

Planning Commission Meeting Agenda

Monday, May 3, 2021 - 6:00 PM
Cologne Community Center, 1211 Village Parkway

VIRTUAL MEETING URL: <https://us02web.zoom.us/j/4240249600>

To access the meeting through your telephone, dial (312) 626-6799 and enter meeting ID #424 0249 600

Vision Statement

The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.

Chairperson: Larry Revering
Commissioner: Bernie Shambour
Commissioner: Carol Szaroletta
Commissioner: Vickie Selness
Commissioner: Jennifer Brewington

NOTE: AGENDA ITEMS ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION. TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE ARRIVE AT 6:00 PM.

- 1. CALL MEETING TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. NEW BUSINESS**
 - a. April 5, 2021 Planning Commission Minutes**
 - b. Cindy Nash, Collaborative Planning**
 - i. Freedom Storage Response Letter**
 - c. Lighting and Glare Ordinances**
- 5. ANNOUNCEMENTS**
- 6. ADJOURN**

Planning Commission Meeting Minutes

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1. CALL MEETING TO ORDER & ROLL CALL

Chairperson Revering called the meeting to order at 6:00 PM with Commissioners Brewington, Selness, Shambour and Szaroletta present. Also present were City Administrator – Jesse Dickson, City Clerk – Michelle Morrison, City Planner Cindy Nash, Mayor Matt Lein and Councilmember Sarah Bruss.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Motion by Commissioner Szaroletta to adopt the agenda as presented, second by Commissioner Brewington. Motion carried unanimously.

4. NEW BUSINESS

a. February 1, 2020 Planning Commission Minutes

Motion by Commissioner Shambour to approve the February 1, 2020 minutes as presented, second by Commissioner Selness. Motion carried unanimously.

b. Bill Reimers, Mid-County Coop Site Plan Review

The Commissioners reviewed documents submitted with a plan to replace an existing fertilizer building and elevator. After discussion, a motion was made by Commissioner Shambour to approve the Mid-County Site plan and application, second by Commissioner Brewington. Motion carried unanimously.

c. Cindy Nash, Collaborative Planning

i. Freedom Storage Memo

Ms. Nash reviewed her memo covering possible ordinance violations at Freedom Storage. At some point the City did approve a Site Plan but no documentation can be found as to what was approved or any conditions that need to be met. It appears that all activity at the site is within current ordinance. Regarding lighting, the property also does not appear to be in violation. The current ordinance does not state that no light shall be visible, just that light must be aimed away from adjoining property.

Ms. Nash shared with the Commission that the ordinance as currently written only requires Site Plan review when a building permit is required, none of the changes that have occurred at the property have required a building permit so the changes at the property have gone unchecked. Some Cities have stronger ordinances that the City of Cologne could consider adopting. After discussion, the consensus of the Planning Commission was to ask the City Administrator to meet with the property owner to discuss voluntary changes that could be made to address neighbors' light concerns.

5. ANNOUNCEMENTS

6. ADJOURN

Motion by Commissioner Selness to adjourn at 6:48PM, second by Commissioner Brewington, Motion carried unanimously.

Respectfully Submitted:

Attest:

Michelle M Morrison, City Clerk

Larry Revering, Chairperson

MEMORANDUM

TO: Planning Chair Larry Revering & Planning Commission
FROM: Jesse Dickson, City Administrator
SUBJECT: Lighting and Glare
DATE: 4/30/2021

Background:

Following discussion at the April 5th Planning Commission meeting I pulled lighting ordinances to compare to the City of Cologne's current standards as a means to be able to potentially make changes. Starting with Cologne's ordinance, below are several examples from our neighbors:

95.18 (U) Reflected glare or light from private exterior lighting exceeding 0.5 footcandles as measured on the property line of the property where the lighting is located when abutting any residential parcel and one footcandle when abutting any commercial or industrial parcel.

153.064 Glare or illumination from any source of lighting from any use shall be aimed or deflected away from adjoining property and public rights of way, except street lighting and traffic signals.

Carver

(3) Exterior lighting. A. Exterior lighting shall be designed and arranged to limit direct illumination and glare upon or into any contiguous parcel. Reflected glare or spill light shall not exceed five-tenths foot-candle as measured on the property line when abutting any residential parcel and one footcandle on any abutting commercial or industrial parcel. Streetlights installed in public right-of way shall be excepted from these standards.

B. Mitigative measures shall be employed to limit glare and spill light to protect neighboring parcels and to maintain traffic safety on public roads. These measures shall include lenses, shields, louvers, prismatic control devices and limitations on the height and type of fixtures. The city may also limit the hours of operation of outdoor lighting if it is deemed necessary to reduce impacts on the surrounding neighborhood.

C. No flickering or flashing lights shall be permitted.

D. Direct, off-site views of the light source shall not be permitted except for globe and/or ornamental light fixtures approved in conjunction with a site and building plan.

Globe and ornamental fixtures shall only be approved when the developer can demonstrate that off-site impacts stemming from direct views of the bulb are mitigated by the fixture design and/or location.

E. The city may require submission of a light distribution plan if deemed necessary to ensure compliance with the intent of this section.

Chanhassen

Sec. 20-913. - Lighting.

(a) Glare, whether direct or reflected, as differentiated from general illumination shall not be visible beyond the limits of the site from which it originates.

(b) No light which is flashing, revolving or otherwise resembles a traffic-control signal shall be allowed in any area where it could create a hazard for passing vehicular traffic.

Norwood Young America

Reflected glare or light from private exterior lighting exceeding 0.5 footcandles as measured on the property line of the property where the lighting is located when abutting any residential parcel, and one (1) footcandle when abutting any commercial or industrial parcel;

Waconia

C. Exterior Lighting 1. Intent. The intent of this subsection is to minimize the adverse effect of light and glare on operators of motor vehicles, pedestrians, and on residential and other land uses in the vicinity of a light source, to promote traffic and personal safety, and to prevent the nuisance associated with the intrusion of spillover light and glare.

2. Applicability. The requirements of this subsection apply to all exterior lighting except street lighting within public rights-of-way.

3. General Provisions.

a. Except for residential dwellings, a light distribution plan as defined herein shall be required for all new development, redevelopment and additions which exceed 30% of the floor area of the principal structure. This plan shall include the type, height and arrangement of proposed lighting and proposed lighting levels in foot candles at all locations on the site including its property boundaries. This plan shall be reviewed concurrently during the site plan review process;

b. Exterior lighting shall be designed and arranged to limit direct illumination and glare

in any contiguous parcel of land. Reflected glare or spill light shall not exceed five tenths (0.5) foot candle when the source of light abuts any residential or public use parcel or one (1.0) foot candle when the source of light abuts any commercial or industrial parcel or any public right-of-way measured at one (1) foot above the ground at the property line using Illuminating Engineering Society (IES) measuring standards. The latter requirement shall not apply to properties abutting public streets having foot candle levels above one (1.0) such as Olive, Main and First Street in the downtown business districts;

c. The City may limit the hours of operation of outdoor lighting equipment if the City believes it necessary to reduce the impact of light on the surrounding neighborhood.

d. Light poles or standards for exterior lighting shall not exceed a height of 35 feet, except when a luminaire is located within 100 feet of a residential property, in which case the maximum height shall be 25 feet;

e. All luminaires shall have a cut off angle equal to or less than 70 degrees;

f. The City may require a certificate of compliance from a qualified lighting designer with regard to the approved light distribution plan.

4. Definitions. For purposes of this subsection, the terms defined herein shall have the meanings given them:

a. Cutoff angle: The angle formed by a line drawn from the direction of the light rays at the light source and a line perpendicular to the ground from the light source, beyond which no light is emitted.

b. Foot candle: the international unit of illumination produced on a surface.

c. Glare: The effect produced by the intensity and direction of any artificial illumination sufficient to cause annoyance, discomfort or temporary loss or impairment of vision.

d. Light Distribution Plan: A point by point plan formulated according to standard practices of the Illuminating Engineering Society (IES), depicting the intensity and location of lighting on the property.

e. Luminaire: A complete lighting unit consisting of a light source and all necessary mechanical, electrical and decorative parts. A luminaire does not include a pole or other support.

Watertown

(2) Glare. Direct or reflected glare, such as from floodlights, spotlights or high temperature processes, and as differentiated from general illumination, shall not be visible beyond the site of origin at any property line. Any lighting used for exterior illumination (including off-street parking areas) shall be directed away from adjacent properties.