

(reserved for recording information)

CITY OF NORTHFIELD, MN
CITY COUNCIL RESOLUTION 2025-074

APPROVING A CONDITIONAL USE PERMIT FOR SAINT OLAF COLLEGE TO BUILD
ADDITIONAL PARKING IN THE PERIMETER TRANSITION AREA

- WHEREAS, the applicant, Saint Olaf College (the “applicant”), seeks a Conditional Use Permit, pursuant to Northfield City Code, Ch. 34, Secs. 3.2.3 and 8.5.9, to expand a parking lot at 219 Lincoln Street North, which is within the Perimeter Transition Area of the property zoned CD-S: College Development; and
- WHEREAS, the applicant is the owner of the above-referenced property; and
- WHEREAS, the above-referenced property is legally described on Exhibit A, which is attached hereto and incorporated herein by reference; and
- WHEREAS, the City of Northfield Planning Commission (the “Planning Commission”) conducted a public hearing on June 16, 2025, 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 reviewed the requested Conditional Use Permit at its June 16, 2025 meeting, found that the application does not meet the standards and criteria contained in Northfield City Code, Chapter 34, the Land Development Code, Section 8.5.9 (D) for the proposed conditional use, adopted Findings of Fact on the required criteria, and recommended to the City Council denial of the Conditional Use Permit; and
- WHEREAS, the City Council reviewed the requested Conditional Use Permit and Planning Commission recommendation and findings for the requested Conditional Use Permit at its meeting of July 22, 2025; and

WHEREAS, The City Council reviewed the requested Conditional Use Permit at its July 22, 2025 meeting, found that the application meets the required criteria contained in Northfield City Code, Chapter 34, the Land Development Code, Section 8.5.9 (D) for the proposed conditional use, adopted Findings of Fact on the required criteria attached hereto and incorporated herein by reference as Exhibit B.

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

1. The recitals hereto and the City Council's findings from its July 22, 2025 meeting, which are attached hereto and incorporated herein by reference as Exhibit B, are hereby adopted.
2. The Conditional Use Permit, pursuant to Northfield City Code, Ch. 34, Secs. 3.2.3 and 8.5.9, to allow the construction of an additional 26 parking spaces in the parking lot at 219 Lincoln Street North, is hereby APPROVED.

PASSED by the City Council of the City of Northfield on this 4th day of August 2025.

ATTEST

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

CUP Description:

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.

EXHIBIT B

Conditional Use Permit Approval Procedure & Approval Criteria:

A CUP follows the Type 4 Review Procedure found in Section 8.4.7 of the LDC. For the Type 4 Review Procedure, the Planning Commission holds a public hearing and makes a recommendation to City Council, and City Council makes the final decision.

In the approval of a conditional use permit, the Planning Commission may recommend that City Council impose such conditions as necessary to make the use compatible with other uses allowed in the same district zone or vicinity. Criterion (a) below must be met and criteria (b) through (n) shall be considered in the review of conditional use permit applications:

a) **The proposed use is allowed as a conditional use in the district for which it is proposed as shown in Table 2.7-1.**

The required finding is met. The proposed use of surface parking is allowed as a conditional use as a College-Related Use defined under Schools, Institutions of Higher Education (College, Seminary, or University), in Table 2.7-1 within the CD-S: College Development zoning district. Section 2.4.2 College Development District divides the zoning in this district into two sub-zones. This area meets the definition of the Perimeter Transition Area (PTA), wherein development of College-Related Uses is subject to the standards applicable to Conditional Use Permit criteria, and the Type 4 review procedure with a required Neighborhood Meeting.

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 finding is considered and partially met. While the location of the expanded parking does not meet the directive in the Comprehensive Plan's Access Chapter that seeks to "prohibit campus parking adjacent or visible to residential neighborhoods," and is not in accordance with the Strategies or Outcomes identified in the Implementation Chapter of the Comprehensive Plan which take a land use approach intended to create a defined edge for each college campus, the proposed parking meets the following stated purpose of the LDC:

1.1.12 Minimize vehicle traffic by providing for a mixture of land uses, pedestrian-oriented development, compact community form, safe and effective multi-modal traffic circulation (e.g. pedestrian, bicycle, and vehicular), and adequate on- and off-street parking facilities.

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 finding is considered and met. The proposed use is contained within the footprint of an existing parking lot. The parking lot is required to meet landscaping, screening, buffering, and lighting standards to mitigate the impact on the adjacent community.

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

The finding is considered and met. The proposed use is an expanded existing conditional use and will not be hazardous or reasonably disturbing to existing or future uses.

- 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 finding is considered and met. The parking lot is adequately served by essential public services. The property is served by Lincoln St. N. to the east and Founders Dr. to the west. Emergency services will have access from both Founders Dr. and Lincoln St. N. Drainage on site is served by a storm sewer easement. The project will not have a significant impact on refuse disposal or water and sewer connections.
- f) The benefits of the conditional use outweigh the potential negative effects of the surrounding community.
The finding is considered and partially met. The expanded parking lot will have limited negative effects on the immediate surrounding community, however the overall potential impact of additional vehicles driving to and from the campus may have additional negative impacts on greenhouse gas emissions. Benefits may include reduced on-street parking by students and other campus users.
- g) The conditional use will not create excessive additional requirements at public cost for public facilities and services.
The finding is considered and met. The conditional use will not create additional public cost for public facilities or services.
- 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.
The condition is considered and met. The expanded parking lot is not expected to generate noise, smoke, fumes, glare, or odors that are any more excessive than the existing conditions. The increase in traffic is not anticipated to be excessive.
- 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 condition is considered and met. The parking lot 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.
- 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.
The finding is considered and met. The additional trips generated by this use are not significant enough to lower the Levels of Services within a quarter mile of the site.
- 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 finding is considered and met. The proposed parking lot is within the Perimeter Transition Area because it is adjacent to a residential district, and special consideration is due to this proximity.

- 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 finding is considered and met. The proposed use maintains a harmonious neighborhood environment; the impact of 26 additional vehicles is minimal.

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

The condition has been considered and met. Vehicle noise, and the hours of activity associated with college residences will have minimal negative impacts on nearby uses. Outdoor lighting and other design considerations are consistent with the requirements and standards of the Land Development Code.

- n) Parking is adequately provided for the proposed conditional use.

The proposed conditional use is parking.

The following information shall be provided as part of the Conditional Use Permit application:

- (i) Number of customers, patients, visitors, or other patrons of the proposed use.
3,202 students.
- (ii) Number of full-time and part-time employees.
900 total staff and faculty.
- (iii) Number and approximate timing of deliveries.
Not applicable.