



COTTAGE GROVE PLANNING COMMISSION

July 28, 2025

12800 RAVINE PARKWAY SOUTH

COTTAGE GROVE, MN 55016

COUNCIL CHAMBER - 7:00 PM

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Open Forum
5. Chair's Explanation of the Hearing Process
6. Public Hearings and Applications
 - 6.A Grove Tobacco - Case CUP2025-019
Discussion: Royalty & Sons, Inc., dba Grove Tobacco, has applied for a conditional use permit (CUP) to sell low potency hemp edibles at their existing business located at 8599 West Point Douglas Road South, Suite 200.
 - 6.B 61 Marine & Sports - Cases SP/CUP2025-018
Discussion: 61 Marine & Sports has applied for a site plan review for a 50-foot by 80-foot building addition and a conditional use permit (CUP) for the display, hire, service, rental, leasing, and/or sale of boats and recreational vehicles conducted outside a building with servicing inside a building at 11730 Point Douglas Drive South.
 - 6.C Almar Village Parking - Case V2025-017
Discussion: Curt Hoffman, on behalf of Almar Village, LLC, has applied for a variance to allow expansion of the existing parking lot at 7155 Jorgensen Lane South to be within two feet of the east property line and to increase the impervious surface coverage of the parcel beyond the 70 percent impervious surface allowed in the B-1, Limited Business District.
 - 6.D Cedarhurst - Cases ZA/HCUP/SP2025-020
Discussion: Bellagala has applied for a Zoning Amendment to rezone the property at 6940 Keats Avenue from AG-2, Agricultural, to M-U, Mixed Use District; a Historical Conditional Use Permit to operate an event center in the M-U zoning district, and a Site Plan Review; a Zoning Amendment to rezone the property at 9912 70th Street from AG-2 to R-3, Single Family Residential; and a Historical Conditional Use Permit for associated business uses in conjunction with the event center.
7. Approval of Minutes
 - A Approval of June 23, 2025, Planning Commission Minutes
Staff Recommendation:
8. Reports
 - A Recap of July 16, 2025, City Council Meeting
 - B Response to Planning Commission Inquiries
 - C Planning Commission Requests
9. Adjournment

STAFF REPORT CASE: CUP2025-019

ITEM: 6.1

PUBLIC MEETING DATE: 7/28/25

TENTATIVE COUNCIL REVIEW DATE: 8/6/25

APPLICATION

APPLICANT: Royalty & Sons Inc (dba Grove Tobacco)

REQUEST: A Conditional Use Permit (CUP) to sell low potency hemp edibles at their existing business.

SITE DATA

LOCATION: 8599 West Point Douglas Road South, Suite #200

ZONING: P-B, Planned Business District

GUIDED LAND USE: Commercial

LAND USE OF ADJACENT PROPERTIES:	<u>CURRENT</u>	<u>GUIDED</u>
NORTH:	Highway 61	Highway 61
EAST:	Industrial	Industrial
SOUTH:	Commercial	Commercial
WEST:	Commercial	Commercial

SIZE: N/A

DENSITY: N/A

RECOMMENDATION

Approval, subject to the conditions stipulated in this staff report.



COTTAGE GROVE PLANNING DIVISION

Planning Staff Contact: Samantha Pierret, Senior Planner; 651-458-2825; spierret@cottagegrovemn.gov

Application Accepted: 7/10/225 60-Day Review Deadline: 9/8/2025

Planning Staff Report

Grove Tobacco Lower Potency Hemp Edible Retailer

Planning Case CUP2025-019

July 28, 2025

Proposal

Royalty & Sons Inc (dba Grove Tobacco) (Applicant) has submitted an application for a Conditional Use Permit (CUP) to sell low potency hemp edibles at their existing business at 8599 West Point Douglas Road South, Suite #200.



Location Map

Review Schedule

Application Received: July 10, 2025
Application Accepted: July 10, 2025
Planning Commission Meeting: July 28, 2025
Tentative City Council Meeting: August 6, 2025
60-Day Review Deadline: September 8, 2025

Background

The State of Minnesota legalized recreational cannabis use and sales in 2023 under Statute 342. The Office of Cannabis Management (OCM) oversaw the preparation of cannabis rules from 2023 to 2025. The City of Cottage Grove Zoning Ordinance was updated in 2024 to add cannabis uses and regulations including regulations for low potency hemp edible retail sales. All businesses in the cannabis and lower potency hemp edible retail sales market must obtain proper licensure and registration with the State of Minnesota as well as local permits and registration with the City of Cottage Grove.

The Applicant currently leases space in the existing building on site and operates a tobacco shop (Grove Tobacco). The property owner (CG Retail Ventures LLC) has acknowledged the Applicant's request. The Applicant's tobacco license with the City is currently in good standing with the City with no violations.

Planning Considerations

Comprehensive Plan and Zoning

The property is currently zoned P-B, Planned Business District. The Planned Business District is intended to provide for a mix of suitable retail, commercial, and industrial uses. The property is currently guided for commercial use in the 2040 Comprehensive Plan. Lower Potency Hemp Edible Retail Sales are allowed with a Conditional Use Permit in the P-B, Planned Business District. All cannabis uses and lower potency hemp edible retail sales must comply with Title 11-4-18 of the City Zoning Code.



Zoning Map Detail

Conditional Use Permit

When evaluating any conditional use permit application, the Planning Commission shall consider the following findings:

- 1. Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans.*
- 2. The establishment, maintenance or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.*
- 3. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*
- 4. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*
- 5. Adequate public facilities and services are available or can be reasonably provided to accommodate the use which is proposed.*
- 6. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*
- 7. The conditional use complies with the general and specific performance standards as specified by the Zoning Code.*

The use as a low potency hemp edible retailer is consistent with the findings above as described in the following report.

State Licensing Process

The OCM has a separate registration and licensing process for lower potency hemp edible retailers. Until August 31, 2025, retailers may register with OCM online by entering their business information and paying a fee. Once registered, the business still must obtain local approvals and registrations and pass an OCM inspection before beginning sales.

The state process will change in the fall of 2025 when businesses must obtain state licensure to sell lower-potency hemp edibles instead of a registration. Businesses on the existing registration list will be required to apply for and obtain state licensure from OCM.

State Statute 342.46 includes several standards business owners must adhere to, including age verification standards, display and storage standards, allowable products that may be sold, building condition requirements, and on-site consumption standards. These standards are overseen by the OCM, and age verification compliance checks are performed by local law enforcement as required by statute.

Title 11-4-18

G.1. Hours of operation for retail sales of cannabis or lower-potency hemp edible products are permitted from 10:00 a.m. to 10:00 p.m., seven days a week.

The Applicant has amended their hours of operation to comply with this requirement. They will be open Monday – Saturday 10:00 a.m. to 9:00 p.m. and Sunday 10:00 a.m. to 8:00 p.m.

G.2. On-sale intoxicating liquor establishments and off-sale exclusive liquor stores with a current lower-potency hemp edible city registration and a state license may sell lower-potency hemp edible beverages but no other lower-potency hemp edible products.

The business is not an on-sale or off-sale liquor establishment.

G.3. No cannabis or lower-potency hemp edible use is allowed as part of an Adult Use Establishment, as defined in City Code Section 3-14-2.

The business is not an Adult Use Establishment as defined.

G.4. No retail sales are allowed in the Agricultural or Industrial zoning districts.

The property is not within an Agricultural or Industrial zoning district. The property is zoned P-B, Planned Business District.

G.5. No on-site consumption is allowed in the Agricultural or Industrial zoning district.

The property is not within an Agricultural or Industrial zoning district. The property is zoned P-B, Planned Business District. On-site consumption is only allowed by the OCM with an on-site consumption endorsement. The Applicant is not seeking a consumption endorsement.

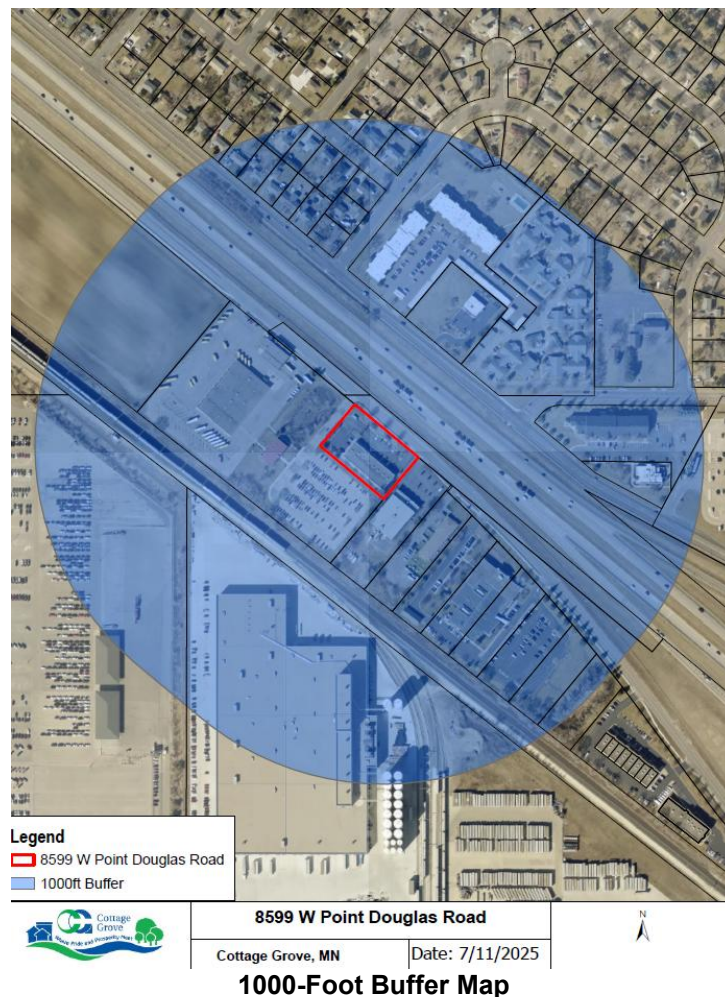
G.6. Cannabis and lower-potency hemp edible uses shall not violate federal laws, state laws, or any provisions of City Code. Cannabis and lower-potency hemp edible uses shall not be a public nuisance or violate Chapter 4, Section 8 regarding odors. The city may impose odor suppression or odor mitigation conditions as part of the conditional use permit.

The business will not be manufacturing or growing cannabis products that would cause an odor. The business has been issued preliminary registration by the Office of Cannabis Management and an inspection of the premises has been conducted and passed by OCM.

G.7. Distance Regulations: Distances from a cannabis use or lower-potency hemp edible use are measured from the storefront of a cannabis or lower-potency hemp edible retail use to the property line of all other cannabis or lower-potency hemp edible uses.

a. There must be at least 1,000 feet between each cannabis or lower-potency hemp edible use.

The business in question is over 1,000 feet from any other lower-potency hemp edible retail uses.



G.8. Signs must comply with the standards in City Code Title 12 for the relevant zoning district in which the use is located except for the following:

- No cannabis business shall have more than two signs.
- Blinking, moving, and flashing signs that are visible from the exterior of the building are prohibited.
- No lower-potency hemp edible use shall advertise the lower-potency hemp edible products on more than one exterior sign.
- No interior sign shall be visible from the exterior of the building.

G.9. Cannabis uses must meet the minimum parking requirements for each type of use as stated in City Code 11-3-4.

Retail establishments must have one space for each 200 square feet of floor area. The business in question shares a parking lot with seven other storefronts with various businesses ranging from pet grooming, salons, and the License Center. The Applicant currently leases 1,429 square feet, 1,000 of which is the retail space; therefore, five parking spaces are needed. There are currently 60 parking spaces on site.

G.10. A security plan must be submitted to and approved by the Director of Public Safety to address security issues in order to protect the public health, safety, and welfare. The security

plan must include, but is not limited to, addressing issues surrounding parking, traffic, securing of monetary transactions, building security and alarm systems both internal and external, screening, lighting, window and door placement, landscaping, age verification devices, and hours of operation.

The Applicant has submitted a security plan to the Director of Public Safety for review.

Public Hearing Notices

The public hearing notice for the July 28, 2025, Planning Commission meeting was published in the *Saint Paul Pioneer Press* and mailed on July 16, 2025, to 12 property owners that are within 500 feet of the proposed project. Staff has not received any comments at the time of writing the report.

Recommendation

That the Planning Commission recommend that the City Council approve a conditional use permit for a Lower Potency Hemp Edible Retailer at 8599 West Point Douglas Road South, Suite #200:

1. A City of Cottage Grove Low Potency Hemp Edible Retailer registration must be approved prior to conducting sales on site.
2. The business shall maintain registration and licensure with the State of Minnesota Office of Cannabis Management.
3. Signage is not approved with this Conditional Use Permit. Any proposed new signage shall meet the requirements of the City's Sign Ordinance and require a separate building permit.

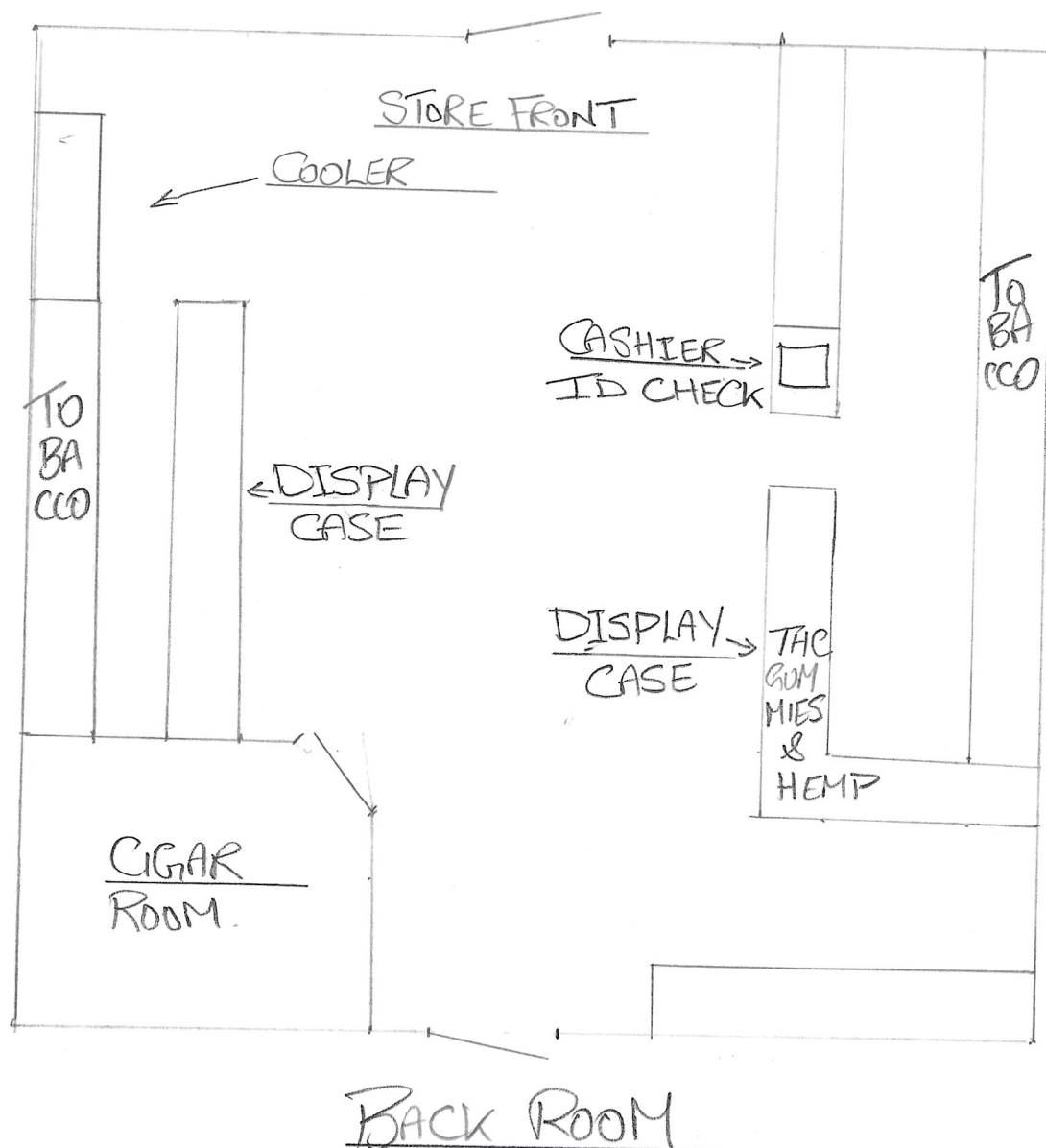
Prepared by:

Samantha Pierret, AICP
Senior Planner

Attachments:

Application and Submittal Materials

GROVE TOBACCO



STAFF REPORT CASE: SP/CUP2025-018

ITEM: 6.2

PUBLIC MEETING DATE: 7/28/25

TENTATIVE COUNCIL REVIEW DATE: 8/20/25

APPLICATION

APPLICANT: 61 Marine & Sports

REQUEST: A Site Plan Review for a 50-foot by 80-foot building addition and a Conditional Use Permit (CUP) for the display, hire, service, rental, leasing, and/or sale of boats and recreational vehicles conducted outside a building with servicing inside a building.

SITE DATA

LOCATION: 11730 Point Douglas Drive South

ZONING: B-3, General Business

GUIDED LAND USE: Commercial

LAND USE OF ADJACENT PROPERTIES:	<u>CURRENT</u>	<u>GUIDED</u>
NORTH:	Agricultural	Rural Residential
EAST:	Agricultural	Commercial
SOUTH:	Highway 61	Highway 61
WEST:	Agricultural	Rural Residential

SIZE: Building Addition = 4,000 square feet

DENSITY: N/A

RECOMMENDATION

Approval, subject to the conditions stipulated in this staff report.



COTTAGE GROVE PLANNING DIVISION

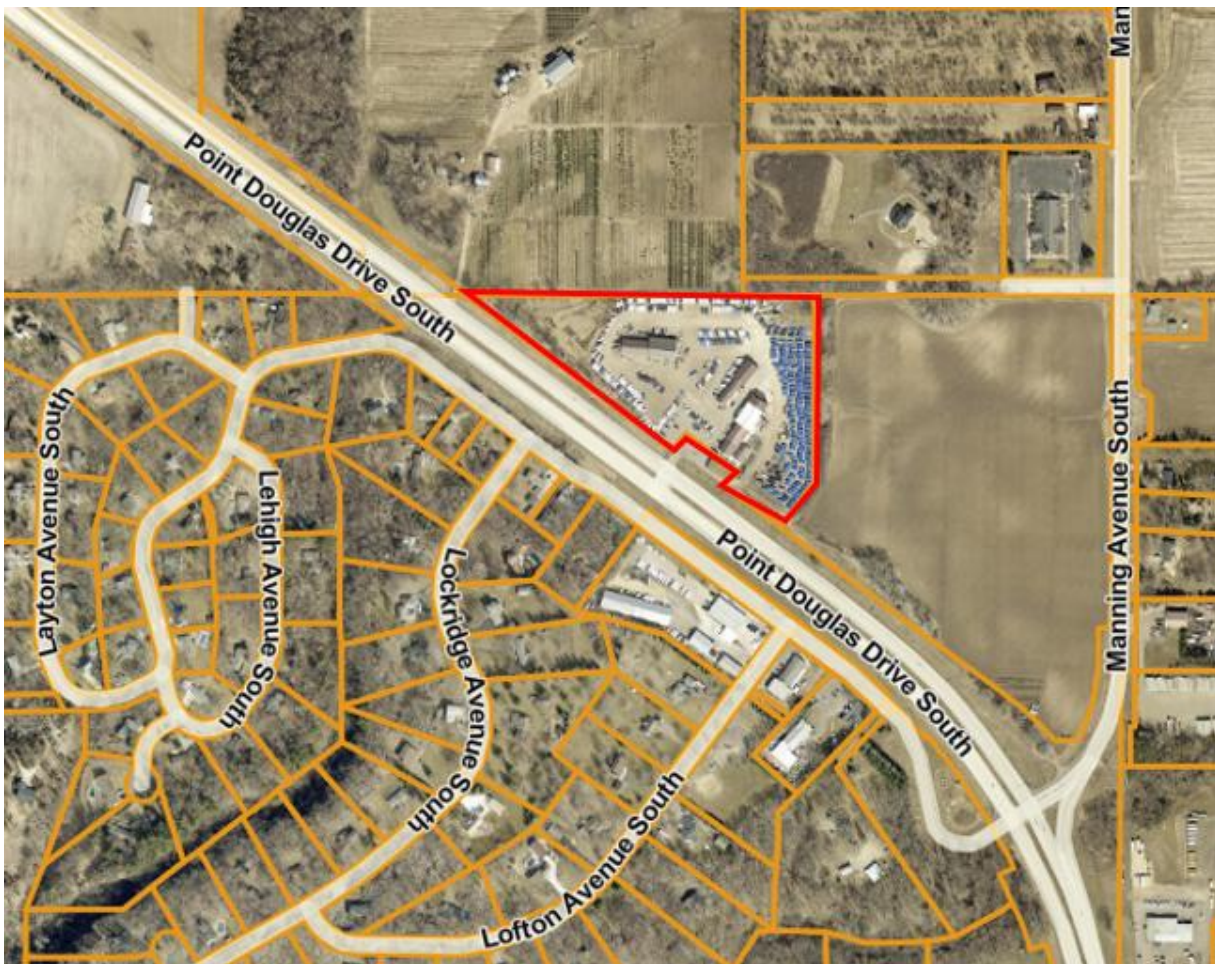
Planning Staff Contact: Samantha Pierret, Senior Planner; 651-458-2825; spierret@cottagegrovemn.gov

Application Accepted: 7/9/2025 60-Day Review Deadline: 9/7/2025

Planning Staff Report
61 Marine & Sports
Planning Cases CUP & SP2025-018
July 28, 2025

Proposal

61 Marine & Sports (Applicant) has submitted an application for a Site Plan Review for a 50-foot by 80-foot building addition and a Conditional Use Permit (CUP) for the display, hire, service, rental, leasing, and/or sale of boats and recreational vehicles conducted outside a building with servicing inside a building at 11730 Point Douglas Drive South.



Location Map

Review Schedule

Application Received: July 8, 2025
Application Accepted: July 9, 2025
Planning Commission Meeting: July 28, 2025
Tentative City Council Meeting: August 20, 2025
60-Day Review Deadline: September 7, 2025



Proposed Site Plan

Background

The Applicant's use of the property was considered a legal non-conforming use (boat storage and assembly and outdoor storage and sales of recreational vehicles) for many years and was zoned B-2, Retail Business Zoning District. There were approvals for the use on the property going back to 1984 (Resolutions 84-07, 93-103, 98-178, 13-117, and 14-058).

In 2015, a Conditional Use Permit, Site Plan Review, and Minor Subdivision were approved to expand a legal non-conforming use on the property (Resolution 2015-118) to a western parcel under common ownership and expand the business activities on the properties via a 6,000 square foot building addition. This approval revoked all prior resolutions and required that any additional building construction or site improvements meet the City's Zoning Ordinance performance standards for site development.

In 2018, the Applicant further expanded operations to the east and was required to apply for an amendment to the existing CUP and site plan that was approved in 2015 (Resolution 2018-130). The CUP conditions from 2015 were carried through to the 2018 CUP.

In 2019, the applicant continued to expand operations onto property east of the 61 Marine & Sports site. A CUP and Site Plan Review were approved for additional outdoor storage and sales on a leased plot of land (Resolution 2019-006). A minor subdivision was recorded in 2021 and three separate parcels were combined to create the single 11.97-acre parcel that exists today.

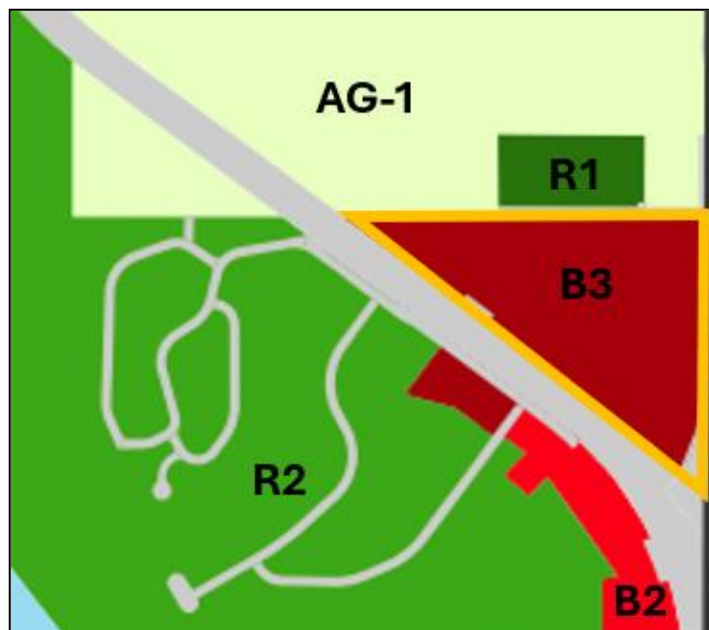
In 2021 a CUP and Site Plan Review were approved to construct another building addition expanding the non-conforming use of the property (Resolution 2021-139).

The property's zoning classification was changed to B-3, General Business, in 2022 as part of the City Code updates. Establishments for the sale, display, hire, service, rental, and/or leasing of boats are a conditionally permitted use in the B-3 District. With the zoning classification change, the Applicant is now able to apply for a conditional use permit to legally establish the use on site instead of continuing to expand an existing non-conforming use. Site Plan Review is also required for the proposed building addition.

Planning Considerations

Comprehensive Plan and Zoning

The Applicant's property is currently zoned B-3, General Business District. This district is intended to provide centralized areas for retail business areas and highway or automobile-oriented businesses. The property is currently guided for commercial use in the 2040 Comprehensive Plan.



2025 Zoning Map Detail



2040 Future Land Use

Conditional Use Permit

When evaluating any conditional use permit application, the Planning Commission shall consider the following findings:

1. *Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans.*

2. *The establishment, maintenance or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.*
3. *The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*
4. *The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*
5. *Adequate public facilities and services are available or can be reasonably provided to accommodate the use which is proposed.*
6. *The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*
7. *The conditional use complies with the general and specific performance standards as specified by the Zoning Code.*

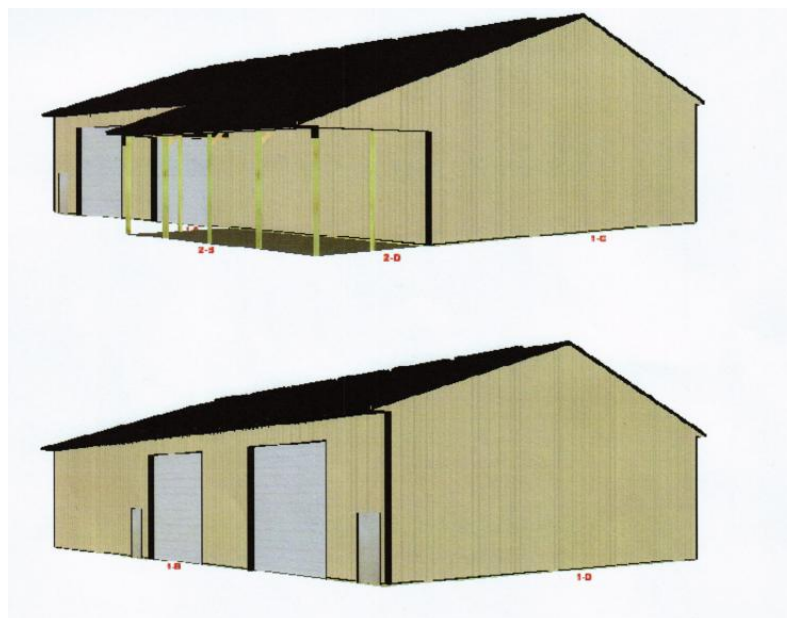
The use of a recreational vehicle and boat sales, display, service, rental, and/or leasing conducted outside of a building with servicing conducted inside a building on the subject property is consistent with the findings above as described in the following report.

Site Plan

The Applicant is proposing an 80-foot by 50-foot addition to the west side of an existing building. The addition will be used for cleaning and detailing boats.

Architecture

The proposed building addition must be constructed of cementitious siding as required by Resolution 2018-130. The exterior materials on all buildings facing Highway 61 must have matching exterior building material facing the highway.



Proposed Building Addition Exterior

Parking

The proposed building addition does not require additional parking on the site. Customers and employees at the site currently park in a designated area north of the property entrance from Highway 61. The parking area is separated from the service and storage areas by chain link fencing.

Stormwater Management

Properties zoned B-3 are limited to 70 percent impervious surface coverage. The site comprises approximately 11.97 acres of which approximately 8.92 acres or 74.5 percent are covered with impervious surfaces such as aggregate, concrete, bituminous, and structures. The building addition will be constructed on space already occupied by impervious surface (crushed blacktop and aggregate).

Given the proposed addition does not increase the impervious area on the site, no additional storm water mitigation is necessary. No grading permit is required given the minimal material needed to be moved as part of the proposed addition.

There are three stormwater basins on site. The Applicant has a stormwater maintenance agreement in place, although some basins have experienced destruction or lack of maintenance over the years. The Applicant hired a contractor to complete stormwater infrastructure repairs in July 2025.



Tree Preservation

There is no tree removal proposed with this application.

Landscaping and Screening

The 2019 Conditional Use Permit (Resolution 2019-006) included a condition that landscaping and screening be installed within the required ten-foot wide side yard setback from the east property line. The Applicant must install 11 coniferous trees along the southeast corner of the boat storage area to screen this area from the right-of-way of Highway 61. An existing berm on the neighboring property and existing vegetation screen the storage area from the adjacent property and the Manning Avenue/Highway 95 right-of-way. The exact location of the trees will be determined by spacing needs at the time of planting. Any dead or missing landscaping on the site shall be replaced.



Required Landscape Screening (Approximate Location)

Resolution 2015-118 required front fencing along Highway 61 to be constructed of ornamental fencing or black vinyl-clad chain link fencing. The property currently uses traditional chain link fencing around the perimeter. It is recommended that future fence replacement along the Highway 61 frontage utilize either ornamental fencing meeting City specifications at the time or black vinyl-clad chain link fencing.

Public Hearing Notices

The public hearing notice for the July 28, 2025, Planning Commission meeting was published in the *Saint Paul Pioneer Press* on July 16, 2025, and mailed to 16 property owners within 500 feet of the proposed project. A neighbor sent an email that they have concerns with existing lighting and requested any outdoor lighting be downward directed.

Recommendation

That the Planning Commission recommend that the City Council approve a Conditional Use Permit and Site Plan Review for the display, hire, service, rental, leasing, and/or sales of boats and recreational vehicles conducted outside a building with servicing conducted within a building and the construction of a 4,000 square foot building addition for boat servicing at 11730 Point Douglas Drive South, subject to the following conditions:

1. Resolutions No. 2015-118, 2018-130, 2019-006, and 2021-139 shall be rescinded.

2. Construction of the new building addition shall utilize cementitious board in a color that matches the existing structure.
3. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
4. The front fencing along Highway 61 and the east property line shall be constructed with ornamental fencing meeting City standards for commercial properties or be constructed of black vinyl-clad chain link fencing at the time of replacement. The remaining site (west, north) fencing materials shall meet the ordinance criteria for commercial fencing.
5. Exterior storage and display are prohibited outside of the fenced storage area.
6. Exterior storage and display are permitted on the concrete patio in front of the principal structure.
7. A ten-foot-wide side yard setback area from the east property line shall be required for parking lots, storage, and drive aisles. All areas shall meet this setback and landscape screening shall be installed within this setback at the time the parcel to the east fully develops (Parcel 36.027.21.41.0010).
8. Landscaping and screening. Eleven coniferous trees shall be installed outside of existing fencing, in the southeast corner of the boat storage area prior to the issuance of a certificate of occupancy. These trees shall not be planted within the stormwater basin.
9. Installation of landscaping shall occur in a timely fashion and be consistent with the approved plan. Prior to the issuance of a building permit, a letter of credit in the amount of 150 percent of the landscaping estimate shall be submitted to the City as required by Ordinance. The financial guarantee shall be held until all required plantings are installed. After installation, the Planning Department shall conduct an inspection to verify compliance with the landscape plan. If the inspection is approved, 50 percent of the financial guarantee shall be released. One year from the date of the initial inspection, a follow-up inspection shall be conducted to verify survivability. If the follow-up inspection is approved, the remainder of the financial guarantee shall be released.
10. Landscaping on the site must be maintained in good health at all times, and dead plantings shall be replaced in a timely manner.
11. A 20-foot-wide fire access lane is required to be maintained at all times in the storage area between boats, vehicles, and equipment.
12. Portions of the access drive from the existing parking lot to the eastern exterior storage area are located within a public right-of-way easement. Future public improvements in the area may require this access to be altered or removed. If access to the parcel from Highway 61 is severed, the property owner must construct a paved access to the storage area and east-

ernmost property line at the owner's expense. The costs associated with the alteration or removal are the Applicant's responsibility.

13. Display or parking of vehicles is prohibited within the access drive to the eastern storage area and within the public right of way.
14. Trash and recycling containers shall be screened from all public rights of way and neighboring parcels. Rubbish, waste, and recycling containers shall always be maintained so as not to cause odors or other public nuisances.
15. All outdoor lighting shall be downward directed and installed in accordance with City ordinance criteria.
16. The Applicant shall maintain all stormwater basins on site in accordance with the private stormwater maintenance agreement. Stormwater basins shall not be used for the storage or display of boats, trailers, or other equipment and vehicles. Stormwater basins shall not be used for snow storage.
17. The area in front of the new addition shall be paved with an asphalt apron in a manner similar to the existing pavement in front of the existing structure.
18. Signage is not approved as part of this application. Any proposed new signage shall meet the requirements of the City's Sign Ordinance and require a separate building permit. Existing signage is legal non-conforming and cannot be expanded without appropriate approvals.

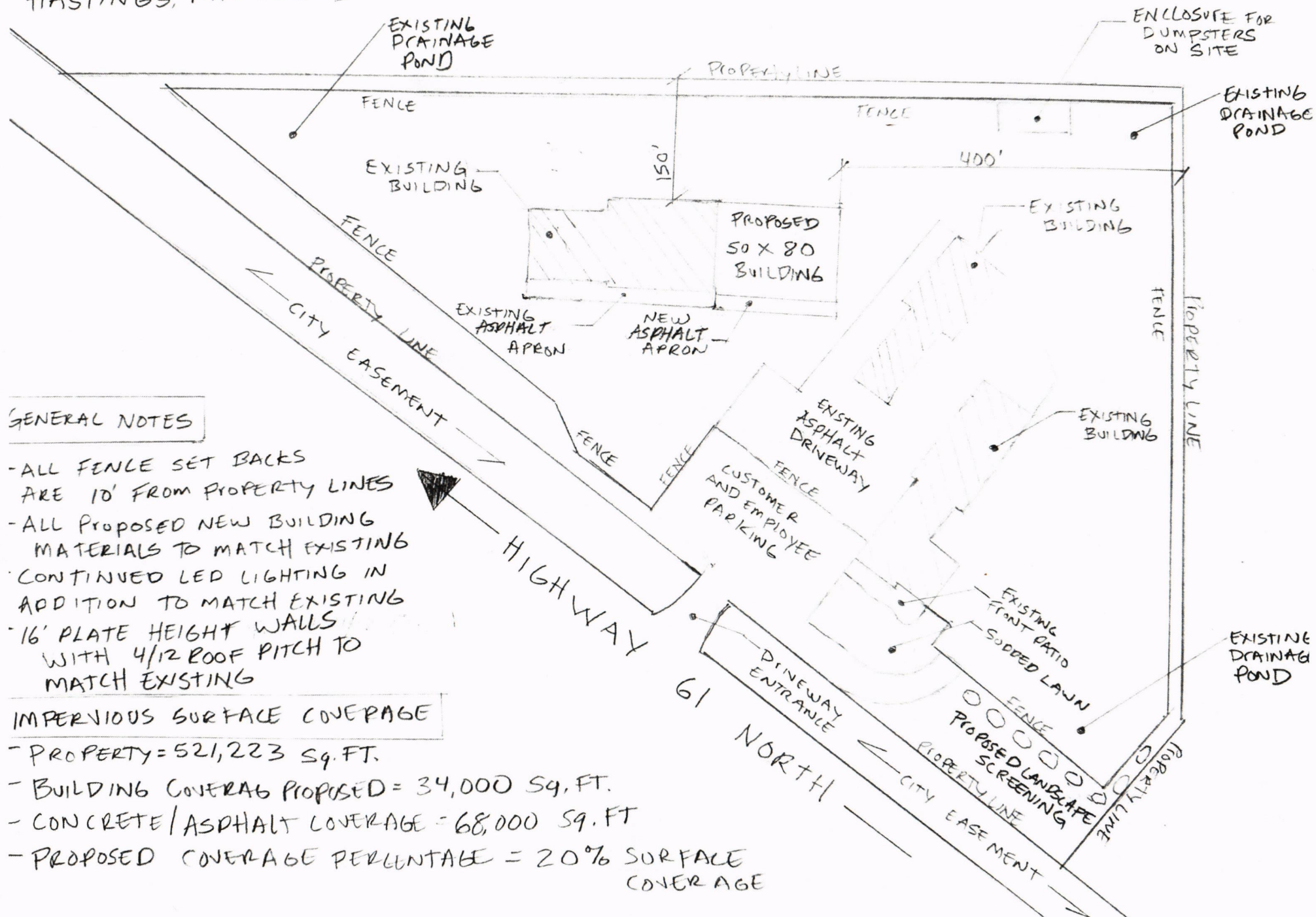
Prepared by:

Samantha Pierret, AICP
Senior Planner

Attachments:

Proposed Site Plan
Resolution 2015-118
Resolution 2018-130
Resolution 2019-006
Resolution 2021-139

SITE PLAN



- ALL FENCE SET BACKS ARE 10' FROM PROPERTY LINES
- ALL PROPOSED NEW BUILDING MATERIALS TO MATCH EXISTING
- CONTINUED LED LIGHTING IN ADDITION TO MATCH EXISTING
- 16' PLATE HEIGHT WALLS WITH 4/12 ROOF PITCH TO MATCH EXISTING

- PROPERTY = 521,223 Sq. FT.
- BUILDING COVERAGE PROPOSED = 34,000 Sq. FT.
- CONCRETE / ASPHALT COVERAGE = 68,000 Sq. FT.
- PROPOSED COVERAGE PERCENTAGE = 20% SURFACE COVERAGE

EXHIBIT A

RESOLUTION NO. 2015-118

RESOLUTION APPROVING A MINOR SUBDIVISION TO CREATE A PARCEL OF LAND; A CONDITIONAL USE PERMIT TO ALLOW EXPANSION OF A LEGAL NONCONFORMING USE; A PHASED SITE PLAN FOR EXPANSION ONTO A 6.07-ACRE PARCEL; AND A VARIANCE FROM MINIMUM LANDSCAPING COVERAGE REQUIREMENTS AT 61 MARINE & SPORTS, 11730 POINT DOUGLAS DRIVE SOUTH

WHEREAS, Stu-Mac Properties c/o 61 Marine & Sports applied for a minor subdivision to create a 42,120 square foot parcel of land; a conditional use permit to allow the expansion of a legal nonconforming use west of the existing property on Parcel ID #36.027.21.42.0003; a phased site plan for expansion onto a 6.07-acre parcel; and a variance from the minimum landscaping coverage requirements, located on property legally described below:

Lots 1 and 2, Seeger Addition, Cottage Grove, Washington County, State of Minnesota.

Commonly known as 11730 Point Douglas Drive South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, public hearing notices were mailed to surrounding property owners within 500 feet of the proposed development site and a public hearing notice was published in the South Washington County Bulletin; and

WHEREAS, a planning staff report which detailed specific information about the property and proposed commercial project and the variance, minor exception subdivision, and site plan review applications was prepared and presented to the Planning Commission; and

WHEREAS, the Planning Commission held the public hearing on these applications on November 2, 2015; and

WHEREAS, the public hearing was open for public testimony and no public testimony or written comments was received; and

WHEREAS, the Planning Commission reviewed the variance criteria and findings of facts established by the Zoning Ordinance for granting a variance; and

WHEREAS, the Planning Commission unanimously (8-to-0 vote) recommended approval of the minor subdivision, conditional use permit, site plan review and variance applications, based on the findings of facts and subject to the conditions listed in the Planning Staff Report dated November 2, 2015.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby grants a minor subdivision to create a 42,120 square foot parcel of land; a conditional use permit to allow the expansion of a legal nonconforming use west of the existing property on Parcel ID #36.027.21.42.0003; a phased site plan for expansion onto a 6.07-acre parcel; and a variance from the minimum landscaping coverage requirements, located on the property legally described above and based on the following findings of fact:

- A. Traffic flow would be hindered by inclusion of interior vegetative landscaped islands in the exterior storage area.
- B. The existing tree preservation areas provide adequate screening of the storage area.
- C. The new required landscaping adjacent to the new employee parking area meets the screening and shade intent and purpose of the landscape ordinance.
- D. The ordinance allows up to 75 percent site coverage for buildings, parking, and other impervious areas.
- E. The rural location of the property and existing trees on the site after site development are unique when compared with brownfield developments within the urban area.
- F. The requested variance does not create any negative burdens or undue hardship on adjacent properties or the general public.

BE IT FURTHER RESOLVED, the recommendation approving the minor subdivision, conditional use permit, site plan review, and variance applications is subject to the following conditions:

Conditional Use Permit Conditions of Approval:

1. Resolution Nos. 84-07, 93-103, 98-178, 13-117, and 14-058 and all uses permitted by said resolutions shall be revoked.
2. The construction of the new sales/storage building will require conformance to the City's commercial architectural standards, an administrative site plan review, and building and grading permits.
3. Any additional expansion on the site shall require a conditional use permit amendment and all required City permits.
4. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
5. The front fencing along Highway 61 shall be constructed with ornamental fencing meeting the City's standard detail plate for commercial properties or be constructed of black vinyl-clad chain link fencing. The remaining fencing materials shall meet the ordinance criteria related to commercial fencing.
6. Exterior storage and display is prohibited outside of the fenced storage area.
7. Exterior storage and display are permitted on the concrete patio in front of the principal structure.

8. The storage area along the east side of the site shall be screened with additional landscaping around the perimeter.
9. A 20-foot fire access lane is required to be maintained at all times in the storage area.
10. The areas identified as bituminous shall be constructed prior to June 1, 2016.
11. The new bituminous access drive from the existing parking lot to the front of the expansion area will be located in an area that is on the applicant's property, but within a public right-of-way easement created in the City's favor. Future public improvements in the easement area could impact the new access drive or require it to be altered or removed. The costs associated with the alteration or removal are the applicant's responsibility.
12. Display or parking of vehicles is prohibited on the new bituminous access drive.
13. The access drive construction requires a public right-of-way permit.
14. Additional landscaping consisting of ornamental trees, shrubs, perennials, and hardwood mulch shall be installed adjacent to the proposed bituminous access drive and the display patio at the front of the main building. A final landscape plan shall be submitted with the building permit application.
15. The construction of the identified future sales and storage building will require that all gravel areas on the site be hardsurfaced with concrete or bituminous and shall include concrete curb and gutter per the City's commercial parking requirements at that time.
16. The exterior finish materials of the future sales and storage building shall meet the City's architectural standards at the time of construction.
17. The display or parking of vehicles in the existing public right-of way easement is prohibited.
18. The applicant shall plant 11 Category B trees between the public right of way for Highway 61 and the new employee parking area.
19. Trash and recycling containers shall be contained in enclosures meeting City ordinance criteria.
20. All mechanical equipment and general storage shall be screened from public view as reviewed and approved by the Community Development Department.
21. Prior to a grading permit application, a detailed landscaping plan shall be submitted that meets the approval of the Community Development Department.
22. Prior to the release of the grading permit, a bona fide cost estimate of the landscaping improvements must be submitted in conjunction with a letter of credit approved by the

City in the amount of 150 percent of such estimate. Upon completion of the landscaping requirements, the applicant must inform the City in writing that said improvements have been completed. The City will retain the financial guarantee for a period of one year from the date of notice to insure the survival of the plantings and that the required as-built survey has been submitted. No building or right-of way permits will be issued until the required financial guarantee has been received and accepted by the City.

23. All outdoor lighting shall be downward directed and installed in accordance with City ordinance criteria.
24. The grading plan and site grading of the property shall be consistent with the approved surface water management plan.
25. The applicant is responsible for the maintenance of the new stormwater basin in conformance with the approved grading plan at all times.
26. Any violations of the approving resolution may trigger review of the use by the City Council and be cause for possible amendments to or revocation of the interim conditional use permit.

Minor Subdivision Conditions

27. Parcels 36.027.21.42.0023, 36.027.21.41.0005, and 36.027.21.0017 shall be combined as one taxing parcel with the property legally described as:

THAT PART OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 27 NORTH, RANGE 21 WEST, WASHINGTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF SAID NORTH 1/2 OF SOUTHEAST 1/4 DISTANT 1460 FEET EAST OF THE NORTHWEST CORNER THEREOF; THENCE SOUTH, AT RIGHT ANGLES TO SAID NORTH LINE, TO THE INTERSECTION WITH THE NORTHEASTERLY RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY 61, SAID POINT OF INTERSECTION BEING THE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED; THENCE NORTHWESTERLY, ALONG SAID RIGHT-OF-WAY LINE, 250 FEET; THENCE DEFLECT TO THE RIGHT 90 DEGREES, TO THE INTERSECTION WITH A LINE BETWEEN THE AFORE-DESCRIBED POINT OF COMMENCEMENT AND THE AFOREDESCRIBED POINT OF BEGINNING; THENCE SOUTHERLY TO THE POINT OF BEGINNING AND THERE TERMINATING

28. A surface water area charge in the amount of \$9,091.00 shall be paid to the City prior to the release of the deed for recording with Washington County.
29. The surface water area charge shall be paid prior to the release of any grading permits related to the expansion project approved through this resolution.
30. All accessory buildings in use on the parent parcel shall be constructed in a good workmanship like manner, and not include exterior storage in public view.

Variance Conditions:

31. All new and existing vegetation/landscaping located between the Highway 61 public right-of-way and the fence storage area shall be maintained at all times and replaced with vegetation that has a 50 percent opacity if future removal is required due to demise of the vegetative material in this location.

Passed this 18th day of November, 2015.



Myron Bailey, Mayor

Attest:



Joe Fischbach, City Clerk

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2018-130

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT WITH
SITE PLAN REVIEW FOR THE EXPANSION OF A LEGAL NONCONFORMING
USE TO ALLOW THE CONSTRUCTION OF A 6,000 SQUARE FOOT BUILDING
ADDITION TO BE USED FOR BOAT STORAGE AND ASSEMBLY AT
61 MARINE & SPORTS, 11730 POINT DOUGLAS DRIVE SOUTH**

WHEREAS, Stu-Mac Properties, c/o 61 Marine & Sports, applied for a conditional use permit to allow the expansion of a legal nonconforming use to allow for the construction of a 6,000 square foot building addition to be used for boat storage and assembly on property legally described below:

LOTS 1 AND 2, SEEGER ADDITION, COTTAGE GROVE, WASHINGTON COUNTY, STATE OF MINNESOTA: AND THAT PART OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 27 NORTH, RANGE 21 WEST, WASHINGTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF SAID NORTH 1/2 OF SOUTHEAST 1/4 DISTANT 1460 FEET EAST OF THE NORTHWEST CORNER THEREOF; THENCE SOUTH, AT RIGHT ANGLES TO SAID NORTH LINE, TO THE INTERSECTION WITH THE NORTHEASTERLY RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY 61, SAID POINT OF INTERSECTION BEING THE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED; THENCE NORTHWESTERLY, ALONG SAID RIGHT-OF-WAY LINE, 250 FEET; THENCE DEFLECT TO THE RIGHT 90 DEGREES, TO THE INTERSECTION WITH A LINE BETWEEN THE AFORE-DESCRIBED POINT OF COMMENCEMENT AND THE AFOREDESCRIBED POINT OF BEGINNING; THENCE SOUTHERLY TO THE POINT OF BEGINNING AND THERE TERMINATING; TOGETHER WITH ALL HEREDITAMENTS AND APPURTENANCES BELONGING THERETO. SECTION 36 TOWNSHIP 027 RANGE 021

Commonly known as 11730 Point Douglas Drive South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, public hearing notices were mailed to surrounding property owners within 500 feet of the proposed development site and a public hearing notice was published in the South Washington County Bulletin; and

WHEREAS, a planning staff report, which detailed specific information about the property and proposed project, was prepared and presented to the Planning Commission; and

WHEREAS, the Planning Commission held the public hearing on these applications on September 24, 2018; and

WHEREAS, the public hearing was open for public testimony and no one spoke for or against the application; and

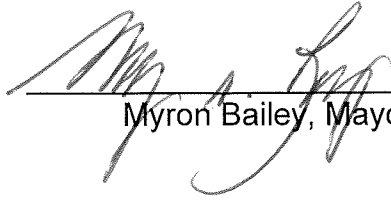
WHEREAS, the Planning Commission unanimously (7-to-0 vote) recommended approval of the conditional use permit subject to the conditions listed in the Planning Staff Report dated September 24, 2018.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby grants approves the conditional use permit to allow the expansion of a legal nonconforming use to allow for the construction of a 6,000 square foot building addition to be used for boat storage and assembly at 61 Marine & Sports, located on the property legally described above, subject to the following conditions:

1. All conditions of Resolution 2015-118 shall be complied with (attached as Exhibit A) with the exception of the following:
 - a. Applicant shall only be required to pave the area denoted in red on the map (attached as Exhibit B) by May 1, 2019;
 - b. The existing boat storage and assembly building exterior materials facing Highway 61 shall be replaced with Class 3 cementitious board, similar to the materials depicted in the attached picture (attached as Exhibit C), and the new addition shall have matching exterior building material facing Highway 61;
 - c. The existing exterior building material on all existing buildings facing Highway 61 shall be replaced with matching building material.
2. Revised building elevation plans are required.
3. A revised site plan shall be required.
4. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
5. Prior to the release of the building permit, a bona fide cost estimate of the landscaping improvements must be submitted in conjunction with a letter of credit approved by the City in the amount of 150 percent of such estimate. Upon completion of the landscaping requirements, the applicant must inform the City in writing that said improvements have been completed. The City will retain the financial guarantee for a period of one year from the date of notice of completion to insure the survival of the plantings and that the required as-built survey has been submitted. No building or right-of way permits will be issued until the required financial guarantee has been received and accepted by the City.
6. Landscaping on the site must be maintained in good health at all times, and dead plantings shall be replaced in a timely manner.
7. Building perimeter landscaping shall be provided around the new structure.

8. A revised landscaping plan shall be required.

Passed this 17th day of October 2018.



Myron Bailey, Mayor

Attest:



Joe Fischbach, City Clerk

EXHIBIT A

RESOLUTION NO. 2015-118

RESOLUTION APPROVING A MINOR SUBDIVISION TO CREATE A PARCEL OF LAND; A CONDITIONAL USE PERMIT TO ALLOW EXPANSION OF A LEGAL NONCONFORMING USE; A PHASED SITE PLAN FOR EXPANSION ONTO A 6.07-ACRE PARCEL; AND A VARIANCE FROM MINIMUM LANDSCAPING COVERAGE REQUIREMENTS AT 61 MARINE & SPORTS, 11730 POINT DOUGLAS DRIVE SOUTH

WHEREAS, Stu-Mac Properties c/o 61 Marine & Sports applied for a minor subdivision to create a 42,120 square foot parcel of land; a conditional use permit to allow the expansion of a legal nonconforming use west of the existing property on Parcel ID #36.027.21.42.0003; a phased site plan for expansion onto a 6.07-acre parcel; and a variance from the minimum landscaping coverage requirements, located on property legally described below:

Lots 1 and 2, Seeger Addition, Cottage Grove, Washington County, State of Minnesota.

Commonly known as 11730 Point Douglas Drive South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, public hearing notices were mailed to surrounding property owners within 500 feet of the proposed development site and a public hearing notice was published in the South Washington County Bulletin; and

WHEREAS, a planning staff report which detailed specific information about the property and proposed commercial project and the variance, minor exception subdivision, and site plan review applications was prepared and presented to the Planning Commission; and

WHEREAS, the Planning Commission held the public hearing on these applications on November 2, 2015; and

WHEREAS, the public hearing was open for public testimony and no public testimony or written comments was received; and

WHEREAS, the Planning Commission reviewed the variance criteria and findings of facts established by the Zoning Ordinance for granting a variance; and

WHEREAS, the Planning Commission unanimously (8-to-0 vote) recommended approval of the minor subdivision, conditional use permit, site plan review and variance applications, based on the findings of facts and subject to the conditions listed in the Planning Staff Report dated November 2, 2015.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby grants a minor subdivision to create a 42,120 square foot parcel of land; a conditional use permit to allow the expansion of a legal nonconforming use west of the existing property on Parcel ID #36.027.21.42.0003; a phased site plan for expansion onto a 6.07-acre parcel; and a variance from the minimum landscaping coverage requirements, located on the property legally described above and based on the following findings of fact:

- A. Traffic flow would be hindered by inclusion of interior vegetative landscaped islands in the exterior storage area.
- B. The existing tree preservation areas provide adequate screening of the storage area.
- C. The new required landscaping adjacent to the new employee parking area meets the screening and shade intent and purpose of the landscape ordinance.
- D. The ordinance allows up to 75 percent site coverage for buildings, parking, and other impervious areas.
- E. The rural location of the property and existing trees on the site after site development are unique when compared with brownfield developments within the urban area.
- F. The requested variance does not create any negative burdens or undue hardship on adjacent properties or the general public.

BE IT FURTHER RESOLVED, the recommendation approving the minor subdivision, conditional use permit, site plan review, and variance applications is subject to the following conditions:

Conditional Use Permit Conditions of Approval:

1. Resolution Nos. 84-07, 93-103, 98-178, 13-117, and 14-058 and all uses permitted by said resolutions shall be revoked.
2. The construction of the new sales/storage building will require conformance to the City's commercial architectural standards, an administrative site plan review, and building and grading permits.
3. Any additional expansion on the site shall require a conditional use permit amendment and all required City permits.
4. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
5. The front fencing along Highway 61 shall be constructed with ornamental fencing meeting the City's standard detail plate for commercial properties or be constructed of black vinyl-clad chain link fencing. The remaining fencing materials shall meet the ordinance criteria related to commercial fencing.
6. Exterior storage and display is prohibited outside of the fenced storage area.
7. Exterior storage and display are permitted on the concrete patio in front of the principal structure.

8. The storage area along the east side of the site shall be screened with additional landscaping around the perimeter.
9. A 20-foot fire access lane is required to be maintained at all times in the storage area.
10. The areas identified as bituminous shall be constructed prior to June 1, 2016.
11. The new bituminous access drive from the existing parking lot to the front of the expansion area will be located in an area that is on the applicant's property, but within a public right-of-way easement created in the City's favor. Future public improvements in the easement area could impact the new access drive or require it to be altered or removed. The costs associated with the alteration or removal are the applicant's responsibility.
12. Display or parking of vehicles is prohibited on the new bituminous access drive.
13. The access drive construction requires a public right-of-way permit.
14. Additional landscaping consisting of ornamental trees, shrubs, perennials, and hard-wood mulch shall be installed adjacent to the proposed bituminous access drive and the display patio at the front of the main building. A final landscape plan shall be submitted with the building permit application.
15. The construction of the identified future sales and storage building will require that all gravel areas on the site be hardsurfaced with concrete or bituminous and shall include concrete curb and gutter per the City's commercial parking requirements at that time.
16. The exterior finish materials of the future sales and storage building shall meet the City's architectural standards at the time of construction.
17. The display or parking of vehicles in the existing public right-of way easement is prohibited.
18. The applicant shall plant 11 Category B trees between the public right of way for Highway 61 and the new employee parking area.
19. Trash and recycling containers shall be contained in enclosures meeting City ordinance criteria.
20. All mechanical equipment and general storage shall be screened from public view as reviewed and approved by the Community Development Department.
21. Prior to a grading permit application, a detailed landscaping plan shall be submitted that meets the approval of the Community Development Department.
22. Prior to the release of the grading permit, a bona fide cost estimate of the landscaping improvements must be submitted in conjunction with a letter of credit approved by the

City in the amount of 150 percent of such estimate. Upon completion of the landscaping requirements, the applicant must inform the City in writing that said improvements have been completed. The City will retain the financial guarantee for a period of one year from the date of notice to insure the survival of the plantings and that the required as-built survey has been submitted. No building or right-of way permits will be issued until the required financial guarantee has been received and accepted by the City.

23. All outdoor lighting shall be downward directed and installed in accordance with City ordinance criteria.
24. The grading plan and site grading of the property shall be consistent with the approved surface water management plan.
25. The applicant is responsible for the maintenance of the new stormwater basin in conformance with the approved grading plan at all times.
26. Any violations of the approving resolution may trigger review of the use by the City Council and be cause for possible amendments to or revocation of the interim conditional use permit.

Minor Subdivision Conditions

27. Parcels 36.027.21.42.0023, 36.027.21.41.0005, and 36.027.21.0017 shall be combined as one taxing parcel with the property legally described as:

THAT PART OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 27 NORTH, RANGE 21 WEST, WASHINGTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF SAID NORTH 1/2 OF SOUTHEAST 1/4 DISTANT 1460 FEET EAST OF THE NORTHWEST CORNER THEREOF; THENCE SOUTH, AT RIGHT ANGLES TO SAID NORTH LINE, TO THE INTERSECTION WITH THE NORTHEASTERLY RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY 61, SAID POINT OF INTERSECTION BEING THE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED; THENCE NORTHWESTERLY, ALONG SAID RIGHT-OF-WAY LINE, 250 FEET; THENCE DEFLECT TO THE RIGHT 90 DEGREES, TO THE INTERSECTION WITH A LINE BETWEEN THE AFORE-DESCRIBED POINT OF COMMENCEMENT AND THE AFOREDESCRIBED POINT OF BEGINNING; THENCE SOUTHERLY TO THE POINT OF BEGINNING AND THERE TERMINATING

28. A surface water area charge in the amount of \$9,091.00 shall be paid to the City prior to the release of the deed for recording with Washington County.
29. The surface water area charge shall be paid prior to the release of any grading permits related to the expansion project approved through this resolution.
30. All accessory buildings in use on the parent parcel shall be constructed in a good workmanship like manner, and not include exterior storage in public view.

Variance Conditions:

31. All new and existing vegetation/landscaping located between the Highway 61 public right-of-way and the fence storage area shall be maintained at all times and replaced with vegetation that has a 50 percent opacity if future removal is required due to demise of the vegetative material in this location.

Passed this 18th day of November, 2015.


Myron Bailey, Mayor

Attest:


Joe Fischbach, City Clerk

EXHIBIT B

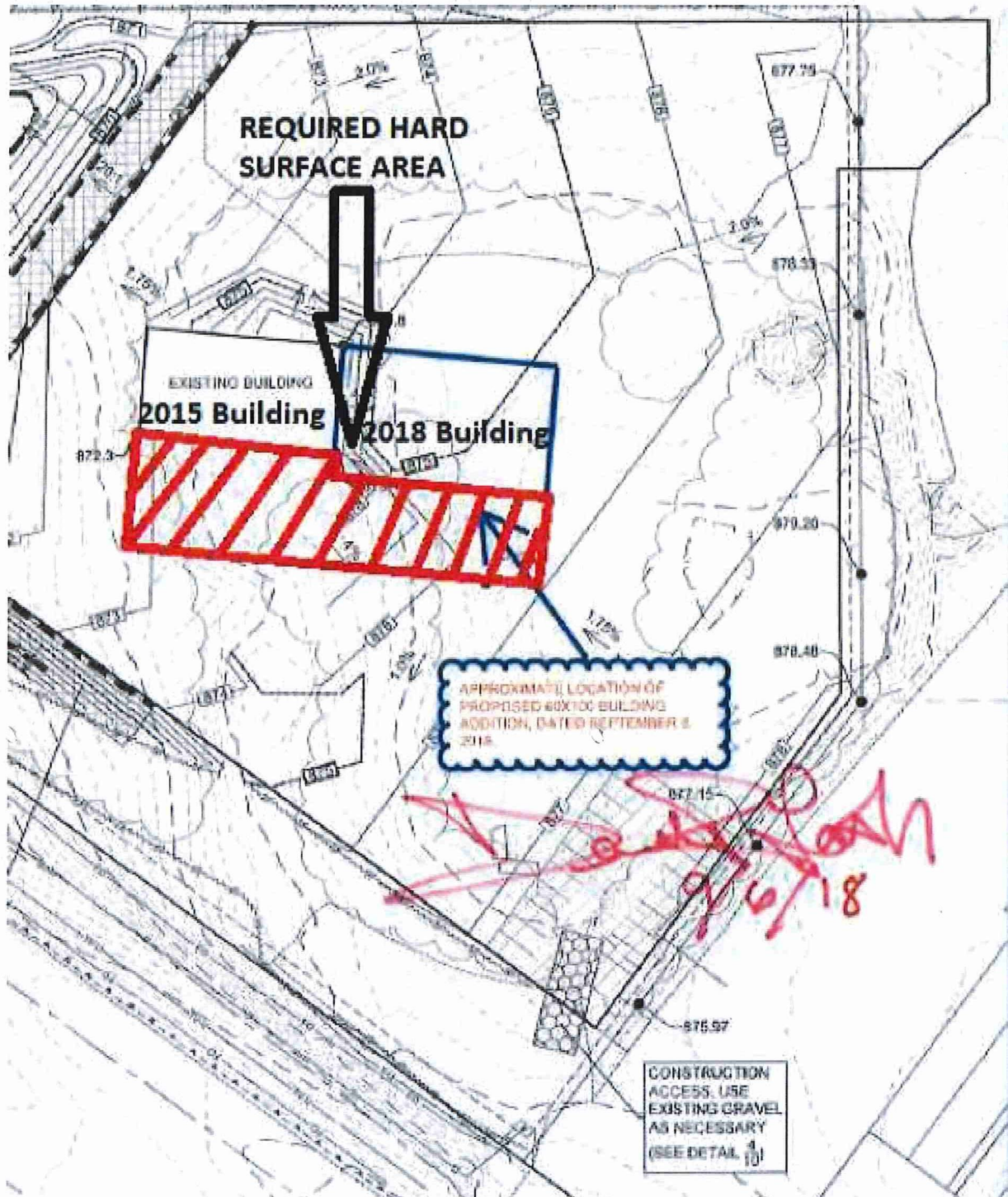


EXHIBIT C



Exterior Building Material Sample Image

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2019-006

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT WITH
SITE PLAN REVIEW FOR THE EXPANSION OF A LEGAL NONCONFORMING
USE AT 61 MARINE & SPORTS, 11730 POINT DOUGLAS DRIVE SOUTH,
TO ALLOW FOR ADDITIONAL OUTDOOR STORAGE AND SALES OF
RECREATIONAL VEHICLES AND BOATS ON A LEASED PLOT OF LAND**

WHEREAS, Stu-Mac Properties, c/o 61 Marine & Sports, applied for a conditional use permit to allow the expansion of a legal nonconforming use to allow for additional outdoor storage and sales of recreational vehicles and boats on a leased plot of land that is two acres in size and is located adjacent to and directly to the east of the existing facility on property legally described below:

LOTS 1 AND 2, SEEGER ADDITION, COTTAGE GROVE, WASHINGTON COUNTY, STATE OF MINNESOTA: AND THAT PART OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 27 NORTH, RANGE 21 WEST, WASHINGTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF SAID NORTH 1/2 OF SOUTHEAST 1/4 DISTANT 1460 FEET EAST OF THE NORTHWEST CORNER THEREOF; THENCE SOUTH, AT RIGHT ANGLES TO SAID NORTH LINE, TO THE INTERSECTION WITH THE NORTHEASTERLY RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY 61, SAID POINT OF INTERSECTION BEING THE POINT OF BEGINNING OF THE PARCEL TO BE DESCRIBED; THENCE NORTHWESTERLY, ALONG SAID RIGHT-OF-WAY LINE, 250 FEET; THENCE DEFLECT TO THE RIGHT 90 DEGREES, TO THE INTERSECTION WITH A LINE BETWEEN THE AFORE-DESCRIBED POINT OF COMMENCEMENT AND THE AFOREDESCRIBED POINT OF BEGINNING; THENCE SOUTHERLY TO THE POINT OF BEGINNING AND THERE TERMINATING; TOGETHER WITH ALL HEREDITAMENTS AND APPURTENANCES BELONGING THERETO. SECTION 36 TOWNSHIP 027 RANGE 021

Commonly known as 11730 Point Douglas Drive South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, public hearing notices were mailed to surrounding property owners within 500 feet of the proposed development site and a public hearing notice was published in the South Washington County Bulletin; and

WHEREAS, a planning staff report, which detailed specific information about the property and proposed project, was prepared and presented to the Planning Commission; and

WHEREAS, the Planning Commission held the public hearing on these applications on December 17, 2018; and

WHEREAS, the public hearing was open for public testimony and no one spoke for or against the application; and

WHEREAS, the Planning Commission unanimously (7-to-0 vote) recommended approval of the conditional use permit subject to the conditions listed in the Planning Staff Report dated December 17, 2018.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby grants approves the conditional use permit to allow the expansion of a legal nonconforming use at 61 Marine & Sports to allow for additional outdoor storage and sales of recreational vehicles and boats on a leased plot of land that is two acres in size and is located adjacent to and directly to the east of the existing facility, located on the property legally described above, subject to the following conditions:

- 1) All conditions of Resolution 2015-118 and Resolution 2018-130 shall be conformed with.
- 2) A grading permit must be obtained by January 4, 2019, and the issuance fee shall be doubled.
- 3) A 10-foot wide side yard setback area from the east side property line shall be required for parking and drive aisles.
- 4) Maintain 20-foot fire access lanes between boats, vehicles, and equipment.
- 5) Landscaping and screening shall be included in the required setback areas. A revised landscaping plan shall be submitted to the City prior to issuance of any building or grading permits.
- 6) A revised site plan which details required setbacks, landscaping, approved ponding, and parking/storage locations is required prior to issuance of any building or grading permits.
- 7) All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official and City Engineer.
- 8) Prior to the release of the grading permit, a bona fide cost estimate of the landscaping improvements must be submitted in conjunction with a letter of credit approved by the City in the amount of 150 percent of such estimate. Upon completion of the landscaping requirements, the applicant must inform the City in writing that said improvements have been completed. The City will retain the financial guarantee for a period of one year from the date of notice of completion to insure the survival of the plantings and that the required as-built survey has been submitted. No building or right-of way permits will be issued until the required financial guarantee has been received and accepted by the City.
- 9) Landscaping on the site must be maintained in good health at all times, and dead plantings shall be replaced in a timely manner.

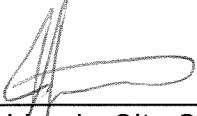
- 10) A revised landscaping plan and a letter of credit in the amount of 150 percent of the landscape estimate shall be submitted to the City as required by City Code Title 11-6-5. The financial guarantee shall be in effect for one year from the date of installation to ensure the survival and replacement of the landscaping improvements.
- 11) Address all comments in the Bolton & Menk letter dated December 6, 2018.
- 12) Fee title acquisition of the leased area will require a minor subdivision application to be processed by the City prior to release of a deed for recording with Washington County.

Passed this 16th day of January 2019.



Myron Bailey, Mayor

Attest:



Joe Fischbach, City Clerk



CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2021-139

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND
SITE PLAN REVIEW FOR THE EXPANSION OF A LEGAL NONCONFORMING
USE TO ALLOW THE CONSTRUCTION OF A 4,000 SQUARE FOOT BUILDING
ADDITION TO BE USED FOR BOAT AND RECREATIONAL VEHICLE SHOWROOM
SPACE AT 61 MARINE & SPORTS, 11730 POINT DOUGLAS DRIVE SOUTH**

WHEREAS, Stu-Mac Properties, c/o 61 Marine & Sports, applied for a conditional use permit to allow the expansion of a legal nonconforming use and a site plan review to allow for the construction of a 4,000 square foot building addition to be used for boat and recreational vehicle showroom on property legally described below:

LOT ONE (1), BLOCK ONE (1), SEEGER ADDITION, AND THAT PART OF LOT 2, BLOCK 1, SEEGER ADDITION, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST (NE) CORNER OF SAID LOT 2; THENCE S00°10'9"E, BEARING ASSUMED, ALONG THE EAST LINE OF SAID LOT 2, A DISTANCE OF 324.10 FEET TO THE NORTHEAST (NE) CORNER OF LOT 1, BLOCK 1 OF SAID SEEGER ADDITION; THENCE S89°36'29"W, ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 217.31 FEET TO THE NORTHWEST (NW) CORNER OF SAID LOT 1; THENCE N00°10'09"W, PARALLEL WITH THE EAST LINE OF SAID LOT 2, A DISTANCE OF 324.94 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE N89°49'51"E, ALONG THE NORTH LINE OF SAID LOT 2, A DISTANCE OF 217.31 FEET TO THE POINT OF BEGINNING; AND THAT PART OF LOT 2, BLOCK 1 SEEGER ADDITION, LYING WESTERLY OF THE FOLLOWING DESCRIBED LINE: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 2; THENCE S 00 DEGREES 10 MINUTES 09 SECONDS E, BEARING ASSUMED, ALONG THE EAST LINE OF SAID LOT 2, A DISTANCE OF 324.10 FEET TO THE NORTHEAST CORNER OF LOT 1, BLOCK 1 OF SAID SEEGER ADDITION; THENCE S 89 DEGREES 36 MINUTES 29 SECONDS W, ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 217.31 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE S 36 DEGREES 21 MINUTES 40 SECONDS W, ALONG THE WESTERLY LINE OF SAID LOT 1, A DISTANCE OF 266.02 FEET TO THE POINT OF BEGINNING OF THE LINE TO BE DESCRIBED; THENCE N 36 DEGREES 21 MINUTES 40 SECONDS E A DISTANCE 266.02 FEET; THENCE N 00 DEGREES 10 MINUTES 09 SECONDS W A DISTANCE OF 324.94 FEET TO THE NORTH LINE OF SAID LOT 2 AND THERE TERMINATING; SUBJECT TO EASEMENTS OF RECORD IF ANY BLOCK 1 LOT 1 SUBDIVISIONCD 28398 SUBDIVISIONNAME SEEGER ADD BLOCK 1 LOT 2 SUBDIVISIONCD 28398 SUBDIVISIONNAME SEEGER ADD

Commonly known as 11730 Point Douglas Drive South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, public hearing notices were mailed to surrounding property owners within 500 feet of the proposed development site and published in the St. Paul Pioneer Press; and

WHEREAS, a planning staff report, which detailed specific information about the property and proposed project, was prepared and presented to the Planning Commission; and

WHEREAS, the Planning Commission held the public hearing on these applications on October 25, 2021; and

WHEREAS, the public hearing was open for public testimony and no one spoke for or against the application; and

WHEREAS, the Planning Commission unanimously (7-to-0 vote) recommended approval of the conditional use permit and site plan subject to certain conditions.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby grants approves the conditional use permit and site plan to allow the expansion of a legal nonconforming use to allow for the construction of a 4,000 square foot building addition to be used for boat and recreational vehicle showroom at 61 Marine & Sports, located on the property legally described above, subject to the following conditions:

1. Prior to the issuance of a full certificate of occupancy for the addition, a lot combination of the three parcels owned by Stu-Mac properties must be completed by Washington County.
2. All conditions of Resolution 2015-118 shall be conformed with.
3. The construction of the new building addition will require conformance to the City's commercial architectural standards and site development performance standards.
4. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
5. Landscaping on the site must be maintained in good health at all times, and dead plantings shall be replaced in a timely manner.

Passed this 3rd day of November 2021.



Myron Bailey, Mayor

Attest:



Joe Fischbach, City Clerk

Receipt:# 578294

RES \$46.00
MEM \$40.00

Return to:
CITY OF COTTAGE GROVE
12800 RAVINE PKWY S
COTTAGE GROVE MN 55016

1278828



Certified Filed and/or recorded on:

1/13/2022 3:54 PM

1278828

Certificate #: 50776 65548

Office of the Registrar of Titles
Washington County, Minnesota
Debra Ledvina, Registrar of Titles

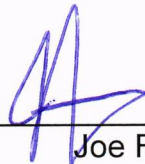
Receipt # 578294
Doc # 1278828 - Additional Certs

71409				
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STATE OF MINNESOTA)
COUNTY OF WASHINGTON)
CITY OF COTTAGE GROVE)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Cottage Grove, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached copy of Resolution No. 2021-139 of the City of Cottage Grove with the original on file in my office and the same is a full, true and complete transcript therefrom.

WITNESS, my hand as such City Clerk and the corporate seal of the City this 23rd day of November, 2021.



Joe Fischbach, City Clerk



From: Teresa Williams
Sent: Tuesday, July 22, 2025 3:27 PM
To: Kathy Dennis <KDennis@cottagegrovemn.gov>
Subject: 61 Marine & Sports

EXTERNAL EMAIL WARNING: This email originated from an outside organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

We received the 61 Marine & Sports Notice of Public Hearing for July 28, 2025. The only concern we have is related to the lighting. I believe somewhere between 2022-2025, outdoor lights were installed. The lights shine across the highway and onto our property at night, shining directly into our windows. If the lights could be directed downward, I think that would solve the issue.

Thank you for considering our concern.

Teresa and Dean Williams

STAFF REPORT CASE: V2025-017

ITEM: 6.3

PUBLIC MEETING DATE: 7/28/25

TENTATIVE COUNCIL REVIEW DATE: 8/6/25

APPLICATION

APPLICANT: Curt Hoffman, on behalf of Almar Village, LLC

REQUEST: A variance to allow an expansion of the existing parking lot to within two feet of the east property line and to increase the impervious surface coverage of the parcel beyond the maximum 70 percent impervious surface coverage allowed in the B-1, Limited Business District.

SITE DATA

LOCATION: 7155 Jorgensen Lane South

ZONING: B-1, Limited Business

GUIDED LAND USE: Commercial

LAND USE OF ADJACENT PROPERTIES:	<u>CURRENT</u>	<u>GUIDED</u>
NORTH:	Mixed Use	Mixed Use
EAST:	Agriculture	Mixed Use
SOUTH:	Medium Density Res.	MDR
WEST:	Medium Density Res.	MDR

SIZE: N/A

DENSITY: N/A

RECOMMENDATION

Approval, based on the findings of fact and subject to the conditions stipulated in this staff report.



COTTAGE GROVE PLANNING DIVISION

Planning Staff Contact: Samantha Pierret, Senior Planner; 651-458-2825; spierret@cottagegrovemn.gov

Application Accepted: 6/30/2025 60-Day Review Deadline: 8/30/2025

Planning Staff Report
Parking Lot Setback and Impervious Surface Coverage Variances –
7155 Jorgensen Lane South
Planning Case No. V2025-017
July 28, 2025

Proposal

Curt Hoffman, on behalf of Almar Village, LLC, (Applicant/Property Owner) has applied for a variance to allow an expansion of the existing parking lot to within two feet of the east property line and to increase the impervious surface coverage of the parcel beyond the maximum 70 per-cent impervious surface coverage allowed in the B-1, Limited Business District.



Site Location

Review Schedule

Application Received: June 30, 2025

Application Accepted: July 1, 2025

Planning Commission Meeting: July 28, 2025

Tentative City Council Meeting: August 6, 2025

60-Day Review Deadline: August 30, 2025

Background

The Applicant has proposed to lease two spaces in the existing multi-tenant building for a Mexican restaurant (Mi Pueblo). When a new use is proposed within an existing development, the existing parking area must be able to accommodate the required parking or parking must be added to accommodate the new use.

In 2016, Carbone's expanded into an adjacent tenant space. A conditional use permit amendment and variance were approved at the time to allow the expansion of the space and the expansion of the parking lot by 19 spaces to within two feet of the east property line along Keats Avenue (Resolution 2016-067). A condition of approval was that the parking lot expansion must be installed after one year if parking was identified as a negative issue to the operation of the site. The parking area was not expanded within one year therefore, the 2016 variance approval is void.

With the addition of another restaurant in the development and existing parking patterns, the parking lot must be expanded to accommodate additional vehicles. The Applicant has proposed to expand the parking lot by the same number of spaces (19 spaces) in the same location proposed in 2016 at a two-foot setback from the east property line.



19 Additional Parking Spaces

Planning Considerations

Parking Calculations

Almar Village is a Planned Unit Development consisting of five separate parcels, four of which are under different ownership. The Applicant owns the multi-tenant building and the parcel with the

shared monument sign in the northeast corner of the site. The four parcels have a shared parking agreement wherein customers may park on any parcel to visit any of the businesses. The Applicant's parcel is 2.42 acres and contains a multi-tenant building and the majority of the available parking on site.

Restaurants require one parking space for each three seats based on capacity design.

Business	Number of Seats	Number of Parking Spaces Required
Carbone's	166	55
Subway	28	9
Mi Pueblo	148	42
Total	342	114

Retail establishments, salons, and pet grooming businesses require one parking space for each 200 square feet of floor area. The multi-tenant building has a total square footage of 18,185 square feet. Subtracting the area designated for three restaurants leaves 6,550 square feet of tenant space. There must be 33 parking spaces on site to accommodate these businesses.

The Applicant's parcel contains 97 parking spaces where 147 spaces are required for the uses. There is a vacant 0.40-acre parcel with 13 parking spaces east of the Carbone's space, owned by Waseca Bancshares Inc. that may be used by customers of any business in the development. Adding these 13 spaces to the 97 spaces on the Applicant's parcel results in a total of 110 parking spaces available for the multi-tenant space without using shared parking on parcels already occupied by other businesses.



Vacant Parcel

The Holiday Gas Station (7033 Jorgensen Lane) is required to have four spaces as a motor fuel station plus one space per 200 square feet of the convenience store building (approximately 3,660 square feet). Each fuel pump may count as one parking space. The parcel must have at least 18 parking spaces and 37 spaces are currently provided.

The retail space at 7009 Jorgensen Lane must have one space per 200 square feet of building space. This space must provide 19 spaces and there are only 8 spaces on this 0.45 acre parcel.



7033 Jorgensen Lane



7009 Jorgensen Lane

The entire Almar Village development must provide 184 total parking spaces for all uses. There are currently 155 spaces within the development total. The Applicant has proposed adding 19 parking spaces two feet from the east property line in the same location and manner as was approved in 2016. While the property will not meet minimum parking standards, increasing the amount of parking on site will lessen the non-conformity and ease existing parking constraints on site. The Applicant is restricted as to where they can add parking because they only own one parcel.

Impervious Surface Standards

Impervious surfaces are any materials which prevent absorption of stormwater into the soil, including buildings and pavement. Properties in the B-1, Limited Business District, are limited to 70 percent impervious surface lot coverage. The Applicant's parcel currently contains approximately 85 percent impervious surface. The additional parking spaces will add approximately 3.4 percent impervious surface to the site.

Four trees must be removed to construct additional parking. Removal of the four trees is under the 40 percent removal threshold for the parcel; therefore, no replacement inches are required.



Trees to be Removed

Stormwater

One of the conditions of the 2016 conditional use permit and variance approval was if additional parking was installed, surface water impacts needed to be addressed through construction of additional onsite treatment measures or payment of an offsite ponding fee. The Applicant worked with City Engineering staff to determine if additional onsite treatment measures would be needed for the additional parking. The pond the lot drains to was designed to accommodate 6.3 acres of impervious surface between all four parcels in Almar Village. With the additional parking spaces the total impervious surface will be 6.3 acres; therefore, no additional onsite treatment measures are needed. The property owner must submit a record plan of all storm sewers in the parking lot.

Ordinance Criteria

With all variance requests, the Planning Commission must look to the zoning ordinance for guidance and direction. City Code Title 11-2-5: Variances states the following:

- A. *Purpose. The purpose of the variance is to allow variation from the strict application of the terms of this Title where, by reason of the exceptional physical characteristics of the property, the literal enforcement of the requirements of this Title would cause practical difficulties for the landowner.*

F. Findings. A variance may be granted only when all of the following conditions are found:

- 1. The variance is in harmony with the general purposes and intent of this Title.*
- 2. The variance is consistent with the Comprehensive Plan.*
- 3. The applicant for the variance establishes that there are practical difficulties in complying with this Title. "Practical difficulties," as used in connection with the granting of a variance, means that all of the following must be found to apply:*
 - a. The property owner proposes to use the land in a reasonable manner for a use permitted in the zone where the land is located, but the proposal is not permitted by other official controls;*
 - b. The plight of the landowner is due to circumstances unique to the property and that are not created by the landowner; and*
 - c. The variance, if granted, will not alter the essential character of the neighborhood.*
- 4. Economic considerations alone do not constitute practical difficulties.*

Public Hearing Notices

The public hearing notice for the July 28, 2025, Planning Commission meeting was published in the *Saint Paul Pioneer Press* and mailed on July 16, 2025, to 76 property owners that are within 500 feet of the proposed project. Staff has not received any comments at the time of writing the report.

Findings

Findings of facts for a favorable recommendation of the variance request are as follows:

- A. Restaurants and retail establishments are permitted uses in the B-1, Limited Business District. The development was approved in 2001 with the current parking lot configuration. When new uses come into a development, enough parking must be provided to meet Ordinance standards for each use.
- B. The property is designated Commercial in the 2040 Comprehensive Plan.
- C. The number of parking spaces available must meet Ordinance standards for each use on site. When shared parking is utilized, each individual use must have enough parking for that use between all shared parking sites.
- D. The parking lot was approved as part of the development in 2001, prior to the Applicant taking ownership of the property. In 2016 a variance was approved to construct additional parking in the same location as proposed at a two foot setback from the east property line and increasing impervious surface coverage on site.
- E. The area is currently a commercial center with surface parking. The right-of-way of Keats Avenue encompasses a trail corridor and road surface. The additional parking will not alter the essential character of the neighborhood.
- F. The request is not based on economic considerations alone.

Recommendation

Based on the findings of fact, staff recommends that the Planning Commission approve the variance to allow the construction of additional parking two feet from the east property line at 7155 Jorgensen Lane South and to increase the impervious surface coverage of the site, subject to the following:

1. A record plan of storm sewers shall be submitted to the City Engineer after parking lot construction.
2. All applicable permits (i.e. building, electrical, grading, mechanical) must be completed, submitted, and approved by the City prior to the commencement of any construction activities.

Prepared by

Samantha Pierret, AICP
Senior Planner

Attachments

Application
Resolution 2016-067

VARIANCE APPLICATION – RESPONSE TO ORDINANCE CRITERIA

The Planning Commission and City Council may recommend a variance from the strict application of the zoning ordinance, if they find that your application meets the findings below. Please provide a DETAILED response to all of the following findings:

1. The variance is in harmony with the purposes and intent of this title. Please circle: Yes No

2. The variance is consistent with the comprehensive plan. Please circle: Yes No

3. The proposal puts the property to a reasonable use. Please explain. *Adding a new restaurant in the community to an existing retail building causing the need for additional parking.*

4. There are unique circumstances to the property not created by the landowner. Please identify these circumstances. *Four property owners sharing parking and no additional parking can be added that meets setbacks. A variance for parking two feet from the east property line was approved in 2016. Adding additional parking will increase the impervious surface.*

5. The conditions upon which an application for a variance is based are unique to the parcel of land for which the variance is sought and are not applicable, generally to other property within the same zoning classifications. Please list the conditions that are unique.

Sec # 4

6. The purpose of the variance is not based exclusively upon a financial hardship. Please circle: Yes No

7. The granting of the variance will not be detrimental to the public welfare or injurious to other land or improvements in the neighborhood in which the parcel of land is located. Please circle: Yes No

8. The proposed variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety. Please identify any potential impact the requested variance may have.

None

Economic hardship is not regarded by the Courts as a reason for approval. Neighborhood support or opposition, without any basis of facts, is not regarded by the Courts as reason for either approval or denial.

Applicant Name: Curt Hoffman
Almar Village LLC

Case #: _____

Receipt# 320044

4063813

RES

\$46.00

Return to:

CITY OF COTTAGE GROVE
12800 RAVINE PKWY S
COTTAGE GROVE MN 55016



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4063813

Office of the County Recorder
Washington County, Minnesota
Jennifer Wagenius, County Recorder

STATE OF MINNESOTA)
COUNTY OF WASHINGTON)
CITY OF COTTAGE GROVE)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Cottage Grove, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached copy of Resolution No. 2016-067 of the City of Cottage Grove with the original on file in my office and the same is a full, true and complete transcript therefrom.

WITNESS, my hand as such City Clerk and the corporate seal of the City this 12th day of April, 2016.

Joe Fischbach, City Clerk



RESOLUTION NO. 2016-067

**A RESOLUTION APPROVING AN AMENDMENT TO
CARBONE'S PIZZA OF COTTAGE GROVE'S CONDITIONAL USE PERMIT
FOR EXPANSION OF THEIR CURRENT RESTAURANT WITH LIQUOR
TO A TOTAL OF 7,635 SQUARE FEET TO ADD A FULL BAR, A VARIANCE TO THE
FRONT YARD SETBACK REDUCTION ALONG THE EAST PROPERTY LINE AND
A VARIANCE TO MINIMUM PARKING REQUIREMENTS
AT ALMAR VILLAGE, 7155 JORGENSEN LANE SOUTH**

WHEREAS, Carbone's Pizza of Cottage Grove has applied for a variance to the front yard setback reduction along the east property line adjacent to Keats Avenue from 20 feet to 2 feet, a variance to minimum parking requirements, and an amendment to the conditional use permit (CUP) for an expansion of the current 3,250 square foot Carbone's restaurant to 7,605 square feet in size including a full bar with liquor, on property legally described below:

Lot 1, Block 1, Almar Village Addition, Cottage Grove, Washington County, State of Minnesota.

Commonly known as 7155 Jorgensen Lane South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, a planning staff report which detailed specific information about the property and the variance application was prepared and presented; and

WHEREAS, the Planning Commission reviewed this application at their meeting on February 22, 2016; and

WHEREAS, the Planning Commission reviewed the variance criteria and findings of facts established by the Zoning Ordinance for granting a variance; and

WHEREAS, public hearing notices were mailed to property owners within 500 feet of the property and a public hearing notice was published in the South Washington County Bulletin on February 10, 2016, and March 23, 2016; and

WHEREAS, the public hearing was opened for public testimony at the Planning Commission and it was noted that two letters of support had been submitted for the public record; no additional public testimony was received; and

WHEREAS, an additional public hearing on the setback variance request was held at the City Council meeting on April 6, 2016, and no public testimony was received; and

WHEREAS, the Planning Commission on a 7-to-1 vote recommended to the City Council that the conditional use permit and variance be granted based on findings of fact listed in the Planning Staff Report.

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby approves a variance to reduce the front yard setback

along the east property line adjacent to Keats Avenue from 20 feet to 2 feet; a variance to minimum parking requirements; and an amendment to the conditional use permit for expansion of the current 3,250 square foot Carbone's restaurant to 7,605 square feet in size including a full bar with liquor. Granting of the variances is based upon the following findings of fact:

- A. The unique conditions for this request is that the site is a multi-tenant site that all have different parking needs and times of operation or peak hours, and the mix of uses will result in a lower overall parking demand.
- B. The other tenant spaces in the development are likely to be filled with a combination of retail and service businesses. The peak parking demand for these uses will occur during the day.
- C. Many of the patrons of the site will utilize multiple shopping destinations creating less overall parking demands than when looked at as individual uses.
- D. The peak parking demand for the proposed restaurant will occur at night.
- E. The offsetting times of peak parking demand will allow the development to function with fewer parking spaces than if the same amount of space were occupied by a single user.
- F. Having a parking lot that has the potential of occasionally being utilized to the maximum design will not impair the public health, safety, comfort, or morals in any respect.

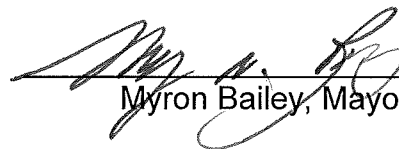
BE IT FURTHER RESOLVED, the recommendation for approval of the conditional use permit and variance is subject to the following conditions:

- 1. The use shall be in conformance with Resolution No. 2005-068.
- 2. All applicable permits (i.e.; liquor, building, electrical, grading, mechanical, etc.) and a commercial plan review packet shall be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans shall be reviewed and approved by the Building Official and Fire Marshal.
- 3. All signage must comply with the approved comprehensive sign package for the mall that was approved with the PUD. A building permit must be issued prior to the installation of any new signs.
- 4. Any dead or missing landscaping materials per the landscaping plan approved with the original PUD shall be replaced.
- 5. A bona fide cost estimate of the landscaping improvements shall be submitted in conjunction with a letter of credit approved by the City in the amount of 150 percent of such estimate. Upon completion of the landscaping requirements have been completed. The City shall retain the financial guarantee for a period of one year from the date of notice to insure the survival of the plantings. No building permit

shall be issued until the required financial guarantee has been received and accepted by the City.

6. Rooftop mechanical equipment shall be painted and screened from view. Final exterior screening materials and colors shall be reviewed and approved by the Planning Department prior to the issuance of a building permit.
7. A radio-read water meter shall be installed.
8. Motor vehicle parking on Jorgensen Lane South in relation to the use shall be prohibited.
9. The restaurant must not exceed a capacity of 166 seats.
10. The site operations shall be reviewed by the City after one year, and if parking has been identified as a negative issue to the operation of the site, the demonstrated parking shall be installed including a bituminous parking surface, curb and gutter, and striping.
11. If the demonstrated parking is installed, the surface water impacts need to be addressed through the construction of additional onsite treatment measures, or the payment of an offsite ponding fee. Additional vegetative screening will be required adjacent to the new parking area.
12. If the demonstrated parking area is installed, additional vegetative screening shall be planted adjacent to the new parking area.
13. Any mature vegetation removed by the construction of the demonstrated parking shall be replaced at a ratio of two to one.
14. All dead, diseased, or missing plant materials identified on the original approved site plan shall be replaced.
15. Any violations of the approving resolution may trigger review of the use by the City Council and be cause for possible amendments to or revocation of the conditional use permit.

Passed this 6th day of April 2016.


Myron Bailey, Mayor

Attest:


Joe Fischbach, City Clerk

STAFF REPORT CASE: ZA/HCU/SP2025-020

ITEM: 6.4

PUBLIC MEETING DATE: 7/28/25

TENTATIVE COUNCIL REVIEW DATE: 8/20/25

APPLICATION

APPLICANT: Bellagala

REQUEST: A Zoning Amendment to rezone the property at 6940 Keats Avenue from AG-2, Agricultural, to M-U, Mixed Use District; a Historical Conditional Use Permit to operate an event center in the M-U zoning district, and a Site Plan Review; a Zoning Amendment to rezone the property at 9912 70th Street from AG-2 to R-3, Single Family Residential; and a Historical Conditional Use Permit for associated business uses in conjunction with the event center.

SITE DATA

LOCATION: 6940 Keats Avenue and 9912 70th Street

ZONING: AG-2, Agricultural

GUIDED LAND USE: Mixed Use

LAND USE OF ADJACENT PROPERTIES:

NORTH:

EAST:

SOUTH:

WEST:

CURRENT

Medium Density Res.

Agricultural

Commercial

Low Density Res.

GUIDED

Medium Density Res.

Mixed Use

Commercial

Low Density Res.

SIZE: N/A

DENSITY: N/A

RECOMMENDATION

Approval, based on the findings of fact and subject to the conditions stipulated in this staff report.



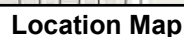
COTTAGE GROVE PLANNING DIVISION

Planning Staff Contact: Kelly Becker, Associate Planner; 651-458-2834; kbecker@cottagegrovemn.gov

Application Accepted: 7/2/2025 60-Day Review Deadline: 8/31/2025

Proposal

- 6940 Keats Avenue South – Cedarhurst Mansion (The Mansion)
 1. Zoning amendment to rezone the property from AG-2, Agricultural District, to M-U, Mixed-Use District
 2. Historical Conditional Use Permit to operate an event center/wedding venue on a property on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks
 3. Site Plan Review for improvements to the site and the Mansion and for an addition to the Mansion
- 9912 70th Street South – Gardener's Cottage
 1. Zoning amendment from AG-2, Agricultural District, to R-3, Single Family Residential District
 2. Historical Conditional Use Permit to use the property in conjunction with the commercial event/wedding venue on the adjacent parcel at 6940 Keats Avenue



Review Schedule

Application Received: July 2, 2025
Acceptance of Completed Application: July 2, 2025
Planning Commission Date: July 28, 2025
Tentative City Council Date: August 20, 2025
60-Day Review Deadline: August 31, 2025

Background

Cedarhurst Mansion (Mansion), historically known as the Cordenio Severance House, is situated on an approximate 10-acre parcel at the intersection of County Road 22 (70th Street) and County Road 19 (Keats Avenue), which also houses several outbuildings. The site and Mansion are listed on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks. The original part of the house being built in the 1860's and later expanded, presumably in the later 1800s/early 1900s, most notably including the addition of a ballroom and bedroom to the north side of the building in 1917 by Architect Cass Gilbert. Notable features of the Mansion include original wood shutters, two Neo-Classic doric hexastyle porticoes with gabled roofs, a semicircular bay on the north ballroom façade, eastern porch serving as the primary ceremonial entry, southern porch belonging to the original farmhouse, historic front lawn and approach, and historic rose garden.

Situated on a separate, adjoining 3-acre parcel is the Gardener's Cottage at 9912 70th Street, currently classified as a single-family residence. It is estimated that the cottage was originally constructed in the late 1800s or early 1900s. Although not currently listed on the City's Register of Historic Sites and Landmarks, the Cottage is recognized as one of the Top Ten Historic Properties the Advisory Committee on Historic Preservation (ACHP) identified as a priority to be considered for registration, considering its connection to the Cedarhurst Estate.

In 1977, the City Council approved a resolution to grant a Conditional Use permit for a home occupation to operate a catering service from the site. Later in 2001, after a change in ownership, the City Council approved a resolution for a Conditional Use Permit for limited commercial ventures at the Mansion. Approved uses with that approval included use of the site and Mansion for a wedding/banquet hall, receptions, conferences, exhibitions, and tours.

In 2021, Three Sixty Real Estate Solutions, LLC purchased the property and later proposed, in 2022, a mixed-use redevelopment project for the parcels that included commercial space, multi-family housing, and preservation of the Mansion itself. There were concerns at the time with the high density of the proposal and the lack of preservation of the green space throughout the site, which is a large part of the historic significance of the site and Mansion. At the time, the economics of the proposal also posed a challenge. The plan did not receive final approval, and the Mansion has sat vacant since it was last purchased in 2021.

Bellagala Wedding and Events is the prospective buyer/developer of the property. The Bellagala company was founded in Minnesota in 2004 and has several boutique event locations around the Minneapolis area. Bellagala's proposal for the Cedarhurst property includes utilization of the Mansion as a year-round wedding and event center, including use of outdoor ceremony space and indoor reception space, with a maximum seating capacity of 190.

Historic Property Review

City Code Title 11-2-18, Historic Properties Conditional Use Permits, states that the preservation, revitalization, and adaptive reuse of buildings designated on the City's Register of Historic Sites and Landmarks or National Register of Historic Places is encouraged. Adaptive reuses of these historically registered properties or structures shall promote preservation of the architectural and historic character by encouraging retention of its historic value. All reuses shall be complementary to the historical character of the structure or site and the surrounding uses and reviewed as a Historic Conditional Use Permit (HCUP). Thus, as the Mansion is listed on both local and national registers, and in anticipation of the Gardener's Cottage being added to the City's Register of Historic Places and Landmarks, both properties qualify for the requested HCUP review.

Requests for HCUPs and any proposed alteration to a historic site or landmark are required to be reviewed by the Advisory Committee for Historic Preservation (ACHP), pursuant to Title 2-2-6. The ACHP then provides a recommendation to the Council regarding the proposal. In reviewing the proposal, the ACHP shall determine if the work to be performed adversely affects the designated historic site, landmark, or district. In determining whether or not there is an adverse effect to the historic site, landmark, or district, the committee shall consider the following factors:

1. Whether the work will significantly alter the appearance of the building or structure so as to remove the features which distinguish the historic site or landmark as a significant cultural resource.
2. Whether the use of the property will destroy, disturb or endanger a known or suspected archaeological feature site.

During review of the previous redevelopment proposal in 2022, the City coordinated with New History, a consultant group providing historical expertise, to create Historic Site Design Guidelines. The report summarizes and identifies the significant historic features and buildings on the property and outlines guidelines for proposed alterations. It also identifies the following major findings used by staff to guide review of this request to ensure the proposed improvements align with those design guidelines to maintain the significant historical features of the site:

1. Site and Landscaping
 - The organic site arrangement with residential-scale buildings and exterior open spaces should be maintained.
 - Existing circulation can be maintained, and new circulation can be added to the site. New parking spaces could be created on the north and west sides of the site.
 - New landscaping should generally consist of a mix of lawn areas, trees, and small plantings. New hardscape elements should be limited to the minimum required.
2. Alterations to Existing Resources
 - Keeping and reusing contributing (historic) resources is recommended. Demolition of these resources should be avoided if possible.
 - Key historic features of contributing resources such as porticos, porches, wood siding, stucco, gable roofs, and doors and windows should be prioritized for preservation. Non-historic features of contributing resources can remain or be replaced.
 - Non-contributing (non-historic) resources can be retained, altered, or removed.

3. New Construction

- Any new construction should be sensitively located and be of a size, scale, and design that is compatible with contributing resources and the historic site as a whole. New construction should appear new and be differentiated from contributing resources, to avoid creating a false sense of history.
- Any new construction should avoid impact to and the removal of any historic materials and features and be able to be removed in the future without damaging contributing resources.

State Historic Tax Credit

The applicant is working with the State Historic Preservation Office (SHPO) to obtain a tax credit to rehabilitate the site. Under the SHPO tax incentive program, the applicant is required to complete a historic preservation certification application through the National Park Service (NPS) to become a “certified rehabilitation project.” In order to achieve this certification, the project must be determined to be consistent with the historic character of the building and, where applicable, the district in which it is located.

There are three parts to this process:

- Part 1 is a demonstration that the site is historically significant. As the site is nationally registered, Part 1 has been approved.
- Part 2 for the submittal demonstrates that adequate work will be done to preserve the historically significant features of the mansion and the grounds, and that the mansion and the site are rehabilitated in an adequate manner.
- Part 3 verifies that the project was completed aligning with SHPO and NPS standards as outlined in Parts 1 and 2. Part 3 is completed upon completion of the project.

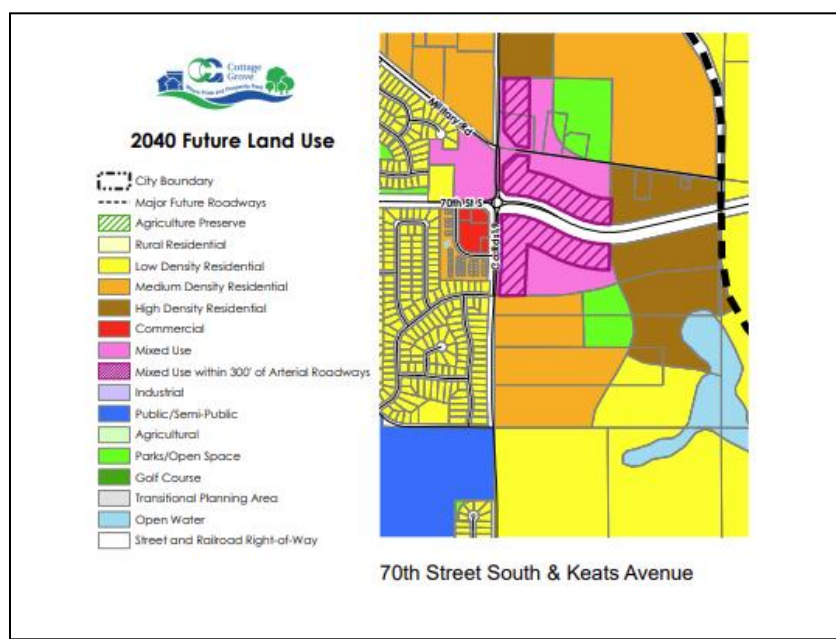
The applicant is currently working on finalizing Part 2 of the SHPO Tax Credit process, which requires them to submit a complete list of work being proposed to preserve historic features. Each feature of the proposed project must be listed outlining the current condition including photos or a sketch of the current condition, and a description of work planned to be done for each feature. The requirements for the SHPO tax incentive are meticulous and designed to preserve the historical features of each project. The applicant followed the city’s Historic Site Design Guidelines as they completed Part 2. The work that the applicant is proposing as part of their proposal submitted to SHPO aligns with the guidelines created by New History in 2021; therefore, the proposed use aligns with the intent of an Historic Conditional Use Permit.

Planning Considerations

Comprehensive Plan Land Use and Zoning

6940 Keats Avenue (Mansion property): The 10-acre parcel the Mansion is situated on is guided for Mixed Use in the 2040 Comprehensive Plan. The applicant is requesting to rezone the Mansion property from AG-2, Agricultural, to M-U, Mixed Use, which would be in accordance with the long-term growth plan of the parcel. Areas designated “Mixed Use” are intended to provide flexibility to allow complementary uses within a district. Event Centers are permitted within the M-U District with a CUP or HCUP. The proposed use of the site as a wedding and event center aligns with the uses outlined within the M-U District.

9912 70th Street (Gardener's Cottage): The 3-acre parcel the Gardener's Cottage is situated on is guided for low density residential in the 2024 Comprehensive Plan. Low density residential is consistent with development at net densities of 2 to 4 units per acre as well as minor commercial uses. The applicant is requesting to rezone the Gardener's Cottage parcel from AG-2, Agricultural, to R-3, Single Family Residential, which would be in accordance with the long-term growth plan of the parcel. The R-3 Single-Family Residential district is intended to preserve the character of existing single-family neighborhoods and provide for additional development of single-family detached residential neighborhoods. Limited Commercial Ventures within the R-3 zoning district are permitted with an HCUP. The proposed use of the Gardener's Cottage for internal purposes including team meetings, planning sessions, and staff connection space is considered a limited commercial venture in conjunction with the proposed use of the Mansion site and is permitted with an HCUP within the R-3 Zoning District.



Compliance with Ordinance Requirements

The City's Historic Property Conditional Use Permit (City Code Title 11-2-18) was adopted on February 4, 1998 (Ord. No. 653). The ordinance was adopted as a means in which to allow owners of large historic properties within the community the ability to create additional resources to maintain the unique properties as vibrant components within the community.

In order to be considered eligible for a historic properties conditional use permit, properties must be in conformance with the following:

- (1) The applicant demonstrates that the historic characteristics of the property cannot be maintained reasonably and economically unless the conditional use permit is granted.*
- (2) Listed on the city register of historic sites and landmarks or the national register of historic Places.*
- (3) The property is adequately sized to meet the proposed use.*
- (4) Adequately served by municipal services or a septic system with adequate capacity for the proposed use.*
- (5) In conformance with all applicable building and fire codes, and ADA requirements.*

- (6) In conformance with all state and county health regulations.*
- (7) In conformance with the city's off street parking requirements pursuant to subsection 11-3-4 of this title, or proof of parking, if deemed reasonable by the city.*
- (8) Adequately situated and designed so as to not create a significant traffic impact on adjoining public roadways, and includes safe ingress and egress to the site.*
- (9) The development meets all applicable setback requirements.*
- (10) Activity areas are appropriately screened from adjoining properties.*
- (11) The property and land use are adequately designed so as not to create an adverse impact on the residential character of the surrounding area.*
- (12) The development meets all applicable commercial site development performance standards.*
- (13) The development does not create any increase in the level of noise, air, or other pollution which would have an adverse effect on other properties.*
- (14) One advertising sign not to exceed twenty (32) square feet, and six (6) feet in height.*
- (15) Site improvements meet the city's historic preservation standards and guidelines.*

The proposed use of the two sites (6940 Keats Avenue and 9912 70th Street) in conjunction as a wedding and event center as an HCUP is consistent with the findings above as described in the following report.

Historic Conditional Use Permit

6940 Keats Avenue South (Cedarhurst Mansion)

The following improvements to and uses of the Mansion at 6940 Keats Avenue are proposed as part of the request for a Historic Conditional Use Permit (HCUP) and Site Plan Review:

1. The rehabilitation of the main mansion including interior and exterior restoration work, mechanical system upgrades, additional attic insulation, and basement foundation waterproofing.
2. A one-story, 4,000 square foot addition to the west side of the mansion for an atrium lounge, storage, and a commercial kitchen staging area.
3. Site and Landscape Restoration include the addition of paved and unpaved parking areas, widening of driveway aisles to become bi-directional, connecting circulation loop, rehabilitated rose garden, and loading and drop off area.
4. Removal of deteriorated barn, chicken coop, and upholstery shop structures on the west side of the property.

In compliance with the guidelines identified by New History and the State Historic Preservation Office (SHPO) tax credit criteria, the proposed work to the Mansion is broken down as follows:

Exterior work:

- Retaining, repairing, and repainting historic wood siding as needed.
- Minor repairs will be made as needed to architectural trim, eaves, and corner boards using in-kind materials.
- Repair or replacement of deteriorated window and door components with in-kind materials, as needed.
- The east porch currently experiences drainage issues where water is directed towards the building, thus requiring the east porch to be rehabilitated using historic features.

- Roof repairs will be limited to localized in-kind replacement of damaged asphalt shingles.
- Some repair or replacement of damaged gutters and downspouts as needed.

Interior work:

- Repair and refinish the original hardwood floors, including removing non-historic carpeting and refinishing underlying original wood flooring where present and salvageable.
- Stripping non-historic wallpaper and repainting the walls using historically sympathetic finishes.
- Refinish and repaint existing plaster walls and ceilings. Repair as needed.
- Removal and replacement of non-original light fixtures with more historically appropriate or concealed options.
- Preserve and refinish original stair handrails and balusters as needed.

Foundation and mechanical work:

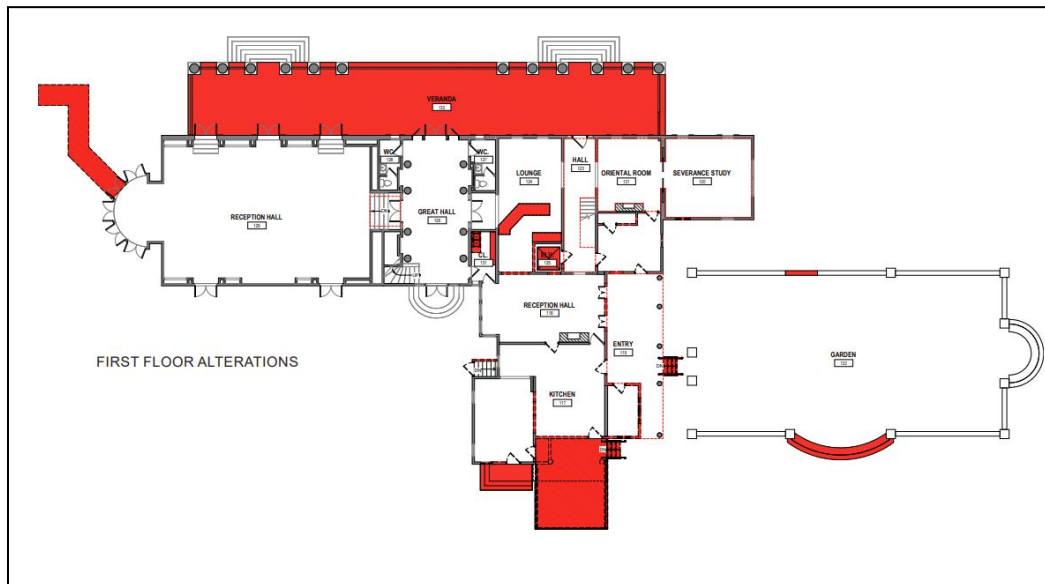
- Localized foundation repairs as needed in basement to address structural deficiencies and water damage and infiltration.
- Addition of insulation throughout the attic to improve energy efficiency.
- Reopening of the existing attic ridge vent to restore proper ventilation and reduce heat buildup.
- Installation of new high-efficiency boiler system while retaining and reusing select historic radiators where feasible.
- New air ducts and ventilation systems, routed to avoid visible impact to historic spaces.
- Replace outdated electrical panels and wiring to meet current capacity and safety codes.
- Installation of new building-wide sprinkler system to meet fire and safety code.

Most notably, a new, one-story addition will be constructed to connect to the west façade, adjacent to the location of the existing non-historic kitchen, as guided in compliance with the New History report. Connection will require removal of the non-historic west porch. The addition will house an atrium lounge, kitchen staging area, and storage area. The addition will be constructed in clearly differentiated materials from the historic portion of the mansion, and the construction is designed to be reversible in compliance with the Secretary of the Interior's standards for rehabilitation.



Rendering of Addition

Interior first floor plan alterations to the Mansion will be relatively minor, with most alterations being performed to meet accessibility and code compliance, as well as overall functionality. Historic room connections will be restored.



First Floor Plan

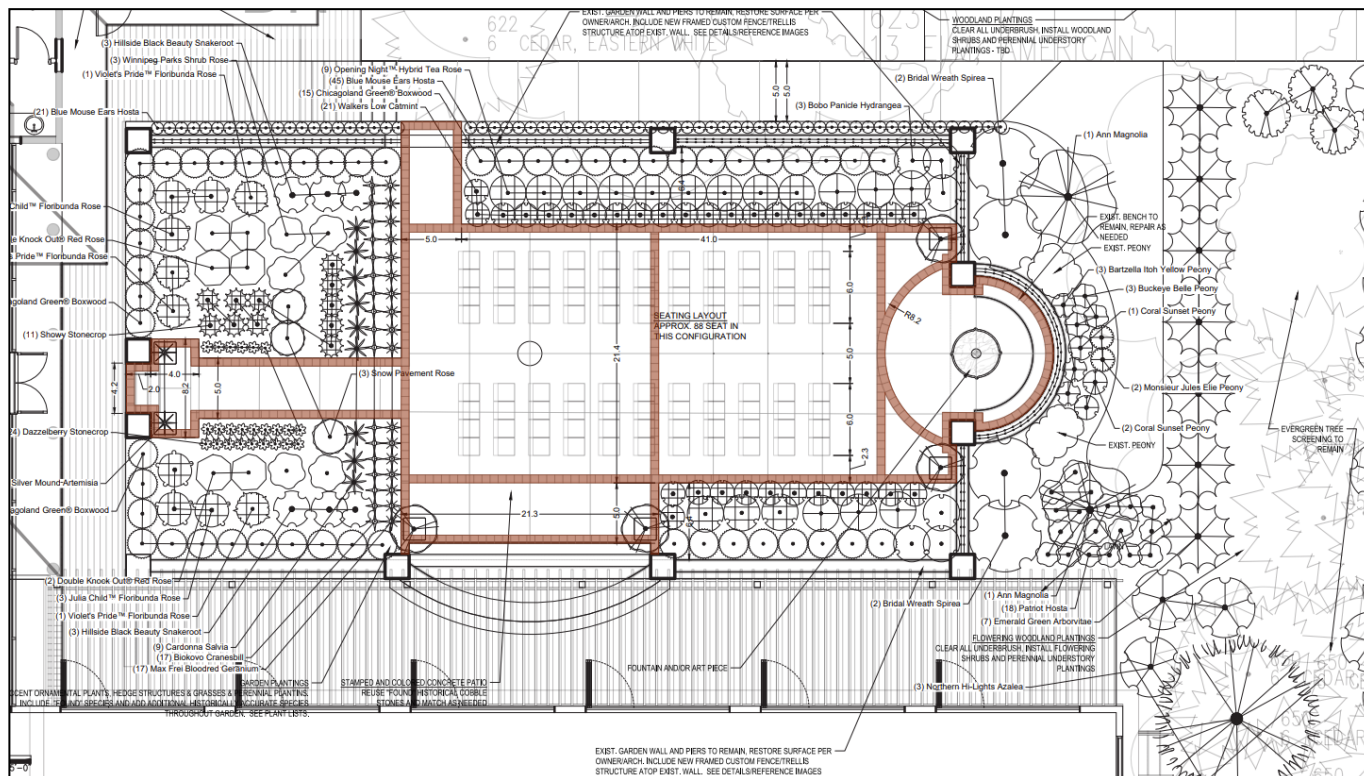
Portions of the existing second floor corridor do not meet ADA or Code requirements for width. Therefore, portions of interior partitions, closets, and bathrooms will be selectively removed to improve functionality and circulation. A limited use/limited application elevator will be added within the existing elevator shaft to provide vertical access between first and second floors. Space on the second floor will be converted into hospitality suites for bride and groom preparation, each with private restrooms and lounge areas.



Second Floor Plan

Garden Area Improvements

A patio centered in the garden will seat approximately 88 people, with a proposed fountain and/or art centerpiece at the south end. New plantings will include a plethora of plant varieties consisting of accent ornamental plants, hedges, grasses, and perennials throughout the garden. The existing contributing garden wall and piers will remain and be restored, including new fencing or trellis atop the existing wall. Surrounding brick pavers and colored concrete patio areas will be salvaged and reused where possible. If needed, new paver materials will be used that will match historic paver units.



Proposed Garden Improvements

Wedding Ceremony Locations

Outdoor ceremony grounds will be available in multiple locations on the property including the front lawn, rose garden, and northern second lawn. Per standards in Title 11-4-4, each outdoor gathering area is screened with existing vegetation to completely restrict vision of the gathering areas from adjacent residential properties and shall be setback at least 150 feet from the nearest residential property line. All amplified sound from the ceremony shall not be audible from the adjacent residential properties. Standards in Title 11-4-16 require the outdoor seating areas to have an improved and maintained surface; however, in order to be in alignment with the New History report guidelines and provide flexibility through the HCUP preservation standards, maintaining a grass surface on the lawn areas identified for ceremonies is acceptable. Seating for the outdoor ceremony areas shall be arranged in a manner so as not to compromise safety, obstruct any entrances or exits, be located on landscaping or parking areas, and shall not be located within any required setback areas.

1. **Front Lawn:** A grand, dramatic setting framed by the stately portico.
2. **Rose Garden:** An intimate, timeless space surrounded by lush blooms.
3. **Atrium:** A bright, modern space filled with natural light.
4. **Historic Ballroom:** Refined indoor space with classic architectural details.
5. **Second Lawn:** A quieter, tree-shaded area for added privacy.



Proposed Ceremony Spaces

Accessory Structure Removal

The period of significance for the site is 1889 until 1925, reflecting the time period during which the Severances owned and occupied the property. The various resources on the site can be classified as “contributing” (historic) or “noncontributing” (non-historic). At Cedarhurst, contributing resources are defined as resources that 1) were constructed by 1925 (the end of the period of significance) as part of the Severance estate and 2) retain historic integrity (the physical materials and features present during the period of significance). Resources constructed before 1925 that do not retain historic integrity and resources constructed after 1925 should be considered non-contributing. The New History report included an inventory of all resources across both parcels, identifying them as contributing or non-contributing. The applicant is proposing to remove the Barn structure (contributing), chicken coop (contributing), and shop (non-contributing) located to the northwest of the Mansion. Although the chicken coop and barn are considered contributing resources, due to their current structural state and years of neglected care, they are beyond repair and cannot be maintained reasonably and economically, as stated as a finding for Historic Conditional Use Permit review.



Chicken Coop



Barn

The contributing garage designed by architect Cass Gilbert and one of the non-contributing sheds (horse stable) are proposed to be retained for future potential reuse and restoration. No additional information for restoration of those structures was included with this application; however, the applicant has indicated a Phase 2 of site improvements will include a clear plan for use and improvements of the accessory structures. Several of the accessory structures are proposed to be removed due to safety hazard including the dilapidated barn and chicken coop.

9912 70th Street South (Gardener's Cottage)

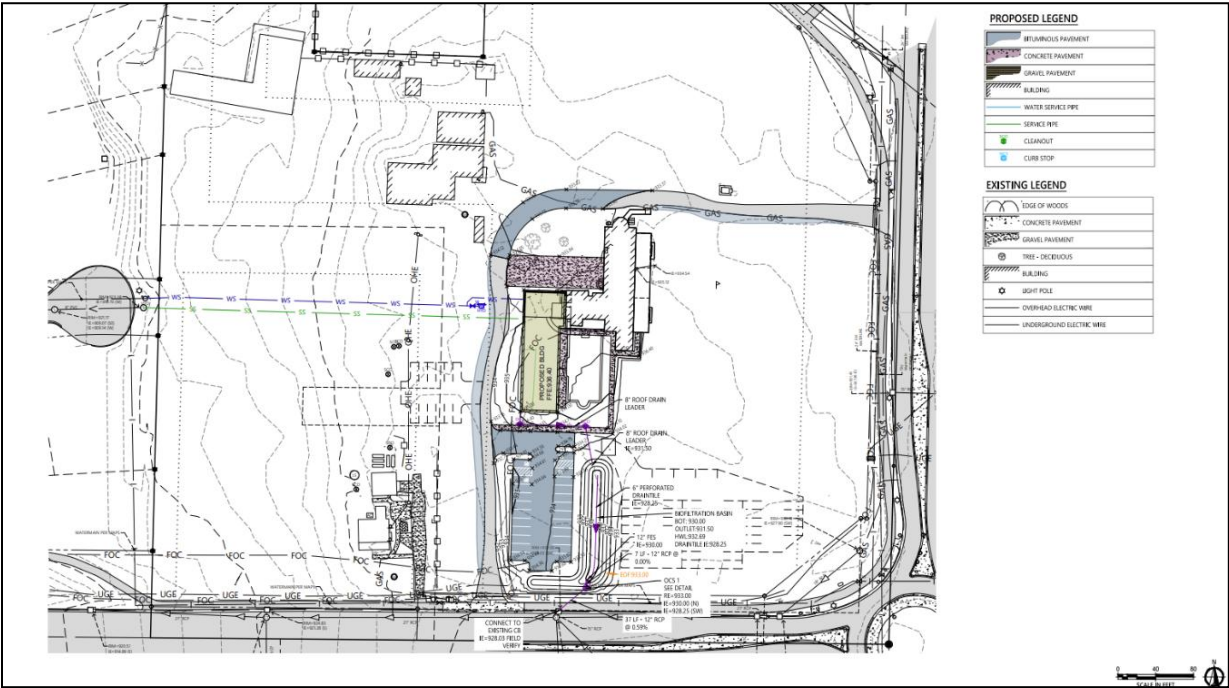
The Cottage is not currently listed on the City's Register of Historic Sites and Landmarks; however, an application to request the site be added to the City's local register will be required prior to issuance of a certificate of occupancy for the Mansion. For the site to be eligible for an HCUP, the site must be added to the City's Register of Historic Sites and Landmarks; therefore, a condition of the HCUP will require the property to be listed on the City's Register.

The applicant has shared a phased plan for the Gardener’s Cottage property. The first phase will be to preserve the Cottage in its current condition and bring the property into code compliance (interior and exterior), while utilizing it for internal company purposes only. It will serve as a quiet, dedicated location for team meetings, strategic planning sessions, and staff connection space. The long-term plan, once the business is stabilized at the site, is to gradually restore the Cottage, inside and out. Restoration will include addressing structural and aesthetic modifications. Proposed modifications to the Cottage will require review by the ACHP prior to the issuance of building permits for the work. Given the site and house is within the R-3 Zoning District, an HCUP is required to operate as and/or with the proposed wedding and event center. No ceremonies or events shall be permitted to take place on the Gardener’s Cottage property.

Site Plan Review

Overview

The site layout will include bi-directional driveways and a new circulation loop to accommodate guests and service traffic. The site will be connected to City sewer and water; it is currently served by well and septic. Parking will be accommodated with a new 23-stall paved parking lot, as well as a 45-stall overflow unpaved parking area and a 12-stall overflow unpaved parking area. A stormwater basin is proposed to the immediate east of the paved parking lot. Plans include the addition of an approximate 4,000 square foot atrium to the west side of the Mansion for lounge and kitchen staging areas. The historic rose garden will be rehabilitated on the east side of the addition for ceremonial use, with the addition serving as a buffer from residential properties to the west. New walkways will be added to improve circulation around the property, connecting the east and south porches with as little land and vegetation disturbance as possible.



Proposed Site Plan

Setbacks

The following table summarizes the applicable setback standards in the Mixed Use District and proposed setbacks with the site and mansion improvements:

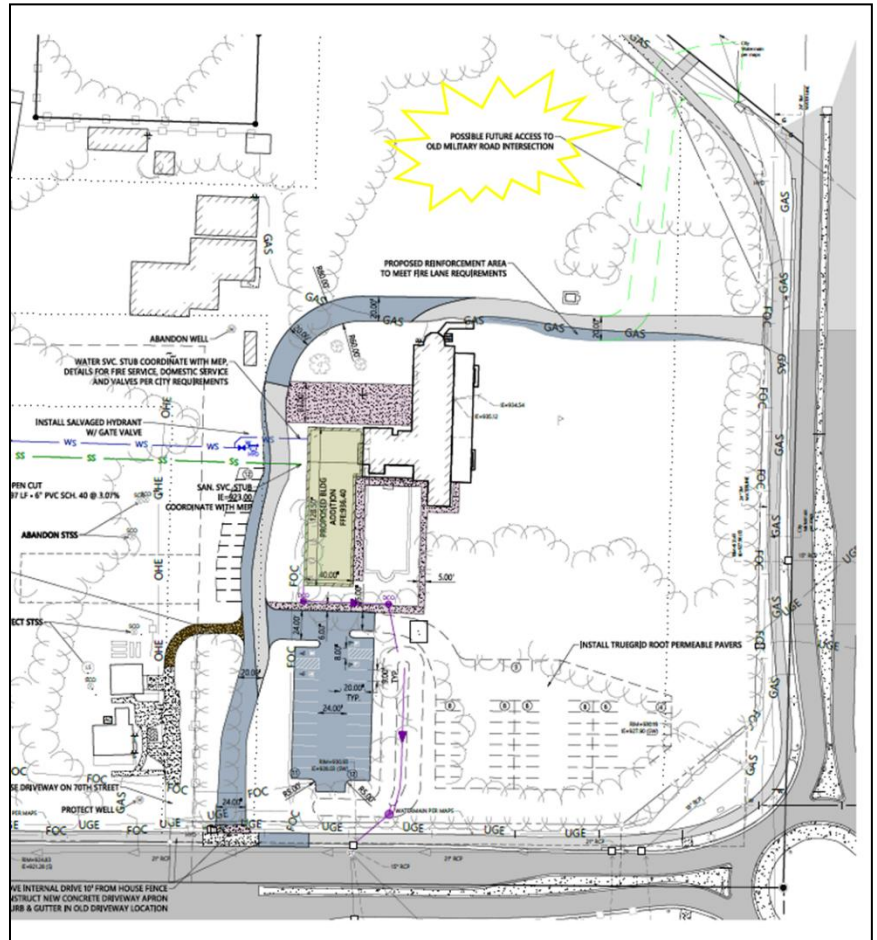
Mixed Use District Setbacks		
	Standard	Mansion with Addition
Minimum front yard	25ft	150+ ft
Minimum rear yard	10ft	300+ ft
Minimum rear yard abutting a residential district	50ft	300+ ft
Corner lot setback on front and side yard	20ft	150+ ft

Access

A cul-de-sac was constructed by Washington County at the intersection of Keats Avenue and 70th Street. The cul-de-sac placement limited access to both existing driveway entrances to the Mansion on Keats Avenue and 70th Street to one way in and one way out due to the addition of medians. In an effort to provide full access to the site to facilitate traffic flow, the applicant is proposing to relocate the existing access location to the Mansion parcel on 70th Street west to align with the existing access to the south, Jorgensen Lane. Relocating the driveway entrance will allow traffic in and out of the site from both directions without obstruction from the median (full access from 70th Street).

The existing driveway access to the Cottage parcel on 70th Street is proposed to be removed and access from 70th Street to the Cottage site will be shared with the Mansion. The Cottage site will access their parcel from the driveway constructed on the Mansion site. A shared access agreement will be required to be recorded against both properties providing legal access to the Cottage site and outlining maintenance requirements at such time the parcels are not under shared ownership. Driveway access aisles from 70th Street and Keats Avenue through the site are proposed to be widened to 20-feet to allow for emergency vehicle accessibility and turn around.

If at any time, the City and/or the County identify the access at 70th Street as not functioning efficiently or poses a safety concern, the City and/or County may determine a driveway shall be connected to the old Military Road access as a full access onto Keats Avenue in the

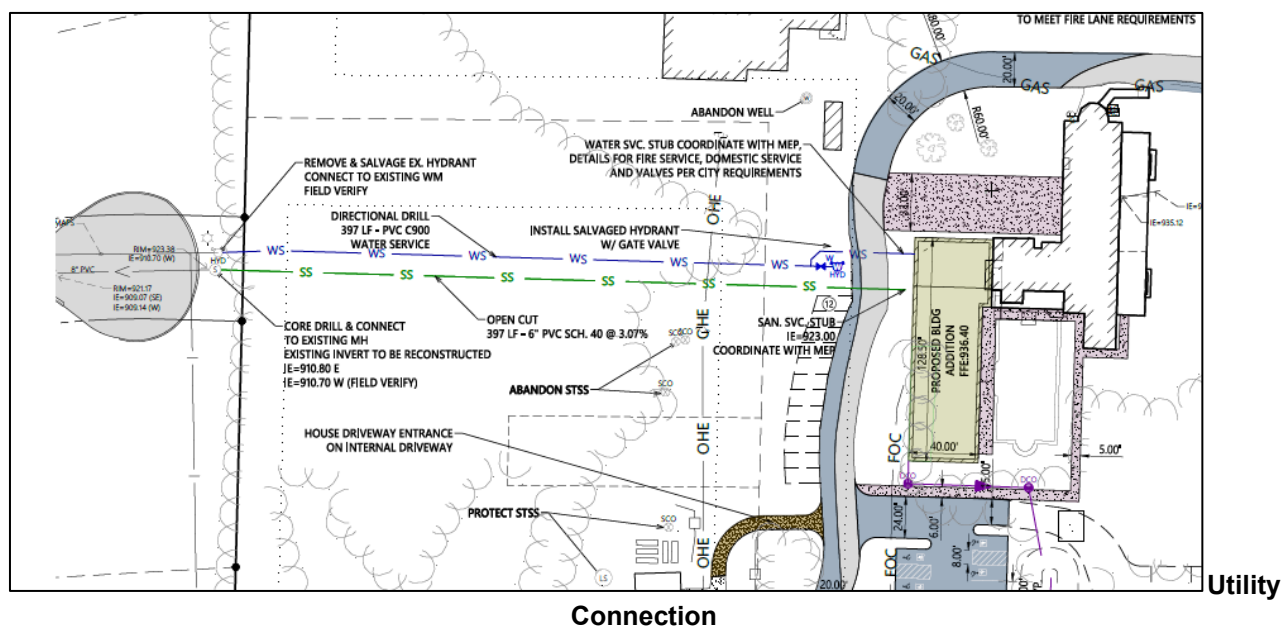


northeast corner of the site and the 70th Street Access would be a limited access. The northeast Military Road driveway access connection is illustrated on the site plan provided by the applicant and has been reviewed with this submittal.

Utilities

The Mansion and Gardener's Cottage are currently served by private septic and well. The Applicant is proposing to connect the Mansion to public water and sewer service at the stubs within the cul-de-sac at 69th Street to the west. The connection will be a private service; therefore, the property owner will be responsible for all maintenance of the utility lines from the City's main sewer and water lines.

The proposed connection extends through the 9912 70th Street property. To ensure access for maintenance, etc., an easement is required to be recorded against both properties in the event the parcels are no longer under common ownership.



The applicant is not proposing to connect the Cottage parcel (9912 70th Street) to City utilities. However, if at any time the existing well or septic fails, the property owner will be required to connect to City services. Area charges and connection fees applicable at that time will be required to be paid at time of connection for the 3-acre parcel.

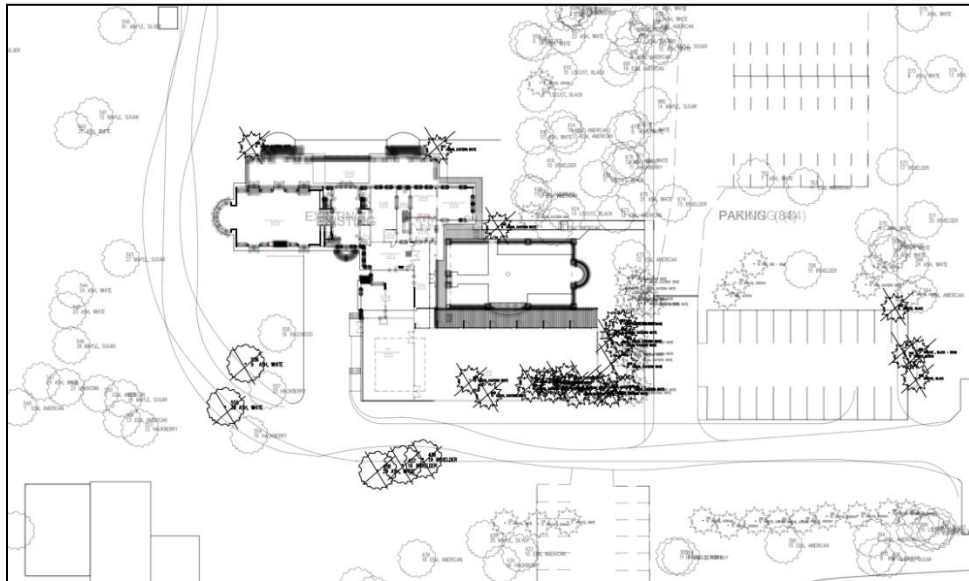
Stormwater Management

The Applicant is proposing the installation of required stormwater infrastructure to manage and treat run-off on existing and proposed impervious surfaces on the site in accordance with the City and Watershed District standards. The Applicant shall comply with all comments included in the City Engineer Review Memo dated 7/24/2025 and Stormwater Rules Summary Memo dated 5/6/2025.

Tree Mitigation & Landscaping Improvements

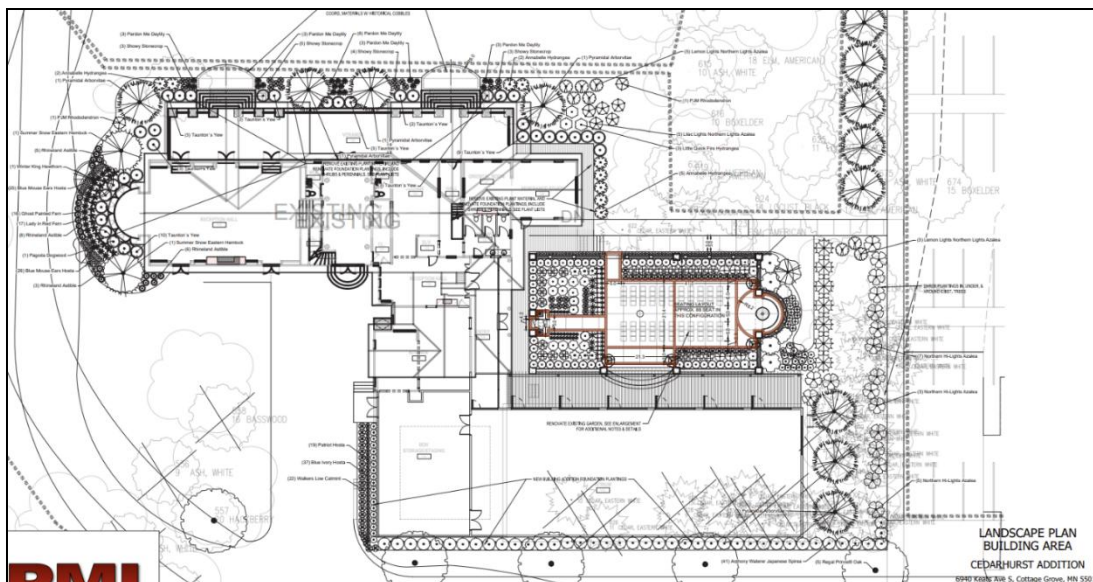
A tree inventory was completed by the property owner and continues to be applicable with the proposed site review. The Applicant has noted their intent is to remove trees only as needed for

parking areas, the building addition, and garden updates while preserving as much of the existing vegetation on the site as possible. The Applicant is proposing to remove 26 qualifying trees of the approximately 547 total qualifying trees on the site. The City's Tree Preservation standards in Title 11-3-13 allow for removal of 40 percent of qualifying trees onsite without mitigation. Due to the low volume of proposed tree removal, mitigation is not required.



Tree Inventory

The Applicant has provided a landscape plan aligning with the City's landscape standards. The proposed site area for the addition and rose garden improvements is approximately 8,800 square feet and will therefore, per the City Code coefficient, will require 3 overstory deciduous trees, 3 coniferous trees, and 6 shrubs. The landscaping plan dated 6/27/2025 includes all required plantings.



Landscape Plan

Existing remaining trees along 70th Street and along the west side of the property shall be maintained as a buffer to the parking lot and outdoor ceremony areas from neighboring residential properties and public roads. New ornamental perennials, shrubs, and trees will be added surrounding the Mansion, the new addition, and the north side of the parking areas.

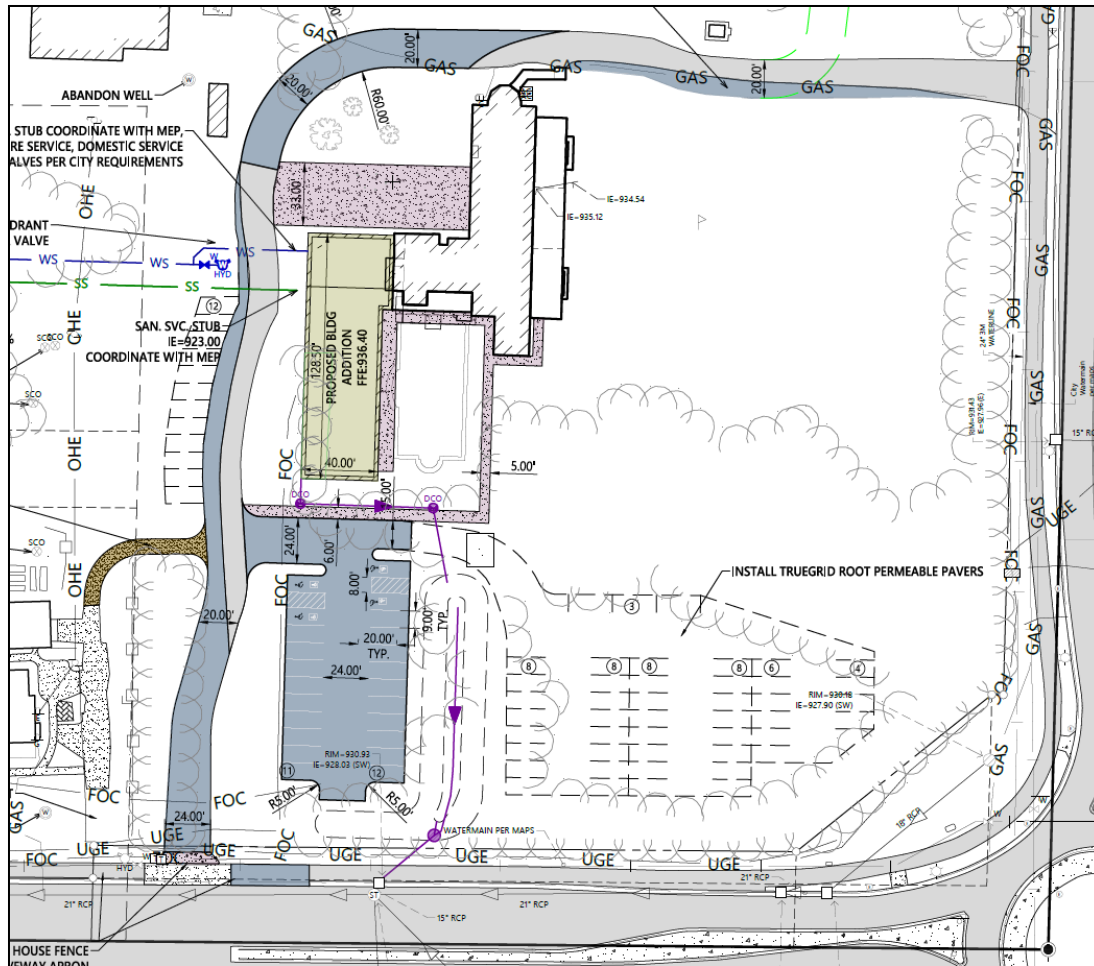
Parking

City Code Title 11-4-4 requires all parking areas to be screened from residentially zoned property, off street parking shall meet the restaurant parking requirements, and other parking standards in Title 11-3-4. The standards for restaurant parking require 1 space for each 3 seats, based on capacity design, plus employee parking.

The Applicant is proposing a maximum seating capacity within the atrium addition to be 190 seats. The required number of parking spaces based off of overall seating capacity is 64, and the number of spaces for staff is 15; therefore, a total of 79 parking spaces are required.

The Applicant is proposing a total of 80 parking spaces (dedicated and overflow combined) on the site. In an effort to maintain the rural character and more specifically the historic nature of the site, the Applicant is proposing the majority of the parking area as unpaved. The Applicant is proposing two unpaved parking areas and one paved parking area. The paved parking lot will contain 23 spaces, four of which will be ADA designated spaces. The larger of the unpaved parking areas will be located in the southeast corner of the site and will contain 45 spaces. A proof of parking area with 12 spaces is proposed along the west side of the driveway from 70th Street. The proposed parking areas meet the minimum setback for parking areas within a M-U Zoning District: 10 feet from rear or side lot lines and 20 feet from public right of way or residential property.

City code standards require parking areas for commercial uses to be paved, typically with curb and gutter. However, given the historic nature of the site and use under an HCUP, review of the proposed natural parking surface has been completed. To ensure stability of the unpaved parking areas, the Applicant will be required to install a turf reinforcement mat within the southeast parking area. The proof of parking along the driveway shall remain unimproved until such time it is determined by the City that the addition of turf reinforcement mat is required. Turf reinforcement mat is a pervious surfacing that aids in elimination of stormwater runoff and securing the soil within the parking area. If at any time parking on the turf reinforcement mat parking area becomes an issue as determined by the City and/or is not maintained, the parking area shall be improved with Class 5 and/or pavement.



Proposed Parking Areas/Materials

The Applicant has shared that on similar event properties under their ownership and management, a combination of hotel partnerships, shuttling, and valet services are used to minimize traffic and vehicles onsite. A similar approach is planned for events at The Mansion.

Noise and Hours of Operation

City Code Title 11-4-4: Event Centers, states no outdoor sound amplification systems shall be allowed when adjacent to residential properties. However, the intent of a Historical Conditional Use Permit is to allow activities and uses to historic sites which promote and complement a site's historic character. In each case, the ACHP and City Council shall give consideration to the impact on the neighboring uses and surrounding area for each particular proposed use at that particular location.

The Applicant has stated they plan to host at least 120 events at the site each year, with availability to book the site any day of the week and noted that standard events run until midnight. The Applicant also states noise levels to adjacent residential properties will be a priority as they set up their outdoor ceremony locations. Maintaining existing mature vegetation as well as situating ceremony locations on the east side of the Mansion and atrium will prevent noise spill to adjacent residential properties. Amplified music will be used as part of outdoor ceremonies; however, it will be conducted within the permitted hours of operation.

The Applicant is proposing hours of operation no later than 10:00 p.m. on Sunday through Thursday and 12:00 a.m. on Friday and Saturday, aligning with the City's Noise standards. The Applicant is not proposing and shall not be permitted to host receptions outside of the Mansion and/or the atrium. The Applicant shall adhere at all times to the City noise and amplified sound ordinances requirements. If violations and/or complaints are received related to noise, it is recommended that the HCUP be reviewed by the City for modification of the permitted use and hours of operation.

Waste

The applicant has noted trash bins are proposed to be stored behind the building on the northwest side near the delivery area. Per Title 11-3-8, for all new construction or major alterations to existing structures, the following standards apply to the placement and construction specifications of trash enclosure structures:

1. The trash enclosure structure must be setback ten feet (10') from all property lines.
2. Such structure shall be situated on a poured in place concrete base, which shall be extended a minimum of six feet (6') beyond the door opening to the structure.
3. The walls shall be a minimum of six feet (6') in height and shall be a masonry material or composite fencing consistent with the principal structure. No roof is required.
4. The door opening shall a maintenance-free opaque material. Use of chain link with vinyl slats is not permitted.
5. The trash enclosure shall be consistent with materials found on the principal structure. (amd. Ord. 1081, 5-1-2024)

Signage

The applicant has not provided detailed plans for signs. Should signage be proposed onsite, the applicant is subject to Title 12-1-7: Design Standard, and specifically, Title 12-1-10: Signs in Business Districts, for any signage placed at the Mansion, 6940 Keats Avenue. A separate building permit is required for signage.

Lighting

The applicant has indicated they intend to have lights in the parking lot as well as a lighted pathway leading to the estate and lighting around the estate. A photometric plan will be required to be provided showing proposed lighting meets the maximum 0.5 footcandle at property lines adjacent to residential properties. All lighting shall be downward directed.

Area Charges

Compliant with Title 8-1-3, area charges for connection to utilities shall be collected for any new or expanded commercial development and is computed on the acreage of the tax parcels with the proposed development. As approximately only one acre of the Mansion parcel will be used and improved for development/use, area charges will be determined using one acre and will be collected prior to the issuance of a building permit. At such time additional improvements are proposed to the site and/or is further developed, the remainder of the area charges and connection fees shall be collected prior to the issuance of a building permit for new construction, development, or redevelopment.

Area Charges (1-acre)	
Water	\$7,460
Sanitary	\$2,410
Storm	\$13,570
Connection Fees (1-acre)	
Water	\$2,310
Sanitary	\$1,560

A sanitary access charge (SAC) charge is also required prior to the change in use of property. The number of SAC units is determined by the Metropolitan Council. The City is committed to providing SAC credits from the City's SAC credit bank, no more than 20 units of credit to support the dedication to the improvement of a unique site within the City and revitalization of a historic property.

Review

ACHP Review

The City's Advisory Committee on Historic Preservation (ACHP) reviewed the application request at their meeting on June 10, 2025, and voted 5-0 to recommend approval of the proposed improvements to the mansion and the site. A memo was provided to City Council for review.

Neighborhood Meeting

A neighborhood meeting was held by the applicant on July 15, 2025, at 5:30 p.m. at the Mansion. All property owners within the 500-foot boundary to receive a public hearing notice received an invitation. A representative from Bellagala was present and provided an overview of the project and proposed use. Approximately 30 people attended, and overall feedback of the proposal was unobjectionable.

Public Hearing Notices

The public hearing notice for the, July 28, 2025, Planning Commission meeting was published in the *Saint Paul Pioneer Press* and mailed on July 16, 2025, to 123 property owners that are within 500 feet of the proposed project. Staff have not received any written comments at the time of writing the report.

Summary

The proposed use of the site at 6940 Keats Avenue and 9912 70th Street as a wedding and event center is consistent with the performance standards specified in the city's zoning ordinance and with proper conditions of approval that protect the health and safety of the general public, it will create an improvement to the unique use of a registered historical property within the community.

Recommendation

That the Planning Commission recommends the City Council approve the following:

- A. A Zoning Amendment to rezone the property at 6940 Keats Avenue South from AG-2. Agricultural zoning District to M-U, Mixed-Use District.

- B. A Historical Conditional Use Permit to operate an event center/wedding venue on a property located at 6940 Keats Avenue South, which is on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks.
- C. A Site Plan Review for improvements to the site and the Mansion and an addition to the Mansion located at 6940 Keats Avenue South for use as a wedding and event center.
- D. A Zoning Amendment to rezone the property at 9912 70th Street South from AG-2, Agricultural, to R-3, Single Family Residential.
- E. A Historical Conditional Use Permit to use the property located at 9912 70th Street South in conjunction with the commercial event/wedding venue on the adjacent parcel at 6940 Keats Avenue South.

The approvals are subject to the following conditions:

6940 Keats Avenue South (Cedarhurst Mansion) HCUP

1. All proposed improvements shall be in alignment as approved by the City with the guidelines established in the New History Cordenio Severance House Historic Site Design Guidelines report.
2. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
3. The hours of operation shall be no later than ten o'clock (10:00) P.M. on Sunday through Thursday and twelve o'clock (12:00) A.M. on Friday and Saturday. Indoor amplified sound shall cease after twelve o'clock (12:00 A.M.) and outdoor amplified sound shall cease after ten o'clock (10:00 P.M.).
4. The applicant shall obtain all required liquor use licenses required by the City Clerk.
5. The applicant shall have all required insurance coverage in place in association with all permitted uses and shall have the city named as an additional insured entity as required and approved by the City Clerk.
6. Any modifications or expansion of/to the improvements proposed in the narrative dated 6/3/2025 shall be reviewed by the ACHP as determined by staff.
7. All City and State noise standards shall apply to the site and operation. If the City receives noise complaints, the property owner must bring the noise on the site into compliance immediately upon notification by the City.
8. The standard City and State nuisance ordinance shall apply to the site and operations. If the City receives complaints, the property owner must bring the site into compliance upon notification by the City.

9. Repeat violations related to parking, noise, the licensed use, or HCUP permit criteria will require additional review of the Historic Places Conditional Use permit by the City Council, with possible revocation of the conditional use permit as a remedy.

6940 Keats Avenue South (Cedarhurst Mansion) Site Plan

1. If it is determined by the City or County Engineer that the access to 70th Street does not function efficiently and/or poses a safety concern, the City and/or County Engineer may determine a driveway connection to the old Military Road access in the northeast corner of the site shall be constructed to provide full access to the site.
2. A cross-access and maintenance driveway agreement shall be recorded against both 9912 70th Street and 6940 Keats Avenue for the shared access driveway from 70th Street prior to the issuance of a certificate of occupancy for the Mansion.
3. A turf reinforcement mat or similar system as approved by the City Engineer shall be installed on the unpaved parking areas within the southeast corner. At such time, as determined by the City Engineer, the parking surface is not functioning, it shall be replaced with a material approved by the City Engineer.
4. A 20-foot wide paved or Class V surface shall be provided for the access driveways aligning with Fire Code standards and approved by the City Fire Marshal.
5. Should additional redevelopment, development, and/or improvements be proposed on the site, stormwater standards shall be reevaluated and approved by the City Engineer.
6. A demolition permit is required to be secured prior to the removal of any building from the site.
7. A minimum of 79 parking stalls shall be maintained on the site at all times, including proof of parking or unimproved parking areas as reviewed and approved by the City.
8. The proposed 12 proof of parking spaces on the west side of the driveway from 70th Street are permitted to remain as grass or unimproved until such time as determined by the City Engineer an improved surface is required for those proof of parking spaces.
9. All parking for events held at 6940 Keats Avenue shall be parked on/at 6940 Keats Avenue.
10. A separate building permit shall be required for any type of sign proposed on the property and shall meet the standards in Title 12: Sign Regulations.
11. All outdoor seating areas shall be setback at least 150 feet from the nearest residential property line and shall be arranged in a manner so as not to compromise safety. Seating shall not obstruct any entrances or exits or be located on landscaping or parking areas.
12. The Applicant shall complete a photometric plan showing compliance with lighting standards. Lighting shall be provided as necessary for security, safety, and traffic circulation. All light poles shall be a maximum of twenty feet (20') in height. All lighting shall be downward directed

with flush lens and reflected glare of spill light shall not exceed 0.5 foot-candle as measured on the property line when abutting any residential parcel.

13. A right-of-way permit shall be required for work within the City or County right-of-way.
14. A grading permit shall be required prior to work on the site.
15. A private utility and access agreement shall be recorded against both properties (6940 Keats Avenue and 9912 70th Street) for the private water and sewer installed through the parcel at 9912 70th Street for 6940 Keats Avenue prior to issuance of a certificate of occupancy for the Mansion.
16. Area charges required as outlined in the report above shall be paid prior to the issuance of a building permit based off one-acre. If the property (6940 Keats Avenue) is proposed for additional development or redevelopment, area charges and connection fees for the remaining acres (9.010acres) shall be required to be paid at that time prior to the issuance of any building permits.
17. Installation of landscaping shall occur in a timely fashion and be consistent with the approved plan dated 6/27/2025 or amendments as approved by the Planning Division. Prior to the issuance of a building permit, a letter of credit in the amount of 150 percent of the landscaping estimate (trees and shrubs) shall be submitted to the City as required by Ordinance. The financial guarantee shall be held until all required plantings are installed. After installation, the Planning Department shall conduct an inspection to verify compliance with the landscape plan. If the inspection is approved, 50 percent of the financial guarantee shall be released. One year from the date of the initial inspection, a follow-up inspection shall be conducted to verify survivability. If the follow-up inspection is approved, the remainder of the financial guarantee shall be released.
18. Trash enclosure areas shall meet the standards in City Code Title 11-3-8.
19. The property shall be inspected by the City Fire Marshal and all requirements arising from the inspection shall be completed prior to the commencement of any permitted activities.
20. The property shall be inspected by the Washington County Health Department, and all requirements arising from the inspection shall be completed prior to the commencement of any licensed activities.

Gardener's Cottage HCUP at 9912 70th Street South

1. Receive designation for the Gardener's Cottage to be added to the City's Register of Historic Sites and Landmarks. Designation must be obtained prior to the issuance of a Certificate of Occupancy for the Mansion at 6940 Keats Avenue. Any future modifications above and beyond maintenance to the building must be reviewed by the City's Advisory Committee on Historic Preservation.
2. The site may be used as an accessory to The Mansion wedding and event center for the following:
 - a. Dedicated location for team meetings

- b. Strategic planning sessions
 - c. Staff connection and/or break space
 - d. As a single-family home/residence
 - e. Limited commercial operations as determined by the City's Planning Department
3. At such time a more intense use is proposed on the site, an amendment to the HCUP shall be required.
4. An inspection of the existing septic system continuing to serve the Gardener's Cottage Property shall be conducted by a licensed inspection company to ensure it is compliant and will be adequately sized to serve the proposed use. Any required modifications to or replacement of the system shall be subject to review and approval by the Washington County Health Department. At such time the septic system or well fails, the property shall be connected to city water and sanitary service.
5. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.

Prepared by:

Kelly Becker
Associate Planner

Attachments:

Applicant Narrative

Civil Plan Set Dated 7/24/2025

Landscape Plan Dated 6/27/2025

Washington County Plan Review Memo Dated 7/24/2025

Engineering Plan Review Memo Dated 7/24/2025

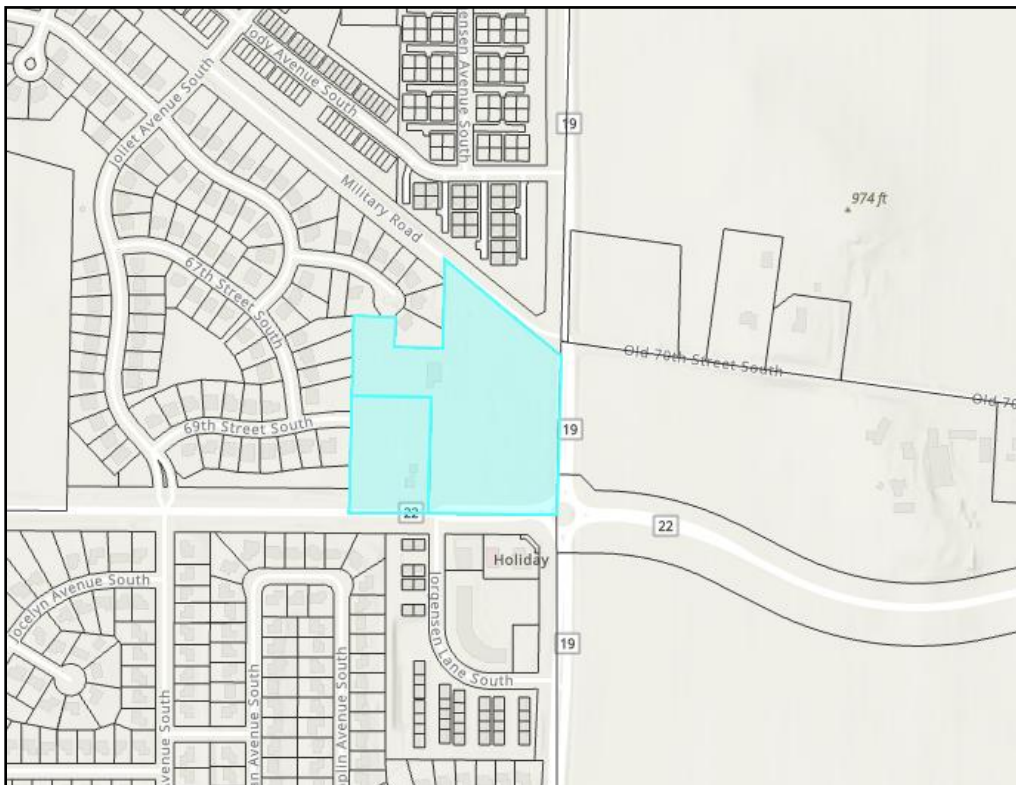
(Cedarhurst) Historic Site Design Guidelines – New History September 2022

**Planning Staff Report
Cedarhurst Mansion Wedding & Event Center
6940 Keats Avenue & 9912 70th Street
Planning Cases ZA/HCUP/SP2025-020
July 28, 2025**

Proposal

Bellagala has submitted applications for the following requests:

- 6940 Keats Avenue South – Cedarhurst Mansion (The Mansion)
 1. Zoning amendment to rezone the property from AG-2, Agricultural District, to M-U, Mixed-Use District
 2. Historical Conditional Use Permit to operate an event center/wedding venue on a property on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks
 3. Site Plan Review for improvements to the site and the Mansion and for an addition to the Mansion
- 9912 70th Street South – Gardener's Cottage
 1. Zoning amendment from AG-2, Agricultural District, to R-3, Single Family Residential District
 2. Historical Conditional Use Permit to use the property in conjunction with the commercial event/wedding venue on the adjacent parcel at 6940 Keats Avenue



Location Map

Review Schedule

Application Received: July 2, 2025
Acceptance of Completed Application: July 2, 2025
Planning Commission Date: July 28, 2025
Tentative City Council Date: August 20, 2025
60-Day Review Deadline: August 31, 2025

Background

Cedarhurst Mansion (Mansion), historically known as the Cordenio Severance House, is situated on an approximate 10-acre parcel at the intersection of County Road 22 (70th Street) and County Road 19 (Keats Avenue), which also houses several outbuildings. The site and Mansion are listed on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks. The original part of the house being built in the 1860's and later expanded, presumably in the later 1800s/early 1900s, most notably including the addition of a ballroom and bedroom to the north side of the building in 1917 by Architect Cass Gilbert. Notable features of the Mansion include original wood shutters, two Neo-Classic doric hexastyle porticoes with gabled roofs, a semicircular bay on the north ballroom façade, eastern porch serving as the primary ceremonial entry, southern porch belonging to the original farmhouse, historic front lawn and approach, and historic rose garden.

Situated on a separate, adjoining 3-acre parcel is the Gardener's Cottage at 9912 70th Street, currently classified as a single-family residence. It is estimated that the cottage was originally constructed in the late 1800s or early 1900s. Although not currently listed on the City's Register of Historic Sites and Landmarks, the Cottage is recognized as one of the Top Ten Historic Properties the Advisory Committee on Historic Preservation (ACHP) identified as a priority to be considered for registration, considering its connection to the Cedarhurst Estate.

In 1977, the City Council approved a resolution to grant a Conditional Use permit for a home occupation to operate a catering service from the site. Later in 2001, after a change in ownership, the City Council approved a resolution for a Conditional Use Permit for limited commercial ventures at the Mansion. Approved uses with that approval included use of the site and Mansion for a wedding/banquet hall, receptions, conferences, exhibitions, and tours.

In 2021, Three Sixty Real Estate Solutions, LLC purchased the property and later proposed, in 2022, a mixed-use redevelopment project for the parcels that included commercial space, multi-family housing, and preservation of the Mansion itself. There were concerns at the time with the high density of the proposal and the lack of preservation of the green space throughout the site, which is a large part of the historic significance of the site and Mansion. At the time, the economics of the proposal also posed a challenge. The plan did not receive final approval, and the Mansion has sat vacant since it was last purchased in 2021.

Bellagala Wedding and Events is the prospective buyer/developer of the property. The Bellagala company was founded in Minnesota in 2004 and has several boutique event locations around the Minneapolis area. Bellagala's proposal for the Cedarhurst property includes utilization of the Mansion as a year-round wedding and event center, including use of outdoor ceremony space and indoor reception space, with a maximum seating capacity of 190.

Historic Property Review

City Code Title 11-2-18, Historic Properties Conditional Use Permits, states that the preservation, revitalization, and adaptive reuse of buildings designated on the City's Register of Historic Sites and Landmarks or National Register of Historic Places is encouraged. Adaptive reuses of these historically registered properties or structures shall promote preservation of the architectural and historic character by encouraging retention of its historic value. All reuses shall be complementary to the historical character of the structure or site and the surrounding uses and reviewed as a Historic Conditional Use Permit (HCUP). Thus, as the Mansion is listed on both local and national registers, and in anticipation of the Gardener's Cottage being added to the City's Register of Historic Places and Landmarks, both properties qualify for the requested HCUP review.

Requests for HCUPs and any proposed alteration to a historic site or landmark are required to be reviewed by the Advisory Committee for Historic Preservation (ACHP), pursuant to Title 2-2-6. The ACHP then provides a recommendation to the Council regarding the proposal. In reviewing the proposal, the ACHP shall determine if the work to be performed adversely affects the designated historic site, landmark, or district. In determining whether or not there is an adverse effect to the historic site, landmark, or district, the committee shall consider the following factors:

1. Whether the work will significantly alter the appearance of the building or structure so as to remove the features which distinguish the historic site or landmark as a significant cultural resource.
2. Whether the use of the property will destroy, disturb or endanger a known or suspected archaeological feature site.

During review of the previous redevelopment proposal in 2022, the City coordinated with New History, a consultant group providing historical expertise, to create Historic Site Design Guidelines. The report summarizes and identifies the significant historic features and buildings on the property and outlines guidelines for proposed alterations. It also identifies the following major findings used by staff to guide review of this request to ensure the proposed improvements align with those design guidelines to maintain the significant historical features of the site:

1. Site and Landscaping
 - The organic site arrangement with residential-scale buildings and exterior open spaces should be maintained.
 - Existing circulation can be maintained, and new circulation can be added to the site. New parking spaces could be created on the north and west sides of the site.
 - New landscaping should generally consist of a mix of lawn areas, trees, and small plantings. New hardscape elements should be limited to the minimum required.
2. Alterations to Existing Resources
 - Keeping and reusing contributing (historic) resources is recommended. Demolition of these resources should be avoided if possible.
 - Key historic features of contributing resources such as porticos, porches, wood siding, stucco, gable roofs, and doors and windows should be prioritized for preservation. Non-historic features of contributing resources can remain or be replaced.
 - Non-contributing (non-historic) resources can be retained, altered, or removed.

3. New Construction

- Any new construction should be sensitively located and be of a size, scale, and design that is compatible with contributing resources and the historic site as a whole. New construction should appear new and be differentiated from contributing resources, to avoid creating a false sense of history.
- Any new construction should avoid impact to and the removal of any historic materials and features and be able to be removed in the future without damaging contributing resources.

State Historic Tax Credit

The applicant is working with the State Historic Preservation Office (SHPO) to obtain a tax credit to rehabilitate the site. Under the SHPO tax incentive program, the applicant is required to complete a historic preservation certification application through the National Park Service (NPS) to become a “certified rehabilitation project.” In order to achieve this certification, the project must be determined to be consistent with the historic character of the building and, where applicable, the district in which it is located.

There are three parts to this process:

- Part 1 is a demonstration that the site is historically significant. As the site is nationally registered, Part 1 has been approved.
- Part 2 for the submittal demonstrates that adequate work will be done to preserve the historically significant features of the mansion and the grounds, and that the mansion and the site are rehabilitated in an adequate manner.
- Part 3 verifies that the project was completed aligning with SHPO and NPS standards as outlined in Parts 1 and 2. Part 3 is completed upon completion of the project.

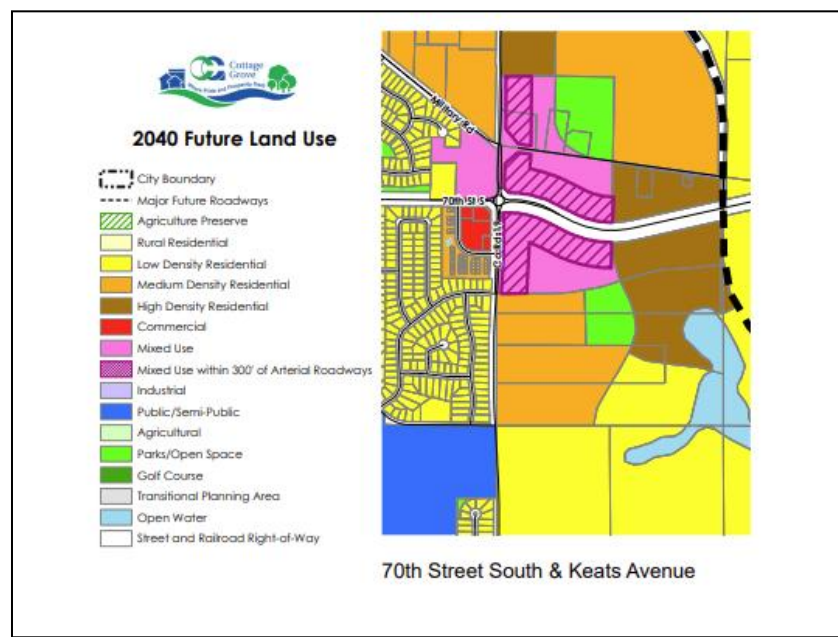
The applicant is currently working on finalizing Part 2 of the SHPO Tax Credit process, which requires them to submit a complete list of work being proposed to preserve historic features. Each feature of the proposed project must be listed outlining the current condition including photos or a sketch of the current condition, and a description of work planned to be done for each feature. The requirements for the SHPO tax incentive are meticulous and designed to preserve the historical features of each project. The applicant followed the city’s Historic Site Design Guidelines as they completed Part 2. The work that the applicant is proposing as part of their proposal submitted to SHPO aligns with the guidelines created by New History in 2021; therefore, the proposed use aligns with the intent of an Historic Conditional Use Permit.

Planning Considerations

Comprehensive Plan Land Use and Zoning

6940 Keats Avenue (Mansion property): The 10-acre parcel the Mansion is situated on is guided for Mixed Use in the 2040 Comprehensive Plan. The applicant is requesting to rezone the Mansion property from AG-2, Agricultural, to M-U, Mixed Use, which would be in accordance with the long-term growth plan of the parcel. Areas designated “Mixed Use” are intended to provide flexibility to allow complementary uses within a district. Event Centers are permitted within the M-U District with a CUP or HCUP. The proposed use of the site as a wedding and event center aligns with the uses outlined within the M-U District.

9912 70th Street (Gardener's Cottage): The 3-acre parcel the Gardener's Cottage is situated on is guided for low density residential in the 2024 Comprehensive Plan. Low density residential is consistent with development at net densities of 2 to 4 units per acre as well as minor commercial uses. The applicant is requesting to rezone the Gardener's Cottage parcel from AG-2, Agricultural, to R-3, Single Family Residential, which would be in accordance with the long-term growth plan of the parcel. The R-3 Single-Family Residential district is intended to preserve the character of existing single-family neighborhoods and provide for additional development of single-family detached residential neighborhoods. Limited Commercial Ventures within the R-3 zoning district are permitted with an HCUP. The proposed use of the Gardener's Cottage for internal purposes including team meetings, planning sessions, and staff connection space is considered a limited commercial venture in conjunction with the proposed use of the Mansion site and is permitted with an HCUP within the R-3 Zoning District.



Compliance with Ordinance Requirements

The City's Historic Property Conditional Use Permit (City Code Title 11-2-18) was adopted on February 4, 1998 (Ord. No. 653). The ordinance was adopted as a means in which to allow owners of large historic properties within the community the ability to create additional resources to maintain the unique properties as vibrant components within the community.

In order to be considered eligible for a historic properties conditional use permit, properties must be in conformance with the following:

- (1) *The applicant demonstrates that the historic characteristics of the property cannot be maintained reasonably and economically unless the conditional use permit is granted.*
- (2) *Listed on the city register of historic sites and landmarks or the national register of historic Places.*
- (3) *The property is adequately sized to meet the proposed use.*
- (4) *Adequately served by municipal services or a septic system with adequate capacity for the proposed use.*
- (5) *In conformance with all applicable building and fire codes, and ADA requirements.*

- (6) In conformance with all state and county health regulations.*
- (7) In conformance with the city's off street parking requirements pursuant to subsection 11-3-4 of this title, or proof of parking, if deemed reasonable by the city.*
- (8) Adequately situated and designed so as to not create a significant traffic impact on adjoining public roadways, and includes safe ingress and egress to the site.*
- (9) The development meets all applicable setback requirements.*
- (10) Activity areas are appropriately screened from adjoining properties.*
- (11) The property and land use are adequately designed so as not to create an adverse impact on the residential character of the surrounding area.*
- (12) The development meets all applicable commercial site development performance standards.*
- (13) The development does not create any increase in the level of noise, air, or other pollution which would have an adverse effect on other properties.*
- (14) One advertising sign not to exceed twenty (32) square feet, and six (6) feet in height.*
- (15) Site improvements meet the city's historic preservation standards and guidelines.*

The proposed use of the two sites (6940 Keats Avenue and 9912 70th Street) in conjunction as a wedding and event center as an HCUP is consistent with the findings above as described in the following report.

Historic Conditional Use Permit

6940 Keats Avenue South (Cedarhurst Mansion)

The following improvements to and uses of the Mansion at 6940 Keats Avenue are proposed as part of the request for a Historic Conditional Use Permit (HCUP) and Site Plan Review:

1. The rehabilitation of the main mansion including interior and exterior restoration work, mechanical system upgrades, additional attic insulation, and basement foundation waterproofing.
2. A one-story, 4,000 square foot addition to the west side of the mansion for an atrium lounge, storage, and a commercial kitchen staging area.
3. Site and Landscape Restoration include the addition of paved and unpaved parking areas, widening of driveway aisles to become bi-directional, connecting circulation loop, rehabilitated rose garden, and loading and drop off area.
4. Removal of deteriorated barn, chicken coop, and upholstery shop structures on the west side of the property.

In compliance with the guidelines identified by New History and the State Historic Preservation Office (SHPO) tax credit criteria, the proposed work to the Mansion is broken down as follows:

Exterior work:

- Retaining, repairing, and repainting historic wood siding as needed.
- Minor repairs will be made as needed to architectural trim, eaves, and corner boards using in-kind materials.
- Repair or replacement of deteriorated window and door components with in-kind materials, as needed.
- The east porch currently experiences drainage issues where water is directed towards the building, thus requiring the east porch to be rehabilitated using historic features.

- Roof repairs will be limited to localized in-kind replacement of damaged asphalt shingles.
- Some repair or replacement of damaged gutters and downspouts as needed.

Interior work:

- Repair and refinish the original hardwood floors, including removing non-historic carpeting and refinishing underlying original wood flooring where present and salvageable.
- Stripping non-historic wallpaper and repainting the walls using historically sympathetic finishes.
- Refinish and repaint existing plaster walls and ceilings. Repair as needed.
- Removal and replacement of non-original light fixtures with more historically appropriate or concealed options.
- Preserve and refinish original stair handrails and balusters as needed.

Foundation and mechanical work:

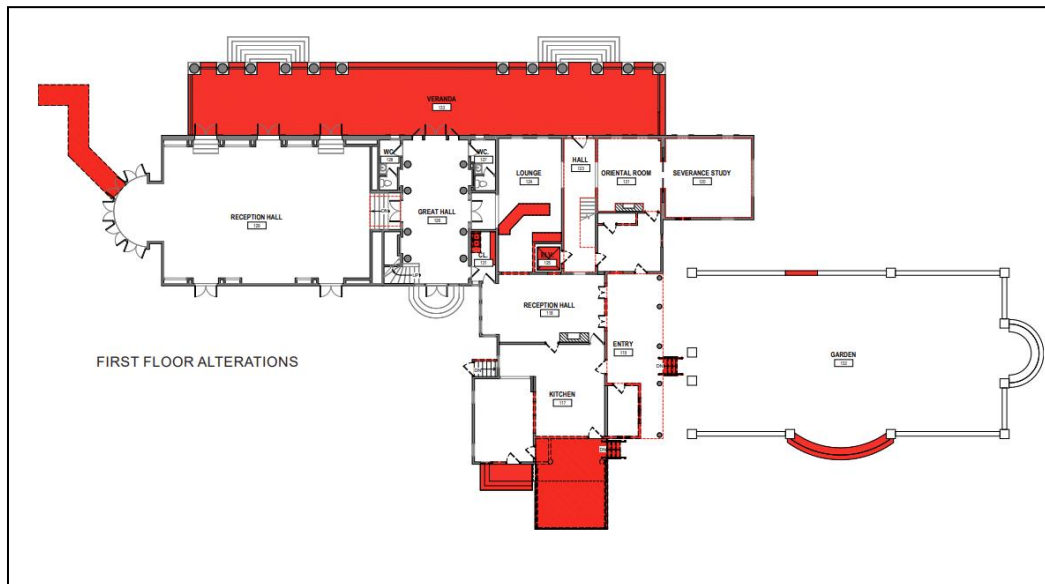
- Localized foundation repairs as needed in basement to address structural deficiencies and water damage and infiltration.
- Addition of insulation throughout the attic to improve energy efficiency.
- Reopening of the existing attic ridge vent to restore proper ventilation and reduce heat buildup.
- Installation of new high-efficiency boiler system while retaining and reusing select historic radiators where feasible.
- New air ducts and ventilation systems, routed to avoid visible impact to historic spaces.
- Replace outdated electrical panels and wiring to meet current capacity and safety codes.
- Installation of new building-wide sprinkler system to meet fire and safety code.

Most notably, a new, one-story addition will be constructed to connect to the west façade, adjacent to the location of the existing non-historic kitchen, as guided in compliance with the New History report. Connection will require removal of the non-historic west porch. The addition will house an atrium lounge, kitchen staging area, and storage area. The addition will be constructed in clearly differentiated materials from the historic portion of the mansion, and the construction is designed to be reversible in compliance with the Secretary of the Interior's standards for rehabilitation.



Rendering of Addition

Interior first floor plan alterations to the Mansion will be relatively minor, with most alterations being performed to meet accessibility and code compliance, as well as overall functionality. Historic room connections will be restored.



First Floor Plan

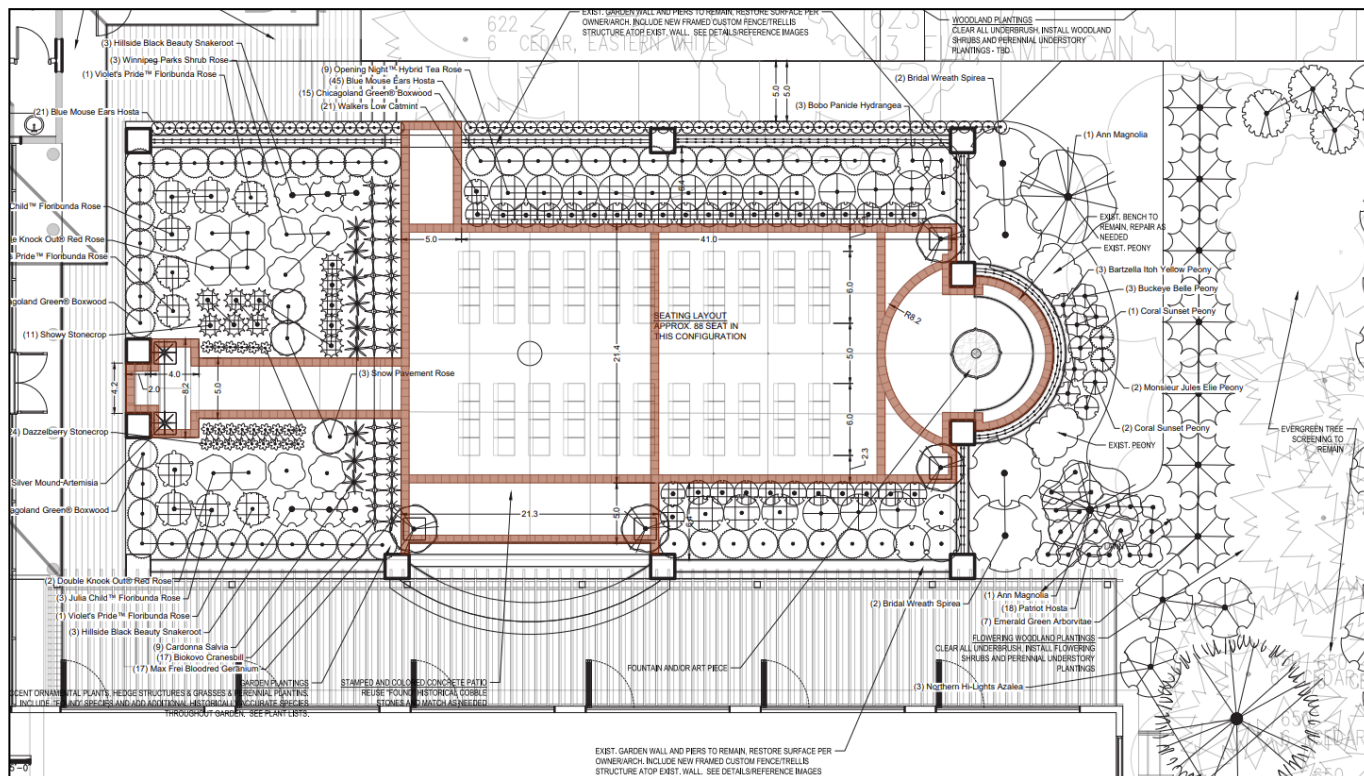
Portions of the existing second floor corridor do not meet ADA or Code requirements for width. Therefore, portions of interior partitions, closets, and bathrooms will be selectively removed to improve functionality and circulation. A limited use/limited application elevator will be added within the existing elevator shaft to provide vertical access between first and second floors. Space on the second floor will be converted into hospitality suites for bride and groom preparation, each with private restrooms and lounge areas.



Second Floor Plan

Garden Area Improvements

A patio centered in the garden will seat approximately 88 people, with a proposed fountain and/or art centerpiece at the south end. New plantings will include a plethora of plant varieties consisting of accent ornamental plants, hedges, grasses, and perennials throughout the garden. The existing contributing garden wall and piers will remain and be restored, including new fencing or trellis atop the existing wall. Surrounding brick pavers and colored concrete patio areas will be salvaged and reused where possible. If needed, new paver materials will be used that will match historic paver units.



Proposed Garden Improvements

Wedding Ceremony Locations

Outdoor ceremony grounds will be available in multiple locations on the property including the front lawn, rose garden, and northern second lawn. Per standards in Title 11-4-4, each outdoor gathering area is screened with existing vegetation to completely restrict vision of the gathering areas from adjacent residential properties and shall be setback at least 150 feet from the nearest residential property line. All amplified sound from the ceremony shall not be audible from the adjacent residential properties. Standards in Title 11-4-16 require the outdoor seating areas to have an improved and maintained surface; however, in order to be in alignment with the New History report guidelines and provide flexibility through the HCUP preservation standards, maintaining a grass surface on the lawn areas identified for ceremonies is acceptable. Seating for the outdoor ceremony areas shall be arranged in a manner so as not to compromise safety, obstruct any entrances or exits, be located on landscaping or parking areas, and shall not be located within any required setback areas.

1. **Front Lawn:** A grand, dramatic setting framed by the stately portico.
2. **Rose Garden:** An intimate, timeless space surrounded by lush blooms.
3. **Atrium:** A bright, modern space filled with natural light.
4. **Historic Ballroom:** Refined indoor space with classic architectural details.
5. **Second Lawn:** A quieter, tree-shaded area for added privacy.



Proposed Ceremony Spaces

Accessory Structure Removal

The period of significance for the site is 1889 until 1925, reflecting the time period during which the Severances owned and occupied the property. The various resources on the site can be classified as “contributing” (historic) or “noncontributing” (non-historic). At Cedarhurst, contributing resources are defined as resources that 1) were constructed by 1925 (the end of the period of significance) as part of the Severance estate and 2) retain historic integrity (the physical materials and features present during the period of significance). Resources constructed before 1925 that do not retain historic integrity and resources constructed after 1925 should be considered non-contributing. The New History report included an inventory of all resources across both parcels, identifying them as contributing or non-contributing. The applicant is proposing to remove the Barn structure (contributing), chicken coop (contributing), and shop (non-contributing) located to the northwest of the Mansion. Although the chicken coop and barn are considered contributing resources, due to their current structural state and years of neglected care, they are beyond repair and cannot be maintained reasonably and economically, as stated as a finding for Historic Conditional Use Permit review.



Chicken Coop



Barn

The contributing garage designed by architect Cass Gilbert and one of the non-contributing sheds (horse stable) are proposed to be retained for future potential reuse and restoration. No additional information for restoration of those structures was included with this application; however, the applicant has indicated a Phase 2 of site improvements will include a clear plan for use and improvements of the accessory structures. Several of the accessory structures are proposed to be removed due to safety hazard including the dilapidated barn and chicken coop.

9912 70th Street South (Gardener's Cottage)

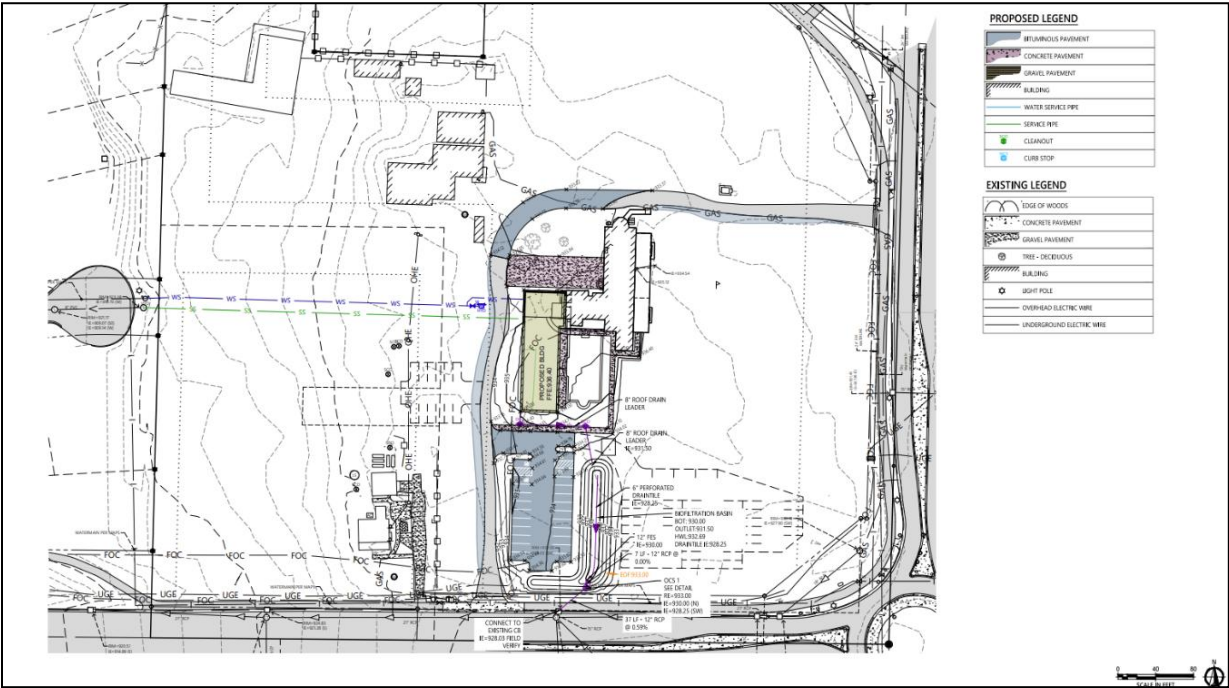
The Cottage is not currently listed on the City's Register of Historic Sites and Landmarks; however, an application to request the site be added to the City's local register will be required prior to issuance of a certificate of occupancy for the Mansion. For the site to be eligible for an HCUP, the site must be added to the City's Register of Historic Sites and Landmarks; therefore, a condition of the HCUP will require the property to be listed on the City's Register.

The applicant has shared a phased plan for the Gardener’s Cottage property. The first phase will be to preserve the Cottage in its current condition and bring the property into code compliance (interior and exterior), while utilizing it for internal company purposes only. It will serve as a quiet, dedicated location for team meetings, strategic planning sessions, and staff connection space. The long-term plan, once the business is stabilized at the site, is to gradually restore the Cottage, inside and out. Restoration will include addressing structural and aesthetic modifications. Proposed modifications to the Cottage will require review by the ACHP prior to the issuance of building permits for the work. Given the site and house is within the R-3 Zoning District, an HCUP is required to operate as and/or with the proposed wedding and event center. No ceremonies or events shall be permitted to take place on the Gardener’s Cottage property.

Site Plan Review

Overview

The site layout will include bi-directional driveways and a new circulation loop to accommodate guests and service traffic. The site will be connected to City sewer and water; it is currently served by well and septic. Parking will be accommodated with a new 23-stall paved parking lot, as well as a 45-stall overflow unpaved parking area and a 12-stall overflow unpaved parking area. A stormwater basin is proposed to the immediate east of the paved parking lot. Plans include the addition of an approximate 4,000 square foot atrium to the west side of the Mansion for lounge and kitchen staging areas. The historic rose garden will be rehabilitated on the east side of the addition for ceremonial use, with the addition serving as a buffer from residential properties to the west. New walkways will be added to improve circulation around the property, connecting the east and south porches with as little land and vegetation disturbance as possible.



Proposed Site Plan

Setbacks

The following table summarizes the applicable setback standards in the Mixed Use District and proposed setbacks with the site and mansion improvements:

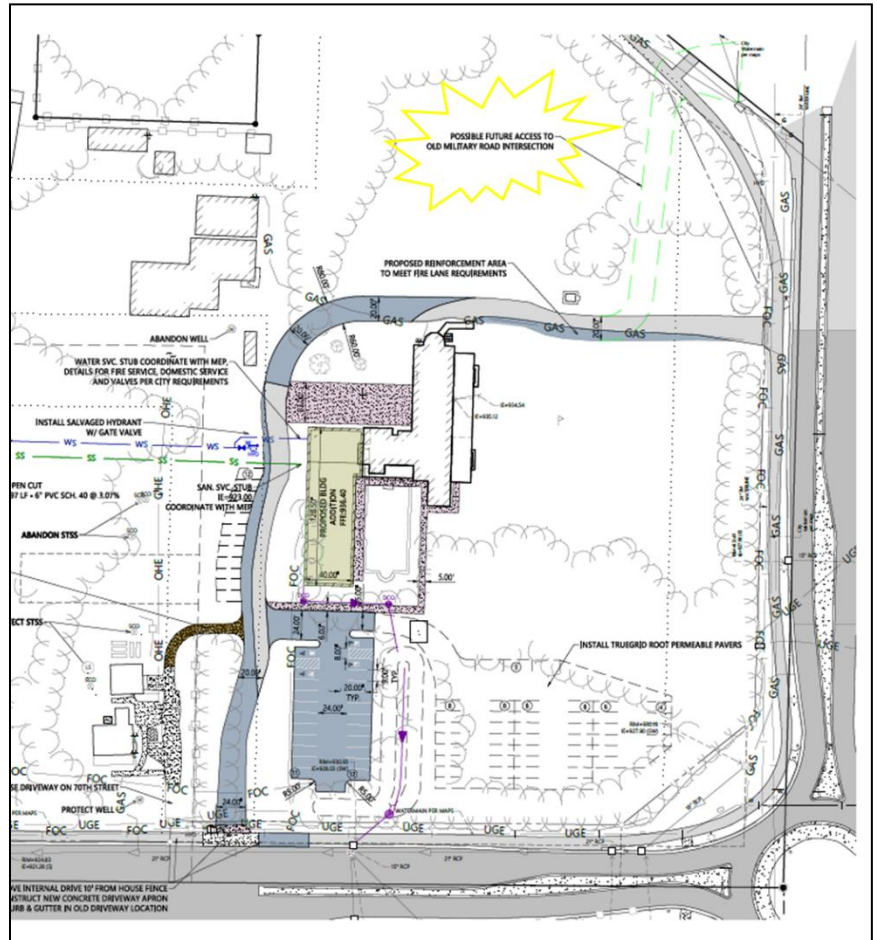
<i>Mixed Use District Setbacks</i>		
	Standard	Mansion with Addition
Minimum front yard	25ft	150+ ft
Minimum rear yard	10ft	300+ ft
Minimum rear yard abutting a residential district	50ft	300+ ft
Corner lot setback on front and side yard	20ft	150+ ft

Access

A cul-de-sac was constructed by Washington County at the intersection of Keats Avenue and 70th Street. The cul-de-sac placement limited access to both existing driveway entrances to the Mansion on Keats Avenue and 70th Street to one way in and one way out due to the addition of medians. In an effort to provide full access to the site to facilitate traffic flow, the applicant is proposing to relocate the existing access location to the Mansion parcel on 70th Street west to align with the existing access to the south, Jorgensen Lane. Relocating the driveway entrance will allow traffic in and out of the site from both directions without obstruction from the median (full access from 70th Street).

The existing driveway access to the Cottage parcel on 70th Street is proposed to be removed and access from 70th Street to the Cottage site will be shared with the Mansion. The Cottage site will access their parcel from the driveway constructed on the Mansion site. A shared access agreement will be required to be recorded against both properties providing legal access to the Cottage site and outlining maintenance requirements at such time the parcels are not under shared ownership. Driveway access aisles from 70th Street and Keats Avenue through the site are proposed to be widened to 20-feet to allow for emergency vehicle accessibility and turn around.

If at any time, the City and/or the County identify the access at 70th Street as not functioning efficiently or poses a safety concern, the City and/or County may determine a driveway shall be connected to the old Military Road access as a full access onto Keats Avenue in the

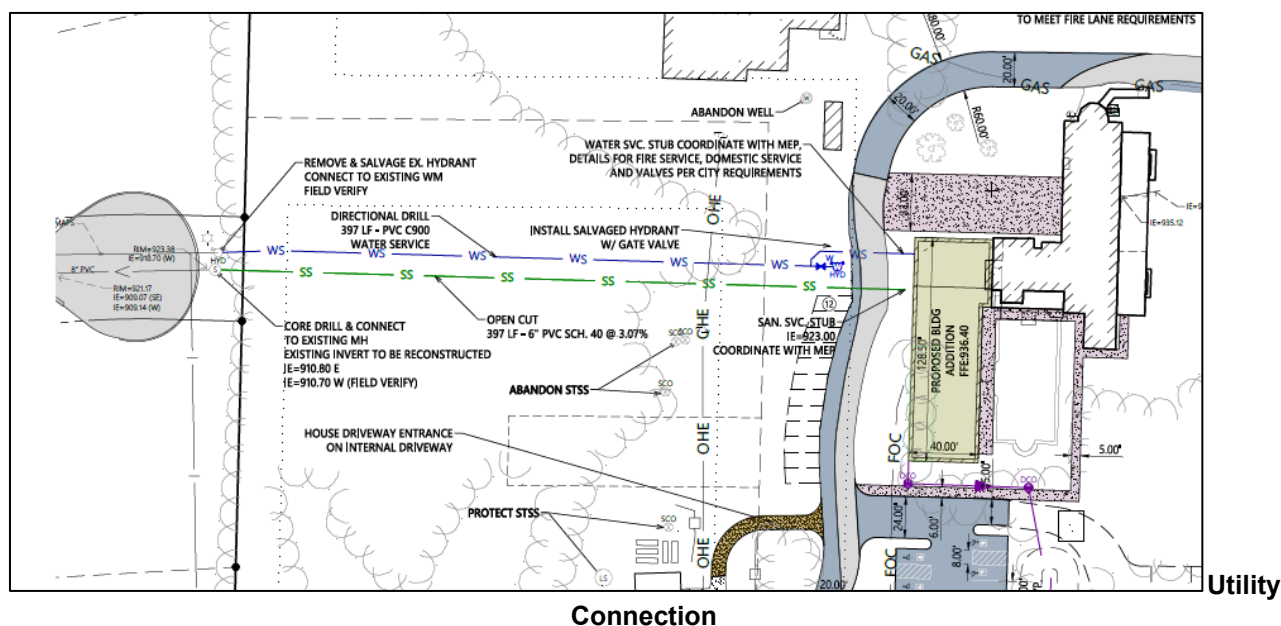


northeast corner of the site and the 70th Street Access would be a limited access. The northeast Military Road driveway access connection is illustrated on the site plan provided by the applicant and has been reviewed with this submittal.

Utilities

The Mansion and Gardener's Cottage are currently served by private septic and well. The Applicant is proposing to connect the Mansion to public water and sewer service at the stubs within the cul-de-sac at 69th Street to the west. The connection will be a private service; therefore, the property owner will be responsible for all maintenance of the utility lines from the City's main sewer and water lines.

The proposed connection extends through the 9912 70th Street property. To ensure access for maintenance, etc., an easement is required to be recorded against both properties in the event the parcels are no longer under common ownership.



The applicant is not proposing to connect the Cottage parcel (9912 70th Street) to City utilities. However, if at any time the existing well or septic fails, the property owner will be required to connect to City services. Area charges and connection fees applicable at that time will be required to be paid at time of connection for the 3-acre parcel.

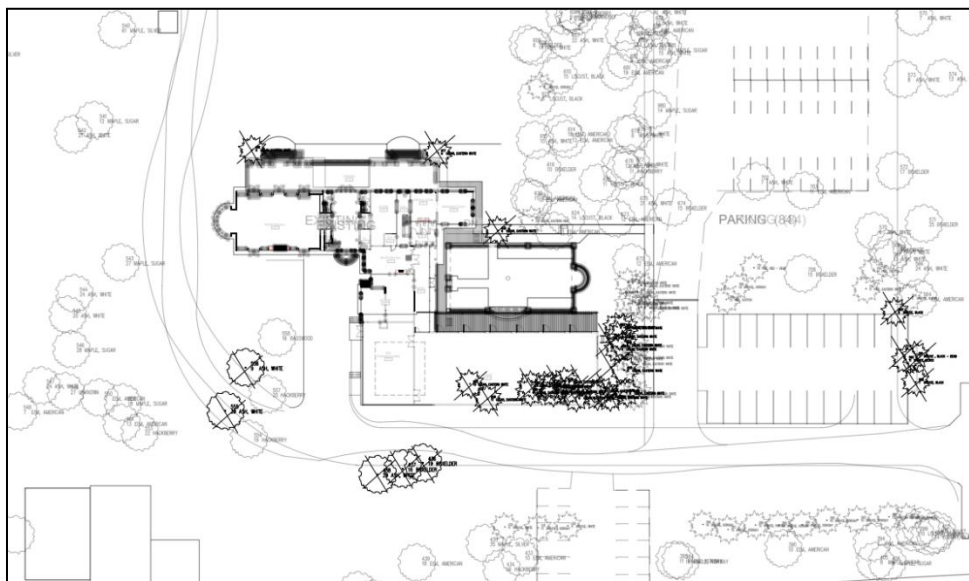
Stormwater Management

The Applicant is proposing the installation of required stormwater infrastructure to manage and treat run-off on existing and proposed impervious surfaces on the site in accordance with the City and Watershed District standards. The Applicant shall comply with all comments included in the City Engineer Review Memo dated 7/24/2025 and Stormwater Rules Summary Memo dated 5/6/2025.

Tree Mitigation & Landscaping Improvements

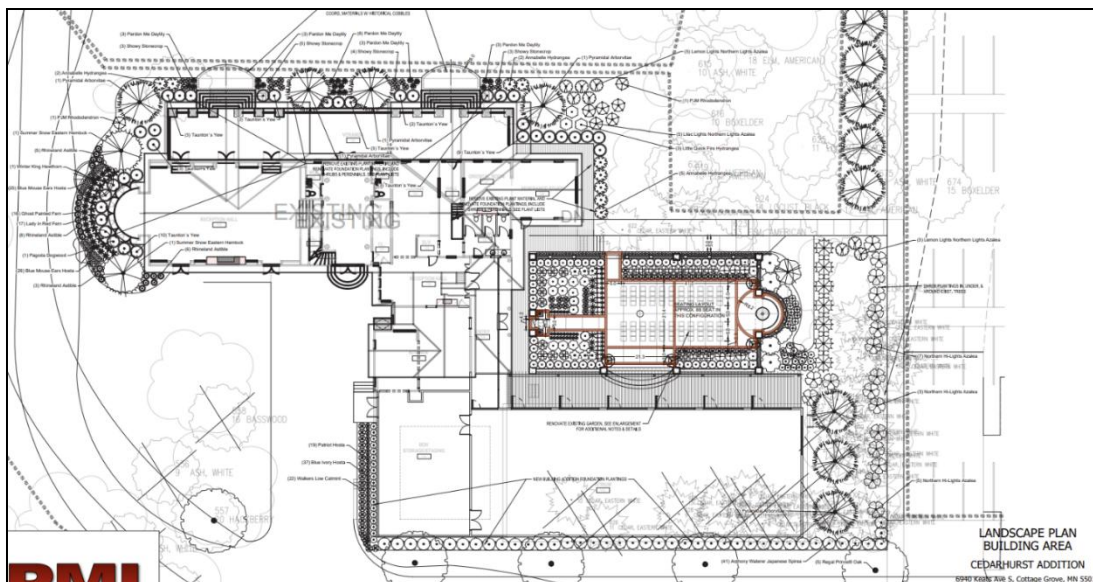
A tree inventory was completed by the property owner and continues to be applicable with the proposed site review. The Applicant has noted their intent is to remove trees only as needed for

parking areas, the building addition, and garden updates while preserving as much of the existing vegetation on the site as possible. The Applicant is proposing to remove 26 qualifying trees of the approximately 547 total qualifying trees on the site. The City's Tree Preservation standards in Title 11-3-13 allow for removal of 40 percent of qualifying trees onsite without mitigation. Due to the low volume of proposed tree removal, mitigation is not required.



Tree Inventory

The Applicant has provided a landscape plan aligning with the City's landscape standards. The proposed site area for the addition and rose garden improvements is approximately 8,800 square feet and will therefore, per the City Code coefficient, will require 3 overstory deciduous trees, 3 coniferous trees, and 6 shrubs. The landscaping plan dated 6/27/2025 includes all required plantings.



Landscape Plan

Existing remaining trees along 70th Street and along the west side of the property shall be maintained as a buffer to the parking lot and outdoor ceremony areas from neighboring residential properties and public roads. New ornamental perennials, shrubs, and trees will be added surrounding the Mansion, the new addition, and the north side of the parking areas.

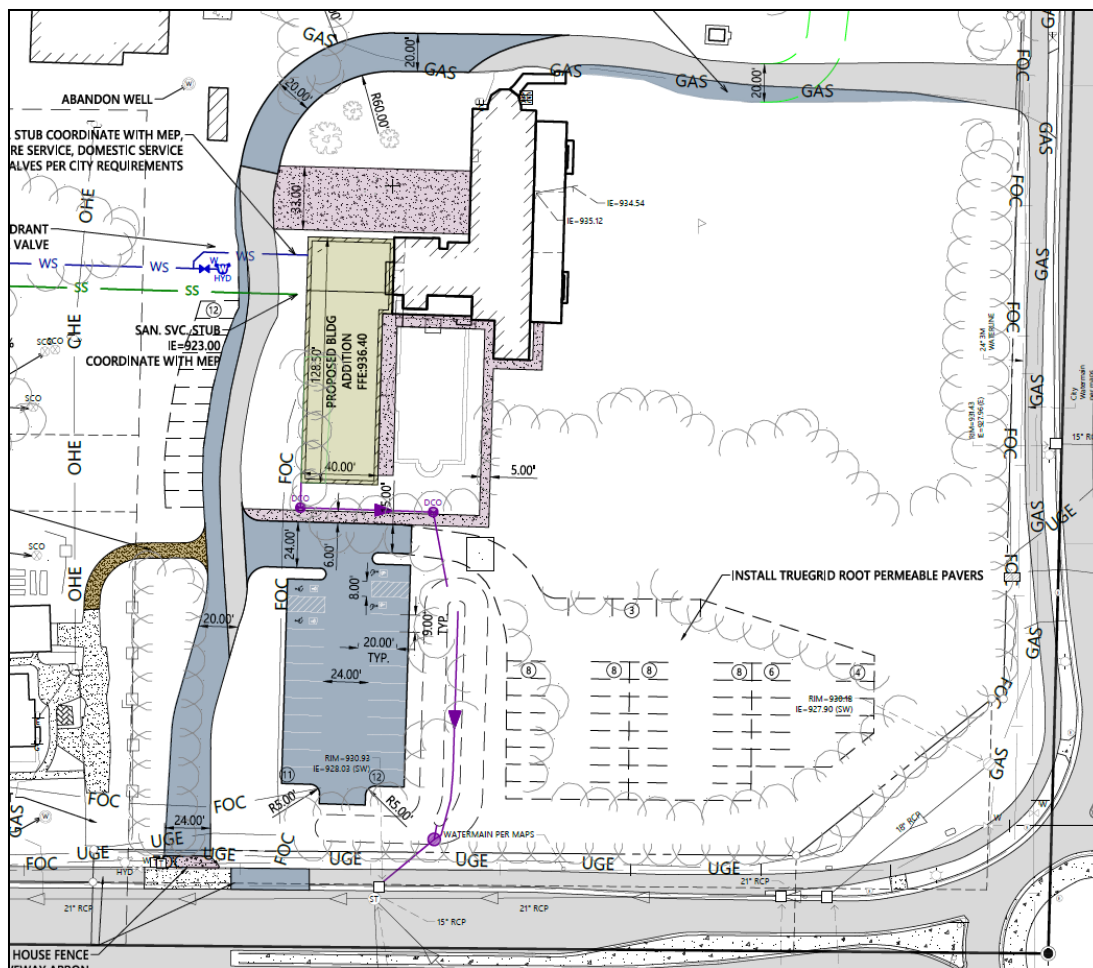
Parking

City Code Title 11-4-4 requires all parking areas to be screened from residentially zoned property, off street parking shall meet the restaurant parking requirements, and other parking standards in Title 11-3-4. The standards for restaurant parking require 1 space for each 3 seats, based on capacity design, plus employee parking.

The Applicant is proposing a maximum seating capacity within the atrium addition to be 190 seats. The required number of parking spaces based off of overall seating capacity is 64, and the number of spaces for staff is 15; therefore, a total of 79 parking spaces are required.

The Applicant is proposing a total of 80 parking spaces (dedicated and overflow combined) on the site. In an effort to maintain the rural character and more specifically the historic nature of the site, the Applicant is proposing the majority of the parking area as unpaved. The Applicant is proposing two unpaved parking areas and one paved parking area. The paved parking lot will contain 23 spaces, four of which will be ADA designated spaces. The larger of the unpaved parking areas will be located in the southeast corner of the site and will contain 45 spaces. A proof of parking area with 12 spaces is proposed along the west side of the driveway from 70th Street. The proposed parking areas meet the minimum setback for parking areas within a M-U Zoning District: 10 feet from rear or side lot lines and 20 feet from public right of way or residential property.

City code standards require parking areas for commercial uses to be paved, typically with curb and gutter. However, given the historic nature of the site and use under an HCUP, review of the proposed natural parking surface has been completed. To ensure stability of the unpaved parking areas, the Applicant will be required to install a turf reinforcement mat within the southeast parking area. The proof of parking along the driveway shall remain unimproved until such time it is determined by the City that the addition of turf reinforcement mat is required. Turf reinforcement mat is a pervious surfacing that aids in elimination of stormwater runoff and securing the soil within the parking area. If at any time parking on the turf reinforcement mat parking area becomes an issue as determined by the City and/or is not maintained, the parking area shall be improved with Class 5 and/or pavement.



Proposed Parking Areas/Materials

The Applicant has shared that on similar event properties under their ownership and management, a combination of hotel partnerships, shuttling, and valet services are used to minimize traffic and vehicles onsite. A similar approach is planned for events at The Mansion.

Noise and Hours of Operation

City Code Title 11-4-4: Event Centers, states no outdoor sound amplification systems shall be allowed when adjacent to residential properties. However, the intent of a Historical Conditional Use Permit is to allow activities and uses to historic sites which promote and complement a site's historic character. In each case, the ACHP and City Council shall give consideration to the impact on the neighboring uses and surrounding area for each particular proposed use at that particular location.

The Applicant has stated they plan to host at least 120 events at the site each year, with availability to book the site any day of the week and noted that standard events run until midnight. The Applicant also states noise levels to adjacent residential properties will be a priority as they set up their outdoor ceremony locations. Maintaining existing mature vegetation as well as situating ceremony locations on the east side of the Mansion and atrium will prevent noise spill to adjacent residential properties. Amplified music will be used as part of outdoor ceremonies; however, it will be conducted within the permitted hours of operation.

The Applicant is proposing hours of operation no later than 10:00 p.m. on Sunday through Thursday and 12:00 a.m. on Friday and Saturday, aligning with the City's Noise standards. The Applicant is not proposing and shall not be permitted to host receptions outside of the Mansion and/or the atrium. The Applicant shall adhere at all times to the City noise and amplified sound ordinances requirements. If violations and/or complaints are received related to noise, it is recommended that the HCUP be reviewed by the City for modification of the permitted use and hours of operation.

Waste

The applicant has noted trash bins are proposed to be stored behind the building on the northwest side near the delivery area. Per Title 11-3-8, for all new construction or major alterations to existing structures, the following standards apply to the placement and construction specifications of trash enclosure structures:

1. The trash enclosure structure must be setback ten feet (10') from all property lines.
2. Such structure shall be situated on a poured in place concrete base, which shall be extended a minimum of six feet (6') beyond the door opening to the structure.
3. The walls shall be a minimum of six feet (6') in height and shall be a masonry material or composite fencing consistent with the principal structure. No roof is required.
4. The door opening shall a maintenance-free opaque material. Use of chain link with vinyl slats is not permitted.
5. The trash enclosure shall be consistent with materials found on the principal structure. (amd. Ord. 1081, 5-1-2024)

Signage

The applicant has not provided detailed plans for signs. Should signage be proposed onsite, the applicant is subject to Title 12-1-7: Design Standard, and specifically, Title 12-1-10: Signs in Business Districts, for any signage placed at the Mansion, 6940 Keats Avenue. A separate building permit is required for signage.

Lighting

The applicant has indicated they intend to have lights in the parking lot as well as a lighted pathway leading to the estate and lighting around the estate. A photometric plan will be required to be provided showing proposed lighting meets the maximum 0.5 footcandle at property lines adjacent to residential properties. All lighting shall be downward directed.

Area Charges

Compliant with Title 8-1-3, area charges for connection to utilities shall be collected for any new or expanded commercial development and is computed on the acreage of the tax parcels with the proposed development. As approximately only one acre of the Mansion parcel will be used and improved for development/use, area charges will be determined using one acre and will be collected prior to the issuance of a building permit. At such time additional improvements are proposed to the site and/or is further developed, the remainder of the area charges and connection fees shall be collected prior to the issuance of a building permit for new construction, development, or redevelopment.

Area Charges (1-acre)	
Water	\$7,460
Sanitary	\$2,410
Storm	\$13,570
Connection Fees (1-acre)	
Water	\$2,310
Sanitary	\$1,560

A sanitary access charge (SAC) charge is also required prior to the change in use of property. The number of SAC units is determined by the Metropolitan Council. The City is committed to providing SAC credits from the City's SAC credit bank, no more than 20 units of credit to support the dedication to the improvement of a unique site within the City and revitalization of a historic property.

Review

ACHP Review

The City's Advisory Committee on Historic Preservation (ACHP) reviewed the application request at their meeting on June 10, 2025, and voted 5-0 to recommend approval of the proposed improvements to the mansion and the site. A memo was provided to City Council for review.

Neighborhood Meeting

A neighborhood meeting was held by the applicant on July 15, 2025, at 5:30 p.m. at the Mansion. All property owners within the 500-foot boundary to receive a public hearing notice received an invitation. A representative from Bellagala was present and provided an overview of the project and proposed use. Approximately 30 people attended, and overall feedback of the proposal was unobjectionable.

Public Hearing Notices

The public hearing notice for the, July 28, 2025, Planning Commission meeting was published in the *Saint Paul Pioneer Press* and mailed on July 16, 2025, to 123 property owners that are within 500 feet of the proposed project. Staff have not received any written comments at the time of writing the report.

Summary

The proposed use of the site at 6940 Keats Avenue and 9912 70th Street as a wedding and event center is consistent with the performance standards specified in the city's zoning ordinance and with proper conditions of approval that protect the health and safety of the general public, it will create an improvement to the unique use of a registered historical property within the community.

Recommendation

That the Planning Commission recommends the City Council approve the following:

- A. A Zoning Amendment to rezone the property at 6940 Keats Avenue South from AG-2. Agricultural zoning District to M-U, Mixed-Use District.

- B. A Historical Conditional Use Permit to operate an event center/wedding venue on a property located at 6940 Keats Avenue South, which is on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks.
- C. A Site Plan Review for improvements to the site and the Mansion and an addition to the Mansion located at 6940 Keats Avenue South for use as a wedding and event center.
- D. A Zoning Amendment to rezone the property at 9912 70th Street South from AG-2, Agricultural, to R-3, Single Family Residential.
- E. A Historical Conditional Use Permit to use the property located at 9912 70th Street South in conjunction with the commercial event/wedding venue on the adjacent parcel at 6940 Keats Avenue South.

The approval of the Conditional Use Permit for the proposed use, addition, and renovations to the property at 6940 Keats Avenue and the proposed use of the property at 9912 70th Street are subject to the following conditions:

6940 Keats Avenue South (Cedarhurst Mansion) HCUP

- 1. All proposed improvements shall be in alignment as approved by the City with the guidelines established in the New History Cordenio Severance House Historic Site Design Guidelines report.
- 2. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.
- 3. The hours of operation shall be no later than ten o'clock (10:00) P.M. on Sunday through Thursday and twelve o'clock (12:00) A.M. on Friday and Saturday. Indoor amplified sound shall cease after twelve o'clock (12:00 A.M.) and outdoor amplified sound shall cease after ten o'clock (10:00 P.M.).
- 4. The applicant shall obtain all required liquor use licenses required by the City Clerk.
- 5. The applicant shall have all required insurance coverage in place in association with all permitted uses and shall have the city named as an additional insured entity as required and approved by the City Clerk.
- 6. Any modifications or expansion of/to the improvements proposed in the narrative dated 6/3/2025 shall be reviewed by the ACHP as determined by staff.
- 7. All City and State noise standards shall apply to the site and operation. If the City receives noise complaints, the property owner must bring the noise on the site into compliance immediately upon notification by the City.

8. The standard City and State nuisance ordinance shall apply to the site and operations. If the City receives complaints, the property owner must bring the site into compliance upon notification by the City.
9. Repeat violations related to parking, noise, the licensed use, or HCUP permit criteria will require additional review of the Historic Places Conditional Use permit by the City Council, with possible revocation of the conditional use permit as a remedy.

6940 Keats Avenue South (Cedarhurst Mansion) Site Plan

1. If it is determined by the City or County Engineer that the access to 70th Street does not function efficiently and/or poses a safety concern, the City and/or County Engineer may determine a driveway connection to the old Military Road access in the northeast corner of the site shall be constructed to provide full access to the site.
2. A cross-access and maintenance driveway agreement shall be recorded against both 9912 70th Street and 6940 Keats Avenue for the shared access driveway from 70th Street prior to the issuance of a certificate of occupancy for the Mansion.
3. A turf reinforcement mat or similar system as approved by the City Engineer shall be installed on the unpaved parking areas within the southeast corner. At such time, as determined by the City Engineer, the parking surface is not functioning, it shall be replaced with a material approved by the City Engineer.
4. A 20-foot wide paved or Class V surface shall be provided for the access driveways aligning with Fire Code standards and approved by the City Fire Marshal.
5. Should additional redevelopment, development, and/or improvements be proposed on the site, stormwater standards shall be reevaluated and approved by the City Engineer.
6. A demolition permit is required to be secured prior to the removal of any building from the site.
7. A minimum of 79 parking stalls shall be maintained on the site at all times, including proof of parking or unimproved parking areas as reviewed and approved by the City.
8. The proposed 12 proof of parking spaces on the west side of the driveway from 70th Street are permitted to remain as grass or unimproved until such time as determined by the City Engineer an improved surface is required for those proof of parking spaces.
9. All parking for events held at 6940 Keats Avenue shall be parked on/at 6940 Keats Avenue.
10. A separate building permit shall be required for any type of sign proposed on the property and shall meet the standards in Title 12: Sign Regulations.
11. All outdoor seating areas shall be setback at least 150 feet from the nearest residential property line and shall be arranged in a manner so as not to compromise safety. Seating shall not obstruct any entrances or exits or be located on landscaping or parking areas.

12. The Applicant shall complete a photometric plan showing compliance with lighting standards. Lighting shall be provided as necessary for security, safety, and traffic circulation. All light poles shall be a maximum of twenty feet (20') in height. All lighting shall be downward directed with flush lens and reflected glare of spill light shall not exceed 0.5 foot-candle as measured on the property line when abutting any residential parcel.
13. A right-of-way permit shall be required for work within the City or County right-of-way.
14. A grading permit shall be required prior to work on the site.
15. A private utility and access agreement shall be recorded against both properties (6940 Keats Avenue and 9912 70th Street) for the private water and sewer installed through the parcel at 9912 70th Street for 6940 Keats Avenue prior to issuance of a certificate of occupancy for the Mansion.
16. Area charges required as outlined in the report above shall be paid prior to the issuance of a building permit based off one-acre. If the property (6940 Keats Avenue) is proposed for additional development or redevelopment, area charges and connection fees for the remaining acres (9.010 acres) shall be required to be paid at that time prior to the issuance of any building permits.
17. Installation of landscaping shall occur in a timely fashion and be consistent with the approved plan dated 6/27/2025 or amendments as approved by the Planning Division. Prior to the issuance of a building permit, a letter of credit in the amount of 150 percent of the landscaping estimate (trees and shrubs) shall be submitted to the City as required by Ordinance. The financial guarantee shall be held until all required plantings are installed. After installation, the Planning Department shall conduct an inspection to verify compliance with the landscape plan. If the inspection is approved, 50 percent of the financial guarantee shall be released. One year from the date of the initial inspection, a follow-up inspection shall be conducted to verify survivability. If the follow-up inspection is approved, the remainder of the financial guarantee shall be released.
18. Trash enclosure areas shall meet the standards in City Code Title 11-3-8.
19. The property shall be inspected by the City Fire Marshal and all requirements arising from the inspection shall be completed prior to the commencement of any permitted activities.
20. The property shall be inspected by the Washington County Health Department, and all requirements arising from the inspection shall be completed prior to the commencement of any licensed activities.

Gardener's Cottage HCUP at 9912 70th Street South

1. Receive designation for the Gardener's Cottage to be added to the City's Register of Historic Sites and Landmarks. Designation must be obtained prior to the issuance of a Certificate of Occupancy for the Mansion at 6940 Keats Avenue. Any future modifications above and beyond maintenance to the building must be reviewed by the City's Advisory Committee on Historic Preservation.

2. The site may be used as an accessory to The Mansion wedding and event center for the following:
 - a. Dedicated location for team meetings
 - b. Strategic planning sessions
 - c. Staff connection and/or break space
 - d. As a single-family home/residence
 - e. Limited commercial operations as determined by the City's Planning Department
3. At such time a more intense use is proposed on the site, an amendment to the HCUP shall be required.
4. An inspection of the existing septic system continuing to serve the Gardener's Cottage Property shall be conducted by a licensed inspection company to ensure it is compliant and will be adequately sized to serve the proposed use. Any required modifications to or replacement of the system shall be subject to review and approval by the Washington County Health Department. At such time the septic system or well fails, the property shall be connected to city water and sanitary service.
5. All applicable permits (i.e.; building, electrical, grading, mechanical, right-of-way) must be completed, submitted, and approved by the City prior to the commencement of any construction activities. Detailed construction plans must be reviewed and approved by the Building Official or City Engineer.

Prepared by:

Kelly Becker
Associate Planner

Attachments:

Applicant Narrative

Civil Plan Set Dated 7/24/2025

Landscape Plan Dated 6/27/2025

Washington County Plan Review Memo Dated 7/24/2025

Engineering Plan Review Memo Dated 7/24/2025

(Cedarhurst) Historic Site Design Guidelines – New History September 2022

Proposed Development Description – Cedarhurst Mansion Redevelopment

6940 Keats Ave S, Cottage Grove, MN 55016

The Cedarhurst Mansion property, historically known as the Severance House, is proposed to be redeveloped into a year-round wedding and event center. The project involves rehabilitation of the main mansion and significant site and landscape improvements to support assembly use, improve accessibility, and preserve the site's historic character. The redevelopment is designed to meet the Secretary of the Interior's Standards for Rehabilitation and aligns with requirements of the National Park Service and Advisory Council on Historic Preservation.

Primary Program Components:**1. Historic Mansion Rehabilitation:**

The mansion will undergo careful interior and exterior restoration. This includes:

- Removal of non-historic elements such as an enclosed porch, balcony, and deteriorated masonry cladding not original to the structure.
- Restoration of original hardwood floors, doors, and windows wherever feasible.
- Replacement of deteriorated cedar shake shingles with in-kind asphalt shingles.
- Installation of a new elevator within the existing shaft to meet ADA accessibility.
- Addition of modern mechanical, electrical, plumbing, and fire suppression systems integrated with minimal impact on historic fabric.
-

2. Rose Ballroom Addition and Service Expansion:

A modest, sympathetic addition will be constructed to house a commercial kitchen back-of-house operations and storage and a new ballroom for wedding receptions including the necessary mechanical rooftop equipment. This addition includes:

3. Site and Landscape Enhancements:

Extensive work is proposed to improve circulation, parking, and landscape use:

- Construction of a 23 stall paved parking lot with overflow grass lot screened with topography and vegetation.
- New bi-directional driveways and circulation loops to accommodate guest and service traffic.
- Rehabilitated rose garden with masonry wall repairs, drainage improvements, and updated plantings. Portions of the wall will be modified for ADA access, preserving its form and ceremonial use.
- Secondary outdoor drop-off zones and pergolas for ceremonial staging and photography.

4. Outbuilding and Secondary Structures:

- Non-contributing barns and sheds west of the house will be removed to open views and improve site functionality.
- The historic Cass Gilbert-designed barn and horse stable will be retained for potential future adaptive reuse.
- The caretaker's house will remain on-site and may be used for operational support in the future; no major changes to that structure are currently proposed.

PROJECT OVERVIEW

CEDARHURST MANSION, HISTORICALLY KNOWN AS THE CORDENIO SEVERANCE HOUSE, IS A **NATIONALLY SIGNIFICANT NEO-CLASSICAL ESTATE** LOCATED IN COTTAGE GROVE, MINNESOTA.

THE ORIGINAL 1860’S FARMHOUSE WAS **EXPANDED IN 1917 BY ARCHITECT CASS GILBERT** TO SERVE AS A DIGNIFIED COUNTRY RESIDENCE FOR SEVERANCE, A PROMINENT ATTORNEY BASED IN SAINT PAUL WITH NATIONAL POLITICAL TIES.

THE HOUSE’S **EAST-FACING PRIMARY ELEVATION** FEATURES A TWO-STORY DORIC HEXASTYLE PORTICO WITH FANLIGHT PEDIMENT AND SYMMETRICAL FENESTRATION.



PRIMARY ELEVATION

PROJECT OVERVIEW

NOTABLE EXTERIOR FEATURES INCLUDE:

- ORIGINAL WOOD WINDOWS WITH NON-HISTORIC FIXED SHUTTERS
- SEMICIRCULAR BAY ON THE NORTH BALLROOM FAÇADE
- EAST AND SOUTH PORCHES, WITH THE EASTERN PORCH SERVING AS THE PRIMARY CEREMONIAL ENTRY AND THE SOUTH PORCH BELONGING TO THE ORIGINAL FARMHOUSE.
- LOW-SLOPED ROOFLINES WITH ORIGINAL RIDGE CONFIGURATIONS AND DECORATIVE EAVES
- HISTORIC FRONT LAWN AND APPROACH
- HISTORIC ROSE GARDEN



PRIMARY ELEVATION - DAY

PROJECT OVERVIEW

THE PROPOSED REHABILITATION WILL CONVERT CEDARHURST MANSION INTO A YEAR-ROUND LUXURY WEDDING AND EVENT VENUE.

THE PROJECT WILL **PRESERVE** THE MANSION'S ARCHITECTURAL INTEGRITY WHILE UPGRADING BUILDING SYSTEMS TO SUPPORT MODERN HOSPITALITY OPERATIONS.

ALL REHABILITATION WORK WILL FOLLOW THE **SECRETARY OF THE INTERIOR'S STANDARDS** FOR REHABILITATION.



PRIMARY ELEVATION - NIGHT

PROJECT SCOPE

PROPOSED WORK CONSISTS OF:

- 1. SITE WORK
 - NEW PARKING LOT
 - EXPANDED DRIVE AISLE
 - UPGRADED UTILITIES
 - ROSE GARDEN REHABILITATION
 - ADDITIONAL LANDSCAPING
 - REMOVAL OF UNSAFE OUTBUILDINGS
- 2. PRESERVATION
 - DEFERRED MAINTENANCE ON EXTERIOR AND INTERIOR OF HISTORIC MANSION
 - MECHANICAL SYSTEM UPGRADES
 - ADDITIONAL ATTIC INSULATION AND BASEMENT WATERPROOFING
- 3. ADDITIONS AND ALTERATIONS
 - APPROX. 4,000 SQFT ATRIUM
 - EXTERIOR ACCESSIBLE RAMPING
 - MINIMAL INTERIOR DEMO FOR CODE COMPLIANCE AND PROGRAMMATIC FUNCTIONALITY



CONCEPT AERIAL VIEW - FRONT



1. SITE WORK

CONSTRUCT A **NEW PARKING LOT** (75-100 PARKING STALLS) IN A DISCREET AREA OF THE PROPERTY, SCREENED WITH PLANTINGS AND TOPOGRAPHY TO **MINIMIZE VISIBILITY FROM PRIMARY HISTORIC VIEWSHEDS**.

EXISTING **DRIVE AISLE** TO BE **WIDENED** TO ALLOW FOR EMERGENCY VEHICLE ACCESS AND PRESERVE THE FORMAL APPROACH FROM THE EAST.

UTILITY UPGRADES FOR WATER AND SEWER CONNECTIONS,

ONSITE **STORMWATER MANAGEMENT** INTERVENTIONS TO BE THOUGHTFULLY INTEGRATED INTO SITE DESIGN.



CONCEPT AERIAL VIEW - REAR



1. SITE WORK

REHABILITATE THE ROSE GARDEN TO REFLECT ITS HISTORIC LAYOUT AND CEREMONIAL USE BY **REPAIRING AND REPOINTING** THE HISTORIC MASONRY WALLS AND BALUSTRADE.

REMOVE UNSAFE, NON-CONTRIBUTING STRUCTURES LOCATED ON THE WEST PORTION OF PROPERTY (BARN, CHICKEN COOP, UPHOLSTERY SHOP) THAT HAVE DETERIORATED TO A STATE WHERE **REPAIR IS NOT FEASIBLE** DUE TO YEARS OF DEFERRED MAINTENANCE.

NEW TREES AND PLANTINGS TO BE INCORPORATED ADJACENT TO ATRIUM ADDITION AND WITHIN HISTORIC ROSE GARDEN LOCATION. HARDY, LOW MAINTENANCE SPECIES TO **HELP IMPROVE SUBSURFACE DRAINAGE**.



CONCEPT AERIAL VIEW - REAR



2. PRESERVATION

DEFERRED MAINTENANCE EXTERIOR:

ALL HISTORIC WOOD SIDING WILL BE **RETAINED**, REPAIRED, AND REPAINTED AS NEEDED.

WHERE NEEDED, **MINOR REPAIRS** WILL BE MADE TO ARCHITECTURAL TRIM, EAVES, AND CORNER BOARDS, **USING IN-KIND MATERIALS** AND PROFILES.

IN-KIND REPAIR OR REPLACEMENT OF DETERIORATED WINDOW AND DOOR COMPONENTS, MATCHED FOR PROFILE. RE-GLAZING AND RE-PUTTYING WHERE NEEDED.

THE **EAST PORCH WILL BE REHABILITATED** TO RESTORE HISTORIC FEATURES, ADDRESSING **DRAINAGE ISSUES** DUE TO MID 20TH CENTURY ALTERATION THAT DIRECTS WATER TOWARD THE BUILDING.

LIMIT ROOF REPAIRS TO LOCALIZED **IN-KIND REPLACEMENT OF DAMAGED ASPHALT SHINGLES**. REPAIR/ REPLACE DAMAGED GUTTERS AND DOWNSPOUTS AS NEEDED.



EXTERIOR PHOTOS - APRIL 2025

2. PRESERVATION

DEFERRED MAINTENANCE INTERIOR:

REPAIR AND REFINISH ORIGINAL
HARDWOOD FLOORS BY GENTLEST
MEANS.

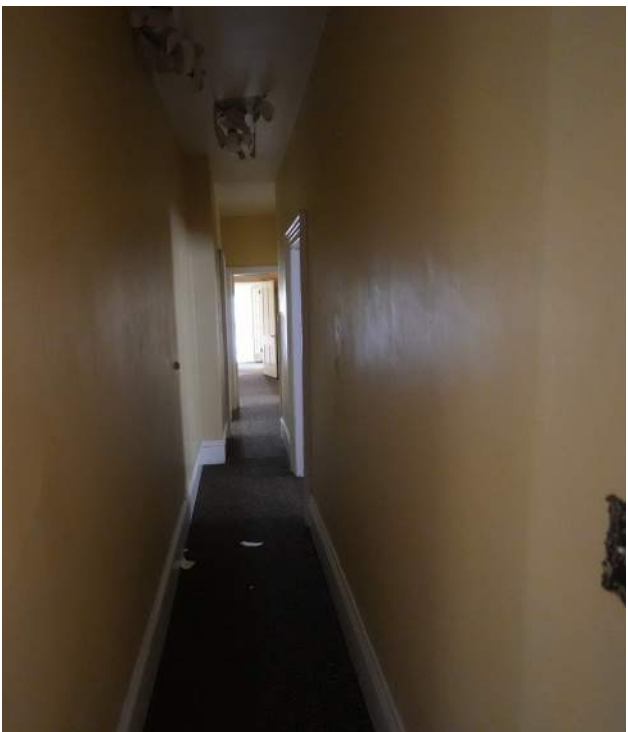
REMOVE NON-HISTORIC CARPETING
AND REFINISH UNDERLYING WOOD
FLOORING WHERE PRESENT AND
SALVAGEABLE.

STRIP NON-HISTORIC WALLPAPER AND
REPAINT WALLS USING HISTORICALLY
SYMPATHETIC FINISHES.

REFINISH (REPAIR AS NEEDED) AND
REPAINT EXISTING PLASTER WALLS
AND CEILINGS.

REMOVE AND REPLACE NON-
ORIGINAL LIGHT FIXTURES WITH MORE
HISTORICALLY APPROPRIATE OR
CONCEALED OPTIONS.

PRESERVE AND REFINISH ORIGINAL
STAIR HANDRAILS AND BALUSTERS AS
NEEDED.



INTERIOR PHOTOS - APRIL 2025

2. *PRESERVATION*

PERFORM LOCALIZED **FOUNDATION REPAIRS** AS NEEDED IN BASEMENT TO ADDRESS STRUCTURAL DEFICIENCIES AND WATER INFILTRATION.

ADD LOOSE-FILL INSULATION THROUGHOUT ATTIC TO **IMPROVE ENERGY PERFORMANCE**. REOPEN THE EXISTING RIDGE VENT TO RESTORE PROPER VENTILATION AND REDUCE HEAT BUILDUP.

INSTALL **NEW HIGH-EFFICIENCY BOILER SYSTEM**; RETAIN AND **REUSE SELECT HISTORIC RADIATORS** WHERE FEASIBLE.

INTRODUCE **NEW DUCTED AIR HANDLING UNITS** AND VENTILATION SYSTEMS, CAREFULLY ROUTED TO **AVOID VISIBLE IMPACT** IN HISTORIC SPACES.

REPLACE OUTDATED ELECTRICAL PANELS AND WIRING TO MEET CURRENT CAPACITY AND SAFETY CODES.

A **NEW BUILDING-WIDE SPRINKLER SYSTEM** WILL BE INSTALLED TO MEET CURRENT **FIRE AND LIFE SAFETY** CODE REQUIREMENTS.



INTERIOR PHOTOS - APRIL 2025

3. ADDITIONS & ALTERATIONS

PROPOSED WORK CONSISTS OF:

A NEW **ONE-STORY ADDITION** WILL BE CONSTRUCTED ON THE WEST ELEVATION OF THE MANSION TO HOUSE TWO PROGRAMMATIC ELEMENTS: **AN ATRIUM LOUNGE AND A KITCHEN STAGING AREA.**

THE ADDITION WILL BE **CLEARLY DIFFERENTIATED** FROM THE HISTORIC STRUCTURE IN BOTH MASSING AND MATERIALITY **WHILE REMAINING COMPATIBLE** IN SCALE, PROPORTION, AND DETAIL.

THE ADDITION WILL **LIGHTLY CONNECT** AT THE WEST FACADE, ADJACENT TO THE LOCATION OF THE EXISTING **NON-HISTORIC KITCHEN.**

THIS WORK **COMPLIES WITH THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION**, PARTICULARLY THOSE ADDRESSING NEW ADDITIONS, AND HAS BEEN DESIGNED TO ENSURE **THE NEW CONSTRUCTION IS REVERSIBLE AND IS IN DEREERENCE** TO THE MANSION'S HISTORIC CHARACTER AND SIGNIFICANCE.



ADDITION VIEW FROM ROSE GARDEN

3. ADDITIONS & ALTERATIONS



HISTORIC PRIMARY ELEVATION (EAST)



BIRDSEYE VIEW OF ATRIUM ADDITION



ACCESSIBLE ROUTE



ROSE GARDEN VIEW FROM ATRIUM ADDITION

3. ADDITIONS & ALTERATIONS

FIRST FLOOR ALTERATIONS:

MINOR ALTERATIONS ARE NEEDED TO MEET **ACCESSIBILITY AND CODE COMPLIANCE**, AS WELL AS PROGRAMMATIC FUNCTIONALITY.

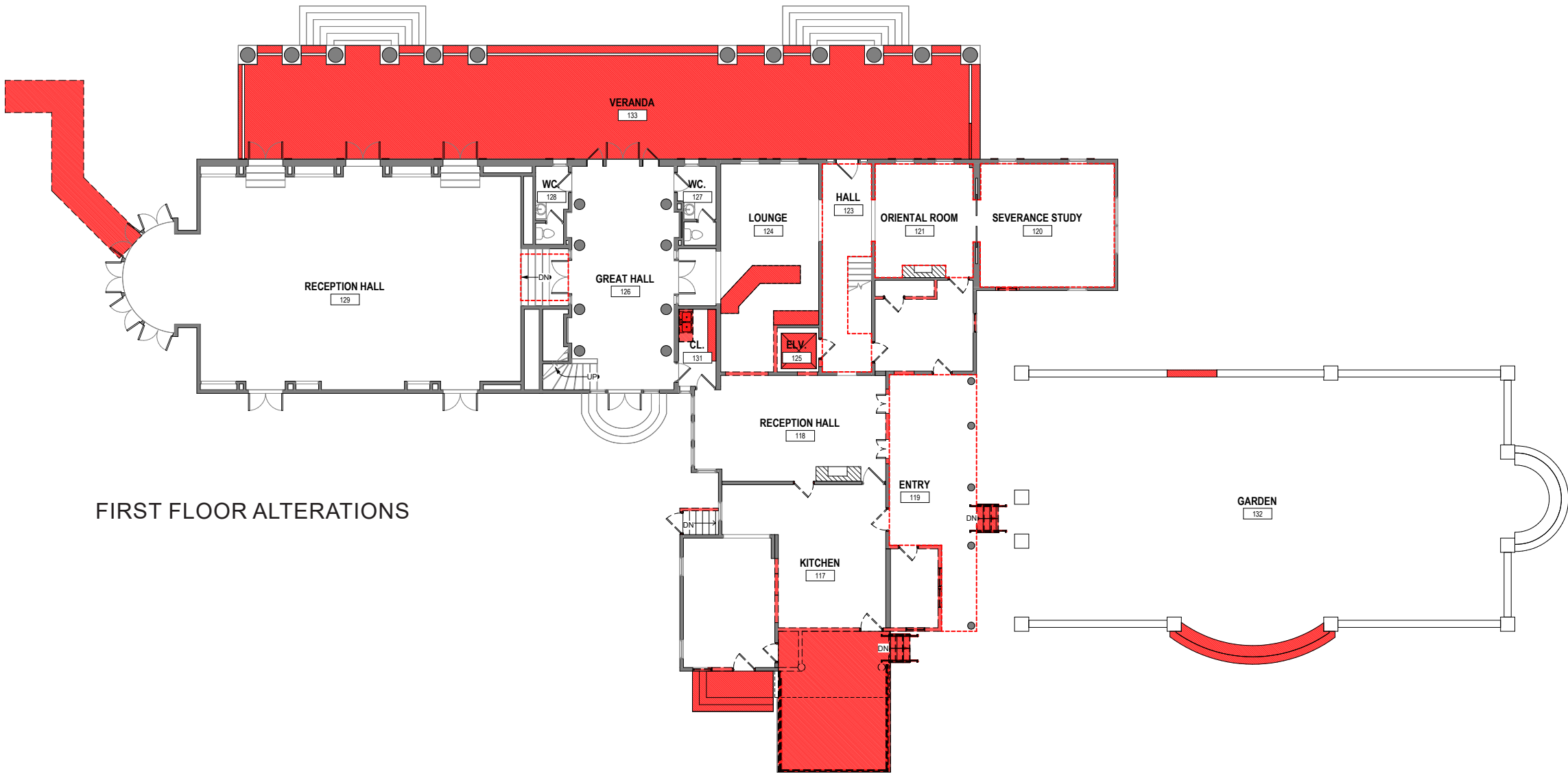
EAST PORCH RESTORATION AND REPAIR

RESTORE HISTORIC ROOM CONNECTIONS, INCLUDING ORIGINAL PASS-THROUGH IN THE RECEPTION HALL.

PRESERVE BALLROOM LAYOUT AND HISTORIC FINISHES THROUGHOUT THE BUILDING WHERE INTACT.

REMOVE NON-HISTORIC WEST PORCH FOR NEW ADDITION CONNECTION.

REMOVE NON-HISTORIC CARPETING THROUGHOUT.



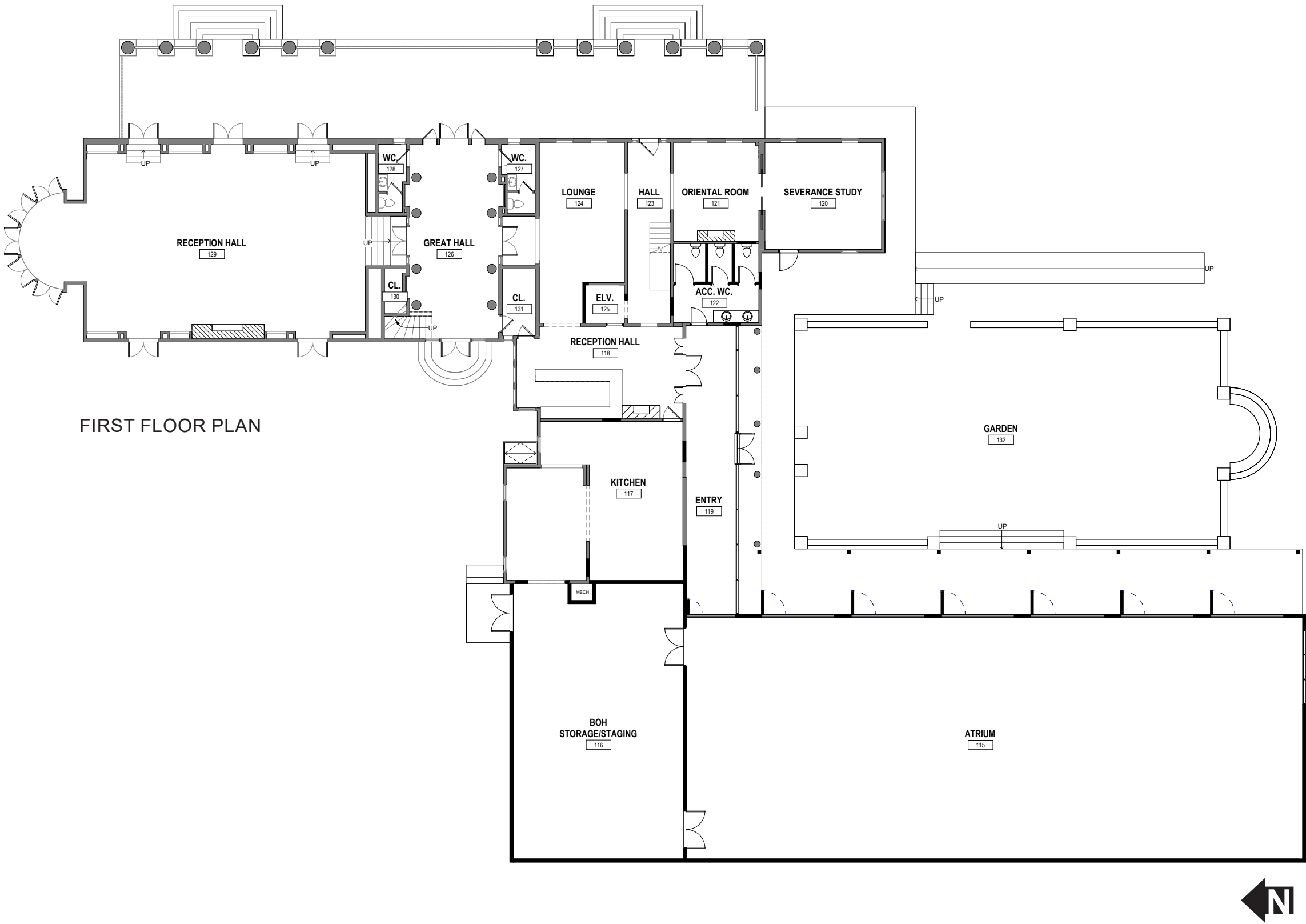
3. ADDITIONS & ALTERATIONS

FIRST FLOOR PLAN:

ACCESSIBLE SITE CIRCULATION, INCLUDING NEW WALKWAYS AND ENTRY ROUTES, WILL ENSURE **BARRIER-FREE ACCESS** FROM PARKING AREAS AND DROP-OFF ZONES TO KEY PROGRAM SPACES THROUGHOUT BOTH FLOORS OF THE HISTORIC BUILDING AND NEW ATRIUM.

CONVERT STORAGE ROOM, PREVIOUSLY USED AS PANTRY, INTO **ADA COMPLIANT BATHROOMS**.

IMPROVE ENTRY SEQUENCE AND CIRCULATION FOR MODERN EVENT USE.



3. ADDITIONS & ALTERATIONS

SECOND FLOOR ALTERATIONS:

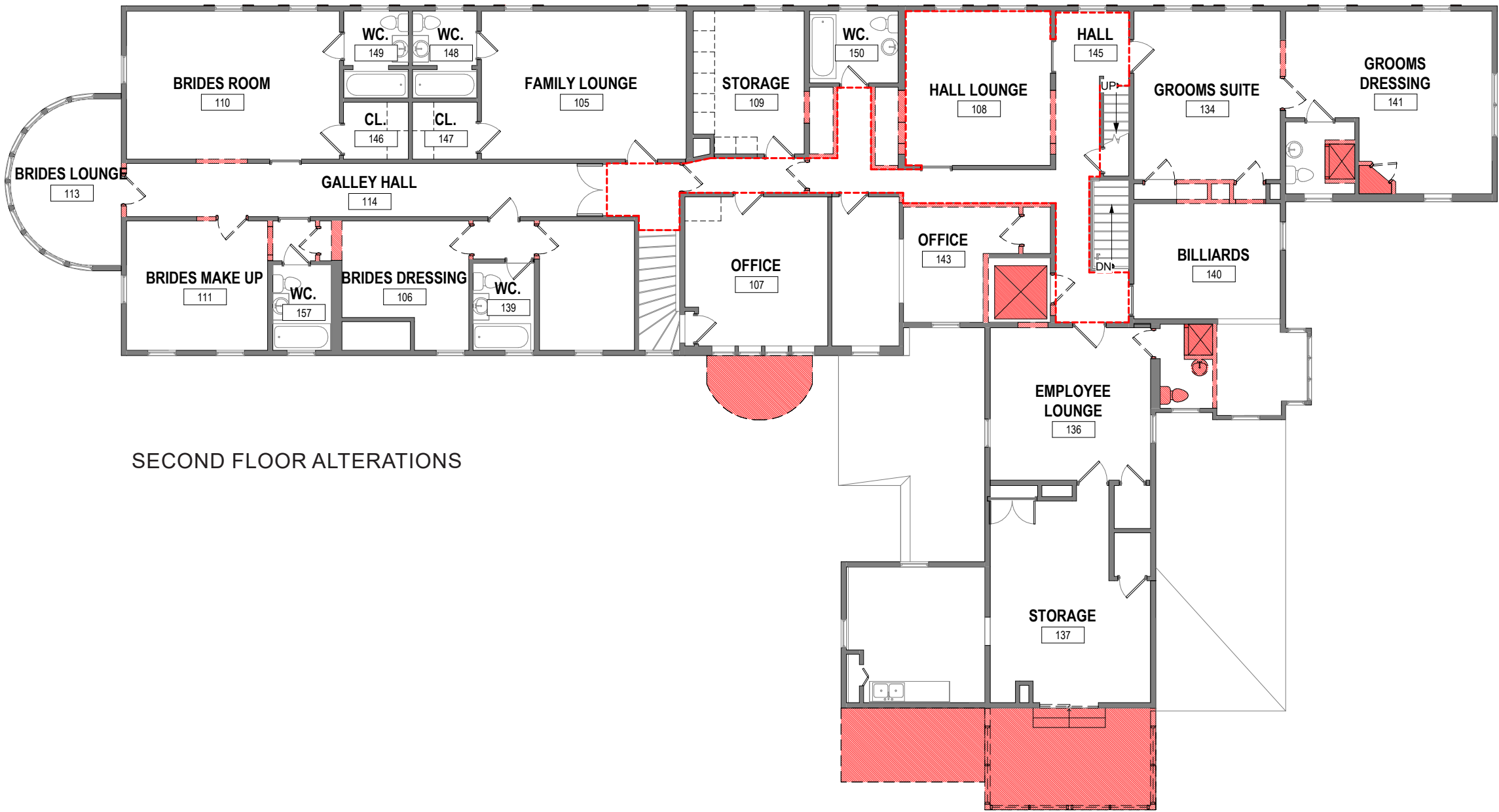
THE EXISTING SECOND FLOOR CORRIDOR IS NOT LINEAR, DUE TO THE CASS GILBERT EXPANSIONS, CREATING PORTIONS THAT **FAIL TO MEET ADA OR CODE REQUIREMENTS FOR WIDTH.**

SELECTIVELY REMOVE PORTIONS OF INTERIOR PARTITIONS, CLOSETS, AND BATHROOMS TO **IMPROVE FUNCTIONALITY AND CIRCULATION.**

PORTION OF INTERIOR CORRIDOR THAT IS **TOO NARROW TO ALLOW FOR ACCESS** WILL BE ALTERED.

NEW CIRCULATION PATH WILL BE CREATED TO **ACCOMMODATE AN ADA COMPLIANT PATH** THROUGHOUT THE BUILDING.

INSTALLATION OF A LULA (LIMITED USE/LIMITED APPLICATION) ELEVATOR **WITHIN THE EXISTING ELEVATOR SHAFT** TO PROVIDE VERTICAL ACCESS BETWEEN THE MAIN PUBLIC FLOORS.



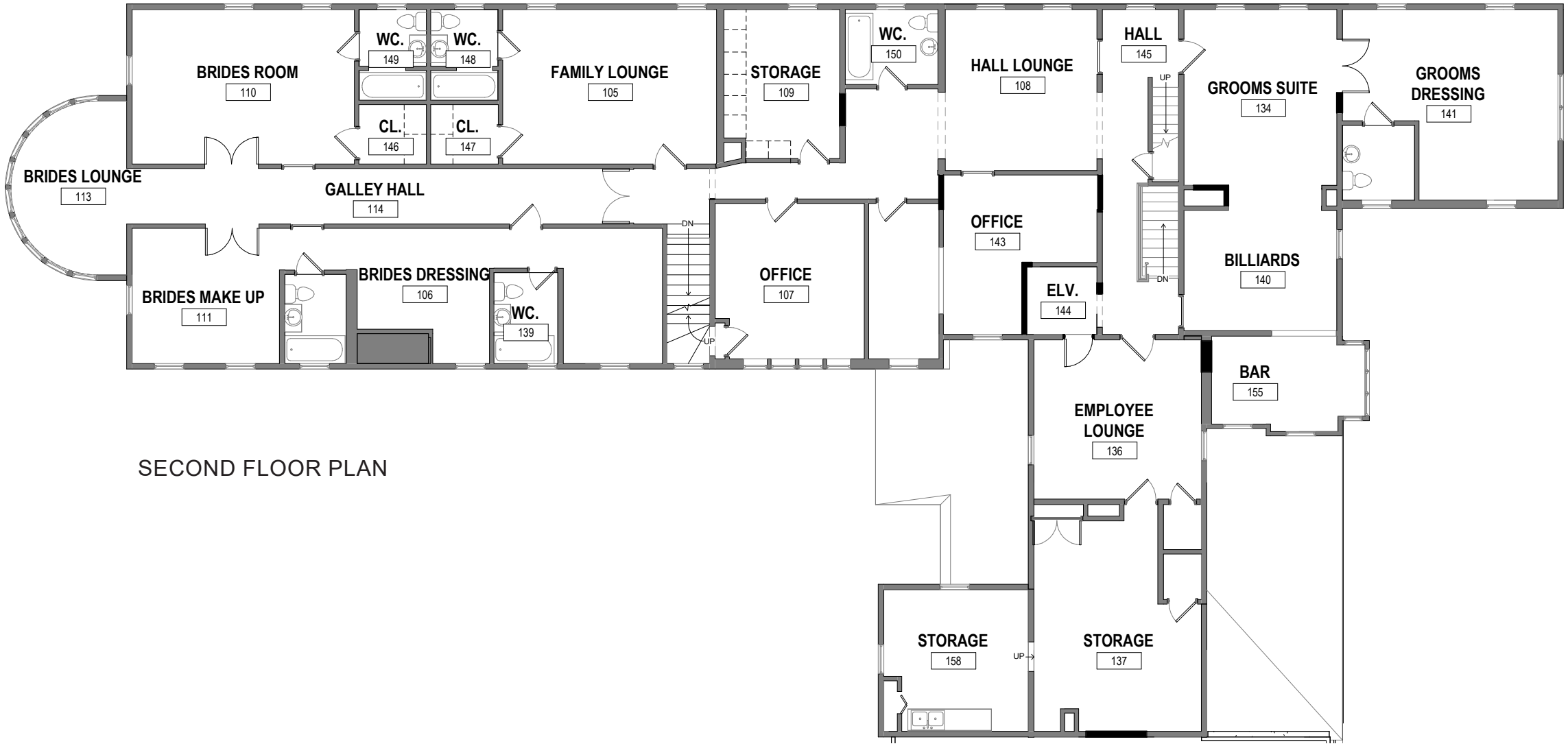
3. ADDITIONS & ALTERATIONS

SECOND FLOOR PLAN:

CONVERT THE SECOND FLOOR INTO TWO HOSPITALITY SUITES FOR BRIDAL AND GROOM PREPARATION, EACH WITH PRIVATE RESTROOMS AND LOUNGE AREAS.

BRIDE’S SUITE: FRENCH AND ART NOUVEAU-INSPIRED DESIGN, REFERENCING 1917 DIGNITARY FURNISHINGS.

GROOM’S SUITE: CLUBHOUSE AESTHETIC WITH AGED LEATHER, RICH FINISHES, AND A CONNECTED BAR LOUNGE.



SECOND FLOOR PLAN



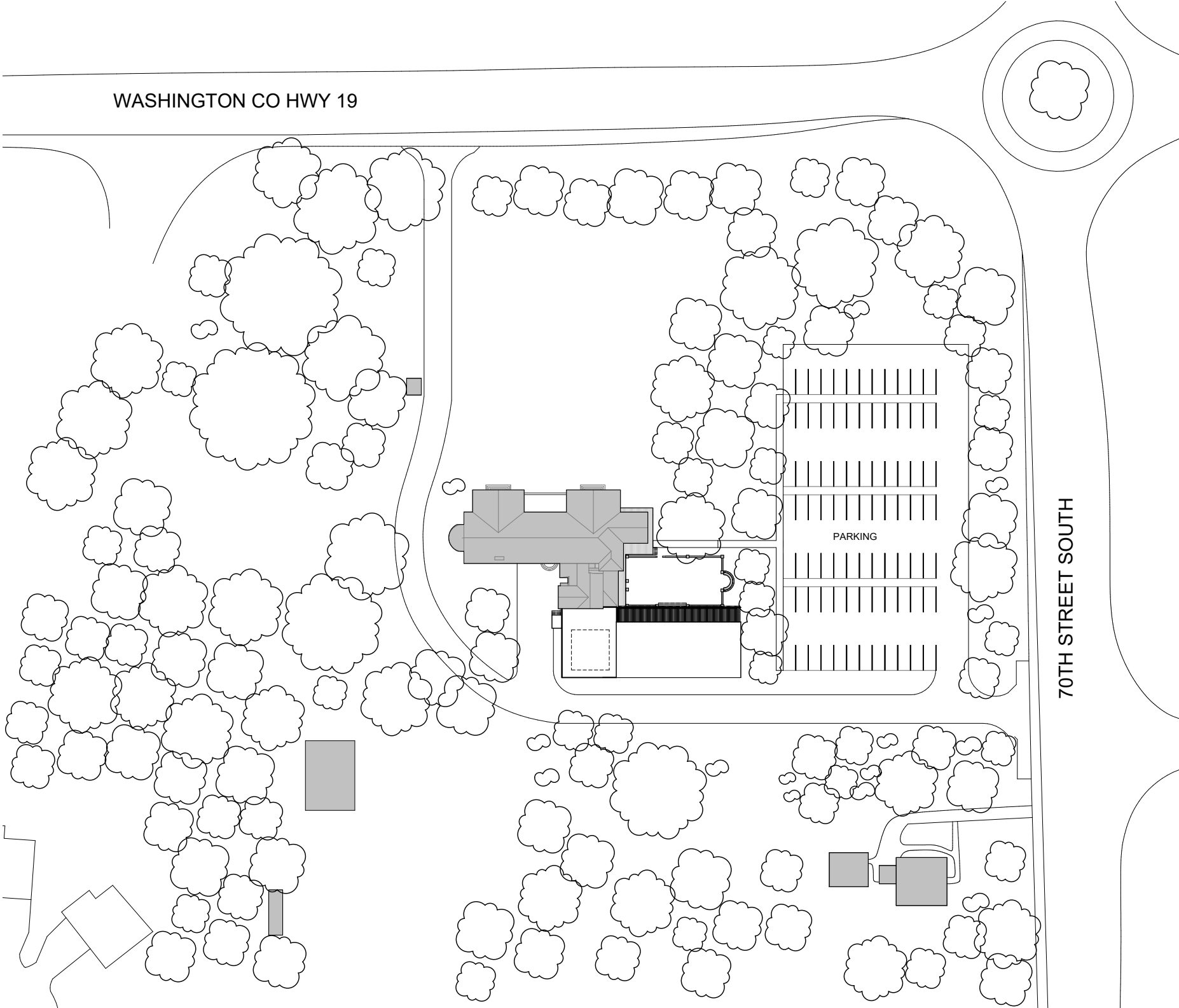
3. ADDITIONS & ALTERATIONS

SITE PLAN:

INSTALL A WEST-SIDE SERVICE DRIVE AND DROP-OFF LOOP NEAR THE NEW KITCHEN ADDITION TO SUPPORT BACK-OF-HOUSE LOGISTICS AND **MAINTAIN THE FORMAL APPROACH FROM THE EAST.**

INSTALL **ADA-COMPLIANT WALKWAYS** TO CONNECT THE EAST AND SOUTH PORCHES TO KEY SITE AREAS. **PATHWAYS WILL BE SENSITIVELY INTEGRATED** INTO THE LANDSCAPE TO AVOID DISRUPTION OF MATURE TREES OR TOPOGRAPHY.

ALL ACCESSIBILITY IMPROVEMENTS HAVE BEEN **DESIGNED TO COMPLY WITH ADA STANDARDS FOR ACCESSIBLE DESIGN** AND ARE CONSISTENT WITH THE SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION, ENSURING THAT **MODIFICATIONS ARE SENSITIVE AND REVERSIBLE**, AND DO NOT COMPROMISE THE HISTORIC CHARACTER OF THE PROPERTY.



OVERALL SITE PLAN

CEDARHURST MANSION REHABILITATION

PROTECTING THE HISTORIC SITE

JUNE 2025

A CAUTIONARY TALE:

A 2022 DEVELOPMENT PLAN **WIPES OUT** SURROUNDING SITE BUILDINGS THAT ARE IN GOOD REPAIR, **DESTROYS** A MAJORITY OF THE TREES ON THE SITE, **ELIMINATES** THE HISTORIC APPROACH, AND BLANKETS THE SITE WITH **IMPERVIOUS ASPHALT**.

THE REHABILITATION PROPOSED BY **BELLAGALA AND AWH ARCHITECTS** WILL CONVERT CEDARHURST MANSION INTO A YEAR-ROUND LUXURY WEDDING AND EVENT VENUE THAT **WILL PRESERVE THE MANSION'S ARCHITECTURAL INTEGRITY AND THE SITE'S UNIQUE HISTORY AS A COUNTRY RETREAT**, WHILE UPGRADING BUILDING SYSTEMS TO SUPPORT MODERN HOSPITALITY OPERATIONS.



2022 REDEVELOPMENT PROPOSAL

Architectural Character (Historic Overview)

Existing Conditions:

Cedarhurst Mansion, historically known as the Cordenio Severance House, is a nationally significant Neo-Classical estate located in Cottage Grove, Minnesota. The building was expanded in 1917 by architect Cass Gilbert to serve as a dignified country residence for Severance, a prominent attorney with national political ties. The house's east-facing primary elevation features a two-story Doric hexastyle portico with fanlight pediment and symmetrical fenestration. Narrow wood clapboard siding, original to the 1917 addition, remains intact on the north, east, and south façades, while portions of the earlier 19th-century structure are clad in later aluminum siding.

Notable exterior features include:

- Original wood windows with non-historic fixed shutters
- Semicircular bay on the north ballroom façade
- East and south porches, with the eastern porch serving as the primary ceremonial entry and the south porch belonging to the original farmhouse.
- Low-sloped rooflines with original ridge configurations and decorative eaves

The structure is in good overall condition, though deferred maintenance is evident in select areas, including minor wood deterioration and non-historic porch modifications that have introduced drainage issues.

Proposed Work:

The proposed rehabilitation will convert Cedarhurst Mansion into a year-round luxury wedding and event venue, modeled after successful ABPEC LLC properties. The project will preserve the mansion's architectural integrity while upgrading building systems to support modern hospitality operations. The ballroom will remain the primary gathering space, and all rehabilitation work will follow the Secretary of the Interior's Standards for Rehabilitation.

Key interventions include:

- **Preservation of exterior materials:** No alterations are proposed to the existing siding. Any areas of the roof that have cedar shake shingles will be replaced with asphalt

shingles to match the rest of the building.

- **East Porch upgrades:** The existing masonry floor finish on the east porch will be replaced with historically appropriate brick masonry materials and detailed to improve drainage away from the foundation, correcting water issues without altering the historic portico's structure or appearance.
- **South Porch Upgrades:** Non-historic outdoor carpet floor finish will be removed. Intent to refinish existing hardwood floor beneath. A new storefront window system will be added on the interior side of the historic columns to create a climate controlled entry vestibule without compromising the character of the original farmhouse porch.
- **Attic ventilation and insulation:** Loose fill insulation will be added to the attic to improve energy performance. The existing ridge vent, which is currently blocked, will be reopened to ensure proper ventilation. No other modifications to the roof system are proposed.
- **Mechanical upgrades:** New HVAC systems will be integrated into the existing wall cavities to conceal ductwork. Existing radiators will be reused and connected to a high-efficiency boiler system. Interior wall registers will be added only where necessary, with minimal impact to finishes.
- **Accessibility upgrades:** A walking surface and landing will be added to the south side of the building to provide ADA access to both porches and the historic interior spaces. The current elevator does not meet ADA standards and is nonfunctional. A new Limited Use/Limited Application (LULA) elevator will be installed to provide ADA-compliant access to both floors. The depth of the existing elevator shaft will be slightly altered to meet the requirements for a modern elevator while minimizing disturbance to historic fabric and finishes.

Exterior – Roof

Existing Conditions:

The roof features low-pitched forms consistent with Cass Gilbert's 1917 design, including original ridge lines, deep eaves with decorative detailing, and a mix of roofing materials. Roofing consists of asphalt shingles (primarily), cedar shake shingles (original farmhouse), and intermittent repair patches.

- Several areas above the original farmhouse show deterioration, particularly at the original farmhouse eaves.
- Non-historic gutters remain intact and functional.
- Historic brick chimneys remain but show signs of weathering and masonry damage.
- The attic's ridge vent is currently blocked, limiting ventilation.

Proposed Work:

- Preserve overall roof configuration, including original ridge lines, eaves, and decorative detailing.
- Replace all cedar shake shingles with new asphalt shingles to improve durability and fire resistance.
- Repair deteriorated eaves on the original farmhouse using in-kind wood components.
- Repoint and repair historic brick chimneys as needed, preserving their form and materials.
- Remove a portion of roof above the nonhistoric second-floor porch on west side of the building.
- Restore blocked ridge vent to improve attic ventilation.
- Limit roof repairs to localized in-kind replacement of damaged asphalt shingles.
- No new penetrations or alterations to historic rooflines are proposed.

Exterior - Walls

Existing Conditions:

Cedarhurst Mansion features a mix of historic and non-historic exterior wall materials that reflect its layered construction history. The 1917 Neoclassical expansion by Cass Gilbert is clad in original narrow wood clapboard siding, which remains intact on the north, east, and south façades. This siding is a character-defining element of the estate's historic appearance.

- The clapboard is generally sound but exhibits paint loss, surface weathering, and minor wood deterioration in some areas.
- Decorative trim, including corner boards, eaves, and architectural moldings, remain in place but show signs of wear and deferred maintenance.
- The west elevation, part of the earlier farmhouse, includes non-historic metal siding likely added in the mid-20th century.
- A non-historic enclosed balcony on the west elevation interrupts the original massing and materials.

Proposed Work:

- All historic wood siding will be retained, repaired, and repainted as needed. Where needed, surfaces will be sanded and prepped using non-abrasive methods to protect the underlying material.
- Where needed, minor repairs will be made to architectural trim, eaves, and corner boards, using in-kind materials and profiles.
- The non-historic metal siding on the west façade will be retained and repainted, where appropriate, to maintain weather protection and visual consistency in non-contributing areas.

- The non-historic enclosed balcony on the west elevation will be removed, and the area will become the connection point for a new addition designed to support venue operations.
- No new penetrations or alterations are proposed to the primary historic façade (east elevation) or original cladding.

All exterior work will comply with the Secretary of the Interior's Standards for Rehabilitation, emphasizing material conservation, minimal intervention, and compatibility with historic fabric.

Windows

Existing Conditions:

Cedarhurst Mansion retains a significant number of its original wood windows, primarily double-hung sash units dating to the 1917 Cass Gilbert Neoclassical expansion. These windows are a defining feature of the building's design, particularly on the north, east, and south façades. Many remain protected by original wood storm windows, which have helped preserve glazing, joinery, and profiles.

Window conditions range from fair to deteriorated, with issues such as:

- Peeling or failed paint
- Cracked glazing and missing putty
- Minor wood rot at sills or rails
- Inoperable sashes due to paint buildup or hardware failure

In a limited number of locations, original windows have been replaced with non-historic aluminum-framed units. These are easily distinguishable but located on less prominent façades. While not historically appropriate, they do not compromise the primary character-defining elevations.

Proposed Work:

All remaining historic wood windows will be retained and restored. No full replacements are proposed. Work will be completed by a qualified restoration contractor and will include:

- Paint removal and evaluation of existing sash and frame condition

- In-kind repair or replacement of deteriorated components, matched for profile
- Re-glazing and re-puttying where needed
- Weatherstripping and operability upgrades, including repairs to cords, pulleys, and hardware where needed
- Repainting using historically appropriate colors (white)

Original wood storm windows will be retained where present. Where missing, compatible wood storm windows will be fabricated to match the original profile and detail. No new aluminum or vinyl storm windows are proposed.

Non-historic aluminum windows will be repaired and repainted to match the color and appearance of the historic wood windows. While these windows are not being replaced, the visual consistency will be improved to reduce their contrast with the surrounding historic fabric.

Doors

Existing Conditions:

Cedarhurst Mansion retains several historic exterior doors, including formal paneled wood entry doors and multi-pane French doors, many of which date to the early 20th-century Neoclassical expansion by Cass Gilbert. These doors contribute significantly to the building's architectural rhythm and symmetry, particularly on the south and east façades.

The primary east-facing entrance is framed by a two-story Doric portico and features a prominent paneled wood door with sidelights and a fanlight above. Historic french doors are present on each facade of the building. These glazed wood doors reflect early 20th-century detailing and are consistent with the surrounding window profiles. Historic hardware, including hinges and surface-mounted latch systems, remain in place in many locations. Some doors exhibit weathering, failing paint, and minor deterioration at the sill or lower rails. Several existing door thresholds are too tall or uneven to meet modern ADA accessibility requirements. The current elevator is non-operational and not ADA-compliant.

Proposed Work:

All historic exterior doors will be retained and restored. Restoration will be conducted by qualified craftspeople using in-kind materials and reversible methods.

Scope of work includes:

- Paint removal and repair of deteriorated wood components
- In-kind replacement of rails, stiles, or panels where needed
- Hardware refurbishment or in-kind replacement using compatible historic hardware
- Re-glazing of glass lights in French doors where cracked or missing, using matching restoration glass
- Repainting with historically appropriate colors

French Door Reconfiguration for ADA Access:

To accommodate universal access while preserving the historic design intent:

- Two pairs of historic French doors on the south porch will be repositioned within the same wall plane to make room for the installation of a new ADA-compliant pair of glass-paneled doors.
- The repositioned historic French doors will remain on the same façade to avoid loss of historic fabric.

Threshold Modifications:

To meet ADA standards:

- Low-profile metal thresholds will be added to select exterior doors.
- These thresholds will be custom-fit, minimally visible, and fully reversible to avoid permanent alteration to historic sills or framing.

Site and Landscape

Existing Conditions:

The grounds of Cedarhurst Mansion include expansive lawns, mature trees, a deteriorated rose garden, informal gravel drives, and landscaped areas surrounding the historic east porch. The east lawn historically served as the estate's formal arrival and gathering space, consistent with its role as a prominent country residence.

- Vehicular access and ADA accessibility are currently limited, with no designated accessible paths to primary entrances.
- Circulation relies on informal pathways and compacted turf, which do not meet contemporary accessibility or event use standards.
- The rose garden has lost its original landscape integrity, and its masonry walls show signs of deterioration. The historic trellis above the walls is no longer present.
- Several non-contributing outbuildings—namely a barn, chicken coop, and upholstery shop—remain on site but do not retain historic integrity. Due to years of deferred maintenance, they have all deteriorated to a state where repair is not feasible.

Proposed Work:

To accommodate the building's adaptive reuse as a year-round event venue, the site will be rehabilitated to support accessibility, circulation, and functionality while preserving historic character and key landscape features.

- Construct a new parking lot (75-100 parking stalls) in a discreet area of the property, screened with plantings and topography to minimize visibility from primary historic viewsheds.
- Install a west-side service drive and drop-off loop near the new kitchen addition to support back-of-house logistics and maintain the formal approach from the east.
- Install ADA-compliant walkways to connect the east and south porches to key site areas. Pathways will be sensitively integrated into the landscape to avoid disruption of mature trees or topography.
- Rehabilitate the rose garden to reflect its historic layout and ceremonial use. Work includes:
 - Repairing and repointing the historic masonry walls and balustrade.
 - Remove portion of masonry boundary along east edge to accommodate ADA access.
 - Intent to preserve overall masonry boundary, which remains deteriorated yet intact despite the loss of the upper lattice.

- Improving subsurface drainage and replanting with hardy, low-maintenance species.
 - Designing for long-term use, including event photography and small gatherings.
 - The historic lattice/trellis structure will not be reconstructed at this time but may be considered in the future.
 - Remove non-contributing structures located on the west portion of property (barn, chicken coop, upholstery shop) to improve site flow and open views to the main house. The Gilbert-era shed and horse barn will be retained.
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East Porch Rehabilitation

Existing Conditions:

The east porch is the primary ceremonial entrance to Cedarhurst Mansion and a defining element of the 1917 Neoclassical expansion by Cass Gilbert. It features a two-story Doric portico, originally paired with a brick and concrete masonry floor and a classically detailed balustrade composed of turned masonry balusters and a continuous rail.

- The floor surface was altered in the mid-20th century using non-historic materials in an unsuccessful attempt to address drainage. The current surface directs water toward the building, causing moisture-related deterioration near the foundation.
- The original masonry balustrade remains largely intact, though some joints and surfaces show signs of weathering and deferred maintenance.
- The porch currently lacks accessible access, and the adjacent landscape does not provide an ADA-compliant path to the main entry.

Proposed Work:

The east porch will be rehabilitated to restore historic features, address drainage concerns, and introduce discreet accessibility improvements.

- The non-historic porch surface will be removed and replaced with masonry flooring, sloped to drain water away from the building. The new surface will match the original

pattern as seen in historic photographs.

- The original masonry balustrade will be retained, cleaned, and repaired, including repointing mortar joints and stabilizing balusters as needed.
- To allow for ADA access to the primary entrance, a small section of the balustrade will be removed at the southwest corner of the porch, adjacent to the exterior wall. This location was selected to be minimally visible from the primary (east) lawn and will allow for connection to a new ADA-compliant ramp.
- The removed balustrade section will be carefully documented and stored, and the intervention will be fully reversible.
- No changes will be made to the overall footprint, column configuration, or height of the porch.

All proposed work will be conducted in accordance with the Secretary of the Interior's Standards for Rehabilitation, with an emphasis on preserving significant features, ensuring long-term performance, and introducing accessibility in a historically sensitive manner.

New Addition (Atrium + Kitchen Staging Area)

Existing Conditions:

No addition currently exists in this area. The west side of the original farmhouse (not part of the 1917 Neoclassical expansion) provides a suitable location for a new addition. This area is visually secondary and offers space for back-of-house operations and guest support functions without impacting key historic façades or viewsheds, including the prominent east approach.

Proposed Work:

A new one-story addition will be constructed on the west elevation of the mansion to house two programmatic elements: an atrium lounge and a kitchen staging area. The atrium will serve as a garden-style indoor/outdoor gathering space, designed with a shed roof and exposed wood trusses to create a transparent, light-filled environment that blends modern hospitality with the mansion's formal garden setting. The kitchen wing will support catering and event logistics, discreetly located and fully concealed from guest views.

The addition will be clearly differentiated from the historic structure in both massing and materiality while remaining compatible in scale, proportion, and detail. Materials will be high quality and intentionally contemporary, with thoughtful transitions to the existing building. The addition will connect at the west facade, adjacent to the location of the existing nonhistoric kitchen and enclosed balcony, which will be removed as part of the rehabilitation.

This work complies with the Secretary of the Interior's Standards for Rehabilitation, particularly those addressing new additions, and has been designed to ensure the new construction is reversible and respectful of the mansion's historic character.

7. Interior Plan – Main Floor Renovation

Existing Conditions:

The main floor retains its original ballroom and some room divisions, but alterations over time (e.g., non-historic partitions) have disrupted flow and service efficiency.

Proposed Work:

- Convert storage room, previously used as pantry, into ADA compliant bathrooms.
- Restore historic room connections, including original pass-through in the reception hall.
- Preserve ballroom layout and historic finishes throughout the building where intact.
- Improve entry sequence and circulation for modern event use.

8. Second Floor Plan – Bridal and Groom's Suites

Existing Conditions:

The second floor is a double loaded corridor with residential-style bedrooms and common areas. Some historic finishes are intact - hardwood floors, tile floors in bathrooms, plaster walls, and plaster ceilings. Non-historic finishes are present throughout the second floor. Non-historic finishes include carpet, wall paper, lighting fixtures, and window treatments. The existing interior corridor is not linear, due to the Cass Gilbert expansions, creating portions that fail to meet ADA or code requirements for width.

Proposed Work:

- Portion of interior corridor that is too narrow to allow for access will be altered. New circulation path will be created to accommodate an ADA compliant path throughout the building.
 - Convert the second floor into two hospitality suites for bridal and groom preparation, each with private restrooms and lounge areas.
 - **Bride's Suite:** French and Art Nouveau-inspired design, referencing 1917 dignitary furnishings.
 - **Groom's Suite:** Clubhouse aesthetic with aged leather, rich finishes, and a connected bar lounge.
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Accessibility Improvements

Existing Conditions:

Cedarhurst Mansion is not currently compliant with ADA accessibility standards. The building lacks accessible entrances and internal vertical circulation, and the existing restrooms and site pathways do not accommodate guests with mobility needs. The historic elevator is non-functional and does not meet code requirements. Entrances are elevated above grade and feature original thresholds that present accessibility barriers.

Proposed Work:

The rehabilitation will introduce accessibility upgrades designed to minimize impact on historic features while providing equitable access for all guests. Interventions will include:

- Installation of a LULA (Limited Use/Limited Application) elevator within the existing elevator shaft to provide vertical access between the main public floors.
- Exterior access improvements, including a new ADA-compliant ramp and landing at the south side of the building. A small section of the original porch balustrade will be carefully removed to accommodate ADA access to the front porch (primary elevation); however, it is located away from the primary approach and will not be visible from the front lawn. The intervention will be reversible and will preserve the porch's architectural integrity.
- Threshold modifications at select exterior doors using low-profile metal transitions, designed to meet ADA standards while maintaining the historic appearance of

entryways. All thresholds will be custom-fit and reversible.

- The existing pantry on the first level, adjacent to the porch on the south elevation, will be converted into ADA accessible bathrooms.
- Accessible site circulation, including new walkways and entry routes, will ensure barrier-free access from parking areas and drop-off zones to key program spaces throughout both floors of the historic building and new atrium.

All accessibility improvements have been designed to comply with ADA Standards for Accessible Design and are consistent with the Secretary of the Interior's Standards for Rehabilitation, ensuring that modifications are sensitive, reversible, and do not compromise the historic character of the property.

Interior – Basement

Existing Conditions:

The basement of Cedarhurst Mansion is primarily unfinished and currently used for mechanical systems and limited storage. The existing boiler is outdated, and while the foundation is generally stable, some localized repairs may be required. There are minimal signs of water intrusion at this time. Access to the basement is provided via a non-historic exterior entrance on the west side of the building.

Proposed Work:

- Replace the existing boiler with a high-efficiency unit as part of the HVAC system upgrade.
- Connect new sanitary sewer and water service lines to support building-wide infrastructure improvements.
- Clean and clear basement spaces of existing debris and non-essential materials.
- Perform localized foundation repairs as needed to address any structural deficiencies.

- Retain basement use primarily for mechanical distribution, utility access, and general storage.
 - Replace the non-historic exterior basement doors with secure and safe new doors, designed to be visually discreet and compatible with the overall architectural character.
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Interior – Level 1

Existing Conditions:

The main floor of Cedarhurst Mansion retains key historic features, including the central ballroom and several original room divisions. However, a number of non-historic alterations—such as partitions, carpeting, wallpaper, light fixtures, and service modifications—have diminished the clarity and usability of the original layout. The existing elevator is nonfunctional and does not meet current ADA requirements, though it contains historic elements of note.

Proposed Work:

The main floor will be reconfigured and restored to support hospitality use while honoring the mansion’s architectural character. Proposed interventions include:

- **Selective Demolition & Circulation Improvements:**
 - Remove non-historic partitions per Demo Plan D1.1 to restore original room dimensions and improve spatial flow.
 - Reopen the original pass-through between the future bar and dining room (pending final field confirmation).
 - Improve interior circulation and guest experience for formal entry and event transitions.
- **Historic Room Restoration & Feature Preservation:**
 - Preserve ballroom layout and original finishes, including plasterwork, trim, and ceiling details.

- Remove non-historic carpeting and refinish underlying wood flooring where present and salvageable.
 - Strip non-historic wallpaper and repaint walls using historically sympathetic finishes.
 - Remove and replace non-original light fixtures with more appropriate or concealed options that support hospitality use.
 - **Service Area Upgrades:**
 - Remodel the non-historic kitchen for catering functions while minimizing impact to adjacent historic finishes.
 - Convert the existing pantry into ADA-compliant restrooms using a minimally invasive approach.
 - **Elevator Transition:**
 - Carefully remove historic interior components of the existing elevator cab.
 - Reuse and reinstall these elements within the new LULA elevator cab to preserve character and maintain continuity.
 - New elevator shaft will be slightly expanded to accommodate modern elevator while limiting impacts to historic fabric and finishes.
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Interior – Level 2

Existing Conditions:

The second floor contains a mix of historic and non-historic elements. Original hardwood flooring remains in many rooms, with some areas covered in non-historic carpet or painted. Walls and ceilings are primarily plaster—some painted, others covered in non-historic wallpaper. Bathrooms feature a combination of tile finishes, historic and nonhistoric bathroom

fixtures. The main stair includes what appear to be original wood handrails and balusters. Circulation has been altered over time by non-historic partitions, closets, and a small enclosed porch at the north façade.

Proposed Work:

- Selectively remove portions of interior partitions, closets, and bathrooms to enhance functionality and circulation.
- Remove non-historic carpet and wallpaper throughout.
- Refinish and repaint existing plaster walls and ceilings.
- Refinish original hardwood floors.
- Remove and upgrade all non-historic lighting fixtures and replace them with fixtures compatible with the mansion's historic era.
- Preserve and refinish original stair handrails and balusters as needed.
- Remove the enclosed second-floor porch at the north façade.
- Reconfigure circulation and door openings to meet accessibility standards while preserving historic casing and trim wherever possible.
- Slightly expand the existing elevator shaft to accommodate a new ADA-compliant LULA elevator. Salvaged decorative elements from the historic elevator cab will be reinstalled in the new lift to preserve continuity of character.

Interior – Attic

Existing Conditions:

The attic is unfinished and primarily used for storage. The space is currently under-ventilated due to a blocked ridge vent. There are no known historic finishes or features within this level, and access is limited to staff and maintenance personnel.

Proposed Work:

- Retain the attic as a service and mechanical area; no public access is proposed.
 - Add loose-fill insulation to improve building energy performance.
 - Reopen the existing ridge vent to restore proper ventilation and reduce heat buildup.
 - No framing alterations or new floor construction is proposed.
 - Minor repairs will be performed as needed to maintain structural and thermal performance.
-

MEP Scope**Existing Conditions:**

The building's existing MEP systems are outdated and insufficient for contemporary use as a public event venue.

- The original steam heating system remains in place but is no longer fully functional.
- Electrical systems are outdated, with limited service capacity.
- Plumbing is aging, with fixtures in varying states of condition.
- There is no central cooling system or mechanical ventilation.

Proposed Work:

To support year-round operations and meet modern code requirements, new high-efficiency MEP systems will be installed while minimizing impact to historic fabric:

- **Mechanical (HVAC):**

- Install new high-efficiency boiler system; retain and reuse select historic radiators where feasible.
- Introduce new ducted air handling units and ventilation systems, carefully routed to avoid visible impact in historic spaces.
- Add air conditioning to support guest comfort, with air distribution concealed within existing chases, basement, and attic spaces.

- **Electrical:**

- Replace outdated electrical panels and wiring to meet current capacity and safety codes.
- Upgrade lighting systems; non-historic fixtures will be removed and replaced with historically appropriate or discreet modern alternatives.
- Install new power, data, and AV infrastructure to support event functions.

- **Plumbing:**

- Install new water and sewer service connections.
- Replace aging supply and drain lines as needed.
- The majority of the existing restroom facilities will be restored. New bathrooms will accommodate ADA-compliant fixtures.
- Add plumbing infrastructure to support catering kitchen in the existing kitchen and new addition.

- **Fire Suppression (Sprinklers):**

- A new building-wide sprinkler system will be installed to meet current fire and life safety code requirements.

- The system will be designed to minimize visual impact in historic spaces and will be concealed within ceilings, wall cavities, or secondary spaces wherever possible.

All MEP work will be designed and installed to preserve historic finishes and character-defining features. Systems will be accessible for future maintenance and upgrades without requiring significant demolition or alteration to historic spaces.

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SURVEY MONUMENTS - FOUND

- FOUND CAST IRON MONUMENT
- FOUND CONTROL POINT
- FOUND IRON PIPE
- FOUND JUDICIAL LAND MONUMENT
- FOUND LATH

SURVEY MONUMENTS - STAKED

- BENCHMARK
- STAKED CAST IRON MONUMENT
- STAKED CONTROL POINT
- STAKED IRON PIPE
- STAKED JUDICIAL LAND MONUMENT

PROPERTY LINEWORK

- SECTION LINE
- QUARTER (1/4) SECTION LINE
- QUARTER QUARTER (1/4-1/4) SECTION LINE
- RIGHT-OF-WAY LINE
- EASEMENT LINE
- DESCRIPTION LINE(S)
- DEEDED LOT LINE(S)
- PLATTED LOT LINE(S)
- PLATTED BLOCK LINE(S)
- SUBJECT TRACT(S) BOUNDARY
- SUBJECT TRACT(S) SUBDIVISION LINE(S)
- SUBJECT TRACT SETBACK LINE(S)

TOPOGRAPHIC INFORMATION - EXISTING

- 1230 MAJOR CONTOURS (WITH LABEL)
- 1234 MINOR CONTOURS (WITH LABEL)
- + 1234.56 SPOT ELEVATION

TOPOGRAPHIC INFORMATION - PROPOSED

- 1230 MAJOR CONTOURS (WITH LABEL)
- 1234 MINOR CONTOURS (WITH LABEL)
- + 1234.56 SPOT ELEVATION
- 1.23% SLOPE - PERCENT
- 1:2 SLOPE - RISE : RUN
- TBC 1234.56
FLW: 1234.06 SPOT ELEVATIONS @ CURB
(TBC: TOP BACK CURB / FLW: CURB FLOWLINE)
- + 1.23 -3.21 SPOT ELEVATIONS, CUT/FILL
(GREEN: FILL DEPTH / RED: CUT DEPTH)

VEGETATION SYMBOLS - EXISTING

- SHRUB
- STUMP
- TREE - CONIFER
- TREE - DECIDUOUS
- WETLAND

VEGETATION LINEWORK - EXISTING

- EDGE OF WOODS
- EDGE OF WETLANDS

VEGETATION SYMBOLS - PROPOSED

- SHRUB
- TREE - CONIFER
- TREE - DECIDUOUS

VEGETATION LINEWORK - PROPOSED

- EDGE OF WOODS

ROADWAY/PAVEMENT LINEWORK - EXISTING

- BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT
- CURB & GUTTER
- GRAVEL PAVEMENT
- ROADWAY/DRIVE/TRAIL CENTERLINE

ROADWAY/PAVEMENT LINEWORK - PROPOSED

- BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT
- CURB & GUTTER
- GRAVEL PAVEMENT
- ROADWAY/DRIVE/TRAIL CENTERLINE

SITE SYMBOLS - EXISTING

- FENCE POST
- FLAG POLE
- GUARD POST (BOLLARD)
- GUY POLE
- GUY WIRE ANCHOR
- ACCESSIBLE PARKING MARKING
- MAILBOX
- SIGN - DOUBLE POST
- SIGN - SINGLE
- SIGN - FIRE #

SITE LINEWORK - EXISTING

- BUILDING
- FENCE - BARB WIRE
- FENCE - CHAINLINK
- FENCE - WOOD
- RAILROAD
- RETAINING WALL

SITE SYMBOLS - PROPOSED

- FENCE POST
- FLAG POLE
- GUARD POST (BOLLARD)
- GUY POLE
- GUY WIRE ANCHOR
- MAILBOX
- SIGN - DOUBLE POST
- SIGN - FIRE #
- SIGN - SINGLE

SITE LINEWORK - PROPOSED

- BUILDING
- FENCE - BARB WIRE
- FENCE - CHAINLINK
- FENCE - WOOD
- RETAINING WALL

COMMUNICATION/TELECOM UTILITY SYMBOLS - EXISTING

- TELECOM HANDHOLE
- TELECOM MANHOLE
- TELECOM PEDESTAL
- TELECOM POLE
- TV HANDHOLE
- TV PEDESTAL
- SATELLITE DISH

COMMUNICATION/TELECOM UTILITY LINEWORK - EXISTING

- UNDERGROUND FIBER OPTIC CABLE
- OVERHEAD TELEPHONE CABLE
- UNDERGROUND TELEPHONE CABLE
- OVERHEAD TV CABLE
- UNDERGROUND TV CABLE

COMMUNICATION/TELECOM UTILITY SYMBOLS - PROPOSED

- TELECOM HANDHOLE
- TELECOM MANHOLE
- TELECOM PEDESTAL
- TELECOM POLE
- TV HANDHOLE
- TV PEDESTAL
- SATELLITE DISH

COMMUNICATION/TELECOM UTILITY LINEWORK - PROPOSED

- UNDERGROUND FIBER OPTIC CABLE
- UNDERGROUND TELEPHONE CABLE
- OVERHEAD TV CABLE
- UNDERGROUND TV CABLE

ELECTRICAL UTILITY SYMBOLS - EXISTING

- AC UNIT
- GENERATOR
- GROUND LIGHT (FLOODLIGHT)
- HANDHOLE
- LIGHT POLE
- MANHOLE
- ELECTRICAL METER
- PEDESTAL
- ELECTRIC POLE
- TRAFFIC SIGNAL
- TRANSFORMER
- YARD LIGHT

ELECTRICAL UTILITY LINEWORK - EXISTING

- OVERHEAD ELECTRIC WIRE
- UNDERGROUND ELECTRIC WIRE

ELECTRICAL UTILITY SYMBOLS - PROPOSED

- AC UNIT
- GENERATOR
- GROUND LIGHT (FLOODLIGHT)
- HANDHOLE
- LIGHT POLE
- MANHOLE
- ELECTRICAL METER
- PEDESTAL
- ELECTRIC POLE
- TRAFFIC SIGNAL
- TRANSFORMER
- YARD LIGHT

ELECTRICAL UTILITY LINEWORK - PROPOSED

- OVERHEAD ELECTRIC WIRE
- UNDERGROUND ELECTRIC WIRE

NATURAL GAS UTILITY SYMBOLS - EXISTING

- NATURAL GAS METER
- NATURAL GAS VALVE
- LIQUID PROPANE (LP) TANK

NATURAL GAS UTILITY LINEWORK - EXISTING

- NATURAL GAS MAIN PIPE

NATURAL GAS UTILITY SYMBOLS - PROPOSED

- NATURAL GAS METER
- NATURAL GAS VALVE
- LIQUID PROPANE (LP) TANK

NATURAL GAS UTILITY LINEWORK - PROPOSED

- NATURAL GAS MAIN PIPE

SANITARY SEWER SYMBOLS - EXISTING

- AIR RELEASE MANHOLE
- CLEANOUT
- LIFT STATION WET WELL
- LIFT STATION VALVE VAULT
- MANHOLE
- VALVE (FORCEMAIN)

SANITARY SEWER LINEWORK - EXISTING

- FORCE MAIN PIPE
- GRAVITY MAIN PIPE
- SERVICE PIPE

SANITARY SEWER SYMBOLS - PROPOSED

- AIR RELEASE MANHOLE
- CLEANOUT
- LIFT STATION WET WELL
- LIFT STATION VALVE VAULT
- MANHOLE
- VALVE (FORCEMAIN)

SANITARY SEWER LINEWORK - PROPOSED

- FORCE MAIN PIPE
- GRAVITY MAIN PIPE
- SERVICE PIPE

STORM SEWER SYMBOLS - EXISTING

- CATCH BASIN
- CLEANOUT
- CULVERT APRON
- INLET STRUCTURE
- MANHOLE

STORM SEWER LINEWORK - EXISTING

- GRAVITY MAIN PIPE
- SUBDRAIN (DRAINTILE)

STORM SEWER SYMBOLS - PROPOSED

- CATCH BASIN
- CLEANOUT
- INLET STRUCTURE
- MANHOLE

STORM SEWER LINEWORK - PROPOSED

- GRAVITY MAIN PIPE
- SUBDRAIN (DRAINTILE)

WATER SYMBOLS - EXISTING

- CURB STOP
- HANDHOLE
- HYDRANT
- YARD HYDRANT
- MANHOLE
- WATER METER
- WATER MAIN VALVE
- WATER WELL

WATER LINEWORK - EXISTING

- WATER MAIN PIPE
- WATER SERVICE PIPE

WATER SYMBOLS - PROPOSED

- CURB STOP
- HANDHOLE
- HYDRANT
- YARD HYDRANT
- MANHOLE
- WATER METER
- WATER MAIN VALVE
- WATER WELL

WATER LINEWORK - PROPOSED

- WATER MAIN PIPE
- WATER SERVICE PIPE

Note: this detail shows an off line system. To show an on line system, this detail should be modified to include an overflow structure, set at the maximum ponding elevation.



Biofiltration with Underdrain at Bottom

Not To Scale



POND OUTLET CONTROL STRUCTURE W/ WEIR DETAIL

SCALE: NONE



POND OVERFLOW STRUCTURE DETAIL

SCALE: NONE



DEMOLITION & REMOVAL LEGEND

- REMOVE ITEM (CALLOUT FOR ITEM TYPE)
- CLEARING AND GRUBBING (ACRE)
- REMOVE GRAVEL PAVEMENT (SY)
- REMOVE CONCRETE PAVEMENT (SY)
- REMOVE BITUMINOUS PAVEMENT (SY)

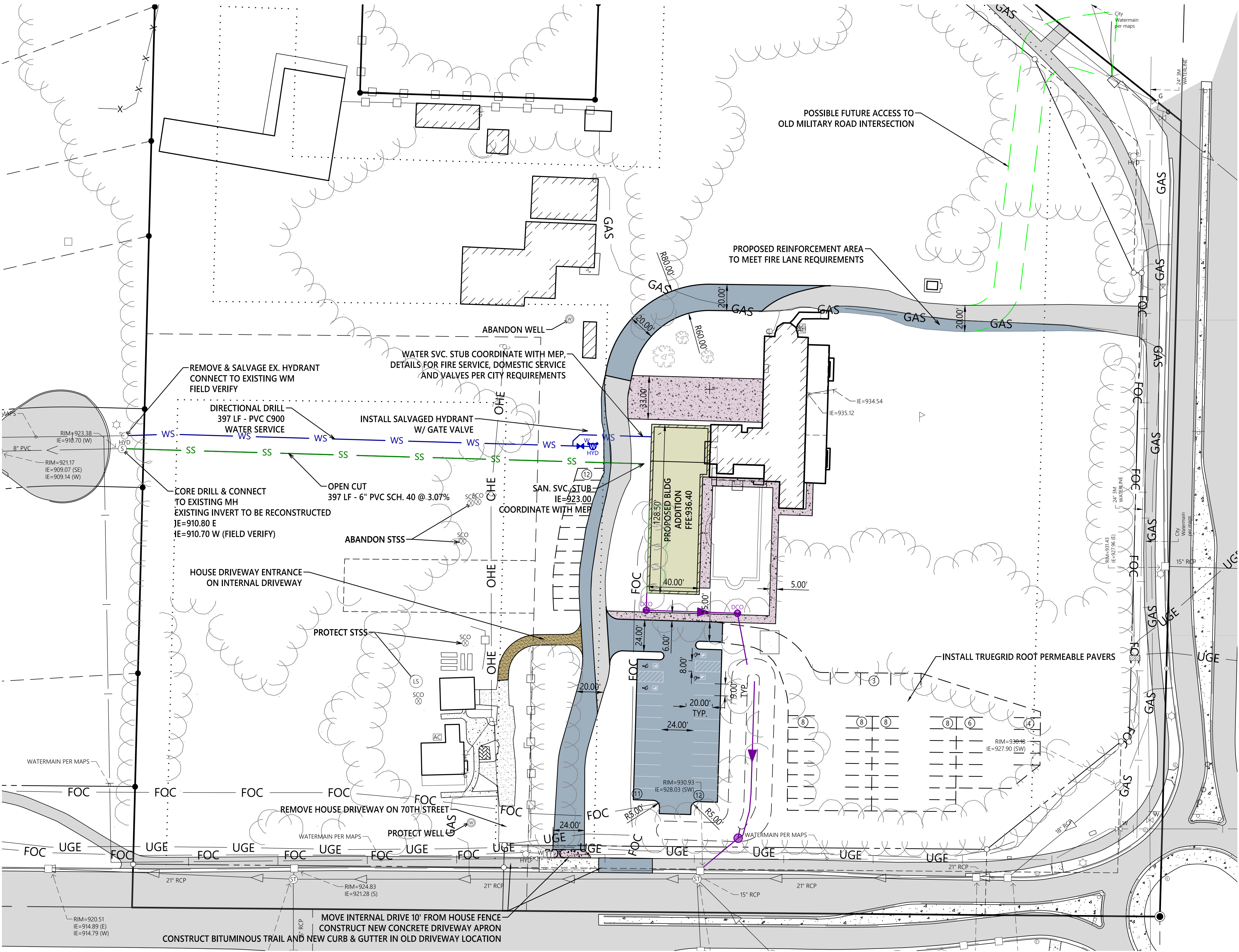
GENERAL DEMOLITION & REMOVAL PLAN NOTES

- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".
- PRIVATE UTILITY LOCATES ARE TO BE COORDINATED WITH THE ENGINEER. THE PRIVATE LOCATES WILL BE DONE BY GOPHER STATE ONE CALL. ALL EROSION CONTROL MEASURES AS SHOWN ON THE EROSION CONTROL PLAN ARE TO BE IN PLACE PRIOR TO BEGINNING REMOVALS.
- CONTRACTOR SHALL PROTECT ALL EXISTING STRUCTURES, CONCRETE PAVEMENT, BITUMINOUS PAVEMENT, BUILDINGS, LIGHT POLES & BASES, ETC. NOT NOTED FOR DEMOLITION & REMOVAL DURING REMOVALS. ANY DAMAGED STRUCTURES TO REMAIN SHALL BE REPAIRED OR REPLACED AT NO COST TO THE OWNER.
- ALL SAWCUT EDGES IN CONCRETE WALK, CONCRETE PAVEMENT AND BITUMINOUS PAVEMENT SHALL BE PROTECTED AFTER REMOVALS THROUGH THE DURATION OF THE PROJECT. PAYMENT FOR SAWCUTTING WILL BE MADE ONLY ONCE. ADDITIONAL SAWCUTTING TO MAINTAIN A CLEAN SAWCUT EDGE WILL BE AT THE EXPENSE OF THE CONTRACTOR.

ALL MATERIALS IDENTIFIED FOR REMOVAL SHALL BE DISPOSED OFF SITE IN ACCORDANCE WITH STATE AND LOCAL LAWS.



DATE	REV#	REVISIONS DESCRIPTION
07-24-25	1	CITY SUBMITTAL



PROPOSED LEGEND

- BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT
- GRAVEL PAVEMENT
- BUILDING
- WATER SERVICE PIPE
- SERVICE PIPE
- CLEANOUT
- CURB STOP

EXISTING LEGEND

- EDGE OF WOODS
- CONCRETE PAVEMENT
- GRAVEL PAVEMENT
- TREE - DECIDUOUS
- BUILDING
- LIGHT POLE
- OVERHEAD ELECTRIC WIRE
- UNDERGROUND ELECTRIC WIRE

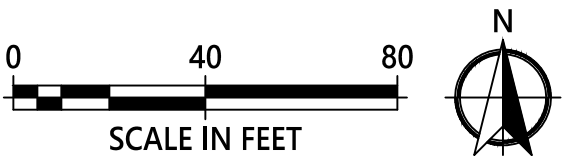
SITE PARKING INFORMATION

- PARKING STALLS PROVIDED = 80 SPOTS (4 ADA)
- PARKING STALLS REQUIRED = 79 SPOTS

GENERAL SITE PLAN NOTES:

- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38.2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".
- CONTRACTOR SHALL CALL GOPHER STATE ONE CALL PRIOR TO BEGINNING REMOVALS.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER AND ENGINEER OF ANY DIFFERENCES BETWEEN THE FIELD AND PLAN.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL AND SHALL BE IN COMPLIANCE WITH THE MINNESOTA UNIFORM TRAFFIC CONTROL DEVICES MANUAL AND TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL. THE TRAFFIC CONTROL SHALL BE APPROVED BY THE CITY PRIOR TO INSTALLATION.
- THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT-OF-WAY AND PROPERTY LIMITS.

STORMWATER MANAGEMENT TO BE PROVIDED FOR ADDITIONAL AND NEW IMPERVIOUS AREAS.



DRAWN BY:
JEB
CHECKED BY:
TMH

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Timothy M. Houle
TIMOTHY M. HOULE
LIC. NO.: 25132
DATE: 07/24/2025

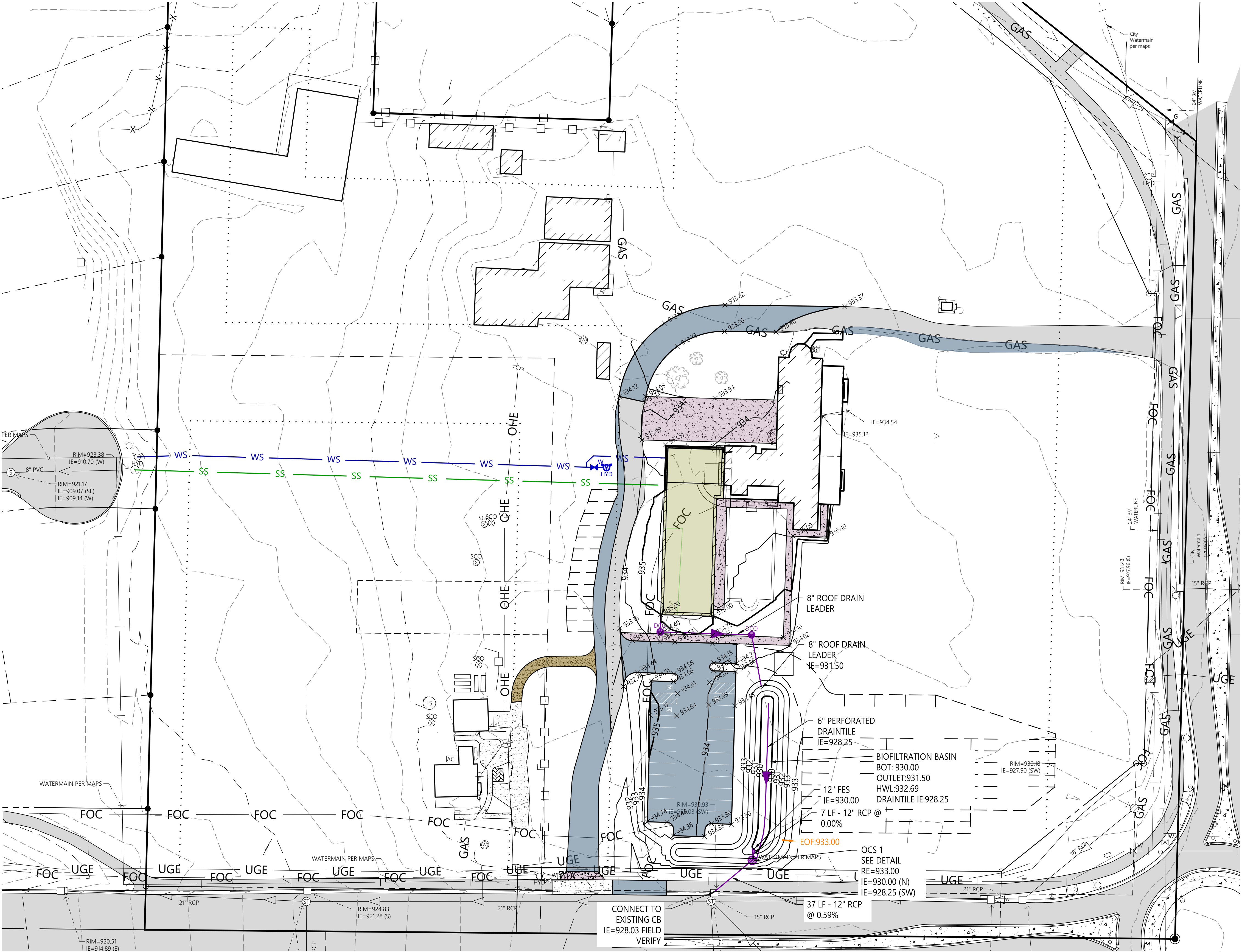
DATE	REV#	REVISIONS DESCRIPTION
07-24-25	1	CITY SUBMITTAL

CEDARHURST

SITE PLAN

C2.01

PROJECT #: 2025-10820

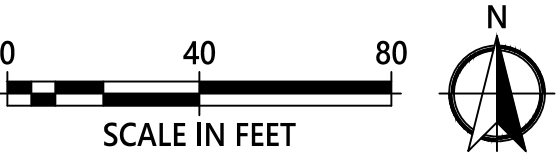


PROPOSED LEGEND

	BITUMINOUS PAVEMENT
	CONCRETE PAVEMENT
	GRAVEL PAVEMENT
	BUILDING
	WATER SERVICE PIPE
	SERVICE PIPE
	CLEANOUT
	CURB STOP

EXISTING LEGEND

	EDGE OF WOODS
	CONCRETE PAVEMENT
	GRAVEL PAVEMENT
	TREE - DECIDUOUS
	BUILDING
	LIGHT POLE
	OVERHEAD ELECTRIC WIRE
	UNDERGROUND ELECTRIC WIRE

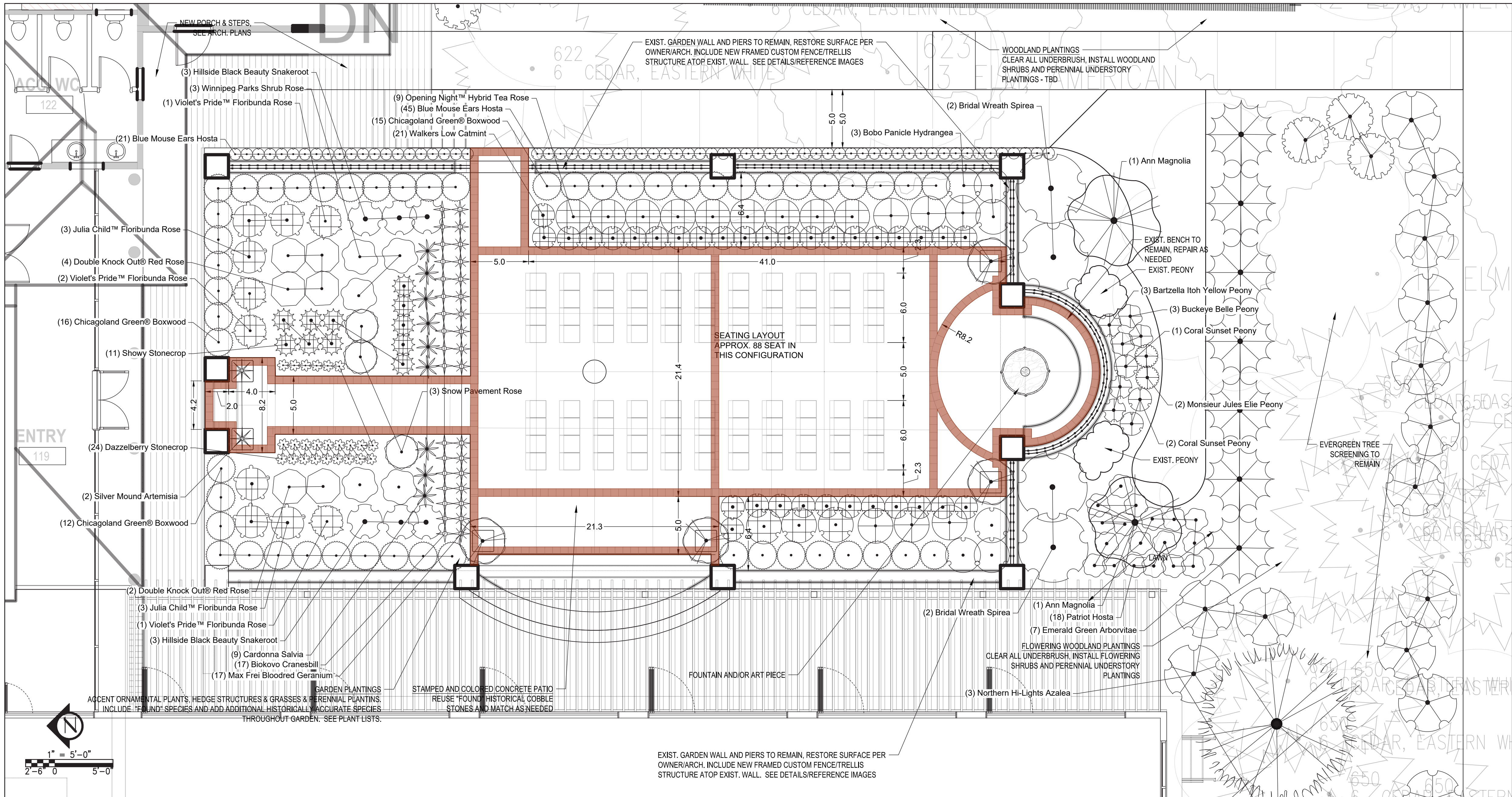


DRAWN BY: ###
CHECKED BY: ###
TIMOTHY M. HOULE
LIC. NO.: 25132
DATE: 07/24/2025

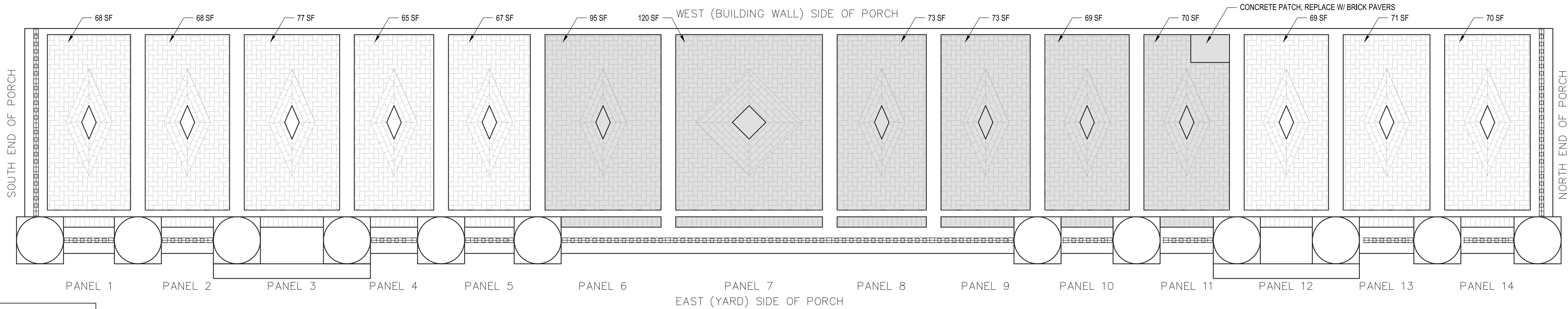
DATE	REV#	REVISIONS DESCRIPTION
07-24-25	1	CITY SUBMITTAL

CEDARHURST
GRADING AND DRAINAGE PLAN

C3.01
PROJECT #: 2025-10820

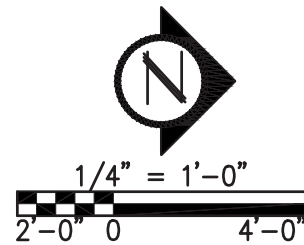


PLANT SCHEDULE GARDEN					
SYMBOL	CODE	QTY	COMMON / BOTANICAL NAME	CONT	POLLINATOR FRIENDLY
ORNAMENTAL TREES					
MA	2		Ann Magnolia / Magnolia x 'ner'	1 1/2' CAL B&B	NOT NATIVE Y
SK	4		Miss Kim Korean Lilac (tree form) / Syringa pubescens patula 'Miss Kim' (tree form)	#7 CONT	NOT NATIVE Y
SUBTOTAL					
SHRUBS					
HP	8		Bobo Panicle Hydrangea / Hydrangea paniculata 'Bobo'	#5 CONT	NOT NATIVE Y
SB	4		Bridal Wreath Spirea / Spiraea prunifolia 'Bridalwreath'	#5 CONT	NOT NATIVE Y
BG	51		Chicagoand Green® Boxwood / Buxus x 'Glencoe'	#5 CONT	NOT NATIVE N
TS	7		Emerald Green Arborvitae / Thuja occidentalis 'Emerald'	#5 CONT	NOT NATIVE N
HN	3		Northern Hi-Lights Azalea / Rhododendron x 'Northern Hi-Light'	#5 CONT	NOT NATIVE Y
SUBTOTAL					
PEONY					
FB	3		Bartzella Itoh Yellow Peony / Paeonia x 'Bartzella'	#1 CONT	NOT NATIVE Y
PK	3		Buckeye Belle Peony / Paeonia x 'Buckeye Belle'	#1 CONT	NOT NATIVE Y
PC	3		Coral Sunset Peony / Paeonia x 'Coral Sunset'	#1 CONT	NOT NATIVE Y
PK2	3		Monsieur Jules Elie Peony / Paeonia x 'Monsieur Jules Elie'	#1 CONT	NOT NATIVE Y
SUBTOTAL					
PERENNIALS					
GC	17		Belovon Cranebill® / Geranium x carabidgeense 'Belovon'	#2 CONT	NOT NATIVE Y
HB	98		Blue Mouse Ears Hosta / Hosta x 'Blue Mouse Ears'	#1 CONT	NOT NATIVE Y
SC2	9		Cardonna Salvia / Salvia x superba 'Cardonna'	#1 CONT	NOT NATIVE Y
SD	24		Dazzelberry Stonecrop / Sedum x 'Dazzelberry'	#1 CONT	NOT NATIVE Y
CR2	6		Hillside Black Beauty Snakeroot / Ceanothus retusus 'Hillside Black Beauty'	#1 CONT	NOT NATIVE Y
GM	17		Max Frei Bloodred Geranium / Geranium sanguineum 'Max Frei'	#2 CONT	NOT NATIVE Y
HP2	18		Patriot Hosta / Hosta x 'Patriot'	#1 CONT	NOT NATIVE Y
SA2	11		Showy Stonecrop / Sedum spectabile 'Autumn Fire'	#1 CONT	NOT NATIVE Y
AN	2		Silver Mound Artemisia / Artemisia schmidtiana 'Nana'	#1 CONT	NOT NATIVE Y
WQ2	33		Walkers Low Catmint / Nepeta x 'Walkers Low'	#1 CONT	NOT NATIVE Y
SUBTOTAL					
ROSE, FLORIBUNDA					
R02	8		Julia Child™ Floribunda Rose / Rosa x 'WELKvisselpop'	#5 CONT	NOT NATIVE Y
RV	4		Violet's Pride™ Floribunda Rose / Rosa x 'WELKvisselpop'	#5 CONT	NOT NATIVE Y
SUBTOTAL					
ROSE, HYBRID TEA					
RL	8		Mister Lincoln Hybrid Tea Rose / Rosa x 'Mister Lincoln'	#5 CONT	NOT NATIVE Y
RP	9		Opening Night™ Hybrid Tea Rose / Rosa x 'JACollier'	#5 CONT	NOT NATIVE Y
RLU	3		Sugar Moon™ Hybrid Tea Rose / Rosa x 'WELKvisselpop'	#5 CONT	NOT NATIVE Y
SUBTOTAL					
ROSE, SHRUB					
RS	8		Double Knock Out® Red Rose / Rosa x 'Radiko'	#5 CONT	NOT NATIVE Y
RS	3		Snow Pavement Rose / Rosa 'napa' 'Snow Pavement'	#2 CONT	NOT NATIVE Y
RW	5		Winnipeg Parks Shrub Rose / Rosa x 'Winnipeg Parks'	#5 CONT	NOT NATIVE Y
SUBTOTAL					



- NOTES:
- SALVAGE & REUSE ALL BRICK PAVERS
 - IF REQUIRED MATCH NEW PAVER MATERIALS TO HISTORICAL PAVER UNITS
 - WHEN RESETTNG PAVERS, CORRECT GRADE THROUGHOUT EACH PANEL
 - SHADED PANELS ABOVE DENOTE EXPECTED RENOVATION AND CORRECTION AREAS - PANELS 6 - 11

PORCH PAVEMENT PATTERN
RENOVATION DIAGRAM



LANDSCAPE PLAN GARDEN AREA

CEDARHURST ADDITION

6940 Keats Ave S, Cottage Grove, MN 55016

Drawn By:	Checked By:	Project No.: OML25-003
Design Approved By:		Date: 06/27/25
Revisions:		
No:	Date:	Accept:

GARDEN ONLY

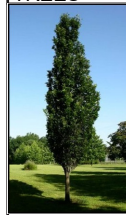
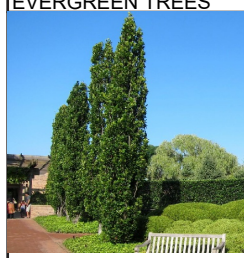
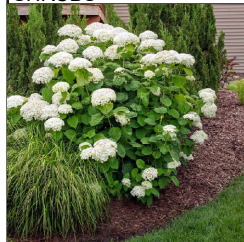
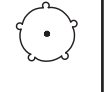
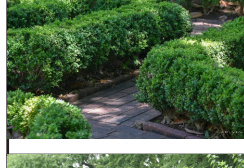
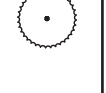
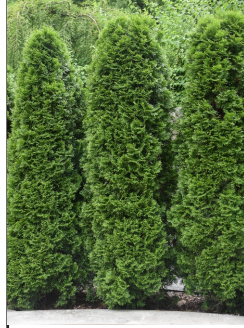
BLOOM SCHEDULE GARDEN

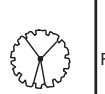
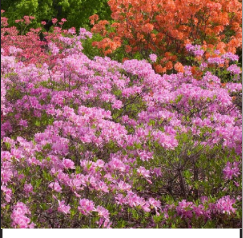
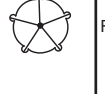
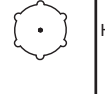
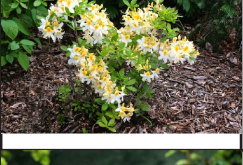
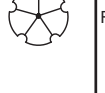
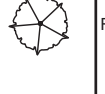
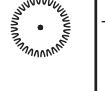
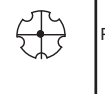
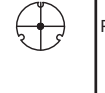
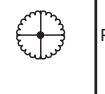
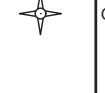
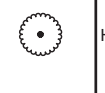
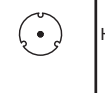
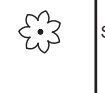
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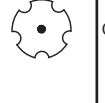
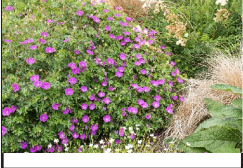
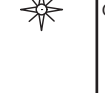
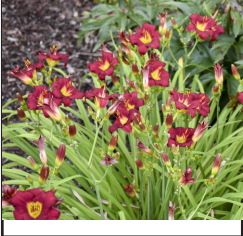
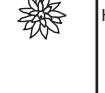
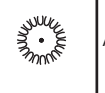
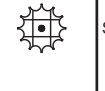
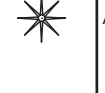
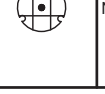
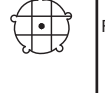
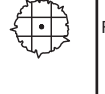
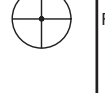
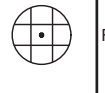
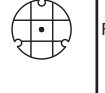
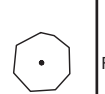
6940 Keats Ave S, Cottage Grove, MN 55016

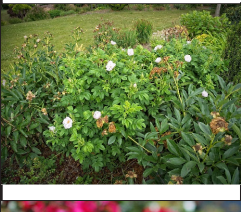
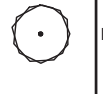
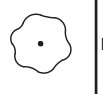
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Revisions: No: _____ Date: _____ Accept: _____ _____ _____ _____ _____			P-4



PLANT SCHEDULE			
PHOTO	SYMBOL	CODE	COMMON / BOTANICAL NAME
TREES			
		CL	Regal Prince® Oak / Quercus robur x bicolor 'Long'
EVERGREEN TREES			
		TP	Pyramidal Arborvitae / Thuja occidentalis 'Pyramidalis'
		TS2	Summer Snow Eastern Hemlock / Tsuga canadensis 'Summer Snow'
ORNAMENTAL TREES			
		MA	Ann Magnolia / Magnolia x 'Ann'
		SK	Miss Kim Korean Lilac (tree form) / Syringa pubescens patula 'Miss Kim' (tree form)
		CA	Pagoda Dogwood / Cornus alternifolia
		CV2	Winter King Hawthorn / Crataegus vitidis 'Winter King'
SHRUBS			
		HA	Annabelle Hydrangea / Hydrangea arborescens 'Annabelle'
		SS	Anthony Waterer Japanese Spirea / Spiraea japonica 'Anthony Waterer'
		HP	Bobo Panicle Hydrangea / Hydrangea paniculata 'Bobo'
		SB	Bridal Wreath Spirea / Spiraea prunifolia 'Bridalwreath'
		BG	Chicago Land Green® Boxwood / Buxus x 'Glencoe'
		TS	Emerald Green Arborvitae / Thuja occidentalis 'Smaragd'

PLANT SCHEDULE			
PHOTO	SYMBOL	CODE	COMMON / BOTANICAL NAME
		RX2	Lemon Lights Northern Lights Azalea / Rhododendron x 'Lemon Lights'
		RL2	Lilac Lights Northern Lights Azalea / Rhododendron x 'Lilac Lights'
		HL2	Little Quick Fire Hydrangeas / Hydrangea paniculata 'Little Quick Fire'
		RN	Northern Hi-Lights Azalea / Rhododendron x 'Northern Hi-Lights'
		RE2	PJM Rhododendron / Rhododendron x 'PJM'
		TT	Taunton's Yew / Taxus x media 'Tauntonii'
PEONY			
		PB	Bartzella Itsh Yellow Peony / Paeonia x 'Bartzella'
		PX	Buckeye Belle Peony / Paeonia x 'Buckeye Belle'
		PC	Coral Sunset Peony / Paeonia x 'Coral Sunset'
		PX2	Monsieur Jules Ete Peony / Paeonia x 'Monsieur Jules Ete'
PERENNIALS			
		GC	Blokovo Cranesbill / Geranium x cantabrigiense 'Blokovo'
		HB2	Blue Ivory Hosta / Hosta x 'Blue Ivory'
		HB	Blue Mouse Ears Hosta / Hosta x 'Blue Mouse Ears'
		SC2	Cardonna Salvia / Salvia x superba 'Cardonna'
		SD	Dazzleberry Stonecrop / Sedum x 'Dazzleberry'
		AG	Ghost Painted Fern / Athyrium x 'Ghost'

PLANT SCHEDULE			
PHOTO	SYMBOL	CODE	COMMON / BOTANICAL NAME
		CR2	Hillside Black Beauty Snake-root / Cimicifuga racemosa 'Hillside Black Beauty'
		AL	Lady in Red Fern / Athyrium filix-femina 'Lady in Red'
		GM	Max Frei Bloodred Geranium / Geranium sanguineum 'Max Frei'
		HP3	Pardon Me Daylily / Hemerocallis x 'Pardon Me'
		HP2	Patriot Hosta / Hosta x 'Patriot'
		AJ	Rhineland Astilbe / Astilbe japonica 'Rhineland'
		SA2	Showy Stonecrop / Sedum spectabile 'Autumn Fire'
		AN	Silver Mound Artemisia / Artemisia schmidtiana 'Nana'
		NW2	Walkers Low Catmint / Nepeta x faassoni 'Walkers Low'
ROSE, FLORIBUNDA			
		RW2	Julia Child™ Floribunda Rose / Rosa x 'WEKvossutono'
		RV	Violet's Pride™ Floribunda Rose / Rosa x 'WEKwibyscipis'
ROSE, HYBRID TEA			
		RL	Mister Lincoln Hybrid Tea Rose / Rosa x 'Mister Lincoln'
		RP	Opening Night™ Hybrid Tea Rose / Rosa x 'JACollier'
		RJ	Sugar Moon™ Hybrid Tea Rose / Rosa x 'WEKnemolis'
ROSE, SHRUB			
		R3	Double Knock Out® Red Rose / Rosa x 'Radiko'

PLANT SCHEDULE			
PHOTO	SYMBOL	CODE	COMMON / BOTANICAL NAME
		RS	Snow Pavement Rose / Rosa rugosa 'Snow Pavement'
		RW	Winnipeg Parks Shrub Rose / Rosa x 'Winnipeg Parks'

LANDSCAPE PLAN
PLANT PHOTOS

CEDARHURST ADDITION

6940 Keats Ave S, Cottage Grove, MN 55016

Drawn By: _____ Design Approved By: _____		Checked By: _____	Project No.: OML25-003 Date: 06/27/25
Revisions: No: _____		Date: _____	Accept: _____



PUBLIC WORKS

Wayne Sandberg, P.E., Director, County Engineer
Frank D. Ticknor, P.E., Deputy Director

July 24, 2025

Crystal Raleigh
Assistant City Engineer
City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016

Dear Crystal,

Thank you for the opportunity to review and comment on the Cedarhurst mansion redevelopment plat located adjacent to Washington County State Aid Highways 20 (Military Road; CSAH 20) and 22 (70th Street South; CSAH 22). Washington County's Department of Public Works has reviewed the redevelopment and offers the following comments:

The Washington County 2040 Comprehensive Plan contains access criteria for county roads related to spacing, sight lines, and availability of local road connections. Consolidating access to major intersections allows us as public partners to make prioritized investments where they will have the most impact. Our preference would be that the site be accessed via 69th Street, but we understand that residential traffic mixed with commercial/event traffic may not be desired by adjacent residents. As proposed the existing access points to the Cedarhurst site are adequate for the current proposal, but want the City to be aware that both access points do not meet spacing criteria and are thus subject to potential conversion to right-in/right-out in the future. The existence of a roundabout near these access points will further ease this conversion as it provides a safe and efficient way for motorists to orient themselves. We recommend that the north access connecting to County Highway 19 (Keats Ave S) be realigned north to the remanent Military Road access to take advantage of the in place dedicated northbound left turn lane. Additionally, the access point to County Highway 22 (70th Street) could be adjusted slightly west to line up better with Jorgensen Lane South. This minor adjustment will greatly reduce motorist confusion by eliminating the slight offset.

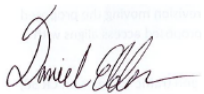
Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC), where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds. County policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures. The developer should assess

the noise situation and take any action outside of County right of way deemed necessary to minimize the impact of any highway noise.

All utility connections to County highway right of way for the development require Washington County Right of Way permits. Typically, these utility connection permits are the responsibility of the utility companies.

Thank you again for this opportunity to review the Cedarhurst Preliminary Plat plans. We look forward to continuing to work with the City of Cottage Grove to ensure that development in this area is successful and well-served by the transportation network.

Sincerely,

A handwritten signature in blue ink, appearing to read "Daniel Elder", is positioned over a faint, light blue rectangular stamp.

Daniel Elder
Planning II

Cc (email only):

Wayne Sandberg, Public Works Director/County Engineer
Frank Ticknor, Deputy Director Public Works
Lyssa Leitner, Public Works Planning Director
Joe Gustafson, Traffic Engineer
Kevin Peterson, Design Engineer

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MEMORANDUM

Date: 07/24/2025
To: Paul Sponholz, PE
From: Andrew Olson, PE
Subject: Cedarhurst Plan Review
City of Cottage Grove, MN
Project No.: 25X.139848

This memo summarizes the review of the site plan (dated 7/24/2025) and stormwater documents (dated 07/2025, received 07/17/2025) submitted by Widseth.

Street and Utility Comments:

1. Please provide an erosion control plan.

Sheet C0.02:

2. The property falls within a Drinking Water Supply Management Area where infiltration is prohibited. A biofiltration basin has been proposed but the detail does not indicate a pond liner. Please revise the detail to include a clay liner that complies with the City standard specifications.

Sheet C1.01:

3. Additional removals will be needed along 70th Street for the revised driveway location.
 - a. The concrete curb and gutter will need to be removed and replaced with drive over curb at the new driveway location.
 - b. The concrete curb and gutter will need to be removed and replaced with B424 curb at the old driveway locations and the trail shall be patched. The old mansion driveway is showing the replacements but not the old house driveway.
 - c. Bituminous patching will be required per direction of Washington County.
4. Additional removals will be needed for the storm sewer connection to 70th Street.
5. The plans have been provided to Washington County and additional comments may follow.

Sheet C2.01:

6. All utilities will need to comply with DOLI requirements.
7. A grease separator should be added to the sanitary sewer prior to entering the City system.
8. Any utilities falling within Cottage Grove right of way shall meet City standards.
 - a. Watermain shall be ductile iron up to the property line.

9. It is understood that the sanitary sewer and the watermain shall be private and require an agreement between the two parcels.
 - a. The sanitary sewer will be private up to the manhole within 69th Street.
 - b. The watermain will be private up to the valve east of the tee at 69th Street.
10. A hydrant access agreement will be needed for flushing access to the private hydrant.

Sheet C3.01:

11. Please provide more detail for the existing storm sewer structure in 70th Street that the new storm sewer will connect. Structure size and type should be provided and structural integrity should be reviewed based on the structure type, existing connection and new connection.

Stormwater Comments:

12. The site will be required to meet all City and Watershed requirements laid out in the Stormwater Rules Summary Memorandum dated May 6, 2025.
13. Please submit a revised Hydraulic Design Summary Report to reflect the revised plan set and revisions requested.



NEW HISTORY

CORDENIO SEVERANCE HOUSE [CEDARHURST] HISTORIC SITE DESIGN GUIDELINES

6940 Keats Avenue South, Cottage Grove

September 2022



Historical Site Design Guidelines
Severance, Cordenio House [Cedarhurst]
6940 Keats Avenue South
Cottage Grove, Minnesota 55016

Prepared for:
City of Cottage Grove
12800 Ravine Pkwy South
Cottage Grove, MN 55016

By:
New History
575 Ninth Street Southeast, Suite 215
Minneapolis, Minnesota 55414
(612) 843-4140
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For questions and comments:
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(612) 843-4140
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TABLE OF CONTENTS

Executive Summary	1
1.0 Introduction	3
1.1 Purpose and Scope	3
1.2 Site Overview and Historic Significance	4
1.3 Secretary of the Interior's Standards for Rehabilitation	6
2.0 Site and Landscaping	9
2.1 General	9
2.2 Circulation	10
2.3 Landscape	10
3.0 Resource Summaries	11
3.1 Historic Features and Materials	11
3.2 Individual Resource Summaries	11
4.0 Alterations to Existing Resources	26
4.1 General	26
4.2 Setting and Shapes	26
4.3 Wood	26
4.4 Stucco, Masonry, and Concrete	27
4.5 Porticos, Porches, and Entrances	27
4.6 Doors and Windows	28
4.7 Roofs	29
4.8 Canopies, Awnings, and Balconies	29
4.9 Signage and Light Fixtures	30
4.10 Mechanical Systems	30
4.11 Demolition	31
5.0 New Construction	32
5.1 General	32
5.2 Location, Massing, and Design	33
5.3 Rooftop Additions	34
7.0 Appendices	
A. Cedarhurst Chronology of Development and Use	
B. Cordenio Severance House Development Diagram	
C. Additional Resources	

EXECUTIVE SUMMARY

The Cordenio Severance House (commonly known as Cedarhurst) is a locally-designated historic site located in the City of Cottage Grove that includes fourteen resources: two buildings, nine structures, and three types of objects. The two buildings and six of the structures are “contributing” to the historic significance of the site; the rest of the resources are “non-contributing”. The site is also listed in the National Register of Historic Places (NRHP).



Figure 1: View of the Cordenio Severance House and Valet Shelter, looking west.

The document is intended to provide design guidelines for exterior alterations proposed to the Cedarhurst property, including site and landscaping, existing resources, and new construction, with respect to the Cottage Grove preservation ordinance. The guidelines are based on the Secretary of the Interior’s *Standards for the Treatment of Historic Properties* and associated guidelines developed by the National Park Service (NPS), as well as best practices for heritage preservation. These guidelines would also be applicable to projects involving historic preservation-specific funding sources, such as historic tax credits. These guidelines do not address any other city ordinances or building codes, economic requirements or impacts, or financial viability.

Major findings of this document include:

1. Site and Landscaping

- The organic site arrangement with residential-scale buildings and exterior open spaces should be maintained.
- Existing circulation can be maintained and new circulation can be added to the site. New parking spaces could be created on the north and west sides of the site.
- New landscaping should generally consist of a mix of lawn areas, trees, and small plantings. New hardscape elements should be limited to the minimum required.

2. Alterations to Existing Resources

- Keeping and reusing contributing (historic) resources is recommended. Demolition of these resources should be avoided if possible.
- Key historic features of contributing resources such as porticos, porches, wood siding, stucco, gable roofs, and doors and windows should be prioritized for preservation. Non-historic features of contributing resources can remain or be replaced.
- Non-contributing (non-historic) resources can be retained, altered, or removed.

3. New Construction

- Any new construction should be sensitively located and be of a size, scale, and design that is compatible with contributing resources and the historic site as a whole. New construction should appear new and be differentiated from contributing resources, to avoid creating a false sense of history.
- Any new construction should avoid impact to and removal of historic materials and features, and be able to be removed in the future without damaging contributing resources.

For clarity, the term “Cedarhurst” is used in this report to describe the entire site, while “Severance House” refers to the house itself.

1.0 INTRODUCTION

1.1 Purpose and Scope

Cedarhurst is locally designated as a historic site in the City of Cottage Grove. As such, exterior alterations to the property are subject to a design review by the Advisory Committee on Historic Preservation (ACHP) with respect to the Secretary of the Interior’s *Standards for the Treatment of Historic Properties* (the “Standards”). These historic site design guidelines have been developed as a tool for the ACHP, city staff, property owners, and design professionals to use in designing and evaluating exterior alterations to the Cedarhurst property. The guidelines explain and interpret the Standards as they apply to this property, providing guidance for evaluating both changes to the existing site and resources *and* the design of new construction. The site is also listed in the National Register of Historic Places (NRHP). If an owner or sponsor were to use historic preservation-specific funding sources, like historic tax credits or historic preservation grants, these guidelines would also be applicable.

These guidelines are divided into the four sections outlined below. For each of the fourteen resources located on the site, there is an individual resource summary that describes historic features, non-historic features, and recommendations for compatible alterations specific to that resource (see Section 3.0). Detailed guidelines for the entire property that address site and landscaping, alterations, and new construction are provided in Sections 2.0, 4.0, and 5.0, respectively.

- 2.0 Site and Landscaping
- 3.0 Resource Summaries
- 4.0 Alterations to Existing Resources
- 5.0 New Construction

Where these guidelines do not provide specific guidance, the Standards should be followed. In addition to these design guidelines, other resources exist to provide guidance in evaluating the appropriateness of alterations to the Cedarhurst property. Relevant Preservation Briefs and ITS Bulletins (tech notes) by the National Park Service, referenced in **Appendix C**, provide detailed guidance on the treatment of historic features and materials to meet the Standards. Additionally, the “Cordenio Severance House Historical Evaluation”¹ provides information on the historic context of the property. These historic design guidelines should also be considered in conjunction with municipal ordinances and building codes, the Cottage Grove 2040 Comprehensive Plan, and the “Architectural Design Guidelines for the Cedarhurst Mansion Site”², and may also need to be balanced with financial constraints and economic factors.

¹ Lauren Anderson, “Cordenio Severance House Historical Evaluation,” prepared by New History for the City of Cottage Grove, April 2022.

² “Architectural Design Guidelines for the Cedarhurst Mansion Site,” prepared by ESG Architecture and Design for the City of Cottage Grove, 2022.

1.2 Site Overview and Historic Significance

The Cedarhurst property at 6940 Keats Avenue South is located in the northeast quadrant of the City of Cottage Grove. The current site includes fourteen resources – buildings, structures, and objects – located on two landscaped parcels (a total of approximately 13 acres) bordered by former Military Road to the northeast, a single-family housing development to the north and west, Keats Avenue South to the east, and 70th Street South to the south. Vehicular access is provided at Keats Avenue South and 70th Street South. The Cordenio Severance House and associated resources are located near the center of the site (see Fig. 2).

From 1889 until 1925, Cedarhurst was occupied by notable St. Paul attorney Cordenio Severance and his wife Mary Severance. The property is historically significant for its association with Cordenio Severance, who obtained national and international recognition for his work in the legal profession. The Severances utilized Cedarhurst as a country estate – a part-time residence for summer vacations, entertaining guests, and pursuing their individual interests and hobbies. From 1925 until the present, the property has had a succession of private owners; most recently, it has been utilized as an event venue. Today, Cedarhurst is both locally designated by the City of Cottage Grove as a historic site and listed in the National Register of Historic Places (NRHP). See the “Cordenio Severance House Historical Evaluation”³ and **Appendix A** for more information on the social history and physical development of Cedarhurst.

The period of significance for the site is 1889 until 1925, reflecting the time period during which the Severances owned and occupied the property. The various resources on the site can be classified as “contributing” (historic) or “noncontributing” (non-historic). At Cedarhurst, contributing resources are defined as resources that 1) were constructed by 1925 (the end of the period of significance) as part of the Severance estate and 2) retain historic integrity (the physical materials and features present during the period of significance). Resources constructed before 1925 that do not retain historic integrity and resources constructed after 1925 should be considered non-contributing. The property’s contributing and non-contributing resources are outlined in Figures 2 and 3 below.

³ Lauren Anderson, “Cordenio Severance House Historical Evaluation,” prepared by New History for the City of Cottage Grove, April 2022.

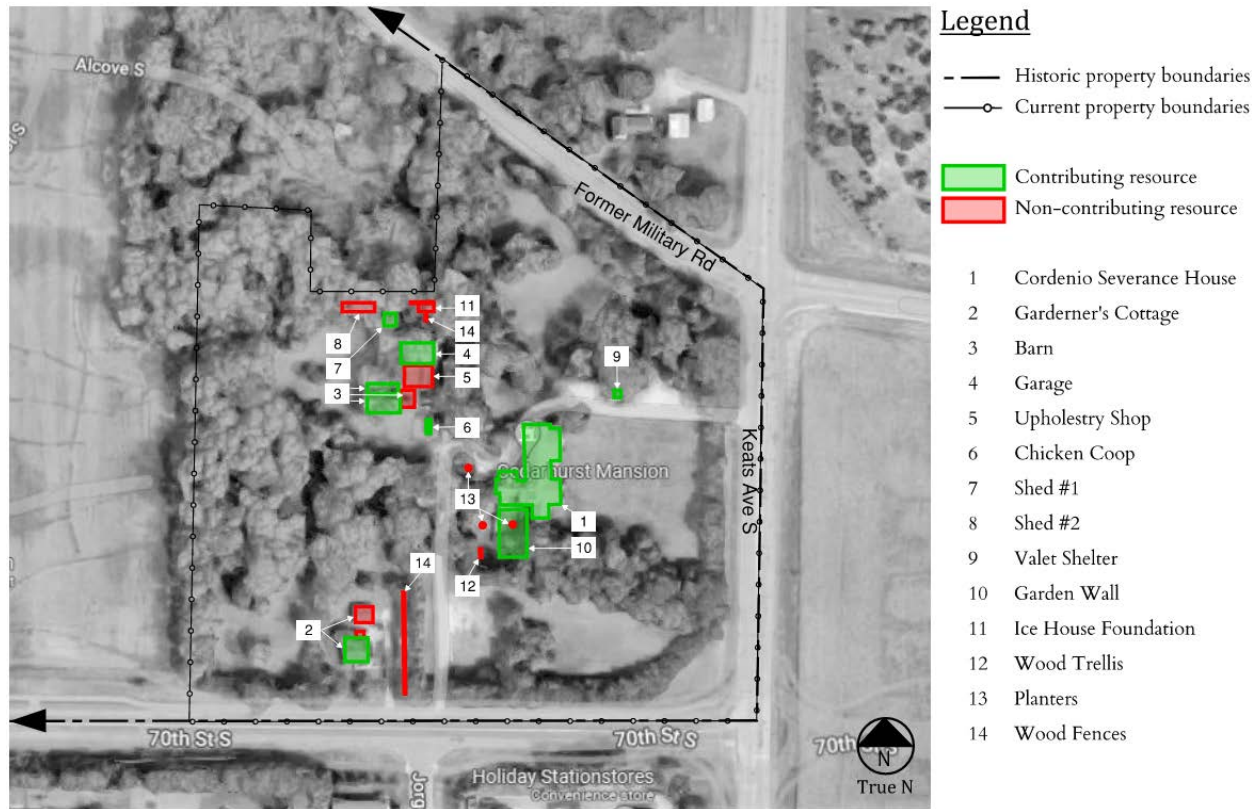


Figure 2: Site plan of Cedarhurst showing contributing and non-contributing resources (Google Maps, 07/29/2022).

ID #	Name	Type	Date	Status
1	Cordenio Severance House	Building	c. 1867-1917	Contributing
2	Gardener's Cottage	Building	Early 1900s	Contributing
	with north addition	Building	Post-1945	Non-contributing
3	Barn	Structure	Early 1900s	Contributing
	with north shed	Structure	Likely pre-1925	Contributing
	with east shed	Structure	Likely post-1925	Non-contributing
4	Garage	Structure	1911	Contributing
5	Upholstery Shop	Structure	Likely post-1925	Non-contributing
6	Chicken Coop	Structure	Likely pre-1925	Contributing
7	Shed #1	Structure	Likely pre-1925	Contributing
8	Shed #2	Structure	Likely post-1925	Non-contributing
9	Valet Shelter	Structure	Pre-1917	Contributing
10	Garden Wall	Structure	Pre-1917	Contributing
11	Ice House Foundation	Structure	c. 1860	Non-contributing
12	Wood Trellis	Object	Likely post-1925	Non-contributing
13	Planters	Object	Likely post-1925	Non-contributing
14	Wood Fences	Object	Likely post-1925	Non-contributing

Figure 3: Number, name, type, construction date, and status of Cedarhurst resources.

1.3 Secretary of the Interior's Standards for Rehabilitation

What are the Standards?

Exterior alterations to Cedarhurst are subject to a design review by the Advisory Committee on Historic Preservation (ACHP) with respect to the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (the "Standards"). According to the National Park Service (NPS), the Standards "are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations."⁴ They are applicable to historic properties of all types, including buildings, landscape features, and sites. The Standards allow for four treatment options: Reconstruction, Preservation, Restoration, and Rehabilitation. The Standards for Rehabilitation are applied to historic properties being adapted for current uses. The Rehabilitation Standards provide guidance for altering properties to meet current uses in a way that retains their historic integrity. Along with the Standards, the National Park Service has also developed the Secretary of the Interior's Guidelines for the Rehabilitation of Historic Buildings ("the Guidelines"). The Guidelines provide general design and technical recommendations for applying the Standards. Taken together, the Standards and Guidelines provide an outline for design changes at historic properties.

The ten Standards for Rehabilitation are as follows:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means

⁴ National Park Service, Technical Preservation Services, *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*, <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>, accessed August 12, 2022.

possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.⁵

How are the Standards applied?

According to the National Park Service, “the Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.” NPS defines rehabilitation as “the process of returning a building or buildings to a state of utility, through repair or alteration, which makes possible an efficient use while preserving those portions and features of the building and its site and environment which are significant to its historic, architectural, and cultural values.”⁶ According to NPS,

A project meets the Standards when the overall effect of all work is consistent with the property’s historic character...Each property exhibits a unique set of conditions; thus, the evaluation of any single aspect of the proposed work can only be made in the context of those conditions and all the other work that constitutes the project. In some cases, a single aspect of a project may not be consistent with recommendations found in the Guidelines, yet its impact on the character of the property as a whole is small enough that the overall project meets the Standards. In other cases, similar work, in combination with numerous other treatments not recommended by the Guidelines, can contribute to a project not meeting the Standards.

The more important a feature or space is to the historic character of a property, the less it can be changed without damaging the character as a whole. On the other hand, aspects less critical to the historic character may be altered more substantially with less effect on the character of the building as a whole. However, even when the features being changed are

⁵ National Park Service, Technical Preservation Services, *The Secretary of the Interior's Standards for Rehabilitation*, <https://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm>, accessed July 22, 2022.

⁶ National Park Service, Technical Preservation Services, *Cumulative Effect and Historic Character*, <https://www.nps.gov/tps/standards/applying-rehabilitation/cumulative-effect.htm>, accessed 08/05/2022.

minor, changes that are too numerous or radical can in some instances alter the overall character of the building.

Similarly, features and spaces that have been so substantially changed outside the period of significance or are so severely deteriorated as no longer to convey historic character can be more readily altered than those aspects of a property that retain a high degree of integrity. Historic character, however, is not readily lost through deterioration, and most deteriorated historic features must be replaced to match when they are beyond repair.

Determination that a project meets the Standards is based on the cumulative effect of all the work in the context of the specific existing conditions.⁷

⁷ National Park Service, Technical Preservation Services, *Cumulative Effect and Historic Character*, <https://www.nps.gov/tps/standards/applying-rehabilitation/cumulative-effect.htm>, accessed 08/05/2022.

2.0 SITE AND LANDSCAPING

The following design guidelines pertaining to site and landscaping apply to the entire Cedarhurst site.

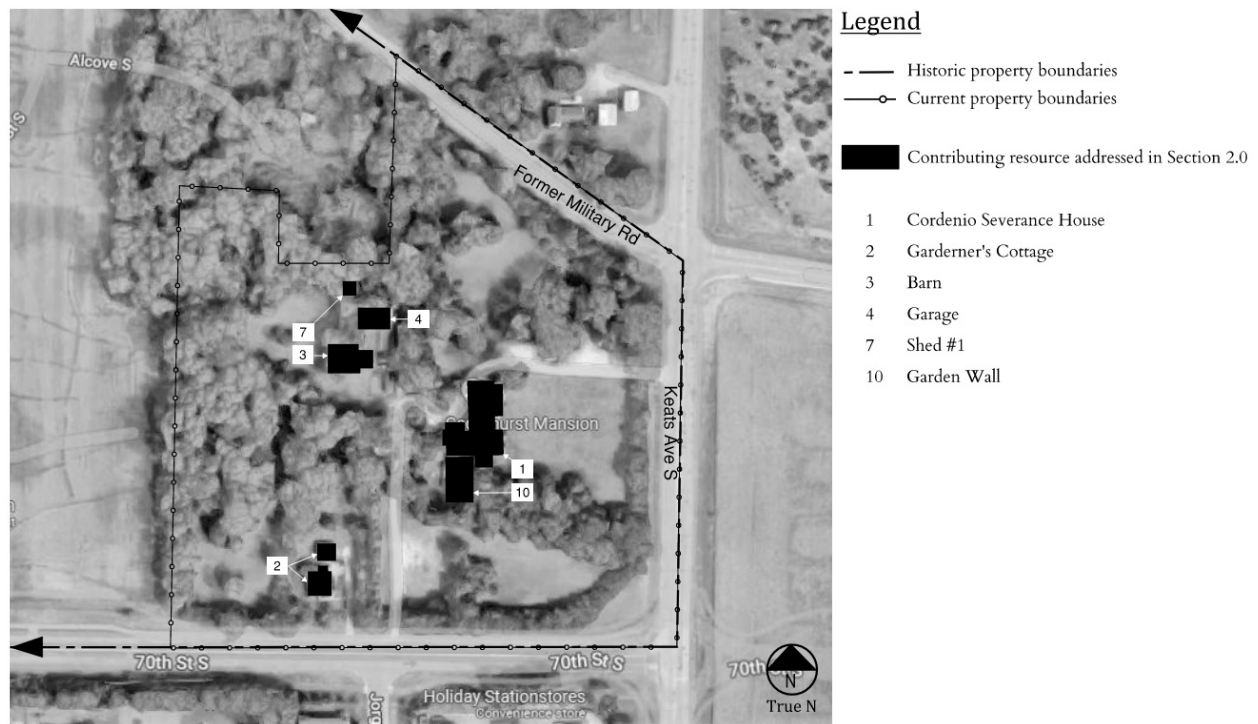


Figure 4: Site plan of Cedarhurst showing contributing resources addressed in Section 2.0 (Google Maps, 07/29/2022).

2.1 General

- 2.1.1. The organic site arrangement – such as its mostly open spaces with areas of grass lawn and various pedestrian routes through the site – is an essential feature that can be reused to highlight the history of the contributing buildings and structures.
- 2.1.2. New landscaping should be in harmony with the historic character of the site and should generally consist of a mixture of lawn areas, trees, and small plantings. New hardscape elements should be kept to a minimum. Formal plantings would be most appropriate in the area surrounding the Cordenio Severance House, including within the Garden Wall.
- 2.1.3. The generally flat grading should be retained, with major grade changes minimized and only used as necessary to meet local municipal codes and requirements.
- 2.1.4. Grade changes should be avoided in front of the Cordenio Severance House towards Keats Avenue South and the Gardener's Cottage towards 70th Street South.

2.2 Circulation

- 2.2.1. The existing driveways on Keats Avenue South and 70th Street South are non-historic and can be reused or altered.
- 2.2.2. If driveways are altered, it is recommended to create primary site entrances on Keats Avenue South and/or 70th Street South. It would be acceptable to create an additional secondary site entrance on former Military Road. Access to contributing resources should be maintained.
- 2.2.3. Although not required, recreating driveways and walkways at known and likely historic locations can restore the historic site circulation. A reconfigured or new driveway could run closer to the east side of the Gardener's Cottage and extend north to former Military Road. New diagonal driveways or walkways could be created from the northeast and southeast corners of the Cordenio Severance House towards Keats Avenue South.
- 2.2.4. Existing parking spaces can remain. The gravel can be retained or replaced.
- 2.2.5. The site can accommodate new parking spaces to the north of the Cordenio Severance House and to the west of the Garage, Shed #1, Barn, and Gardener's Cottage. Parking should be avoided on the east side of the Cordenio Severance House. Parking can be considered to the south of the House and Garden Wall, provided that the setback is sufficient.

2.3 Landscape

- 2.3.1. Open lawn areas on the east side of the Cordenio Severance House should be retained and remain open spaces to the greatest extent possible. Open lawn areas to the west of the Gardener's Cottage, Garage, Shed #1, and Barn and to the north of the House can remain open or tolerate greater landscaping changes.
- 2.3.2. Mature trees along the perimeter of the site should be retained. Mature trees within the site should be retained to the extent possible.
- 2.3.3. It would be appropriate to plant new trees along the east side of the Cordenio Severance House and along existing and new driveways or walkways.
- 2.3.4. Hedges along the perimeter of the site should be retained. It is acceptable to alter hedges to accommodate new driveways or walkways.

3.0 RESOURCE SUMMARIES

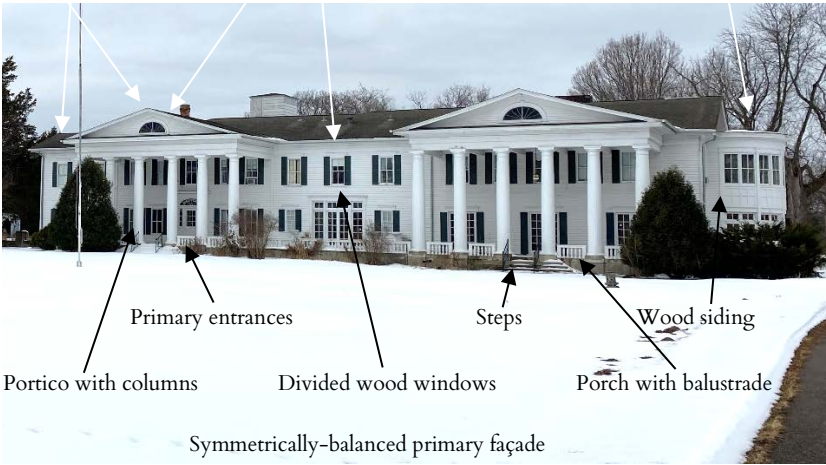
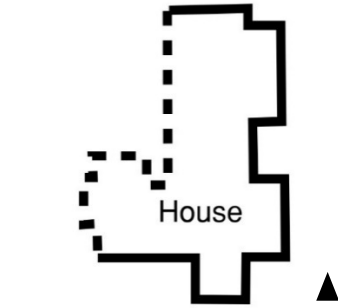
3.1 Historic Features and Materials

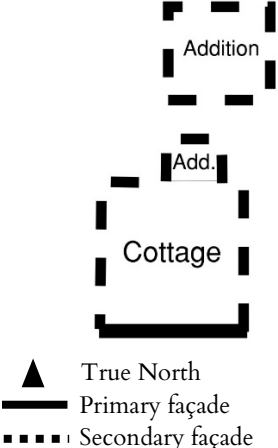
In order to apply the Standards to a specific property, it is necessary to understand which elements of the property are “historic” and “character-defining.” All features, materials, and spaces installed or altered *during* a property’s period of significance should be considered “historic.” “Character-defining” elements – hereafter “key historic features” – are those historic features and materials that express the historic significance of a resource and contribute to its historic character (see Figs. 2-3). According to the National Park Service (NPS), character-defining elements can include “the overall shape of the building, its materials, craftsmanship, decorative details ..., as well as the various aspects of its site and environment.”

At Cedarhurst, this means that features and materials of contributing resources constructed or altered between 1889 and 1925 (the period of significance) are historic and should be retained and repaired. Non-contributing resources, as well as any alterations made to contributing resources after 1925, are non-historic and can tolerate greater changes.

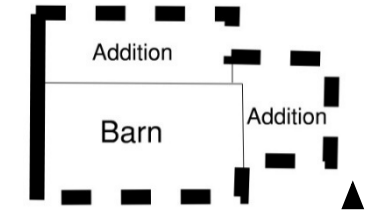
3.2 Individual Resource Summaries

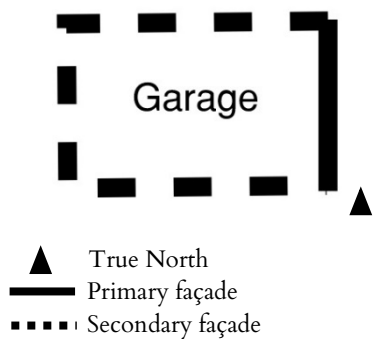
The following pages in this section provide specific information and recommendations for each of the fourteen resources located on the Cedarhurst site (see Figs. 2-3). For contributing resources, each summary provides a non-exhaustive overview of historic and non-historic features, with an emphasis on key historic features. The bottom of each summary provides recommendations for compatible alterations specific to that resource, addressing specific areas where changes can be considered or should be avoided in order to retain the resource’s historic character. For non-contributing resources, an overview of the main non-historic features is provided along with recommendations on compatible changes for the site.

Key Historic Features		Orientation
		  True North  Primary façade  Secondary façade See Appendix B for more information on the construction history of the house
Historic Features		Non-Historic Features
• L-shaped building • Semi-circular bay • Gable roofs and dormers with overhanging eaves and cornice returns • Porticos with Tuscan columns • Concrete and brick porches with stone balustrades • Wood board ceilings with exposed beams • Concrete steps • Painted wood siding and trim • Exposed concrete foundation and brick chimneys	• Primary and secondary entrances • Location and size of punched rectangular and arched window openings • Wood doors and trim with decorative sidelights, transoms, and fanlights • Wood windows, trim, storms, and shutters • Metal canopy at west façade	• Metal lap siding • Most metal gutters and downspouts • Metal and vinyl windows • Metal window and door trim • Wood ramp and railing (north façade) • Shed-roofed stair enclosure (north façade; door was relocated and is historic) • Wood deck at west porch • Metal columns and wood beam supporting west sunroom • Carpet flooring at south porch
Change can be considered at:		Change should be avoided at:
• Secondary façades • West side of south façade • Non-historic features (all) • Missing historic features (all) • Existing historic features (keep change to a minimum) • Secondary entrances • Accessibility improvements (secondary façades are preferred) • Modified/new door and window openings at secondary façades • Code improvements at steps, balustrades, and railings • Small addition to the west of the west wing may be considered		• Primary façades • Existing key historic features (all) • Roof shapes • Entrances at primary façades • Door and window openings at primary façades • Open volume and ceiling heights at porticos/porches • Decorative elements • Painted wood siding should remain painted • Unpainted brick and concrete should not be painted • Rooftop mechanical equipment, decks, or additions should be avoided • New additions or balconies at primary façades should be avoided

Key Historic Features		Orientation
Gable roof Rectangular window openings  Porch with columns Divided wood windows Projecting window		 True North Primary façade Secondary façade
Historic Features		Non-Historic Features
- Rectangular building shape - Projecting window - Gable roof and dormer with overhanging eaves - Porch with columns - Exposed brick chimney		- Non-enclosed porch configuration - North addition - Garage
Change can be considered at:		Change should be avoided at:
- Secondary façades - North addition and garage can remain or be removed - Existing historic features (keep change to a minimum) - Secondary entrances - Accessibility improvements (secondary façades are preferred) - Modified/new door and window openings at secondary façades - Code improvements at steps and railings - Porch can be enclosed to match or be similar to the historic photo if desired - Small addition to the north or west may be considered		- Primary façade - Existing key historic features (all) - Roof shape - Primary entrance - Open plan at porch - Door and window openings at primary façades - Unpainted brick should not be painted - Rooftop mechanical equipment or additions should be avoided

⁸ Assessment based on restricted site access as the house is currently occupied as a private residence.

Key Historic Features		Orientation
Track for pulley Gambrel roof Rectangular window openings Divided wood windows  Shed roof Wood siding Primary entrance		 ▲ True North — Primary façade - - - Secondary façade
Historic Features		Non-Historic Features
• Rectangular-shaped building • Gambrel roof with overhanging eaves, track for pulley, and vent • Shed-roofed north addition • Painted wood siding and trim		• Glass block windows • East addition
Change can be considered at:		Change should be avoided at:
• Barn stabilization • Roof reconstruction • Secondary façades • East addition can remain or be removed • Existing historic features (keep change to a minimum) • Secondary entrance(s) • Accessibility improvements (secondary façades are preferred) • Modified/new door and window openings at secondary façades • Small addition to the north, east, or south may be considered		• Primary façade • Existing key historic features (all) • Roof shapes • Primary entrance • Door and window openings at primary façades • Painted wood siding should remain painted • New balconies should be avoided • Rooftop additions should be avoided

Key Historic Features		Orientation
 Stucco finish Flat and sloped parapets Rectangular window openings Divided wood windows Wood overhang Primary entrance		 ▲ True North — Primary façade - - - Secondary façade
Historic Features		Non-Historic Features
• Rectangular-shaped building • Flat and sloped roof (not extant) and parapets • Painted stucco finish • Wood overhang • Exposed brick chimney		• Wood-framed gable roof • Plywood infill at secondary west entrance
Change can be considered at:		Change should be avoided at:
• Secondary façades • Gable roof can remain or be removed to restore historic roof configuration • Non-historic features (all) • Existing historic features (keep change to a minimum) • Missing historic features (all) • Secondary entrance • Accessibility improvements (secondary façades are preferred) • Modified/new door and window openings at secondary façades • Mechanical equipment or deck at the west end of the flat roof can be considered (if gable roof is removed) • Small addition to the west or south may be considered		• Primary façade • Existing key historic features (all) • Flat and sloped parapets • Primary entrance • Door and window openings at primary façades • Painted stucco should remain painted • Unpainted brick should not be painted



Orientation



Non-Historic Features (all)

- Rectangular building
- Gable roof
- Wood siding
- Wood windows with storms
- Wood doors with half-light

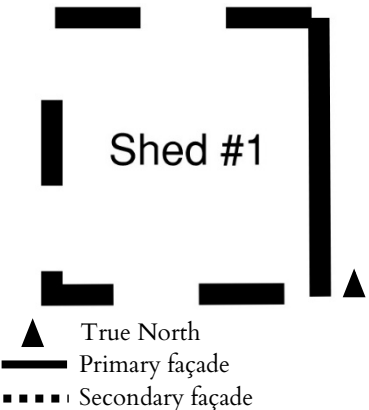
Change can be considered at:

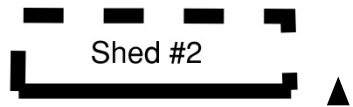
- The Upholstery Shop can remain as is, be repaired, be altered, or demolished
- Alterations and new construction should be compatible with the overall character of the historic site
- If demolished to make room for new construction, new construction should be further set back from the primary façade of the Garage towards the west and to the north of the Barn.

Change should be avoided at:

- None

Key Historic Features		Orientation
Gable roof Rectangular window openings Wood windows and doors  Wood siding		 ▲ True North — Primary façade - - - Secondary façade
Historic Features		Non-Historic Features
• Rectangular-shaped structure • Gable roof • Painted wood siding • Primary entrances		• Metal framing for structural support • Light fixtures
Change can be considered at:		Change should be avoided at:
• Coop stabilization/reconstruction • Secondary façades • Existing historic features (keep change to a minimum) • Accessibility improvements • Modified window openings at secondary façades		• Primary façade • Existing key historic features (all) • Roof shape • Primary entrances at primary façade • Painted wood siding should remain painted • Rooftop mechanical equipment should be avoided

Key Historic Features		Orientation
 Gable roof Rectangular window openings Divided wood windows Wood doors		 Shed #1 ▲ True North — Primary façade ... Secondary façade
Historic Features		Non-Historic Features
• Rectangular-shaped structure • Gable roof with vents • Primary entrance • Punched rectangular window openings • Wood doors with trim • Wood windows and trim		• Brick-looking metal sheet siding (façades and doors) • Corrugated metal roofing
Change can be considered at:		Change should be avoided at:
• Shed #1 stabilization • Secondary façades • Non-historic features (all) • Existing historic features (keep change to a minimum) • Missing historic features (all) • Metal siding can be removed to re-expose existing or replace missing wood siding to match • Accessibility improvements (secondary façades are preferred) • Modified window openings at secondary façades • New construction can be located to the west		• Primary façade • Existing key historic features (all) • Roof shape • Primary entrance • Door and window openings at primary façade • Rooftop mechanical equipment should be avoided

Orientation	
	 Shed #2 ▲ True North — Primary façade - - - - Secondary façade
	Non-Historic Features (all) • Rectangular building • Gable roof • Wood siding • Wood doors with half-light • Concrete slab

Change can be considered at:	Change should be avoided at:
• Shed #2 can remain as is, be repaired, be altered, or demolished • Alterations and new construction should be compatible with the overall character of the historic site • If demolished to make room for new construction, new construction should be further set back from Shed #1, towards the west and north.	• None

Key Historic Features		Orientation
Square plan Hipped roof with overhanging eaves Wood siding  Wood windows Wood door		The Valet Shelter is located on the northeast side of the Cordenio Severance House (see Fig. 2). This structure was formerly a cupola on the roof of the Cordenio Severance House.
Historic Features		Non-Historic Features
• Rectangular-shaped structure • Hipped roof with overhanging eaves		• Concrete slab
Change can be considered at: • The Valet Shelter could be relocated if desired • Accessibility improvements		Change should be avoided at: • Existing key historic features (all) • Altering or expanding the shape of the shelter should be avoided • Roof shape • Door and window openings • Painted wood siding should remain painted

Key Historic Features		Orientation
 Partial-height concrete walls Straight and curved walls Square posts		The Garden Wall is located on the southwest side of the Cordenio Severance House (see Fig. 2)
Historic Features		Non-Historic Features
• Straight and curved walls • Partial-height concrete walls with square posts		• Concrete slab
Change can be considered at:		Change should be avoided at:
• New balustrade matching or similar to the historic can be constructed if desired • New wood trellises matching or similar to the historic can be constructed at historic locations on the west and south sides if desired • Light fixtures can remain, be relocated, or be salvaged on site		• Existing key historic features (all) • Straight and curved wall shapes • Height of posts • Unpainted concrete should not be painted

Orientation	
	The Ice House Foundation is located on the north side of the Garage (see Fig. 2)
	Non-Historic Features (all) • Stone/concrete rubble foundation
Change can be considered at:	Change should be avoided at:
• The Ice House Foundation can remain as is, be repaired, be altered, or demolished • Alterations and new construction should be compatible with the overall character of the historic site • If demolished to make room for new construction, new construction should be set back from the primary façades of the Garage and Shed #1	• None

**Orientation**

The Wood Trellis is located to the west of the Garden Wall (see Fig. 2)

Non-Historic Features (all)

- Wood trellis

Change can be considered at:

- The Wood Trellis can remain as is, be repaired, be relocated, or be demolished

Change should be avoided at:

- None

**Orientation**

Planters are located on the west side of the Cordenio Severance House and within/on the west side of the Garden Wall (see Fig. 2)

Non-Historic Features (all)

- Metal/concrete planters

Change can be considered at:

- Planters can remain as is, be repaired, be relocated, or be demolished

Change should be avoided at:

- None

Orientation	
	Wood fences are located on the east side of the Gardener's Cottage and at the Ice House Foundation (see Fig. 2)
	Non-Historic Features (all)
	• Wood fences

Change can be considered at:	Change should be avoided at:
• Wood Fences can remain as is, be repaired, be relocated, or be demolished	• None

4.0 ALTERATIONS TO EXISTING RESOURCES

The following design guidelines pertaining to alterations to existing resources apply mostly to contributing buildings and structures (resources #1–#4, #6, #7, #9, #10). Section 4.1 provides general guidance for non-contributing resources that can tolerate greater changes (resources #5, #8, #11–#14).

4.1 General

- 4.1.1. Contributing resources should be maintained.
- 4.1.2. Non-contributing resources can be maintained or removed.
- 4.1.3. Historic features of contributing resources should be retained. In particular, key historic features should be prioritized for preservation (see Section 3.1).
- 4.1.4. Regular maintenance and repair are preferred over replacement of any historic features or materials.
- 4.1.5. Historic features that are beyond repair or missing should be replaced in kind to match the appearance, configuration, profiles, materials, and finish of the historic, if known. Replacement with substitute materials can be considered if the form and design of the substitute is compatible with the character of the contributing resource.
- 4.1.6. Non-historic features of contributing resources can remain as is, be repaired, be replaced, or be removed. If replaced, the replacement feature can (1) match the historic design, if known or (2) be a simpler version of the historic design, if known. If no evidence of the historic design exists, replacement features should be of a compatible design. If removed, any openings or damaged/missing historic materials at the façades of contributing resources should be patched matching the existing adjacent.
- 4.1.7. All features and materials of non-contributing resources are non-historic. These non-historic features can remain as is, be repaired, or be removed.

4.2 Setting and Shapes

- 4.2.1. The orientation, footprint, and setbacks of the contributing resources should be retained. Contributing resources should remain as distinct, free-standing resources.
- 4.2.2. The regular or irregular massing of contributing resources should be retained.

4.3 Wood

- 4.3.1. Historic wood siding and decorative trim should be preserved and retained to the greatest extent possible. Damaged wood should be repaired matching the existing. If replacement is required, the original profile should be replicated.
- 4.3.2. Painted wood siding can be repainted and should not be unfinished/exposed.

4.4 Stucco, Masonry, and Concrete

- 4.4.1. Historic stucco, masonry, and concrete should be preserved and retained to the greatest extent possible.
- 4.4.2. Deteriorated, loose, and damaged stucco, masonry, and concrete should be repaired following best practices for historic stucco, masonry, and concrete, including cleaning, repointing, patching, and repairing.
- 4.4.3. Replacement of existing masonry and concrete should only occur when masonry and concrete are damaged beyond repair or prevent the resource from being safe or weathertight. Replacement masonry and concrete should match the existing in size, color, texture, type, and profile.
- 4.4.4. Repointing should be done only where joints are deteriorated or missing. Repointing mortar should match the existing historic mortar in joint tooling, joint size, color, sand, and texture. The sand should match the sand in the historic mortar. The new mortar must have greater vapor permeability and be softer than the masonry units, and be as vapor permeable and as soft or softer than the historic mortar.
- 4.4.5. Cleaning and removal (environmental staining biological growth, graffiti, etc.) should be done using the gentlest means possible. Abrasive techniques should be avoided.
- 4.4.6. Previously unpainted masonry and concrete should not be painted.
- 4.4.7. Painted stucco can be repainted.

4.5 Porticos, Porches, and Entrances

- 4.5.1. The location and configuration of historic porticos, porches, and entrances should be retained. Historic materials should be retained and repaired matching the existing where damaged. Alterations should be avoided at the porticos of the Cordenio Severance House as these are key historic features.
- 4.5.2. Historic primary entrances should be retained and reused in their current locations at all façades. Historic secondary entrances should be retained and reused to the greatest extent possible. It is preferable to keep historic primary entrances functioning as primary entrances. Alternately, historic secondary entrances may be reused as primary entrances.
- 4.5.3. It is not recommended to substantially alter any historic primary entrance or secondary entrances at primary façades. Secondary entrances at secondary façades may be sensitively altered to meet project needs.
- 4.5.4. Non-historic entrances can be retained and repaired or removed and infilled to match the appearance of the adjacent façade.

- 4.5.5. New entrances should not be cut into the primary façades of contributing resources. New entrances should be minimal and limited to secondary facades to the greatest extent possible. When considering new entrance locations, conversion of existing window openings to door openings is preferred over creating new openings.
- 4.5.6. Modifications, such as adding new ramps or wheelchair lifts, might be necessary at the exterior to provide accessibility. When considering modifications for accessibility, interior locations for ramps and wheelchair lifts should also be considered, in order to find the location with the least impact to the resources' historic character.

4.6 Doors and Windows

- 4.6.1. Historic doors and windows should be retained and repaired along with their frames.
- 4.6.2. Replacement doors and windows will be considered if historic doors and windows cannot be repaired or if historic doors/windows have been previously removed.
- 4.6.3. Where historic doors or windows are missing, deteriorated beyond repair, or have infill materials, replacement doors/windows should match the historic configuration and materials as closely as possible based on photographic or other evidence. If no evidence of the historic design exists, replacement doors or windows should be of a compatible design.
- 4.6.4. Replacement doors and windows should be located in the original rough openings.
- 4.6.5. Replacement windows should replicate historic window operation to the extent possible.
- 4.6.6. Acceptable replacement door and window materials generally include wood or metal-clad wood for historic wood doors and windows.
- 4.6.7. True divided lights are recommended when replacing a divided light door or window. Where true divisions are not possible, applied muntins, with an interstitial spacer will be considered. Internal muntins, sandwiched between two layers of glass alone, are not allowed.
- 4.6.8. The installation of storefront systems is not compatible with the historic use of the contributing resources and should be avoided.
- 4.6.9. Where historic doors are not reused, they should remain in place and be fixed shut instead of being removed.
- 4.6.10. Non-historic door openings may be removed or modified. Replacement doors for non-historic openings may be a similar, but simpler version of the historic doors or a contemporary, but compatible and differentiated design may be proposed.
- 4.6.11. Doors and windows should not be blocked or obscured from the interior or exterior.

- 4.6.12. Doors and windows should have clear glass.
- 4.6.13. It is generally not appropriate to introduce additional window openings to contributing resources that have numerous historic openings, such as the Cordenio Severance House, the Gardener's Cottage, and the Garage. Creating additional openings at the primary façades of these buildings will not meet the Standards.
- 4.6.14. It may be permissible to create new openings on the less-visible, secondary facades of contributing resources: the west façade of the Cordenio Severance House, the north and west façades of the Gardener's Cottage, and the north and south façades of the Garage. New openings should be located back from the primary façades. The opening should be appropriately sized with similar proportions to existing entries. Windows in new openings should not create a false sense of history by replication of historic window details.
- 4.6.15. It is not recommended to create additional window openings at the Barn, Shed #1, or the Chicken Coop. Although not recommended, it might be acceptable to create a few appropriately-sized window openings at the north or east façades of the Barn, the north façade of Shed #1, or the north and south façades of the Chicken Coop.

4.7 Roofs

- 4.7.1. Historic roof forms, cornices, and overhanging eaves should be retained to maintain the visual character of contributing resources.
- 4.7.2. The profile of the historic cornices, overhanging eaves, and parapets should not be destroyed or changed through additions or modifications.
- 4.7.3. Historic cornices, overhanging eaves, parapets, and coping materials should be replaced only when necessary and should match the historic in design and materials.
- 4.7.4. Insulation could be added to the roofs to improve energy efficiency. At the low-sloped roof of the Garage, insulation may be installed on top of the roof deck and concealed below new roofing materials. At other contributing resources with gable or gambrel roofs, it may be feasible to provide insulation at the underside of the roof.
- 4.7.5. Any new roof drainage system should be designed and installed with the least amount of impact to contributing resources.
- 4.7.6. When repairing or replacing the roofing system, protect historic architectural roof features such as brick chimneys and dormer windows.

4.8 Canopies, Awnings, and Balconies

- 4.8.1. Retain and repair the historic metal canopy of the Cordenio Severance House according to best practices.

- 4.8.2. It is generally not recommended to provide new awnings or canopies in the absence of historic precedent.
- 4.8.3. Balconies are generally not appropriate for contributing buildings, as they were not present historically. The creation of a few small balconies at the secondary, west façade of the Cordenio Severance House can be considered.

4.9 Signage and Light Fixtures

- 4.9.1. Non-historic signage materials can remain or be replaced with new signage.
- 4.9.2. New signage may be created at new locations if desired. New signage should be compatible with the historic character and materials of the site. New signage should not create a false sense of history and should be distinguished as contemporary.
- 4.9.3. Internally-lit signs are generally not appropriate.
- 4.9.4. Historic exterior light fixtures should be retained.
- 4.9.5. Non-historic exterior light fixtures can remain or be removed.
- 4.9.6. New exterior light fixtures shall be compatible with, but differentiated from, the character of the contributing resources.
- 4.9.7. Location, size, and scale of new exterior light fixtures should be appropriate to the specific contributing resource on which fixtures are installed.
- 4.9.8. Lighting is generally appropriate over entrances, at signage, or between window openings.
- 4.9.9. Downlighting is preferred to uplighting.
- 4.9.10. Softened and subtle light quality is generally appropriate. Blinking or flashing lights should be avoided.

4.10 Mechanical Systems

- 4.10.1. It is generally acceptable to remove and replace existing building systems, particularly to meet current code requirements.
- 4.10.2. Mechanical penetrations should not be permitted in primary façades and should be avoided in secondary façades to the greatest extent possible. Mechanical penetrations through the roofs are preferred. Converting a window to a louvered opening on a secondary façade can be considered.
- 4.10.3. Mechanical equipment can be sensitively located on the ground near secondary façades. Mechanical equipment should not be installed in front of primary façades or obstruct historic porticos, porches, entrances, or windows.

- 4.10.4. Rooftop mechanical equipment is not appropriate at the Cordenio Severance House, Gardener's Cottage, Barn, Shed #1, and Chicken Coop, given the roof configuration and limited height of these resources.
- 4.10.5. Rooftop mechanical equipment could be considered at the rear, west side of the roof of the Garage if the non-historic wood-framed gable roof is removed to restore the historic flat/low-slope roof configuration. Any new mechanical units should be held back a minimum of fifteen feet (or one structural bay, whichever is greater) from the primary east façade and sensitively located to minimize the visual impact.

4.11 Demolition

- 4.11.1. Contributing resources should be maintained. Demolishing a contributing resource does not meet the Standards. When considering demolition of a contributing resource, the cumulative impact on the entire Cedarhurst property should be considered (see section 1.3 for more information).
- 4.11.2. If demolition of a contributing resource is considered, consult with a historic preservation consultant or other cultural resource management professional to ensure that any historic preservation regulatory requirements are met.
- 4.11.3. Non-historic additions (added to contributing resources after 1925) can be removed to restore the historic configuration, if desired (see Figs. 2-3). If the removal of the addition requires a new wall to close off the contributing resource, the new wall should match or be a simpler version of the historic design, if known.
- 4.11.4. Non-contributing resources can be removed, if desired.
- 4.11.5. Non-historic features and materials of contributing resources can be replaced with new features and materials matching or similar to the historic, if known (see Section 4.1 for more information).

5.0 NEW CONSTRUCTION

New construction should be designed to be compatible with existing contributing resources without competing with or detracting from the historic character of the site. The following design guidelines for new construction are intended to encourage design decisions that highlight and preserve the historic character of the site while allowing for design creativity, innovation, and flexibility.

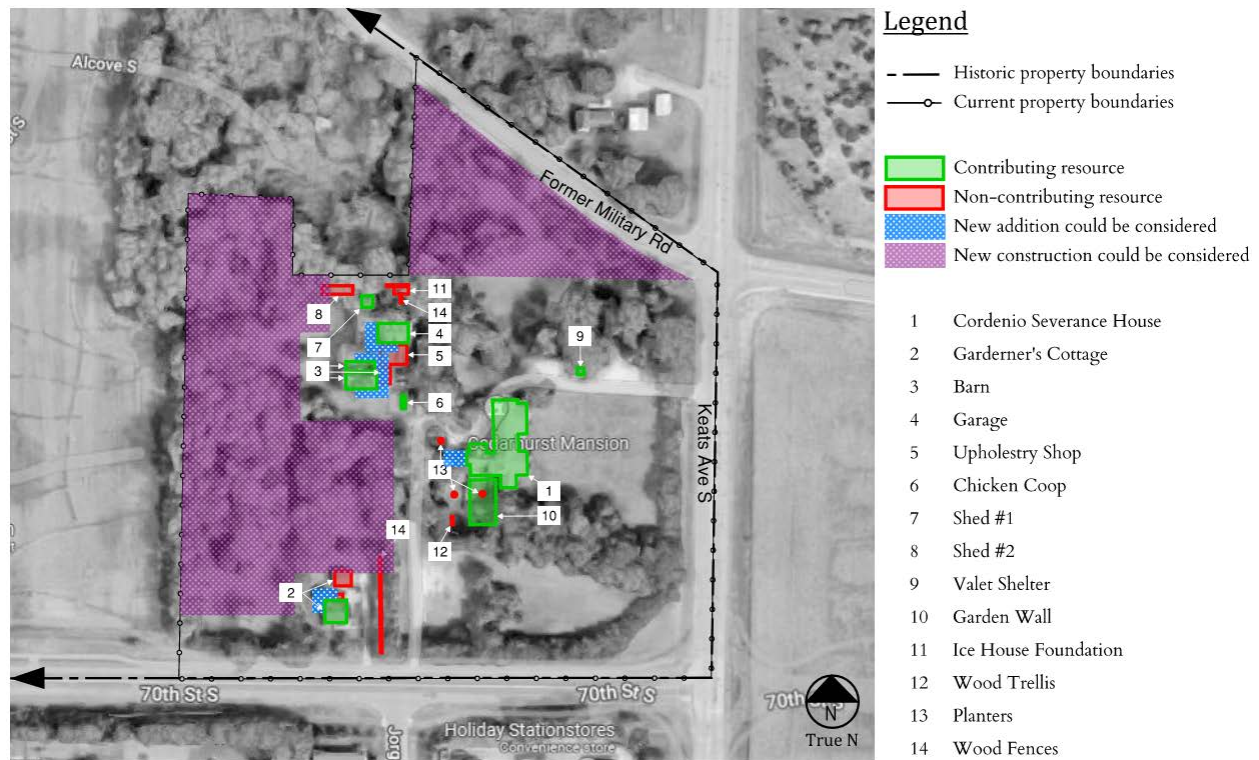


Figure 5: Site plan of Cedarhurst showing areas where new addition and construction could be considered (Google Maps, 07/29/2022).

5.1 General

- 5.1.1. It may be acceptable to add new construction to the site to satisfy new use and/or accessibility requirements. For any new construction/additions, consultation with city preservation staff is recommended early in the design process.
- 5.1.2. New construction should be sensitively located and have a size and scale that is appropriate for the contributing resources on the site. New construction should be subordinate to contributing resources – in other words, it should not compete in size, scale or design with the contributing resources. New construction that bears no relationship to the proportions and massing of a contributing resource will usually compromise its historic character. However, limitations on the size, scale, and design of new construction may be less critical the farther it is located from contributing resources.

- 5.1.3. New construction should preferably not be physically connected to contributing resources. If connected, new construction should minimize the impact on and removal of historic materials and features. For example, a simple, recessed, small-scale connecting link (“hyphen”) could be used to physically separate a new addition from a contributing resource.
- 5.1.4. New construction should not obstruct or remove key historic features of contributing resources such as porticos, porches, overhanging eaves, entrances, and windows.
- 5.1.5. New construction should be reversible, so that it could be removed in the future without impairing the integrity and form of contributing resources.

5.2 Location, Massing, and Design

- 5.2.1. The most appropriate locations for new construction are the western half of the site, to the west of the existing driveway, and/or the north side of the site, to the north of the driveway. New construction on the north side of the site should be preferably located near former Military Road and as far from the Cordenio Severance House as possible. Open spaces at the east and south sides of the Cordenio Severance House should remain open to the extent possible.
- 5.2.2. New construction should not obscure views of contributing resources, and especially their primary façades. New construction may obscure views of non-contributing resources.
- 5.2.3. New construction should not exceed the height of the Cordenio Severance House. New construction that features a higher roofline, that extends beyond the primary façades of the House or Gardener’s Cottage, or that has a significantly greater footprint than these buildings will generally not meet the Standards. Virtual renderings and visibility studies can help assess the visual impact of new construction on the site.
- 5.2.4. New construction should be simple in design and sympathetic to the contributing resources. The design should be differentiated from and compatible with the historic character of these resources. This means that new construction should take its design cues from, but not copy, the contributing resources. New construction that too closely resemble a contributing resource or is in extreme contrast to it would fall short of the balance between differentiation and compatibility.
- 5.2.5. New construction may include simplified architectural features that reflect, but do not duplicate, similar features on contributing resources. New construction should not attempt to replicate the design of contributing resources, so as not to create a false sense of history.
- 5.2.6. New construction should use building materials in the same color range as those of the contributing resources. The materials need not be the same as those on the contributing

resources, but they should be harmonious; they should not be so different that they stand out or distract from the contributing resources.

- 5.2.7. The size, rhythm, and alignment of new window and door openings should be based on those of contributing resources.

5.3 Rooftop Additions

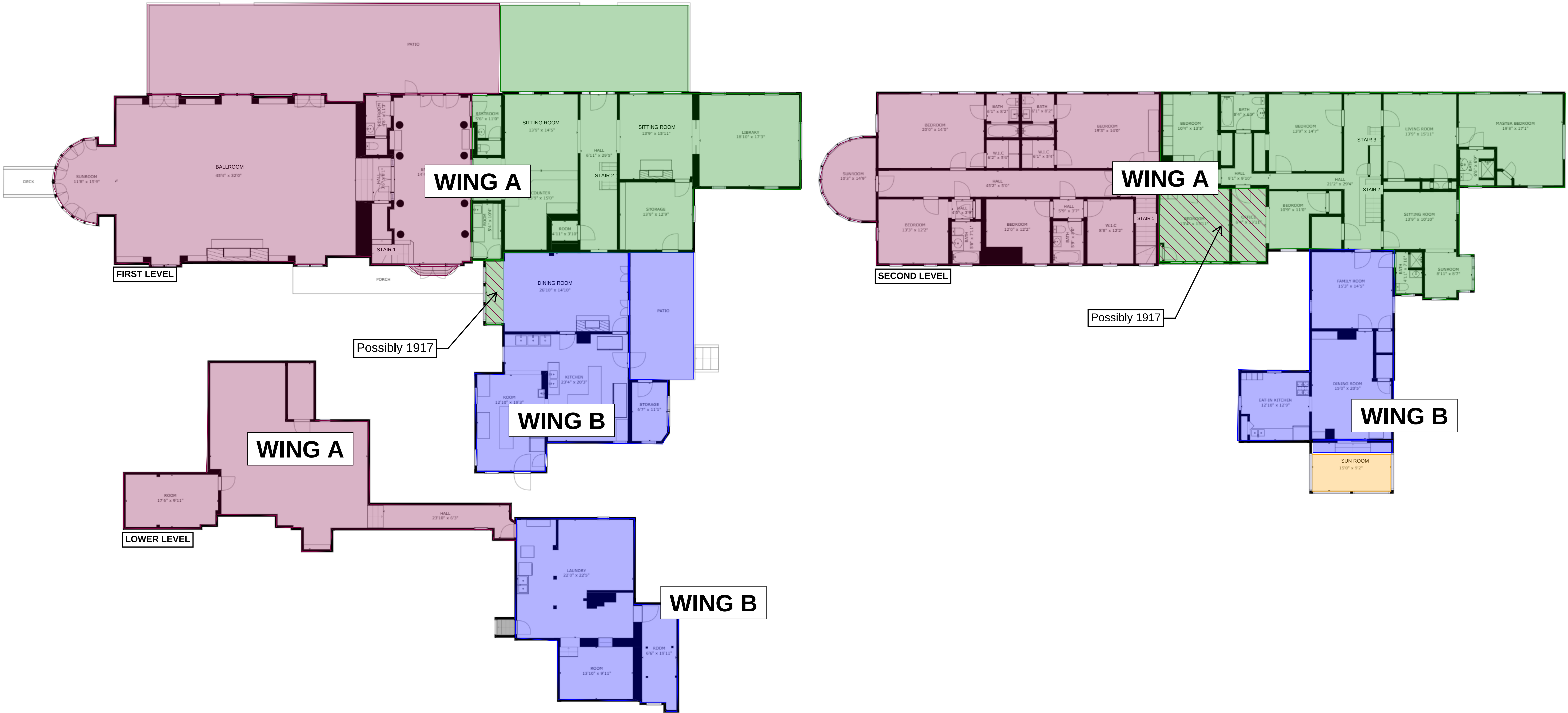
- 5.3.1. It may be acceptable to remove portions of the historic roof structure to accommodate new stairs and elevators. Openings should be minimal, are most appropriately located within structural bays (to minimize the amount of historic material to be removed), and should be located at least one structural bay back from the primary façades.
- 5.3.2. Vertical additions, rooftop additions, and roof decks are not appropriate at the Cordenio Severance House, Gardener's Cottage, or Barn, given the roof configuration and limited height of these buildings.
- 5.3.3. A roof deck could be considered at the rear, west side of the roof of the Garage if the non-historic wood-framed gable roof is removed to restore the historic flat/low-sloped roof configuration. Any new roof deck should be held back a minimum of fifteen feet (or one structural bay, whichever is greater) from the primary east façade, should be sensitively located to minimize the visual impact, and should not obstruct or alter the parapets.

Appendix A: Chronology of Development and Use

Date	Social History	Physical Development
c. 1867	Charles Fanning owns the property, which is occupied by Charles Fanning and his wife; Mr. and Mrs. Edwin Hart and daughter Mary (Charles's daughter, son-in-law, and granddaughter); and Fidelia Harriman and Mary Frances Harriman (Charles's daughter and granddaughter).	The original house is constructed.
By 1887	Fidelia Harriman inherits or acquires the property and 100 acres of surrounding land	
June 1889	Mary Harriman marries Cordenio Severance	
1889	Mary Severance inherits or acquire Cedarhurst, including the house and 100 acres of surrounding land	
c. early 1900s		The Gardener's Cottage and barn are constructed.
By 1901	The Severances own 158 acres of land surrounding Cedarhurst	
c. late 1800s/ early 1900s		Addition(s) are made to the original c. 1867 house.
1911		The garage is constructed.
By 1912	Severances own 547 acres of land surrounding Cedarhurst	
Between 1916 and 1932		At the west elevation of the Severance House, the second level is extended to create a sunroom. The rooftop cupola is removed.
1917		The final addition to the Severance House is constructed. The formal gardens at the south elevation are present by this date.
c. 1920s		An elevator is installed in the Severance House.
1925	Cordenio and Mary Severance die. Mary Severance's cousin Mary Zelch acquires Cedarhurst. It is unclear if Mary and her husband John ever reside at the property.	
1939	Minneapolis businessman Harvey Boomer and his wife Celia Boomer purchase Cedarhurst for use as a private	

Date	Social History	Physical Development
	residence.	
1946	Ownership of Cedarhurst passes to Celia Boomer.	
By 1950	Colonel Francis Markoe acquires Cedarhurst.	
Post-1959		A small stair enclosure is constructed at the north elevation of the Severance House.
1962	The Catholic Archdiocese of St. Paul acquires Cedarhurst, intending to utilize the site as an elderly living facility. This intended use was apparently never realized.	
Between 1973 and 1976	St. Paul florist Frederick Newman acquires Cedarhurst.	
1976	Cedarhurst is listed on the National Register of Historic Places.	
Post-1976		A wood deck is constructed at the west elevation of the Severance House.
1977	Jean and Ron Nienaber acquire Cedarhurst and utilize the property as event space and as the location of their catering and interior decorating businesses.	
1986		A ramp is installed at the north elevation of the Severance House.
1996		The ice house is razed.
c. 1997	Leyland Gohlike acquires Cedarhurst with the intent to utilize the site as a bed and breakfast, restaurant, and conference center.	
2001	Cedarhurst is acquired by the Thao family and utilized as event space for weddings, conferences, and other gatherings.	
2021	Three-Sixty Real Estate Solutions acquires Cedarhurst.	

Appendix B: Cordenio Severance House Development Diagram



- Presumed c. 1867 (Wing B)
- Presumed late 1800s/early 1900s (Wing A)
- Presumed 1917 (Wing A)
- 1916 - 1932
- Post-1925

Dates and extents of building additions/wings are approximate. Where possible, these diagrams are based on historic photographs. Some inferences have been made based on physical evidence.

Appendix C: Additional Resources

Preservation Briefs

<http://www.nps.gov/tps/how-to-preserve/briefs.htm>

- 1: Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
- 2: Repointing Mortar Joints in Historic Masonry Buildings
- 3: Improving Energy Efficiency in Historic Buildings
- 4: Roofing for Historic Buildings
- 5: The Preservation of Historic Adobe Buildings
- 6: Dangers of Abrasive Cleaning to Historic Buildings
- 8: Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
- 9: The Repair of Historic Wooden Windows
- 10: Exterior Paint Problems on Historic Woodwork
- 14: New Exterior Additions to Historic Buildings: Preservation Concerns
- 15: Preservation of Historic Concrete
- 16: The Use of Substitute Materials on Historic Building Exteriors
- 17: Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character
- 20: The Preservation of Historic Barns
- 22: The Preservation and Repair of Historic Stucco
- 24: Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
- 25: The Preservation of Historic Signs
- 31: Mothballing Historic Buildings
- 32: Making Historic Properties Accessible
- 35: Understanding Old Buildings: The Process of Architectural Investigation
- 36: Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes
- 37: Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing
- 38: Removing Graffiti from Historic Masonry
- 39: Holding the Line: Controlling Unwanted Moisture in Historic Buildings
- 43: The Preparation and Use of Historic Structure Reports
- 44: The Use of Awnings on Historic Buildings: Repair, Replacement and New Design
- 45: Preserving Historic Wooden Porches
- 47: Maintaining the Exterior of Small and Medium Size Historic Buildings

ITS Bulletins

<http://www.nps.gov/tps/standards/applying-rehabilitation/standards-bulletins.htm>

- 3: New Additions: New Additions to Mid-Size Historic Buildings
- 4: Exterior Doors: Inappropriate Replacement Doors
- 5: Exposed Interior Brick: Removing Interior Plaster to Expose Brick
- 9: Porches: Inappropriate Porch Alterations
- 10: Stair Tower Additions: Exterior Stair/Elevator Tower Additions
- 14: Adding New Openings: New Openings in Secondary Elevations or Introducing New Windows in Blank Walls
- 16: Loading Door Openings: New Infill for Historic Loading Door Openings
- 18: New Additions: New Additions to Mid Size Historic Buildings
- 21: Adding New Openings: Adding New Openings on Secondary Elevations
- 22: Adding New Openings: Adding New Entrances to Historic Buildings
- 23: Windows: Selecting New Windows to Replace Non-Historic Windows
- 26: Entrances and Doors: Entrance Treatments
- 27: Awnings: Adding Awnings to Historic Storefronts and Entrances
- 29: Garage Doors: Adding Vehicular Entrances and Garage Doors to Historic Buildings
- 33: Secondary Elevations: Alterations to Rear Elevations
- 36: Rooftop Additions
- 37: Rear Additions: Rear Additions to Historic Houses
- 38: Alterations Without Historical Basis
- 39: Site and Setting: Changes to Historic Site
- 41: Incompatible Alterations to the Setting and Environment of a Historic Property
- 47: Rooftop Additions on Mid-Size Historic Buildings
- 50: Reusing Special Use Structures
- 51: Installing New Systems in Historic Buildings
- 52: Incorporating Solar Panels in a Rehabilitation Project
- 53: Designing New Additions to Provide Accessibility
- 54: Installing Green Roofs on Historic Buildings
- 56: Alterations Without Historical Basis

Preservation Tech Notes

<http://www.nps.gov/tps/how-to-preserve/tech-notes.htm>

Exterior Woodwork

- 1: Proper Painting and Surface Preparation. Sharon Park, AIA. 1986.
- 2: Paint Removal from Wood Siding. Alan O'Bright. 1986.
- 4: Protecting Woodwork Against Decay Using Borate Preservatives. Ron Sheetz and Charles Fisher. 1993.

Masonry

- 4: Non-destructive Evaluation Techniques for Masonry Construction. Marilyn E. Kaplan, Marie Ennis and Edmund P. Meade. 1997.

Metals

- 6: Repair and Reproduction of Metal Canopies and Marquees with Glass Pendants. Lauren Van Damme and Charles E. Fisher. 2006.

Temporary Protection

- 3: Protecting A Historic Structure during Adjacent Construction. Chad Randl. 2001.

Windows

- 1: Planning Approaches to Window Preservation. Charles Fisher. 1984.
- 3: Exterior Storm Windows: Casement Design Wooden Storm Sash. Wayne Trissler and Charles Fisher. 1984.
- 4: Replacement Wooden Frames and Sash. William Feist. 1984.
- 5: Interior Metal Storm Windows. Laura Muckenfuss and Charles Fisher. 1984.
- 6: Replacement Wooden Sash and Frames With Insulating Glass and Integral Muntins. Charles Parrott. 1984.
- 7: Window Awnings. Laura Muckenfuss and Charles Fisher. 1984.
- 9: Interior Storm Windows: Magnetic Seal. Charles Fisher. 1984.
- 10: Temporary Window Vents in Unoccupied Historic Buildings. Charles Fisher and Thomas Vitanza. 1985.
- 11: Installing Insulating Glass in Existing Wooden Sash Incorporating the Historic Glass. Charles Fisher. 1985.
- 14: Reinforcing Deteriorated Wooden Windows. Paul Stumes, P.Eng 1986.
- 16: Repairing and Upgrading Multi-Light Wooden Mill Windows. Christopher W. Closs. 1986.



COTTAGE GROVE PLANNING COMMISSION
12800 Ravine Parkway South
Cottage Grove, MN 55016

June 23, 2025

COUNCIL CHAMBER - 7:00 P.M.

The Regular Meeting of the Planning Commission was held in the Council Chamber and telecast on Local Government Cable Channel 16.

1. CALL TO ORDER

Frazier called the Planning Commission meeting to order at 7:00 p.m.

2. ROLL CALL

Pradeep Bhat-Here; Ken Brittain-Here; Jessica Fisher-Here; Evan Frazier-Here; Eric Knable-Here; John Stechmann-Here; Terrence Woodman-Here.

Members Absent: None

Staff Present: Emily Schmitz, Community Development Director; Max Erickson, Planner; Justin Olsen, City Council Liaison.

3. APPROVAL OF AGENDA

Knable made a motion to approve the agenda. Brittain seconded. The motion was approved unanimously (7-to-0 vote).

4. OPEN FORUM

Frazier opened the Open Forum and asked if anyone wished to address the Planning Commission on any non-agenda item. No one spoke. Frazier closed the Open Forum.

5. CHAIR'S EXPLANATION OF THE PUBLIC HEARING PROCESS

Frazier explained the purpose of the Planning Commission, which serves in an advisory capacity to the City Council, and that the City Council makes all final decisions. In addition, he explained the process of conducting a public hearing and requested that any person wishing to speak should go to the podium and state their full name and address for the public record.

6. PUBLIC HEARINGS AND APPLICATIONS

A. Dressely Accessory Structure - Case CUP/V2025-015

A Conditional Use Permit to exceed the maximum total accessory structure square footage permitted in the R-2 Zoning District, which is 2,000 square feet. The applicant has also applied for a Variance to allow for an accessory structure to be placed in front of the principal structure, and a Variance from the required architectural materials for accessory structures.

Erickson summarized the staff report and recommended approval based on the findings of fact and subject to the conditions stipulated in the staff report.

Frazier asked if there were any questions for staff, and there were none. Frazier asked at this time if the applicant would like to add anything additional and asked that he state his name and address for us.

Good Evening, my name is Al Dressley, I live at 6255 Hadley Avenue South. I am just as far as the variances and some of the things that I've looked at, I want to thank Max Erickson and also Samantha for helping me walk through the paperwork on all this. It's not an easy task to go through all this paperwork. One of the things I wanted to point out is my neighbor to the left of me also has a metal barn that had a permit that was granted in 1997, that barn is 30 x 40 feet. I've got his approval, got two neighbors on both sides of me to have this built. The difference is I think when we think of metal buildings, we think of just a plain old metal building, but I've got a lot of features on this building, insulation, cosmetically outside with eyebrows over the doors, windows; it's not going to be just a plain old shed that's out there. Another thing I wanted to make sure that everybody knows is that if you're familiar with this land or this location, which I ask if you ever get a chance to drive by, you won't be able to see this from the road, just as my neighbors won't see this from the road. And finally, what I think is important is I've been there since 1994, and next to me I recognize Ken and some of you, I think, but in 1994, I moved in, and I was under the assumption that this was land that I could do some things on, that's why you buy these larger lots. In 2017, around me, there was a lot of Codes changed for a developer to come in; they were supposed to be three-to-five acre lots, and now we're got ¼-acre lots with 200 houses plus. I understand that it's an opportunity for the City to get tax money on those, and all I'm asking for is if we do that for developers, I've been there since 1993, I've paid my taxes. I'm asking just to have something in front of my house. Unfortunately, not to mention my septic that the City wanted to put water in, but they didn't want to run it all the way back, so that's why my septic is back there; but there's also a creek back there that I've asked the DNR if I could reroute to do things, and they absolutely said no, I can't reroute that because it's a natural. So, with that said, I guess that's what I'm going for. I watch these Planning Commissions quite often, and I see a lot of Codes change. I'm just asking for something that my neighbor has, something that won't infringe on any of my neighbors, its not going to be an eyesore of any sort, and no one's going to actually see it, so that's it. Thank you for your time.

Frazier said all right, thank you. Any questions for the applicant.

Fisher said so, in the packet there is a photo of a metal barn. Is that your neighbor's? Dressley replied no, my neighbor's doesn't even have windows. I didn't take a picture of my neighbor's. Fisher said okay, where did you get the photo of the one that you included in your application? Dressley replied I don't know if I gave that or if that, I think I just got that off the internet. Fisher said okay. Dressley said but again, mine's even got more cosmetic things than that does; I mean, I'm having a door made and all these other things, so. Fisher said okay, thank you.

Woodman said so, one of the concerns that I know you brought up was the expense of building it, and I know we're not considering expense in this, but what other alternatives did you look at? Is there, like could this structure, this same exact structure be just thrown up with vinyl, or is it all constructed as one thing, so what's? Dressley replied well, its not constructed as one thing. One of the other things that I probably didn't mention is you know there are a lot of people using steel now, instead of wood. First of all, it's stronger, it lasts longer than the wood; if I was to put up a wood shed or storage unit, I would have to be maintaining that, the wood's going to, after so many years, I'm going to have to fix that. The difference is it's almost three times as much, I looked at it because one of the things that Eric pointed out right away is, you know, look at some of the options that you might have and I did. And it's at least three times as much as what I can get a metal building for, and I think that's why you're seeing more and more buildings out there be metal; you're seeing roofs all metal, a lot of things are going metal just because of the price. Woodman said thank you.

Frazier said you mentioned that your neighbor has a metal outbuilding, and I think you said that was in 1997? Dressley replied yep, I've got the permit from 1997. So, I don't know, you know, the zoning, we understood the zoning, but I don't know what the definition was back then, you know, because we can't find it, Erickson can't find it, what it stated that it had to be, but it was R-2. I thought I was R-1 at one time, but it was R-2 since 1981, but it doesn't state what the definition of R-2 is for building.

Frazier said sure, okay.

Frazier asked if there were any further questions, and none were asked. Frazier said all right, thank you very much.

Frazier opened the Public Hearing. No one spoke. Frazier closed the Public Hearing.

Frazier asked if there were any further comments or discussion from the commission.

Woodman said I did drive by, I'm right in the area today, and I am in agreement that there would be no way that this would be visible from the road there, maybe just a couple of visible through the trees type of things, but nothing that would be visual. I also think if you look at the reason for the setbacks that we have in the first requirement, I think that that really comes down to the visual appeal to your neighbors; you know, keeping it off property lines and all of that, but then you look at the reason for the 2012 change is really to prevent brand-new developments going in with mainly metal construction, like we're setting the precedent for the City of what these new builds look like. So, I do think that there's room to approve both, in my opinion, because I don't think going metal disturbs anything in that area, having been from there, driving through there, I don't see any way that that would be a disruption. I know that's not what the recommendation was, but that's my viewpoint is that there really wouldn't be any negative to the City, specifically calling out the harmony of the area. I feel like that area is still a fairly rural little strip of land, and we could look at giving him a variance for that.

Brittain asked can we ask staff a question? Frazier replied yeah, I was going to do so myself, so go ahead. Brittain said okay. So, we have reference to a neighboring property with a shed on it. Are there any other properties that you're aware of in the area that have sheds of this type? Erickson replied there is another shed that is south, I'm forgetting the road it's on, it's pretty close, it's in an R-3, but it was constructed well before, the same thing. That neighbor's shed we have the building permit for, and it shows metal was approved, but I couldn't come across any Code that kind of spoke to that in 1997. And then there's other buildings in the community that are in the R-1 district that prior to the Zoning Code of 2022 Amendment allowed for metal, and the current iteration lays out all residential should be these wooden, vinyl lap. Brittain said okay, thank you.

Frazier said so Max, I guess that was going to be my question as well, then. So, as far as we know, back in 1997, because we had the building plans at least that show that in this area metal was allowed, but we know for sure in 2012, the ordinance changed to say in these areas, R-2, R-3, and down, we had to have wood. R-1 was still allowed to have metal, but now, it was the intent of the Council to say that in every residential district, they had to be a wooden structure with this split brick, vinyl, concrete walls. Am I following kind of the legislative history here? Erickson replied so, we have what it changed from in 2012, and that goes back to 2000, which was after 1997. But before the change in 2012, the language read that it must complement the materials and the color palette of the house, and now they made it more specific, but essentially what you repeated is correct. Frazier said okay. So, the Council then in 2012 said you know, we really want to have these wooden secondary structures in most of these residential areas except for the R-1, which are going to be like the over five acres I think is an R-1, over three acres. And then when we did the rewrite in 2022, Council said actually in all residential areas, we want these same types of structures. Erickson replied that's correct; Frazier said all right, thank you.

Brittain said I agree that you know fundamentally, I don't see any harm being caused by this, but unfortunately, the rules that we're currently bound by from the Zoning ordinances prohibit it. So, while fundamentally I don't have an issue with it, I don't see findings of fact to the level that would constitute granting a variance for the materials.

Fisher asked how big is this lot that your home is on? Erickson replied it is 4.7 acres.

Bhat said I have one quick question. So, the requirement for the building material is for aesthetics or what is the reason behind it? Erickson replied the requirement is to maintain consistency in residential districts, and Emily, maybe you can tap in, but it's to maintain a certain aesthetic and character of the community. Schmitz stated that was the intent in 2012 is to ensure that those materials were consistent with those materials that are permitted on residential homes, right? We have standards for the architectural materials there and we wanted that to be consistent, and to Erickson's point, to be consistent within those residential areas. Bhat said thank you.

Fisher said I'm just having a hard time with this one because I mean, this is a 4.7-acre lot, like I understand that I could not put up a little metal shed on my third of an acre lot, but this is a very large lot in a very densely-wooded area. So, it makes sense to me, like Commissioner Woodman said, like it doesn't cause any harm; however, our variance, the checkboxes we use to grant a variance are not being checked. So, I have a hard time with this one because it's definitely in a gray area, that's my thought on it.

Frazier said I guess I'll add my two cents. I agree with Commissioner Fisher and Commissioner Brittain, you know, in the grand scheme of things, does it seem like that big of a deal to allow this on this specific instance where it seems like it's going to be screened from view, the current neighbors don't care. You know, it is going to create an economic hardship, which again is not sufficient to grant a variance, but it can be part of it is my understanding. No, it doesn't make a ton of sense to me to deny it; however, we are required to follow the rules that the City Council has laid out, and I think what speaks to me most clearly is that

we still had this exception in the R-1 district where you could have an over three-acre parcel and still have these kind of structures that the applicant is asking for today. And just three years ago, the City Council said actually, we don't want that in our community, we want these type of structures that are already in R-2, R-3, R-4, and so, to me, that is a clear indication from City Council that that is their intent of what they want in the community. So, I don't see that there is a variance basis to go from that. Obviously, City Council can tell me I'm wrong and decide differently, that is their prerogative, but based on the history as I know it here today, it is my belief that City Council has given us an instruction of here is what the accessory structure should look like in our community, and these are what should be approved. With that being said, any further comment or discussion?

Brittain made a motion to approve the Conditional Use Permit and the Variance for the accessory structure as to the location on the property based on the findings of fact and subject to conditions stipulated in the staff report, and a motion to deny the Variance to the architectural materials, subject to stipulations in the staff report. Stechmann seconded. The motion was approved unanimously (7-to-0 vote).

7. APPROVAL OF MINUTES

A. Approval of the May 19, 2025 Planning Commission Meeting Minutes

Staff Recommendation: Approve the May 19, 2025 Planning Commission Meeting Minutes.

Fisher made a motion to Approve the May 19, 2025 Planning Commission Meeting Minutes. Bhat seconded. Motion passed unanimously (7-to-0 vote).

8. REPORTS

A. RECAP OF JUNE 4 AND JUNE 18, 2025 CITY COUNCIL MEETINGS

Schmitz summarized the actions taken at the June 4 and June 18, 2025 City Council Meetings.

With that, Council Member Justin Olsen is here with us to add anything, and he's typically available for questions. Council Member Olsen said good evening, Mr. Chair and Members of the Commission, it's great to be here with you today. I know you went through some training earlier today with our esteemed City Attorney, Kori Land, I hope you all got a lot out of that. Kori likes to do that training annually, and I think tonight's accessory structure conversation probably leant itself to some of the things that she discussed with you in that training, which is why she does it. So, again, I'm glad you had the opportunity to take some time with her.

One of the things I wanted to mention is as you look around tonight, you probably notice a new face on the commission. The gentleman sitting here to my left and to your right is John Stechmann. John's been a member of the community for quite some time. He was one of two candidates that I interviewed for the open position, and both interviews were absolutely out of the park, just wonderful, either choice would have been a great choice, but I ended up selecting John because the other candidate I think has some additional skills as it relates to maybe our EDA that I'd like to take advantage of. So, please welcome John as a new member of the commission, I think you'll find he'll do a terrific job; I've known John for a little while, and he's one of those guys who does his homework, I'm willing to bet he's driven past this accessory structure seven-or-eight times already, preparing for tonight's meeting. So, welcome.

I also wanted to mention a couple of other things. You heard mention that the Chair said anything decided upon this evening will go to the July 16 City Council Meeting, that's quite a ways from here. We never have a meeting the week of July 4, so that's why there's that delay. But then, after that, we start our every week budget meetings until we figure it out. So, there's going to be a lot of heavy lifting ahead with this budget year, it seems like that happens every year. If you have any recommendations with respect to budget focuses for the City Council, things you might like to see us do more of, less of, etc. in the community, now would be a great time to reach out to a City Council Member or two and sit down and have a cup of coffee and talk about some of those things. We work very hard to maintain a high level of service in the community, and there's always that delicate balance between value and cost. A lot of people know the cost of things, very few people know the value of things, and so, we have to try very hard to communicate value; one of those communication points is we are the second lowest per capita tax community in Washington County, we only fall short of St. Paul Park, and they get over \$1 million a year in Local Government Aid that we don't get. If we had an even playing field, we would be the lowest. We also are a AAA Bond-rated community, and for a

community of our size, that is not an easy thing to accomplish, but because we are very careful with taxpayer dollars, our fee structure, so on and so forth, our amazing staff and our Council work really hard to maintain financial integrity. We have a ten-year Financial Management Plan that we follow very closely, and that has leant itself to the bond houses looking favorably upon our paper, which saves us a whole lot of money in interest anytime we do go to bond, and we want to continue that path. So, those will kind of be our north star as we work through the budget process this year, but your recommendations would be very welcome.

The last thing I wanted to mention and I'll open it up to you for questions is we did have a promotion in our Public Safety Department at our meeting last week. Officer Matt Sorgaard, some of you may know Officer Sorgaard by his partner, Odin, as Officer Sorgaard is a K9 police officer. He and Odin are a tremendous team; in fact, they went to national competitions last year and finished second to the Washington County deputy that actually trained them both. So, he might have taught them everything they know but not everything he knows. Either way, really a great team, and we are grateful that Matt put in for the open sergeant's position here in the City of Cottage Grove and he was ultimately selected. So, he was sworn in last week, had his badge pinned, and has already started working on those sergeant shifts, which tend to run nighttime. Odin will still be his partner, but they'll just have a little bit of extra work to do. So, if you get a chance to see Matt around in the community, make sure you say hello and congratulate him. With that, I'll turn it back to you, Mr. Chair. If anybody has any questions, I'm available.

Frazier said all right, thank you. There were no questions for Council Member Olsen. Frazier said thank you for being here.

B. RESPONSE TO PLANNING COMMISSION INQUIRIES

Frazier said looking at the minutes from the last meeting, there were two inquiries: One was from Commissioner Bhat about the information that we send to the Met Council about affordable housing and the plan for that, and I think staff was going to provide us with part of the Comprehensive Plan, which we have printed off on the dais for us, so that's completed. I think the other one was also from Commissioner Bhat about kind of like a cheat sheet on setbacks for areas, and I don't know where staff is on that. Schmitz replied we really focus in our staff reports to make sure that we're outlining the Code standard and then what the applicant is proposing, right? So, we'll continue kind of providing that clearly in there, but if we need to think about maybe a handout that's helpful, we can certainly do so. Frazier said all right, thank you.

C. PLANNING COMMISSION REQUESTS

Frazier asked if there were any requests for staff.

Brittain said in the Land Use Plan here, it lists that we have an airport of 6 acres in Cottage Grove. Where is that? Council Member Olsen replied we have an old airport, that is on Jansen's farm, it actually has an airstrip from World War II on it. Brittain said okay, well, I learned something, so that's a good day.

Woodman said an update on the, we had the agenda item last meeting that was pushed out; do we have an update on where that's at and if it's coming back any time soon? Schmitz replied yes, that developer continues to work on their plans, making some adjustments and tweaks to ensure that they're able to meet our minimum standards. Obviously, before we present that item to you, we want to make sure that we've crossed all our T's and dotted all of our I's so that project is complete. At this time, I don't have the timeline for you when they would be back; they have extended their 60-day timeline to be extended indefinitely, therefore we have time to work through that. So, we're still waiting on that developer to make sure that they've got all of their ducks in a row, per se.

9. ADJOURNMENT

Fisher made a motion to adjourn the meeting. Knable seconded. Motion passed unanimously (7-to-0 vote). The meeting was adjourned at 7:34 p.m.