

TO: CANNON FALLS CITY COUNCIL
FROM: Dianne Howard, Land Use and Licensing Specialist
SUBJECT: Introduction and First Reading of Ordinance No. 375, Amending Sign Height and Parking & Loading Surfaces
MEETING DATE: Tuesday, April 20, 2021

BACKGROUND

Planning Commission held a discussion at their Monday, April 12, 2021 meeting on amending City Code Chapter 152 relating to Sign Height and Parking and Loading Surfaces.

The following exhibits are enclosed to further describe this proposal:

1. City Code Section 152.258, provision (L) (1)
2. City Code Section 152.264, provision (E)
3. City Code Section 152,354, provision (D) (1)
4. City Code Section 152.354, provision (D) (2) (a)

There was a unanimous consensus by the Planning Commission to support these ordinance changes.

Cannon Falls City Council is asked to have the First Reading to consider Ordinance No. 375.

STAFF RECOMMENDATION

Staff recommends approval of this ordinance amendment.

REQUESTED COUNCIL ACTION

Please consider and make a motion to approve the First Reading of Ordinance No. 375, Amending Sign Height and Parking & Loading Surfaces.

**CITY OF CANNON FALLS
GOODHUE COUNTY, MINNESOTA**

**ORDINANCE NUMBER 375
SECOND SERIES**

**AN ORDINANCE OF THE CITY OF CANNON FALLS, MINNESOTA AMENDING
CITY CODE CHAPTER 152 RELATING TO SIGN HEIGHT AND PARKING AND
LOADING SURFACES**

THE CITY COUNCIL OF THE CITY OF CANNON FALLS HEREBY ORDAINS AS
FOLLOWS:

Section 1. City Code Section 152.258 provision (L) (1) is amended by replacing the words
“impervious surface” with the words “pavement or concrete”.

Section 2. City Code Section 152.264 provision (E) is amended by replacing the words
“impervious surface” with the words “pavement or concrete”.

Section 3. City Code Section 152.354 provision (D) (1) is amended by replacing the maximum
height of “ten” with the maximum height of “25”.

Section 4. City Code Section 152.354 provision (D) (2) (a) is amended by replacing the
maximum height of “ten” with the maximum height of “25”.

Section 5. This ordinance shall become effective upon its passage and publication.

PASSED AND ADOPTED by the City Council of the City of Cannon Falls, Minnesota, this
_____ day of _____, 2021.

John O. Althoff, Mayor

ATTEST:

Neil L. Jensen, City Clerk

§ 152.258 PARKING STALL, AISLE AND DRIVEWAY DESIGN; DESIGN STANDARDS.

(A) *Parking lot dimensions.* Except for single-family and two-family residential uses or as otherwise provided for herein, all off-street parking facilities shall conform with the following design standards.

<i>Parking Lot Dimensions Table*</i>				
<i>Angle of Parking</i>	<i>Stall Width</i>	<i>Curb Length Per Car</i>	<i>Stall Depth</i>	<i>Aisle Width</i>
0 degrees	9 feet 0 inches	23 feet 0 inches	9 feet 0 inches	12 feet 0 inches
	9 feet 6 inches	23 feet 0 inches	9 feet 6 inches	12 feet 0 inches
	10 feet 0 inches	23 feet 0 inches	10 feet 0 inches	12 feet 0 inches
20 degrees	9 feet 0 inches	26 feet 4 inches	15 feet 0 inches	11 feet 0 inches
	9 feet 6 inches	27 feet 10 inches	15 feet 6 inches	11 feet 0 inches
	10 feet 0 inches	29 feet 3 inches	15 feet 11 inches	11 feet 0 inches
30 degrees	9 feet 0 inches	18 feet 0 inches	17 feet 4 inches	11 feet 0 inches
	9 feet 6 inches	19 feet 0 inches	17 feet 10 inches	11 feet 0 inches
	10 feet 0 inches	20 feet 0 inches	18 feet 3 inches	11 feet 0 inches
40 degrees	9 feet 0 inches	14 feet 0 inches	19 feet 2 inches	12 feet 0 inches
	9 feet 6 inches	14 feet 10 inches	19 feet 6 inches	12 feet 0 inches
	10 feet 0 inches	15 feet 8 inches	19 feet 11 inches	12 feet 0 inches
45 degrees	9 feet 0 inches	12 feet 9 inches	19 feet 10 inches	13 feet 0 inches
	9 feet 6 inches	13 feet 5 inches	20 feet 2 inches	13 feet 0 inches
	10 feet 0 inches	14 feet 2 inches	20 feet 6 inches	13 feet 0 inches
50 degrees	9 feet 0 inches	11 feet 9 inches	20 feet 5 inches	12 feet 0 inches
	9 feet 6 inches	12 feet 5 inches	20 feet 9 inches	12 feet 0 inches
	10 feet 0 inches	13 feet 2 inches	21 feet 0 inches	12 feet 0 inches
60 degrees	9 feet 0 inches	10 feet 5 inches	21 feet 0 inches	18 feet 0 inches
	9 feet 6 inches	11 feet 0 inches	21 feet 3 inches	18 feet 0 inches
	10 feet 0 inches	11 feet 6 inches	21 feet 6 inches	18 feet 0 inches
70 degrees	9 feet 0 inches	9 feet 8 inches	21 feet 0 inches	19 feet 0 inches
	9 feet 6 inches	10 feet 2 inches	21 feet 3 inches	18 feet 6 inches
	10 feet 0 inches	10 feet 8 inches	21 feet 3 inches	18 feet 0 inches
80 degrees	9 feet 0 inches	9 feet 2 inches	20 feet 4 inches	24 feet 0 inches
	9 feet 6 inches	9 feet 8 inches	20 feet 5 inches	24 feet 0 inches

	10 feet 0 inches	10 feet 3 inches	20 feet 6 inches	24 feet 0 inches
90 degrees	9 feet 0 inches	9 feet 0 inches	20 feet 0 inches	24 feet 0 inches
	9 feet 6 inches	9 feet 6 inches	20 feet 0 inches	24 feet 0 inches
	10 feet 0 inches	10 feet 0 inches	20 feet 0 inches	24 feet 0 inches

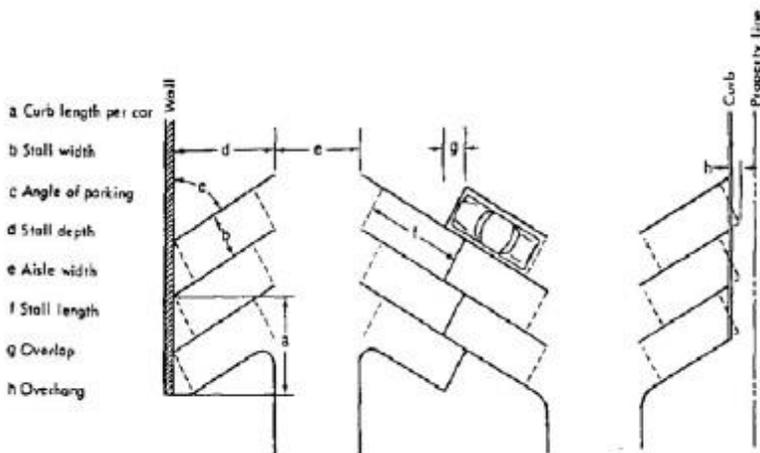
* This table pertains to a wall-to-wall situation

(B) *Parking area and drive aisle setbacks.*

<i>Parking Area and Drive Aisle Setbacks</i>		
<i>Dimension</i>	<i>Land Use</i>	<i>Setback</i>
Front yard and side yard abutting a street setback of parking and drive to lot line	R Districts	30.0 feet
	Business/Institutional Districts	10.0 feet
	Industrial Districts	10.0 feet
Interior side and rear year setback of parking to lot line	R Districts	5.0 feet
	Business/Institutional Districts	10.0 feet
	Industrial Districts	10.0 feet

(C) *Joint or combined parking facilities.* Joint or combined parking facilities on separate lots as authorized and when constructed adjacent to a common lot line separating two or more parking areas are not required to observe the parking area setback from the common lot line.

(D) *Commercial and industrial uses.* For commercial and industrial uses, side and rear yard setbacks shall be 20 feet when abutting a residential district.



(E) *Within structures.*

(1) The off-street parking requirements may be furnished by providing a space so designed within the principal building or detached accessory structure.

(2) Unless alternative provisions in compliance with this subchapter and chapter are made, no building permit shall be issued to convert the parking structure into a dwelling unit or living area or other activity.

(F) *Circulation.*

(1) Except in the case of single-family, two-family, townhouse and quadraminium dwellings, access and parking areas shall be designed so that circulation between parking bays or aisles occurs within the designated parking lot and does not depend upon a public street or alley.

(2) Except in the case of single-family, two-family, townhouse and quadraminium dwellings, access and parking area design which requires backing into the public street is prohibited.

(3) Subject to approval of an administrative permit by the Zoning Administrator, the required parking spaces serving one- and two-family dwellings constructed prior to the effective date of this subchapter, may be designed for parking not more than two vehicles in a tandem arrangement for each dwelling unit in order to comply with the requirements of this subchapter. In no case shall the space project into a sidewalk or public or private street or driveway.

(G) *Curb cut location/driveway access spacing.* Curb cut locations and driveway access spacing shall meet the following setbacks.

(1) No curb cut/driveway access shall be located less than 30 feet from the intersection of two or more local street rights-of-way. This distance shall be measured from the intersection of lot lines. Curb cut/driveway access setbacks from the intersection of streets with higher functional classifications shall be consistent with the recommendations of the Comprehensive Plan and require approval by the city.

(a) Street functional classification shall be defined by the Comprehensive Plan.

(b) The setback measurement shall be measured from the edge of the street right-of-way to the nearest edge of the curb cut.

(c) Driveways onto arterials and major collectors shall be prohibited where alternative street access is available. For existing lots of record, where alternative access is not available, direct access onto arterial and major collectors may be permitted, provided a site plan is submitted for review and approval of the city staff. Approval is also subject to the conditions of this subchapter.

(2) Except for single-, two-family and townhouse dwellings, quadraminium curb cut/driveway access on a public street shall not be located less than 40 feet from one another.

(3) Unless otherwise approved by the city staff, curb cut openings and driveways shall be a minimum of five feet from the side yard property line in all districts. Any shared driveway shall include a maintenance and access agreement.

(H) *Curb cut width.* No driveway curb cut access within the public right-of-way shall exceed the following unless approved by the City Engineer.

<i>Use</i>	<i>Driveway Curb Cut Access</i>
Single-family dwellings with two stall garages	26 feet
Single-family dwellings with three stall garages	26 feet
All other uses	26 feet

(I) *Property lines.* Except as allowed by administrative permit, curb cut openings shall be a minimum of five feet from the side yard property line in all districts.

(J) *Grade elevation.*

(1) *Parking spaces and areas.* The grade elevation of any parking area shall not exceed 5%, except as approved by the City Engineer.

(2) *Driveways.* Unless approved by the City Engineer, the grade elevation of any driveway shall not exceed:

- (a) Ten percent for single-family and two-family dwellings; and
- (b) Five percent for all other uses.

(K) *Number allowed.* Each property shall be allowed one curb cut access for each 125 feet of street frontage, except by administrative permit, subject to the following criteria.

- (1) The additional access is necessary to provide adequate on-site circulation.
- (2) The additional access shall create a minimum of conflict with through traffic movement and shall comply with the requirements of this chapter.

(L) *Surfacing.*

(1) All areas intended to be utilized for parking space and driveways shall be surfaced with [pavement or concrete impervious surface](#).

(2) Except for single-family, two-family, townhouse and quadraminium dwellings or as required or exempted by the city staff, drive aisles and parking stalls shall be constructed in accordance with the following minimum tonnage standards:

- (a) One and one-half inch wear course;
- (b) Two inch base course;
- (c) Eight inch aggregate base (Class 5); and

(d) Subgrade subject to City Engineer's approval.

(3) Plans for surfacing and drainage of driveways and stalls for five or more vehicles shall be submitted to the City Engineer for review and the final plans shall be subject to the Engineer's written approval.

(M) *Striping*. All parking areas of five spaces or more shall be marked with white or yellow painted lines not less than four inches wide.

(N) *Lighting*. Any lighting used to illuminate an off-street parking area shall be in compliance with § [152.187](#) of this chapter.

(O) *Curbing*. Except for single-family, two-family, townhouse and quadraminiums, all open off-street parking shall have a perimeter continuous concrete curb around the entire parking lot.

(P) *Pedestrian provision*. Off-street parking areas shall be designed so that vehicle and pedestrian circulation is accommodated in a safe, complementary and orderly fashion. When curb separated sidewalks are provided at the head of parking stalls, the minimum width shall be five feet.

(Q) *Parking lot landscaping*.

(1) *Required screening*. All open, nonresidential off-street parking areas of five or more spaces shall be screened and buffered from abutting or surrounding residential districts in compliance with §§ [152.275](#) through [152.281](#) of this chapter.

(2) No landscaping or screening shall interfere with drive or pedestrian visibility for vehicles entering, circulating or exiting the premises.

(R) *Compact car spaces*. Up to 20% of the parking spaces in a parking lot may be permanently marked for compact cars only, provided that:

(1) The parking lot contains 80 or more off-street parking spaces;

(2) All compact car spaces are a minimum of nine feet in width and 16 feet in length;

(3) Signs and markings, as approved by the city, are placed and maintained in each compact car space;

(4) All required off-street parking aisle widths are maintained;

(5) The compact car stalls shall not displace preferred disability accessible parking stall locations; and

(6) The design, layout and location of designated compact car spaces shall not be located in immediate proximity to building entrances, shall not encourage utilization by oversized vehicles and shall be subject to approval by the Zoning Administrator.

(S) *Drive-through windows*. Service windows shall be allowed subject to the following requirements.

(1) *Stacking*. Not less than 180 feet of segregated automobile stacking lane shall be provided for the service window.

(2) *Traffic control.* The stacking lane and its access shall be designed to control traffic in a manner to protect the pedestrians, buildings and green area on the site.

(3) *Use of street.* No part of the public street or boulevard may be used for stacking of automobiles.

(Prior Code, § 11-19-4) (Ord. 258, passed 5-4-2006)

§ 152.264 OFF-STREET LOADING.

(A) *Loading area required.* Any structure erected or substantially altered for a use that requires the receipt of distribution of materials or merchandise by trucks or similar vehicles, shall provide off-street loading area as required for a new structure.

(B) *Number of loading spaces required.* The number of required off-street loading area spaces shall be as follows.

(1) *Residential uses.*

<i>Use</i>	<i>Spaces Required</i>
Single-family and two-family dwellings, townhomes, quadraminiums	None
Other multiple-family dwellings	
Less than 4 dwelling units	None
4 to 24 dwelling units	1
For each additional 24 dwelling units over 24	1

(2) *Nonresidential uses.*

<i>Gross Floor Area (Square Feet)</i>	<i>Spaces Required</i>
Less than 25,000	1
25,001 to 50,000	2
50,001 to 75,000	3
75,001 to 100,000	4
For each additional 50,000 over 100,000	1

(C) *Reduction in spaces.* Reductions to the number of loading spaces required by this section may be granted by administrative permit upon determination of facility need.

(D) *Location.*

(1) Except for uses allowed within residential districts, loading areas established after the effective date of this subchapter shall be prohibited within 100 feet of residentially zoned or guided property unless completely screened by an intervening building.

(2) Loading areas not screened by an intervening building shall be screened from adjacent residentially zoned or guided property by the use of berms, fences or walls to provide 100% opacity to a height of at least ten feet.

(3) Loading areas shall not occupy the required front yard in residential districts and the front yard or side yard of a corner lot in commercial and industrial districts, except by conditional use permit provided that:

(a) Loading areas shall not conflict with pedestrian movement; and

(b) Loading areas shall not obstruct the view of the public right-of-way from off-street parking access.

(E) *Surfacing.* All loading areas and accessways shall be improved with [pavement or concrete impervious surface](#).

(F) *Accessory use, parking and storage.* Any space allocated as a required loading area or access drive so as to comply with the terms of this subchapter shall not be used for the storage of goods, inoperable vehicles or snow and shall not be included as part of the space requirements to meet the off-street parking area.

(G) *Screening.* Except in the case of multiple-family dwellings, all loading areas shall be screened and landscaped from abutting and surrounding residential uses and districts and public rights-of-way in compliance with §§ [152.275](#) through [152.281](#) of this subchapter.

(H) *Size.*

(1) The first loading area shall be not less than 70 feet in length and additional areas required shall be not less than 30 feet in length and all loading areas shall be not less than ten feet in width, exclusive of aisle and maneuvering space and 14 feet in clearance height.

(2) The size of the loading area may be reduced upon approval of an administrative permit. To qualify for the exception, the following provisions shall be met.

(a) It is demonstrated that the site cannot physically accommodate a loading area to the size required.

(b) It is demonstrated that semitrailer truck deliveries will not occur at the site or all deliveries will occur at a time as to not conflict with customer or employee access to the building and parking demand.

(I) *Circulation.* In addition to the required loading space, all loading spaces shall include a maneuvering area. The maneuvering area shall not use any of that portion of the site containing parking stalls or customer service areas. Maneuvering areas shall be of a size as to permit the

backing of truck tractors and coupled trailers into the loading space, without blocking the use of other loading spaces, drives, parking spaces or maneuvering areas on public rights-of-way.

(J) *Construction standards.* The construction and setback standards listed in § [152.258](#) of this subchapter shall apply to all loading spaces.

(Prior Code, § 11-19-10) (Ord. 258, passed 5-4-2006)

§ 152.354 GENERAL DISTRICT REGULATIONS.

(A) *R-E, R-1 and R-2 Districts; residential area identification.*

(1) Only one sign for each area.

(2) Sign area may not exceed 32 square feet with a maximum height of eight feet for freestanding signs.

(B) *R-3 and R-4 Districts.*

(1) *Residential area identification.* Only one sign for each area. Sign area may not exceed 32 square feet with a maximum height of ten feet for freestanding signs.

(2) *Single or double occupancy multiple-family or business sign.* The total sign area may not exceed 10% of the total front building facade, except that both front and side facades may be counted on a corner lot. Signs chosen to comprise the total sign area shall be consistent with the following provisions:

(a) *Freestanding.* Not more than one freestanding sign. Sign area may not exceed 32 square feet with a maximum height of ten feet; and

(b) *Wall, canopy or marquee.* Not more than one wall, canopy or marquee sign per building. However, on corner lots, two signs are allowed, one per street frontage. Individual sign area may not exceed 32 square feet.

(C) *R-B, B-1 and B-2 Districts.*

(1) *Area identification.* Only one sign. Sign area may not exceed 100 square feet with a maximum height of 25 feet for freestanding signs.

(2) *Single or double occupancy business sign.* The total sign area may not exceed 250 square feet or 15% of the total front building facade, whichever is less. In calculating building facade, both front and side facades may be counted on a corner lot. Signs chosen to comprise the total sign area shall be consistent with the following provisions:

(a) *Freestanding.* Not more than one sign. Sign area may not exceed a maximum height of 25 feet; and

(b) *Wall, canopy or marquee.* Not more than one wall, canopy or marquee sign per building. However, on corner lots, two signs are allowed, one per street frontage. Individual sign

area for the second wall sign shall not be calculated in the maximum for the property, but shall be limited so as not to exceed 100 square feet.

(D) *I-1 and I-2 Districts.*

(1) *Area identification.* Only one sign. Sign area may not exceed 100 square feet with a maximum height of ~~ten~~25 feet for freestanding signs; and

(2) *Single or double occupancy business sign.* The total sign area may not exceed 15% of the front building facade, except that both front and side facades may be counted on a corner lot. Signs chosen to comprise the total sign area shall be consistent with the following provisions:

(a) *Freestanding.* Not more than one sign. Sign area may not exceed 100 square feet with a maximum height of ~~ten~~25 feet; and

(b) *Wall, canopy or marquee.* Not more than one wall, canopy or marquee sign per building. However, on corner lots, two signs are allowed, one per street frontage. Individual sign area may not exceed 100 square feet.

(E) *PUD, Planned Unit Development District.* In a PUD District, signing restrictions shall be based upon the individual uses and structures contained in the complex. Signs shall be in compliance with the restrictions applied in the most restrictive zoning district in which the use is allowed.

(Prior Code, § 11-24-5) (Ord. 258, passed 5-4-2006)