



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
KYRA CHAPMAN, PLANNER
SUBJECT: PLANNING COMMISSION SUMMARY – REQUEST FOR CONDITIONAL USE
PERMIT #C1-2025 TO ALLOW EXTERIOR STORAGE, LOCATED AT 605 6TH STREET
NW IN THE I-1 LIGHT INDUSTRIAL ZONING DISTRICT, AS PROPOSED BY
BEVCOMM.
DATE: APRIL 29, 2025

Planning Commission Summary

At the Planning Commission meeting on April 23rd, 2025, the request for Conditional Use Permit #C1-2025 permit to allow exterior storage for spools of underground ducting and conduit, located at 605 6th Street NW in the I-1 light industrial zoning district, was recommended for approval by a vote of (3-0).

At the public hearing, John Sonnek, a representative from Bevcomm, inquired about the reasoning for the landscaping surrounding the perimeter of the property. Mr. Sonnek stated that the three trees along the east side of the building would be too close to the building. The trees would be near the ditch/storm drain and scrape against the building. The Planning Commission stated that the screening requirement was a recent update to the Zoning Ordinance and if Bevcomm would like to vary this requirement, they would need to make a variance request for the removal of the trees or tree spacing adjustment.

The Planning Commission's recommendation for approval of the exterior storage is contained in the drafted resolution for the Council's consideration.

Recommendation

The Planning Commission recommends approval of the attached resolution "...Approving Conditional Use Permit #C1-2025...".

RESOLUTION #25-05-05-03

**RESOLUTION OF THE NEW PRAGUE CITY COUNCIL
APPROVING CONDITIONAL USE PERMIT #C1-2025 TO ALLOW EXTERIOR
STORAGE, LOCATED AT 605 6TH STREET NW IN THE I-1 LIGHT INDUSTRIAL
ZONING DISTRICT, AS PROPOSED BY BEVCOMM**

WHEREAS, Bevcomm, applicant, and Rural Communications Holding Company, owner of the following real estate in the County of Scott to wit:

Lot 3, Block 2 New Prague Business Park 11th Addition, according to the recorded plat thereof, City of New Prague, Scott County, Minnesota.

are requesting a conditional use permit to allow exterior storage for their spools of underground ducting and conduit, located at 605 6th Street NW in the I-1 light industrial zoning district, which is located on the above real estate; and,

WHEREAS, the New Prague Planning Commission has completed a review of the application and made a report pertaining to said request #C1-2025, a copy of said report has been presented to the City Council; and,

WHEREAS, the New Prague Planning Commission on the 23rd day of April, 2025, following proper notice held a public hearing regarding the request, and following due consideration of presented testimony and information, voted unanimously (3-0) to forward the matter to the City Council with a recommendation for approval subject to the findings and conditions contained in staff report #C1-2025, and as amended at the Planning Commission Meeting; and,

WHEREAS, the New Prague City Council finds:

- A. The proposed use of a exterior storage for the new office/shop/warehouse building will not create an excessive burden on existing parks, schools, streets and other public facilities which serve the area because a previous traffic study indicated buildout of the existing industrial park land will not create a need for transportation improvements and because the new building will be accessed via 6th Street NW which is a collector road.
- B. The proposed exterior storage area will be sufficiently screened with fencing and vegetation and is not located near any residentially zoned or used land so that it will not depreciate existing home values or be a deterrence to development of vacant land.

- C. The proposed exterior storage area is reasonably related to the overall needs of the City and to existing land use, as it is listed as a conditional use.
- D. The proposed exterior storage for the office/shop/warehouse is consistent with the purposes of the Zoning Ordinance and the purposes of the I-1 Light Industrial Zoning District as the proposed use is specifically listed as a conditional use.
- E. The proposed exterior area is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the I-1 Light Industrial Zoning District.
- F. The proposed exterior storage will not generate any significant additional traffic and the previously completed traffic impact study noted additional traffic control measures are not required until further development of the industrial park occurs to the north.
- G. The exterior storage area behind the new office/shop/warehousing building will have adequate utilities, drainage and access roads.

WHEREAS, the New Prague City Council approves the request with the following conditions:

- 1. The fence should be a 6' tall chain-link type with vinyl slats for a minimum 75% opacity. The color of the slats should be similar to the siding of the proposed warehouse. The vinyl slats must be maintained in good order at all times.
- 2. Dust control measures must be used on the exterior storage area to ensure adjacent properties are protected from dust during susceptible conditions.
- 3. The exterior storage area must be kept free of weeds and trash.
- 4. The applicant must provide a knox box to hold a key for access by the Police/Fire Department to the exterior storage area and also the main building if it is sprinklered or alarmed.
- 5. A single row of deciduous or evergreen trees that are 8' tall with a diameter of 2.5" must be planted every 40' around the perimeter of the property lines (except where parking lot landscaping is provided adjacent to the parking lot areas as shown on the site plan at 30' spacing along the west side and 40' near the front).
- 6. All lighting must conform to Section 704 of the Zoning Ordinance for Glare and be approved by the City prior to installation by submitting a lighting plan for final approval.
- 7. All recommendations of the City Engineer, New Prague Public Works Department, Utilities Department, Building Official and Fire Department must be complied with prior to final occupancy of the site.
- 8. The applicant shall reimburse the city for all fees and costs it incurs for processing, reviewing, and acting on the application approved herein, including but not necessarily limited to any fees charged by the city's professional consultants in accordance with established rates.
- 9. The property shall be subject to all requirements of the New Prague City Code and shall otherwise comply with all other applicable federal, state, and local laws, rules and regulations.

NOW, THEREFORE BE IT RESOLVED, by the City Council of New Prague, MN, that Conditional Use Permit #C1-2025 to allow exterior storage for spools of underground ducting and conduit, located at 605 6th Street NW in the I-1 light industrial zoning district, is hereby **approved**.

This Conditional Use Permit is approved effective immediately upon its passage and without publication.

Passed this 5th day of May, 2025.

Duane J. Jirik, Mayor

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public



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MEMORANDUM

TO: PLANNING COMMISSION
FROM: KEN ONDICH – PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
KYRA CHAPMAN - PLANNER
SUBJECT: REQUEST FOR CONDITIONAL USE PERMIT #C1-2025 TO ALLOW
EXTERIOR STORAGE, LOCATED AT 605 6TH STREET NW IN THE I1-
LIGHT INDUSTRIAL ZONING DISTRICT, AS PROPOSED BY BEVCOMM.
DATE: 3/26/25

Background / History

On December 30th, 2024, Bevcomm purchased 605 6th St NW, one of the vacant shovel ready lots in the industrial park, directly west of Paul Hanzel Homes, Inc. Bevcomm intends to build a roughly 8,000 sq ft office/shop/warehouse building. As part of the purchase and development agreement, it's required that the building elevation abutting the public right of way must have 4' wainscoting of brick/stone/EIFS along the bottom edge.

They intend to install a fence that amasses 80' x 120' (9,600 sq ft) directly behind their new warehouse. Exterior storage would include outside storage of spools of underground ducting and conduit. The property is zoned I1-Light Industrial District and within that district, exterior storage is listed as a conditional use.

Legal Description

Lot 3, Block 2 New Prague Business Park 11th Addition, according to the recorded plat thereof, City of New Prague, Scott County, Minnesota.

Neighborhood Conditions

North – Vacant agricultural land outside of City limits and guided for future light industrial development.

South – I1-Light Industrial District and Foundry Hill Park.

East – Paul Hanzel Homes, Inc, Scott Equipment Co., and Braith Auto Repair

West – Two vacant lots, and Brick's Boatworks

Applicant's Statement

The applicant provided the following information on March 26th, 2025:

The fenced area for Bevcomm will be used mainly for the following purposes:

- Reels of duct
- Reels of fiber cable
- Fiberglass Handholes
- Stack of 10' Wood Posts 5" x 6"
- Occasional truck/trailer during construction season
- Small dumpster

We plan on a 6' chain link fence with screening to enclose the storage area. We plan on using evergreen trees to screen the storage area and deciduous trees for the parking area.

Zoning / Lighting / Landscaping

The property is zoned I-1 Light Industrial. In the I-1 Light Industrial District, exterior storage is listed as a conditional use.

704 Glare

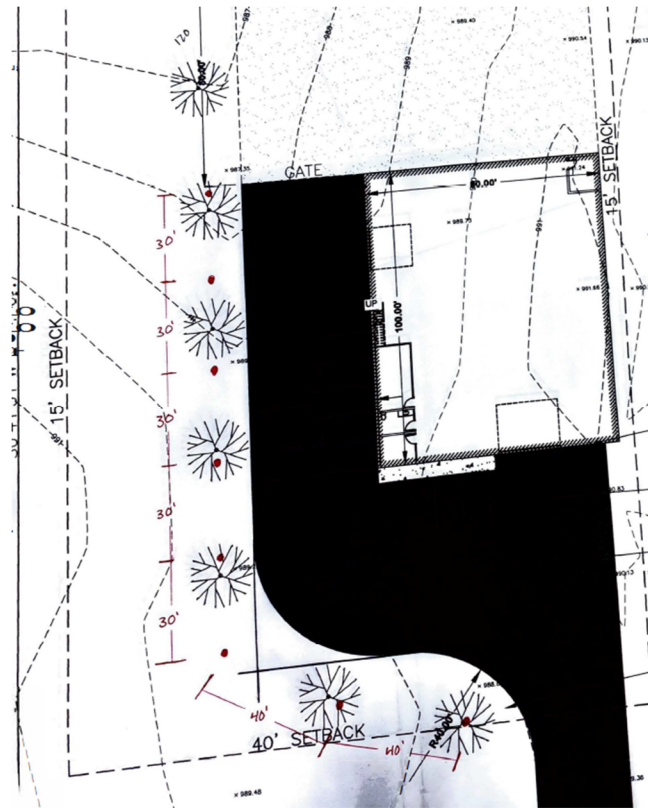
In all districts, any lighting used to illuminate an off-street parking area, sign, or other structure, shall be arranged so as to deflect light away from any adjoining residential zone or from the public streets. Direct or sky reflected glare, whether from floodlights or from high temperature processes such as combustion or welding, shall be hooded or controlled in some manner so as not to light adjacent property. Bare incandescent light bulbs shall not be permitted in view of adjacent property or public right of way. Any light or combination of lights which cast light on a public street shall not exceed one (1) foot candle (meter reading) as measured from the centerline of said street. Any light or combination of lights which cast light on residential property shall not exceed 0.4 candles (meter reading) as measured from said property.

The submission materials do not show any proposed lighting at this time. Any installed lighting will be required to meet the glare standards in Section 704 of the Zoning Ordinance which must be documented by submission of a lighting plan.

A photometric plan from 3/18/2025 was submitted indicating that there would be lighting installed on the exterior of the new warehouse. The plan shows that there would be LED Direct Wire Downlight, Full Cutoff LED Wall Pack, and CCT and Wattage Adjustable LED Wall Pack installed onto the building's exterior. The plans also confirm that the light is not exceeding 1 foot candle (meter reading) from the street, therefore, satisfying the Glare standard.

The proposed building plans show tree plantings on the south (front) and west (side) of the parking lot. Parking stalls that are facing the edge of the parking lot must meet the perimeter landscaping requirements of the Zoning Ordinance section 717(2)(M). The parking stalls are facing the building, not the perimeter of the parking lot and therefore, do not need to meet this requirement. Despite this, the applicant's landscaping plans are still meeting section 717(2)(M), which requires trees to be spaced no less than 40' along the front yards of the parking lot and 30' along the side yards (west side). Staff believes this to be effective as additional screening from the roadway and necessary as a condition for the exterior storage for the site as part of the

exterior storage area extends west of the edge of the building and would otherwise be immediately visible from 6th Street NW. A deciduous tree must be a minimum of 2.5' in diameter and a coniferous tree must be at least 6' tall.



Perimeter Landscaping Around Parking Lot

All screening requirements must follow Zoning Ordinance section 707 (2) (A) and (B). Section 707 (2) details screening requirements for industrial uses abutting commercial or industrial uses. The property is zoned I1-Light Industrial District and is abutting I1-Light Industrial District lots to the east and west.

Zoning Ordinance § 707 (2) states:

2. Industrial Uses Abutting Commercial or Industrial Districts

All industrial properties abutting commercial or industrially zoned districts must follow the provisions below:

- A. A single row of deciduous or evergreen trees is required and must be a minimum height of 8' with a minimum diameter of 2.5" measured six inches above the ground level. Tree spacing shall be 40' around the perimeter of the property abutting commercial or industrial districts. Follow §717 of the Zoning Ordinance for landscaping requirements for parking lots.

- B. If fencing is erected on the property, the fence must be visually appealing and cohesive with the exterior of the principal structure.

Staff recommend that the fence should be chain-link that's 6' tall with vinyl slats for a minimum 75% opacity. The color of the slats should be similar to the siding of the proposed warehouse. The fence would help screen the spools of underground ducting and conduit, matching the principal structure.

As required by § 707 (2)(A), a single row of deciduous or evergreen trees that are 8' tall with a diameter of 2.5" must be planted every 40' around the perimeter of the property lines. If any trees are planted in the drainage and utility easement, they could potentially be removed if any utility work needs to be done. This single row of trees and fencing with slats would be similar to what is provided at Brick's Boatworks on the west end of the industrial park.



Rendering of Brick's Boatworks Exterior Plan

Setbacks (structure)

Setbacks for the I-1 Light Industrial District are:

40' front
15' side
25' rear

This property has a 40' front setback on their south property line, 25' rear setback on their north property line, and 15' side setbacks on their east and west property lines.

As currently proposed, the building appears to meet the required setbacks.

Parking / Access

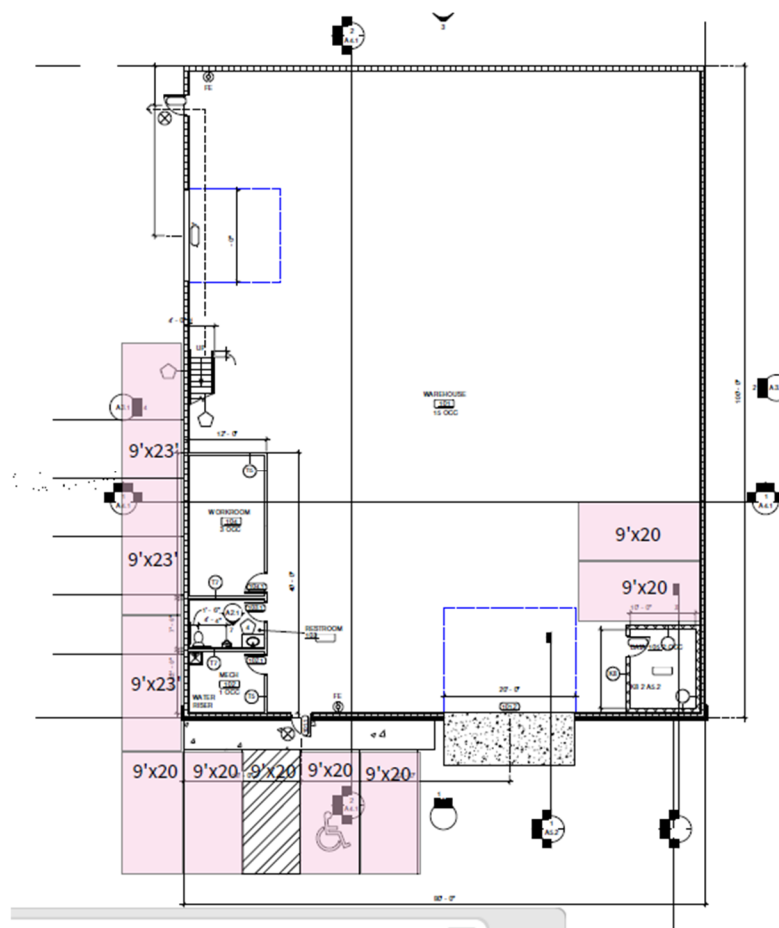
The I-1 Light Industrial District requires off-street parking, and the proposed parking lot must follow Section 717 of the Zoning Ordinance, detailing the standards to parking stall dimensions, setbacks, and minimum stall requirements. The parking lot must be striped in white or yellow paint no less than 4" wide. For a 90 degree angled parking lot, the parking stalls must be 9' wide, 20' deep, and a minimum lot drive aisle width of 24' (for two-way traffic). The parking lot must also be setback at least 15' along all public right of way.

Requirements for the minimum number of parking stalls can be found in Section 717 (2)(P):

Offices = 1 parking stall of 300 sq ft of office space

Warehousing = 1 parking stall per 1,000 sq ft of warehousing space

There will be about 239 sq ft of office space and 7,748 sq ft of warehousing space. That means a minimum of 9 parking spaces are required (8 spaces for warehousing use and 1 space for the office use). There are currently 7 parking spaces striped on the site on the exterior and 2 on the inside of the building which would meet the minimum requirements.



A traffic impact study was already completed for all of New Prague Business Park 11th Addition. The study is dated 2/13/15 and was completed by the City's Engineer, SEH. The traffic impact study noted that full buildout of the platted lots in New Prague Business Park 11th Addition would not require any additional traffic control measures to be implemented. However, once the

land north of New Prague Business Park 11th addition is platted the eastbound and westbound right turn lanes are recommended for the intersection of TH21 and 6th/7th Street NW in the short term with a roundabout or signalization of said intersection recommended by full buildout of the 80 acres north of New Prague Business Park 11th Addition. At this time, no additional traffic control measures are necessary.

Building Design

As required by the purchase and development agreement, the building was required to be approximately 8,000 sq. ft. and have a 4' wainscoting along the bottom of all elevations abutting a public road right of way. The building footprint is 8,000 sq. ft. and provides for the faux stone wainscoting, thereby meeting the design requirement of the purchase and development agreement.

Engineering / Public Works Considerations

The City Engineer, Chris Knutson of SEH, Inc., was solicited for comment on 3/12/25 but at the time of writing this report, no comment has been given.

Public Works Director Matt Rynda and Utilities General Manager Bruce Reimers were solicited for comments on 3/12/25, but no comments were received at the time of writing this report.

FEMA Flood Plain

N/A.

Police Chief and Fire Chief Comments

Police Chief Tim Appen and Fire Chief Steve Rynda were not solicited for comments on this proposal.

Building Official Comments

Comments from the Building Department are provided under a separate review memo.

WAC/SAC

According to the 2025 Met Council SAC Manual as amended by the City Council to determine future WAC/SAC charges for new uses the following is noted:

Warehousing (including incidental office and bathrooms) is charged at 6,950 sq. ft. per unit. The 8,000 sq. ft. building calculates to 1.15 units owed.

1.15 units of SAC at \$7,150 = \$8,222.50

1.15 units of WAC at \$1,800 = \$2,070.00

Total WAC/SAC owed = \$10,292.50 at the time the building permit is issued.

Landscaping Escrow

Commercial Building projects require an escrow of \$3,300 per acre shall be collected until the project is complete with all landscaping improvements. This site is 1.97 acres and therefore \$6,501 must be collected and held in escrow.

Conditional Use Permit Findings

Section 505 of the Zoning Ordinance states that when granting a conditional use permit the City Council shall make the following findings:

- A. The use will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area. (The proposed use of a exterior storage for the new office/shop/warehouse building will not create an excessive burden on existing parks, schools, streets and other public facilities which serve the area because a previous traffic study indicated buildout of the existing industrial park land will not create a need for transportation improvements and because the new building will be accessed via 6th Street NW which is a collector road.)
- B. The use will be sufficiently compatible or separated by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land. (The proposed exterior storage area will be sufficiently screened with fencing and vegetation and is not located near any residentially zoned or used land so that it will not depreciate existing home values or be a deterrence to development of vacant land.)
- C. The structure and site shall have an appearance that will not have an adverse effect upon adjacent residential properties. (See finding above.)
- D. The use, in the opinion of the City Council, is reasonably related to the overall needs of the City and to the existing land use. (The proposed exterior storage area is reasonably related to the overall needs of the City and to existing land use, as it is listed as a conditional use.)
- E. The use is consistent with the purposes of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use. (The proposed exterior storage for the office/shop/warehouse is consistent with the purposes of the Zoning Ordinance and the purposes of the I-1 Light Industrial Zoning District as the proposed use is specifically listed as a conditional use.)
- F. The use is not in conflict with the Comprehensive Plan of the City. (The proposed exterior area is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the I-1 Light Industrial Zoning District.)
- G. The use will not cause traffic hazard or congestion. (The proposed exterior storage will not generate any significant additional traffic and the previously completed traffic impact study noted additional traffic control measures are not required until further development of the industrial park occurs to the north.)
- H. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. (The exterior storage area behind the new office/shop/warehousing building will have adequate utilities, drainage and access roads.)

Section 505 of the Zoning Ordinance also states that conditions may be placed upon the approval as are considered necessary to protect the public health, safety and welfare.

Staff Recommendation

Staff recommends approval of Conditional Use Permit #C1-2025 to allow 80' x 120' of exterior storage directly behind the proposed new warehouse located at 605 6th Street NW in the I-1 light industrial zoning district, as proposed by Bevcomm with the following conditions:

1. The fence should be a 6' tall chain-link type with vinyl slats for a minimum 75% opacity. The color of the slats should be similar to the siding of the proposed warehouse. The vinyl slats must be maintained in good order at all times.
2. Dust control measures must be used on the exterior storage area to ensure adjacent properties are protected from dust during susceptible conditions.
3. The exterior storage area must be kept free of weeds and trash.
4. The applicant must provide a knox box to hold a key for access by the Police/Fire Department to the exterior storage area and also the main building if it is sprinklered or alarmed.
5. A single row of deciduous or evergreen trees that are 8' tall with a diameter of 2.5" must be planted every 40' around the perimeter of the property lines (except where parking lot landscaping is provided adjacent to the parking lot areas as shown on the site plan at 30' spacing along the west side and 40' near the front).
6. All lighting must conform to Section 704 of the Zoning Ordinance for Glare and be approved by the City prior to installation by submitting a lighting plan for final approval.
7. All recommendations of the City Engineer, New Prague Public Works Department, Utilities Department, Building Official and Fire Department must be complied with prior to final occupancy of the site.
8. The applicant shall reimburse the city for all fees and costs it incurs for processing, reviewing, and acting on the application approved herein, including but not necessarily limited to any fees charged by the city's professional consultants in accordance with established rates.
9. The property shall be subject to all requirements of the New Prague City Code and shall otherwise comply with all other applicable federal, state, and local laws, rules and regulations.

And making the following findings to approve the conditional use permit:

- A. The proposed use of a exterior storage for the new office/shop/warehouse building will not create an excessive burden on existing parks, schools, streets and other public facilities which serve the area because a previous traffic study indicated buildout of the existing industrial park land will not create a need for transportation improvements and because the new building will be accessed via 6th Street NW which is a collector road.
- B. The proposed exterior storage area will be sufficiently screened with fencing and vegetation and is not located near any residentially zoned or used land so that it will not depreciate existing home values or be a deterrence to development of vacant land.
- C. See finding above.
- D. The proposed exterior storage area is reasonably related to the overall needs of the City and to existing land use, as it is listed as a conditional use.
- E. The proposed exterior storage for the office/shop/warehouse is consistent with the purposes of the Zoning Ordinance and the purposes of the I-1 Light Industrial Zoning District as the proposed use is specifically listed as a conditional use.
- F. The proposed exterior area is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the I-1 Light Industrial Zoning District.

- G. The proposed exterior storage will not generate any significant additional traffic and the previously completed traffic impact study noted additional traffic control measures are not required until further development of the industrial park occurs to the north.
- H. The exterior storage area behind the new office/shop/warehousing building will have adequate utilities, drainage and access roads.

Attachments

Aerial Site Map – Dated 3/17/25

Aerial Zoning Site Map – Dated 3/17/25

Screening Requirements – Undated

Site Plans – Dated 2/14/25

Parking Lot Plan – Dated 2/14/25

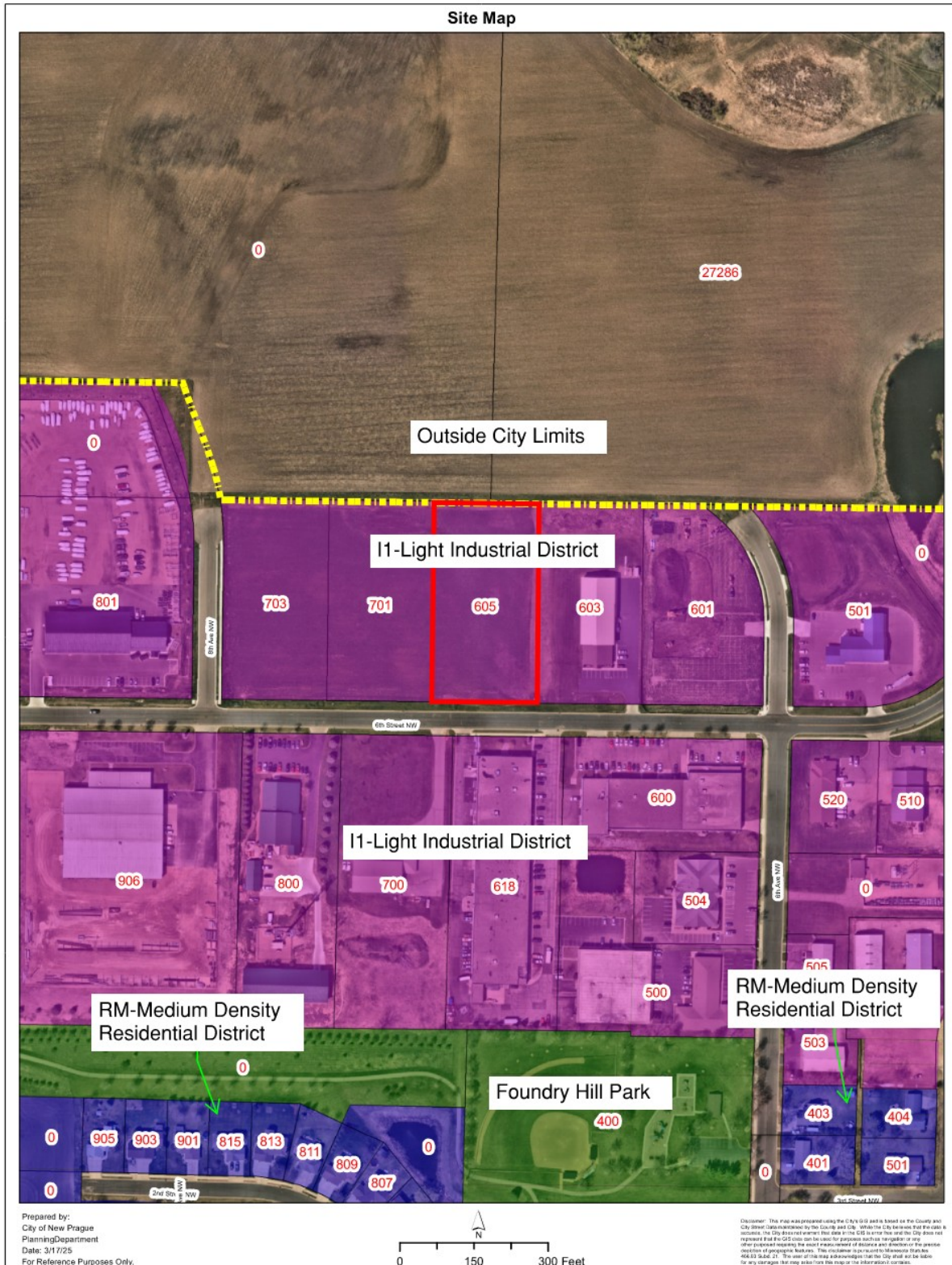
Photometric Plan – Dated 3/18/25

Google Street View – Dated August 2023

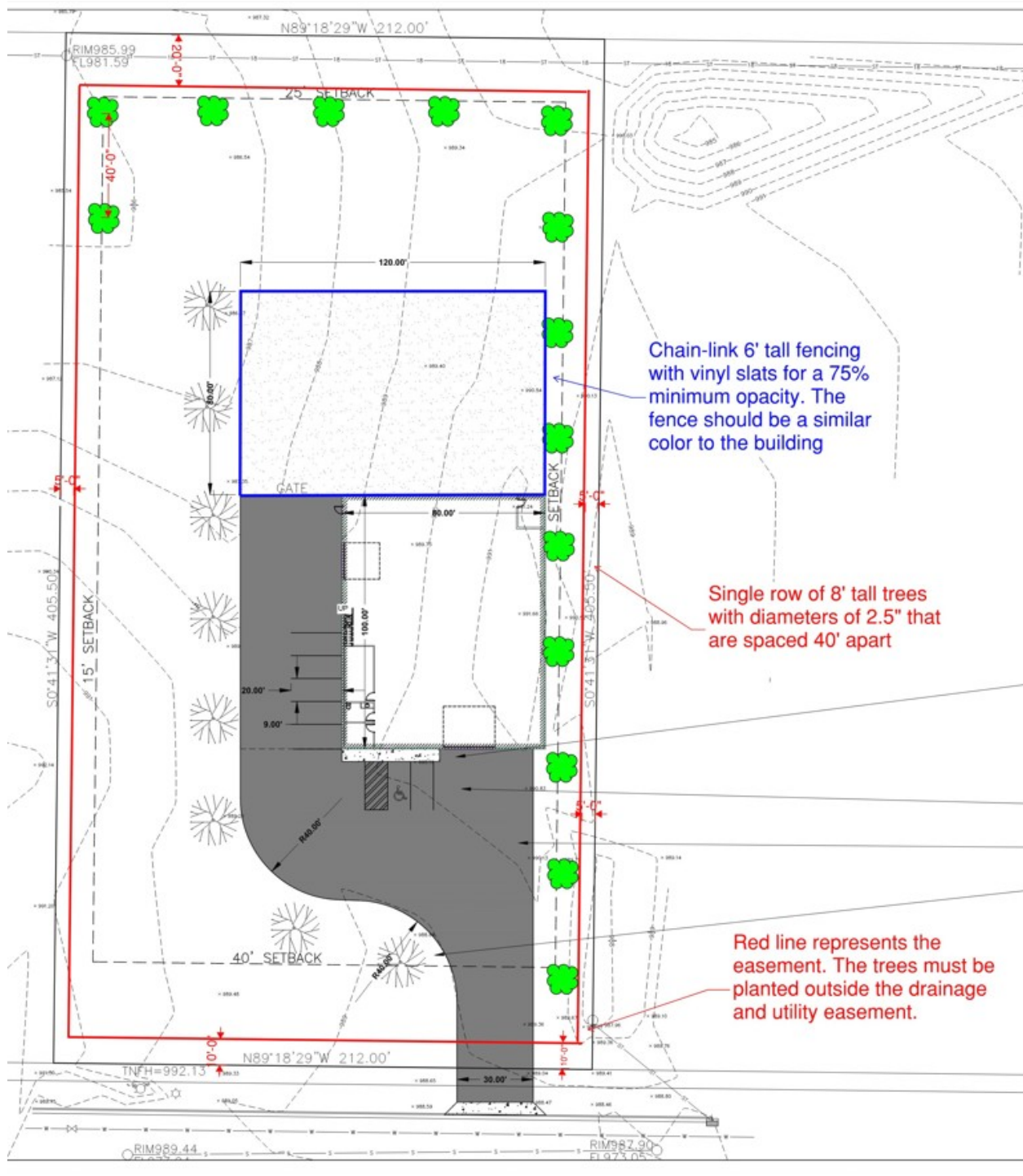
Pictures – Dated 3/21/25



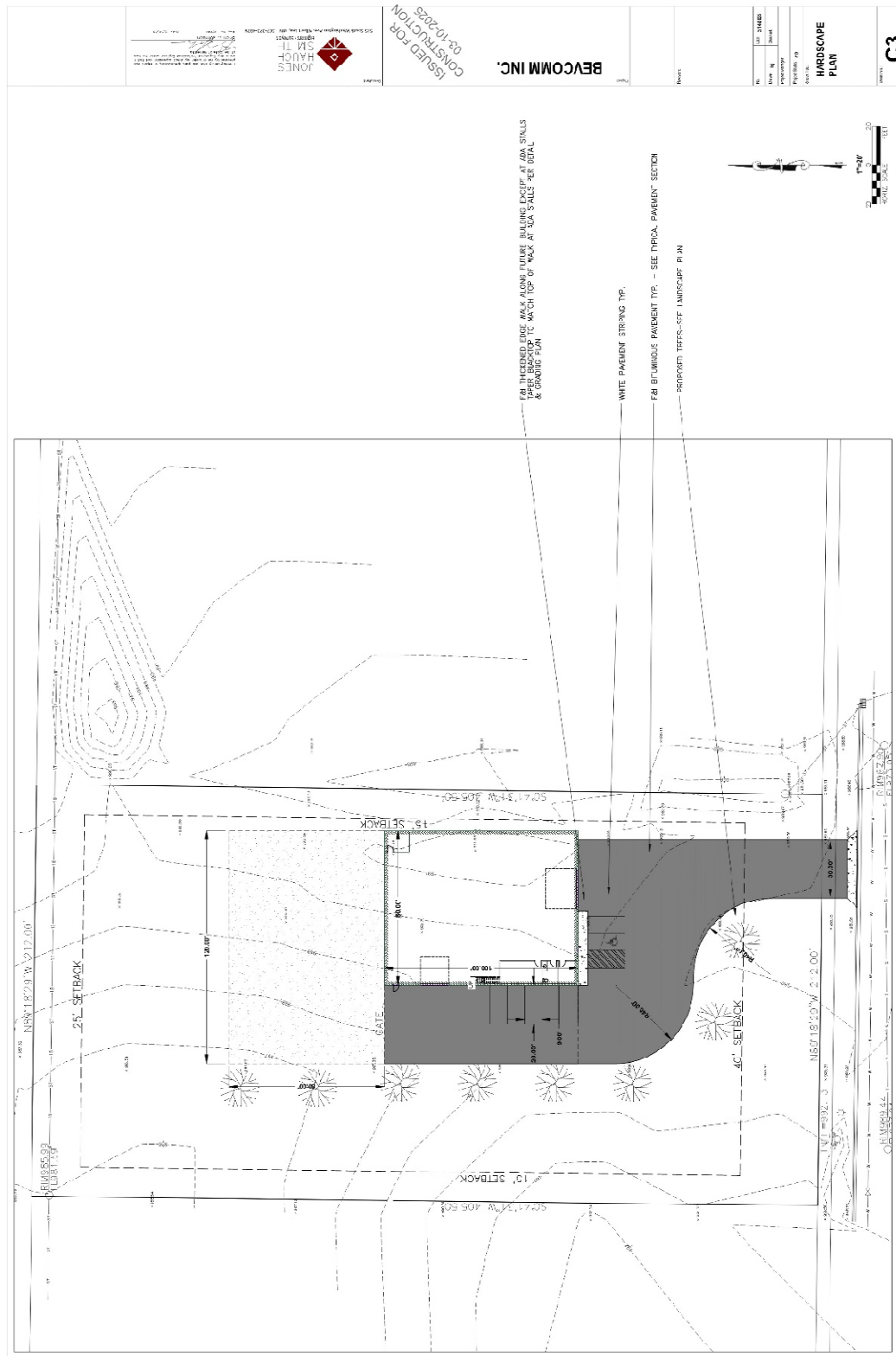
Aerial View of the Subject Site



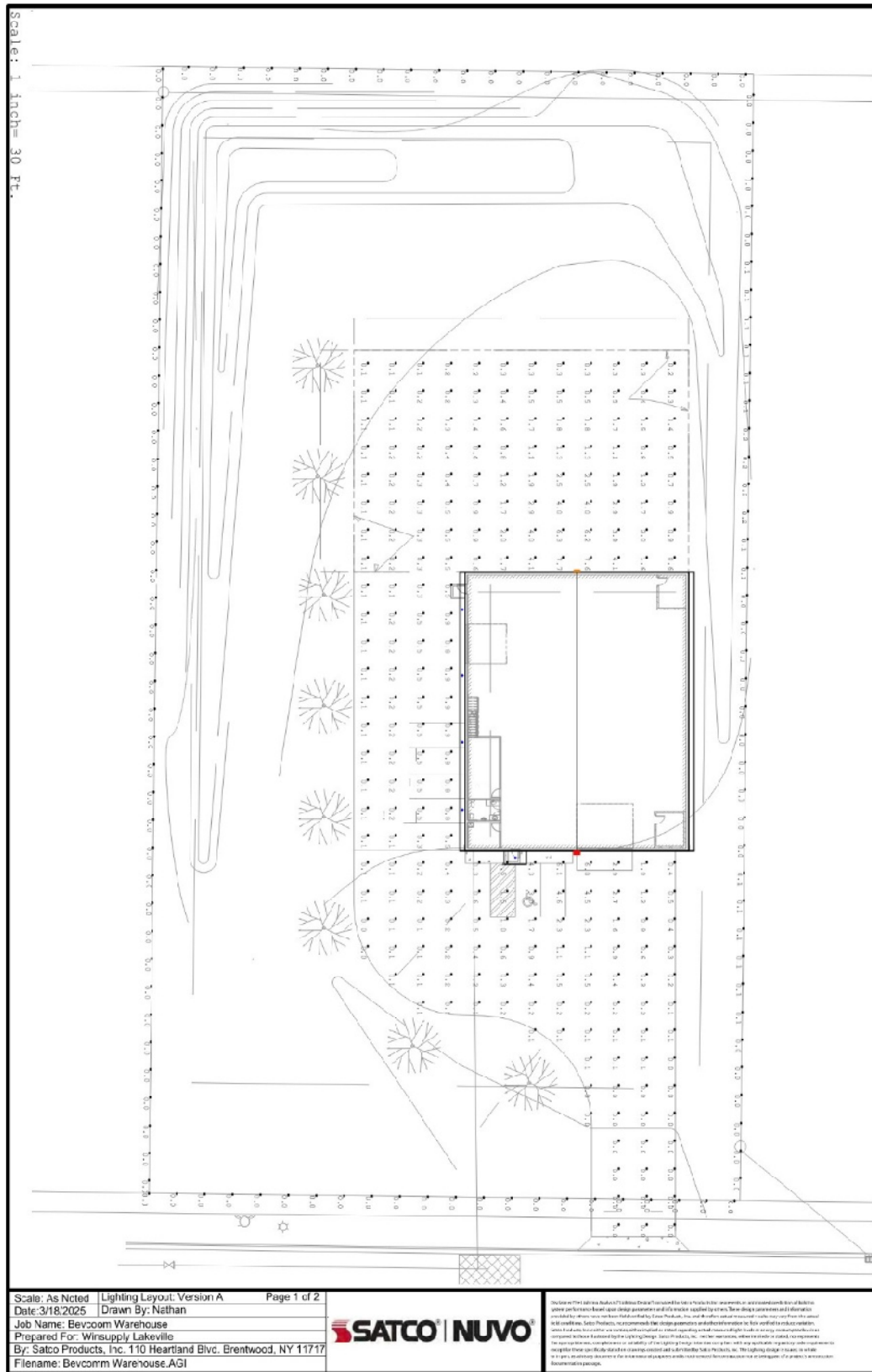
Aerial View of the Zoning Districts



Screening/Landscaping Requirements







Photometric Plan



Google Street View Looking East on 6th St NW



Vacant Bevcomm Lot from 6th St NW



Vacant Bevcomm Lot from 6th St NW – Looking East



Vacant Bevcomm Lot from 6th St NW – Looking North