plan, which will be carried out through specific standards related to site planning, signage, architecture, building materials, and landscaping. Renovation and infill of traditional storefront-type buildings is encouraged, and parking standards may be waived to recognize the availability of on-street and shared parking facilities.

§154.501 Permitted and Conditional Uses.

Table 11-1 lists all permitted and conditional uses allowed in the urban residential districts. "P" indicates a permitted use, "C" a conditional use. Uses not so indicated shall be considered prohibited. Cross-references listed in the table under "Standards" indicate the location within this Ordinance of specific development standards that apply to the listed use.

- A. *Combinations of uses.* The following use types may be combined on a single parcel:
1. Principal and accessory uses may be combined on a single parcel.
  2. A principal and secondary dwelling unit may be combined according to the standards of [Section 155.137](#).
  3. Single-family attached or multi-family complexes designed for rental or condominium occupancy, since these typically include multiple units and buildings on a single parcel.
  4. Other permitted or conditional uses allowed within the district may be combined on a single parcel, provided that a unified and integrated site plan is approved. The entire development must be approved as a conditional use.
  5. A mixed-use building that combines permitted or conditionally permitted residential, service, retail and civic uses may be developed meeting the form standards of this Article. Office or studio uses on upper stories are encouraged.

Table 11-1: Permitted and Conditional Uses, VMX Districts

	VMX	Standard
<b>Residential Uses</b>		
<b>Household Living</b>		
Single-family detached dwelling	P*	* See Restrictions in 155.504.A
Two-family dwelling	P	* See Restrictions in 155.504.A
Single-family attached dwelling	C	154.505.B
Multifamily dwelling	C	154.505.C
Secondary dwelling	C	154.505.D
Live-work unit	P	155.505.J
<b>Group Living</b>		
Group Home	P	155.102.C
Group Residential Facility	C	155.102.D
Halfway House	-	155.102.D
Congregate Housing	C	155.102.E
Semi-Transient Accommodations	C	155.102.F
<b>Public and Civic Uses</b>		
Community Services	P	155.103.C
Day Care Center	P	155.103.D
Public Assembly	C	155.505.M
Religious Institutions	C	155.505.N
Schools, Public and Private	C	155.505.O
<b>Services</b>		
Business Services	P	
Business Center	P	
Offices	P	
Communications Services	P	
Education Services	P	
Financial Institution	P	155.505.P
Funeral Home	C	
Lodging	C	155.505.Q
Medical Facility	C	155.505.R
Membership Organization	C	155.505.N
Nursing and Personal Care	C	155.104.C
Personal Services	P	
Repair and Maintenance Shop	C	155.505.E
Trade Shop	C	155.505.F
Veterinary Services	C	154.505.G

<b>Food Services</b>		
Standard Restaurant	P	155.505.S
Restaurant with Drive-through	C	155.505.S
Drinking and Entertainment	P	155.505.S
<b>Sales of Merchandise</b>		
Retail Trade <sup>1</sup>	P	155.505.T
Farmer's Market	C	155.505.AA
Garden Center	C	155.505.U
Neighborhood Convenience Store	P	155.505.V
Shopping Center	C	155.505.W
Wayside Stand	P	
Wholesaling	-	
<b>Automotive/Vehicular Uses</b>		
Automobile Maintenance Service	C	155.505.X
Automobile Parts/Supply	P	155.505.X
Car Wash	-	
Gasoline Station	C	155.505.X
Parking Facility	C	155.505.X
Sales and Storage Lots	C	155.505.X
<b>Outdoor Recreation</b>		
Outdoor Recreation Facility	<del>C</del> P	155.505.Y
Parks and Open Areas	P	
<b>Indoor Recreation/Entertainment</b>		
Indoor Athletic Facility	C	155.505.Z
Indoor Recreation	C	155.505.Z
<b>Transportation and Communications</b>		
Broadcasting or Communications Facility	C	155.110.B
<b>Accessory Uses</b>		
Home Occupation	P	155.111.A,B
Bed and Breakfast	C	155.111.C
Domestic Pets	P	
Family Day Care	P	155.111.G
Group Family Day Care	C	155.111.G
Temporary Sales	P	155.107.B
Parking Facility	P	
Solar Equipment	P	155.111.I
Swimming Pools, Hot Tubs, Etc.	P	155.111.J

Other Structures Typically Incidental and Clearly Subordinate to Permitted Uses	P	
---	---	--

Note: Standards listed in Table 11-1 are listed by Article, Section and Subsection.

<sup>1</sup> Retail Trade in the VMX District includes all uses and activities defined as Retail Trade in §155.507.B.5 with the exception of building supplies sales and warehouse club sales.

**§154.502 Lot dimensions and building bulk requirements.**

Lot area and setback requirements shall be as specified in Table 11-2, Lot Dimension and Setback Requirements.

**Table 11-2: Lot Dimension and Setback Requirements, VMX District**

	VMX
<b>Minimum Lot Area (sq. ft.)<sup>a</sup></b>	
Non-Residential Use	None
Single Family Detached Dwelling	5,000
Two-Family Dwelling (per unit) <sup>b</sup>	3,000
Single-Family Attached (per unit) <sup>c</sup>	2,500
Multi-Family Dwelling (per unit)	1,800
Secondary Dwelling	See 154.454.C
Live-Work Unit	3,000
Congregate Housing	See 155.102
<u>Other Structures</u>	<u>3,500</u>
<b>Maximum Lot Area (acres)</b>	
<u>Residential Structures</u>	<u>N/A</u>
<u>Other Structures</u>	<u>5</u>
<b>Minimum Lot Width (feet)</b>	
Single Family Detached Dwelling	50
Two-Family Dwelling (per unit) <sup>b</sup>	30
Single-Family Attached (per unit) <sup>c</sup>	25
Multi-Family Dwelling (per building)	75
Live-Work Unit	25
<b>Maximum Height (feet/stories)</b>	
	35/3 <sup>d</sup>

Formatted Table

<b>Maximum Impervious Coverage</b>	
Residential Structures	75%
Other Structures	No Limit
<b>Minimum Building Setbacks (feet)</b>	
Front Yard <sup>e</sup>	See 155.506
Interior Side Yard <sup>f</sup>	10
Corner Side Yard <sup>g</sup>	0
Rear Yard	10

Notes to VMX District Table

- a. No development may exceed the residential density range as specified in the Comprehensive Plan for the Village Mixed Use land use category.
- b. Two-family units may be side-by-side with a party wall between them (“twin”) or located on separate floors in a building on a single lot (“duplex”). The per-unit measurements in this table apply to “twin” units, whether on a single lot or separate lots. The standards for single-family detached dwelling shall apply to a “duplex” containing two vertically-separated units on a single lot.
- c. In the case of single-family attached dwellings that are not situated on individual lots, minimum lot size shall be applied to each unit as a measure of density; i.e. 1 unit per 2,500 square feet. This standard is also used for multifamily dwellings.
- d. Buildings up to 45 feet in height may be permitted as part of a PUD.
- e. The front yard setback for single family homes shall be 25 feet.
- f. Side yard setbacks in the VMX District apply only along lot lines abutting residentially zoned parcels or those parcels with residential uses as the sole use.
- g. Corner properties: the side yard façade of a corner building adjoining a public street shall maintain the front setback of the adjacent property fronting upon the same public street, or the required front yard setback, whichever is less. If no structure exists on the adjacent property, the setback shall be shown in the table.

**§154.503 Dimensional Requirements and Preservation of Open Space**

- A. *Averaging of Lot Area.* When lots are clustered within a development to provide common open space, the open space may be used to calculate an average density per lot to determine compliance with the individual lot area requirements.
- B. *Lot Dimension Reductions.* Other reductions in dimensional standards may be considered as part of a Planned Unit Development if these reductions provide for common open space within a development.

**§154.504 General Site Design Considerations VMX District**

Development of land within the VMX District shall follow established standards for traffic circulation, landscape design, and other considerations as specified in [Articles 5, 6 and 7](#).

- A. *Circulation*. New access points to State Highway 5 may be refused or restricted to right-in right-out movement if alternatives exist. Internal connections shall be provided between parking areas on adjacent properties wherever feasible.
  - 1. The number and width of curb-cuts shall be minimized. To promote pedestrian circulation, existing continuous curb-cuts shall be reduced to widths necessary for vehicular traffic, and unnecessary or abandoned curb cuts shall be removed as parcels are developed.
- B. *Fencing and screening*. Fencing and screening walls visible from the public right-of-way shall be constructed of materials compatible with the principal structure.
- C. *Lighting design*. Lighting shall be integrated into the exterior design of new or renovated structures to create a greater sense of activity, security, and interest to the pedestrian, and shall comply with [§150.035-150.038 Lighting, Glare Control, and Exterior Lighting Standards](#).
- D. *Exterior Storage*. Exterior materials storage must be screened from view from adjacent public streets and adjacent residential properties, by a wing of the principal structure or a screen wall constructed of the same materials as the principal structure. Height of the structure or screen wall must be sufficient to completely conceal the stored materials from view at eye level (measured at six feet above ground level) on the adjacent street or property.

D-E. *Screening of Existing Residential Structures*. [When a new development is proposed adjacent to an existing single family residential structure, screening shall be provided in accordance with §154.258.F. The City may require buffering or screening above and beyond this section in cases where the required screening will not provide an adequate separation between incompatible uses.](#)

Formatted: Font: Not Italic

#### §154.505 Development Standards for Specific Uses

Development of land within the VMX District shall follow established standards for traffic circulation, landscape design, parking, signs and other considerations as specified in [Articles 5, 6 and 7](#). The following standards apply to specific uses; other standards related to design and building type may be found at [§154.506](#).

- A. *Single-Family and Two-Family Dwellings*.
  - 1. Single-Family Dwellings are limited to those existing at the time of adoption of this Ordinance. Existing single-family dwellings shall be considered permitted uses, rather than nonconforming uses.
  - 2. Unless otherwise specified in this Article, Single and Two Family dwellings in the VMX district shall adhere to the MDR district setbacks as specified in [§154.452](#)
- B. *Single-Family Attached Dwellings*.
  - 1. A maximum of eight (8) units shall be permitted within a single building.
  - 2. Townhouse dwellings shall be located on lots in such a way that each individual unit has a minimum of twenty-five (25) feet of public street frontage. No parking shall be located in the front yard or between the front façade and the street.
  - 3. The primary entrance to each unit shall be located on the façade fronting a public street; an additional entrance may be provided on the rear or side façade.
  - 4. Common open space for use by all residents or private open space adjacent to each unit shall be provided. Such open space shall comprise a minimum of three hundred (300) square feet per unit.



- C. *Multi-Family Dwelling Units.* Dwelling units (both condominium and rental) are restricted to the upper floors or rear or side ground floors of a mixed-use building.
  - 1. No parking shall be located in the front yard or between the front façade and the street
- D. *Secondary Dwellings.* Restricted to lots occupied by single-family dwellings, and must meet the standards for secondary dwellings in residential districts, §154.134.C.
- E. *Repair and Maintenance Shop.* No outdoor storage is permitted unless fully screened from public view.
- F. *Trade Shop.* Exterior materials storage must be totally screened from view from adjacent public streets and adjacent residential properties by a wall of the principal structure or a screen wall constructed of the same materials as the principal structure.
- G. *Veterinary Services.* All activities must be conducted within an enclosed building.
- H. *Garden Center.*
  - 1. The storage or display of any materials or products shall meet all setback requirements of a structure, and shall be maintained in an orderly manner. Screening along the boundaries of adjacent residential properties may be required, meeting the standards of [Article 6, Section 155.89.F](#).
  - 2. All loading and parking shall be provided off-street.
  - 3. The storage of any soil, fertilizer or other loose, unpackaged materials shall be contained so as to prevent any effects on adjacent uses.
- I. *Automobile Maintenance Service and Automobile Parts/Supply.*
  - 1. All vehicle repairs shall be conducted in a completely enclosed building.
  - 2. The storage or display of inoperable or unlicensed vehicles or other equipment shall meet all setback requirements of a structure, and shall be totally screened from view from adjacent public streets and adjacent residential properties.
- J. *Live-Work Unit.* The purpose of a live-work unit is to provide a transitional use type between a home occupation and a larger commercial enterprise, and to provide neighborhood-oriented commercial services, while maintaining a generally residential character in which the work space is subordinate to the residential use.
  - 1. The work space component shall be located on the first floor or basement of the building.
  - 2. The dwelling unit component shall maintain a separate entrance located on the front or side facade and accessible from the primary abutting public street.
  - 3. The work space component of the unit shall not exceed thirty (30) percent of the total gross floor area of the unit.
  - 4. A total of two (2) off-street parking spaces shall be provided for a live-work unit, located to the rear of the unit, or underground/enclosed.
  - 5. The size and nature of the work space shall be limited so that the building type may be governed by residential building codes. An increase in size or intensity beyond the specified limit on floor area would require the building to be classified as a mixed-use building.
  - 6. The business component of the building may include offices, small service establishments, home crafts which are typically considered accessory to a dwelling unit, or limited retailing (by appointment only) associated with fine arts, crafts, or personal services. It may not include a wholesale business, a manufacturing business, a commercial food service requiring a license, a limousine business or auto service or repair for any vehicles other than those registered to residents of the property.

- 7. The business of the live-work unit must be conducted by a person who resides on the same lot. The business shall not employ more than two (2) workers on-site at any one time who live outside of the live-work unit.
- K. *Parking Facility.* Structured parking is permitted as a ground floor use within a mixed-use building, provided that it is located on side or rear facades, not facing the primary abutting street. The primary street-facing façade shall be designed for retail, office or residential use. The primary street façade may include an entrance into the parking facility.
- L. *Outdoor Dining Accessory to Food Services.* Outdoor dining is allowed as an accessory use in the commercial districts, provided that tables do not block the sidewalk. A minimum of five (5) feet of sidewalk must remain open.
- M. Public Assembly
- N. Religious Institutions and Membership Organization.
- O. Schools, Public and Private
- P. Financial Institution
- Q. Lodging
- R. Medical Facility.
- S. Food Services.
- T. Retail Trade.
- U. Garden Center.
- V. Neighborhood Convenience Store
- W. Shopping Center
- X. Automotive/Vehicular Uses.
- Y. Outdoor Recreation Facility.
- Z. Indoor Recreation/Entertainment
- AA. Farmer's Market.

**§154.506 VMX District Design Review and Demolition Review**

- A. *Design Review Process.* All development activity within the VMX District shall be reviewed for compliance with the standards in §154.506 and §154.507 and for consistency with the Lake Elmo Design Standards Manual. Design review shall occur concurrently with the review of site and building plans by the Zoning Administrator or Planning Commission. *Review of Design or Demolition.* For certain development activity as specified in the Lake Elmo Design Standards Manual, design review is required as part of the approval process for a permit or certificate under this Ordinance. All projects subject to design review shall be reviewed for conformance with the Lake Elmo Design Standards Manual. Demolition review is also required prior to the demolition of structures in the VMX District as provided for in §154.506.B. A separate process for design review or demolition review is not established.
- 1. *Review Authority.* Design review or demolition review shall be the responsibility of the individual or body authorizing the permit or certificate and shall be incorporated in the established review of the applicable permit or certificate. For those applications under this Ordinance that require review by the Planning Commission, the Planning Commission shall consider the standards in the Lake Elmo Design Standards Manual as part of its recommendation to the City Council.
- 2. *Review by Professional.* The authorizing body may request review by a design professional of the proposed design or demolition. The cost of review by such design professional shall

be charged to the applicant, and shall not exceed \$1,000 unless otherwise agreed to by the applicant.

3. *Development Activity Defined.* Development Activity includes remodeling, altering, or repairing a structure in any manner that will change the exterior appearance of said structure. Development activity also includes the construction of new parking lots and installation of signage.

a. *Exempt Activities.* The following activities shall be exempt from review under this Section:

- i. Ordinary repairs and maintenance that will not change the exterior appearance of a structure;
- ii. Removal of existing signage without replacement unless said signs are an integral part of the building;
- iii. Emergency repairs ordered by the Director of Planning in order to protect public health and safety;
- iv. Exterior alteration, addition, or repair of a structure used as a single-family residence;
- v. Temporary signage, installed in accordance with §154.212 of this Ordinance, or during which time an application for permanent signage is pending under this Ordinance;
- vi. Maintenance of existing signage advertising an on-site business;
- 1- Alterations only to the interior of a structure.

~~A. *Demolition Review Process.* Applications for demolition of structures within the VMX District shall be reviewed by the Planning Commission for compliance with the following standards.~~

A. *Demolition Review.* The Planning Commission shall review any application for the demolition of structure within the VMX Village Mixed Use District in accordance with the following standards. No demolition permits shall be issued in the VMX District until this review has been completed.

1. *Demolition Defined.* The demolition review process shall be required for any work that requires a demolition permit in accordance with Section 155.34 (A) of this Chapter. Demolition does not include the removal of non-structural components of a building, including, but not limited to, ornamental features, staircases, decks, balconies, and other features.
2. No application to demolish any structure more than fifty (50) years old shall be approved unless the applicant demonstrates:
  - a. That the rehabilitation of a structure or construction of a new structure will have a greater positive impact upon the District's economic vitality and appearance than the preservation of the structure proposed to be demolished and the rehabilitation of the structure or the construction of the new structure would not be possible or economically feasible without the demolition of the structure proposed to be demolished; or
  - b. That the applicant cannot obtain a reasonable economic return from the property or structure unless the structure is demolished; or
  - c. That the structure has serious structural defects and represents a threat to public health and safety, and that it is not economically feasible to repair these defects in a manner consistent with this Ordinance.

Formatted: Indent: Left: 1", Hanging: 0.25", Tab stops: 1.25", List tab

Formatted: Normal, Space Before: 6 pt

3. No application for demolition shall be approved without concurrent approval of a plan for construction of a new structure to replace the demolished structure that shall reinforce and enhance the character of the District.

~~§154.507~~ VMX District Design Standards

~~Design standards within the VMX District are based on the recommendations of the Lake Elmo Design Standards Manual, which shall be used as a reference for new development or rehabilitation of all buildings within the district.~~

- ~~A. Building Placement and Design~~
- ~~B. Parking and Loading Requirements~~
- ~~C. Building Type Standards~~
- ~~D. Site Design~~

~~(TO BE COMPLETED)~~

~~§154.508~~ §154.507 Accessory Uses and Structures.

Accessory uses are listed in the VMX District Use Table as permitted or conditional accessory uses. Accessory uses and structures in the VMX District shall comply with the following standards and all other applicable regulations of this ordinance:

- A. *Phasing.* No accessory use or structure shall be constructed or established on any lot prior to the time of construction of the principal use to which it is accessory.
- B. *Incidental to Principal Use.* The accessory use or structure shall be incidental to and customarily associated with the principal use or structure served.
- C. *Subordinate to Principal Use.* The accessory use or structure shall be subordinate in area, extent, and purpose to the principal use or structure served.
- D. *Function.* The accessory use or structure shall contribute to the comfort, convenience, or necessity of the occupants of the principal use or structure served.
- E. *Location.* The accessory use or structure shall be located on the same zoning lot as the principal use or structure.

~~§154.509~~ §154.508 Residential Accessory Structures.

On parcels used for residential structures within the VMX District, the design and construction of any garage, carport, or storage building shall be similar to or compatible with the design and construction of the main building. The exterior building materials, roof style, and colors shall be similar to or compatible with the main building or shall be commonly associated with residential construction.

- A. *Attached structures.* An accessory structure shall be considered attached, and an integral part of, the principal structure when it is connected by an enclosed passageway. All attached accessory structures shall be subject to the following requirements:
  - 1. The structure shall meet the required yard setbacks for a principal structure, as established for the zoning district in which it is located.
  - 2. The structure shall not exceed the height of the principal building to which it is attached.
- B. *Attached Garages.*
  - 1. Attached garages are encouraged to be side or rear loaded. If facing the primary street, garages shall be designed using one of the following techniques, unless specific physical conditions on the lot in question require a different approach:
    - a. The front of the garage is recessed at least four (4) feet behind the plane of the primary façade; or

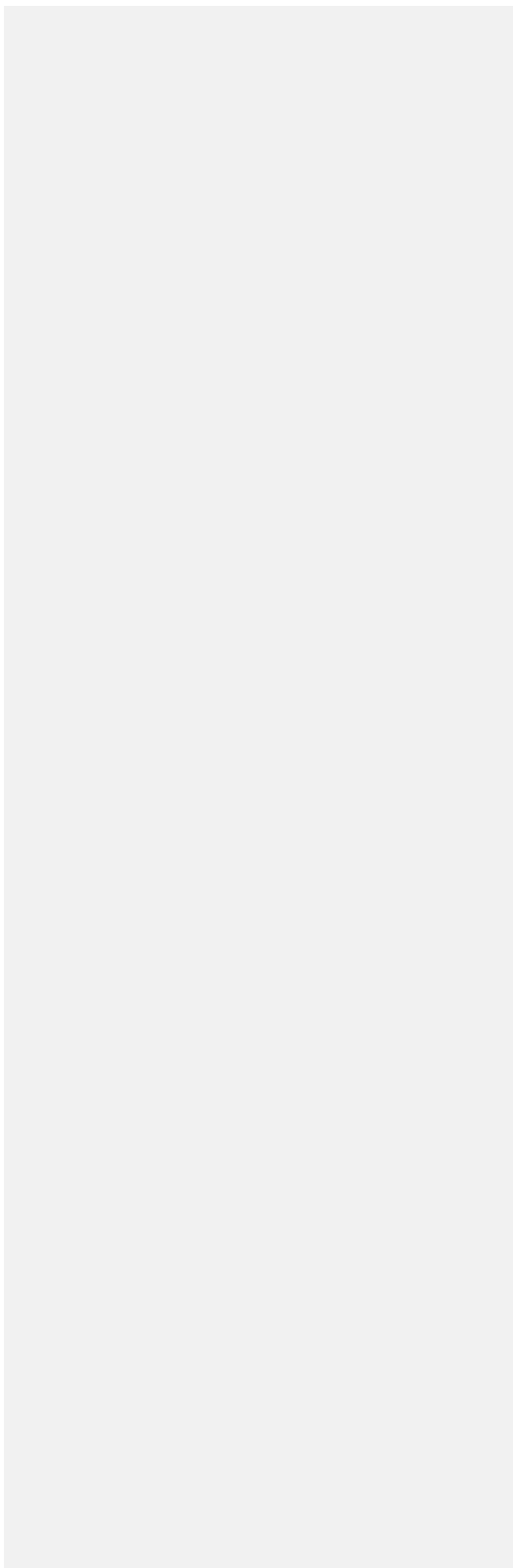
- b. The front of the garage is recessed at least four (4) feet behind a porch if the garage is even with the primary façade; or
  - c. The width of the attached garage shall not exceed 40% of the width of the entire principal building façade (including garage) fronting the primary street.
2. Attached garages shall not exceed one thousand (1,000) square feet in area at the ground floor level except by conditional use permit.
  3. Garage doors or openings shall not exceed fourteen (14) feet in height.
- C. *Detached structures.* Detached accessory structures for permitted residential structures in the VMX District accordance with the following requirements:
1. Detached accessory structures shall be located to the side or rear of the principal building, and are not permitted within the required front yard or within a side yard abutting a street.
  2. Detached garages shall not exceed one thousand (1,000) square feet at ground floor level and shall not exceed a height of twenty-two (22) feet or the height of the principal structure, whichever is higher. The maximum size and height may be increased upon approval of a conditional use permit, provided that lot coverage requirements are satisfied.
  3. Pole barns, as defined herein, shall be prohibited.
  4. No more than thirty (30) percent of the rear yard area may be covered by accessory structures.
  5. Garage doors or openings shall not exceed fourteen (14) feet in height.

~~§154.510~~ §154.509 **Accessory Uses.**

- A. *Exterior Storage on Residential Parcels.* All materials and equipment shall be stored within a building or be fully screened so as not to be visible from adjoining properties, except for the following:
1. Laundry drying,
  2. Construction and landscaping materials and equipment currently being used on the premises. Materials kept on the premises for a period exceeding six (6) months shall be screened or stored out of view of the primary street on which the house fronts.
  3. Agricultural equipment and materials, if these are used or intended for use on the premises.
  4. Off-street parking and storage of vehicles and accessory equipment, as regulated in [Article 5, Section 155.67](#).
  5. Storage of firewood shall be kept at least ten (10) feet from any habitable structure and screened from view from adjacent properties.
  6. Outdoor parking.
- B. *Temporary Sales.* Temporary sales, also known as yard or garage sales, are permitted in all residential districts, limited to two (2) per calendar year per residence, not to exceed four (4) days in length for each event.

~~§154.511~~ §154.510 **Accessory Uses and Structures Not Listed.**

Standards for accessory uses and structures that are permitted in all districts, or in all residential buildings in any district, are listed in [Article 7, Specific Development Standards](#). These include uses such as family and group family day care, bed and breakfast facilities, and home occupations, and structures such as swimming pools and solar equipment.





Planning Commission  
Date: 10/14/13  
Item: 6a  
Business

ITEM: Lake Elmo Design Standards Manual

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Planning Director

---

### **SUMMARY AND ACTION REQUESTED:**

The City of Lake Elmo has been working towards developing a comprehensive design standards manual that addresses elements of architectural and site design for future development in Lake Elmo. Staff has now completed the first draft of the document and is seeking input and feedback from the Planning Commission.

### **BACKGROUND INFORMATION:**

As part of a continuing effort to prepare the community for future growth and development, the City has been researching different policy tools to promote and encourage high quality development outcomes. Positive development outcomes are based in quality site and architectural design. Some of these aspects of development are addressed in various zoning ordinances. However, zoning ordinance are sometimes not the best tool when attempting to provide guidance in the areas of building and site design. Therefore, many cities have taken the steps to develop standards or guidelines that better communicate the City's vision with regards to development outcomes. These standards are typically organized into a manual that communicate the City's desires and expectations to the private development community.

As the City set out to draft a design standards manual, staff researched standards and guidelines from around the state of Minnesota, as well as other communities around the United States. Based upon best practices from other communities that fit the vision for future development in Lake Emo, staff completed multiple drafts of the text of the document. As part of the process of refining the text of the document has unfolded, staff has presented the text to the Planning Commission on multiple occasions. In addition, staff held a Stakeholder Workshop on 10/29/2012, inviting members of the development community and others to provide input on the document. Based upon the feedback at these meetings, staff has refined the document and feel comfortable that we are nearly the

final draft. Staff is requesting that the Planning Commission provide additional feedback as the document inches closer to final form.

There are a few areas of the document that are in need of additional input from the Planning Commission. These items include the following:

- **Building Materials.** For each section or development type, building materials that will not be permitted as the primary building material are listed. The City's current standards list a hard number of 70% of the building must be brick, stone, stucco, etc. The Planning Commission should consider if they feel a base percentage of quality building materials is required, or if using "primary" building materials is sufficient.
- **Board of Review.** In terms of the party that reviews each building or site at the time of various approval, the document is currently vague in who specifically is responsible to review the design of the site and building. Staff has previously proposed that the party responsible to review the application's design would depend on the type of approval being sought. For example, if the application was at the stage of final development approval, which is subject to Planning Commission recommendation and City Council decision, both bodies could review the proposed development according to the design. Alternatively, if the approval was only seeking a building permit, which is only reviewed by staff, than any design related considerations would solely be reviewed by staff. In thinking about how this process should best unfold, it is important to consider operational efficiency.
- **Permissive vs. Mandatory Language.** There are many instances in the document where certain standards are encouraged rather than required. Staff recommends that the document balances permissive vs. mandatory effectively. While it is important to give concrete guidance for development, it is also important to not make the standards so inflexible that builders cannot be creative and arrive at different designs. Just as it is important to call for high quality design, it is also important that not all development in the community looks the same. It is asked that the Planning Commission provide input in this area as well.

These are the main considerations where staff is seeking input. As part of the presentation, staff will provide more background about the structure and standards within the document, as well as how it would be applied in the future.

#### **RECCOMENDATION:**

No formal action is required at this time.

#### **ATTACHMENTS:**

1. Lake Elmo Design Standards Manual – *Draft 10/14/13*



**ORDER OF BUSINESS:**

- Introduction.....Planning Staff
- Report by Staff.....Planning Staff
- Questions from the Commission..... Chair & Commission Members
- Discussion by the Commission..... Chair & Commission Members

*City of Lake Elmo*  
**DESIGN STANDARDS MANUAL**



DRAFT

*This page left blank intentionally.*

# TABLE OF CONTENTS

<b>Chapter 1:</b>		<b>Chapter 3:</b>		<b>Chapter 5:</b>	
<b>Introduction .....</b>	<b>5</b>	<b>Commercial Development .....</b>	<b>13</b>	<b>Mixed Use Development.....</b>	<b>25</b>
Intent and Purpose		A. Site Design .....	13	A. Site Design .....	25
Areas of Growth		Building Placement		Building Placement	
Structure of the Standards		Streetscape		Streetscape	
Compliance		Landscaping		Landscaping	
		Parking		Parking	
		Delivery, Service, Storage and Utility Areas		Delivery, Service, Storage and Utility Areas	
<b>Chapter 2:</b>		B. Building Design .....	15	B. Building Design .....	27
<b>High Density Residential Development ...</b>	<b>7</b>	Form and Facade		Form and Facade	
A. Site Design .....	7	Building Materials		Building Materials	
Building Placement		Scale and Mass		Scale and Mass	
Streetscape		Roof Design		Roof Design	
Landscaping		Entries		Entries	
Parking		Lighting		Lighting	
Delivery, Service, Storage and Utility Areas		Signage		Signage	
B. Building Design .....	9				
Form and Facade		<b>Chapter 4:</b>			
Building Materials		<b>Business Park Development.....</b>	<b>19</b>		
Scale and Mass		A. Site Design .....	19		
Roof Design		Building Placement			
Entries		Streetscape			
Lighting		Landscaping			
Signage		Parking			
		Delivery, Service, Storage and Utility Areas			
		B. Building Design .....	21		
		Form and Facade			
		Building Materials			
		Scale and Mass			
		Roof Design			
		Entries			
		Lighting			
		Signage			

DRAFT

*This page left blank intentionally.*

# 1 Introduction

## Intent and Purpose

The City of Lake Elmo is currently preparing for a significant amount of growth and development in two areas of the city: the I-94 Corridor and Old Village. To ensure that growth is carried out in a manner reflective of the goals and principles of Lake Elmo, measures are being taken to ensure development outcomes of a high quality. Included in these measures is the creation of design standards, establishing requirements and guidelines related to site design and building form. The purpose of these standards is to incorporate the following principles in residential and commercial development outcomes in the I-94 Corridor and Old Village:

1. *To ensure high quality site design and building materials, supporting both function and form;*
2. *To provide open space in future areas of growth, building off of Lake Elmo's existing character and environment;*
3. *To accommodate automobile traffic in a manner that respects the pedestrian environment;*
4. *To utilize natural and ecological systems into public and private development, particularly in the realm of storm water management;*

5. *To encourage site design that is mindful and conscientious of the existing landscape and topography; and*
6. *To foster connections between the new and existing areas of Lake Elmo through consistent standards and theming, resulting in an identity that is unique to this community.*

The two areas guided for sewered residential and commercial development in Lake Elmo are the I-94 Corridor and Old Village. While both of these areas are guided for future growth and have ample greenfield development opportunity, it is important to recognize the differences between these districts as they pertain to geography and character. These differences will play a major role in the types of development that are realized in each area.

## Areas of Growth

**I-94 Corridor.** The I-94 Corridor is geographically bounded by CR-10 (10th St.) and I-94 from north to south and CR-15 (Manning Ave.) to CR-13 (Inwood Ave.) from east to west. The City has guided this corridor for residential development of various densities, as well as commercial and business park development. Given its location and high level of access, the vision for this corridor is more

highway-oriented by nature, offering good opportunities for higher density and commercial development. In addition, the City has envisioned this area to provide increased employment opportunities in Lake Elmo.

**Old Village.** The Old Village is located in the heart of Lake Elmo, centered along State Highway 5 and bordered to the east by CR-15 (Manning Ave.) and to the south by 30th St. As the historic center of Lake Elmo, the Old Village is guided for residential and mixed-use development types, which are consistent with historic downtown areas. In order to reinforce the identity of the Old Village as a destination, it is the City's goal to emphasize a positive pedestrian environment, consistent with main street character. Given this vision and the historic context, the Old Village will most likely attract different development types than the I-94 Corridor.

Considering the character, geography, and visions for these two growth areas, it is unreasonable to expect that the development types will be the same. However, in order to establish standards for high quality sites and buildings in Lake Elmo, the design standards laid out in this manual will be applicable to development within both the I-94 Corridor and Old Village.

## Structure of the Standards

The standards contained within this manual are structured in a manner that establishes standards and desired outcomes for private development sites within four land use types guided for the I-94 Corridor and Old Village. The four land use types, or development types, addressed in this manual are as follows:

1. High Density Residential;
2. Commercial;
3. Business Park; and
4. Mixed-Use.

In addition to land use types, the standards are organized into two primary categories: Site Design and Building Design. The standards contained within these categories are organized using the following sub-categories:

1. Site Design
  - Building Placement
  - Streetscape
  - Landscaping
  - Parking
  - Delivery, Service, Storage and Utility Areas
2. Building Design
  - Form and Facade
  - Building Materials
  - Scale and Mass
  - Roof Design
  - Entries
  - Signage
  - Lighting

These categories and respective sub-categories are intended to organize the specific standards within each land use or development type.

## Compliance

As part of the City's development review process, any new development or redevelopment within the I-94 Corridor and Old Village will be reviewed for compliance to the standards contained within this manual. Exceptions to the standards contained within the manual may be granted by the Board of Review under but not limited to the following circumstances:

- The proposed project is found to be of an architectural value above and beyond the accepted standard and therefore a community asset;
- The proposed project demonstrates a commitment to theming elements and open-space character, thereby supporting Lake Elmo's unique identity;
- The proposed project is found to prioritize pedestrian circulation and safety, including streetscape treatments above the minimum standards that contribute to a positive pedestrian environment;
- The proposed project demonstrates a significant commitment to natural storm water management practices; or
- The proposed project includes a significant commitment to sustainable building practices, similar to the standards required for LEED certification.

In order to receive relief or exception to the standards within the manual, it is the responsibility of the applicant to demonstrate why a specific standard presents an unreasonable burden in the context of the proposed site or project.

# 2 High Density Residential Development

## Applicable Zoning Districts:

- Urban Medium Density Residential (MDR)
- Urban High Density Residential (HDR)

Both the I-94 Corridor and Old Village are expected to experience growth in the form of high density residential development. This growth will be comprised of single-family attached (townhome) development and multi-family residential development, including apartments and condominiums. For residential development, the intent of the design standards is to provide housing of a high aesthetic quality with open or recreational spaces integrated directly into the site.

## A. Site Design

### Building Placement

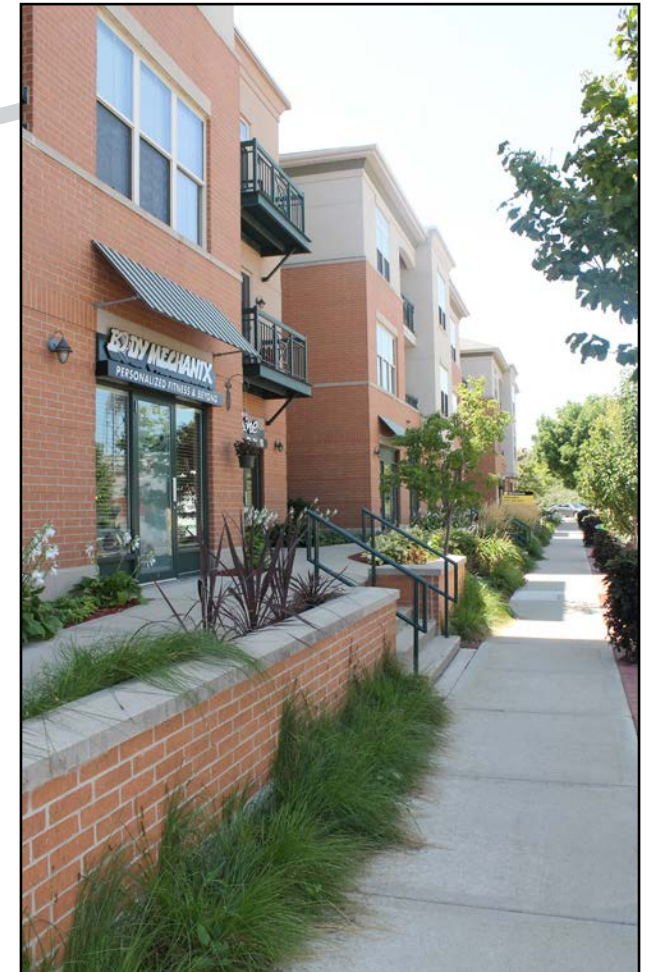
*Goal: Structures should be located and oriented in a manner that allows for pedestrian accessibility and provides visual interest from the public right of way.*

- Buildings must be setback at least 20 feet from the public right of way. Buildings are encouraged to be located as close to the public street as possible while still meeting the setback requirement.
- The setbacks of adjacent residential buildings should be varied to contribute to an interesting streetscape, avoiding monotonous facade or wall depth.
- Buildings should be easily accessed from the street, particularly near commercial or mixed-use development.



*Common open or recreation spaces should be located to the interior or rear of the site.*

- The area fronting the main public street, or front-yard setback area, should be utilized for entryways, landscaping, porches, patios and other amenities that may be utilized by residents and provide visual interest or a sense of place.
- Recreational and common spaces should be located at the interior or rear of the site to promote access and safety for residents. Keeping these spaces out of the front of the site also helps maintain visual interest and attractive sight lines.
- Some provision of open or common space on the site is required to maintain Lake Elmo's open space character. This provision can be found in §154.454 of the Lake Elmo City Code.



*Buildings are encouraged to be sited closer to public streets to promote access and visual interest.*



# HIGH DENSITY RESIDENTIAL DEVELOPMENT

## Streetscape

*Goal: Residential streetscapes should provide for pedestrian accessibility and safety while offering aesthetically pleasing environments.*

- a. Sidewalks shall be provided parallel to public streets in order to ensure pedestrian accessibility and circulation.
- b. Sidewalk materials should be attractive and low-maintenance, such as concrete or decorative pavers.

- c. Boulevard areas should be planted with turf grass and/or other attractive, low-maintenance ground cover. In addition, boulevard trees should be provided in regular intervals.
- d. Site furnishings such as benches, pedestrian-scaled lighting, trash receptacles and other amenities are encouraged.
- e. Paths and access points/entryways should be clearly visible and well lit at night.



## Landscaping

*Goal: To enhance the visual aesthetic of the built environment and reduce impervious surface, thereby aiding storm water management practice.*

- a. Shade and ornamental trees and other plant material should be installed within the front setback area.
- b. Bare soils should be planted or mulched with bark, stone or other suitable material to avoid unnecessary runoff.
- c. Plant species are encouraged to be native, low-maintenance and suitable to the Lake Elmo climate.
- d. Making use of similar plant materials as adjacent properties and public spaces is encouraged to create continuity.
- e. Mature trees located on building sites should be retained whenever possible.
- f. Service, storage, utility and parking areas should be buffered by plantings to reduce visual impact.
- g. Parking areas should include landscaped islands or plant beds to reduce the visual impact, break up monotonous hardscape and retain storm water.
- h. The installation of rain gardens is encouraged to improve on-site storm water infiltration.

*At left: Pedestrian amenities contribute to an inviting and functional streetscape.*



Lighting should be down-cast and shielded to prevent glare or spill-over onto adjacent properties.

## Parking

*Goal: To accommodate automobile parking in a manner that reduces visual impact, supports pedestrian circulation and maintains good sight lines along the public right of way.*

- a. Parking areas should be located to the rear, side or within primary buildings whenever possible.
- b. Structured or underground parking is encouraged.
- c. The linear measurement of surface parking areas parallel to the public street may not exceed more than 50% of primary street frontages. Sites or projects that are unable to meet this requirement will be required to install berms and/or additional landscaping to buffer areas of surface parking adjacent to the primary street frontage.

- d. Access to parking areas should be designed in a way that does not impede pedestrian traffic.
- e. Parking should be screened from adjacent structures with landscaping strips not exceeding 4 feet in height in order to ensure pedestrian safety.
- f. Lighting must be provided in parking areas at night for safety purposes. However, direct glare, spillover or other forms of light pollution directed at adjacent properties are prohibited.
- g. The installation of rain gardens within parking areas is encouraged for storm water infiltration purposes.
- h. Parking facilities must be ADA compliant when deemed necessary.

## Delivery, Service, Storage and Utility Areas

*Goal: To minimize the visual impact of storage and utility areas within residential developments.*

- a. Exterior storage and utility areas should be located in low trafficked areas and screened from adjacent properties.
- b. Trash enclosures should be located so that noise and odor do not affect nearby residents or adjacent properties.
- c. Screening of storage and utility areas may include landscaping and architectural features that match the primary structure.
- d. Storage areas should match the architectural design of the primary structure.
- e. Utilize directional signage for storage and trash areas when appropriate.

## B. Building Design

### Form and Facade

*Goal: Standards are intended to ensure high quality design, encourage creativity and promote visually appealing development, thereby cultivating a sense of place and identity.*

- a. No blank facades without windows and doors are allowed. All sides of the structures shall have architectural treatments.
- b. Window and door styles should reflect the prevailing architectural style of the structure.
- c. Window sills and trim are required for all exterior windows.
- d. Flat panel exterior and garage doors are discouraged.
- e. Garages should be recessed from the facade of the principal structure whenever possible to draw visual attention away from parking areas.
- f. If there are multiple garages within a structure, they should be varied in their location to minimize the visual impact of a row of garage doors.



Attached units on a public street benefit from individual entries.

# HIGH DENSITY RESIDENTIAL DEVELOPMENT

- g. Detached garages shall be architecturally consistent with the principal structure.
- h. Finished exterior materials shall be applied to all wall facades above 18 inches from the finished grade line, where unfinished exterior foundation may be visible.
- i. Ground level of multi-family structures should be distinguished architecturally from upper levels to provide human-scale elements for pedestrians.
- j. Living space below the main building level, such as a walkout structure, may not be visible from the front side of the structure facing the main public street.
- k. Split entry type structures are discouraged.
- l. Where individual units face a public street, each unit should be designed with a walkway from the sidewalk to the front entry feature.
- m. Entryways to individual units should contain an entryway feature, such as a porch or portico.
- c. Siding materials should emphasize horizontal lines to reduce the appearance of height and mass.
- d. Exposed exterior building materials such as brick, stone, wood, or stucco should be authentic. Simulated materials may also be used if demonstrated to be of high quality and approved by the City.
- e. Materials which are prohibited as the primary facade material include the following:
  - Vinyl siding
  - Unpainted galvanized metal
  - Corrugated metal, plastic, or fiberglass
  - Plain, unpainted, or painted concrete block
  - Prefabricated concrete panels
- f. Roofing materials should consist of composition shingles, wood shakes, or clay or stone tiles. Metal used as a roofing material must incorporate ribs or standing seams to be acceptable.
- g. Samples of facade and roof materials must be submitted to the City prior to the approval of the building permit.
- c. Architectural elements, such as dormers, decorative windows and trim, porch details, decorative shutters, and wainscoting, can reduce the appearance of bulk and mass by providing visual interest.
- d. Building mass should be broken up with multiple roof and ridgelines perpendicular with one another.
- e. Structures of two-stories or higher should have articulated facades to minimize the appearance of mass, as well as multiple roof lines with corresponding gables.
- f. Scale should be reduced by utilizing “step-down” methods towards the public street. Porches, entries, window-bays or bump-out are effective in this regard.

## Building Materials

*Goal: To offer a variety of attractive and quality building materials that will shape the identity and visual interest of residential development in Lake Elmo.*

- a. All structure facades should utilize multiple building materials, including translucent glass. Changes in facade building materials should occur at clean horizontal and vertical separations, such as at building levels or architectural features.
- b. Multiple facade colors are encouraged as long as they are complementary.

## Scale and Mass

*Goal: To establish parameters for building horizontally and vertically with a human scale in mind.*

- a. Building volume should be broken up with recesses and projections such as balconies, bay windows, dormers, porches, and other features that provide variation and identity.
- b. Mass should be reduced through facade articulation, breaking up the wall area into smaller



*The appearance of building mass is reduced by breaking the building up into smaller sections with the use of building materials and other methods.*

## Roof Design

*Goal: To break up monotonous roof lines, add architectural detail and screen rooftop equipment.*

- a. All rooftop equipment and must be screened using materials consistent with the overall architecture, particularly on roofs that are visible from adjacent buildings.
- b. Multiple peaks and ridgelines are encouraged to promote greater visual interest.
- c. Dormers are encouraged to break up continuous rooftop.
- d. Providing architectural detail on soffits and fascias are encouraged.

## Entries

*Goal: To encourage entryways of high architectural quality that emphasize access, safety, and a human scale.*

- a. Primary building entries shall be visible and connected to the street sidewalk by the most direct route practical. However, some curvature in design for aesthetic purposes is allowed.
- b. Each building should have one or more clearly identifiable “front doors” that address the street and include signage denoting property address.
- c. Building entries should incorporate design elements or architectural treatments, such as awnings, columns or cornices to emphasize the primary entryway.
- d. Primary communal entryways are encouraged to be recessed to offer shelter from inclement weather. Units with individual exterior entries

are encouraged to include porches, covered recesses or covered stoops.

- e. Ground floor residences that adjoin a public street or open space shall have direct access to the public street or open space.
- f. For units with individual exterior entries, small, landscaped private entry yards afford an attractive appearance on the street side and allow residents to take pride in these areas.

## Lighting

*Goal: To provide for safety and visual interest, while respecting the City’s dark sky ordinance.*

- a. Lighting should be provided in all common areas, including parking, vehicular and pedestrian entries, walkways and common facilities (mailboxes, pools, etc.).
- b. The maximum height of lighting is the following:
  - Ornamental pedestrian lighting: 12 feet
  - Bollard or ground-level lighting: 4 feet
  - Parking area lighting: 14 feet
- c. Service area lighting shall be confined within the service yard boundaries and enclosure walls.
- d. Spill-over light from storage or service areas is not allowed. Lights at service or exit doors shall be limited to low wattage, downcast or low cut-off fixtures that remain on throughout the night.
- e. Accent lighting should be used to draw interest to architectural features or entryways and not to exhibit or advertise buildings. Architectural lighting must be downcast and shielded to prevent light pollution.
- f. Bare bulb or exposed neon lighting is not allowed for accentuating building form.

## Signage

*Goal: Residential signage should be subtle in nature and utilized to promote building identity and to properly direct automobile and pedestrian traffic.*

- a. Signs shall be consistent with the architectural style of the building on which they are placed, including scale, lighting levels, color and material.
- b. Signs shall be constructed of quality materials.
- c. All signage should be illuminated and clearly visible after dark.
- d. Signs are encouraged to be creative in the use of two and three-dimensional forms, lighting and graphic design, and use of color, patterns, typography, and materials.
- e. Interior vehicle and pedestrian routes should be clearly marked.
- f. All buildings are encouraged to incorporate elements of community theming in appropriate signage, supporting district and city identity.

DRAFT

*This page left blank intentionally.*

# 3 Commercial Development

## Applicable Zoning Districts:

- Commercial (C)
- Convenience Commercial (CC)

The future commercial areas within the I-94 Corridor and Old Village will include a variety of service, office, retail and other uses that will serve existing and future Lake Elmo residents and beyond. While the differences in character and geography of these two growth areas may attract different types of commercial uses, it is important to establish standards that will ensure quality development outcomes regardless of location and use classification. In the commercial districts, quality development outcomes consist of buildings of high architectural quality and sites that function well for all users, both drivers and pedestrians.

## A. Site Design

### Building Placement

*Goal: To ensure access and circulation for all users in a manner that minimizes traffic disruption and safety concerns, as well as maintains good sightlines from the public street.*

- Buildings must be setback at least 30 feet from the public right of way. Buildings are encouraged to be located as close to the public street as possible while still meeting the setback requirement.
- The orientation of multiple buildings on one site must be clearly coordinated.
- Buildings should be oriented parallel or perpendicular to the street they front, promoting continuity of design.
- Buildings should be arranged to provide convenient access to entrances and efficient on-site circulation for vehicles and pedestrians.
- Shared access points from the public ROW are encouraged. Vehicular access points should be limited to minimize traffic disruption.
- For master planned development, the provision of landscaped open or gathering spaces is encouraged within commercial developments.



*Landscaped gathering spaces provide a distinctive and welcoming space for visitors.*

# COMMERCIAL DEVELOPMENT



Fencing around outdoor dining areas helps delineate pedestrian walkways and patio space.

## Streetscape

*Goal: To create safe, pleasant and functional pedestrian spaces within commercial development, improving access and district identity.*

- Sidewalks are required along primary street frontages, unless a suitable alternative that promotes pedestrian access safety is approved. In addition, pedestrian access to the building from the public street shall be provided.
- Street trees shall be installed at regular intervals along the public right of way.
- Ornamental or bollard lighting is encouraged to increase safety, as well as add visual interest.
- Fencing shall be installed around outdoor dining areas that are adjacent to pedestrian areas or streets.
- Site furnishings such as decorative trash receptacles and benches are encouraged.



Streetscapes should include plant beds with trees to provide shade and add aesthetic value along sidewalks.

## Landscaping

*Goal: To ensure development of a high aesthetic quality, and to reduce the amount of impervious surface at commercial sites.*

- Parking, public and streetscape areas should utilize trees, plant beds, and potted plants to add visual interest and break up continuous hardscape.
- Parking, service, storage and utility areas should be buffered by plantings. Near areas of pedestrian circulation, these plantings shall not exceed 4 feet in height for safety purposes.
- Hardy and native plant materials that are resistant to the climate, disease and salt are encouraged.
- Making use of similar plant materials as adjacent properties and public spaces is encouraged to create continuity.
- Mature trees located on building sites should be retained whenever possible.
- Bare soils should be planted or mulched with bark, stone or other suitable material to avoid

unnecessary runoff.

- The installation of rain gardens is encouraged to increase on-site storm water infiltration, particularly in parking areas.

## Parking

*Goal: To provide parking facilities that adequately serve the needs of commercial properties, while ensuring pedestrian safety and maintaining a positive visual aesthetic from the public right of way.*

- Parking areas must meet the following setbacks:
  - Front Yard: 15 feet
  - Side Yard (Interior): 10 feet
  - Side Yard (Corner): 15 feet
  - Rear Yard: 10 feet
  - Residential Zones: 35 feet
- The linear measurement of surface parking areas parallel to the public street may not exceed more than 60% of primary street frontages. Sites or projects that are unable to meet this requirement will be required to install berms and/or additional landscaping along areas of surface parking adjacent to the primary street frontage.
- The entrance to parking facilities should be located on secondary streets when possible.
- Shared parking facilities



Sidewalks within larger parking lots improve pedestrian circulation and safety.



Landscaping strips along public streets add a visual separation between parking areas and the public right-of-way.

- ties between adjacent uses or businesses are strongly encouraged when possible to avoid excessive amounts of parking.
- e. Structure parking is encouraged, and should be located behind or beneath primary buildings when possible.
- f. Structure parking or parking areas located beneath the primary structure should be screened with architectural elements that match the primary building.
- g. Parking areas should be screened from view of public streets by means of grading and/or landscaping.
- h. Parking areas should be screened from adjacent structures with landscaping strips not exceeding 4 feet in height in order to ensure pedestrian safety.
- i. Landscaped islands should be installed within surface parking areas to break up continuous hardscape and reduce concentration of impervious surface.

- j. The installation of rain gardens within parking areas is encouraged for storm water infiltration purposes.
- k. Lighting must be provided in parking areas at night for safety purposes. However, direct glare, spillover or other forms of light pollution directed at adjacent properties are prohibited.
- l. Parking facilities must be ADA compliant when deemed necessary.

## Delivery, Service, Storage and Utility Areas

*Goal: To provide physical and visual separation between delivery, service and storage areas and areas of pedestrian and automobile circulation.*

- a. Service, storage, maintenance or trash collection areas should be located out of the view from the public right of way, or significantly screened through landscaping or architectural features.
- b. Service, storage and trash collection areas are not allowed in the setback areas.
- c. The location of delivery, storage and service areas should be clearly marked with signage and should not interfere with other automobile or pedestrian circulation.
- d. Storage and delivery areas should be hard surface, minimizing the dispersal of dust.

## B. Building Design

### Form and Facade

*Goal: To ensure structures of high architectural quality that promote visual interest, thereby supporting district identity.*

- a. Variety and creativity in building facade is encouraged through changes in building materials, fenestration height, and roof lines. Primary facades should not present a continuous wall without architectural details that add visual interest.
- b. Window and door styles shall reflect the prevailing architectural style of the structure.
- c. Ground level retail and commercial uses should employ a significant amount of transparent glass in the form of windows and doors, particularly near pedestrian entrances.
- d. Minimizing continuous expanses of wall through facade articulation, recession and projection is encouraged.
- e. Structures that are oriented towards the public street are encouraged to provide multiple access points or entrances if the parking area is located to the rear of the structure.
- f. Architects and builders are encouraged to incorporate topographical features into the form of the structure when possible, utilizing natural grades to create unique design.



Facade articulation and windows with architectural detail add visual interest and break up long expanses of continuous façade.



# COMMERCIAL DEVELOPMENT



High quality and durable building materials add aesthetic value and create a more attractive environment.

## Building Materials

*Goal: To promote quality development through durability and visual aesthetics, thereby supporting district identity.*

- a. High-quality and durable materials should be used in street facing facades.
- b. Primary building materials for commercial structures should include brick, finished wood, stone, cast stone, or pre-cast concrete panels with exposed aggregate, banding, texturing, or other similar decorative finish treatment.
- c. High quality synthetic materials that adequately duplicate natural materials may be acceptable if approved by the City.
- d. The following building materials are not allowed to be used as the primary facade for commercial development:
  - Unpainted galvanized metal
  - Unfinished “green-treated” lumber
  - Unfinished wood

- Plain or unpainted concrete
  - Cast-in-place concrete
  - “Tilt-up” concrete panels
  - Painted concrete block may be used on the rear of the building or sides not visible from the public right of way.
- e. Facade colors should reflect subtle earth tones. However, other primary facade colors will be considered by the Board of Review. Accent materials should complement the colors of the primary facade.
  - f. Samples of facade and roof materials should be submitted to the City prior to the approval of the building permit.

## Scale and Mass

*Goal: To establish standards for building with a human scale in mind.*

- a. Buildings should be broken down into smaller parts to avoid monotonous or continuous design and the appearance of mass.
- b. Exterior design that provides the appearance of multiple structures is encouraged to reduce scale and minimize mass.
- c. Building mass should be broken up with multiple roof and ridgelines perpendicular with one another.
- d. Structures of two-stories or higher should have articulated facades to minimize the appearance of mass, as well as multiple roof lines with corresponding gables.
- e. Scale should be reduced by utilizing “step-down” methods towards the public street. Entries and other bump out features are effective in this regard.

## Roof Design

*Goal: To ensure architectural consideration and consistency in roof design in relation to the structure, and to reduce the visual impact of rooftop equipment.*

- a. The design of the roof must be consistent with the overall architecture or design of the structure.
- b. Parapets of varying heights are required for large commercial buildings with flat roofs.
- c. Rooftop equipment, particularly on flat roofs, must be screened by the parapet or other architectural features.



Parapets of varying heights add architectural interest and accentuate building entries.

## Entries

*Goal: To provide identifiable entryways that emphasize access, pedestrian safety, architectural quality and a human scale.*

- a. Entryways to commercial structures should be accessible for pedestrians from the public right of way. Large retail sites in particular should consider installing a dedicated pedestrian way.
- b. Architectural features should be incorporated into entryways, such as facade detailing or prominent windows.
- c. The use of canopies, awnings and other sheltering features are encouraged.
- d. Pedestrian amenities such as trash receptacles, benches, or lighted bollards are encouraged near entryways to commercial buildings.

## Lighting

*Goal: To ensure safety of patrons, employees, pedestrians and automobiles, in addition to providing visual interest and aesthetic value to a site.*

- a. Lighting must be provided in entryways, parking areas, pedestrian ways, storage and service areas, and other locations that require additional safety lighting.
- b. Lighting styles should be complementary to the architectural style of the building.
- c. Lighting of architectural features should be used to provide accent and interest, as well as identify the building entryway. Architectural lighting must be downcast and shielded to prevent light pollution.
- d. Bollard lighting is encouraged for pedestrian areas.
- e. Overhead lighting must be shielded to prevent light trespass and spill-over onto adjacent properties.
- f. Commercial uses near residential zones must utilize lighting that minimizes light trespass.
- g. Bare bulb and exposed neon lighting are not allowed.

## Signage

*Goal: To provide signage that clearly identifies businesses within the Commercial district, while promoting quality and consistency in terms of design and materials.*

- a. Building signage should be complementary to the architecture of the structure, as well as consistent with the style of the surrounding buildings or district.
- b. Sign elements that will be evaluated for consistency include scale, color, lighting and materials.
- c. Signs must be constructed of high-quality, durable materials.
- d. Directional signage to delivery, service and storage areas is required.
- e. Two and three-dimensional signs are encouraged to promote creativity and district identity.
- f. All buildings are encouraged to incorporate elements of community theming in appropriate signage, supporting district and city identity.



*Signage should complement the architectural style of the building.*

DRAFT

*This page left blank intentionally.*

# 4 Business Park Development

## Applicable Zoning Districts:

- Business Park/Light Manufacturing (BP)

The intent of this zoning district is to provide opportunities for high quality business park development for office, light manufacturing, and other non-retail uses. In terms of design, this manual establishes consistent architectural standards between various users in the BP district. These architectural standards are intended to promote a coordinated identity and avoid mismatched design. In addition, the manual ensures the installation of open-space character within business park development through effective site design and landscaping.

## A. Site Design

### Building Placement

*Goal: To establish standards for building location that ensure effective automobile and pedestrian circulation and promote coordination of buildings between adjacent sites and structures.*

- Buildings must be setback at least 50 feet from the public right of way.
- Buildings should be located in a manner that allows for effective automobile and pedestrian circulation.
- Shared access points from the public ROW are encouraged. Vehicular access points should be limited to minimize traffic disruption.
- The orientation of buildings should be compat-



*Utilizing natural topography within business park development adds aesthetic value and reinforces Lake Elmo's open space character.*

- ible with adjacent structures and sites.
- Utilizing the natural topography or features of the site is encouraged to create unique landscapes and add visual interest and value to the design.
- The provision of common and open spaces to the rear of the site is encouraged for the use of employees and visitors, reinforcing Lake Elmo's open-space character.



*Street trees provide an attractive streetscape, as well as help screen and provide shade within parking areas.*

### Streetscape

*Goal: To provide high quality landscaping in areas visible from the public view, as well as promote pedestrian connections in the BP district.*

- Street trees shall be installed at regular intervals along the public right of way.
- Additional landscaping along public streets is encouraged. Landscape materials should be low-maintenance and native to ensure heartiness.
- Sidewalks along the public right of way are encouraged to extend pedestrian connections throughout the BP district.

# BUSINESS PARK DEVELOPMENT

## Landscaping

*Goal: To reduce continuous hardscape and impervious surface, as well as ensure development of a high visual quality.*

- a. Trees, plant beds, and potted plants should be installed in parking, sidewalk, and other hard surfaced areas to add visual interest and break up continuous impervious surface.
- b. Parking, service, storage and utility areas should be buffered by plantings, particularly when in view of public streets. Near areas of pedestrian circulation, these plantings shall not exceed 4 feet in height for safety purposes.
- c. Hardy and native plant materials that are resistant to the climate, disease and salt are encouraged.
- d. Making use of similar plant materials as adjacent properties and public spaces is encouraged to create continuity.
- e. Mature trees located on building sites should be retained whenever possible.
- f. Bare soils should be planted or mulched with bark, stone or other suitable material to avoid unnecessary runoff.
- g. The installation of rain gardens is encouraged to increase on-site storm water infiltration, particularly in parking areas.



*Landscape islands greatly improve the character of surface parking lots.*

## Parking

*Goal: To adequately serve the parking needs of businesses in the BP district, while ensuring pedestrian safety, reduced impervious surface, and a high quality visual aesthetic and appearance.*

- a. Parking areas must meet the following setbacks:
  - Front Yard: 30 feet
  - Side Yard (Interior): 15 feet
  - Side Yard (Corner): 30 feet
  - Rear Yard: 15 feet
  - Residential Zones: 100 feet
- b. The linear measurement of surface parking areas parallel to the public street may not exceed more than 75% of primary street frontages. Sites or projects that are unable to meet this requirement will be required to install berms and/or additional landscaping to buffer areas of surface parking adjacent to the primary street frontage.

- c. The entrance to parking facilities should be located on secondary streets when possible.
- d. Shared parking facilities between adjacent uses or businesses are strongly encouraged when possible to avoid excessive amounts of parking.
- e. Structure parking is encouraged, and should be located behind or beneath primary buildings when possible.
- f. Structure parking or parking areas located beneath the primary structure should be screened with architectural elements that match the primary building.
- g. Parking areas should be screened from view of public streets by means of grading and/or landscaping.
- h. Parking areas should be screened from adjacent structures with landscaping strips not exceeding 4 feet in height in order to ensure pedestrian safety.
- i. Landscaped islands should be installed within surface parking areas to break up continuous hardscape and reduce concentration of impervious surface.
- j. The installation of rain gardens within parking areas is encouraged for storm water infiltration purposes.
- k. Lighting must be provided in parking areas at night for safety purposes. However, direct glare, spillover or other forms of light pollution directed at adjacent properties are prohibited.
- l. Parking facilities must be ADA compliant when deemed necessary.

## Delivery, Service, Storage and Utility Areas

*Goal: To provide physical and visual separation of delivery, service, storage and utility areas from the public right of way and areas of automobile and pedestrian circulation.*

- a. Delivery, service, storage, maintenance or trash collection areas should be located out of the view from the public right of way, or significantly screened through landscaping or architectural features that match the primary structure.
- b. Service, storage and trash collection areas are not allowed in the setback areas.
- c. The location of delivery, storage and service areas should be clearly marked with signage and should not interfere with other automobile or pedestrian circulation.
- d. Storage and delivery areas should be hard surface, minimizing the dispersal of dust.



*Garbage collection areas should be located to the rear of the site and screened using materials that match the principal structure.*

## B. Building Design

### Form and Facade

*Goal: To promote buildings of high architectural quality and creativity in design.*

- a. No blank facades without windows and doors are allowed. All sides of the structures should have architectural treatments.
- b. Window and door styles should reflect the prevailing architectural style of the structure.
- c. Variety and creativity in building facade is encouraged through changes in building materials, fenestration height, and roof lines. Primary facades should not present a continuous wall without architectural details that add visual interest.
- d. Minimizing continuous expanses of wall through facade articulation, recession or projection is encouraged.



*Corner treatments to larger structures add visual interest and break up monotonous design.*

- e. Architects and builders are encouraged to incorporate topographical features into the form of the structure when possible, utilizing natural grades to create unique design.

### Building Materials

*Goal: To promote quality development through durability and visual aesthetics, thereby supporting district identity.*

- a. High-quality and durable materials should be used in street facing facades.
- b. Primary building materials for structures in the BP district should include brick, stone, cast stone, glass, Exterior Insulation Finish Systems (EFIS), or pre-cast concrete panels with exposed aggregate, banding, texturing or other similar decorative finish treatment.
- c. Synthetic materials that adequately duplicate natural materials may be acceptable.



*Long expanses of wall can be broken up using windows and other treatments.*

# BUSINESS PARK DEVELOPMENT



High quality building materials are required for street-facing facades.

- d. The following building materials are not allowed to be used as primary finished facade material for business park development:
- Unpainted galvanized metal
  - Unfinished “green-treated” lumber
  - Unfinished wood
  - Plain or unpainted concrete
  - Cast-in-place concrete
  - “Tilt-up” concrete panels
  - Painted concrete block may be used on the rear of the building or sides not visible from the public right of way.
- g. Facade colors should reflect subtle earth tones. However, other primary facade colors will be considered by the Board of Review. Accent materials should complement the colors of the primary facade.
- h. Samples of facade and roof materials should be submitted to the City prior to the approval of the building permit.



Parapets of varying height provide additional architectural detail that add aesthetic value.

## Scale and Mass

*Goal: To reduce the appearance of mass in the BP district.*

- a. Scale should be reduced by utilizing “step-down” methods, particularly near areas of pedestrian circulation. Entries and other bump out features are effective in this regard.
- b. Structures of two-stories or higher should utilize facade treatments, such as multiple building materials or additional windows, to minimize the appearance of mass.

## Roof Design

*Goal: To ensure architectural consideration and consistency in roof design in relation to the architecture of the building, and to reduce the visual impact of rooftop equipment.*

- a. The design of the roof must be consistent with the overall architecture or design of the structure.
- b. Parapets of varying heights are required for buildings in the BP district with flat roofs.
- c. Rooftop equipment, particularly on flat roofs, must be screened by the parapet or other architectural features.



Canopies accentuate entryways and provide additional detail and character.

## Entries

*Goal: To provide identifiable entryways that emphasize access, pedestrian safety, architectural quality and a human scale.*

- a. Entryways to buildings in the BP district should be accessible for pedestrians from the public right of way.
- b. Architectural features should be incorporated into entryways, such as facade detailing or prominent windows.
- c. The use of canopies, awnings and other sheltering features are encouraged.
- d. Pedestrian amenities such as ornamental trash receptacles, benches or lighted bollards are encouraged near entryways to buildings in the BP district.

## Lighting

*Goal: To ensure safety of patrons, employees, pedestrians and automobiles, in addition to providing visual interest and aesthetic value to a site.*

- a. Lighting must be provided in entryways, parking areas, pedestrian ways, storage and service areas, and other locations that require additional safety lighting.
- b. Lighting styles should be complementary to the architectural style of the building.
- c. Lighting of architectural features should be used to provide accent and interest, as well as identify the building entryway. Architectural lighting must be downcast and shielded to prevent light pollution.
- d. Bollard lighting is encouraged for pedestrian areas.
- e. Overhead lighting must be shielded to prevent light trespass and spill-over onto adjacent properties.
- f. Buildings near residential zones must utilize lighting that minimizes light trespass.
- g. Bare bulb and exposed neon lighting are not allowed.

## Signage

*Goal: To provide signage that clearly identifies businesses within the BP district, while promoting quality and consistency in terms of design and materials.*

- a. Building signage should be complementary to the architecture of the structure, as well as consistent with the style of the surrounding buildings or district as a whole.
- b. Sign elements that will be evaluated for consistency include scale, color, lighting and materials.
- c. Signs must be constructed of high quality, durable materials.
- d. Directional signage to delivery, service and storage areas is required.
- e. Two and three-dimensional signs are encouraged to promote creativity and district identity.
- f. All buildings are encouraged to incorporate elements of community theming in appropriate signage, supporting district and city identity.



Two and three-dimensional signage provides creativity and visual interest.



DRAFT

*This page left blank intentionally.*

# 5 Mixed-Use Development

## Applicable Zoning Districts:

- Village Mixed-Use

The Village Mixed-Use district is expected to develop as an extension of Lake Elmo's historic downtown area on Lake Elmo Ave. south of State Highway 5. In order to build off of the existing character and charm of the Village, the standards of the Mixed-Use district place a high emphasis on walkability, streetscapes, and the overall pedestrian environment. For this district to be successful, site design must be conducive to pedestrian circulation and safety. In addition, the development that occurs in the Mixed-Use district will serve an important function as a unique gathering place in the community. For that reason, it is critical to establish consistent and high quality architectural standards that ensure creativity and an attractive aesthetic.

## A. Site Design

### Building Placement

*Goal: To promote compact development that is consistent with Lake Elmo's vision for a pedestrian-oriented downtown.*

- Buildings in the Mixed-Use district may meet a zero lot line setback, but may not be setback further than 20 feet from the public right of way.
- If buildings do not meet a zero lot line orientation, plazas, patios, outdoor dining areas and landscaped entries are encouraged in the set-



*Outdoor dining areas and other uses or amenities in the set-back area that encourage pedestrian activity are well suited to a mixed-use environment.*

- back area.
- Buildings must be oriented either perpendicular or parallel to the street they front, with the primary facade being parallel to the sidewalk.
- Gaps and openings between buildings should be minimized in order to preserve a compact pedestrian environment.
- Off-street parking areas should be located to the rear or side of buildings in the Mixed-Use district and accessed from secondary streets or parking alleys. On-street parking may be available on public streets in the front of buildings.
- Ground floor uses of structures in the Mixed-Use district should encourage pedestrian activity.

## Streetscape

*Goal: To provide a pleasing pedestrian environment that promotes a vibrant and walkable downtown area.*

- Sidewalks are required parallel to public streets in the Mixed-Use district. Larger sidewalks are encouraged to support the amount of pedestrian activity that is conducive to downtown areas. The minimum sidewalk width in the Mixed-Use district is 6 feet.
- Sidewalk materials should be attractive, durable and low-maintenance, such as concrete and pavers. Special paving materials are encouraged to add visual interest and promote a unique identity.
- Pedestrian space may be maximized through the use of permeable pavers or tree grates at the base of street trees.
- Street or boulevard trees should be planted at regular intervals.
- Planting beds and other type of street landscaping are en-



*Tree gates help maximize pedestrian space in areas of high pedestrian activity.*

# MIXED-USE DEVELOPMENT



*Bump-out areas provide greater opportunity for pedestrian amenities, such as benches and trash receptacles.*

- g. encouraged as long as they do not conflict with pedestrian circulation.
- f. Benches, bicycle racks, ornamental trash receptacles and other site furnishings are encouraged.
- g. Pedestrian scaled lighting in the form of bollard or ornamental lighting promotes district identity and pedestrian safety.
- h. Ornamental fencing shall be installed around outdoor dining areas to provide separation from pedestrian routes.

## Landscaping

*Goal: To promote an aesthetically pleasing pedestrian environment through landscaping, as well as reduce the amount of impervious surface in the Mixed-Use district.*

- a. Parking, public and streetscape areas should utilize trees, plant beds, and potted plants to add visual interest and break up continuous hardscape.



*Seasonal planters attract more activity to mixed-use areas by creating a pleasant pedestrian space.*

- e. adjacent properties and public spaces is encouraged to create continuity.
- e. Mature trees should be retained when possible.
- f. Bare soils should be planted or mulched with bark, stone or other suitable material to avoid unnecessary runoff.
- g. The installation of rain gardens is encouraged to increase on-site storm water infiltration, particularly in parking areas.

## Parking

- a. Off-street surface parking is not allowed in front of the building along the primary street frontage. However, opportunities for on-street parking on the public street should be available.
- b. Structured parking located to the side, rear or beneath the building is encouraged in the Mixed-Use district.

- b. Parking, service, storage and utility areas should be buffered by plantings. Near areas of pedestrian circulation, these plantings shall not exceed 4 feet in height for safety purposes.

- c. Hardy and native plant materials that are resistant to the climate, disease and salt are encouraged.

- d. Making use of similar plant materials as

- c. Structure parking should be screened with architectural elements that match the primary building.
- d. The entrance to parking facilities should be located on secondary streets when possible.
- e. Shared parking facilities between adjacent uses or businesses are strongly encouraged when possible to avoid excessive amounts of parking.



*Parking is encouraged in the rear of the site to accentuate front building elevations.*



*Angled parking promotes traditional main-street character and provides a greater buffer between pedestrian and automobile areas.*

- f. Surface parking areas should be screened from view of public streets by means of grading and/or landscaping.
- g. Landscaped islands should be installed within surface parking areas to break up continuous hardscape and reduce concentration of impervious surface.
- h. The installation of rain gardens within parking areas is encouraged for storm water infiltration purposes.
- i. Lighting must be provided in parking areas at night for safety purposes. However, direct glare, spillover or other forms of light pollution directed at adjacent properties are prohibited.
- j. Parking facilities must be ADA compliant when deemed necessary.

## Delivery, Service, Storage and Utility Areas

*Goal: To provide physical and visual separation between delivery, service and storage areas and areas of pedestrian circulation.*

- a. Service, storage, maintenance or trash collection areas should be located out of the view



*Trash and utility areas should be located out of the view of the right-of-way and screened using materials that match the principal structure.*

- b. Delivery areas should be located in the rear of the building whenever possible.
- c. Service, storage and trash collection areas are not allowed in the setback areas.
- d. Delivery, service, storage, maintenance and utilities should be located in a way that does not interfere with pedestrian circulation.
- e. These areas should be marked with directional signage when appropriate.
- f. Delivery, storage and trash collection areas

should be hard surface, minimizing the dispersal of dust.

## B. Building Design

### Form and Facade

*Goal: To promote buildings of high architectural quality and creativity that are oriented towards the primary street frontage and pedestrian environment.*

- a. No blank facades without windows and doors are allowed. All sides of the structures should have architectural treatments.



*Canopies, windows, lighting and high-quality building materials all provide architectural detail at the pedestrian level.*

# MIXED-USE DEVELOPMENT

- b. Variety and creativity in building facade is encouraged through changes in building materials, fenestration height, and roof lines.
- c. Minimizing continuous expanses of wall through facade articulation, recession or projection is encouraged.
- d. Window and door styles should reflect the prevailing architectural style of the structure.
- e. Architecture should be conscious of the design of surrounding structures and overall district identity, including facade treatments, windows, building materials and entries.
- f. Buildings should be designed to provide human scale.
- g. The highest level of architectural detail should occur adjacent to areas of pedestrian activity.
- h. Auto-oriented uses, such as garages, delivery areas or bay should be oriented away from the primary street frontage.

## Building Materials

*Goal: To promote quality development through durability and visual aesthetics, thereby supporting district identity.*

- a. High quality and durable materials should be used on all facades.
- b. Primary building materials for commercial structures should include brick, finished wood, glass, stone, cast stone, or pre-cast concrete panels with exposed aggregate, banding, texturing, or other similar decorative finish treatment.
- c. Synthetic materials that adequately duplicate natural materials may be acceptable pending approval of the City of Lake Elmo.
- d. The following building materials are not al-



*Brick and stone are high-quality materials that are consistent with an old downtown mixed-use area.*

lowed to be used as the primary facade for development in the Mixed-Use district:

- Unpainted galvanized metal
  - Unfinished “green-treated” lumber
  - Unfinished wood
  - Concrete block (painted or unpainted)
  - Cast-in-place concrete
  - “Tilt-up” concrete panels
- e. Facade colors should reflect muted earth tones. However, other primary facade colors will be considered by the Board of Review. Accent materials should complement the colors of the primary facade.
  - f. Samples of facade and roof materials should be submitted to the City prior to building permit approval.

## Mass and Scale

*Goal: To establish standards for building with a human scale in mind.*

- a. Buildings should be broken down into smaller parts to avoid monotonous or continuous design and the appearance of mass.
- b. Exterior design that provides the appearance of multiple structures is encouraged to reduce scale and minimize mass.
- c. Scale should be reduced by utilizing “step-down” methods towards the public street. Entries and other bump out features are effective in this regard.
- d. Structures of two-stories or higher should have articulated facades to minimize the appearance of mass.
- e. Building mass should be broken up by multiple roof and ridgelines perpendicular with one another.

## Roof Design

*Goal: To encourage creativity and architectural treatments in roof design, and to reduce the visual impact of rooftop equipment.*



*Step-down techniques and variation in building materials help reduce the scale of the building and accentuate the street/pedestrian area.*

- a. The design of the roof must be consistent with the overall architecture or design of the structure.
- b. Creativity and variety in roof design is encouraged in the Mixed-Use district to support district identity.
- c. Flat roofs should include variation in parapet height, materials, and architectural detailing to avoid monotonous roof lines.
- d. Rooftop equipment, particularly on flat roofs, must be screened by the parapet or other architectural features.
- e. Rooftops that are visible from adjacent buildings should minimize the visual impact of rooftop equipment and give consideration to rooftop aesthetics.

## Entries

*Goal: To provide identifiable entryways that emphasize access, pedestrian safety, architectural quality and a human scale.*

- a. Entryways must be provided on the side of the building fronting the primary street.
- b. Entryways should receive the highest level of architectural treatments. This may include facade treatments, prominent windows or other features.
- c. The use of canopies, awnings and other sheltering features are encouraged.
- d. Pedestrian amenities such as ornamental trash receptacles, benches, bicycle racks or lighted bollards are encouraged near entryways of buildings in the Mixed-Use district.

## Lighting

*Goal: To ensure safety of patrons, employees, pedestrians and automobiles, in addition to providing visual interest and aesthetic value to a site, contributing to district identity.*

- a. Lighting must be provided in entryways, parking areas, pedestrian ways, storage and service areas, and other locations that require additional safety lighting.
- b. Lighting styles should be complementary to the architectural style of the building and surrounding district.
- c. Lighting of architectural features should be used to provide accent and interest, as well as identify the building entryway. Architectural lighting must be downcast and shielded to prevent light pollution.
- d. Bollard lighting is encouraged for pedestrian areas.
- e. Overhead lighting must be shielded to prevent light trespass and spill-over onto adjacent properties.
- f. Bare bulb and exposed neon lighting are not allowed.

## Signage

*Goal: To provide durable, quality signage that identifies businesses and supports district identity.*

- a. Building signage must be complementary to the architecture of the structure, as well as consistent with the style of the surrounding buildings or district.
- b. Sign elements that will be evaluated for consistency

include scale, color, lighting and materials.

- c. Signs must be constructed of high-quality, durable materials.
- d. Directional signage to delivery, service and storage areas is required.
- e. Two and three-dimensional signs are encouraged to promote creativity and district identity.
- f. All buildings are encouraged to incorporate elements of community theming in appropriate signage, supporting district and city identity.



*Directional signage helps facilitate good traffic circulation and flow.*



*Signage design should be complimentary to the materials of the building.*