



PLANNING & ZONING COMMISSION

Agenda

February 19, 2025

7:00 PM

1. ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3A. January 22, 2025 regular meeting.

4. PUBLIC DISCUSSION – Public comment on any item not otherwise listed on the agenda.

5. PUBLIC HEARINGS

5A. An application by Soumis Construction for a Preliminary Planned Unit Development for a 35-unit, 3 story apartment building on a 8.9 -acre site located at 492x W. Arrowhead Road. The property is located in an R-3 zoning district.

5B. Zoning Ordinance text amendments by the City of Hermantown amending Chapter 15 – Floodplain Management Regulations, pertaining to the rules and regulations of the National Flood Insurance Program (NFIP) in 44 CFR § 59 to 78; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.

6. CONTINUING BUSINESS

7. NEW BUSINESS

8. COMMUNICATIONS

Correspondence 25-09

9. COMMISSION MEMBER REPORTS

Joe Peterson

Corey Kolquist

OPEN

Beth Wentzlaff

Kevin Hagen

Matthew Fournier

John Stauber

ADJOURN



PLANNING & ZONING COMMISSION

January 22, 2025 Meeting Summary

7:00 PM

1. ROLL CALL

Members Present: Joe Peterson; Corey Kolquist; Beth Wentzlaff; John Stauber; and Matthew Fournier

Members Absent: Kevin Hagen

Others Present: Eric Johnson, Community Development Director; Joe Wicklund, Asst. City Administrator; and Levi Stauber

2. APPROVAL OF AGENDA

Motion made by Corey Kolquist to approve the January 22, 2025 agenda as presented. Seconded by Matthew Fournier. Motion carried 5-0.

3. APPROVAL OF MINUTES

Motion made by Beth Wentzlaff to approve the December 17, 2024 minutes as presented. Seconded by Corey Kolquist. Motion carried 5-0.

4. PUBLIC DISCUSSION

None.

5. PUBLIC HEARING

5A. An application by Cottage Life Investments/Levi Stauber for a Subdivision to create a 142-foot-wide parcel of 0.67 acres and a 1.15-acre lot accessed by way of a flag lot of 40-foot width at 4407 Ugstad Road. The property is located in an R-3 zoning district.

Eric Johnson, Community Development Director, presented the application by the applicant and property owner, Cottage Life Investments/Levi Stauber, who owns a 1.68 acre property at 4407 Ugstad Road. The property has a lot dimension of 182' x 402'. There is an existing home and one outbuilding located on the southern side of the property.

The applicant/property owner proposes to create a new flag lot along the southern border of the existing property. He is proposing a 40 foot 'pole/driveway' connection to Ugstad Road for a distance of 172 feet with the 'flag' portion of the lot being approximately 182' x 230'. The proposed lot sizes for the two total parcels are:

Parcel A: 142' x 172' = 24,424/43,560 or 0.56 acres

Parcel B: 40' x 205' and 182' x 230' = 48,740/ 43,560 sf. or 1.12 acres

The applicant/property owner intends to keep the existing home and outbuilding as is and either market the new lot or build on the proposed parcel at a future date. Any new home application

will require coordination with the City Utility Clerk for utility hook ups and Public Works regarding driveway locations.

Motion made by Corey Kolquist to approve the application by Cottage Life Investments/Levi Stauber for a Subdivision to create a 142-foot-wide parcel of 0.67 acres and a 1.15-acre lot accessed by way of a flag lot of 40-foot width at 4407 Ugstad Road as presented. Seconded by Beth Wentzlaff. John Stauber abstained. Motion carried. 4-0

5B. Zoning Ordinance text amendments by the City of Hermantown amending Section 200 – Definitions and Chapter 5 - Land Use Regulations, Chapter 11– Planned Unit Developments, pertaining to environmental review.

Eric presented to the members that the purpose of environmental review is to identify and evaluate potential environmental impacts of a project and consider methods to reduce or mitigate adverse impacts. Environmental review is not intended to be used to approve or deny a project. The analysis provides information to guide other approvals and permitting decisions. For example, measures identified to reduce environmental impacts may be incorporated into conditions of project approval.

While some sections of City Ordinance reference statutes, there is no explicit description of required review procedures. For development proposals subject to environmental review, it is important to ensure City review and permitting processes align with statutory review procedures. Codifying that interface will enhance awareness (for staff and project proposers) and foster process consistency, efficiency, and transparency.

Following is a description of the proposed changes to City Ordinance and City Zoning Code, chapters, divisions, and sections included in the ordinance attached to this report.

City Ordinances:

Chapter 2: Administration

Requires an escrow be created and capitalized to cover costs related to mandatory environmental review, as well as special studies (e.g., traffic studies). The escrow is intended to cover costs related to preparation of the required documents, including associated technical studies. Like special studies, mandatory EAW and EISs are project specific and must be completed before the subject development project may be approved or issued permits.

The fee schedule is updated to include fees associated with Environmental Reviews:

- Environmental Assessment Worksheet – discretionary – No Fee
- Environmental Assessment Worksheet – mandatory - \$2400
- Environmental Impact Statement - \$6500
- Alternative Urban Areawide Review – 10% of AUAR Cost

City Zoning Code:

Chapter 2: Definitions

Incorporates several new definitions relevant to environmental review into Section 200.01.33, including AUAR, EAW, EIS, EQB, Mandatory Environmental Review, and RGU.

Chapters 5 & 11

Changes amend the language to be uniform with proposed changes to the definitions and new ordinance chapter. The proposed changes also clean up previous language that specifically quotes Minnesota Administrative Rules Chapter 4410. The new proposed language refers back to the Minnesota Rules Chapter 4410 directly, removing the potential for conflict between local zoning code and state statute should the state amend the laws.

Chapter 23: Environmental Review

Creates an additional chapter that follows the organization used in other city code divisions and includes several standard subsections, such as Purpose, General Provisions, and Enforcement. It also includes separate subsections that describe the requirements and review procedures specific to the different types of environmental review: EAW, EIS, and AUAR. Each of these sections references thresholds for mandatory review defined in State Statute (Minnesota Rules) and describes the procedures for preparation and review of the required documentation. Highlights include:

- Environmental review documents must be prepared under the direction of the City, although the City may choose to hire a consultant(s) to prepare the documents.
- The City Council must formally accept final mandatory EAWs and EISs via resolution prior to taking official action to approve the subject development proposal. However, public review of a development proposal can occur while the environmental review is underway.
- Similarly, an AUAR and related mitigation plan must be determined adequate via City Council resolution. To remain valid, an AUAR must be updated every five years, or earlier if development is proposed that deviates significantly from the development scenario analyzed in the approved AUAR. A significant deviation would involve changes to the type and/or amount of development that would result in impacts that were not analyzed or addressed in the approved mitigation plan. Currently, the only AUAR existing in Hermantown applies to the Hawklane Business Park.

Motion made by Corey Kolquist to approve the Zoning Ordinance text amendments by the City of Hermantown amending Section 200 – Definitions and Chapter 5 - Land Use Regulations, Chapter 11– Planned Unit Developments, pertaining to environmental review as presented. Seconded by John Stauber. Motion carried 5-0.

5C. Zoning Ordinance text amendments by the City of Hermantown creating Chapter 23 – Environmental Review, pertaining to environmental review of projects subject to Minnesota Administrative Rules, Chapter 4410.

See Item 5B.

Motion made by Matthew Fournier to approve the Zoning Ordinance text amendments by the City of Hermantown creating Chapter 23 – Environmental Review, pertaining to environmental review of projects subject to Minnesota Administrative Rules, Chapter 4410 as presented. Seconded by Joe Peterson. Motion carried. 5.0.

6. CONTINUING BUSINESS

None.

7. NEW BUSINESS

None.

8. COMMUNICATIONS

None.

9. COMMISSION MEMBER REPORTS

Joe Peterson – None

Corey Kolquist – Discussed getting P&Z meetings on everyone’s calendar on a monthly basis

OPEN

Beth Wentzlaff – None

Kevin Hagen – Absent

Matthew Fournier – None

John Stauber – None

ADJOURN

Motion made by Matthew Fournier to adjourn the meeting. Seconded by John Stauber. Meeting adjourned at 7:53 pm.

Officiated by:

Transcribed by:

Joe Peterson, Chairman

Mary Melde, Administrative Assistant



5A. Reside on W. Arrowhead Preliminary PUD

Applicant: Soumis Construction
Case No.: 2025-05-PUD
Staff Contact: Eric Johnson, Community Development Director
Request: Preliminary application for 8.9 acre property, 35 unit apartment Planned Unit Development (PUD)

DESCRIPTION OF REQUEST

Applicant (Soumis Construction) is requesting approval of a Preliminary Planned Unit Development (PUD), to construct a 3 story, 35-unit apartment building on 8.9 acres in the R-3 Zoning District at 492x W. Arrowhead Road.

SITE INFORMATION

Lot Size: 8.9 acres
Legal Access: W. Arrowhead Road
Wetlands: Yes, have been delineated and approved by the TEP
Existing Zoning: R -3 Single Family Residential
Airport Overlay: Zone 3, structure height restrictions only
Shoreland Overlay: No
Comprehensive Plan: Residential

Background

Soumis Construction (Applicant) is the property owner associated with this 8.9-acre property. The applicant is proposing the Reside at W. Arrowhead project, which consists of a 3 story, 35-unit apartment building. The site is currently undeveloped with topography rising from the north to the south and contains a large wetland along the eastern portion of the property with upland area located in the southwest portion of the property. The property has access from W. Arrowhead Road to the north and will be connected by way of a 26-foot-wide paved private drive. There are wetlands present on the eastern portion of the property which were delineated in 2021.

The proposed project consists of a mix of one- and two-bedroom apartments ranging in size from 675 square feet to 1010 square feet. The proposed building is 43 feet in height which is permitted under the Planned Unit Development ordinance assuming there are additional setbacks from the property lines. In addition, there is a 20' x 240' - 20 car garage structure located along the south property line. This structure is approximately 12 feet in height and is located a minimum of 40 feet from the adjacent property lines.

The project proposes 50 surface parking spaces and 20 garage units for a total of 70 parking spaces which meets the City requirements of two parking spaces per residential unit.

The project proposes a 20-foot x 120-foot, fenced community garden space towards W. Arrowhead Road. The community garden will have garden plots available for rent to the neighboring community and will be maintained by the applicant. In addition, a 5-foot-wide sidewalk will connect W. Arrowhead Road to the building.

PUD Process

The City's zoning regulations governing PUD's require that each PUD obtain preliminary and final approval. The City's Planned Unit Development ordinance states that PUDs over 4 units/acre and/or 5 acres in size are required to make separate Preliminary and Final PUD submissions.

The PUD review and approval process include a public hearing by the Planning Commission and a recommendation to the City Council. A PUD order will be issued by the City setting project specific development standards. Following completion of the development contract the applicant will be granted final Zoning approval and can begin construction, pending approval of the associated building permits.

Per Section 1105 of the Planned Unit Development section of the Zoning Ordinance, it requires that a PUD must provide public benefits to the surrounding neighborhood and to the city above and beyond what can be reasonably achieved by application of the zoning provisions applicable to the underlying zoning district. The nature and scale of public benefit shall be determined by the City and include, but not be limited to:

- 1.1 Preservation and enhancement of natural systems and resources, topography, vegetation, and other natural features. – This project proposes to preserve approximately 6 acres of existing wetland on the property. The road design and building placement minimizes wetland impacts required for the project.
- 1.2 Efficient design and use of transportation systems and utilities, improved housing and neighborhood options, and housing affordability
- 1.3 Provision of recreational amenities including trails and parks. – The Project proposes a community garden element which is open to the residents of the proposed development as well as neighboring property owners. The garden area includes the following:
 - Raised cedar planting beds (approximately 4' wide by 8' long) spaced a minimum of 3' apart for easy kneeling and access
 - Geotextile fabric placed under the planting beds to keep weeds from propagating. This will cut down on maintenance needs.
 - Gravel or mulch walk-ways around raised beds
 - A fence around the entire garden to keep deer out
 - Water spigots will be provided for irrigation needs.
 - Tool shed for common gardening tool. Tools will be provided as part of the development.

Zoning Analysis

The PUD process allows the City Council to modify any provisions of the underlying zoning district if the PUD is consistent with the Comprehensive Plan and provides a public benefit. Modifying the standards

through the PUD process is appropriate for the development of this project as it seeks to utilize developable land while preserving approximately 6 acres of wetland area.

Setbacks

Proposed setbacks vary from the standards of the R-3 Zoning District. Depicted on the attached exhibits, the setbacks reflect a site design that will allow for a creative use of the site subject to existing constraints such as site access and wetlands.

Typical setback standards in the R-3 Zoning District for single family residential homes and proposed setbacks are shown in Table 1:

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed Apartment
Minimum lot area	½ acre (2 units/acre)	8.9 acre property
Minimum lot width (at setback line)	100 feet	612 feet minimum
Minimum front yard	50 feet from public ROW	350' minimum from ROW
Minimum side yard	10 feet, 25 feet aggregate	40 feet minimum
Minimum rear yard	40 feet	40 feet minimum
Roadway ROW width	66 feet	26' wide private drive with curb, gutter and 5' sidewalk

Stormwater

The proposed plan shows a stormwater pond for the development in the central portion of the upland area of the site. Stormwater will be collected through a series of inlets located in the parking lot and drive aisle and then piped to the stormwater pond with eventual discharge to the adjacent wetland. The applicant’s engineer has submitted preliminary stormwater calculations for the proposed project which will be reviewed and approved by the City Engineer.

The stormwater pond and inlet/drainage system will be owned and maintained by the Applicant.

Utilities

The Applicant will extend a public water and sewer main from W. Arrowhead Road into the property. These mains will be located in the private driveway and will have a 30’ wide easement dedicated to the City. The Applicant will construct the water and sewer mains and then dedicate the mains to the City for ownership and maintenance. Detailed plans for new public utilities will be reviewed and approved by the City Engineer prior to issuance of the building permit. No new public utilities will be accepted by the City until reviewed by the City Engineer and accepted by resolution of the City Council. The applicant is required to pay all applicable connection and availability fees associated with the utility work.

Driveway, Parking, and Traffic

The Applicant plans to construct a private, 26-foot-wide asphalt driveway with curb along the western edge, starting at W. Arrowhead Road south into the site approximately 550 feet. This driveway will be privately owned and maintained but will have a 30’ wide utility easement associated with it. The driveway ends in a parking lot which provides access to all sides of the proposed building.

The Applicant is proposing an internal sidewalk system for the project. This sidewalk system will connect to W. Arrowhead Road.

Park Dedication Fees

The property owner will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. Park dedication fees will be paid according to the following schedule. Payments are due at the time of approval of the Final PUD or as agreed to in the development contract.

Development Type	Recommended
Multi-family, 2+ bedroom units	\$800
Multi-family, 1 bedroom and studio	\$400
Per bedroom fee	\$150
Planned Unit Development	Proportional to Mix of Development

Stormwater Utility Fees

Upon the completion of the project, a stormwater utility will be assessed on a square foot basis of impervious surface (building, road, sidewalk, parking lot). The site is eligible for a 50% credit by constructing the stormwater pond which will address stormwater quality and quantity.

Architecture

The exterior materials for the proposed apartment consist of LP siding & trim (horizontal & vertical mix), stone accents on the front side, and architectural shingles for roofing. The proposed structure is 43 feet in height which is permitted under the Planned Unit Development ordinance assuming there are additional setbacks from the property lines.

There is a 20 bay garage structure proposed along the south property line. The garage will use similar LP siding as the building and is approximately 12 feet in height. The proposed setback of the garage is 40 feet from the west and south property lines.

There is an exterior trash enclosure located in the SW corner of the site. The trash enclosure will use similar LP siding as the building and is approximately 8 feet in height. The trash enclosure is accessed via a 5 foot sidewalk and is setback approximately 14 feet from the western property line and 40 feet from the south property line.

Landscaping/Buffer

The Applicant is proposing a mixture of conifer and deciduous trees along the western and SW corner of the property to provide a screening buffer from the adjacent residential properties. The proposed apartment structure is approximately 175 feet from the nearest residential structure along Heartwood Lane.

Summary

Staff recommends approval of the Preliminary Planned Unit Development (PUD), to construct a 35 unit apartment building with site improvements on an 8.9 acre property located in a R-3, Residential zoning district with the following conditions:

1. The proposed PUD meets the intent of the R-3, Residential Zoning District, Chapter 11 – Planned Unit Developments, and the overall goals and policies of the Zoning Ordinance.
2. The proposed development meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by providing public benefit through enhanced and coordinated development design and a greater variety of housing types in the community.
3. The Planned Unit Development is hereby approved is hereby expressly subject to the following conditions:
 - 3.1 That the Project will be constructed as described in the plans accompanying the Application and the conditions contained herein.
 - 3.2 The Zoning Administrator of the City of Hermantown shall be notified at least five (5) days in advance of the commencement of the work authorized hereunder and shall be notified of its completion within five (5) days thereafter.
 - 3.3 No change shall be made in the Project without written permission being previously obtained from the City of Hermantown.
 - 3.4 Applicant shall grant access to the site at all reasonable times during and after construction to authorized representatives of the City of Hermantown for inspection of the Project to see that the terms of this permit are met.
 - 3.5 Applicant is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
 - 3.6 Trees and brush cannot be burned on the property, but may be chipped and shredded.
 - 3.7 An MPCA Stormwater Permit and erosion control measures must be in place prior to the start of operations.
 - 3.8 All utility line easements shall be observed and any encroachment into the utility right-of-way shall only be permitted with the written approval of the utility.
 - 3.9 The Applicant shall take measures to control erosion that has the potential to damage adjacent land, and control sedimentation that has the potential to leave the site.
- 4 Dimensional requirements of lot, setbacks, and roadways shall be according to the attached site plan and table 1.

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed Apartment
Minimum lot area	½ acre (2 units/acre)	8.9 acre property
Minimum lot width (at setback line)	100 feet	612 feet minimum
Minimum front yard	50 feet from public ROW	350' minimum from ROW
Minimum side yard	10 feet, 25 feet aggregate	40 feet minimum
Minimum rear yard	40 feet	40 feet minimum
Roadway ROW width	66 feet	26' wide private drive with west side curb and 5' sidewalk

- 5 The Applicant will have one year from the date of the Preliminary PUD approval to apply for a Final PUD application.
- 6 Applicant to submit preliminary and final construction documents (water, storm sewer, sanitary sewer, roadway, etc.) according to City standards and coordinated with the City Engineer as part of the Final PUD process.
- 7 Applicant to submit a wetland impact plan to the Hermantown Technical Evaluation Panel for the review and approval of wetland impacts.
- 8 Installation of water and sanitary sewer shall require the Property Owner to enter into an agreement with the City governing the terms of such work. All utility plans shall be approved by the City Engineer. The City/Developer agreement shall specify the amount of a financial guarantee to be held by the City from the time of commencement of work until such a time as the City is prepared to accept as complete the new public infrastructure. All drainage and utility easements shall have associated easements. The Property Owner shall enter into a Development Agreement with the City for all public utilities.
- 9 The applicant is responsible for all City and WLSSD availability, hook-up and CAF fees associated with the PUD.
- 10 The applicant is responsible for all City Engineer and Attorney fees related to the review and approval of the PUD.

11 The applicant shall pay park dedication fees according to the following schedule. Payments are due at the time of approval of the Final PUD or as agreed to in the development contract.

Development Type	Recommended
Multi-family, 2+ bedroom units	\$800
Multi-family, 1 bedroom and studio	\$400
Per bedroom fee	\$150
Planned Unit Development	Proportional to Mix of Development
Development Type	Recommended
Multi-family, 2+ bedroom units	\$800

12 The Applicant shall sign a consent form assenting to all conditions of this approval.

13 The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

14 The approval made by this resolution extends only to the Project as defined in this resolution.

ATTACHMENTS:

- Location Map
- Site Plan
- Grading Plan
- Utility Plan
- Floor Plans
- Building Elevation

Location Map





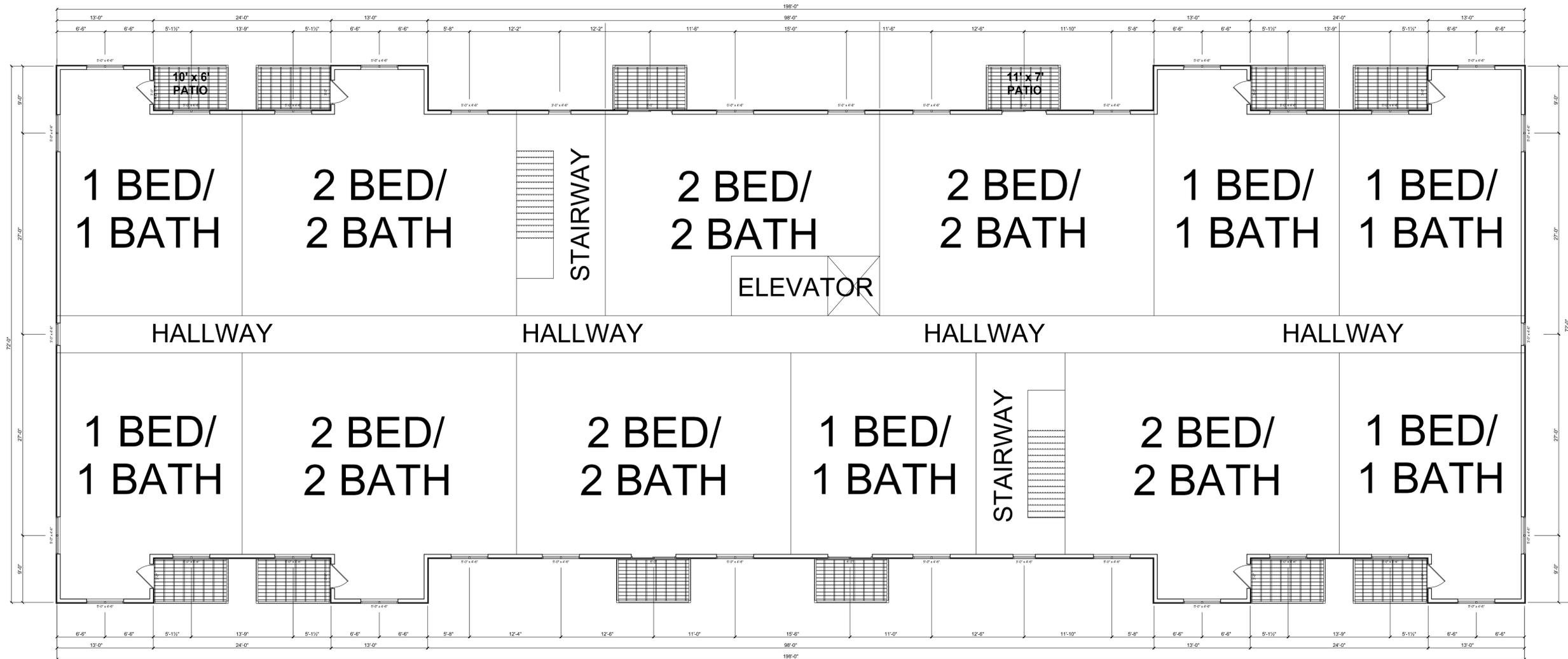
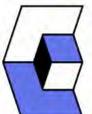
APPROVED: IRS
REVISED:

This drawing is for informational purposes only and does not constitute a contract. It is subject to change without notice. The contractor shall be responsible for obtaining all necessary permits and approvals. The contractor shall be responsible for ensuring that the construction complies with all applicable codes and regulations. The contractor shall be responsible for obtaining all necessary approvals from the relevant authorities. The contractor shall be responsible for ensuring that the construction is completed in accordance with the approved plans. The contractor shall be responsible for obtaining all necessary approvals from the relevant authorities. The contractor shall be responsible for ensuring that the construction is completed in accordance with the approved plans.

CLIENT: Reside on W. Arrowhead
SCALE: N/A
DATE: 24 JANUARY 2025

Soumis Construction, Inc.
4323 Laveque Rd. Hermantown, MN 55011
Tel: 218.591.6612 Jesse: 218.391.2052
Email: jan@soumisconstruction.com
MN License: BC633878

SOU MIS
CONSTRUCTION



2ND FLOOR LAYOUT

9' CEILINGS THROUGHOUT

PRELIMINARY PLANS
NOT FOR CONSTRUCTION



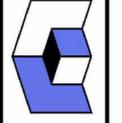
APPROVED: IR\$
 REVISED:

The Designer shall be responsible for the accuracy of the information provided to the client. The client shall be responsible for the accuracy of the information provided to the Designer. The Designer shall not be responsible for the accuracy of the information provided to the client by a third party. The Designer shall not be responsible for the accuracy of the information provided to the client by a third party. The Designer shall not be responsible for the accuracy of the information provided to the client by a third party.

CLIENT: Reside on W. Arrowhead
 SCALE: N/A
 DATE: 24 JANUARY 2025

Soumis Construction, Inc.
 4323 Laveque Rd. Hermantown, MN 55911
 Ian: 218.591.6612 Jessa: 218.391.2052
 Email: ian@soumisconstruction.com
 MN License: BC633878

SOU MIS
 CONSTRUCTION



PRELIMINARY PLANS
 NOT FOR CONSTRUCTION

5B. Amendments to the City Ordinance regarding Chapter 15 – Floodplain Management Regulations

<u>Applicant:</u>	City of Hermantown
<u>Case No.:</u>	2025-02-ZT
<u>Staff Contact:</u>	Eric Johnson, Community Development Director
<u>Request:</u>	Amendments to the City Ordinance regarding Chapter 15 – Floodplain Management Regulations

BACKGROUND

The Federal Emergency Management Agency (FEMA) has recently completed their update to St Louis County flood hazard maps. Per FEMA’s Letter of Final Determination, the City must adopt a conforming floodplain management ordinance that would go into effect by March 25, 2025, in order to continue participation in the National Flood Insurance Program (NFIP).

As a participating community in the National Flood Insurance Program (NFIP), the updated floodplain management ordinance, including reference to the new flood maps and flood study, must be adopted, effective, and enforceable by the above date. By adopting the new maps and updating the ordinance, it enables Hermantown to remain in good standing with the NFIP.

City Staff has worked with the City Attorney to prepare a revised Chapter 15 Floodplain Management Ordinance for the City. This ordinance is consistent with the model ordinance provided by the MN DNR.

The new model ordinance from the DNR follows the same general regulatory model but is more robust. A comparison showing the changes from the current Floodplain Management Ordinance to the model ordinance follows:

- It has more definitions;
- It includes diagrams and figures;
- It regulates in floodway districts, flood fringe districts, and general floodplain districts;
- It impacts subdivision standards (i.e. access to and elevation of structures, driveways and roads);
- It regulates infrastructure in the flood districts (elevated above or floodproofed);
- It regulates manufactured homes and RVs in the flood districts (manufactured homes – elevated and anchored, RV’s – travel ready)

The key parts of the new ordinance are the maps of the flood districts. The maps are referenced in Section 1502.2. The City Clerk’s Office is the repository of the maps with the Community Development Director being the City official administering the ordinance.

The model ordinance had some optional language that has a higher standard of regulation (a 1% chance of flooding verses a 2% chance of flooding). This optional higher standard language is not included in this draft ordinance.

ATTACHMENTS

- Ordinance amending Chapter 15 – Floodplain Management Regulations

Chapter 15 – Floodplain Management Regulations.

SECTION 1500. Statutory Authorization. This Chapter 15 is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000 – 6120.6200; the rules and regulations of the National Flood Insurance Program (NFIP) in 44 CFR § 59 to 78; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.

1500.1. Purpose

1500.1.1. This Ordinance regulates development in the flood hazard areas of the City of Hermantown. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this Ordinance to promote the public health, safety, and general welfare by minimizing these losses and disruptions.

1500.1.2. This Ordinance is adopted in the public interest to promote sound land use practices, and floodplains are a land resource to be developed in a manner which will result in minimum loss of life and threat to health, and reduction of private and public economic loss caused by flooding.

1500.1.3. This Ordinance is adopted to maintain eligibility in the National Flood Insurance Program.

1500.1.4. This Ordinance is also intended to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.

1500.2. Abrogation and Greater Restrictions. It is not intended by this Ordinance to repeal, abrogate, or impair any existing easements, covenants, or other private agreements. The standards in this Ordinance take precedence over any less restrictive, conflicting local laws, ordinances, or codes. All other ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency only.

1500.3. Warning and Disclaimer of Liability. This Ordinance does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or flood damages. Not all flood risk is mapped. Larger floods do occur and the flood height may be increased by man-made or natural causes, such as ice jams or bridge openings restricted by debris. This Ordinance does not create liability on the part of the City of Hermantown or its officers or employees for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made hereunder.

1500.4. Severability. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this Ordinance shall not be affected and shall remain in full force.

SECTION 1501. Definitions. Unless specifically defined, words or phrases used in this Ordinance must be interpreted according to common usage and so as to give this Ordinance its most reasonable application.

1501.1. Accessory Structure. A structure, as defined in this Ordinance, that is on the same parcel of property as, and is incidental to, the principal structure or use; an accessory structure specifically excludes structures used for human habitation.

1501.2. Base Flood. The flood having a one-percent chance of being equaled or exceeded in any given year. “Base flood” is synonymous with the term “regional flood” used in Minnesota Rules, part 6120.5000.

1501.3. Base Flood Elevation (BFE). The elevation of the base flood, regional flood, or one-percent annual chance flood. The term “base flood elevation” is used in the flood insurance study.

1501.4. Basement. Any area of a structure, including crawl spaces, having its floor subgrade (below ground level) on all sides, regardless of the depth of excavation below ground level.

1501.5. Building. See Structure.

1501.6. Channel. A natural or artificial depression of perceptible extent, with definite bed and banks to confine and conduct flowing water either continuously or periodically.

1501.7. Conditional Use. A land use or development that would not be appropriate generally, but may be allowed with appropriate restrictions upon a finding that certain conditions as detailed in the zoning ordinance exist, the use or development conforms to the comprehensive land use plan of the community, and the use is compatible with the existing neighborhood.

1501.8. Development. Any man-made change to improved or unimproved real estate, including, but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

1501.9. Equal Degree of Encroachment. A method of determining the location of floodway boundaries so that floodplain lands on both sides of a stream are capable of conveying a proportionate share of flood flows.

1501.10. FEMA. Federal Emergency Management Agency.

1501.11. Farm Fence. An open type of fence of posts and horizontally run wire, further specified in Minnesota Statutes § 344.02, Subd. 1(a-d).

1501.12. Flood. A temporary rise in the stream flow or water surface elevation from any source that results in the inundation of normally dry land areas.

1501.13. Flood Fringe. The portion of the one-percent annual chance floodplain located outside of the floodway.

1501.14. Flood Insurance Rate Map (FIRM). An official map on which the Federal Insurance Administrator has delineated both the special flood hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

1501.15. Flood Insurance Study (FIS). The study referenced in Section 1502.2, which is an examination, evaluation and determination of flood hazards, and if appropriate, corresponding surface elevations, or an examination, evaluation, and determination of mudslide (i.e. mudflow) and/or flood-related erosion hazards.

1501.16. Floodplain. The beds, channel and the areas adjoining a wetland, lake or watercourse, or other source which have been or hereafter may be inundated by the base flood.

1501.17. Floodproofing. A combination of structural and non-structural additions, changes, or adjustments to properties and structures subject to flooding, primarily for the reduction or elimination of flood damages.

1501.18. Floodway. The bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining floodplain which must be reserved to carry or store the base flood discharge without cumulatively increasing the water surface elevation more than one-half foot.

1501.19. Lowest Floor. The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, used solely for parking of vehicles, building access, or storage in an area other than a basement area, is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of 44 CFR § 60.3.

1501.20. Manufactured Home. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include the term "recreational vehicle."

1501.21. New Construction. Structures for which the start of construction commenced on or after the effective date of an adopted floodplain management regulation, and includes any subsequent improvements to such structures.

1501.22. Principal Structure. The main building or other structure on a lot that is utilized for the property's principal use.

1501.23. Reach. A hydraulic engineering term to describe a longitudinal segment of a stream or river influenced by a natural or man-made obstruction. In an urban area, the segment of a stream or river between two consecutive bridge crossings would most typically constitute a reach.

1501.24. Recreational Vehicle. A vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. Those vehicles not meeting this definition shall be considered a structure for the purposes of this Ordinance. For the purposes of this Ordinance, the term recreational vehicle is synonymous with the term "travel trailer/travel vehicle."

1501.25. Regulatory Flood Protection Elevation (RFPE). An elevation that is one foot above the elevation of the base flood plus any increases in the water surface elevation caused by encroachments on the floodplain that result from designation of a floodway. These increases in water surface elevations are typically identified in the Floodway Data Tables, found in the Flood Insurance Study.

1501.26. Special flood hazard area (SFHA). An area having special flood, mudslide (i.e., mudflow), or flood-related erosion hazards, and shown on an FHBM or FIRM as Zone A, AO, A1-30, AE, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, A99, AH, VO, V1-30, VE, V, M, or E.

1501.27. Stage Increase. Any increase in the water surface elevation during the one-percent annual chance flood caused by encroachments on the floodplain.

1501.28. Start of Construction. Includes substantial improvement, and means the date the permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, foundations, or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

1501.29. Structure. A roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. Recreational vehicles not considered travel ready, as detailed in Section 1509.2.2, shall also be considered a structure for the purposes of this Ordinance.

1501.30. Subdivision. Land that has been divided for the purpose of sale, rent, or lease, including planned unit developments.

1501.31. Substantial Damage. Damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

1501.32. Substantial Improvement. Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures that have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include either:

1501.32.1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

1501.32.2. Any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.” For the purpose of this Ordinance, “historic structure” is defined in 44 CFR § 59.1.

1501.33. Variance. “Variance” means the same as that defined in 44 CFR § 59.1 and Minnesota Statutes § 462.357, Subd. 6(2).

1501.34. Violation. “Violation” means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this Ordinance is presumed to be in violation of until such time as that documentation is provided.

1501.35. Watercourse. A channel in which a flow of water occurs either continuously or intermittently in a definitive direction. The term applies to either natural or artificially constructed channels.

SECTION 1502. Jurisdiction and Districts.

1502.1. Lands to Which Ordinance Applies. This Ordinance applies to all lands within the jurisdiction of the City of Hermantown within the Special Flood Hazard Areas

(SFHAs) identified on the Flood Insurance Rate maps identified in Section 1502.2. Areas within the SFHA are within one of three districts: the Floodway, Flood Fringe, or General Floodplain.

1502.1.1. The Floodway, Flood Fringe or General Floodplain Districts are overlay districts. The standards imposed in the overlay districts are in addition to any other requirements. In case of a conflict, the more restrictive standards will apply.

1502.1.2. These regulations apply to all areas within the SFHA. If areas below the Base Flood Elevation (BFE) extend beyond the mapped SFHA based on actual field conditions, the Base Flood Elevation (BFE) shall be the governing factor in locating the outer boundaries of the one-percent annual chance floodplain and these regulations apply to the outer boundary of the one-percent annual chance floodplain.

Figure 1: The mapped floodplain may not always align with on-the-ground contour elevations.



1502.1.3. Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the Planning and Zoning Commission and to submit technical evidence.

1502.2. Incorporation of Maps by Reference. The following maps together with all attached material are hereby adopted by reference and declared to be a part of the official zoning map and this Ordinance. The attached material includes the Flood Insurance Study for St. Louis County, Minnesota, and Incorporated Areas, dated March 25, 2025, and the Flood Insurance Rate Map panel numbers 27137C3733E, 27137C3734E, 27137C3741E, 27137C3742E, 27137C3743E, 27137C3744E, 27137C3753E, 27137C3754E, 27137C3755E, 27137C3756E, 27137C3758E, 27137C3761E, 27137C3762E, 27137C3763E, 27137C3764E, 27137C3766E, 27137C3768E, all dated March 25, 2025, all prepared by the Federal Emergency Management Agency. These materials are on file in the office of the City Clerk.

1502.3. Districts

1502.3.1. Floodway District. Those areas within Zone AE delineated within floodway areas as shown on the Flood Insurance Rate Maps referenced in Section 1502.2

and those areas within Zone A determined to be located in the floodway based on the delineation methods in Section 1506.4.

1502.3.2. Flood Fringe District. Those areas within Zone AE located outside of the delineated floodway as shown on the Flood Insurance Rate Maps referenced in Section 1502.2, and those areas within Zone A determined to be located outside of the floodway based on the delineation methods in Section 1506.4.

1502.3.3. General Floodplain District. Those areas within Zone A or AE that do not have a floodway delineated as shown on the Flood Insurance Rate Maps referenced in Section 1502.2.

1502.4. Annexations. The Flood Insurance Rate Map panels referenced in Section 1502.2 may include floodplain areas that lie outside of the corporate boundaries of the City of Hermantown at the time of adoption of this Ordinance. If any of these floodplain land areas are annexed into the City of Hermantown after the date of adoption of this Ordinance, the newly annexed floodplain lands will be subject to the provisions of this Ordinance immediately upon the date of annexation. Annexations into panels not referenced in Section 1502.2 require ordinance amendment in accordance with Section 1513.

1502.5. Municipal Boundary Adjustments. The Flood Insurance Rate Map panels referenced in Section 1502.2 apply countywide. If at any point any lands come under the jurisdiction of another local government, the following shall apply:

1502.6. City adjustments of corporate boundaries, including but not limited to annexations and detachments, shall shift floodplain administrative authority of all affected lands immediately upon the date of the boundary adjustment occurring. Cities retain jurisdiction for all incorporated lands, and the County retains jurisdiction under this Ordinance on all unincorporated lands.

SECTION 1503. Requirements for All Floodplain Districts.

1503.1. Permit Required. A permit must be obtained from the Community Development Director to verify compliance with all applicable standards outlined in this Ordinance prior to the following uses or activities:

1503.1.1. The erection, addition, modification, maintenance, rehabilitation, repair, or alteration of any building, structure, or portion thereof. Normal maintenance requires a permit to determine if such work, either separately or in conjunction with other planned work, constitutes a substantial improvement, as specified in Section 1511.1.3.

1503.1.2. The construction of a fence, pool, deck, or placement of anything that may cause a potential obstruction. Farm fences, as defined in Section 1501 of this Ordinance, are not considered to be an obstruction, and as such, do not require a permit.

1503.1.3. The change or expansion of a nonconforming use.

1503.1.4. The repair of a structure that has been damaged by flood, fire, tornado, or any other source.

1503.1.5. The placement of fill, excavation, utilities, on-site sewage treatment systems, or other service facilities.

1503.1.6. The storage of materials or equipment, in conformance with Section 1503.2.2.

1503.1.7. Relocation or alteration of a watercourse (including stabilization projects or the construction of new or replacement dams, culverts and bridges). A local permit is not required if a public waters work permit has been obtained from the Department of Natural Resources, unless a significant area above the ordinary high water level is also to be disturbed.

1503.1.8. Any other type of “development,” as defined in Section 1501 of this Ordinance.

1503.2. Minimum Development Standards

1503.2.1. All development must:

1503.2.1.1. Be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;

1503.2.1.2. Be constructed with materials and equipment resistant to flood damage;

1503.2.1.3. Be constructed by methods and practices that minimize flood damage;

1503.2.1.4. Be constructed with heating, ventilation, duct work, and air conditioning equipment and other service facilities elevated at least up to the Regulatory Flood Protection Elevation (RFPE). Water, sewage, electrical, and other utility lines below the RFPE shall be constructed so as to prevent water from entering or accumulating within them during conditions of flooding;

1503.2.1.5. Be reasonably safe from flooding and consistent with the need to minimize flood damage;

1503.2.1.6. Be assured to provide adequate drainage to reduce exposure to flood hazards;

1503.2.1.7. Not be detrimental to uses in adjoining areas; and

1503.2.1.8. Not adversely affect the efficiency or restrict the flood carrying capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.

1503.2.1.9. Ensure that any fill or other materials are protected from erosion, discharge, and sediment entering surface waters by the use of vegetative cover or other methods as soon as possible.

1503.2.2. Materials that, in time of flooding, are buoyant, flammable, explosive, or could be injurious to human, animal, or plant life shall be stored at or above the Regulatory Flood Protection Elevation (RFPE), floodproofed, or protected by other measures as approved by the Community Development Director. Storage of materials likely to cause pollution of the waters, such as sewage; sand; rock; wrecked and discarded equipment; dredged spoil; municipal, agricultural or industrial waste; and other wastes as further defined in Minnesota Statutes § 115.01, are prohibited unless adequate safeguards approved by the Minnesota Pollution Control Agency are provided. For projects not requiring approvals by the Minnesota Pollution Control Agency, adequate safeguards must be approved by the Community Development Director prior to issuance of a permit.

SECTION 1504. Floodway District.

1504.1. Permitted Uses in Floodway. Development allowed in the floodway district is limited to that which has low flood damage potential and will not obstruct flood flows, increase velocities, or increase the water surface elevations of the one-percent annual chance flood. The following uses and activities may be allowed with a permit, subject to the standards in Section 1504.2:

1504.1.1. Agricultural uses, recreational uses, parking lots, loading areas, airport landing strips, water control structures, navigational facilities, as well as public open space uses.

1504.1.2. Roads, driveways, railroads, trails, bridges, and culverts.

1504.1.3. Public utility facilities and water-oriented industries which must be in or adjacent to watercourses.

1504.1.4. Grading, filling, land alterations, and shoreline stabilization projects.

1504.1.5. No structures, as defined in Section 1501, are allowed in the Floodway District, except structures accessory to the uses detailed in Section 1504.1.1.

1504.2. Standards for Permitted Uses in Floodway. In addition to the applicable standards detailed in Section 1503:

1504.2.1. The applicant must demonstrate that the development will not result in any of the following during the one-percent annual chance flood: cause a stage increase of 0.00 feet or greater, obstruct flood flows, or increase velocities. This shall be demonstrated through hydrologic and hydraulic analysis performed by a professional engineer, or using other standard engineering practices (e.g. projects that restore the site to the previous cross-sectional area). This is commonly documented through a “no-rise certification.”

1504.2.2. Any development that would result in a stage increases greater than 0.00 feet may only be allowed with a permit if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) in accordance with 44 CFR § 65.12, and FEMA has issued the CLOMR. Map revisions must follow the procedures in Section 1510.1.5 and Section 1513.

1504.2.3. Any development resulting in decreases to the water surface elevation of the base flood identified in the Flood Insurance Study requires a Letter of Map Revision (LOMR) following the procedures in Section 1510.1.5 and 1513.

1504.2.4. Any development in the beds of public waters that will change the course, current or cross Section is required to obtain a public waters work permit in accordance with Minnesota Statutes § 103G.245 or a utility crossing license in accordance with Minnesota Statutes § 84.415, from the Department of Natural Resources, or demonstrate that no permit is required, before applying for a local permit.

1504.2.5. Fill and other land alteration activities must offer minimal obstruction to the flow of flood waters.

SECTION 1505. Flood Fringe District.

1505.1. Permitted Uses in Flood Fringe. Any uses or activities allowed in any applicable underlying zoning districts may be allowed with a permit, subject to the standards set forth in Section 1505.2.

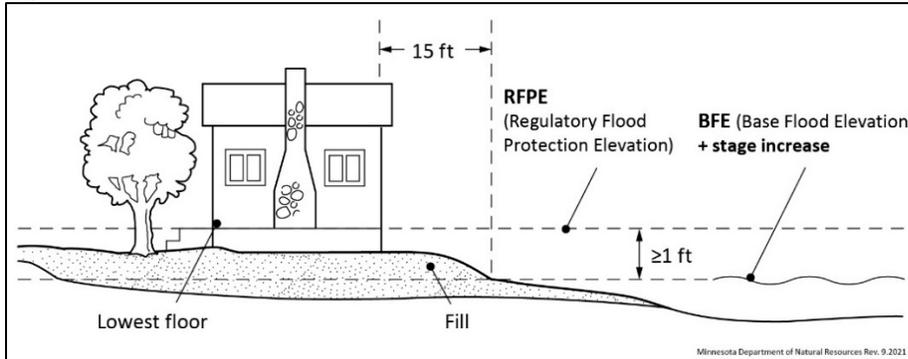
1505.2. Standards for Permitted Uses in Flood Fringe. In addition to the applicable standards detailed in Section 1503:

1505.2.1. Residential Structures.

1505.2.1.1. Elevation on Fill. Structures erected, constructed, reconstructed, altered, or moved on fill within the Flood Fringe District shall be placed so that the lowest floor, as defined in Section 1501 of this Ordinance, is elevated at or above the Regulatory Flood Protection Elevation (RFPE). The finished fill elevation shall be at or above the elevation associated with the base flood plus any stage increases that result from designation of a floodway. Fill must extend at the same elevation at least 15 feet beyond the outside limits of the structure. Elevations must be certified by a registered professional engineer, land surveyor or other qualified person designated by the Community Development Director. Elevation methods alternative to

these fill standards are subject to a Conditional Use Permit, as provided in Section 1505.3.1 of this Ordinance (Figure 2).

Figure 2: Overview of fill standards for residential structures.



1505.2.2. Nonresidential Structures. Nonresidential structures must meet one of the following construction methods:

1505.2.2.1. Elevation on Fill. Structures may be elevated on fill, meeting the standards in Section 1505.2.1.1 of this Ordinance. Fill for nonresidential structures is not required to be extended 15 feet beyond the outside limits of the structure.

1505.2.2.2. Alternative Elevation Methods. Structures may be elevated using methods alternative to the fill standards in Section 1505.2.1.1 of this Ordinance. Such methods include the use of blocks, pilings (Figure 3), filled stem walls (Figure 4), or internally-flooded enclosed areas (Figure 5) such as crawl spaces, attached garages, or tuck under garages.

Figure 3: Blocks or pilings.

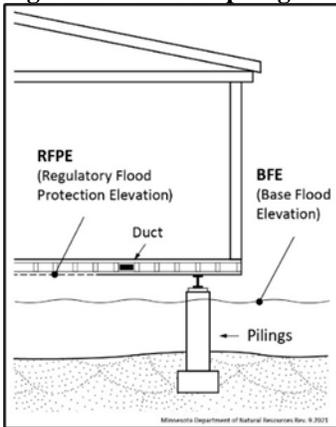


Figure 4: Filled stem walls.

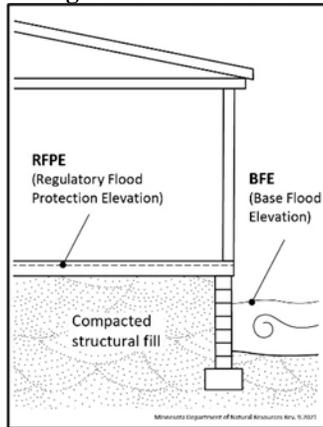
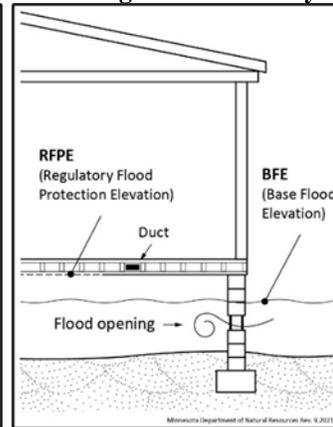


Figure 5: Internally flooded enclosed area.



Designs accommodating for internally flooded enclosed areas must be certified by a registered professional engineer or architect, or meet or exceed the standards detailed in FEMA Technical Bulletin 1, as amended, as well as the following standards:

1505.2.2.2.1. The lowest floor, as defined in Section 1501 of this Ordinance, shall be elevated at or above the Regulatory Flood Protection Elevation (RFPE).

1505.2.2.2.2. The floor of the enclosed area must be at or above the exterior grade on at least one side of the structure.

1505.2.2.2.3. To allow for the equalization of hydrostatic pressure, there shall be a minimum of two openings below the base flood elevation on at least two sides of the structure. The bottom of all openings shall be no higher than one foot above grade. The openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding, have a net area of not less than one square inch for every square foot of enclosed area subject to flooding, and shall allow automatic entry and exit of floodwaters without human intervention.

1505.2.2.2.4. Internally flooded enclosed areas shall only be used for the parking of vehicles, building access, or storage. Bathrooms and toilet rooms shall not be allowed.

1505.2.2.3. Dry Floodproofing. Structures having watertight enclosed basements or spaces below the Regulatory Flood Protection Elevation (RFPE) must meet the following standards:

1505.2.2.3.1. Walls must be substantially impermeable to the passage of water, with structural components having the capacity of resisting hydrostatic and hydrodynamic loads and effects of buoyancy, at least up to the Regulatory Flood Protection Elevation (RFPE);

1505.2.2.3.2. Must meet the standards of FEMA Technical Bulletin 3, as amended; and

1505.2.2.3.3. A registered professional engineer or architect shall be required to certify that the design and methods of construction meet the standards detailed in this Section.

1505.2.3. Accessory Structures. All accessory structures must meet the following standards:

1505.2.3.1. Structures shall not be designed or used for human habitation.

1505.2.3.2. Structures will have a low flood damage potential.

1505.2.3.3. Structures shall constitute a minimal investment not to exceed 576 square feet in size, one-story in height, and shall only be used for parking and storage, except as provided under Section 1505.2.4. Structures not meeting the standards of Section 1505.2.3.1, Section 1505.2.3.2 and Section 1505.2.3.3 must be designed and constructed

in accordance with floodplain management requirements based on whether the structure is residential or nonresidential. Residential structures must meet the requirements of Section 1505.2.1, and nonresidential structures must meet the requirements of Section 1505.2.2.

1505.2.3.4. Structures with two or more rigid walls, must meet one of the following construction methods:

1505.2.3.4.1.1. Wet Floodproofing. Structures may be floodproofed in a way to accommodate internal flooding. To allow for the equalization of hydrostatic pressure, there shall be a minimum of two openings on at least two sides of the structure and the bottom of all openings shall be no higher than one foot above grade. The openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding, and shall allow automatic entry and exit of floodwaters without human intervention. Portions of structures below the RFPE must be constructed of flood damage-resistant materials. Utilities must be elevated above the RFPE and any utility lines below the RFPE shall be constructed so as to prevent floodwaters from entering or accumulating within them. Wet floodproofed structures must be anchored to resist flotation, collapse, and lateral movement.

1505.2.3.4.1.2. Elevation on Fill. Structures may be elevated on fill, meeting the standards in Section 1505.2.1.1 of this Ordinance. Fill is not required to be extended 15 feet beyond the outside limits of the structure.

1505.2.3.4.1.3. Alternative Elevation Methods. Structures may have their lowest floor elevated above the Regulatory Flood Protection Elevation (RFPE) through methods alternative to the fill standards in Section 1505.2.3.4.1.3, and must meet the standards in Section 1505.2.2.2 of this Ordinance.

1505.2.3.4.1.4. Dry Floodproofing. Structures may be dry-floodproofed, or watertight, meeting the standards in Section 1505.2.2.3 of this Ordinance.

1505.2.4. Structures with Less Than Two Rigid Walls. Structures with fewer than two rigid walls, such as carports, gazebos, and picnic pavilions, meeting the standards in Section 1503.2.1 of this Ordinance may be located at an elevation below the Regulatory Flood Protection Elevation, exceed 576 square feet in size, and may include uses as provided under Section 1504.1.

1505.2.5. City-owned Facilities. Any facilities used by employees or the general public must be designed with a flood warning system acceptable to the City of Hermantown that provides adequate time for evacuation or be designed to ensure that within the area inundated during the base flood event, the depth (in feet) multiplied by the velocity (in feet per second) is less than four.

1505.2.6. Manufactured Homes and Recreational Vehicles. Manufactured homes and recreational vehicles must meet the standards of Section 1509 of this Ordinance.

1505.3. Conditional Uses in Flood Fringe. The following uses and activities may be permitted as conditional uses, subject to the standards in Section 1505.4:

1505.3.1. Alternative Elevation Methods – Residential Structures. Residential structures with their lowest floor elevated above the Regulatory Flood Protection Elevation (RFPE) using methods alternative to the fill requirements in Section 1505.2.1.

1505.4. Standards for Conditional Uses in Flood Fringe. In addition to the applicable standards detailed in Section 1503, Section 1505.2.2 and Section 1510.2, all residential structures with lowest floors elevated through alternative elevation methods must meet the standards in Section 1505.2.2.2 of this Ordinance.

SECTION 1506. General Floodplain District.

1506.1. Permitted Uses in General Floodplain District

1506.1.1. Until the floodway is delineated, allowable uses will be restricted to those listed in the Floodway District, Section 1504.

1506.1.2. All other uses are subject to a floodway/flood fringe determination as provided in Section 1506.4, in addition to the standards provided in Section 1506.2 and Section 1506.3. Permitted uses shall be determined as follows:

1506.1.2.1. If the development is determined to be in the Floodway District, Section 1504 applies.

1506.1.2.2. If the development is determined to be in the Flood Fringe District, Section 1506 applies.

1506.2. Determining Flood Elevations.

1506.2.1. All development requires a determination of the Base Flood Elevation (BFE). Proposed developments of more than 50 lots or 5 acres, whichever is lesser, must use detailed methods for determining the BFE. This may include use of supporting A Zone modeling and the “shoreland method,” when eligible, on lakes. Exceptions to this requirement include projects that restore the site to the previous cross-sectional area, such as shore stabilization or culvert replacement projects. Base Flood Elevations (BFE) may be found using best available data from any Federal, State, or other source (including MNDNR’s Lake & Flood Elevations Online (LFEO) Viewer).

1506.2.2. The Regulatory Flood Protection Elevation (RFPE) can be determined by assuming a one-half (0.5) foot stage increase to accommodate for future cumulative impacts. A stage increase does not need to be assumed along lakes, wetlands, and other basins that are not affected by velocities.

1506.3. Encroachment Analysis.

1506.3.1. Encroachments due to development may not allow stage increases more than one-half (0.5) foot at any point, unless through a map revision following the procedures in Section 1510.1.5 and Section 1513. This evaluation must include the cumulative effects of previous encroachments and must be documented with hydrologic and hydraulic analysis performed by a professional engineer or using other standard engineering practices. A lesser water surface elevation increase than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result.

1506.3.2. Alterations or changes that result in stage decreases are allowed and encouraged.

1506.4. Standards for the Analysis of Floodway Boundaries.

1506.4.1. Requirements for Detailed Studies. Any development, as requested by the Community Development Director, shall be subject to a detailed study to determine the Regulatory Flood Protection Elevation (RFPE) and the limits of the Floodway District. This determination must be consistent with the minimum standards for hydrologic and hydraulic mapping standards and techniques, as detailed in Minnesota Rules, part 6120.5600, Subp. 4 and FEMA Guidelines and Standards for Flood Risk Analysis and Mapping, as revised. Additionally:

1506.4.1.1. A regulatory floodway necessary to carry the discharge of the one-percent annual chance flood must be selected without increasing the water surface elevation more than one-half (0.5) foot at any point. This determination should include the cumulative effects of previous encroachments. A lesser water surface elevation increase than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result; and

1506.4.1.2. An equal degree of encroachment on both sides of the stream within the reach must be assumed in computing floodway boundaries, unless topography, existing development patterns, and comprehensive land use plans justify a modified approach, as approved by the Department of Natural Resources.

1506.4.2. Other Acceptable Methods. For areas where a detailed study is not available or required:

1506.4.2.1. Development prohibited in floodways (e.g. most buildings) requires a floodway/flood fringe determination to verify the development is within the flood fringe. This determination must be done by a professional engineer or utilize other accepted engineering practices. The Department of Natural Resources may also provide technical assistance and must approve any alternative methods used to determine floodway boundaries.

SECTION 1507. Subdivision Standards.

1507.1. Subdivisions. All subdivided land must meet the following requirements. Manufactured home parks and recreational vehicle parks or campgrounds are considered subdivisions under this ordinance.

1507.1.1. All lots within floodplain districts must be suitable for a building site outside of the Floodway District.

1507.1.2. Subdivision of lands within the floodplain districts may not be approved if the cost of providing governmental services would impose an unreasonable economic burden on the City of Hermantown.

1507.1.3. All subdivisions must have vehicular access both to the subdivision and to the individual building sites no lower than two feet below the Regulatory Flood Protection Elevation (RFPE), unless a flood warning/emergency evacuation plan has been approved by the City of Hermantown.

1507.1.4. The Floodway and Flood Fringe District boundaries, the Regulatory Flood Protection Elevation (RFPE) and the required elevation of all access roads must be clearly identified on all required subdivision drawings and platting documents.

SECTION 1508. Public and Private Utilities, Service Facilities, Roads, Bridges and Railroads.

1508.1. Public Transportation Facilities. Railroad tracks, roads, and bridges must be elevated to the Regulatory Flood Protection Elevation (RFPE) where such facilities are essential to the orderly functioning of the area, or where failure or interruption would result in danger to public health or safety. Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger the public health or safety. All public transportation facilities should be designed to minimize increases in flood elevations.

1508.2. Public Utilities. All utilities such as gas, electrical, sewer, and water supply systems to be located in the floodplain must be elevated and/or floodproofed to the Regulatory Flood Protection Elevation (RFPE), be located and constructed to minimize or eliminate flood damage and be designed to eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters. All public utilities should be designed to minimize increases in flood elevations. New solid waste management facilities, as defined in Minnesota Rules, part 7035.0300, are prohibited in the one-percent annual chance floodplain. Water supply systems are subject to the provisions in Minnesota Rules, part 4725.4350.

1508.3. Private On-Site Water Supply, Individual Sewage Treatment Systems, and other Service Facilities. Private facilities shall be subject to applicable provisions detailed in Section 1508.2. In addition, new or replacement on-site sewage treatment systems are to be located to avoid impairment to them or contamination from them during times of flooding, shall not be located in a designated floodway, and are subject to the provisions in Minnesota Rules, parts 7080.2270.

SECTION 1509. Manufactured Homes and Recreational Vehicles.

1509.1. Manufactured Homes. Manufactured homes and manufactured home parks are subject to applicable standards for each floodplain district. In addition:

1509.1.1. New and replacement manufactured homes must be placed and elevated in compliance with Section 1505 of this Ordinance and must be securely anchored to a system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors.

1509.1.2. New manufactured home parks and expansions to existing manufactured home parks must meet the appropriate standards for subdivisions in Section 1507 of this Ordinance.

1509.2. Recreational Vehicles. New recreational vehicle parks or campgrounds and expansions to existing recreational vehicle parks or campgrounds are prohibited in any floodplain district. Recreational vehicles placed in existing recreational vehicle parks, campgrounds or lots of record in the floodplain must either:

1509.2.1. Meet the requirements for manufactured homes in Section 1509.1, or

1509.2.2. Be travel ready, meeting the following criteria:

1509.2.2.1. The vehicle must be fully licensed.

1509.2.2.2. The vehicle must be ready for highway use, meaning on wheels or the internal jacking system, attached to the site only by quick disconnect type utilities.

1509.2.3. No permanent structural type additions may be attached to the vehicle.

1509.2.4. Accessory structures may be permitted in the Flood Fringe District, provided they do not hinder the removal of the vehicle should flooding occur, and meet the standards outlined in Section 1503 and Section 1505.3.

SECTION 1510. Administration.

1510.1. Duties. A Community Development Director or other official must administer and enforce this Ordinance.

1510.1.1. Permit Application Requirements. Permit applications must be submitted to the Community Development Director. The permit application must include the following, as applicable:

1510.1.1.1. A site plan showing all existing or proposed buildings, structures, service facilities, potential obstructions, and pertinent design features having an influence on the permit.

1510.1.1.2. Location and detail of grading, fill, or storage of materials.

1510.1.1.3. Copies of any required local, state or federal permits or approvals.

1510.1.1.4. Other relevant information requested by the Community Development Director as necessary to properly evaluate the permit application.

1510.1.2. Recordkeeping. The Community Development Director must maintain applicable records in perpetuity documenting:

1510.1.2.1. All certifications for dry floodproofing and alternative elevation methods, where applicable.

1510.1.2.2. Analysis of no-rise in the Floodway District, as detailed in Section 5.21, and encroachment analysis ensuring no more than one-half foot of rise in the General Floodplain District, as detailed in Section 1506.2.2 and Section 1506.3.1.

1510.1.2.3. Final elevations, as applicable, detailing the elevation to which structures and improvements to structures are constructed or floodproofed. Elevations shall be determined by an engineer, architect, surveyor or other qualified individual, as approved by the Community Development Director.

1510.1.2.4. Substantial damage and substantial improvement determinations, as detailed in Section 1511.1.3, including the cost of improvements, repairs, and market value.

1510.1.2.5. All variance actions, including justification for their issuance, and must report such variances as requested by the Federal Emergency Management Agency.

1510.1.3. Certificate of Zoning Compliance for a New, Altered, or Nonconforming Use. No building, land or structure may be occupied or used in any manner until a certificate of zoning compliance has been issued by the Community Development Director stating that the finished fill and building floor elevations or other flood protection measures are in compliance with the requirements of this Ordinance.

1510.1.4. Notifications for Watercourse Alterations. Before authorizing any alteration or relocation of a river or stream, the Community Development Director must notify adjacent communities. If the applicant has applied for a permit to work in public waters in accordance with Minnesota Statutes § 103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to FEMA.

1510.1.5. Notification to FEMA When Physical Changes Increase or Decrease Base Flood Elevations. Where physical changes affecting flooding conditions may increase or decrease the water surface elevation of the base flood, the City of Hermantown must notify FEMA of the changes in order to obtain a Letter of Map Revision (LOMR), by submitting a copy of the relevant technical or scientific data as soon as practicable, but no later than six months after the date such supporting information becomes available. Within the General Floodplain District, a map revision is only required if development results in stage increases greater than 0.5 feet.

1510.2. Conditional Uses and Variances

1510.2.1. Process.

1510.2.1.1. An application for a conditional use permit will be processed and reviewed in accordance with the provisions of this Ordinance.

1510.2.1.2. An application for a variance to the provisions of this Ordinance will be processed and reviewed in accordance with Minnesota Statutes § 462.357, Subd. 6(2) and this Ordinance.

1510.2.2. Additional Variance Criteria. The following additional variance criteria must be satisfied:

1510.2.2.1. Variances must not be issued within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.

1510.2.2.2. Variances from the provisions of this Ordinance may only be issued by a community upon:

1510.2.2.2.1. A showing of good and sufficient cause;

1510.2.2.2.2. A determination that failure to grant the variance would result in exceptional hardship to the applicant; and

1510.2.2.2.3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or Ordinances.

1510.2.2.3. Variances from the provisions in this Ordinance may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

1510.2.2.4. Variances must be consistent with the general purpose of these standards and the intent of applicable provisions in state and federal law.

1510.2.2.5. Variances may be used to modify permissible methods of flood protection, but no variance shall permit a lesser degree of flood protection than the Regulatory Flood Protection Elevation (RFPE).

1510.2.2.6. The Community Development Director must notify the applicant for a variance in writing that:

1510.2.2.6.1. The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and

1510.2.2.6.2. Such construction below the base flood level increases risks to life and property. Notification must be maintained with a record of all variance actions.

1510.3. Considerations for Approval. The City of Hermantown must consider all relevant factors specified in other sections of this Ordinance in granting variances and conditional use permits

1510.4. Conditions of Approval. The City of Hermantown may attach such conditions to the granting of variances and conditional use permits as it deems necessary to fulfill the purposes of this Ordinance.

1510.5. Notifications to the Department of Natural Resources.

1510.5.1. All notices of public hearings to consider variances or conditional uses under this Ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist at least ten (10) days before the hearings. Notices of hearings to consider subdivisions/plats must include copies of the subdivision/plat.

1510.5.2. A copy of all decisions granting variances and conditional uses under this Ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist within ten (10) days of final action.

SECTION 1511. Nonconformities.

1511.1. Continuance of Nonconformities. A use, structure, or occupancy of land which was lawful before the passage or amendment of this Ordinance, but which is not in conformity with the provisions of this Ordinance, may be continued subject to the following conditions:

1511.1.1. Within the floodway and general floodplain districts (when a site has been determined to be located in the floodway following the procedures in

Section 1506.3, or when the floodway has not been delineated), any expansion or enlargement of uses or structures is prohibited.

1511.1.2. Within all districts, any addition, modification, rehabilitation, repair, or alteration shall be in conformance with the provisions of this Ordinance, shall not increase the flood damage potential or increase the degree of obstruction to flood flows, and where applicable, must be protected to the Regulatory Flood Protection Elevation (RFPE).

1511.1.3. If any nonconforming structure is determined to be substantially damaged or substantially improved based on the procedures in Section 1511.2, it may not be reconstructed except in conformity with the provisions of this Ordinance. Any structures located outside the one-percent annual chance floodplain are exempt from this provision.

1511.1.4. If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one year, any future use of the premises must conform to this Ordinance.

1511.2. Substantial Improvement and Substantial Damage Determinations. Prior to issuing any permits for additions, modifications, rehabilitations, repairs, alterations, or maintenance to nonconforming structures, the Community Development Director is required to determine if such work constitutes substantial improvement or repair of a substantially damaged structure. A determination must be made in accordance with the following procedures:

1511.2.1. Estimate the market value of the structure. In the case of repairs, the market value of the structure shall be the market value before the damage occurred and before any restoration or repairs are made.

1511.2.2. Estimate the cost of the project. The property owner shall accommodate for inspection, and furnish other documentation needed by the Community Development Director to evaluate costs.

1511.2.2.1.1. Improvement costs shall be comprised of the market rate of all materials and labor, as well as the costs of all ordinary maintenance and upkeep carried out over the past one year.

1511.2.2.2. Costs to repair damages shall be comprised of the market rate of all materials and labor required to restore a building to its pre-damaged condition regardless of the work proposed, as well as associated improvement costs if structure is being restored beyond its pre-damaged condition.

1511.2.3. Compare the cost of the improvement, repairs, or combination thereof to the estimated market value of the structure, and determine whether the proposed work constitutes substantial improvement or repair of a substantially damaged structure, as defined in Section 1501 of this Ordinance.

1511.2.4. Based on this determination, the Community Development Director shall prepare a determination letter and notify the property owner accordingly. Structures determined to be substantially damaged or substantially improved may not be reconstructed except in conformity with the provisions of this Ordinance.

SECTION 1512. Violations and Penalties.

1512.1. Uses in Violation of the Ordinance. Every structure, fill, deposit, or other use placed or maintained in the floodplain in violation of this Ordinance shall be considered a public nuisance.

1512.2. Civil Remedies. The creation of a public nuisance may be enjoined and the maintenance of a public nuisance under this Ordinance may be abated by an action brought by the City of Hermantown or the Department of Natural Resources.

1512.3. Enforcement. Violations of the provisions of this Ordinance constitutes a misdemeanor and is punishable as defined by law. The Community Development Director may utilize the full array of enforcement actions available to it including but not limited to prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance. The City of Hermantown must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

SECTION 1513. Amendments.

1513.1. Ordinance Amendments. Any revisions to the floodplain maps by the Federal Emergency Management Agency or annexations of new map panels require an ordinance amendment to update the map references in Section 1502.2 of this Ordinance.

1513.2. Required Approval. All amendments to this Ordinance must be submitted to the Department of Natural Resources for review and approval prior to adoption, for compliance with state and federal rules and requirements. The amendments shall not be considered valid until approved.

CH-Eric Johnson

From: vouellette5104@gmail.com
Sent: Tuesday, January 14, 2025 4:19 PM
To: External-Corey Kohlquist; External-Joe Peterson; CH-Eric Johnson
Subject: RE: January 22, 2025 P&Z Meeting

Greetings and Happy New Year!

I feel it is time for me to step down from the P&Z Commission. I had to miss in December, and I will be gone for February and March. As you all know, I love to travel and I do not feel it is fair to not be in attendance for the meetings.

I have enjoyed my time with you all, and the several years on the P&Z commission. Thank you all for your patience with me and all my questions!

With Kindest Regards

Valerie Ouellette

From: CH-Mary Melde <mmelde@hermantownmn.com>
Sent: Tuesday, January 14, 2025 10:48 AM
To: External-Joe Peterson <nasburb@hotmail.com>; External-Corey Kohlquist <ckolquist@skylinesocialandgames.com>; External-Val Ouellette <vouellette5104@gmail.com>; External-Beth Wentzlauff <beth@cmrasells.com>; jastauber@outlook.com; Matthew Fournier <matthew.fournier@unitedpiping.us>; khagen@nbcbanking.com
Cc: CH-Eric Johnson <eric.johnson@hermantownmn.com>; CH-John Mulder <jmulder@hermantownmn.com>; Chad Ronchetti <cronchetti@hermantownmn.com>
Subject: January 22, 2025 P&Z Meeting

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

Good morning,

Please find attached the agenda packet for the January 22, 2025 Planning & Zoning meeting.

Thank you,
Mary

Mary Melde
Administrative Assistant
City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811
218 729-3600
mmelde@hermantownmn.com