

CITY OF NORTHFIELD, MINNESOTA  
CITY COUNCIL RESOLUTION #2021-017

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF  
NORTHFIELD, MINNESOTA, APPROVING A CONDITIONAL USE PERMIT FOR THE  
PERIMETER TRANSITION AREA FOR THE ST. OLAF COLLEGE OLE AVENUE  
HOUSING PROJECT

- WHEREAS, the applicant, St. Olaf College, seeks a Conditional Use Permit pursuant to Northfield City Code, Ch. 34, Sec. 8.5.9, to allow a 300-bed residential hall, townhouse-style residences with 140 student beds, 189 additional parking stalls, green space, and other improvements to be constructed on the north and south sides of St. Olaf Avenue, which is zoned College Development (CD-S); and
- WHEREAS, the Perimeter Transition Area (PTA), pursuant to Northfield City Code, Ch. 34, Sec. 2.4.2, is defined as an area inside the CD-S district that is within 200 feet of the boundary of the CD-S district; and
- WHEREAS, the PTA shall be measured from the midpoint of public rights-of-way adjoining the edge of college properties; and
- WHEREAS, PTA procedures and standards shall be applicable where the PTA adjoins all districts except areas zoned agricultural and industrial; and
- WHEREAS, the above-referenced property owned by St. Olaf College and subject to the Conditional Use Permit is legally described and depicted in the certificate of survey on Exhibit A, which is attached hereto and incorporated herein by reference (the "Property"); and
- WHEREAS, the Planning Commission reviewed the proposal at its November 19, 2020 meeting and recommended approval of the Conditional Use Permit with the conditions in the staff memo plus the condition that new parking of 28 parking stalls be removed from the site plan; and
- WHEREAS, the Planning Commission conducted a public hearing on November 19, 2020, and received public testimony regarding the proposed Conditional Use Permit; and
- WHEREAS, all required notices regarding the above-referenced public hearing were properly made; and
- WHEREAS, the Planning Commission found that the application meets the standards in the Land Development Code for conditional use, but does not meet the standard to allow the 28 new parking stalls; and
- WHEREAS, the Planning Commission has reviewed and recommended approval of the Conditional Use Permit with the conditions that: the final plan will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields; the final plan will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; this project is subject to other City approvals, including site plan, which could result in required

modifications; and that the new parking of 28 parking stalls be removed from the site plan; and

WHEREAS, the City Council reviewed the requested Conditional Use Permit and Planning Commission recommendation and conditions for the requested Conditional Use Permit at its meeting of February 16, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The Planning Commission's findings from its November 19, 2020 meeting are hereby adopted and attached hereto and incorporated herein by reference as Exhibit B.
2. Except as provided in the below conditions, the Conditional Use Permit to allow a 300-bed residential hall, townhouse-style residences with 140 student beds, green space, and other improvements on the Property located on the north and south of St. Olaf Avenue owned by St. Olaf College, which is zoned College Development (CD-S), legally described in Exhibit A, is hereby approved, subject to the following conditions:
  - a. The Conditional Use Permit shall be recorded by the applicant at the applicant's expense within 180 days of the approval hereof. Failure to timely meet this condition shall render the Conditional Use Permit null and void and of no further force or effect;
  - b. The final site plan, subject to approval of the City, will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields;
  - c. The final site plan, subject to approval of the City, will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; and
  - d. This project is subject to other City approvals pursuant to City Code, including but not limited to site plan approval, which could result in additional required project modifications.
  - e. New parking of 28 parking stalls shall be removed from the site plan reducing the additional parking stalls from 189 to 161.
3. Pursuant to Minnesota Statutes, section 463.3595, a certified copy of this Conditional Use Permit shall be recorded with the county recorder or registrar of titles for Rice County

PASSED by the City Council of the City of Northfield on this 16th day of February, 2021.

ATTEST

  
City Clerk

  
Mayor

VOTE: N POWNELL Y GRABAU Y NAKASIAN N NESS  
— PETERSON WHITE Y REISTER N ZUCCOLOTTO

## EXHIBIT A

### LEGAL DESCRIPTION OF PROPERTY

Those parts of Lots 9 and 10 in the STATE SUBDIVISION OF THE SW 1/4 OF SECTION 36, TOWNSHIP 112 NORTH, RANGE 20 WEST OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF NORTHFIELD, and Rice County, Minnesota described as follows: Beginning at the southeast corner of said Lot 10; thence South 89 degrees 55 minutes 44 seconds West, assumed bearing, along the south line of said Lot 10, 297.00 feet; thence North 00 degrees 51 minutes 34 seconds East, 200.03 feet; thence North 89 degrees 55 minutes 44 seconds East, 327.97 feet; thence North 00 degrees 51 minutes 34 seconds East, 339.06 feet; thence South 89 degrees 08 minutes 54 seconds East, 331.55 feet; thence South 00 degrees 48 minutes 47 seconds West, 21.09 feet; thence North 89 degrees 55 minutes 44 seconds East, 64.13 feet; thence North 00 degrees 48 minutes 21 seconds East, 169.57 feet; thence South 89 degrees 11 minutes 39 seconds East, 200.00 feet to the centerline of Lincoln Street South; thence South 00 degrees 48 minutes 21 seconds West, along said centerline, 366.53 feet; thence South 89 degrees 55 minutes 44 seconds West, 264.31 feet; thence North 00 degrees 48 minutes 47 seconds East, 21.12 feet; thence North 89 degrees 08 minutes 30 seconds West, 131.58 feet; thence South 00 degrees 51 minutes 34 seconds West, 335.87 feet to its intersection with a line bearing North 89 degrees 55 minutes 44 seconds East from the point of beginning; thence South 89 degrees 55 minutes 44 seconds West, along the south line of said Lot 9, 231.00 feet to the point of beginning.

AND

Those parts of Lots 4 and Lot 5, Block 4 and Block 5, CUTLER'S ADDITION TO THE CITY OF NORTHFIELD, Rice County, Minnesota described as follows: Beginning at the intersection of the northerly extension of the west line of said Lot 5, Block 4 and the centerline of St. Olaf Avenue; thence South 89 degrees 55 minutes 44 seconds West, along said centerline of St. Olaf Avenue, 54.36 feet; thence South 00 degrees 51 minutes 34 seconds West, parallel with the west line of said Lot 5 and the west line of said Block 5, 563.90 feet; thence North 89 degrees 55 minutes 44 seconds East, 681.58 feet to the centerline of Lincoln Street South; thence North 00 degrees 48 minutes 21 seconds East, along said centerline of Lincoln Street South, 200.02 feet to the centerline of 1st Street West; thence South 89 degrees 55 minutes 44 seconds West, along said centerline of 1st Street West, 481.56 feet to the intersection with the westerly line of the East 448.50 feet of said Block 5 and the southerly extension of the westerly line of BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA; thence North 00 degrees 48 minutes 21 seconds East, along said westerly line of the East 448.50 feet of Block 5 and the west line of BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA, 165.00 feet to the north line of said BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA; thence continuing North 00 degrees 48 minutes 21 seconds East, along the northerly extension of the westerly line of BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA, 198.87 feet to the centerline of St. Olaf Avenue; thence South 89 degrees 55 minutes 44 seconds West, along said centerline, 145.66 feet to the point of beginning.



NORTHFIELD	MINNESOTA
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[illegible]

**CERTIFICATE OF  
SURVEY:  
CUP SKETCH**

West 1

[illegible]

## **EXHIBIT B**

### **FINDINGS**

#### **Conditional Use Permit Analysis:**

The St. Olaf project area encompasses areas currently zoned CD-S, as well as areas zoned R1 that are being considered for re-zoning to the CD-S district to facilitate expansion of the Campus on properties owned by the College. As stated above, development in the PTA requires a CUP. A CUP follows the Type 4 Review Procedure found in Section 5.4.7 of the LDC. When reviewing a CUP, the Planning Commission is to consider the following criteria (Criterion a) must be met and b) through n) shall be considered):

**a) The proposed use is allowed as a conditional use in the district for which it is proposed.**

Concurrent with this application, a request to rezone a portion of the project area from R1-B to CD-S is being considered. When reviewing the project under the CD-S, the proposed uses are permitted, and those within the PTA are allowed as a conditional use.

**b) The conditional use will be in accordance with the general objectives, or with any specific objective, of the city's comprehensive plan and this LDC.**

The Ole Student Housing Project upholds the objectives of the City's Comprehensive Plan in the following categories:

Chapter 3: Community Identity – Objective 7: Continue to support local schools and colleges

CI 7.2 "Cooperate with the local colleges to minimize negative impacts of parking and traffic on Northfield neighborhoods."

- The approval criterion is not only about levels of service; the criterion is that a project "minimize negative impacts" from traffic. Building new parking at the base of the Hill, closer to downtown, and out students' back door, will: increase student likelihood of making trips by car rather than by other modes; put those trips on St. Olaf Avenue; and move existing trips from the highway to the neighborhood. Not building un-needed parking there would implement the LDC by genuinely "minimize[ing] negative impacts of parking and traffic" from substantial new student housing at the edge of a residential neighborhood.
- Most student parking is currently hard to access. The proposed new lot will allow students who previously had to walk down to the lot by Skoglund to get a car, to instead be able to walk out their back door to get it. All the relevant literature in the transportation field says that this new parking lot will produce a decrease in bus use, and an increase in auto use. That increase will then be primarily on St. Olaf Avenue.

CI 7.3 "Collaborate with the local colleges to provide the overall community with quality public programs, and quality open spaces."

- The site plan incorporates thoughtful open space and pedestrian connections around the proposed residences. The outdoor spaces will include intentional

landscape design and spaces for people to gather and enjoy the continued collegiate ambiance that already exists on the St. Olaf campus.

Chapter 4: Land use – Objective 3: Encourage a compact development pattern, and support infill, redevelopment and land intensification.

LU 3.2 “Work collaboratively to identify structures and sites for redevelopment, intensification or reuse.”

- The college commissioned a housing study and found that redevelopment of the President’s House and Honor’s Homes would be the best option for increasing on-site residential opportunities to meet the needs of the student population.

In addition, the Framework Map of the Northfield Comprehensive Plan delineates the parcels as appropriate for Neighborhood Central. This zone consists of single-family homes on smaller lots and includes some multi-family and mixed-use development. Walkability is a strong component and a range of housing types. The Comprehensive Plan explains this zone also begins to change at the edge of this zone. The edges change from an urban square grid to suburban style development and start to lose consistency with square blocks. Future development should be reinforced by the character of the Neighborhood Central zone. The character of the proposed buildings, sidewalk connection and landscaping reflect a transition from neighborhood to campus, and support the values of the Neighborhood Central zone.

The proposal will need to meet the Site Development Standards for the CD-S Zone District as defined in Article 3 of the LDC and the Use Specific Standards found in Article 2. Staff will complete a final review after the CUP process has been completed, and will incorporate any conditions added to the PTA zone by City Council.

- c) **The conditional use will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.**

The architecture of the proposed residential hall and townhouse-style residences is designed to complement St. Olaf structures and design. The quality of materials, design, colors and aesthetics are intended to create visual continuity with existing campus buildings. Intentional design adds permanence and contributes to harmony with the existing character of the college campus. The new campus residences will also be operated and managed similarly to the existing student housing to ensure the students abide by campus policies and respect the surrounding neighborhoods.

- d) **The conditional use will not be hazardous or reasonably disturbing to existing or future uses.**

The proposed residential facilities will not pose any hazardous or disruptive conditions to existing or future neighboring uses. The new facilities will serve the needs of the college and help contain students on campus to reduce off-campus parking and housing needs. Landscaping design integrates placement of plantings and species selection that will soften light-shed and balance the need for safety and security.

- e) **The conditional use will be served adequately by essential public facilities and services such as streets, police and fire protection, drainage structures, refuse disposal, water and sewer.**

The residence hall and townhouses will front the existing St. Olaf Avenue, which would be preserved as a main connection from Lincoln Street North into the St. Olaf campus. Most of the proposed parking would be between the townhouses and the existing stadium with access from Lincoln Street North.

The residential facilities would connect to public water and sewer, and there is adequate capacity for the increased residential usage. The project area consists of an existing looped watermain a portion of which will be rerouted in order to accommodate the construction of the residence hall. If necessary for additional flow or pressure, booster pumps will be installed to adequately meet the needs of the residence hall. Sanitary sewer mains are available for connection in both St Olaf Avenue and 1st Street West so no downstream capacity issues are anticipated due to the construction of this project.

The Ole Avenue project will also involve construction of stormwater detention on-site and release into the municipal storm sewer system at the same or a lesser rate. Stormwater treatment of the runoff will also be provided on-site to ensure all State and Local requirements are met. Based on this information, existing municipal utilities are adequate to meet the requirements of the proposed student housing project.

Public facilities details and final design is subject to technical review and will be part of the final site plan and project approval.

- f) **The benefits of the conditional use outweigh the potential negative effects of the surrounding community.**

The proposed project is the result of a 2018 housing study commission by St. Olaf College's Board of Regents. In this study, it was determined there is a 462-bed deficit in available on-campus student housing. To accommodate this need in the interim, the collage has converted study lounges into rooms and added beds to double rooms. There has also been an increased need for students to procure off-campus housing options, resulting in more students driving to/from campus and potentially parking along streets in adjacent neighborhoods.

By providing additional on-site housing and parking, the overcrowding in existing residential facilities and off-campus demands can be resolved. This would help reduce off-campus housing needs and the resulting vehicular trips by those students to/from campus each day would be reduced accordingly. In addition, the proposal provides an additional 188 on-campus parking stalls to capture the parking needs of increased on-campus residential units and to accommodate students who travel off-site for additional skills development and work experience.

- g) **The conditional use will not create excessive additional requirements at public cost for public facilities and services.**

All utility connections proposed will be constructed at the cost of the college as part of this project. No public cost will be incurred during construction of this project.

- h) **The conditional use will not involve uses, activities, processes, materials, equipment and conditions or operations that will be detrimental to any persons, property or the general welfare by reason of excessive traffic, noise, smoke, fumes, glare, or odors.**

This development is not expected to result in operations that would be detrimental to any persons, property or general welfare by reason of excessive traffic, noise, smoke, fumes, glare or odors.

- i) **The conditional use will not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance as may be established in the comprehensive plan or other city plans related to natural, scenic, or historic features.**

The conditional use is not expected to result in the destruction, loss, or damage of natural, scenic, or historic features of major importance as may be established in the comprehensive plan or other city plans related to natural, scenic, or historic features. Since the proposed project will take place in a previously developed area largely encompassing existing residential homes, no disruption of natural or scenic features are anticipated. St. Olaf will also be preserving many of the existing on-site trees. In addition, none of the existing structures proposed for decommissioning are listed on the National

Historic Register or are subject to other state or local historic designations.

- j) **The traffic and parking generated by the use will not lower the Levels of Services as described in the comprehensive plan update of intersections within a quarter mile of the site.**

A traffic study was performed to analyze the impacts of the proposed project. It showed that some new/additional traffic to and from the campus would occur, but mostly existing traffic redistribution is expected to occur. The redistribution is expected to have minimal impacts to the adjacent public roadway network based on the conclusions of the traffic study. Essentially, students are already present on campus and commuting to campus from elsewhere in the community. The same students would be living on campus and no longer commuting, thereby decreasing the overall number of daily student trips to and from campus. Further, minimal changes in Level of Service (positive and negative) at the Lincoln Street/St. Olaf Avenue intersection or the Highway 19/St. Olaf Drive intersection are anticipated as a result of the project.

- k) **In residential districts, the use is of a similar height, building orientation, massing, setback, and scale as to be compatible with surrounding uses in compliance with Section 3.5 Neighborhood Compatibility Standards.**

The use is proposed in the CD-S district and reflect design and massing expected on a college/institutional campus.

- l) In the Perimeter Transition Area (PTA) within the college development district (CD-S) that abut residential and commercial districts, height, building orientation, massing, setback and scale shall be considered in building renovation and/or new construction in order to maintain compatibility with surrounding areas as described in Section 3.4 Neighborhood Compatibility Standards. These neighborhood compatibility standards are to be administered in order to maintain a harmonious neighborhood environment and absolute compliance with these standards is not intended.**

The proposed housing project abuts several residential lots, most of which are owned by St. Olaf College. In the PTA area the building height, orientation, massing, setback and scale have been considered in relation to the neighborhood. The height of the townhomes (at roof mid-line) is approximately 30 feet, which is the maximum height of homes in the R1 district. In addition, the facades of the townhomes have variation in depth, color, texture and exterior finishes. The townhomes are oriented towards the street and have sidewalk connections throughout and to the street.

The residence hall height ranges from 45 – 60 feet in height. This is higher than what is typically seen in the R1 zone, though multi-family buildings are allowed to exceed the 30 foot maximum if for every additional 10 feet in height the building is setback 5 feet from adjacent buildings and lot lines. The proposed residence halls are similar to the height of other campus housing. These structures will have facades that wrap around a courtyard. The halls also have façades that differ in depths, color and exterior finishes that help integrate it into the campus-neighborhood context, and are in keeping with the college architecture. The halls orient toward the street with connections through the courtyard and sidewalks.

- m) Impacts such as noise, hours of activity, and outdoor lighting have been addressed to mitigate negative impacts on nearby uses.**

The residential facilities, walkways, and parking lots will incorporate outdoor lighting to comply with the 2.0 average maximum foot-candle requirement, and a 0.1 foot-candle for any lights within 15-feet to adjacent residential uses. The lighting placement and fixtures selected are intended to provide a safe night atmosphere without creating light pollution, and to use lighting as a design enhancement rather than a distraction. Landscape design and species selection is intended to soften and interrupt light-shed while balancing the need for safety and security.

The students will be expected to comply with the campus guidelines within residential facilities, which includes maintaining noise levels and hours of activity that are not a nuisance to other students or adjacent neighbors. Additionally, the attending Residential Advisor living in the residential facilities is planned to be present to help enforce the campus policies.

- n) **Parking is adequately provided for the proposed conditional use, but an excessive number of parking spaces are not proposed.**

St. Olaf meets CD-S parking requirements for the proposed new development, plus anticipated growth, with existing parking. The parking component of the proposed development would constitute "an excessive number of parking spaces". The Approval Criteria's requirement that a use not create "an excessive number of parking spaces" responds to the numerous negative impacts of parking lots, and implements a wide variety of City goals and policies.



Community Development  
Department

# Requested Action on the CUP for St. Olaf College: Ole Avenue Housing Project

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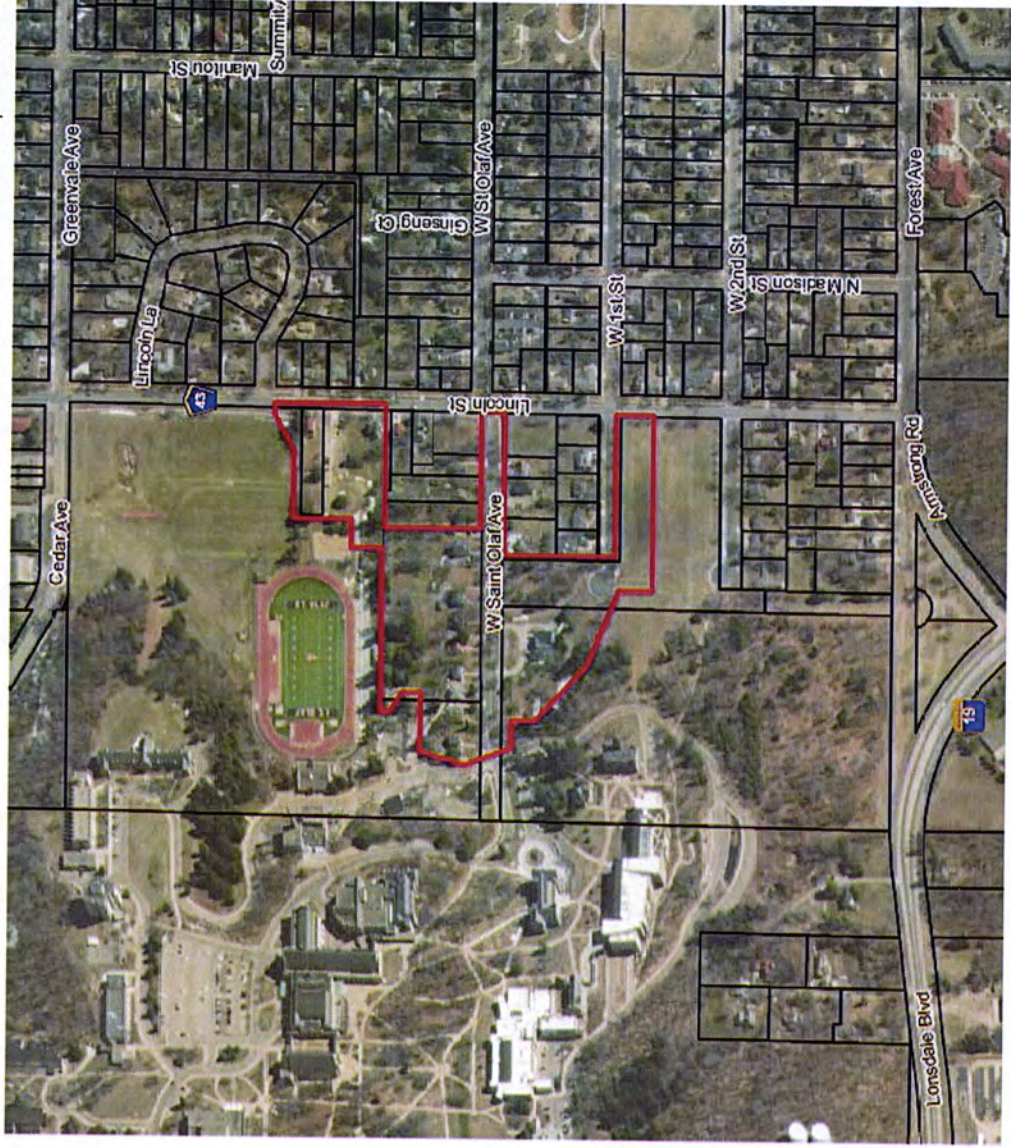
MIKAYLA SCHMIDT, CITY PLANNER

FEBRUARY 16, 2021 – CITY COUNCIL MEETING



## Project Area

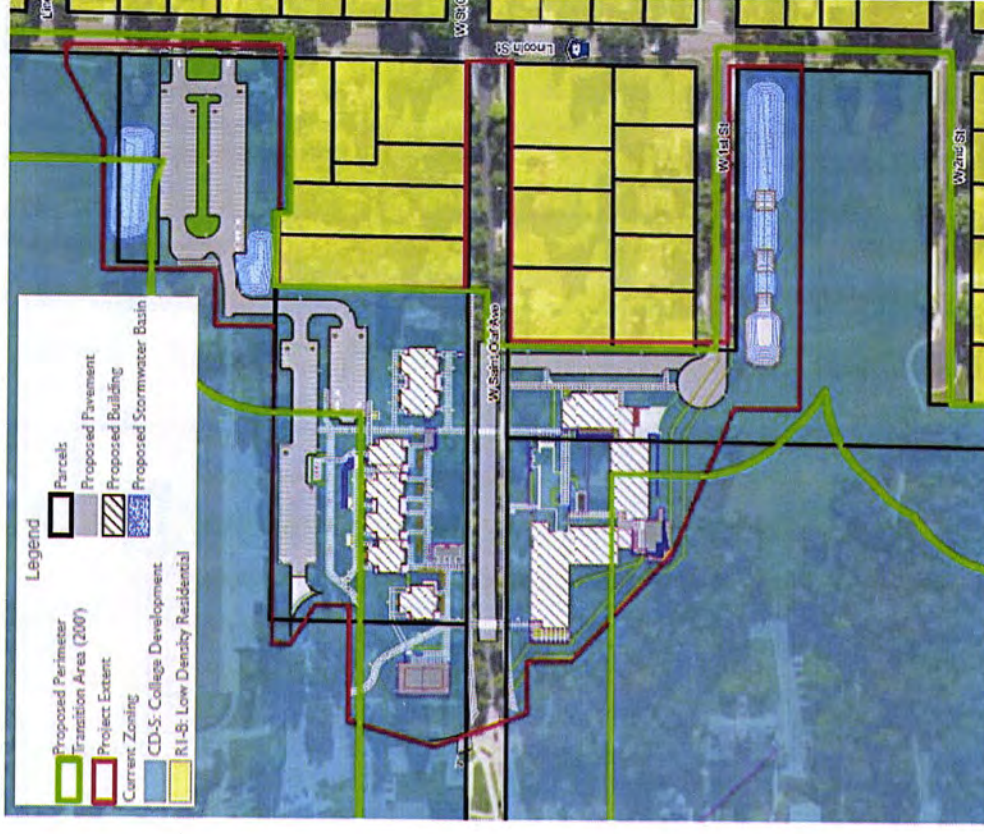
Community Development  
Department



## Perimeter Transition Area

- PTA = 200 ft. of centerline of ROW and adjacent residential zoned properties
- Land Dev. Code requires a Conditional Use Permit issued for any work in the CD zone

Map of the Site Plan overlaid by the Perimeter Transition Area



## Additional Project Features and Updates:

- St. Olaf has lowered the Kelvin temperature of the lighting from 4000K to 3000K
- The sidewalks on the north and south side of St. Olaf Ave., adjacent to the project area, are being widened to 9 ft.
- On street bike lane / shared bike lane concept will be striped on the street (like on Washington St.)
- There will be repairs to the street sections where the utility connections occur
- Two crosswalks will be marked to connect the townhomes and residence hall across St. Olaf Ave

## Conditions for Staff Recommended Resolution

- Resolution maintains the 189 parking stalls proposed by St. Olaf College

- The final site plan, subject to approval of the City, will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields;
- The final site plan, subject to approval of the City, will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; and
- This project is subject to other City approvals pursuant to City Code, including but not limited to site plan approval, which could result in additional required project modifications.



## Conditions for Second Resolution

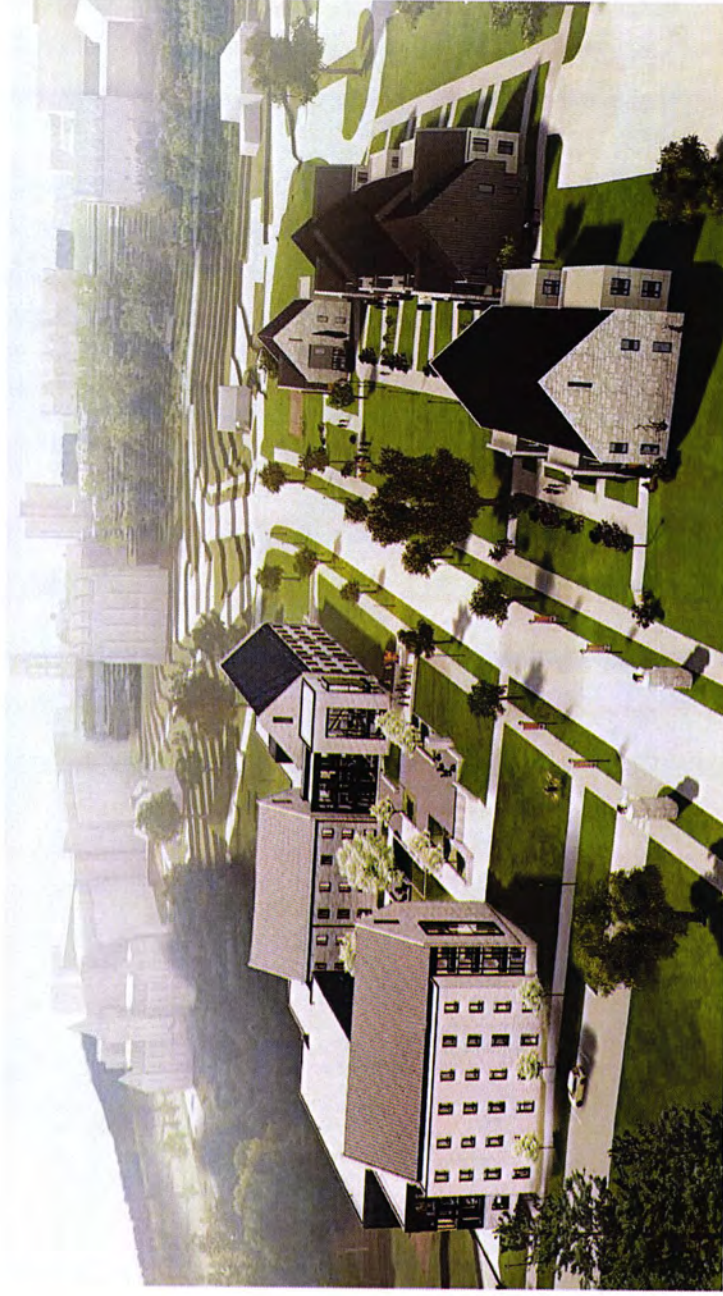
- Resolution removes the 28 new parking stalls
- 161 stalls would be allowed

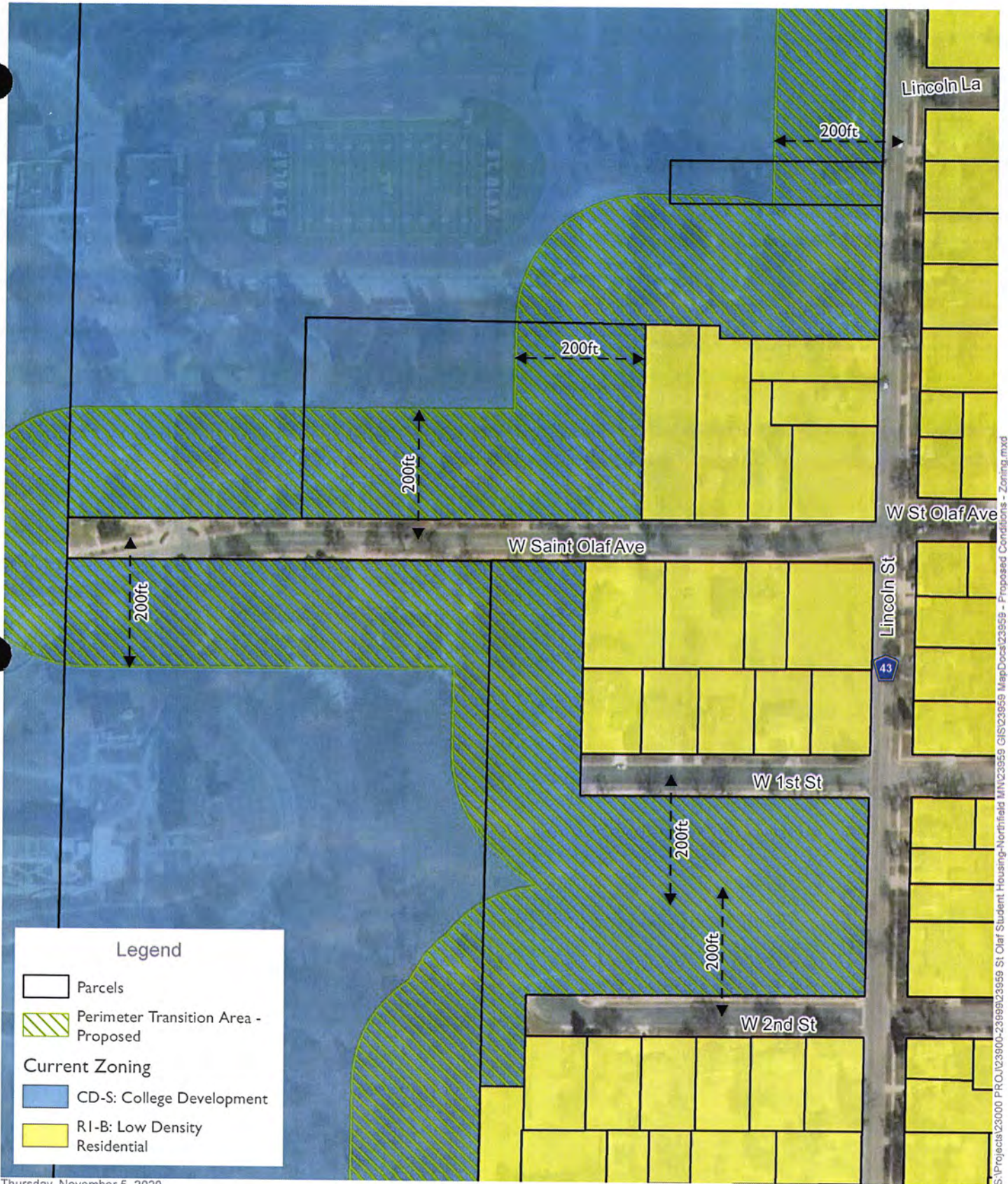
- The final site plan, subject to approval of the City, will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields;
- The final site plan, subject to approval of the City, will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; and
- This project is subject to other City approvals pursuant to City Code, including but not limited to site plan approval, which could result in additional required project modifications.
- New parking of 28 parking stalls shall be removed from the site plan reducing the additional parking stalls from 189 to 161.



Questions and  
comments?

Community Development  
Department





Thursday, November 5, 2020

Project Number 20-23959

0 100 200  
Feet  
1 in = 200 ft



# Proposed Conditions St. Olaf Student Housing Northfield, Rice County, Minnesota

Source(s):  
Orthophoto (ESRI)  
Parcels (Rice County, 2020)

ISG

S:\Projects\23000 PROJ\23900-23999\23959 St Olaf Student Housing-Northfield MN\23959 MapDocs\23959 - Proposed Conditions - Zoning.mxd



# St. Olaf College Ole Avenue Student Housing Project

## Neighborhood Meeting Report

September 21, 2020



REPORT FOR:  
**City of Northfield**  
Mikayla Schmidt  
City Planner  
801 Washington Street  
Northfield, MN 55057  
507.645.3059  
[Mikayla.Schmidt@ci.northfield.mn.us](mailto:Mikayla.Schmidt@ci.northfield.mn.us)

FROM:  
**St. Olaf College**  
Janet K. Hanson  
Vice President + Chief Financial Officer  
1520 St. Olaf Avenue, Tomson Hall 130  
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507.786.3018  
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    Decommissioning ..... 4

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## PROJECT SUMMARY

The proposed Ole Avenue Student Housing project involves a new 300-bed residential hall to be constructed on the south side of St. Olaf Avenue on the current site of the President's House as well as townhouse-style residences with 140 student beds to replace existing honor houses on the north side of St. Olaf Avenue. The design also includes 200 additional parking stalls, green space, and other improvements to promote interaction and community.

This project stems from the results of a 2018 housing study commissioned by the Board of Regents. The study was commissioned to address what was determined to be a 462-bed deficit in available on-campus student housing. To accommodate growing enrollment in the mid-1990s, this deficit caused the college to convert study lounges into rooms and add beds in double rooms to boost on-campus housing capacity. There has also been a need for individual students to procure further off-campus housing options. With this in mind, the study analyzed current and future on-campus housing needs and provided corresponding recommendations.

The study found that the college's current housing situation is not sustainable due to overcrowding and mounting maintenance costs for the honor houses. The report recommended replacing beds that are in overcrowded environments to return several existing residence halls to their designed capacity. It also recommended replacing the existing honor houses with new facilities that meet today's standards for fire safety, accessibility, egress, indoor air quality, and other 21<sup>st</sup> century student needs.

By continually improving the quality of residential life, St. Olaf supports student retention and prioritizes improvements to encourage their success.

## NEIGHBORHOOD MEETING PREPARATION + ATTENDANCE

A neighborhood meeting was held from 5 to 6:30 on the evening of September 21, 2020 to share information with the neighborhood adjacent to the proposed Ole Avenue Student Housing project. The following report is being submitted in accordance with City of Northfield Code Section 8.3.5 Neighborhood Meetings as it relates to development review requirements.

### Neighborhood Meeting Invitation

Forty-nine (49) households located within 350' of the project boundary were notified of the neighborhood meeting via a mailed invitation sent via USPS on Thursday, September 10, 2020. A copy of the neighborhood meeting invitation and project vicinity map which accompanied the invitation is attached for reference in Appendix A. A map illustrating the neighborhood area within 350' of the project boundaries as well as a list of invited neighbors within this area is also attached within Appendix B.

### Neighborhood Meeting Attendance

Of the 49 invitations that were sent, 20 households within 350' of the project boundary attended the meeting. An additional eight attendees included representatives from the City, a student, and citizens outside of the 350' boundary.

### Neighborhood Meeting Format

In an effort to connect with the neighborhood and place the utmost importance on providing neighbors with information about the project, an in-person meeting was held outdoors at the location of the proposed project on St. Olaf College Campus. Per Minnesota Governor Walz's Executive Order 20-81 and St. Olaf Campus protocol, masks were required, and physical distancing was practiced throughout the meeting.

Representatives from St. Olaf College and their project partners (Workshop Architects, ICS Consulting, and ISG) were present in person to present information to the neighbors, answer questions about the project, and listen to comments.

Neighbors were encouraged to check-in at the welcome table and stroll through the outdoor meeting at the base of the St. Olaf sledding hill at their own pace, stopping to ask questions or provide comments as they wished. An informational presentation was delivered by St. Olaf Vice President/Chief Financial Officer Jan Hanson at the mid-point of the meeting, and verbal questions were also answered from neighbors at this time.

After the presentation neighbors were again encouraged to stroll through the outdoor meeting area and ask questions of the college and their project partners. Photos depicting the activities described at the neighborhood meeting are also provided within Appendix D.

## EXHIBITS + INFORMATION

In an effort to provide neighbors with information about the project, presentation boards illustrating existing and proposed conditions were available throughout the outdoor meeting area to spur discussion and point out key areas of interest to neighbors.

These boards sought to graphically portray the following information to the neighborhood:

- Site layout and landscaping
- Proposed building architecture
- Traffic and Parking Studies
- Areas affected by the proposed rezoning and conditional use permit
- Decommissioning strategies for existing buildings (President's House and Honor Housing)

## NEIGHBORHOOD COMMENTS

In addition to encouraging verbal questions and discussions during the neighborhood meeting, individual pens and comment cards were provided to attendees as they were welcomed to the neighborhood meeting. Neighbors were encouraged to provide any written comments they wished to make on these cards which could then be deposited in any one of several boxes located throughout the outdoor meeting area.

All comment cards received have been recorded and provided within Appendix C. In addition, one post-meeting email was received which is also provided in Appendix C.

## RESPONSE TO NEIGHBORHOOD COMMENTS

St. Olaf has sought to address the questions and concerns of the neighboring property owners as indicated in the following sections.

### Site Layout + Landscaping

Several comments noted concerns about tree removal and requested consideration of planting additional trees. As part of the planning process, St. Olaf intends to protect as many mature trees as possible. Trees which cannot be preserved are planned to be replaced as part of a comprehensive restoration and quality landscape planting strategy.

The landscape design strives to integrate the campus with the surrounding community by meeting and exceeding City of Northfield Landscape Standards and providing appropriate buffers. Plantings will also seamlessly blend the project site into the overall campus landscape.

Screening for parking, trash, utilities, and privacy has been integrated as part of a comprehensive landscape plan designed to smoothly incorporate complementary landscape elements. Rain gardens comprised of masses of ornamental grasses and low-growing shrubs have been incorporated for stormwater mitigation as well as a visual amenity for adjacent residential uses.

Comments were also received suggesting consideration of sidewalk extensions west of Lincoln Street from Greenvale to 1<sup>st</sup> Street. St. Olaf is a major proponent of pedestrian safety and strongly encourages walkability improvements. As parcels are rezoned and projects move forward on adjacent parcels, they are committed to expanding the sidewalk network as part of those projects.

A few comments were received regarding the location and necessity of stormwater retention. Explanations were provided about stormwater requirements dictated by local, state, and federal rules as well as where stormwater retention and entrance into the municipal stormwater system were technically feasible from an engineering standpoint.

## Architecture

Neighbors appeared interested in renderings of the proposed new buildings. The project architect was on-hand to answer verbal questions posed by neighbors throughout the meeting.

Minimal written comments were received relative to the architecture of the proposed new student housing buildings. The exterior material color palette and the selection of a flat roof system were among the comments received. St. Olaf intends to move forward with a color palette that is timeless and consistent with the existing stone buildings found on campus. This rationale has led to the current color selections. With proper design and maintenance, flat roof systems are a widely accepted, economical choice common to construction of the current era. Overall, the buildings have been designed to carry on the tradition of the architecture that makes up the St. Olaf Campus in form, color, and material.

## Traffic + Parking Studies

After review of the verbal and written comments received from the neighborhood, it appears that the most common concern is how neighborhood traffic levels and safety may be impacted by the proposed project. Prior to the neighborhood meeting, St. Olaf College commissioned both a Traffic Study and a Parking Study to obtain actual data relevant to existing and proposed conditions. This information was discussed with neighbors throughout the meeting.

Potential for increased traffic and noise were also concerns called out specifically by the neighborhood. St. Olaf voiced commitment to being a good neighbor and encouraged neighbors to contact the police and campus housing with any potential issues experienced. In addition, with the new student living facilities, St. Olaf intends to have dedicated living quarters within the new residence hall for on-site supervision in an effort to provide both mentorship opportunities and oversight of student behavior.

Further discussions revealed that most traffic concerns were centered around student trips to and from campus during off-peak hours, construction traffic, enforcement issues (speed, parking infractions, etc.), and a perception that if there is potential for more student traffic, greater enforcement issues would exist.

However, traffic study data revealed no generation of additional traffic to and from campus. Rather, existing traffic redistribution is expected to occur. The redistribution is expected to have minimal impacts to the adjacent public roadway network based on the conclusions of the traffic study. Essentially, students are already present on campus and commuting to campus from elsewhere

in the community. These same students would be living on campus and no longer commuting, thereby decreasing the overall number of daily student trips to and from campus. Further, no decrease in level of service at the Lincoln Street/St. Olaf Avenue intersection or the Highway 19/St. Olaf Drive intersection were projected by the analysis as a result of the project.

With additional on-campus housing capacity, additional parking becomes an obvious necessity. Student parking on residential neighborhood streets was also discussed. Parking study data confirms that the on-site parking increase proposed as part of the project will be adequate to meet the demand without requiring any street parking. There were discussions regarding the location of the proposed new parking and the reasons for not putting it on another area of the campus.

The current parking design and capacity was proposed based on data from the parking study as well as applicable City Ordinance Chapter 34, Article 3, Section 6.5 Off-Street Parking Space Requirements, and more specifically, Tables 3.6-1 and 3.6-2 relevant to the parking requirements in the CD-S District.

### Rezoning + Conditional Use Permit

Most verbal comments and questions revolved around what areas would be rezoned and why the rezoning was necessary. An explanation of City process and zoning code requirements to accommodate the proposed use was provided in response to these questions.

Two written comments were received regarding the necessity of the proposed rezoning action. Both were specific to rezoning of the field between 1st and 2nd Street and whether there is a need to move forward with rezoning this area pertinent to the project proposed.

St. Olaf plans to consolidate properties under their ownership to join them with the overall campus as it is practical to do so. This has benefits for planning purposes as well as overall cohesiveness of the campus. As adjacent parcels are developed as part of the Ole Avenue Student Housing project, it makes sense to unify this parcel as part of the same action.

### Decommissioning

One written comment was received regarding decommissioning of the honor homes and President's house. The comment expressed lament over deconstruction of these buildings and suggested their continued usefulness.

St. Olaf has proactively studied options to renovate the existing structures to better meet the needs of students and improve their safety and accessibility to meet current building and fire codes. Unfortunately, estimates for the level of work required to meet these needs proved cost prohibitive. Therefore, after analysis it was determined that moving forward with new, accessible, code-compliant living facilities designed to meet the needs of a 21st Century student were of great importance to the overall success and well-being of students.

## CONCLUSIONS

Overall, comments suggested an understanding by the neighborhood that St. Olaf is in need of more on-campus housing. Various opinions were voiced regarding the best location for said housing. After studying the possible options, St. Olaf selected the proposed site based on factors including consistency with the St. Olaf vision and commitment to an orderly campus master plan.

St. Olaf College believes residential life is a vital part of the student experience. Their vibrant residential community fosters the connections that make St. Olaf a top choice for a liberal arts education. The Ole Avenue Project will create an opportunity for the college to renovate and provide wider student access to on-campus housing. This is a critical investment in the residential experience that defines a St. Olaf education.

## Appendix A: Neighborhood Meeting Invitation + Project Vicinity Map



# ST. OLAF COLLEGE STUDENT HOUSING Neighborhood Meeting

A vibrant residential experience is a defining part of a St. Olaf education and a core value of the Northfield community. In an effort to address a three-decades-long housing shortage on campus and meet current standards for health, safety, and accessibility, the Ole Avenue Project will provide a new 300-bed residence hall on the south side of St. Olaf Avenue, as well as townhouse-style residences for an additional 140 students on the north side of St. Olaf Avenue. Additional green space, parking, and sustainability improvements are also planned to promote St. Olaf's commitment to the community and environment.

Enter the St. Olaf Campus at Lincoln and 1st Street and look for tents at the base of the sledding hill. Rain or shine, please dress accordingly.

## ▶ Neighborhood Meeting Goals

- Share information about the project, process, and measures to complement the existing neighborhood
- Encourage one-on-one dialog with the neighborhood to answer questions about the project

## ▶ Who is Included?

To maintain physical distancing and follow group gathering guidelines, only property owners within 350 feet of the project boundary are invited to this special neighborhood meeting.

Visit [stolaf.edu/oleavenue](http://stolaf.edu/oleavenue) to learn more about the project. We look forward to talking with you and answering your questions during the meeting.

## WALK OVER AND JOIN US FOR AN OUTDOOR OPEN HOUSE!

Monday, September 21, 2020

Open Information  
Stations + One-on-One Q&A  
Opportunity

5:00-5:30 p.m.

Informational Presentation

5:30-5:45 p.m.

Re-Open  
Information Stations +  
One-on-One Q&A

5:45-6:30 p.m.

REMEMBER  
MASK ON



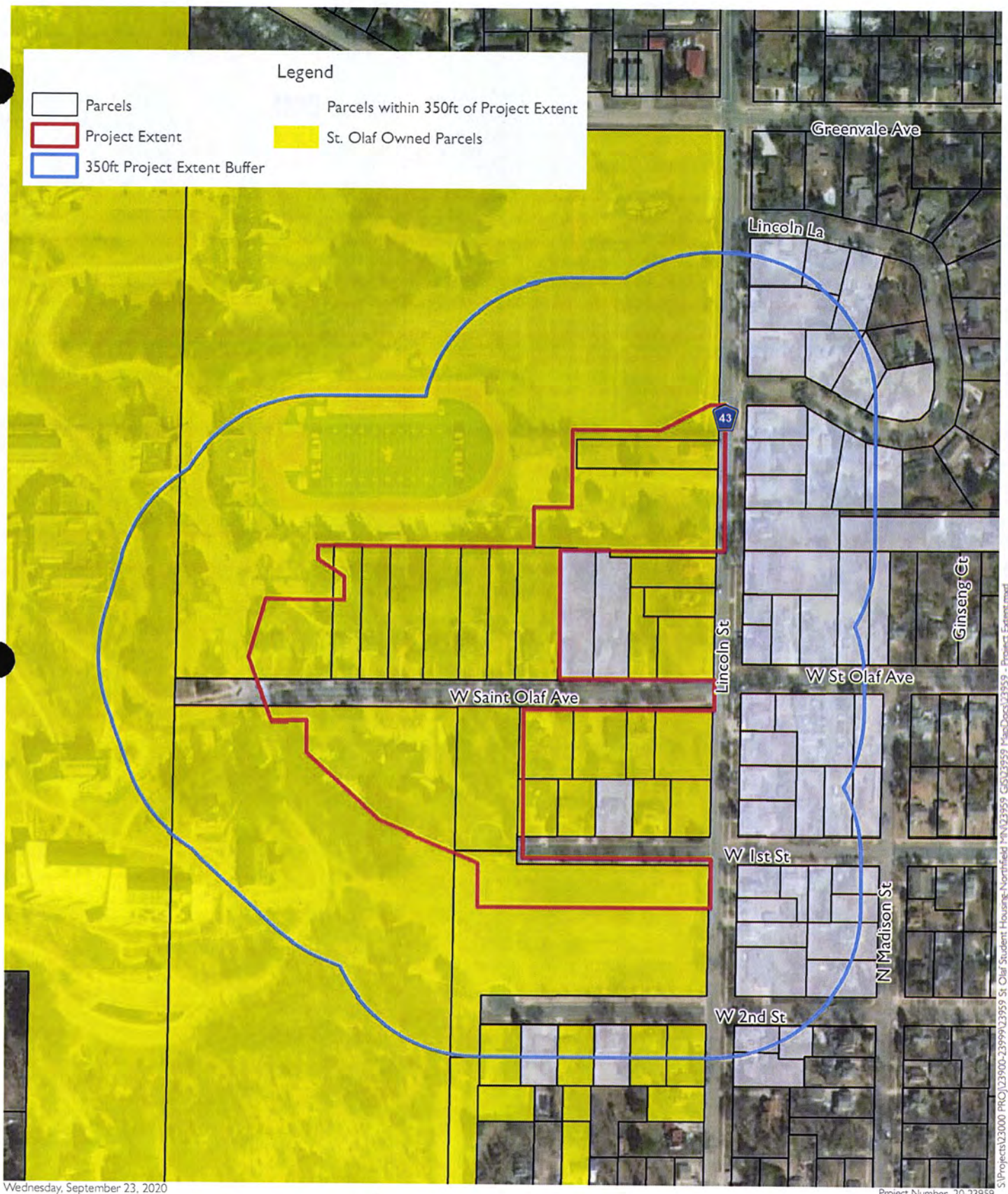
Please respect other attendees  
by maintaining appropriate  
physical distancing.



## Appendix B: Invited Residents List + 350' Boundary Map

# Property within 350' of Project Boundary

Owner Name	Owner Address Line 1	Owner Address Line 2	Site Address Line 1	Site Address Line 2	Owner and Site Same Address	Extent
AARON & JENNIFER ROTHMEYER	31 LINCOLN LN	NORTHFIELD MN 55057	31 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
ABRAHAM HENSON & RACHEL MORRISON	100 MADISON ST S	NORTHFIELD MN 55057	100 MADISON ST S	NORTHFIELD, MN	YES	350ft Extent
ALAN E & JANET M OKERMAN	3391 E ORCHARD RD	CENTENNIAL CO 80121	115 MADISON ST N	NORTHFIELD, MN	NO	350ft Extent
AMY J PALMIQUIST	107 LINCOLN ST S	NORTHFIELD MN 55057	107 LINCOLN ST S	NORTHFIELD, MN	YES	350ft Extent
ANN B LUFKIN	310 MAPLE ST	NORTHFIELD MN 55057	1 LINCOLN LN	NORTHFIELD, MN	NO	350ft Extent
BRYAN & VENESSA RINALDI	310 LINCOLN ST N	NORTHFIELD MN 55057	310 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
BRYAN C & JENNIFER M EGGUM	390 385TH ST	DENISON MN 55018	100 LINCOLN ST N	NORTHFIELD, MN	NO	350ft Extent
CHARLES A & BARBARA WILSON	1118 ST OLAF AVE	NORTHFIELD MN 55057	1118 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
CHARLES L PRYOR	1011 ST OLAF AVE	NORTHFIELD MN 55057	1011 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
CHRISTOPHER & BARBARA BARTH	220 LINCOLN ST N	NORTHFIELD MN 55057	220 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
CLAY D & STACEY A NIELSEN	29 LINCOLN LN	NORTHFIELD MN 55057	29 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
COLLEGE CITY RENTALS LLC	29269 BURMA AVE	NORTHFIELD MN 55057	101 LINCOLN ST S	NORTHFIELD, MN	NO	350ft Extent
DAVID J HARRIS	108 LINCOLN ST N	NORTHFIELD MN 55057	108 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
DOUGLAS FRANCE & JULIE BREHMER	5 LINCOLN LN	NORTHFIELD MN 55057	5 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
DOUGLAS G & SUSAN D OUIMETTE	304 LINCOLN ST N	NORTHFIELD MN 55057	304 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
DOUGLAS R WAECHTER & ALLISON G CARR	205 LINCOLN ST S	NORTHFIELD MN 55057	205 LINCOLN ST S	NORTHFIELD, MN	YES	350ft Extent
EMILY NELSON	1007 1ST ST W	NORTHFIELD MN 55057	1007 1ST ST W	NORTHFIELD, MN	YES	350ft Extent
ERIK MALAND REAL ESTATE HOLDINGS LLC	657 MARSHALL AVE	SAINT PAUL MN 55104	1014 ST OLAF AVE	NORTHFIELD, MN	NO	350ft Extent
FREDERICK M HOWE	1114 ST OLAF AVE	NORTHFIELD MN 55057	1114 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
GEOFFREY & KELLY KNOTT	1017 ST OLAF AVE	NORTHFIELD MN 55057	1017 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
GREGORY KNESER & SANDRA KIMMES	1008 ST OLAF AVE	NORTHFIELD MN 55057	1008 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
HELOISA C HOLDEN	39 LINCOLN LN	NORTHFIELD MN 55057	39 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
JESSE HAYES LIND HOHMAN & BRIANNA HOHMAN	110 MADISON ST S	NORTHFIELD MN 55057	110 MADISON ST S	NORTHFIELD, MN	YES	350ft Extent
JUDITH E ROTTSOLK	300 LINCOLN ST N	NORTHFIELD MN 55057	300 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
KATHRYN A HAUGEN	113 LINCOLN ST	NORTHFIELD MN 55057	113 LINCOLN ST S	NORTHFIELD, MN	YES	350ft Extent
KATHRYN ANN JAMISON	118 MADISON ST S	NORTHFIELD MN 55057	118 MADISON ST S	NORTHFIELD, MN	YES	350ft Extent
KEVIN C & KAREN J OVERBY ET AL	5062 LONSDALE BLVD	NORTHFIELD MN 55057	1008 1ST ST W	NORTHFIELD, MN	NO	350ft Extent
KEVIN L ELY & GERALD D FOX	101 MADISON ST N	NORTHFIELD MN 55057	101 MADISON ST N	NORTHFIELD, MN	YES	350ft Extent
KIERKEGAARD HOUSE FOUNDATION	1208 NEVADA ST	NORTHFIELD MN 55057	3 LINCOLN LN	NORTHFIELD, MN	NO	350ft Extent
LOIS ELAINE QUAM	4227 37TH ST NW	WASHINGTON DC 20008	30 LINCOLN LN	NORTHFIELD, MN	NO	350ft Extent
LOURDES M CALLEJA	1012 ST OLAF AVE	NORTHFIELD MN 55057	1012 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
MARCIA A PIKULA	201 LINCOLN ST S	NORTHFIELD MN 55057	201 LINCOLN ST S	NORTHFIELD, MN	YES	350ft Extent
MARCIA R WIDMAN TRUST	212 LINCOLN ST N	NORTHFIELD MN 55057	212 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
MARVIN KORBEL & EILEEN SEELEY	PO BOX 855	NORTHFIELD MN 55057	208 LINCOLN ST N	NORTHFIELD, MN	NO	350ft Extent
MARY A BROWN	104 MADISON ST S	NORTHFIELD MN 55057	104 MADISON ST S	NORTHFIELD, MN	YES	350ft Extent
MICHAEL R & OLIVIA BOUDREAU	1004 1ST ST W	NORTHFIELD MN 55057	1004 1ST ST W	NORTHFIELD, MN	YES	350ft Extent
NOAH A CASHMAN	PO BOX 227	DUNDAS MN 55019	107 GINSENG CT	NORTHFIELD, MN	NO	350ft Extent
PATRICK A CEAS & JEAN C PORTERFIELD	312 LINCOLN ST N	NORTHFIELD MN 55057	312 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
PAUL & WENDY CLOAK	34 LINCOLN LN	NORTHFIELD MN 55057	34 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
PEGGY ANN JOHNSON	106 LINCOLN ST N	NORTHFIELD MN 55057	106 LINCOLN ST N	NORTHFIELD, MN	YES	350ft Extent
PETER J & KAREN SAXE WEBB	1113 2ND ST W	NORTHFIELD MN 55057	1113 2ND ST W	NORTHFIELD, MN	YES	350ft Extent
ROBERT S & CATHLEEN J CARLSON	1002 ST OLAF AVE	NORTHFIELD MN 55057	1002 ST OLAF AVE	NORTHFIELD, MN	YES	350ft Extent
ROGER & RIDDICK ANNIE BOEHM	35 LINCOLN LN	NORTHFIELD MN 55057	35 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
STEVEN P MCGUIRE	721 12TH ST NW	ROCHESTER MN 55901	1009 1ST ST W	NORTHFIELD, MN	NO	350ft Extent
THOMAS E & KATHRYN A ROHS	1005 2ND ST W	NORTHFIELD MN 55057	1005 2ND ST W	NORTHFIELD, MN	YES	350ft Extent
TOBE Z BARKSDALE	1106 FIRST ST W	NORTHFIELD MN 55057	1106 1ST ST W	NORTHFIELD, MN	YES	350ft Extent
TYLER & EMMA BALOW	6 LINCOLN LN	NORTHFIELD MN 55057	6 LINCOLN LN	NORTHFIELD, MN	YES	350ft Extent
WALTER A STROMSETH TRUST	1123 2ND ST W	NORTHFIELD MN 55057	1123 2ND ST W	NORTHFIELD, MN	YES	350ft Extent
WILLIAM R POEHLMANN	105 LINCOLN ST S	NORTHFIELD MN 55057	105 LINCOLN ST S	NORTHFIELD, MN	YES	350ft Extent



0 150 300  
Feet  
1 in = 300 ft



# Parcels and Project Extent Map St. Olaf Student Housing Northfield, Rice County, Minnesota

Source(s):  
Orthophoto (ESRI)  
Parcels (Rice County, 2020)

ISG

## Appendix C: Neighborhood Comment Card Log

## ARCHITECTURE

### Comment 1

Are you going to regret flat roofs later on?

### Comment 2

Use an extra color – not all grey!

## SITE LAYOUT / LANDSCAPING

### Comment 3

Very concerned about the tree removal that the new buildings will require. Beautiful trees should be left alone if at all possible.

### Comment 4

Please consider planting even more trees that will one day bring beauty back to campus.

### Comment 5

The pictures don't really look as if it fits into our neighborhood...very flat...tiny trees...

### Comment 6

Please consider adding some native prairie grasses in a few areas. Great environmental benefits to these.

## GENERAL COMMENTS

### Comment 7

Apparently there is a page on the St. Olaf web site that is a 'portal' to communicate with people if we want to draw attention to some campus issue, short of calling the police. I have never found the page. Could someone please send me the url? Peter Webb [webb@math.umn.edu](mailto:webb@math.umn.edu)

### Comment 8

As an alum, I understand the deep need for more housing. Now as a resident of Ole Ave, I'm very concerned with how this current plan will change and shape the neighborhood. I'd really like to see housing expand into a different direction. Olaf owns so much land. I'd like to see the honor houses taken down and green space leading up to campus. Put the housing elsewhere. Thanks for considering.

### Comment 9

What are expected changes in noise volume in adjacent neighborhood? – Nighttime noise volume?

## REZONING/CUP COMMENTS

### Comment 10

Concern about CD Zoning of field south of First St. Tobe Barksdale [toby\\_barksdale@yahoo.com](mailto:toby_barksdale@yahoo.com)

### Comment 11

Rezoing: Please leave the field between 1st and 2nd St. off the rezoning. If St. Olaf really has no intention for development of this field, what does the college have to lose by leaving the zoning of the field as it is. Peter Webb

## PARKING / TRAFFIC

### Comment 12

I live on St. Olaf Avenue and have small children who run the neighborhood and cross Ole Ave. I am concerned about added traffic to the avenue. I would like to see parking for students remain by Buntrock, as it was when I was a student. I hope it doesn't make parking to accessible for students.

### Comment 13

I think that St. Olaf should reverse its policy about allowing students to have their own cars. Check with Carlton – Carlton students are allowed cars but they can't access them at every whim...

### Comment 14

Concern with connection to First St.

### Comment 15

What is the campus police plan?

Would St. O. support neighborhood parking permits?

### Comment 16

We need a better handle on actual traffic volume on E-W neighborhood streets.

- Not just commuting hours.
- What are expected changes in volume vs. present-day counts?
- Speed control near restaurant/neighborhood?
- Foot traffic volume changes?

### Comment 17

St. Olaf's current policy (parking) needs to be tightened up and mirror Carleton's policy. Street parking in the neighborhood is increasing by students!

### Comment 18

Curb bump outs at Lincoln/St. Olaf and 2nd/Lincoln to slow traffic.

### Comment 19

Enforce/enhance off campus parking regs to not on street.

### Comment 20

I think this will result in increased traffic – noise and air pollution past my home on Lincoln.

I am concerned about increased traffic to the new Lincoln Street parking lots. It is already a busy street that many speed down and I am concerned about safety and traffic flow.

### Comment 21

Do not install a parking lot on the field south of 1st St. Leave trees on 1st St. intact, please. If a drainage point at the east end of 1st St. is necessary, please minimize the impact. Please do not install more street lights on 1st St. Peter Webb

### Comment 22

Use of 1st street by increased traffic, especially trucks.

The delivery to the new dorm is accessible primarily from 1st St. (and to some extent by the new road joining to St. Olaf Ave. There will be traffic from service vehicles, which is a concern. It will change the neighborhood. Peter Webb

**Comment 23**

I suspect vehicle traffic to and from the campus that regularly goes by the house will increase.

**Comment 24**

Extend sidewalk west of Lincoln

Move holding ponds

**Comment 25**

Move holding pond from athletic field where frisbee football etc held to just east of dorm.

Preserve view of Old Main and athletic field use.

**Comment 26**

We would like to see the sidewalk continue all the way down the west side of Lincoln street from Greenvale to First St. at least.

**Comment 27**

A concern about basin on field next to First St. toby\_barksdale@yahoo.com

**DECOMMISSIONING****Comment 28**

Recycling or not – it seems a pity to tear down buildings with character and usefulness.

## Appendix D: Neighborhood Meeting Photography



Figure D-1: Various tents were set up to encourage questions, sharing of information, and appropriate physical distancing



Figure D-2: Project partners used presentation boards to describe the project and answer neighbor questions



Figure D-3: Neighbors visiting individual tents to learn about various aspects of the project



Figure D-4: Presentation by Jan Hanson - St. Olaf College



Figure D-5: Neighbors listening to presentation



Figure D-6: Neighbors visiting booths to ask questions and be informed

# PARKING STUDY

St. Olaf College  
*Northfield, MN*

June 24, 2020

Project No. 20-23959



Architecture  
Engineering  
Environmental  
Planning  
ISGInc.com

REPORT FOR:  
St. Olaf College  
1520 St. Olaf Avenue  
Northfield, MN 55057

FROM:  
ISG  
Will Kratt, **PE, PTOE**  
201 Main Street + Suite 1020  
La Crosse, Wisconsin 54601  
608.789.2034  
Will.Kratt@ISGInc.com

## SIGNATURE SHEET

I HEREBY CERTIFY THAT THESE CALCULATIONS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

---

William A. Kratt, **PE, PTOE**

Project Engineer

License No. 51210

My license renewal date is June 30, 2020

Documents covered by this seal:

St. Olaf Parking Study

ISG

201 Main Street, Suite 1020

La Crosse, WI 54601

St. Olaf College

Northfield, Minnesota

Engineer's Project Number: 20-23959

Dated this 24<sup>th</sup> day of June, 2020

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## EXECUTIVE SUMMARY

### Studied Site Description and Location

This Parking Study analyzed current and proposed parking throughout the campus of St. Olaf College located in Northfield Minnesota. At the time of writing, the COVID-19 virus pandemic has had unprecedented and ongoing impacts on travel behavior. As a result, ISG did not collect and document occupancy or duration of vehicles on campus. This study has been prepared in response to the reconstruction of on-site student housing. The proposed student housing will provide additional student residences based on current enrollment needs. The site is located within the northwest city limits of Northfield, MN. The college campus is bounded by Highway 19 Boulevard along the southern property line, providing access to Interstate 35-W and Lincoln Street North along the east. This report is being provided in tandem with a Traffic Impact Study completed by ISG, which is reviewing the existing and proposed traffic generated by the reconstructed student housing.

### Recommendations + Conclusions

Based on the parking permit regulations and historical sales, existing infrastructure, the school's mission, and existing multi-modal transportation, St. Olaf College meets the requirement of providing a parking stall for each student vehicle, faculty member, and staff member, and the average visitor parking demand. the current parking on-campus is meeting current parking demands. St. Olaf College offers a unique experience for its community and promotes a green lifestyle by increasing student awareness and involvement within the City of Northfield. The school is currently utilizing practices to decrease the demand of student, faculty, and staff parking on-site by:

- increasing permit prices
- providing permits to students on a need-basis
- providing fewer parking stalls
- providing school site infrastructure to establish a walkable campus and accommodate bicycle travel
- encouraging students to be sustainable and reduce their own carbon footprint
- and promoting a wide variety of transit, rental, and rideshare opportunities.

Per the historical permit sales, the proposed number of parking stalls is sufficient for future growth when all students will be living on campus. While enrollment and faculty/staff grow in the future, it is recommended for St. Olaf to increase existing multi-modal transportation and work with businesses to provide sustainable alternatives for the community that align with the school's values and keep demand for parking on-campus low by:

- Increasing the fleet size of the on-campus green bikes program
- Looking into the possibility of buses being equipped with GPS tracking features to allow transit riders to track buses in real time online or on their mobile devices. This would lead to a more convenient and pleasant transit experience that can increase ridership.
- Installing transit shelters on-campus at frequent stops to protect riders from wind and precipitation while they wait for buses. Transit shelters also offer an opportunity to coordinate shelter design with campus branding, wayfinding, signage, and security features.
- Providing a school resource for ridesharing for faculty, staff, and students.
- Constructing bike-lanes within existing roadways to reduce bicycle traffic on walkways or construct shared-use paths.
- Educate students, faculty, staff, and visitors on the availability of Lyft throughout the Northfield area and Uber in parts of Northfield

## INTRODUCTION

### Purpose of Report

The purpose of this report is to document the methodologies, findings, recommendations, and conclusions of the Parking Study; including the basis for all assumptions, analysis parameters, and conclusions. This report presents data in a logical format including tables and figures in order to accurately and clearly convey the data and its meaning.

### Study Objectives

The objectives of this study include the following:

1. Identify how much parking is provided at the school
2. Determine how existing parking is being utilized
3. Determine how existing and future demands relate to current capacity

## APPROACH

At the time of writing, the COVID-19 virus pandemic has had unprecedented and ongoing impacts on travel behavior. As a result, ISG did not collect occupancy and duration counts in preparation for this study. Higher education school facilities, including St. Olaf College, suspended in-person instruction through much of April and May. St. Olaf College students only attended classes online starting April 6 and online instruction will continue through the summer term. A Stay at Home order was issued by Minnesota State government directing Minnesotans to limit movements outside of their homes to essential needs and was effective until May 18th. Since, a Stay Safe Minnesota Plan has been put in place limiting the in-person school learning and promoting distance learning until further notice. It's likely that effects of the COVID-19 pandemic will continue until social distancing measures recommended by state and federal governments are lifted. It is unknown when local travel patterns will return to what was considered normal pre-COVID-19. Occupancy and duration counts conducted at this time would result in data unrepresentative of the facilities typical parking usage. To more accurately evaluate the occupancy of parking spaces, past data from issued permits have been provided from St. Olaf.

## BACKGROUND

### Enrollment and Inventory

This report studies the existing and proposed parking at St. Olaf College. A preliminary site plan of the reconstructed student housing is provided in **Appendix A** and a project location map is provided in **Appendix B**. St. Olaf College is a private liberal arts college on 650-acres of land within Northfield, Minnesota that offers 39 major areas of study for the bachelors of arts degree, 4 for the bachelors of music degree, and 19 areas of concentration.

Enrollment has steadily increased at an average annual growth rate of 0.4% since 2015 with 3,005 full-time students in 2015 and 3,050 in 2019. It is anticipated that the school will maintain this growth within future years. **Figure 1** provides a visual representation of the historical and projected enrollment numbers. Conservatively, this projection does not represent current economic trends that may impact future growth. For the intent of this study, the future growth of students will be assumed to maintain the shown trend.

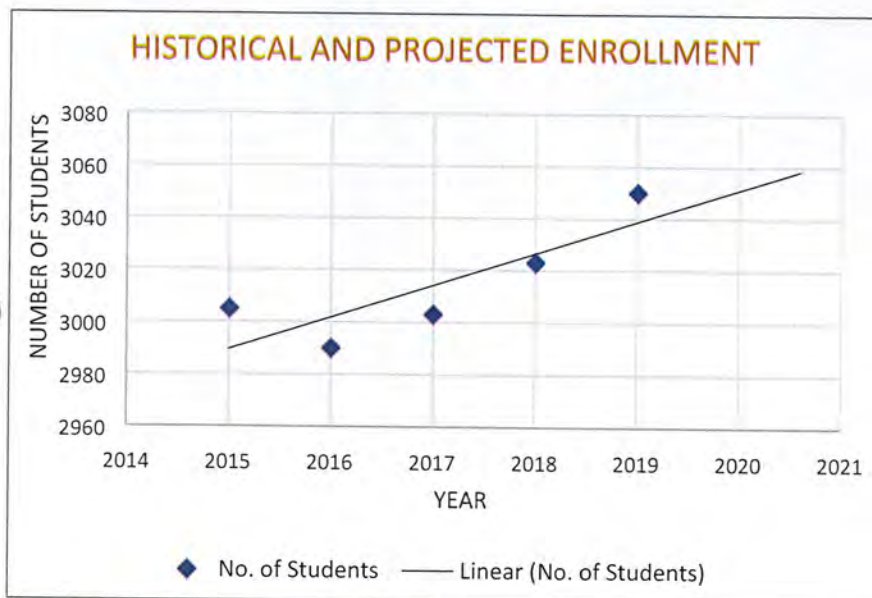


Figure 1: Historical and Projected Enrollment

TYPE OF STALL	NUMBER OF STALLS	% OF STALLS
Faculty, Staff, or Visitor	816	44.2%
Visitor Only	59	3.2%
Reserved	68	3.6%
Handicap	64	3.5%
Loading Only	12	0.0%
Student Spaces	822	45.5%
<b>TOTAL</b>	<b>1841</b>	<b>100%</b>

Table 1: Existing Parking Stall Count

St. Olaf College was founded in 1874 with a 300-acre campus and 350-acres of restored natural features such as wetlands, woodlands, and native tallgrass prairie as shown in the existing land use maps in **Appendix C**. The campus provides an interconnected network of pedestrian walkway that are primarily located internally. Vehicles navigate throughout the campus on a single roadway that loops around the main campus buildings and walkways to provide vehicle access to residence housing and adjacent parking lots. This design increases vehicle and pedestrian travel time by reducing the frequency of pedestrian crossing points

Throughout the site there are a total of 1,841 parking stalls across 39 lots. Each parking lot has designated intended uses for one or more of the following: visitor, faculty/staff, handicap, reserved, loading only, or student. **Table 1** provides the breakout of number of stalls and their designation throughout the campus. The majority of parking on-campus is for faculty, staff, and students during weekday business hours.

## Occupancy and Parking Permits

Due to the inability to accurately collect parking data for this study, occupancy was determined based on the historical number of permits issued by St. Olaf. The types of parking permits correspond to the different categories of parking needs for the campus. The type of permit fees per permit is shown in **Table 2**.

Table 2: St. Olaf's Parking Permit Fees.

Type of Permit	Sem. 1 Price	Sem. 2 Price	Year-Long
Commuter	\$ 140.00	\$ 140.00	\$ 260.00
Honor/Language	\$ 140.00	\$ 140.00	\$ 140.00
Lincoln Lot	\$ 140.00	\$ 140.00	\$ 140.00
Skoglund Lot	\$ 140.00	\$ 140.00	\$ 140.00
Storage - Lot J / Lot I	\$ 140.00	\$ 140.00	\$ 140.00
Motorcycle / Scooter	\$60.00 (per year)		
Temporary	\$30.00 for 7 consecutive days		
Summer Permit	\$35.00 for both summer sessions		

## STUDENTS

St. Olaf College currently has 94.1% of their students living on-campus. The student distribution is shown in **Figure 2**. Only 175 students live off-campus. 67% of off-campus students live within 0.5-miles of campus and the remaining 57 students live more than 0.5-miles away. A heat map has been provided in **Appendix D**, illustrating where off-campus students reside.

Student housing is provided across 11 residence halls and 19 honor houses that are illustrated in **Appendix E**. The on-campus population residing within student housing is approximately 2,776 students. In combination with the existing number of designated student parking stalls, there is on average 0.29 permitted parking stalls per student living on-campus. This lifestyle promotes the students to utilize the existing campus infrastructure and other forms of transportation to commute for personal needs, to volunteer, or work. Other forms of transportation are discussed within the *Multi-Modal Transportation* section of this report. By providing a limited number of student parking, it reduces the need and number of student vehicle storage permits and encourages less driving and more walking, biking, public transit and alternative transportation use.

To systematically assign student parking permits, a student is required to demonstrate a verifiable need for the permit such as:

- A commuter – Students living off-campus
- Academic – Nursing practicums, student teachers, or an off-campus senior project related. Qualifications are determined within the students specified education department.
- Service – Students who volunteer a minimum of 8 hours/week off-campus
- Work – Students who are employed off-campus and work more than 10-hours per week
- Storage – Students living beyond a 200-mile radius from campus
- Medical – Students on a short term or as needed basis due to physical limitations
- Temporary – Permits that are issued for 7-days and are not issued more than 3-times during an academic year

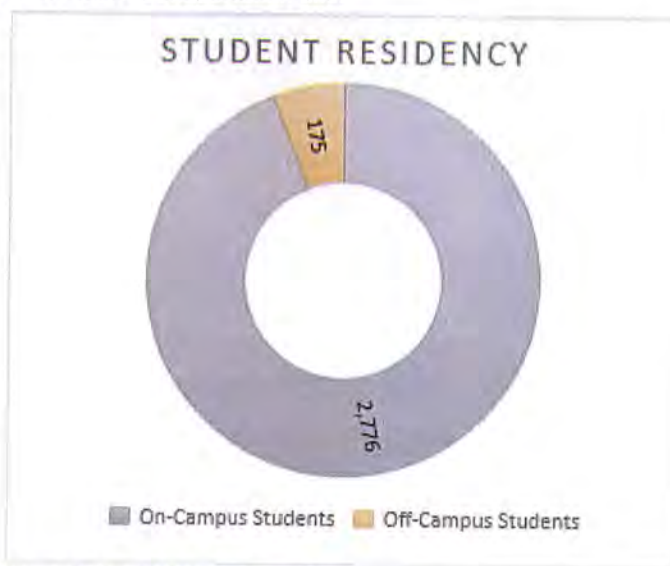


Figure 2 : St. Olaf student residency count

Permits are then issued based on student seniority. Student parking is provided across 8 dedicated parking lots with 2 of the parking lots dedicated to commuter parking only. The existing provided student parking is illustrated in **Appendix F**. Students who live in a current Honors or Language House are provided with 2 parking permits per house. These permits allow students to park in the house's driveway, and these permits are not shown within **Appendix F**. Lastly students can park on the street within the eastern residential neighborhood. Based on existing on-street parking restrictions for roadways that are 2-blocks from campus there are approximately 200 parallel parking stalls students may be able to utilize without a permit.

According to St. Olaf College permit data, the college issues a maximum of 850 student parking permits, 94 of which are commuter parking permits. This corresponds to approximately 27% percent of on-campus residents being issued parking permits and 54% of off-campus residents being issued commuter permits.

#### FACULTY, STAFF, AND VISITOR

Issued permits are provided to all faculty and staff of the school and parking is located across 28 parking lots. Refer to **Appendix F** to identify the locations of the allocated parking lots. Per St. Olaf College's most recent IPEDS Human Resources Report, St. Olaf College employed 821 people in 2019. The existing number of parking stalls and the provided staff count would equate to 0.99 parking stalls per 1 faculty / staff. In Fall of 2019 there were 573 full-time and 248 part-time faculty/staff, or 70% and 30% respectively. According to St. Olaf College permit data, the college issues approximately 800 faculty/staff permits. The school also reports that current occupancy rates are about 70% due to the large number of faculty and staff not on site daily.

All faculty and staff parking lots authorize visitor parking. Visitors are not required to obtain a parking permit. Three parking lots are dedicated to visitor parking only and there is unpaved overflow parking for special events such as Choral Concerts and Graduation in the intermural field, south of Lot I. This parking lot can fit approximately 270 additional standard vehicles for visitors. Note that this additional parking is not listed within **Table 2** due to its limited use throughout the academic year.

#### Multi-Modal Transportation

St. Olaf College promotes community environmental responsibility and sustainability while priding itself in immersing their students with opportunities to reduce their own carbon footprint. The campus promotes communal and multi-modal travel on- and off-campus. There are several alternative transportation options that students, faculty, and staff can utilize on a regular basis based on what works best for each individual's need.

#### CITY-WIDE BUS ROUTES

The Hiawathaland Transit system provides local connectivity. The Hiawathaland Transit system's Northfield Express Route is available during the St. Olaf school year and makes stops in the middle of St. Olaf College campus and at other major destination in Northfield. This bus route maintains 60-minute headways between buses from 4 pm to 11 pm Monday through Saturday and from 3 pm to 6 pm on Sundays, aligning with typical time periods when students have the availability after class to ride. The Northfield Blue Route is also available. Buses on this route stop in the middle of St. Olaf College campus and circulate the adjacent residential neighborhood to the east and other destinations within northern Northfield. Riders on the Northfield Blue Route can transfer to the Northfield Red Route at City Hall. The Northfield Red Route provides access to destinations within southern Northfield. Headways between buses on the Northfield Blue Route are 45 minutes and the buses run from 6 am to 5:15 pm daily.

The Express Route is a public, shortened route compared to the Blue Route and Red Route that is free to faculty, staff, and students with a St. Olaf ID. The City of Northfield's main public transportation is the Red and Blue Routes of Hiawathaland Transit. The Red Route and Blue Route buses are free with a St. Olaf ID. Maps are provided in **Appendix G** to illustrate the local public bus routes.

Lastly, Hiawathaland Transit provides a "Dial-A-Ride" option to St. Olaf students where they can pay \$1.25 for a token which provides the ability to schedule a one-way ride within city limits.

## CAMPUS SHUTTLE

Oles-Go provides daytime transportation in Northfield for volunteer, medical appointments, and pharmacy trips or work locally. This shuttle is not provided for personal trips and is a mini-van that follows a route but does allow for some route deviations based on request. The shuttle service has two-standard routes that operate from 7:30-8:30AM and from 8:30AM-5:30PM. The shuttle off-campus stops include:

- Allina
- Northfield High School
- Northfield Community Resource
- Northfield Middle School
- Bridgewater School
- Sibley School
- Carleton College
- Bridge Square
- Greenvale School

## RIDESHARE AND RENTALS

St. Olaf has sought out partnerships with businesses to provide other transportation opportunities to further enable their student's mobility by partnering with Enterprise. Enterprise and St. Olaf have created a CarShare program that allows students to become a member for \$1 and are charged \$5 per hour to use a vehicle. Students are recommended to use this program to run errands or travel out of town as needed. Additionally, students above the age of 21 can rent a vehicle through Enterprise's Rent-A-Car for personal usage.

The school has a fleet of vehicles that allow student organizations to reserve a vehicle for trips, volunteering opportunities, and general organization business. If all fleet vehicles are reserved, student organizations can work with staff to rent a vehicle from Enterprise, ensuring accessibility.

Lastly, there are a number of RideShare websites and groups, including Waze Carpool, that are not sponsored by St. Olaf College but provide students, faculty, and staff with the opportunity to carpool.

## PEDESTRIAN AND BICYCLE TRAVEL

To promote accessibility and a healthy lifestyle, St. Olaf campus is primarily accessible via pedestrian walkways. The interconnected design allows students, visitors, and faculty/staff to access most of campus in under 10-minutes. The centralized network decreases pedestrian delay by limiting the number of pedestrian crossings of primarily vehicle-traveled roadways. **Appendix H** depicts the distance a student can-travel from on-campus housing using a standard walking speed of 3 MPH and the existing walkway infrastructure within 5-minutes or less. Travel time would decrease across campus for anyone who utilizes a bike, which is encouraged within the community based on current bicycle policies, the St. Olaf Cycling Club, and the school's annual participation in "National Walk/Bike to Work Week" as one of their various green initiatives.

Not only does the campus encourage students to bring their own bike from home but has created a student-run Green Bikes program which was launched to provide students with a mode of travel that reduced vehicle travel and promote fitness. The program allows anyone within the St. Olaf community to access a bike and safety equipment. Various bike sizes are available based on the user's height.

## BEYOND NORTHFIELD

A large portion of the student population is not from Northfield or surrounding areas. If students need to travel outside of Northfield, there are a number of opportunities beyond ride sharing to commute outside of city limits.

Northfield Lines partner with St. Olaf College to provide shuttles to Minneapolis-St. Paul International Airport for all college breaks. One-way shuttle tickets are \$15 for students. Northfield Lines also operates a daily service from campus to various locations in the Twin Cities for the same price as the one-way shuttle to the Airport.

Lastly, students can commute via a taxi or car service. St. Olaf does not work directly with these companies, but staff is willing to work with the students to find transportation services through:

- First Choice Shuttle
- Shuttlefare
- Aspen Travel Taxi & Limo
- AmTrak Trains
- MegaBus

## Key Findings

A compiled collection of existing principles established on how the site functions with its existing parking are summarized as:

- 96.1% of students live on campus and the school has a goal of 100% of their students living on-campus throughout their academic career
- Per current permitting practices, pricing and number of permits issued is used as a demand reduction management strategy
- Existing faculty/staff parking capacity exceeds current demand.
- Existing student parking capacity meets current demand.
- School infrastructure lends itself to a multi-modal transportation, including a walkable campus and bicycle travel
- School encourages students to be sustainable and reduce their own carbon footprint
- A wide variety of transit, rental, and rideshare opportunities decrease students' reliance on personal vehicles, reducing the need for long-term on-campus student parking capacity.

## PARKING ANALYSIS

According to St. Olaf College, campus-wide parking is operating below capacity for students, faculty, and staff, and all faculty and staff who desire a permit are able to acquire one. Visitor parking is not able to be tracked due to the fact visitor parking does not require permitting. Considering there are three dedicated visitor parking lots and most permitted stalls allow visitor parking, it is deduced that visitor parking throughout campus is sufficient. During events that increase visitor traffic there is a provided overflow parking that can hold 270 more vehicles. Per the existing number of students, student permitted parking, and off-campus parking, St. Olaf College has 35% of their total student population bringing cars to campus (27% of on-campus students and 54% of off-campus students).

A 2017 survey completed by U.S. News across 214 national universities found that during the academic year approximately 46.8% of students brought cars to campus. Additionally, it was found that some colleges and universities had a less than 7% average. Many of these schools had low parking volumes and higher permitting prices to decrease demand and promoting their faculty, staff, and students to utilize other modes of transportation.

At St. Olaf College, students are encouraged to be fully immersed in their campus lifestyle by requiring a majority of students to live on-campus. Limiting parking permits to students who commute, regularly volunteer off campus, regularly work off campus, live further than 200 miles from campus, or require a campus permit for medical reasons encourages students to engage in

campus activities and utilize public transit to immerse themselves in the City of Northfield, consistent with the college's campus sustainability initiative and identity as a residential college. Additionally, not all faculty and staff work full-time, thus creating an influx of parking stalls that would not be utilized. Providing a stall for every student would reduce the demand for multi-modal transportation, increasing the community's carbon footprint and inadvertently reduce the number of jobs employed by impacted markets.

Per the City of Northfield's Zoning Map, **Appendix I**, the school is classified as College Development "CD-S" and the City's land use plan states:

*"Campus-wide requirement as determined through a parking study. One parking space for each faculty, staff, student vehicle, and the number of parking spaces equal to the average visitor parking demand as documented in a parking study. On street parking adjacent to property owned by a college may be counted towards meeting the parking requirement".*

If St. Olaf College provided 1 parking stall per each student vehicle, faculty member, and staff member, that would require a total of approximately 1,680 parking stalls (850 student vehicles and 820-830 faculty/staff). Across campus there are 1,829 permitted parking stalls (excluding loading parking stalls), 270 overflow visitor stalls, and 200 off-campus stalls within the adjacent residential neighborhood. The number of permitted parking stalls (excluding loading parking stalls) exceeds the number of required parking stall per the City's land use plan.

To maintain existing campus functionality and operations it would be in the school's best interest to supply a consistent percentage of parking for students, faculty, and staff based on number of students enrolled and faculty/staff employed. In doing so, parking demand would decrease and multi-modal transportation can grow.

## 2020-2021 Site Improvements

St. Olaf has identified one of their goals is to have all their students live on campus throughout their academic career. There is currently a disparity of student housing, resulting in approximately 5.9% of their students living off-campus. St. Olaf has planned to reconstruct student housing along St. Olaf Avenue and allow for all students to live on-campus once construction is completed. A proposed site plan is provided in **Appendix A**. The site construction is planned to begin in 2020 and completed by fall of 2021.

New student housing project would consist of dorm and townhome style housing designed to accommodate 440 students. The project also includes the construction of a 182-stall parking lot dedicated to students. The site construction would allow all students to live on-campus and create a net additional 134 parking stalls for students shown in **Appendix J**. The 175 students who live off-campus would be able to live on-campus, and assuming the current rate of issuing parking permits is maintained (27% of on campus students), about 48 additional stalls would be required. The number of stalls provided in the proposed parking lot exceeds the number of stalls required to maintain St. Olaf College's existing student parking rate. Adding 134 parking stalls instead of 48 stalls would increase the on-campus student parking rate from 27% to 33% (984 stalls / 2951 students). The campus walkability would increase as a result of additional proposed sidewalks. A map has been provided in **Appendix K** depicts the walkability and would maintain the existing results that most of the campus is accessible within 10-minutes at an average student walking speed.

## RECOMMENDATIONS + CONCLUSIONS

St. Olaf College offers a unique experience for its community and promotes a green lifestyle by increasing student awareness and involvement within the City of Northfield. The school is currently utilizing practices to decrease the demand of student, faculty, and staff parking on-site such as increasing permit prices, providing permits to students on a need-basis, providing school site

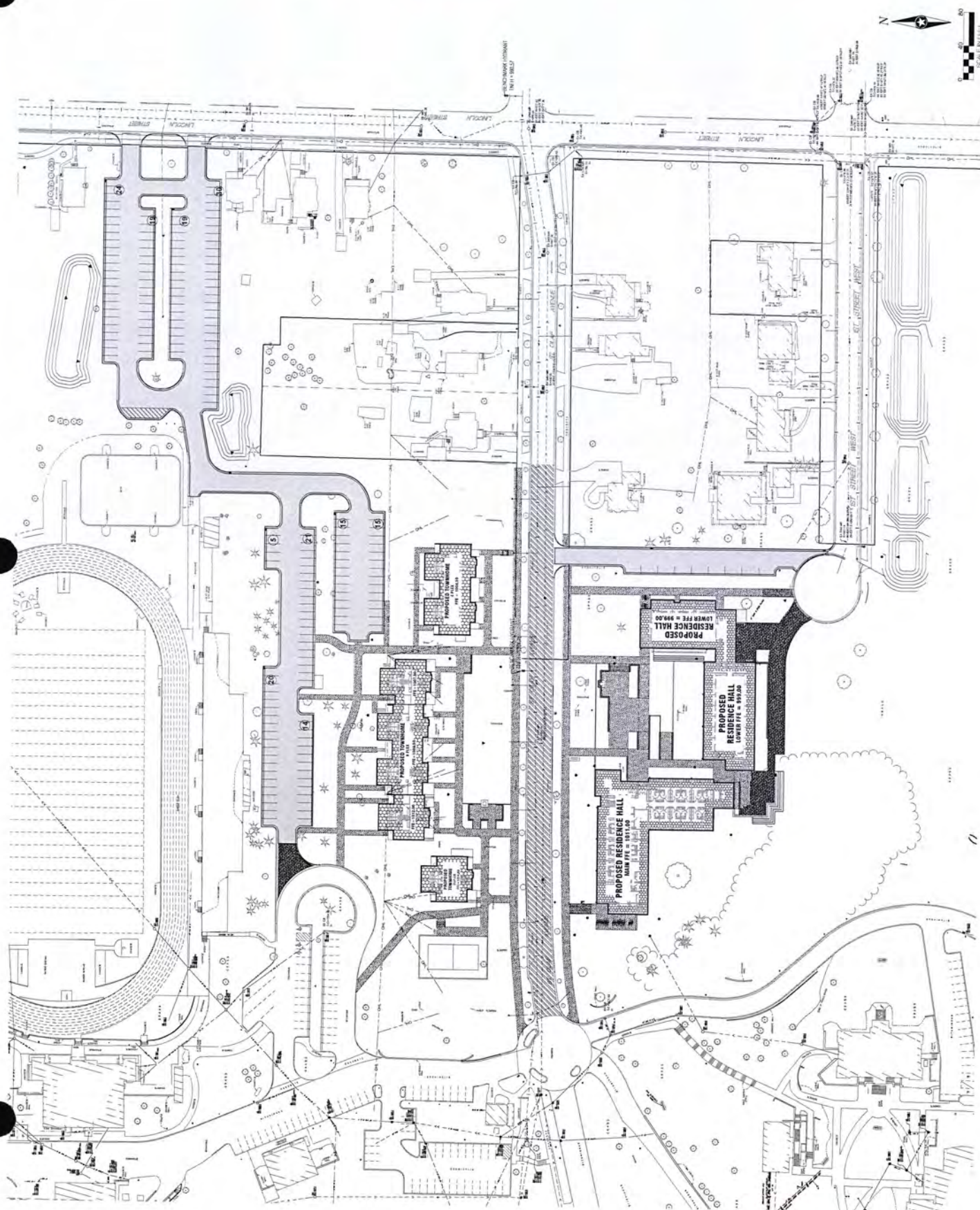
infrastructure to establish a walkable campus and accommodate bicycle travel, encouraging students to be sustainable and reduce their own carbon footprint, and promoting a wide variety of transit, rental, and rideshare opportunities.

These demand management strategies reduce the number of students bringing vehicles to campus. Based on the compiled permit parking, existing infrastructure, the school's mission, and existing multi-modal transportation, St. Olaf College meets the requirement of providing a parking stall for each student vehicle, faculty member, and staff member, and the average visitor parking demand.

The proposed student housing development will increase student parking lot capacity. As enrollment and faculty/staff grow, increasing existing multi-modal transportation and working with businesses to provide sustainable alternatives for the community that align with the school's values and keep demand for parking on-campus low is recommended. Examples include:

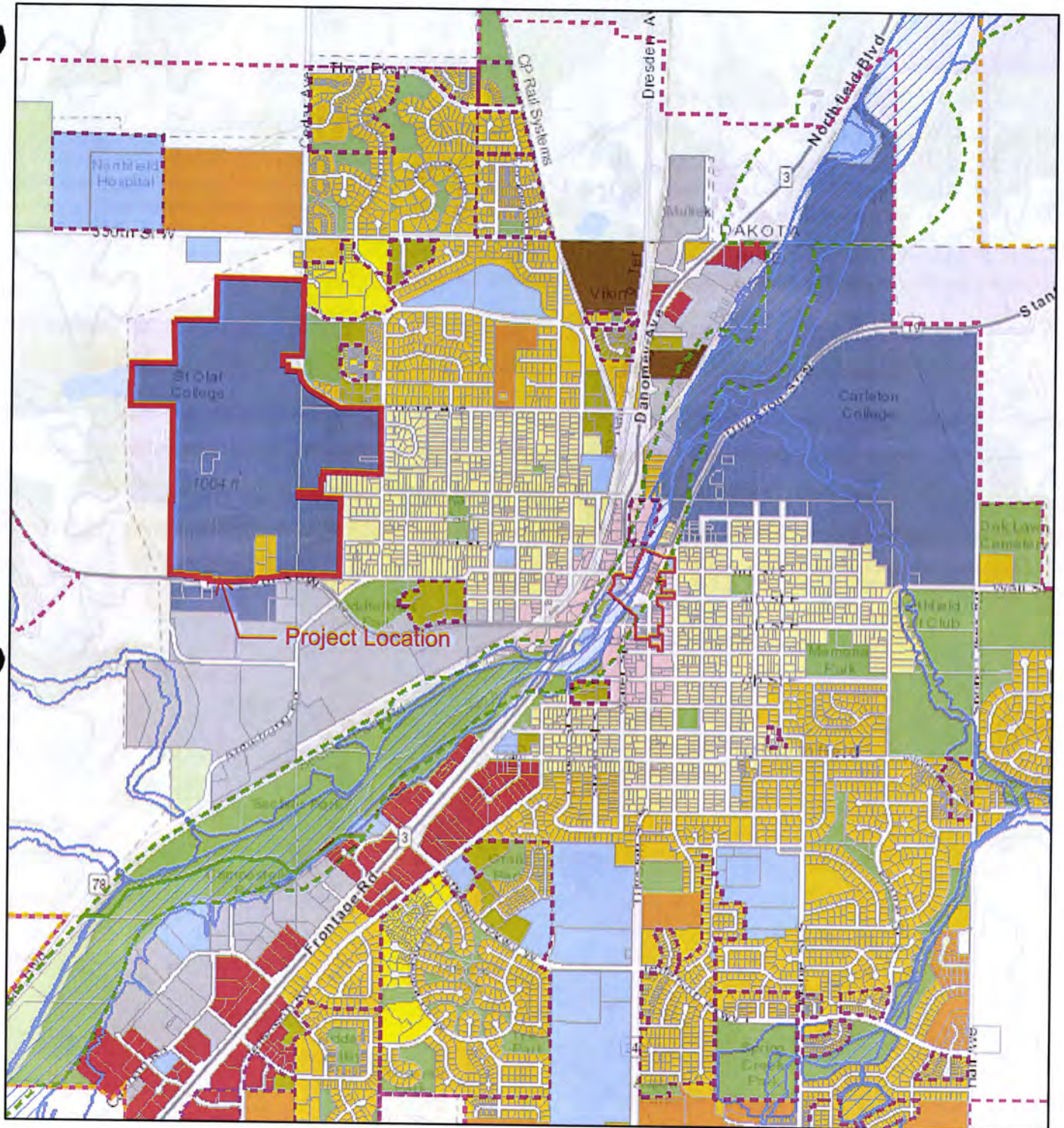
- Increasing the fleet size of the green bikes program
- Looking into the possibility of buses being equipped with GPS tracking features to allow transit riders to track buses in real time online or on their mobile devices which leads to a more convenient and pleasant transit experience that can increase ridership.
- Installing transit shelters at frequent stops to protect riders from wind and precipitation while they wait for buses. Transit shelters also offer an opportunity to coordinate shelter design with campus branding, wayfinding, signage, and security features.
- Providing a school resource for ridesharing for faculty, staff, and students.
- Construct bike-lanes within existing roadways to reduce bicycle traffic on walkways or construct shared-use paths.
- Educate students, faculty, staff, and visitors on the availability of Lyft throughout the Northfield area and Uber in parts of Northfield

## Appendix A: Preliminary Site Plan



## Appendix B: Project Location Map

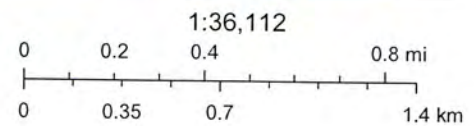
# City of Northfield



6/17/2020, 3:13:09 PM

Rice County Parcels

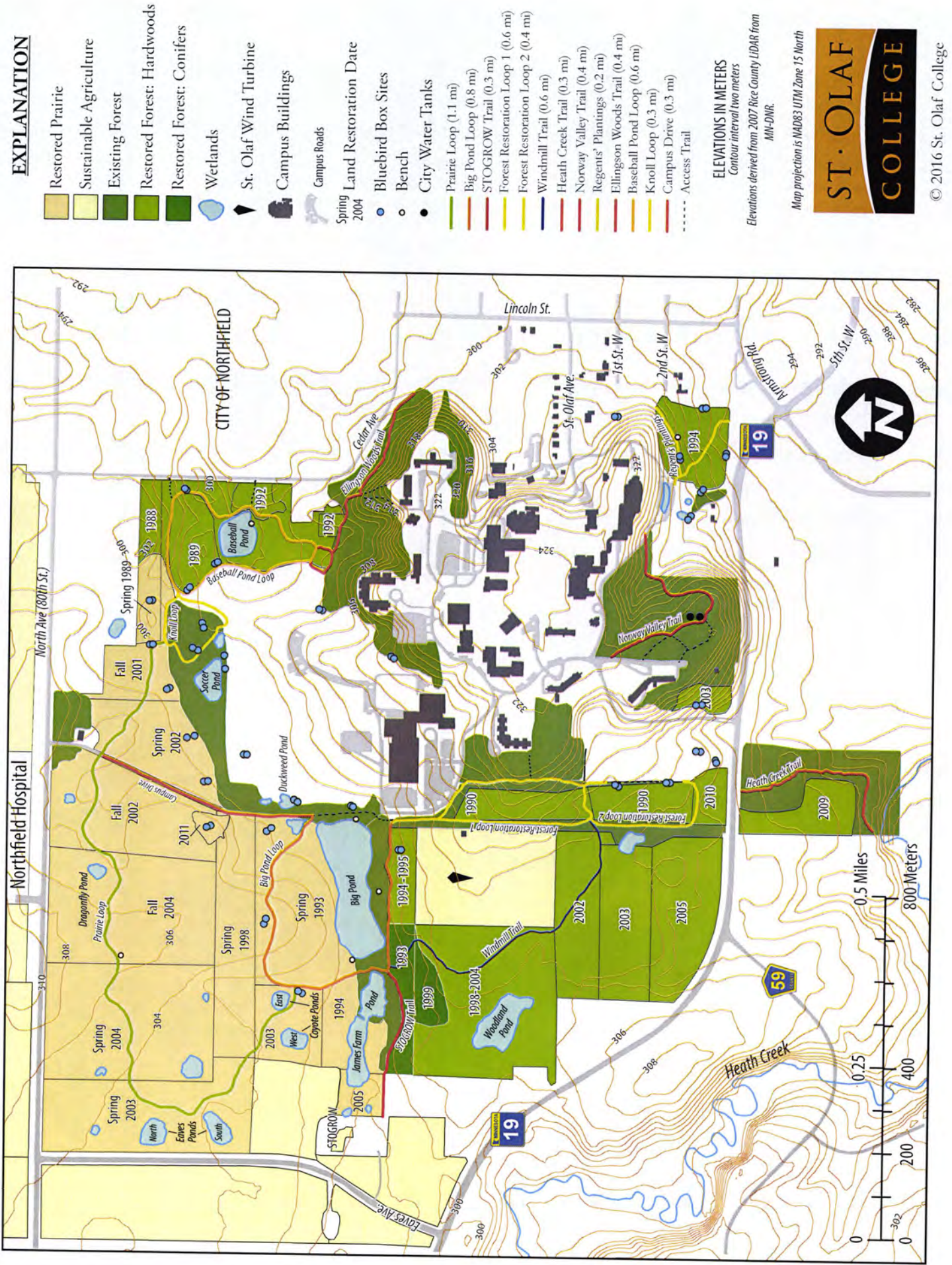
- |   |   |
|---|---|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: yellow; border: 1px solid black;"></span> R1-B: Low Density Residential    | <span style="display: inline-block; width: 15px; height: 15px; background-color: orange; border: 1px solid black;"></span> N2-B: Neighborhood General 2 |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: yellow; border: 1px solid black;"></span> R2-B: Medium Density Residential | <span style="display: inline-block; width: 15px; height: 15px; background-color: brown; border: 1px solid black;"></span> NC-F                          |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: green; border: 1px solid black;"></span> R3-B: High Density Residential    | <span style="display: inline-block; width: 15px; height: 15px; background-color: pink; border: 1px solid black;"></span> C1-B: Downtown                 |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: brown; border: 1px solid black;"></span> R4-B: Manufactured Home Park      | <span style="display: inline-block; width: 15px; height: 15px; background-color: red; border: 1px solid black;"></span> C2-B: Highway Commercial        |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: yellow; border: 1px solid black;"></span> N1-B: Neighborhood General 1     | <span style="display: inline-block; width: 15px; height: 15px; background-color: lightblue; border: 1px solid black;"></span> I1-B: Industrial          |
|   | <span style="display: inline-block; width: 15px; height: 15px; background-color: lightgreen; border: 1px solid black;"></span> A-S: Agricultural        |



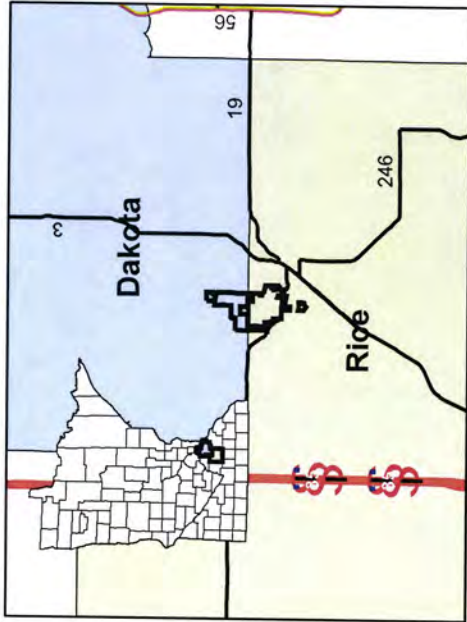
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

## Appendix C: St. Olaf Natural Features Maps

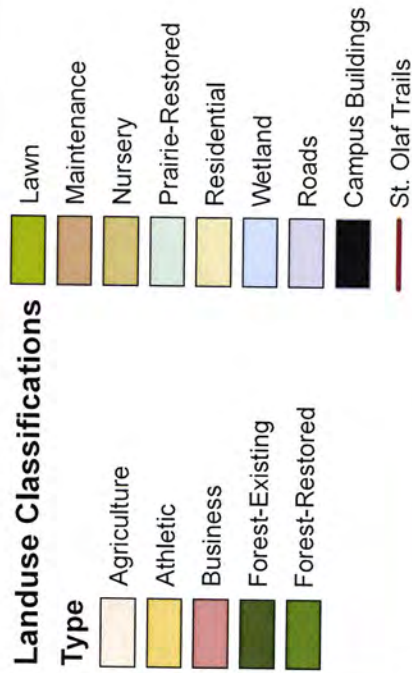
# St. Olaf College Natural Lands



# St. Olaf College Landuse



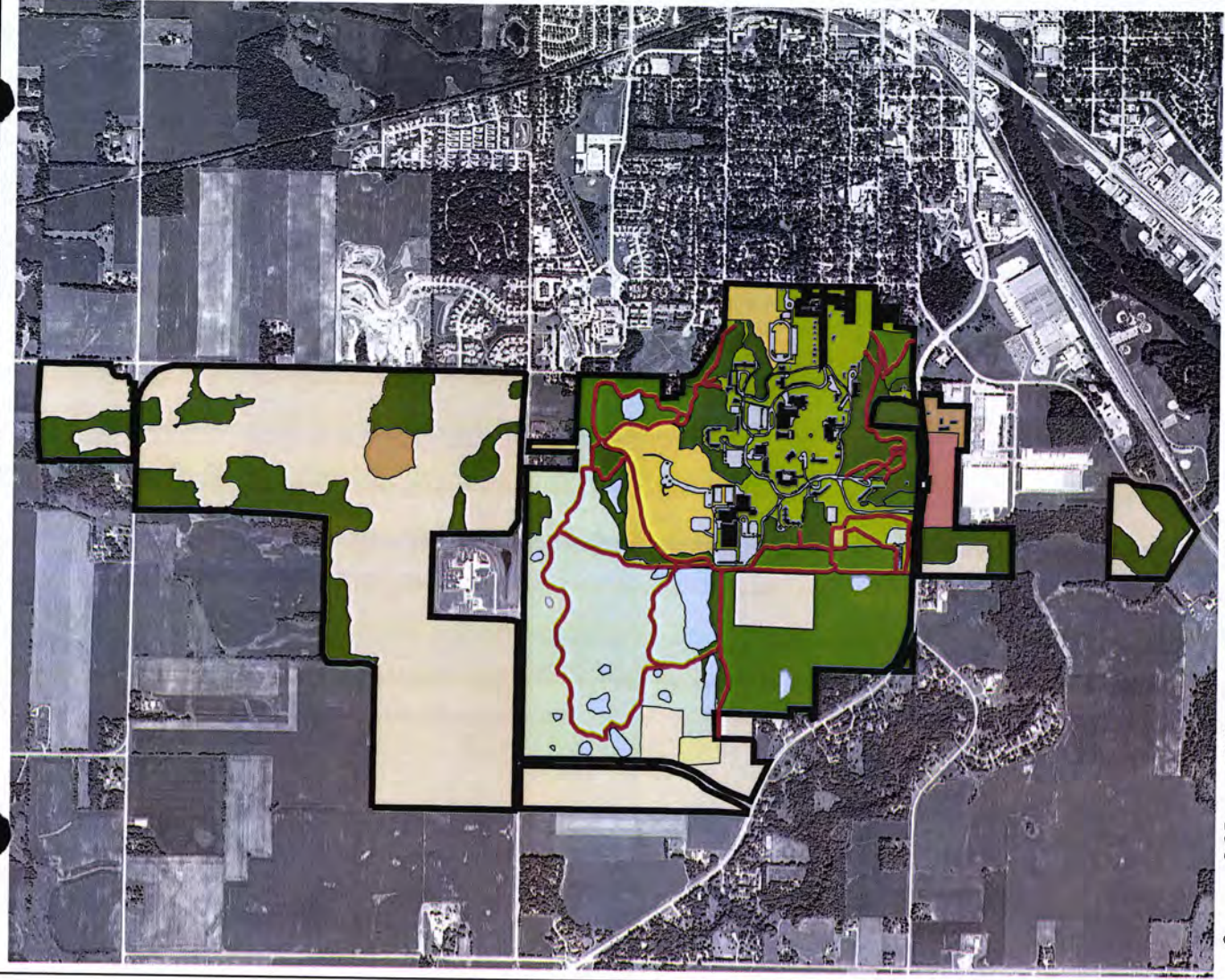
St. Olaf College Landuse Classifications as of 2004. Of the nearly 1200 acres of land owned by the college, land devoted to ecological restoration and sustainable agriculture practices accounts for 42% and 38% respectively. Of the ecologically areas, 18% are restored wetlands, 13% restored praires, 9% restored forests, and 18% already existing forests.



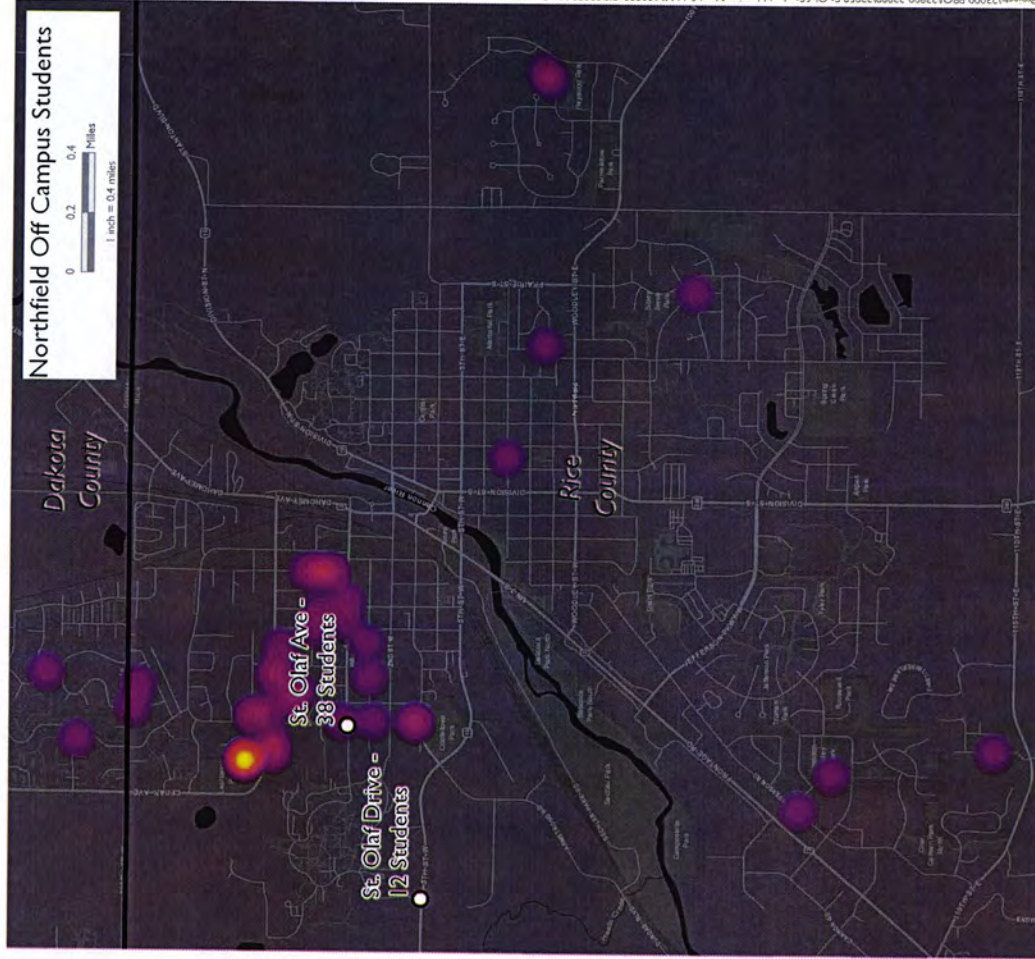
Data Sources:  
 MN Dept. of Nat. Res.  
 MN Dept. of Trans.  
 Rice County  
 USDA



NORTHFIELD · MINNESOTA · USA



## Appendix D: Off-Campus Student Heat Map



Tuesday, June 16, 2020

- Legend**
- Entrance Locations
  - Counties
  - Student Density
  - Sparse
  - Dense



# **St. Olaf Off-Campus Students Heat Map** **St. Olaf Student Housing** Northfield, Rice County, Minnesota

Source(s):  
Basemap (ESRI)

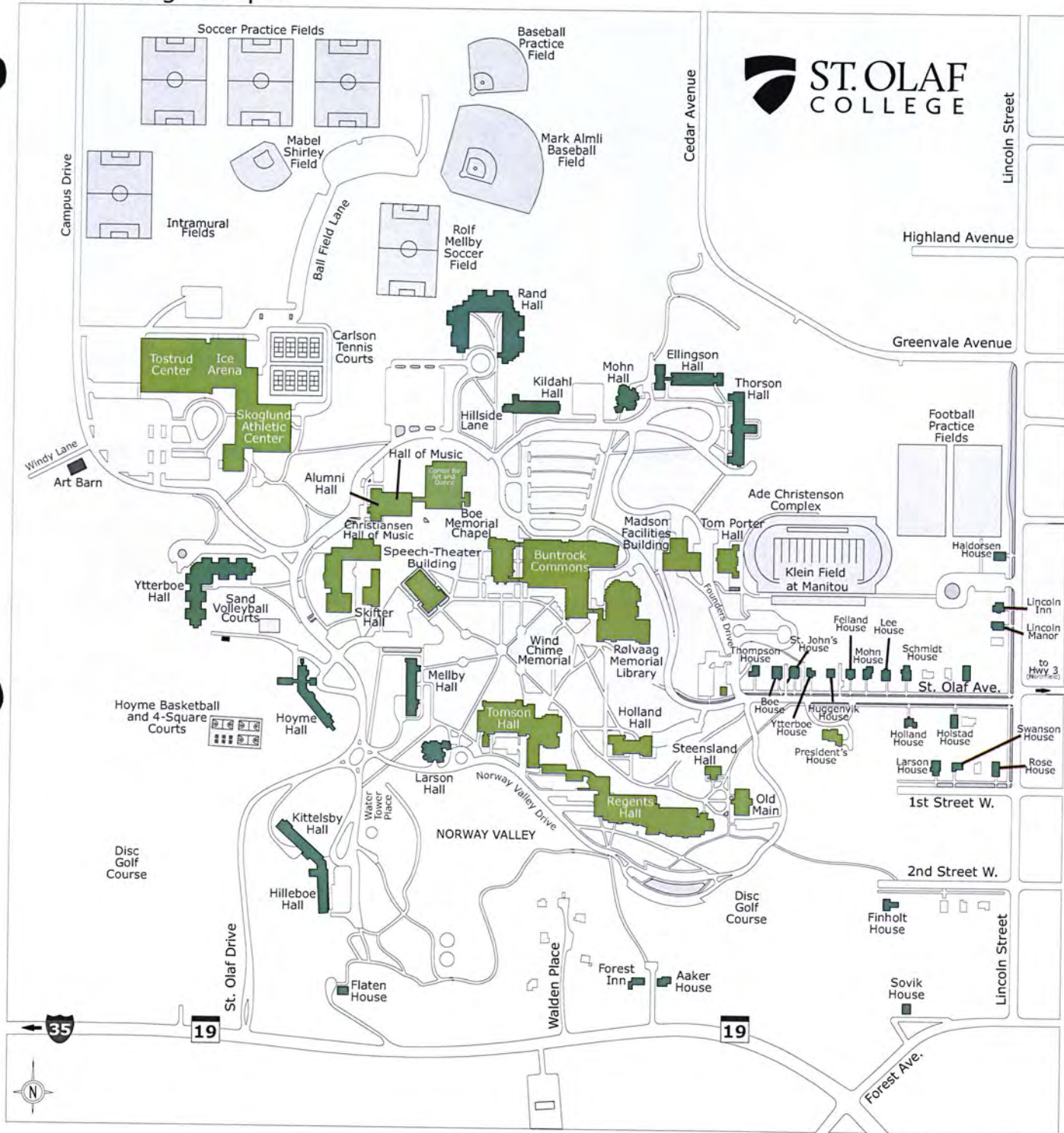
ISG

Project Number: 20-23559

S:\Projects\23000 PROJ\23900-23999\23959 St Olaf Student Housing\Northfield\23959 MapDoc\23959 - Student Housing.aprx

## Appendix E: Campus Buildings Map

# St. Olaf College Campus

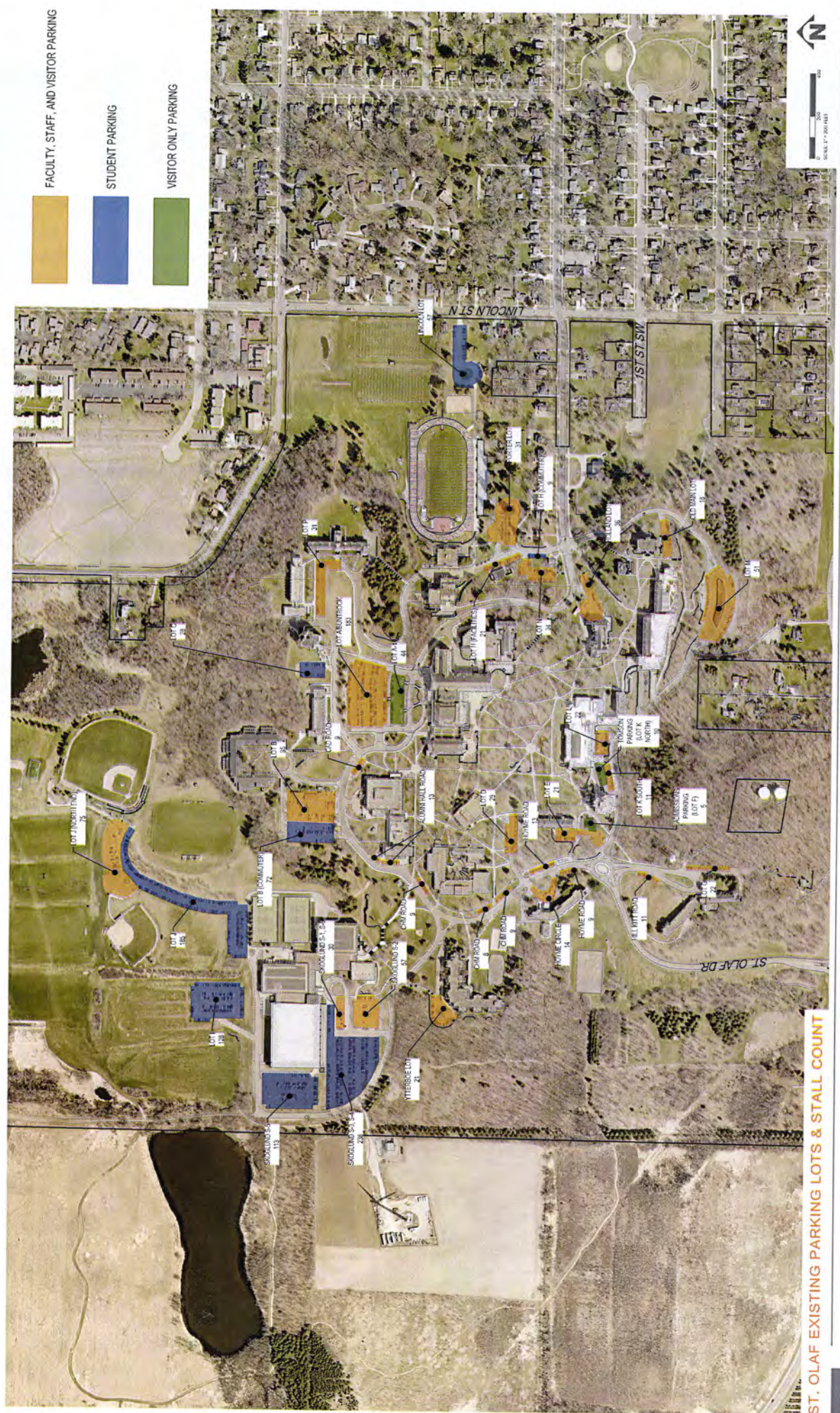


Student Housing / Residence Halls



Educational Halls and Buildings

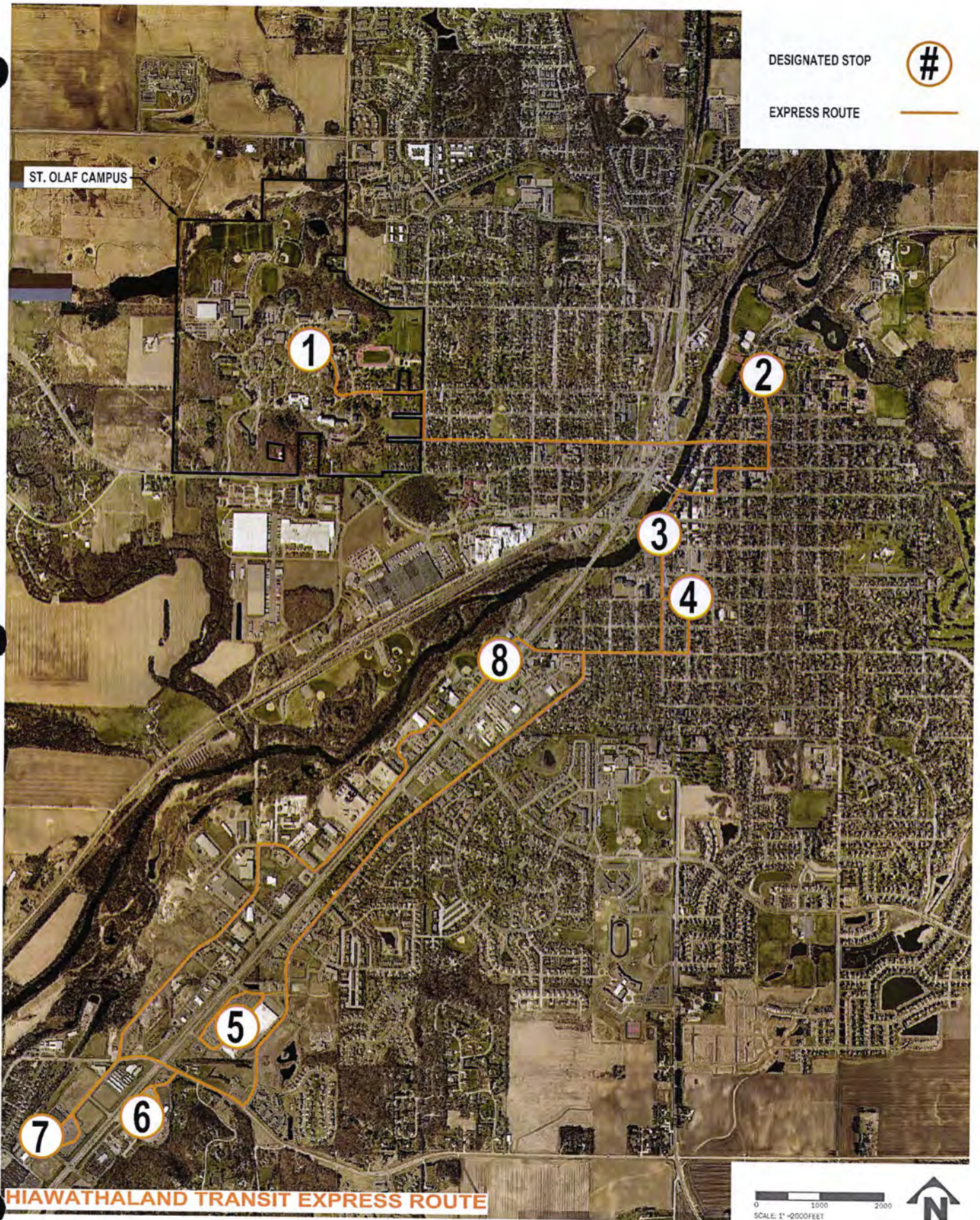
## Appendix F: Existing Campus Parking Map



**ST. OLAF EXISTING PARKING LOTS & STALL COUNT**

ISG Architecture + Engineering + Environmental + Planning  
 20569 PRO PARKING LOT MAP  
 CAD FILE NAME  
 ST. OLAF STUDENT HOUSING PARKING STUDY  
 NORTHFIELD, MN - 06/16/2020  
 ISG PROJECT NO. 20-23959  
 ISGinc.com

## Appendix G: Public Transit Routes



DESIGNATED STOP



EXPRESS ROUTE



ST. OLAF CAMPUS

1

2

3

4

8

5

7

6

HIAWATHALAND TRANSIT EXPRESS ROUTE

0 1000 2000  
SCALE: 1"=2000FEET

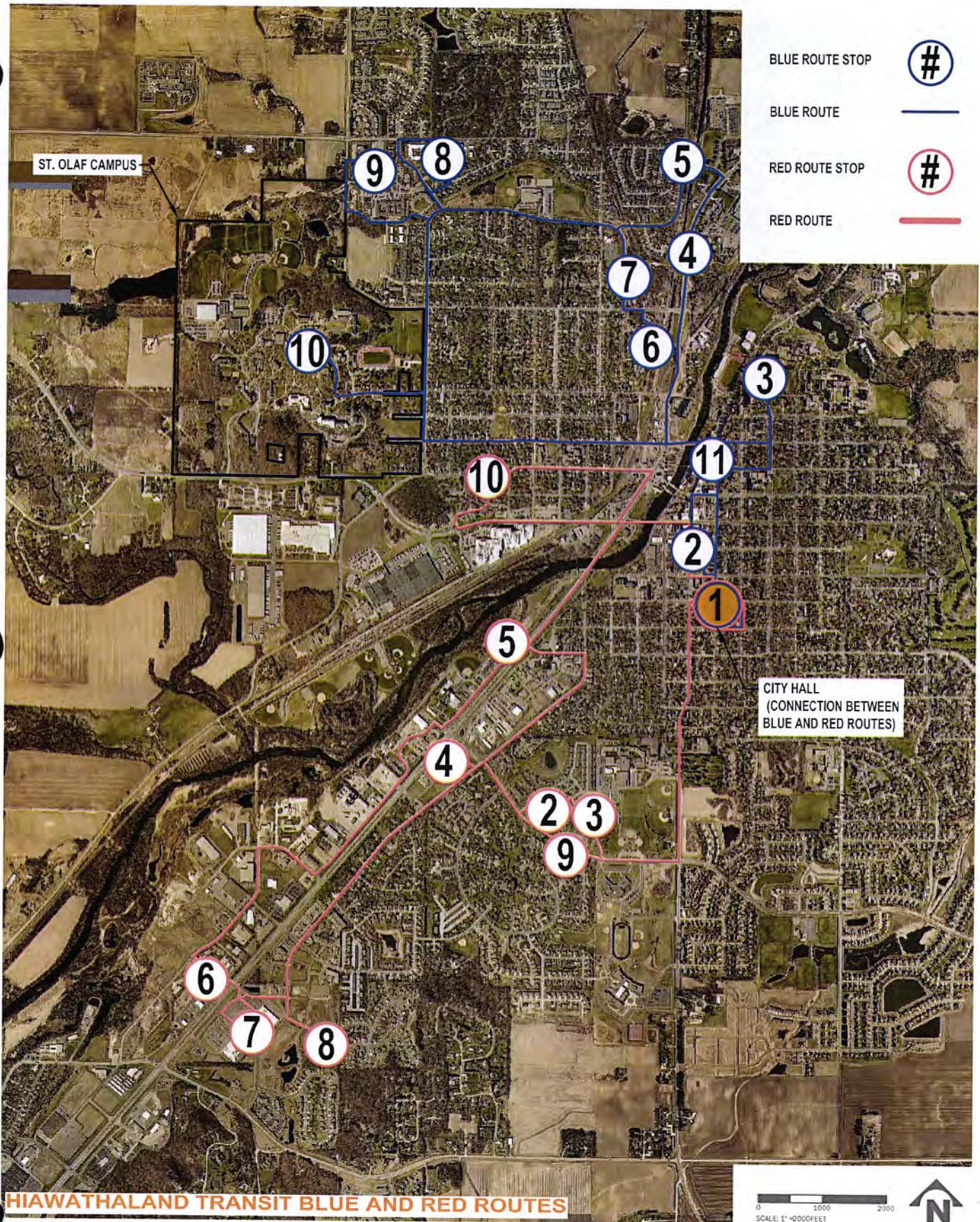


ISG

Architecture + Engineering + Environmental + Planning  
ISGInc.com

ST OLAF STUDENT HOUSING PARKING STUDY

NORTHFIELD, MN - 6/18/20  
ISG PROJECT NO. 20-23959



# **HIAWATHALAND TRANSIT BLUE AND RED ROUTES**

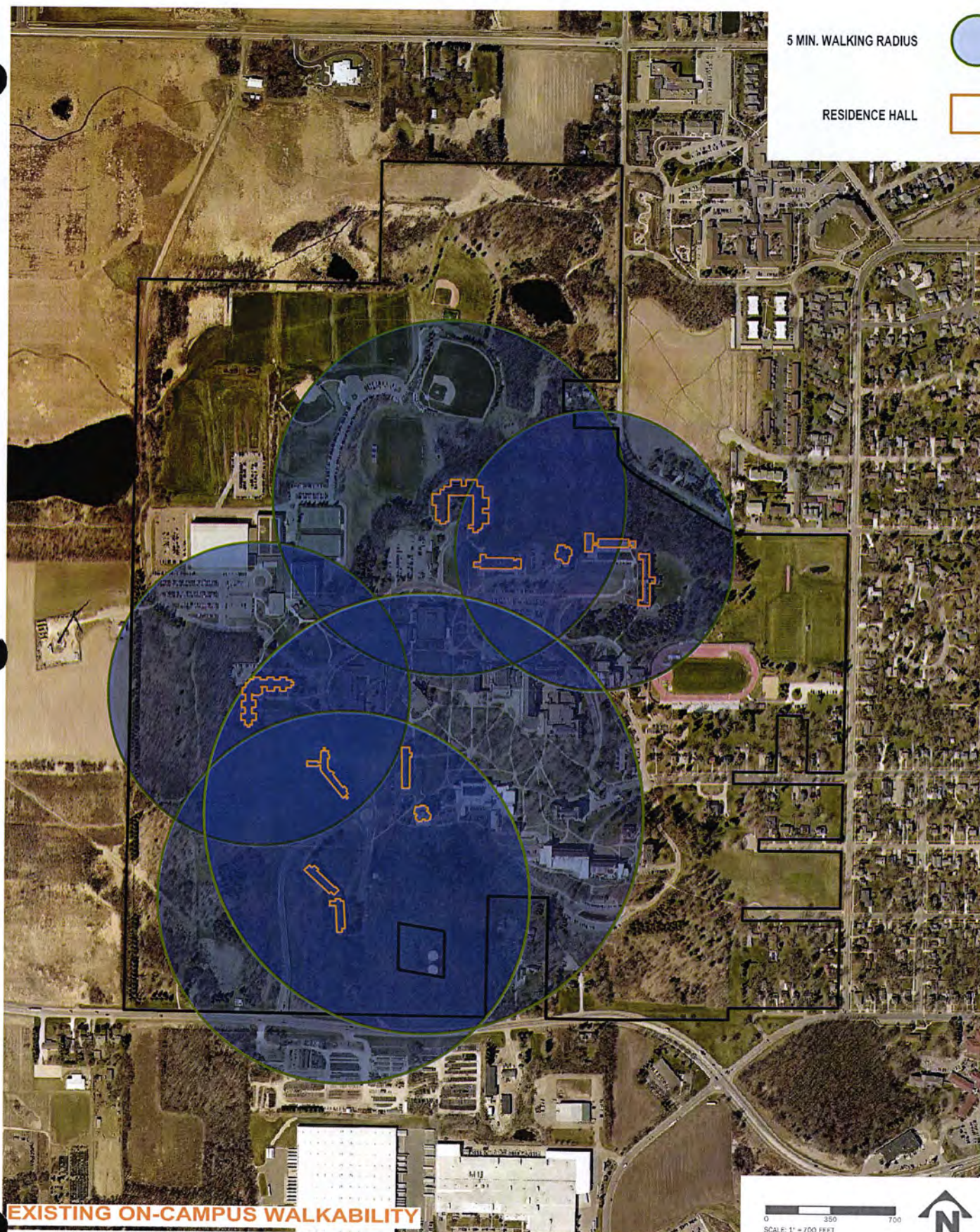
ISG

Architecture + Engineering + Environmental + Planning  
ISGInc.com

## ST OLAF STUDENT HOUSING PARKING STUDY

NORTHFIELD, MN - 6/18/20  
ISG PROJECT NO. 20-23959

## Appendix H: Existing Campus Walkability Map



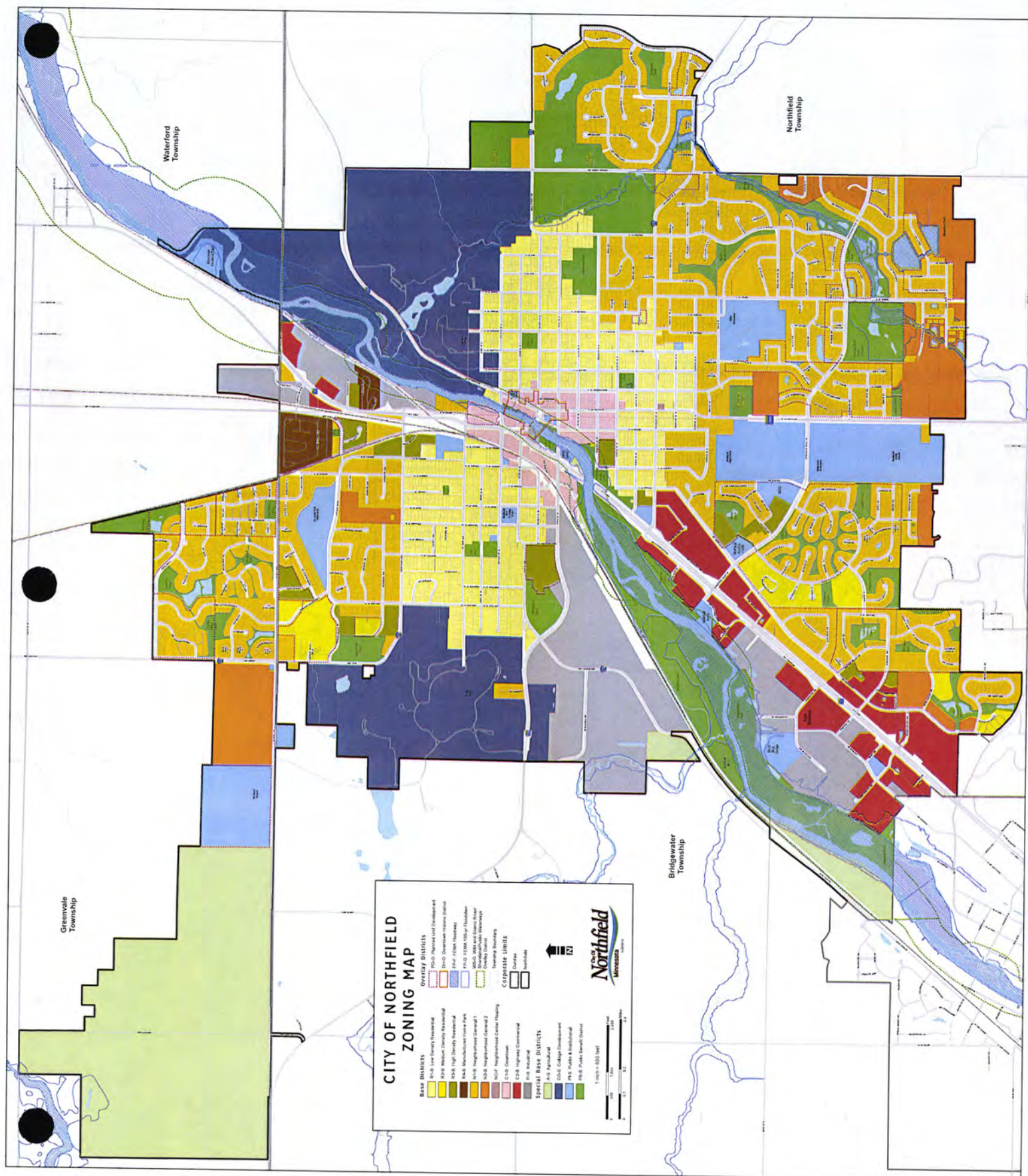
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Architecture + Engineering + Environmental + Planning  
ISGInc.com

## ST OLAF STUDENT HOUSING PARKING STUDY

NORTHFIELD, MN - 6/18/20  
ISG PROJECT NO. 20-23959

## Appendix I: City of Northfield Zoning Map



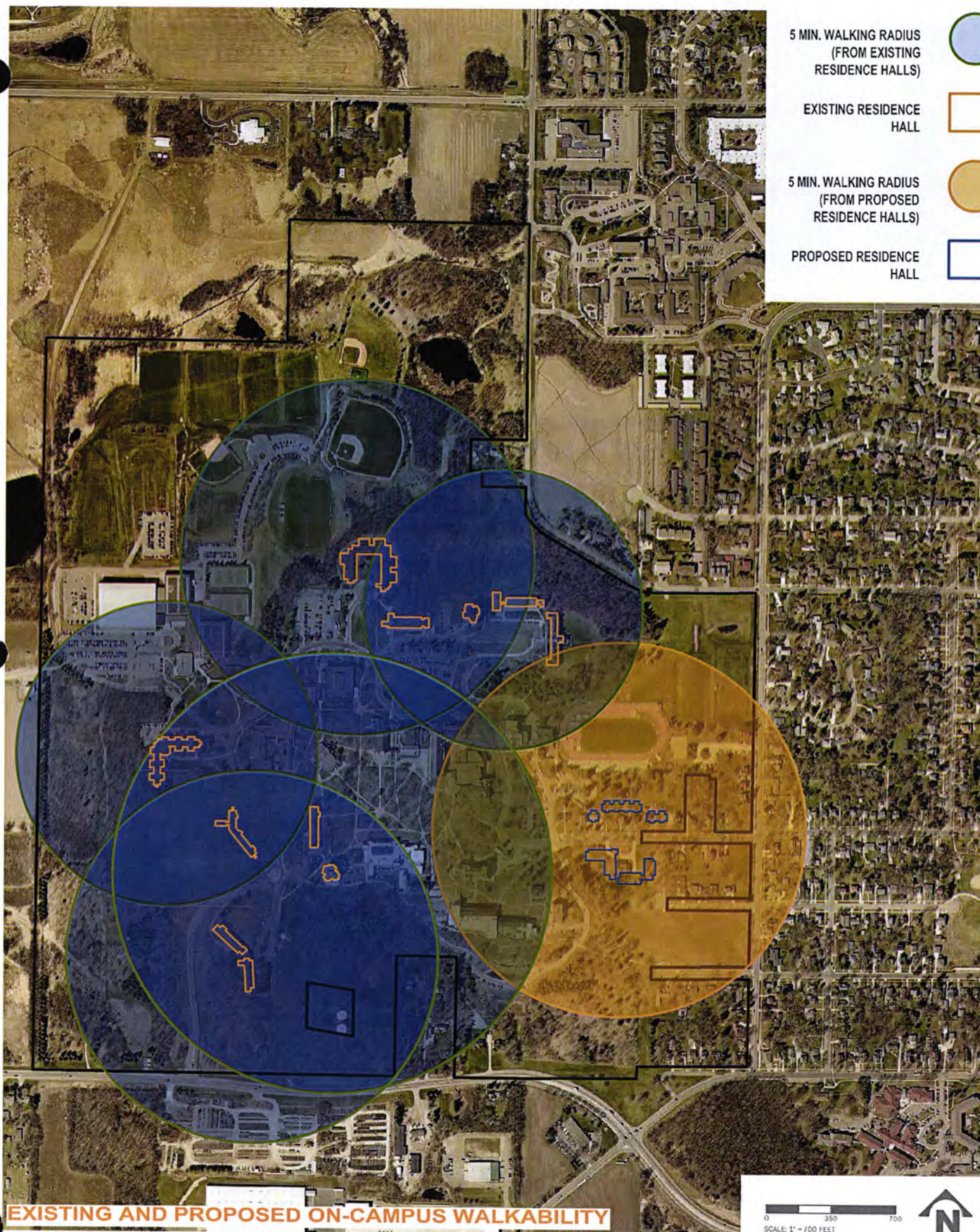
## Appendix J: Existing and Proposed Campus Parking Map



**ST. OLAF EXISTING AND PROPOSED PARKING LOTS & STALL COUNT**

**ST. OLAF STUDENT HOUSING PARKING STUDY**  
 NORTHFIELD, MN - 06/16/2020  
 ESG PROJECT NO. 20-23959

## Appendix K: Existing and Proposed Campus Walkability Map



ISG

Architecture + Engineering + Environmental + Planning  
ISGInc.com

ST OLAF STUDENT HOUSING PARKING STUDY

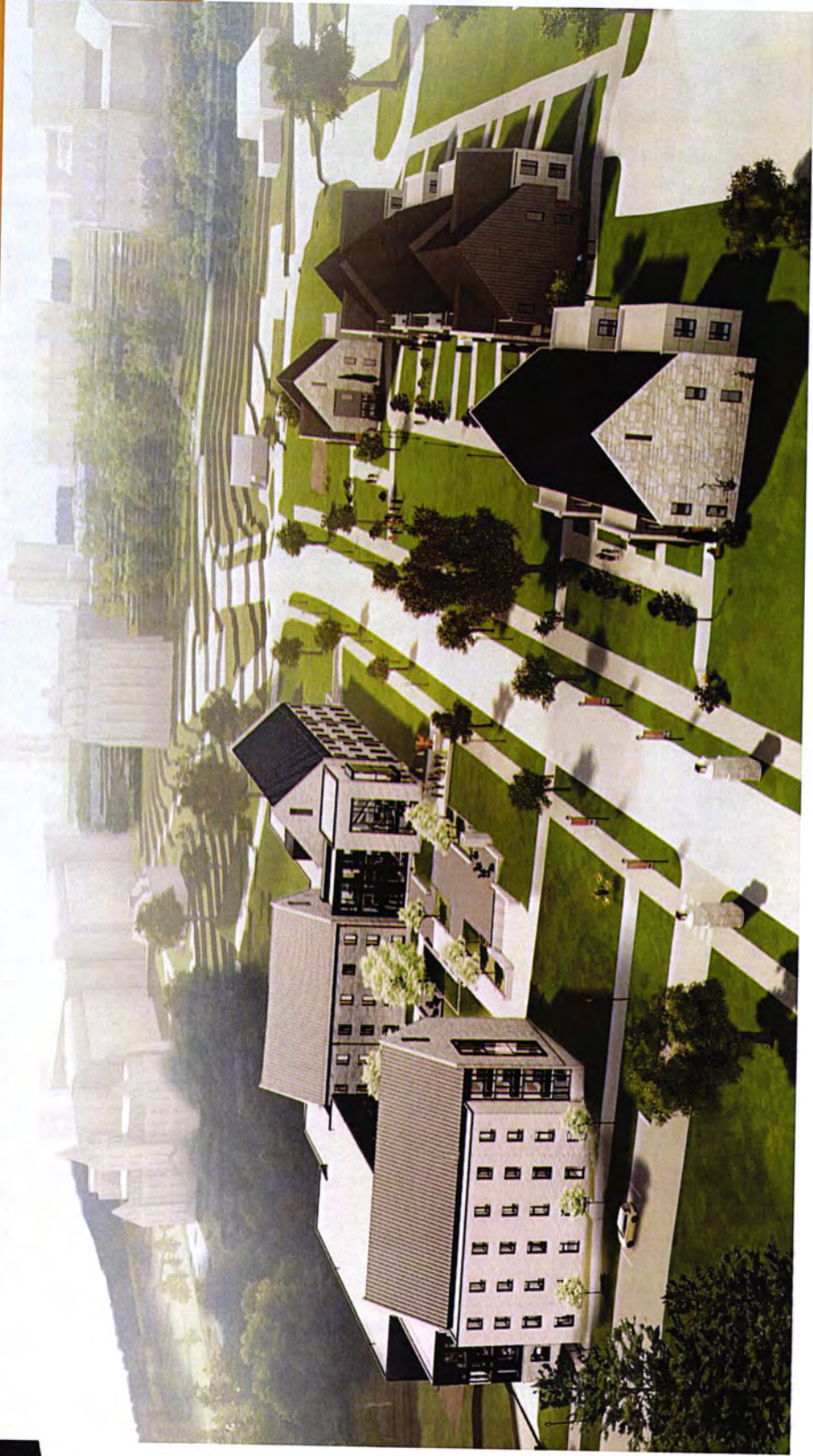
NORTHFIELD, MN - 6/18/20  
ISG PROJECT NO. 20-23959



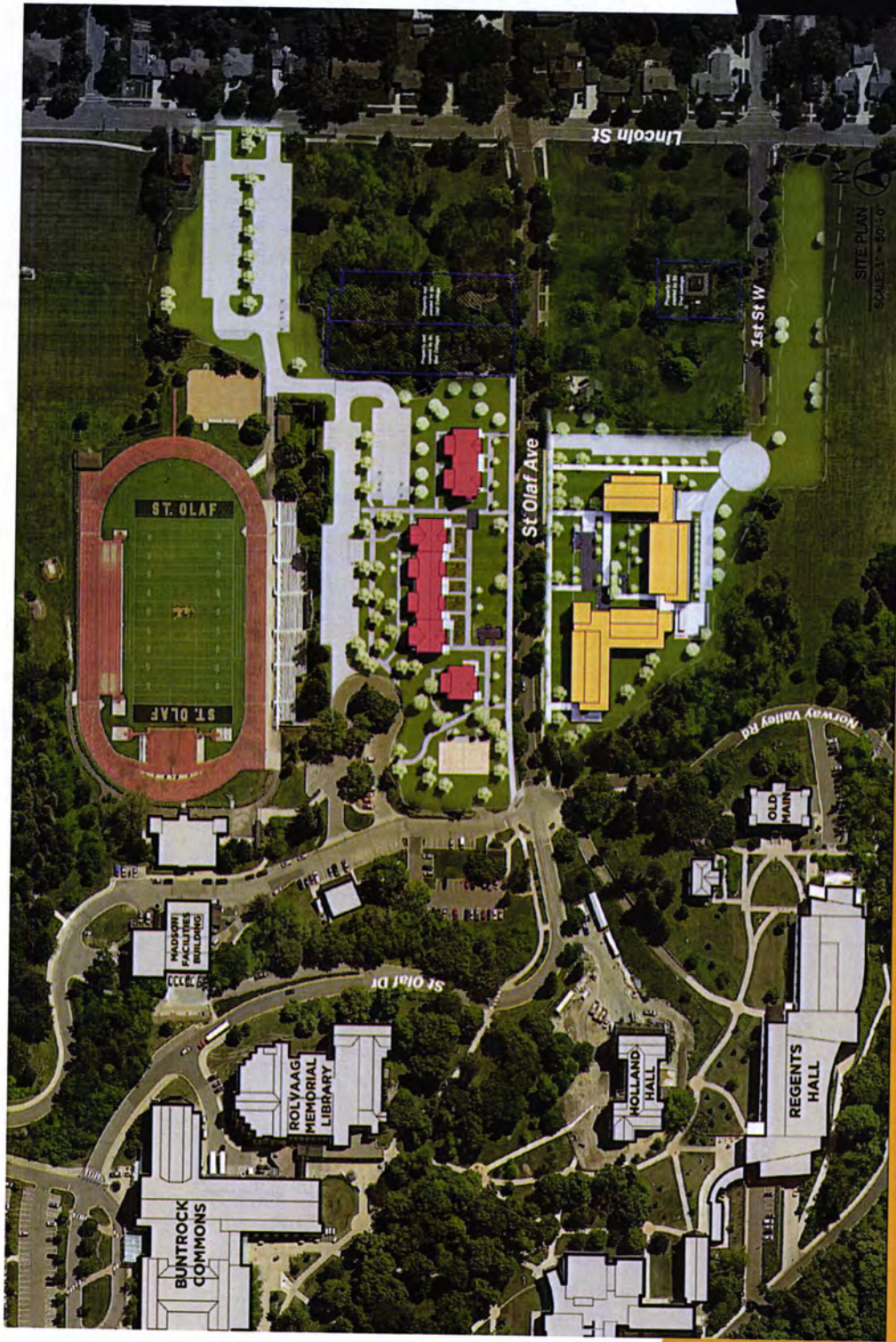
# Ole Avenue Housing Project

*City of Northfield Planning Commission  
November 19, 2020*

## Aerial View



# Site Plan



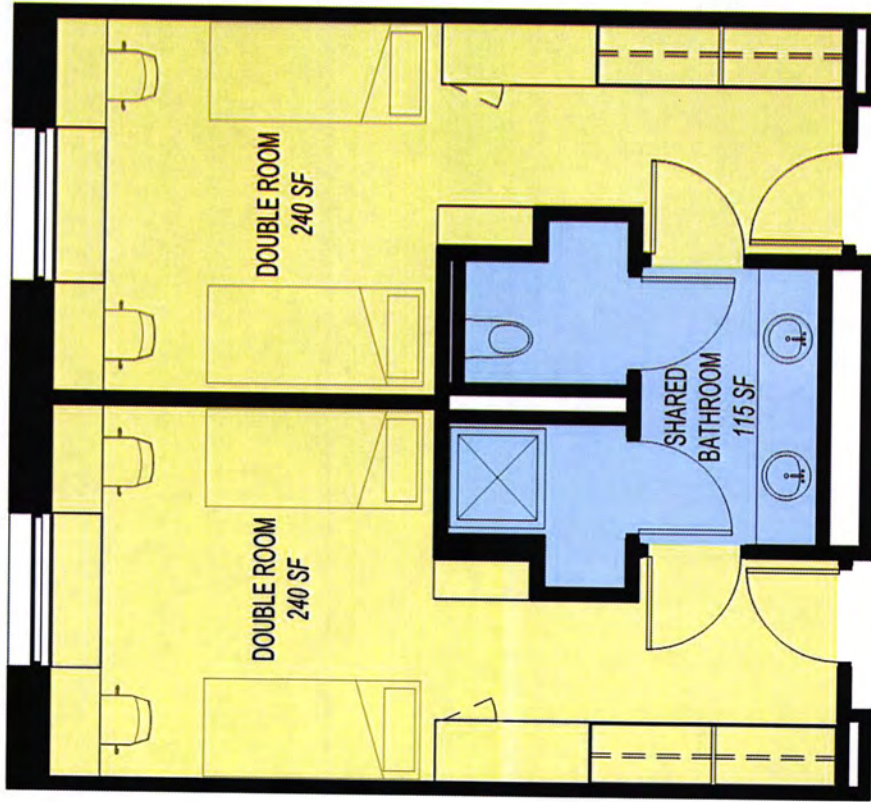
## Residence Hall Courtyard Views



## Residence Hall Tower Views



# Residence Hall Room Configuration

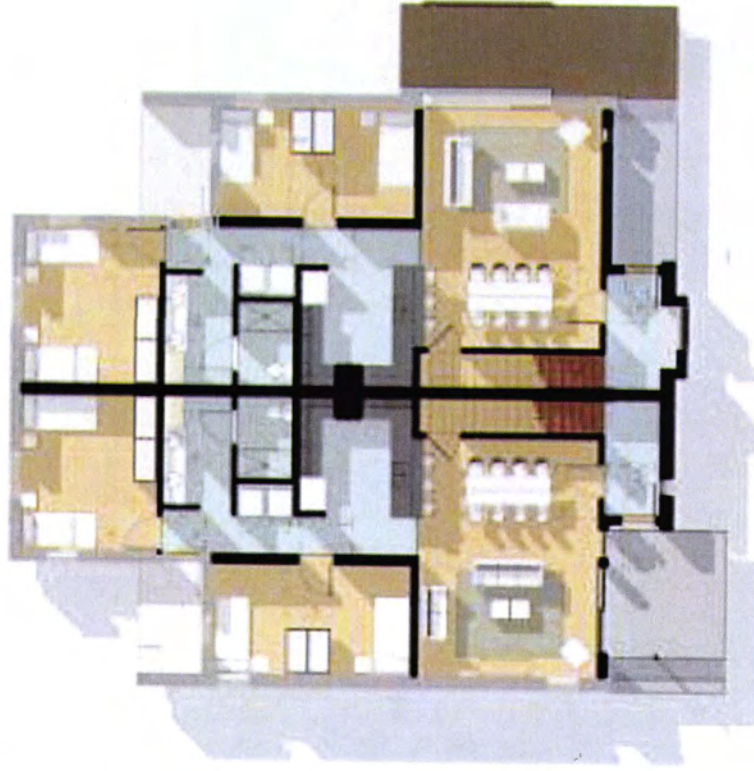


## Town House Courtyard View

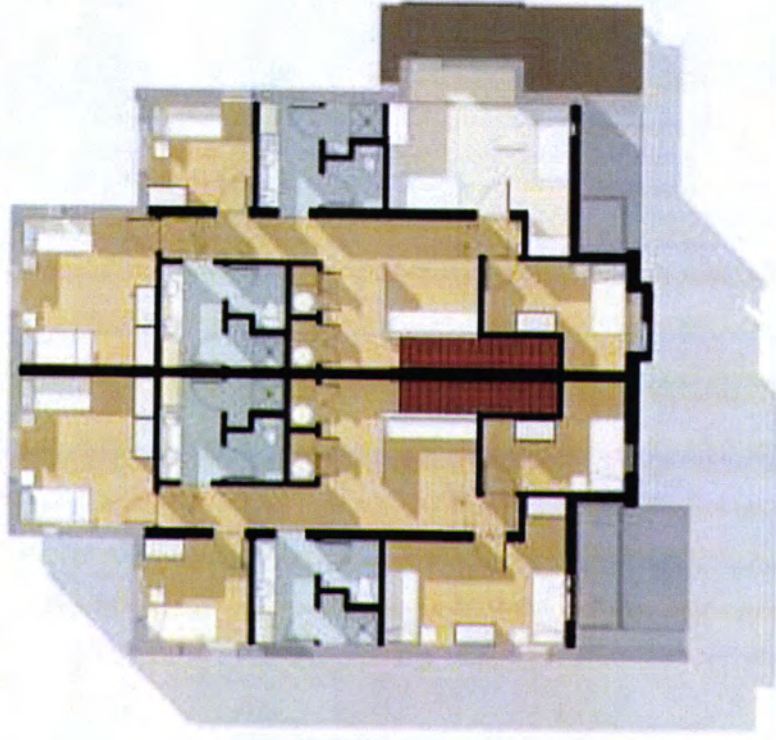


# Duplex Town House Floor Layout

Level 1



Level 2



Jan. 2019 -  
Now

- Planning & Design

Fall 2020

- Site Preparation
- Obtain Financing
- Secure Building Permits & Zoning Requirements

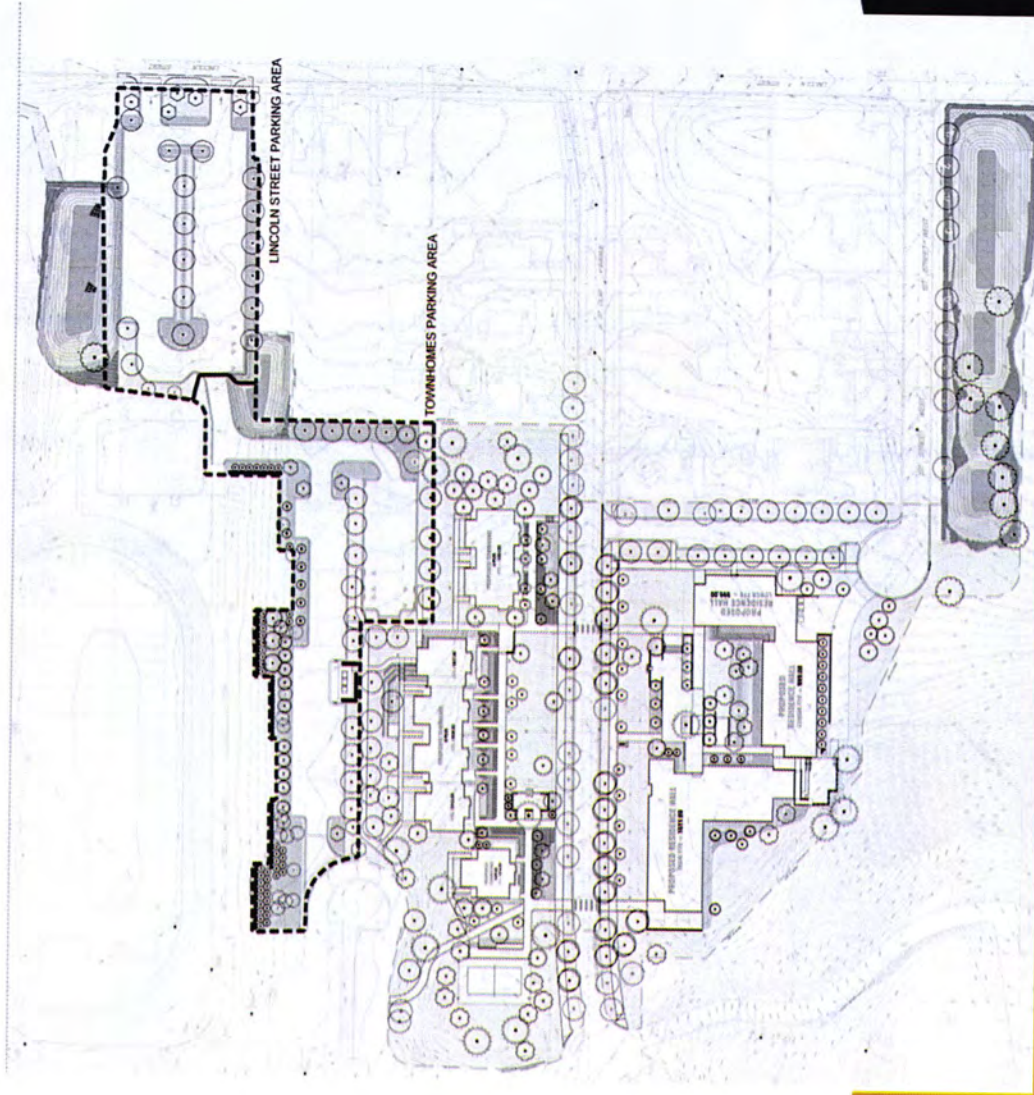
Spring &  
Summer  
2021

- Break Ground on Residence Hall
- Break Ground on Town Homes

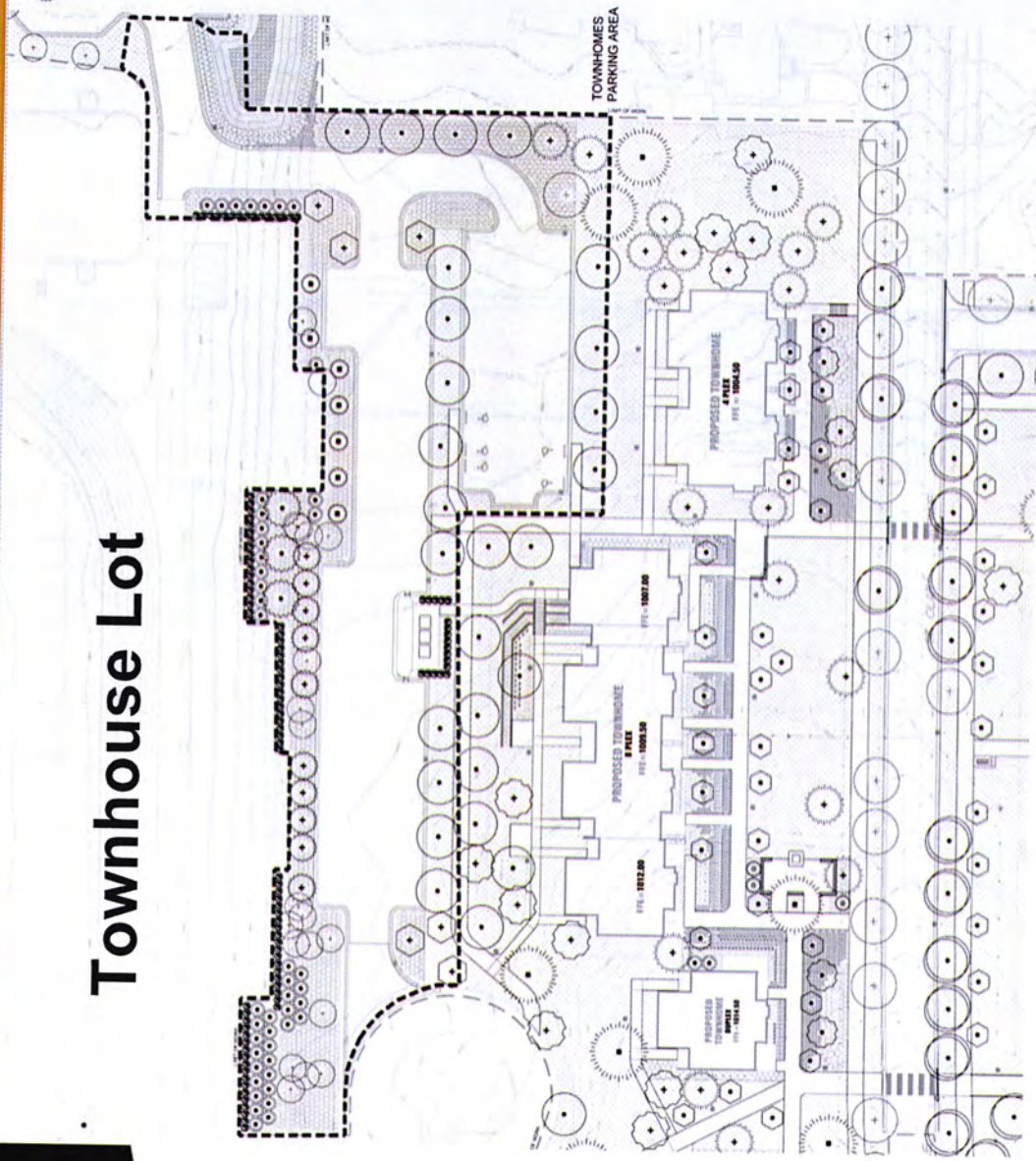
Fall 2022

- Open Residence Hall and Town Homes

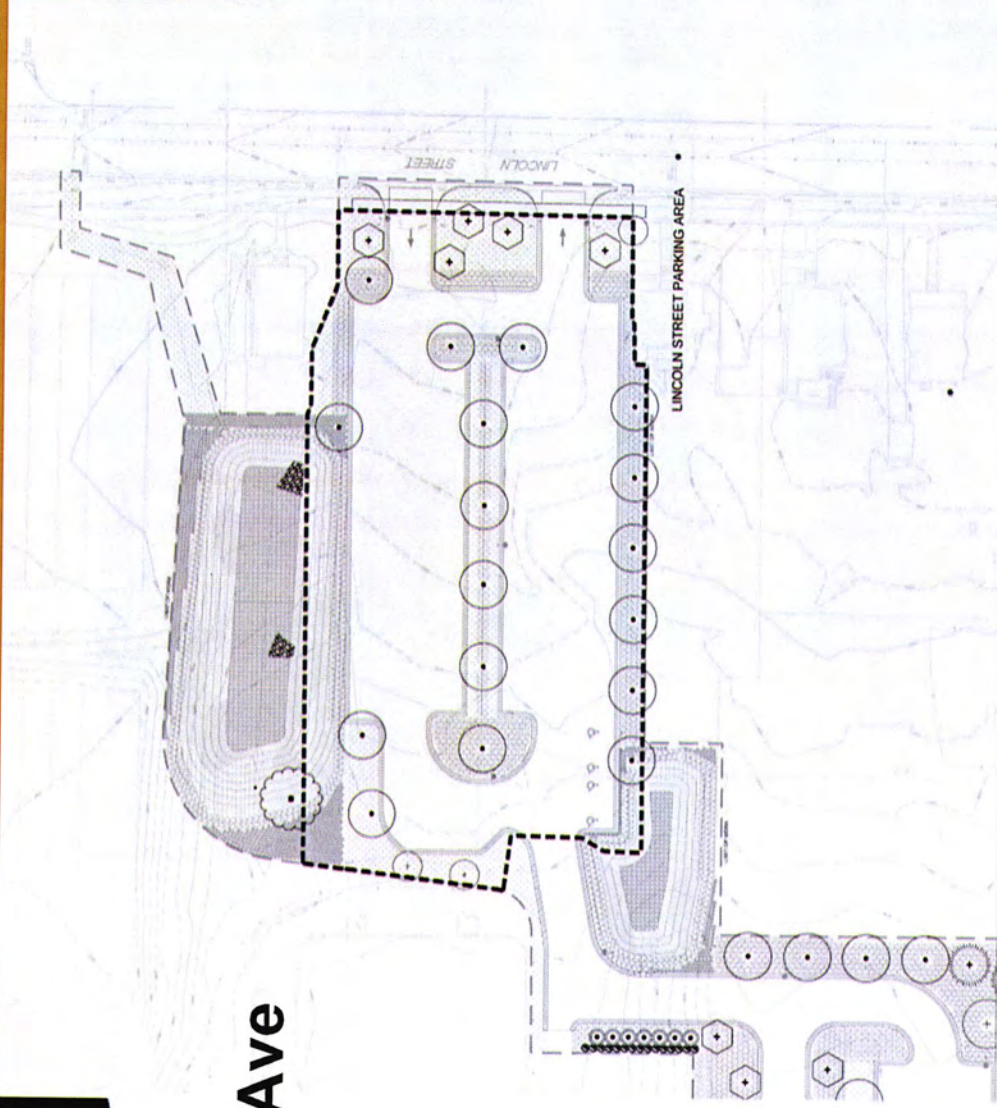
# Landscape Improvements



# Townhouse Lot



# Lincoln Ave Lot





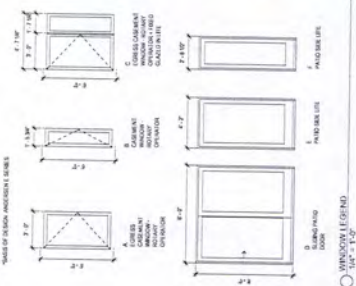
GENERAL NOTES - EXTERIOR ELEVATION

1. ELEVATION OF EXTERIOR ELEVATION SHALL BE SHOWN IN CONFORMANCE WITH THE REQUIREMENTS OF THE ARCHITECTURAL BOARD OF MINNESOTA AND THE MINNESOTA BOARD OF ARCHITECTS. THE ARCHITECT SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE ELEVATION AND THE ARCHITECT SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE ELEVATION.

KEYNOTES - EXTERIOR ELEVATION

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PERCENT GLAZED FOR WHOLE BUILDING - 13.9%

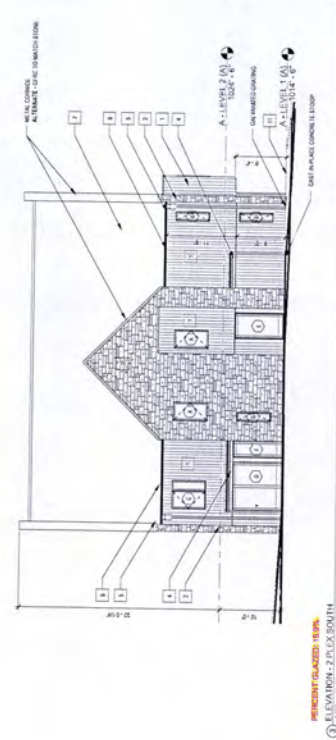


PROJECT: OLE AVENUE PROJECT  
ADDRESS: 1520 ST. OLAF AVENUE  
NORTHFIELD, MN 55057

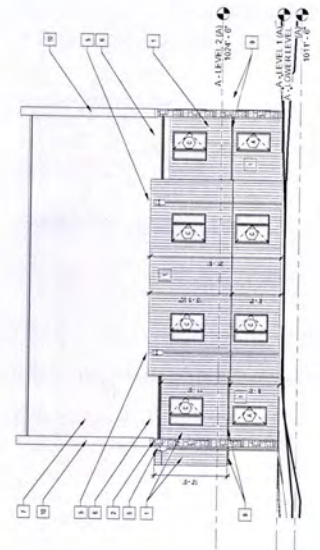
NO.	DESCRIPTION	DATE
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2	EXTERIOR ELEVATIONS - 2	08/12/20

DATE: 08/12/20  
ISSUED FOR ZONING - SITE PLAN REVIEW  
EXTERIOR ELEVATIONS - 2

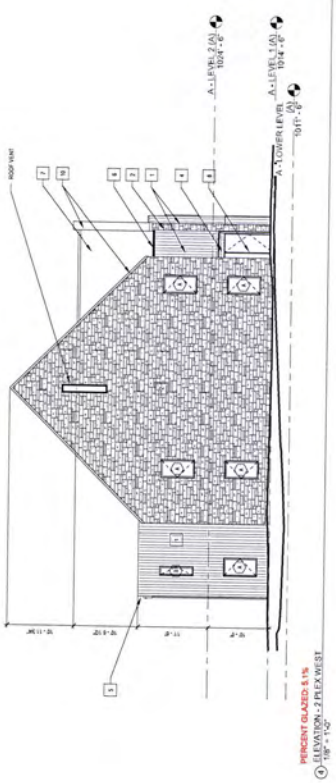
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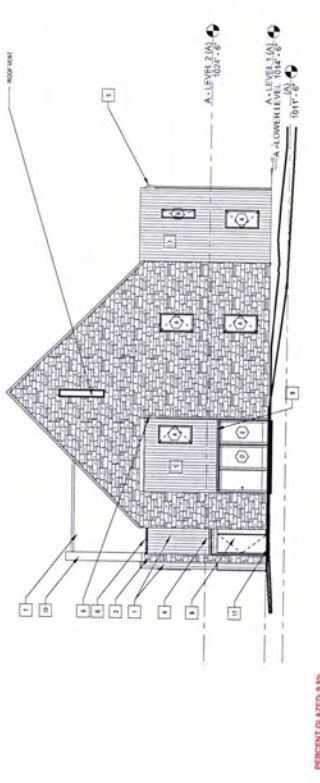
PERCENT GLAZED: 13.9%  
13.9% = 100% x 13.9%



PERCENT GLAZED: 13.9%  
13.9% = 100% x 13.9%



PERCENT GLAZED: 13.9%  
13.9% = 100% x 13.9%



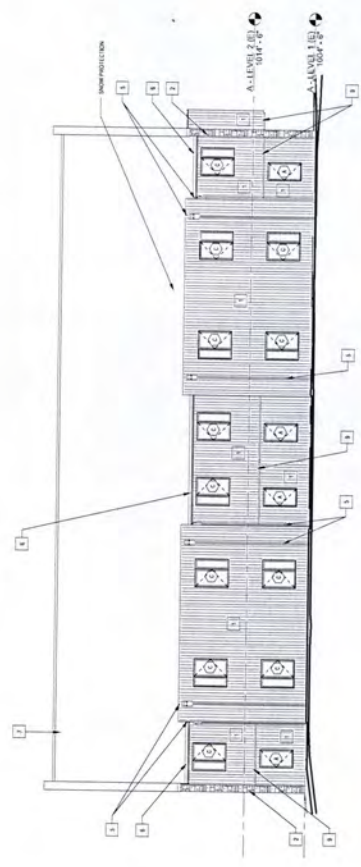
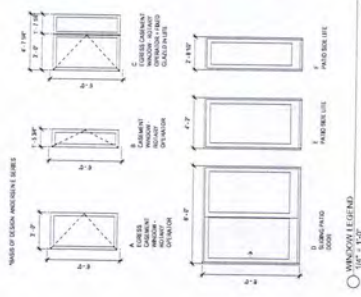
PERCENT GLAZED: 13.9%  
13.9% = 100% x 13.9%

GENERAL NOTES - EXTERIOR ELEVATION

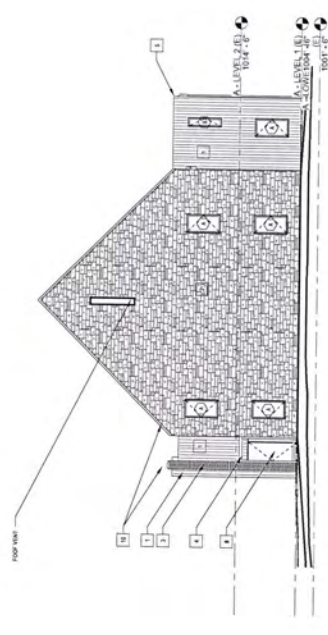
KEYNOTES - EXTERIOR ELEVATION

1. EXTERIOR OF BUILDING SHALL BE MAINTAINED IN ACCORDANCE WITH THE FOLLOWING NOTES:
2. EXTERIOR WALLS SHALL BE CONCRETE OR BRICK.
3. EXTERIOR WALLS SHALL BE FINISHED WITH STUCCO OR BRICK.
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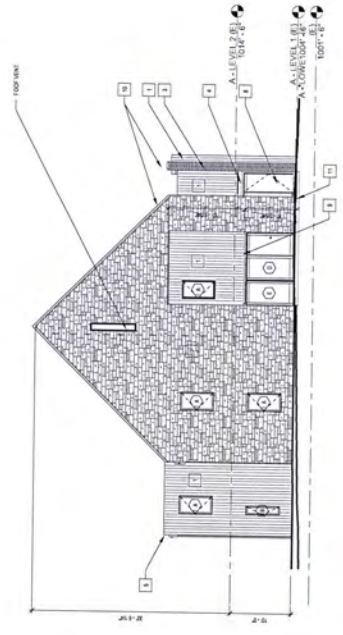
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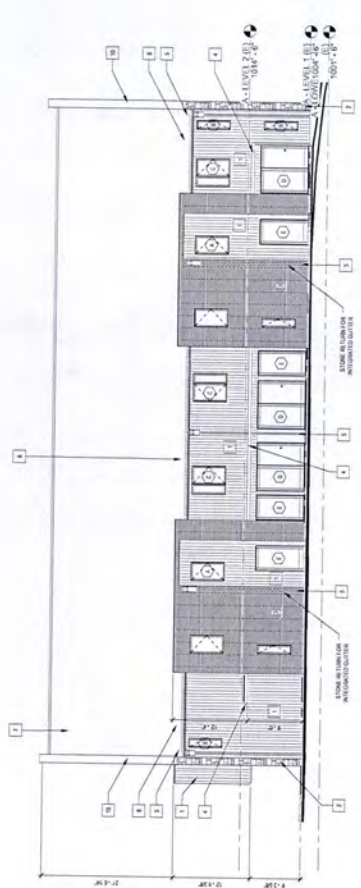
PERCENT GLAZED: 16.7%  
ELEVATION - FRONT NORTH  
1/8" = 1'-0"



PERCENT GLAZED: 5.0%  
ELEVATION - SIDE WEST  
1/8" = 1'-0"



PERCENT GLAZED: 5.0%  
ELEVATION - REAR WEST  
1/8" = 1'-0"



PERCENT GLAZED: 25.0%  
ELEVATION - BACK SOUTH  
1/8" = 1'-0"

PROJECT: OLE AVENUE PROJECT  
ADDRESS: 1520 ST OLAF AVENUE  
NORTHFIELD, MN 55057



NO.	DESCRIPTION	DATE
1	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
2	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
3	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
4	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
5	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
6	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
7	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
8	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
9	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020
10	ISSUED FOR ZONING SITE PLAN REVIEW	08/12/2020

PROJECT: OLE AVENUE PROJECT  
ADDRESS: 1520 ST OLAF AVENUE  
NORTHFIELD, MN 55057

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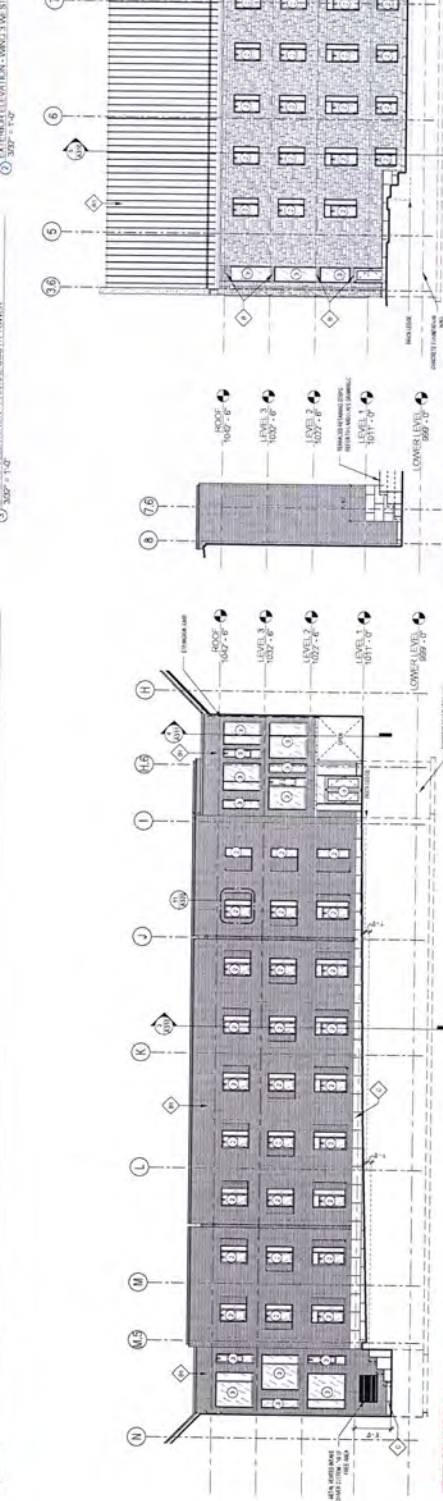
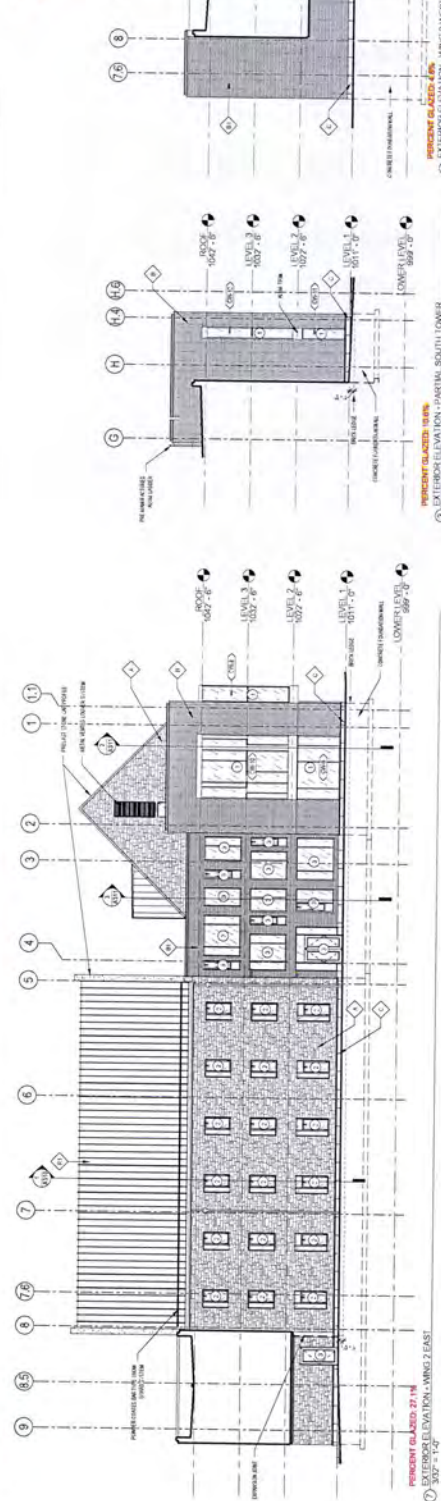
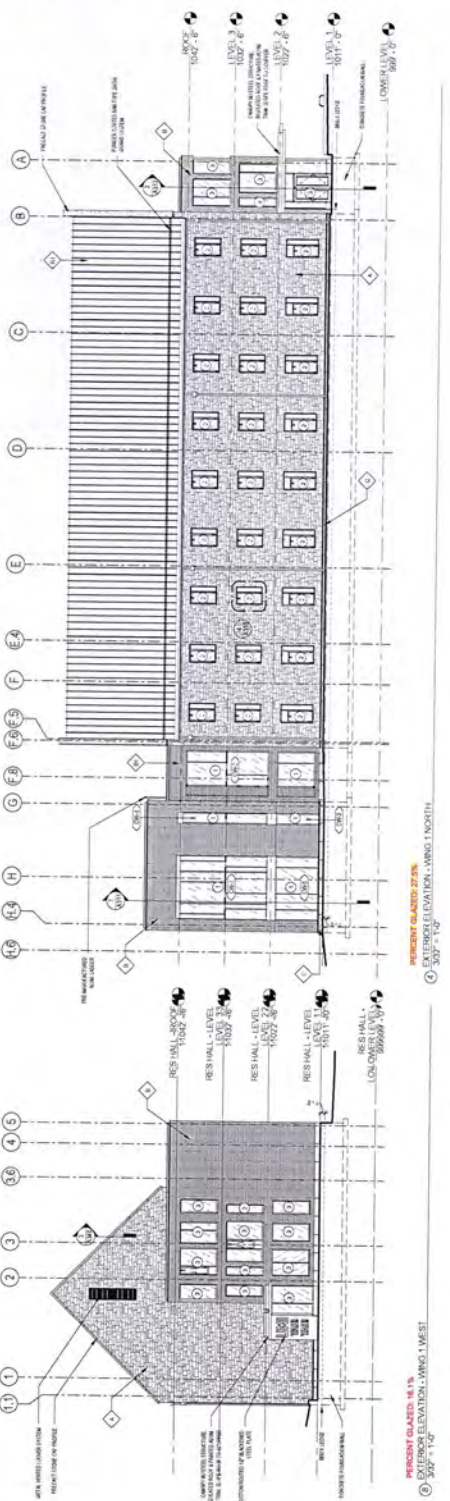
PROJECT: OLE AVENUE PROJECT  
ADDRESS: 1520 ST OLAF AVENUE  
NORTHFIELD, MN 55057

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ADDRESS: 1520 ST OLAF AVENUE  
NORTHFIELD, MN 55057

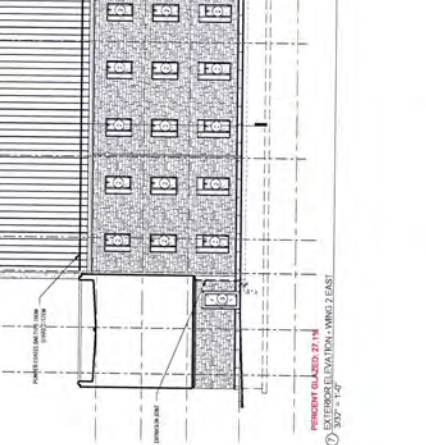
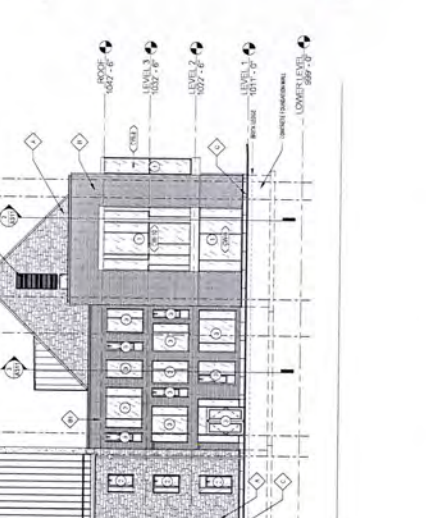
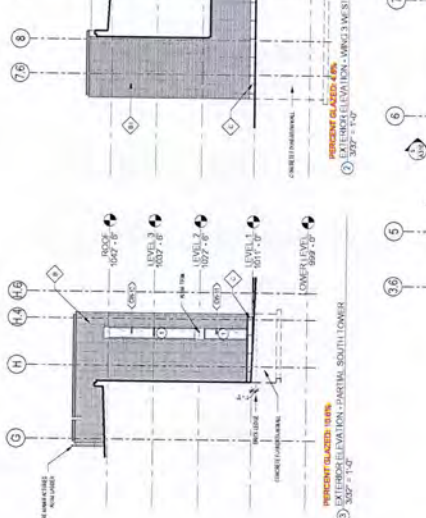
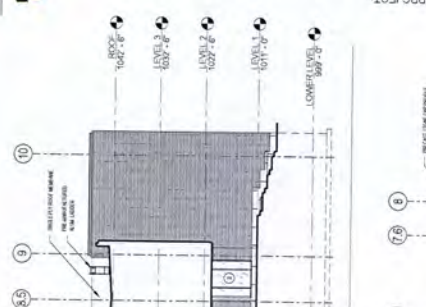


KEYNOTES - EXTERIOR ELEVATION

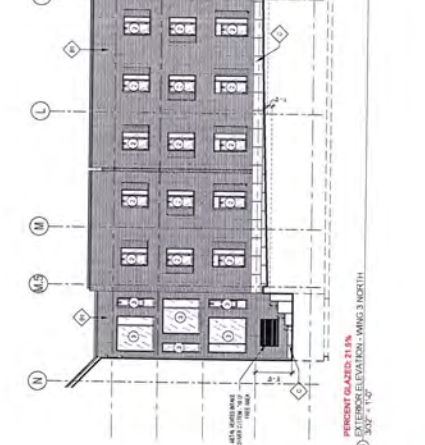
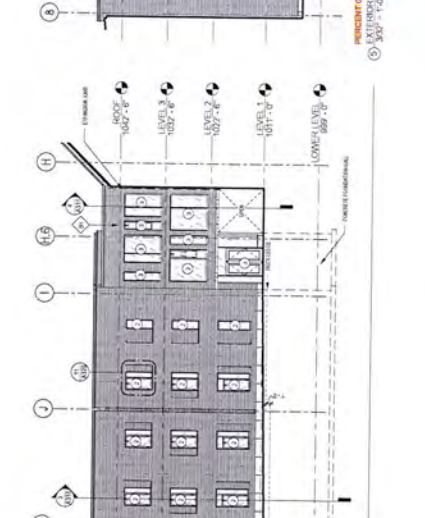
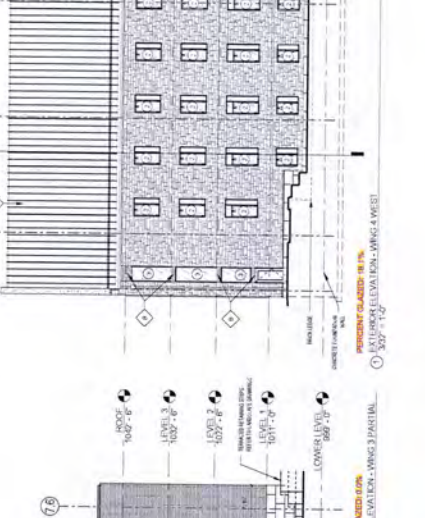
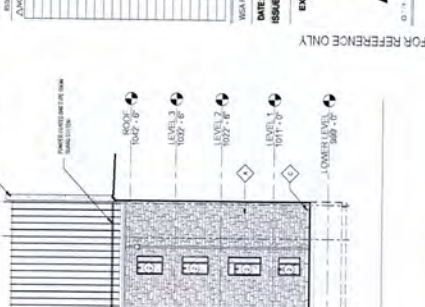
- 1. EXTERIOR ELEVATION - WING 1 NORTH
- 2. EXTERIOR ELEVATION - WING 1 WEST
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- 97. EXTERIOR ELEVATION - WING 49 EAST
- 98. EXTERIOR ELEVATION - WING 49 WEST
- 99. EXTERIOR ELEVATION - WING 50 EAST
- 100. EXTERIOR ELEVATION - WING 50 WEST



PROJECT: OLE AVENUE PROJECT  
RESIDENCE HALL  
ADDRESS: 1520 ST. OLAF AVENUE  
NORTHFIELD, MN 55057



DATE: October 12, 2020  
ISSUED FOR ZONING-SITE PLAN REVIEW  
WING PROJECT # 19-200  
REVISIONS: 1



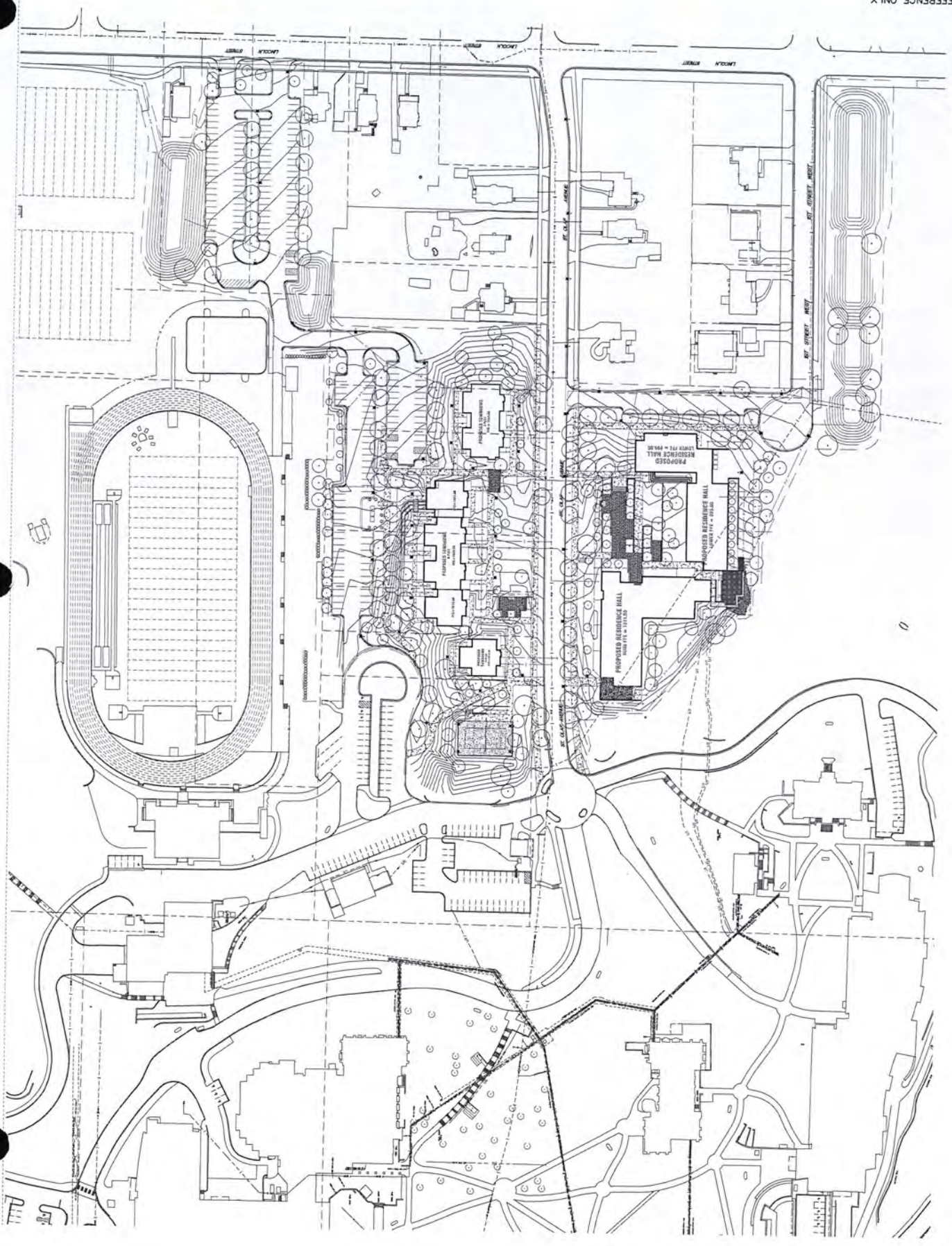
FOR REFERENCE ONLY  
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FOR REFERENCE ONLY

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# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
ci.northfield.mn.us

## Legislation Text

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File #: Res. 2021-017, Version: 1

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City Council Meeting Date: February 16, 2021

To: Mayor and City Council  
City Administrator

From: Mikayla Schmidt, City Planner  
Mitzi Baker, Community Development Director  
David Bennett, Public Works Director/City Engineer

Requested Action on the Conditional Use Permit for St. Olaf College - Ole Avenue Housing Project for the Perimeter Transition Area.

### Action Requested:

The Northfield City Council is being asked to approve a Resolution on the Conditional Use Permit for St. Olaf College - Ole Avenue Housing Project for the Perimeter Transition Area.

### Summary Report:

The City Council discussed the Ole Avenue Housing project at their last regular meeting on February 2. Further discussion was held on parking and traffic. Based on that discussion, staff has brought forward two resolutions for Council consideration. One resolution includes the recommendations with conditions identified by staff and the other resolution includes the same conditions but will remove the net new 28 parking spaces included in the project.

Project details continue to be refined as the applicant works toward site plan approval. Additional project features and updates include:

- St. Olaf has lowered the Kelvin temperature of the lighting from 4000K to 3000K
- The sidewalks on the north and south side of St. Olaf Ave., adjacent to the project area, are being widened to 9 ft.
- On street bike lane / shared bike lane concept will be striped on the street (like on Washington St.)
- There will be repairs to the street sections where the utility connections occur
- Two crosswalks will be marked to connect the townhomes and residence hall across St. Olaf Ave.

\*\*\* Below is the staff report from the February 2, 2021 Council Meeting\*\*\*

At the January 19, 2021 City Council meeting, there was significant discussion and questions around parking for the project. In response, St. Olaf College has submitted a letter and two attachments that describe the parking for the housing project. Please see the attachments and graphics that explain the parking detail and locations.

To summarize St. Olaf's letter:

- The College owns 31 homes along St. Olaf Ave., 1<sup>st</sup> St. W., 2<sup>nd</sup> St. W., Lincoln Ave., Forest Ave., and Walden Pl.
  - 19 of those homes are used for student housing or honor houses.
  - 4 homes are used for overflow/quarantine
  - 3 homes are used for program/office space
  - 5 homes are used for faculty/staff housing
- 138 students are living in the 19 honor houses - all of which will be housed in the new town houses upon completion of the Ole Ave. Project
  - These 19 houses will no longer be used for student housing
  - The honor houses have 85 available parking spaces associated with them
- 9 buildings, including 7 honor houses and 2 program/office houses, will be demolished or moved as part of the construction project:
  - The 2 program/office homes are the Boe and President's house (the President's house has already been demolished)
  - These 9 buildings have 49 existing parking spaces that will be eliminated from their current location
- After project completion, 9 other homes will be deconstructed or moved
  - 7 are honor houses
  - 1 is a program office
  - 1 is a student overflow/quarantine house
  - These 9 homes have 35 existing spaces that will no longer be available to students
- At the end of the project, 5 existing honor houses will be re-purposed for visiting faculty or temporary housing for faculty/staff until they can find permanent housing in Northfield
  - These 5 homes were identified as being in the best shape
  - They are also adjacent to homes which the College does not own
  - Long-term the 4 houses located on St. Olaf Ave. and 1<sup>st</sup> St. W. will eventually be deconstructed or moved to achieve the open green space vision shown on the site plans.
  - The fifth house could be put on the market for sale (that may happen at the completion of construction)
  - 20 existing parking spaces are associated with these homes that will be used by faculty/staff. These 20 spaces will no longer be available for student parking
  - The college will continue to use the houses currently being used for faculty/staff housing after the Ole Avenue Project is completed.
- 189 parking spaces are included in the Ole Avenue Project
  - 161 total existing spaces replaced in project design (breakdown below)
    - 57 (existing spaces at Klein Field lot)
    - 49 (existing honor house/office spaces demolished for construction)
    - 35 (existing honor house/office spaces demolished at completion of construction)
    - 20 (existing honor house spaces to be used by visiting faculty/staff and no longer available for student parking; long-term these houses are deconstructed or moved with parking spaces eliminated)
  - 28 of those spaces are net new
  - 189 total designed spaces
- Students living in the new housing facilities will be juniors or seniors who often have practicum or internships

- At the neighborhood open house in September (St. Olaf's letter stated August, but it was in Sept.), the biggest complaint the College received from those attendees was the number of students who park on city streets in the residential neighborhoods east of Lincoln Ave.
- Project delays would create cost and timeline implications. Boldt Construction estimated a cost factor of \$70K to \$80K per week should the project have delays.
  - This takes in the overtime costs of the laborers to keep on track for a Fall 2022 occupancy
  - This assumes footings would begin early March 2021
  - Tree/shrub clearing and soil correction work would need to begin mid-February 2021

\*\*\* Below is the staff report from the January 19, 2021 Council Meeting\*\*\*

St. Olaf College proposes to develop new student housing that will facilitate decompressing and improving existing dorms and will also replace aged honors houses. College owned properties along the north and south sides of St. Olaf Ave, west of Lincoln St. are proposed for site improvements including new student housing, stormwater management, landscaping, parking and gateway enhancements. The St. Olaf project will be comprised of several multi-story structures, including a 300-bed residential hall to be constructed on the south side of St. Olaf Avenue, townhome-style residences with 140 student beds, to replace the existing honors houses on the north side of St. Olaf Avenue; and a total of 189 replacement and supplemental parking stalls throughout the project site. Gateway enhancements, new landscaping, pedestrian facilities and bicycle parking will be included in this project as well.

The Planning Commission (PC) approved, unanimously, to recommend approval to Council, the Conditional Use Permit with the conditions in the staff memo plus the condition that new parking be removed from the site plan. Based on the PC's recommendation, one forthcoming resolution will be prepared with the added PC's condition to remove all new parking from the site plan. Another resolution will be prepared without the added PC recommendation, as staff did not concur with the additional condition as many of the stalls replace existing student related parking and insufficient accommodations is likely to result in more parking in adjacent neighborhoods. Staff will be looking for direction from Council on the PC recommendation as well as the alternative staff recommendations and/or other conditions to further inform preparing resolutions for consideration. The City Council is the authority on a final decision. A map of the PTA overlaid on the site plan is forthcoming and is planned to be sent out in a supplemental memo. The resolutions for the CUP are not attached to this staff report and will be presented at the February 16 Council meeting for formal action.

#### Process:

Most of the St. Olaf campus is currently zoned CD-S. This zone is comprised of two sub-districts; the IDA - Internal Development Area, which is more than 200 feet from the external boundary of the District; and the PTA - Perimeter Transitional Area, which is the outer 200 feet of the CD-S zone and/or center line of right-of-way. Development within the PTA sub-zone is subject to review by the Conditional Use Permit (CUP) process. The Planning Commission and City Council will consider this CUP for development within the PTA, consistent with the Land Development Code (LDC).

Multiple steps and development applications are required for this project, beyond the CUP. A request to re-zone property, to expand the College zone, is being considered concurrent with this CUP. Other applications/approvals are administered by staff and include: Site plan - including layout, landscaping, lighting, parking and circulation; civil plans - including grading, storm water management, and utilities; fire safety and emergency access; and building/construction permits.

Neighborhood Meeting:

A neighborhood meeting and parking study are also required as part of the PTA review. St. Olaf College held a neighborhood meeting on September 21, 2020. Invitations were sent to the surrounding addresses that were 350 feet from the project area and 20 households attended the open house. A report from the first neighborhood meeting is attached. A second neighborhood meeting was held by St. Olaf College on December 21, 2020. Invitations were sent to the surrounding addresses that were 500 feet from the project area.

Parking and Traffic:

Student enrollment at St. Olaf College is currently approximately 3,000 and is not proposed to expand further. The 440 beds created from the project will decompress existing residence halls on campus and bring about 100 students currently living off-campus, back to living on campus. Leaving approximately 100 students living off-campus, most of whom live within a ½ mile and mainly walk or bike to campus.

A parking and traffic impact study were also completed. Table 3.8-2 in the LDC lays out the parking requirements. For CD-S zones, the minimum states:

*Campus-wide requirement as determined through a parking study. One parking space for each faculty, staff, student vehicle, and the number of parking spaces equal to the average visitor parking demand as documented in a parking study. On street parking adjacent to property owned by a college may be counted towards meeting the parking requirement.*

The LDC points to having one parking space for each faculty, staff and student vehicle, not a parking space for each faculty, staff and student. St. Olaf College has reviewed the parking for the Ole Housing project area and found approximately 28 net new parking stalls will be created from the proposed project. The remaining 161 parking stalls were existing as part of the honor houses, President's House and event parking.

The public works department has provided further analysis of the Traffic Impact Study from St. Olaf College. The PowerPoint presentation explains the existing traffic conditions and anticipated traffic conditions from St. Olaf Ave., Lincoln St. and Hwy 19. The PowerPoint also shows the intersection operation at its current status and anticipated status after opening of the housing project. Total traffic is not anticipated to increase, but there will likely be a redistribution of some trips from the Hwy 19 entrance to Lincoln St. N. / St. Olaf Ave. Vehicle trips on St. Olaf Ave. after the housing project opens are anticipated to increase by 65 trips per day, which is less than the previous traffic volumes from the early 2000's.

Conditional Use Permit Analysis:

The analyses are provided as part of the two resolutions attached to the staff report.

Recommendation:

Staff recommends the City Council consider recommending approval of the Resolution for the Conditional Use Permit subject to the following conditions:

1. The findings provided by staff from the Planning Commission meeting on November 19, 2020 are hereby adopted and attached hereto and incorporated herein by reference as Exhibit B without

the condition that 28 parking stalls be removed from the site plan.

2. The Conditional Use Permit to allow a 300-bed residential hall, townhouse-style residences with 140 student beds, 189 additional parking stalls, green space, and other improvements on the Property located on the north and south of St. Olaf Avenue owned by St. Olaf College, which is zoned College Development (CD-S), legally described in Exhibit A, is hereby approved, subject to the following conditions:
  - a. The Conditional Use Permit shall be recorded by the applicant at the applicant's expense within 180 days of the approval hereof. Failure to timely meet this condition shall render the Conditional Use Permit null and void and of no further force or effect;
  - b. The final site plan, subject to approval of the City, will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields;
  - c. The final site plan, subject to approval of the City, will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; and
  - d. This project is subject to other City approvals pursuant to City Code, including but not limited to site plan approval, which could result in additional required project modifications.

The second resolution includes the four conditions listed above and removes the new 28 parking stalls included in the project.

1. The Planning Commission's findings from its November 19, 2020 meeting are hereby adopted and attached hereto and incorporated herein by reference as Exhibit B.
2. Except as provided in the below conditions, the Conditional Use Permit to allow a 300-bed residential hall, townhouse-style residences with 140 student beds, green space, and other improvements on the Property located on the north and south of St. Olaf Avenue owned by St. Olaf College, which is zoned College Development (CD-S), legally described in Exhibit A, is hereby approved, subject to the following conditions:
  - a. The Conditional Use Permit shall be recorded by the applicant at the applicant's expense within 180 days of the approval hereof. Failure to timely meet this condition shall render the Conditional Use Permit null and void and of no further force or effect;
  - b. The final site plan, subject to approval of the City, will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields;
  - c. The final site plan, subject to approval of the City, will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; and
  - d. This project is subject to other City approvals pursuant to City Code, including but not limited to site plan approval, which could result in additional required project modifications.
  - e. New parking of 28 parking stalls shall be removed from the site plan reducing the additional parking stalls from 189 to 161.

The Planning Commission (PC) approved, unanimously, to recommended approval to Council, the Conditional Use Permit with the conditions in the staff memo plus the condition that new parking be removed from the site plan.

#### Alternative Options:

The Council has been presented two resolutions. The Council could approve subject to conditions

recommended by staff, subject to those conditions as well as the additional item recommended by the Planning Commission, or subject to other conditions deemed necessary to meet the criteria.

If a proposed conditional use satisfies both the general and specific standards set forth in the zoning ordinance, the applicant is entitled to the Conditional Use Permit. Importantly, if the applicant meets the general and specific ordinance standards, the City usually has no legal basis for denying the CUP.

**Financial Impacts:**

There are no immediate financial impacts to the City.

**Tentative Timelines:**

The zoning map amendment to expand the College Development District is anticipated to go into effect on February 12, 2021. Action on this CUP would then be appropriate, as the zoning will be in place.

For St. Olaf College to stay on schedule for students to move into the housing in fall of 2022, tree/shrub clearing and soil correction work would need to begin mid-February 2021 and footings would likely begin in early March 2021.

CITY OF NORTHFIELD, MINNESOTA  
CITY COUNCIL RESOLUTION #2021-017

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF  
NORTHFIELD, MINNESOTA, APPROVING A CONDITIONAL USE PERMIT FOR THE  
PERIMETER TRANSITION AREA FOR THE ST. OLAF COLLEGE OLE AVENUE  
HOUSING PROJECT

- WHEREAS, the applicant, St. Olaf College, seeks a Conditional Use Permit pursuant to Northfield City Code, Ch. 34, Sec. 8.5.9, to allow a 300-bed residential hall, townhouse-style residences with 140 student beds, 189 additional parking stalls, green space, and other improvements to be constructed on the north and south sides of St. Olaf Avenue, which is zoned College Development (CD-S); and
- WHEREAS, the Perimeter Transition Area (PTA), pursuant to Northfield City Code, Ch. 34, Sec. 2.4.2, is defined as an area inside the CD-S district that is within 200 feet of the boundary of the CD-S district; and
- WHEREAS, the PTA shall be measured from the midpoint of public rights-of-way adjoining the edge of college properties; and
- WHEREAS, PTA procedures and standards shall be applicable where the PTA adjoins all districts except areas zoned agricultural and industrial; and
- WHEREAS, the above-referenced property owned by St. Olaf College and subject to the Conditional Use Permit is legally described and depicted in the certificate of survey on Exhibit A, which is attached hereto and incorporated herein by reference (the "Property"); and
- WHEREAS, the Planning Commission reviewed the proposal at its November 19, 2020 meeting and recommended approval of the Conditional Use Permit with the conditions in the staff memo plus the condition that new parking of 28 parking stalls be removed from the site plan; and
- WHEREAS, the Planning Commission conducted a public hearing on November 19, 2020, and received public testimony regarding the proposed Conditional Use Permit; and
- WHEREAS, all required notices regarding the above-referenced public hearing were properly made; and
- WHEREAS, the Planning Commission found that the application does not meet the standards in the Land Development Code for the conditional use to allow the 28 new parking stalls; and
- WHEREAS, the Planning Commission has reviewed and recommended approval of the Conditional Use Permit with the conditions that the final plan will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields, the final plan will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; this project is subject to other City approvals, including site plan, which could result in required

modifications, and that the new parking of 28 parking stalls be removed from the site plan.; and

WHEREAS, the City Council reviewed the requested Conditional Use Permit and Planning Commission recommendation and conditions for the requested Conditional Use Permit at its meeting of February 16, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The findings provided by staff from the Planning Commission meeting on November 19, 2020 are hereby adopted and attached hereto and incorporated herein by reference as Exhibit B without the condition that 28 parking stalls be removed from the site plan.
2. The Conditional Use Permit to allow a 300-bed residential hall, townhouse-style residences with 140 student beds, 189 additional parking stalls, green space, and other improvements on the Property located on the north and south of St. Olaf Avenue owned by St. Olaf College, which is zoned College Development (CD-S), legally described in Exhibit A, is hereby approved, subject to the following conditions:
  - a. The Conditional Use Permit shall be recorded by the applicant at the applicant's expense within 180 days of the approval hereof. Failure to timely meet this condition shall render the Conditional Use Permit null and void and of no further force or effect;
  - b. The final site plan, subject to approval of the City, will include a safe pedestrian connection from the north parking lot to the townhomes and athletic fields;
  - c. The final site plan, subject to approval of the City, will incorporate adequate apparatus access and turn around for fire and emergency safety vehicles and personnel; and
  - d. This project is subject to other City approvals pursuant to City Code, including but not limited to site plan approval, which could result in additional required project modifications.
3. Pursuant to Minnesota Statutes, section 463.3595, a certified copy of this Conditional Use Permit shall be recorded with the county recorder or registrar of titles for Rice County

PASSED by the City Council of the City of Northfield on this 16th day of February, 2021.

ATTEST

  
City Clerk

\_\_\_\_\_  
Mayor

VOTE:   \_\_\_ POWNELL   \_\_\_ GRABAU   \_\_\_ NAKASIAN   \_\_\_ NESS  
          \_\_\_ PETERSON WHITE   \_\_\_ REISTER   \_\_\_ ZUCCOLOTTO

## EXHIBIT A

### LEGAL DESCRIPTION OF PROPERTY

Those parts of Lots 9 and 10 in the STATE SUBDIVISION OF THE SW 1/4 OF SECTION 36, TOWNSHIP 112 NORTH, RANGE 20 WEST OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF NORTHFIELD, and Rice County, Minnesota described as follows: Beginning at the southeast corner of said Lot 10; thence South 89 degrees 55 minutes 44 seconds West, assumed bearing, along the south line of said Lot 10, 297.00 feet; thence North 00 degrees 51 minutes 34 seconds East, 200.03 feet; thence North 89 degrees 55 minutes 44 seconds East, 327.97 feet; thence North 00 degrees 51 minutes 34 seconds East, 339.06 feet; thence South 89 degrees 08 minutes 54 seconds East, 331.55 feet; thence South 00 degrees 48 minutes 47 seconds West, 21.09 feet; thence North 89 degrees 55 minutes 44 seconds East, 64.13 feet; thence North 00 degrees 48 minutes 21 seconds East, 169.57 feet; thence South 89 degrees 11 minutes 39 seconds East, 200.00 feet to the centerline of Lincoln Street South; thence South 00 degrees 48 minutes 21 seconds West, along said centerline, 366.53 feet; thence South 89 degrees 55 minutes 44 seconds West, 264.31 feet; thence North 00 degrees 48 minutes 47 seconds East, 21.12 feet; thence North 89 degrees 08 minutes 30 seconds West, 131.58 feet; thence South 00 degrees 51 minutes 34 seconds West, 335.87 feet to its intersection with a line bearing North 89 degrees 55 minutes 44 seconds East from the point of beginning; thence South 89 degrees 55 minutes 44 seconds West, along the south line of said Lot 9, 231.00 feet to the point of beginning.

AND

Those parts of Lots 4 and Lot 5, Block 4 and Block 5, CUTLER'S ADDITION TO THE CITY OF NORTHFIELD, Rice County, Minnesota described as follows: Beginning at the intersection of the northerly extension of the west line of said Lot 5, Block 4 and the centerline of St. Olaf Avenue; thence South 89 degrees 55 minutes 44 seconds West, along said centerline of St. Olaf Avenue, 54.36 feet; thence South 00 degrees 51 minutes 34 seconds West, parallel with the west line of said Lot 5 and the west line of said Block 5, 563.90 feet; thence North 89 degrees 55 minutes 44 seconds East, 681.58 feet to the centerline of Lincoln Street South; thence North 00 degrees 48 minutes 21 seconds East, along said centerline of Lincoln Street South, 200.02 feet to the centerline of 1st Street West; thence South 89 degrees 55 minutes 44 seconds West, along said centerline of 1st Street West, 481.56 feet to the intersection with the westerly line of the East 448.50 feet of said Block 5 and the southerly extension of the westerly line of BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA; thence North 00 degrees 48 minutes 21 seconds East, along said westerly line of the East 448.50 feet of Block 5 and the west line of BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA, 165.00 feet to the north line of said BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA; thence continuing North 00 degrees 48 minutes 21 seconds East, along the northerly extension of the westerly line of BLOCK TWO, VIKING COURT ADDITION NORTHFIELD MINNESOTA, 198.87 feet to the centerline of St. Olaf Avenue; thence South 89 degrees 55 minutes 44 seconds West, along said centerline, 145.66 feet to the point of beginning.



THE COURT SAID THAT THE EVIDENCE THAT GARCIA HAD  
PROMISED TO ME, THROUGH MY DIRECT SUPERVISOR, THAT IF I  
DAILY CLEANED AND MAINTAINED THE LAWS OF THE STATE OF  
MISSISSIPPI.

Libra A. Schaefer  
Mark A. Schaefer

DATE 1-29-21 LAC NO. 45817

## ST. OLAF STUDENT HOUSING

**OLE AVENUE**

NORTHFIELD MINNESOTA

[illegible]

**CERTIFICATE OF  
SURVEY:  
CUP SKETCH**

5

5

CLP Consulting

These results indicate that the average indentation of the grain of sections in the longitudinal direction is about 1.5 times that of the grain of sections in the transverse direction. The average indentation of the grain of sections in the longitudinal direction is about 1.5 times that of the grain of sections in the transverse direction. The average indentation of the grain of sections in the longitudinal direction is about 1.5 times that of the grain of sections in the transverse direction.

[illegible]

## **EXHIBIT B**

### **FINDINGS**

#### **Conditional Use Permit Analysis:**

The St. Olaf project area encompasses areas currently zoned CD-S, as well as areas zoned R1 that are being considered for re-zoning to the CD-S district to facilitate expansion of the Campus on properties owned by the College. As stated above, development in the PTA requires a CUP. A CUP follows the Type 4 Review Procedure found in Section 5.4.7 of the LDC. When reviewing a CUP, the Planning Commission is to consider the following criteria (Criterion a) must be met and b) through n) shall be considered):

**a) The proposed use is allowed as a conditional use in the district for which it is proposed.**

Concurrent with this application, a request to rezone a portion of the project area from R1-B to CD-S is being considered. When reviewing the project under the CD-S, the proposed uses are permitted, and those within the PTA are allowed as a conditional use.

**b) The conditional use will be in accordance with the general objectives, or with any specific objective, of the city's comprehensive plan and this LDC.**

The Ole Student Housing Project upholds the objectives of the City's Comprehensive Plan in the following categories:

Chapter 3: Community Identity – Objective 7: Continue to support local schools and colleges

CI 7.2 “Cooperate with the local colleges to minimize negative impacts of parking and traffic on Northfield neighborhoods.”

- The proposal includes 189 new on-site parking spaces to reduce parking overflow into the adjacent neighborhoods. The number of proposed on-site parking spaces adhere to the City's parking standards for the proposed use, according to City Ordinance Chapter 34, Article 3, Section 3.6 Off-Street Parking Space Requirements, and more specifically, Tables 3.6-1 and 3.6-2 relevant to the parking requirements in the CD-S District.
- The traffic study, as discussed in question 12 below, demonstrated the proposed on-site residences would not result in total traffic increases.

CI 7.3 “Collaborate with the local colleges to provide the overall community with quality public programs, and quality open spaces.”

- The site plan incorporates thoughtful open space and pedestrian connections around the proposed residences. The outdoor spaces will include intentional landscape design and spaces for people to gather and enjoy the continued collegiate ambiance that already exists on the St. Olaf campus.

Chapter 4: Land use – Objective 3: Encourage a compact development pattern, and support infill, redevelopment and land intensification.

LU 3.2 “Work collaboratively to identify structures and sites for redevelopment, intensification or reuse.”

- The college commissioned a housing study and found that redevelopment of the President's House and Honor's Homes would be the best option for increasing on-site residential opportunities to meet the needs of the student population.

In addition, the Framework Map of the Northfield Comprehensive Plan delineates the parcels as appropriate for Neighborhood Central. This zone consists of single-family homes on smaller lots and includes some multi-family and mixed-use development. Walkability is a strong component and a range of housing types. The Comprehensive Plan explains this zone also begins to change at the edge of this zone. The edges change from an urban square grid to suburban style development and start to lose consistency with square blocks. Future development should be reinforced by the character of the Neighborhood Central zone. The character of the proposed buildings, sidewalk connection and landscaping reflect a transition from neighborhood to campus, and support the values of the Neighborhood Central zone.

The proposal will need to meet the Site Development Standards for the CD-S Zone District as defined in Article 3 of the LDC and the Use Specific Standards found in Article 2. Staff will complete a final review after the CUP process has been completed, and will incorporate any conditions added to the PTA zone by City Council.

- c) **The conditional use will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.**

The architecture of the proposed residential hall and townhouse-style residences is designed to complement St. Olaf structures and design. The quality of materials, design, colors and aesthetics are intended to create visual continuity with existing campus buildings. Intentional design adds permanence and contributes to harmony with the existing character of the college campus. The new campus residences will also be operated and managed similarly to the existing student housing to ensure the students abide by campus policies and respect the surrounding neighborhoods.

- d) **The conditional use will not be hazardous or reasonably disturbing to existing or future uses.**

The proposed residential facilities will not pose any hazardous or disruptive conditions to existing or future neighboring uses. The new facilities will serve the needs of the college and help contain students on campus to reduce off-campus parking and housing needs. Landscaping design integrates placement of plantings and species selection that will soften light-shed and balance the need for safety and security.

- e) **The conditional use will be served adequately by essential public facilities and services such as streets, police and fire protection, drainage structures, refuse disposal, water and sewer.**

The residence hall and townhouses will front the existing St. Olaf Avenue, which would be preserved as a main connection from Lincoln Street North into the St. Olaf

campus. Most of the proposed parking would be between the townhouses and the existing stadium with access from Lincoln Street North.

The residential facilities would connect to public water and sewer, and there is adequate capacity for the increased residential usage. The project area consists of an existing looped watermain a portion of which will be rerouted in order to accommodate the construction of the residence hall. If necessary for additional flow or pressure, booster pumps will be installed to adequately meet the needs of the residence hall. Sanitary sewer mains are available for connection in both St Olaf Avenue and 1st Street West so no downstream capacity issues are anticipated due to the construction of this project.

The Ole Avenue project will also involve construction of stormwater detention on-site and release into the municipal storm sewer system at the same or a lesser rate. Stormwater treatment of the runoff will also be provided on-site to ensure all State and Local requirements are met. Based on this information, existing municipal utilities are adequate to meet the requirements of the proposed student housing project.

Public facilities details and final design is subject to technical review and will be part of the final site plan and project approval.

**f) The benefits of the conditional use outweigh the potential negative effects of the surrounding community.**

The proposed project is the result of a 2018 housing study commission by St. Olaf College's Board of Regents. In this study, it was determined there is a 462-bed deficit in available on-campus student housing. To accommodate this need in the interim, the collage has converted study lounges into rooms and added beds to double rooms. There has also been an increased need for students to procure off-campus housing options, resulting in more students driving to/from campus and potentially parking along streets in adjacent neighborhoods.

By providing additional on-site housing and parking, the overcrowding in existing residential facilities and off-campus demands can be resolved. This would help reduce off-campus housing needs and the resulting vehicular trips by those students to/from campus each day would be reduced accordingly. In addition, the proposal provides an additional 188 on-campus parking stalls to capture the parking needs of increased on-campus residential units and to accommodate students who travel off-site for additional skills development and work experience.

**g) The conditional use will not create excessive additional requirements at public cost for public facilities and services.**

All utility connections proposed will be constructed at the cost of the college as part of this project. No public cost will be incurred during construction of this project.

- h) The conditional use will not involve uses, activities, processes, materials, equipment and conditions or operations that will be detrimental to any persons, property or the general welfare by reason of excessive traffic, noise, smoke, fumes, glare, or odors.**

This development is not expected to result in operations that would be detrimental to any persons, property or general welfare by reason of excessive traffic, noise, smoke, fumes, glare or odors.

- i) The conditional use will not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance as may be established in the comprehensive plan or other city plans related to natural, scenic, or historic features.**

The conditional use is not expected to result in the destruction, loss, or damage of natural, scenic, or historic features of major importance as may be established in the comprehensive plan or other city plans related to natural, scenic, or historic features. Since the proposed project will take place in a previously developed area largely encompassing existing residential homes, no disruption of natural or scenic features are anticipated. St. Olaf will also be preserving many of the existing on-site trees. In addition, none of the existing structures proposed for decommissioning are listed on the National

Historic Register or are subject to other state or local historic designations.

- j) The traffic and parking generated by the use will not lower the Levels of Services as described in the comprehensive plan update of intersections within a quarter mile of the site.**

A traffic study was performed to analyze the impacts of the proposed project. It showed that some new/additional traffic to and from the campus would occur, but mostly existing traffic redistribution is expected to occur. The redistribution is expected to have minimal impacts to the adjacent public roadway network based on the conclusions of the traffic study. Essentially, students are already present on campus and commuting to campus from elsewhere in the community. The same students would be living on campus and no longer commuting, thereby decreasing the overall number of daily student trips to and from campus. Further, minimal changes in Level of Service (positive and negative) at the Lincoln Street/St. Olaf Avenue intersection or the Highway 19/St. Olaf Drive intersection are anticipated as a result of the project.

- k) In residential districts, the use is of a similar height, building orientation, massing, setback, and scale as to be compatible with surrounding uses in compliance with Section 3.5 Neighborhood Compatibility Standards.**

The use is proposed in the CD-S district and reflect design and massing expected on a college/institutional campus.

- l) In the Perimeter Transition Area (PTA) within the college development district (CD-S) that abut residential and commercial districts, height, building orientation, massing, setback and scale shall be considered in building**

**renovation and/or new construction in order to maintain compatibility with surrounding areas as described in Section 3.4 Neighborhood Compatibility Standards. These neighborhood compatibility standards are to be administered in order to maintain a harmonious neighborhood environment and absolute compliance with these standards is not intended.**

The proposed housing project abuts several residential lots, most of which are owned by St. Olaf College. In the PTA area the building height, orientation, massing, setback and scale have been considered in relation to the neighborhood. The height of the townhomes (at roof mid-line) is approximately 30 feet, which is the maximum height of homes in the R1 district. In addition, the facades of the townhomes have variation in depth, color, texture and exterior finishes. The townhomes are oriented towards the street and have sidewalk connections throughout and to the street.

The residence hall height ranges from 45 – 60 feet in height. This is higher than what is typically seen in the R1 zone, though multi-family buildings are allowed to exceed the 30 foot maximum if for every additional 10 feet in height the building is setback 5 feet from adjacent buildings and lot lines. The proposed residence halls are similar to the height of other campus housing. These structures will have facades that wrap around a courtyard. The halls also have façades that differ in depths, color and exterior finishes that help integrate it into the campus-neighborhood context, and are in keeping with the college architecture. The halls orient toward the street with connections through the courtyard and sidewalks.

**m) Impacts such as noise, hours of activity, and outdoor lighting have been addressed to mitigate negative impacts on nearby uses.**

The residential facilities, walkways, and parking lots will incorporate outdoor lighting to comply with the 2.0 average maximum foot-candle requirement, and a 0.1 foot-candle for any lights within 15-feet to adjacent residential uses. The lighting placement and fixtures selected are intended to provide a safe night atmosphere without creating light pollution, and to use lighting as a design enhancement rather than a distraction. Landscape design and species selection is intended to soften and interrupt light-shed while balancing the need for safety and security.

The students will be expected to comply with the campus guidelines within residential facilities, which includes maintaining noise levels and hours of activity that are not a nuisance to other students or adjacent neighbors. Additionally, the attending Residential Advisor living in the residential facilities is planned to be present to help enforce the campus policies.

**n) Parking is adequately provided for the proposed conditional use, but an excessive number of parking spaces are not proposed.**

With additional on-campus housing, additional parking is necessary. Parking study data confirms that the on-site parking increase proposed as part of the project will be adequate to meet the demand without requiring street parking. The current parking design and capacity was proposed based on data from the parking study as well as applicable City Ordinance Chapter 34, Article 3, Section 3.6 Off-Street Parking Space

Requirements, and more specifically, Tables 3.6-1 and 3.6-2 relevant to the parking requirements in the CD-S District.