

BRAINERD PLANNING COMMISSION

Wednesday, February 17, 2021
6:00 p.m.
City Council Chambers
501 Laurel St.

Members of the public may attend the meeting in-person or monitor the meeting via phone.

Meeting Number: 1-844-992-4726

Access Code: 187 330 4781

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval/Change of Agenda
5. Approval of minutes of the regular meeting held on January 20, 2021, and the workshop held on February 3, 2021.
6. OLD BUSINESS
7. NEW BUSINESS
 - A. Conditional Use Permit - Hy-Tec Construction has submitted a request on behalf of Anderson Brothers Construction for a Conditional Use Permit to increase the permitted building height at 11325 State Highway 210, Brainerd, MN 56401
 - B. Interpretation and Administration of Section 515-18: Outdoor Lighting
8. PUBLIC FORUM – Time allocated for citizens to bring matters not on the agenda to the attention of the Planning Commission – time limits may be imposed.
9. Community Development Director's Report
10. Commissioners' Questions/Comments
11. Adjourn

Any individual needing special accommodations or that desires more information about the above items, please call 218/828-2307.

PLANNING COMMISSION
Wednesday, January 20, 2021

#1 Call to Order

Planning Commission Chair Gorham called the meeting of the Brainerd Planning Commission to order at 6:00 p.m. via WebEx Teleconferencing.

Due to conducting the meeting electronically, all motions will be voted on by a roll call vote for accuracy.

The Commission welcomed newly appointed Council Liaison Tad Erickson to the meeting.

#2 Roll Call

Noted present were Commissioners Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham. Community Development Director Chanski and Assistant Planner Kramvik were also noted as present. Also in attendance were Mr. Scott Whittemore, and Reid Thiesse on behalf of ISD181 School District.

#3 Election of Officers

Commissioner Foley nominated Commissioner Gorham to serve as Chair for 2021.

Commissioner Gorham nominated Commissioner Duval to serve as Chair for 2021.

Commissioner Foley rescinded his nomination for Commissioner Gorham and agreed to the nomination for Commissioner Duval to serve as Chair for 2021.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted "aye". No member voted "nay". The Chair declared the motion carried.

Commissioner Gorham handed off the role of Chair to Commissioner Duval.

Commissioner Foley nominated Commissioner Gorham to serve as Vice-Chair for 2021.

There were no other nominations.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted "aye". No member voted "nay". The Chair declared the motion carried.

#4 Approval/Change of Agenda

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD TO APPROVE THE AGENDA.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted "aye". No member voted "nay". The Chair declared the motion carried.

#5 Approval of Minutes

MOTION AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD TO APPROVE THE MINUTES FROM THE DECEMBER 16, 2020 MEETING.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted “aye”. No member voted “nay”. The Chair declared the motion carried.

#6 Old Business

6a. Lincoln Education Level IV Special Education Facility Landscaping and Lighting Review

Community Development Director Chanski gave a brief recap of the details of the application for the Lincoln Education Level IV facility.

Commissioner Duval asked Mr. Scott Whittemore questions regarding the CCT Kelvin ratings on the lighting labeled as DD1 on the north side of the building. Mr. Whittemore stated these can be modified to 3,000 kelvin lighting.

Commission discussion took place on the lighting plans.

Assistant Planner Kramvik gave a brief overview of the types and species of trees and shrubs being used in the landscape plan submitted.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND FOLEY TO APPROVE THE LIGHTING AND LANDSCAPING PLANS AS PRESENTED.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted “aye”. No member voted “nay”. The Chair declared the motion carried.

5b. Future Land Use Map and Comprehensive Plan Revision

Community Development Director Chanski explained the decisions needed tonight to proceed with the amendment to the comprehensive plan and the future land use map.

The Commission discussed the definition and preferred language to use for the Mixed Commercial Residential district, in which option 1 was chosen with changing the word “*transition*” to “*intermediate*”.

Community Development Director Chanski stated the process to amend the comprehensive plan starts with a surrounding municipality and public review period. An internal review will then follow.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND ERICKSON TO DIRECT STAFF TO BEGIN THE COUNTY, SURROUNDING MUNICIPALITIES, AND PUBLIC REVIEW OF THE COMPREHENSIVE PLAN REVISION, SCHEDULING THE PUBLIC HEARING FOR ADOPTING THE COMPREHENSIVE PLAN REVISION FOR APRIL 21, 2021.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted “aye”. No member voted “nay”. The Chair declared the motion carried.

#7 New Business

7a. Conditional Use Permit – Sharing Bread Soup Kitchen – 923 Oak Street

Community Development Director Chanski introduced James Kramvik, who is the newly appointed Assistant Planner that will be working closely with him on planning and zoning.

Assistant Planner Kramvik explained the details of the application submitted by the Sharing Bread Soup Kitchen at 923 Oak Street. They are requesting to operate a neighborhood/community center and to add on an outdoor 12'x24' walk-in refrigerator connected by a covered breezeway.

The Chair opened the public hearing at 7:04 p.m.

The Chair recognized Shannon Mills and Mitch Brinks on behalf on the Sharing Bread Soup Kitchen. She indicated they received a grant for a new larger refrigerator/freezer for the purpose to be a central hub in the community for the storage of excess food donated from area businesses.

Commissioners discussed the screening requirements and the equipment noise level.

The Chair recognized Jim Caughey, 1001 Oak Street, who lives across the street from the soup kitchen. He asked if there will be landscaping requirements on the property as this was supposed to have been done when they removed the church.

Community Development Director Chanski gave a brief recap of the information he has about the property.

The Chair closed the public hearing at 7:12 p.m.

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND FOLEY TO APPROVE THE CONDITIONAL USE PERMIT BASED ON THE FINDINGS OF FACT AND WITH THE CONDITION THAT LANDSCAPE AND SCREENING PLAN BE COMPLETED WITH STAFF IN 2021.

Commissioner Yeager indicated he is in support of the use but would have liked more information on the specifications of the equipment before he voted in approval of the motion.

Commission discussion took place.

Upon roll call, members Kallroos, Foley, Woodward, Erickson, Duval, and Gorham voted "aye". Member Yeager voted "nay". The Chair declared the motion carried.

7b. Variance Application – 415 Cedar Street

Community Development Director Chanski gave the details of the application to construct a covered porch with a front yard setback reduced from the required 20 feet to 18 feet, 4 inches.

The Chair opened the public hearing at 7:45 p.m.

The Chair recognized Erica Marcussen, 415 Cedar Street, who gave a brief review of their request for a reduced front yard setback to construct a covered entry porch onto their house.

The Chair closed the public hearing at 7:54 p.m.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND WOODWARD TO APPROVE THE VARIANCE REQUEST FOR 415 CEDAR STREET AS SUBMITTED BASED ON THE FINDINGS OF FACT ADDING THE ARC IN THE PROPERTY FRONT LINE IS UNIQUE TO THE PROPERTY.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Erickson, Duval, and Gorham voted "aye". No member voted "nay". The Chair declared the motion carried.

#8 Public Forum

The Chair opened the public forum at 7:57 p.m.

No one came forward.

The Chair closed the public forum at 7:57 p.m.

#9 Community Development Director's Report

Community Development Director Chanski announce the department will be fully staffed once the permit tech position is filled. Assistant Planner Kramvik will be taking over much of the daily concerns with planning and zoning, which will allow him to concentrate on the larger projects such as the comprehensive plan revision, and the future land use map. He indicated the workshop will be taking place in person at City Hall on Wednesday, February 3rd at 5:30 pm. He stated City Hall will once again open to the public with staff returning to work in person on January 25th.

#10 Commissioner's Questions/Comments

Commissioner Erickson is looking forward to being a part of the Commission and meeting each member individually.

Commissioner Duval asked if the commission terms have been discussed with the City Council for potential modifications. Community Development Director Chanski indicated he was directed to provide more information of the background of the terms, which will be addressed again at the February 1st meeting.

Commissioner Yeager stated commission terms is also a topic being discussed at the Charter Commission meetings as they are working on amendments to the city charter.

#11 Adjourn to the Workshop being Held on Wednesday, February 3, 2021 at 5:30 p.m. – 8:10 PM

Don Gorham, Planning Commission Chair

PLANNING COMMISSION WORKSHOP

Wednesday, February 3, 2021

5:30 p.m.

#1 Call to Order

Planning Commission Chair Duval called the Planning Commission Workshop to order at 5:30 p.m. in the City Hall Council Chambers.

#2 Roll Call

Noted present were Commissioners Gorham, Kallroos, Foley, Woodward, Yeager, Duval, and Council Liaison Erickson. Community Development Director Chanski, and Assistant Planner Kramvik were also noted as present along with Jennifer Haskamp, and Michael Lamb from Swanson Haskamp Consulting.

#3 Approval/Amendment of Agenda

MOVED AND SECONDED BY COMMISSIONER GORHAM AND YEAGER, DULY CARRIED, TO APPROVE THE AGENDA.

#4 Conceptualizing How Zoning Implements the City's Vision and the Future Land Use Map

Jennifer Haskamp distributed an agenda of topics that will be discussed tonight. She explained the first step is to complete a Community Character Image Survey and to compile a list of definitions. She showed a slideshow and had everyone rate the images within a range of +3 like to -3 dislike in several different categories. She asked the commission what images they rated the highest and the reasons why they rated them as such. A summary of the results were given at the end of the meeting.

Ms. Haskamp explained future land use directly relates to how we focus on zoning and she highlighted several factors when considering future land use and the relationship it has with zoning.

Mr. Lamb started discussion on form-based codes, which is different for every community. He said our Comprehensive Plan mentions smart growth principles to achieve economic, environmental and community aspirations by mixed land uses. He had the group complete a word exercise regarding the definitions of several districts and to give thoughts on what the defining words mean to each person. He talked about what makes a neighborhood walkable and bikeable, which is not about the buildings or the streets – it is about the experience.

Commission discussion took place regarding the definitions of the districts shown in the comprehensive plan and a word exercise was completed to gather ideas. Discussion continued about the core of downtown, store frontage, parking, and various property sites.

Community Development Director Chanski stated he will talk with Ms. Haskamp and Mr. Lamb about scheduling the next meeting and steps moving forward. He will discuss the outcome with the Planning Commission at their February 17th meeting.

The Commission thanked Ms. Haskamp and Mr. Lamb for the productive work session and look forward to meeting again.

#5 Adjourn

The Chair adjourned at 8:30 p.m.

Michael Duval, Planning Commission Chair

MEMO



TO: Planning Commission

FROM: James Kramvik, Assistant Planner

DATE: February 17, 2021

RE: CUP – 11325 State Highway 210

Hy-Tec Construction has submitted a request on behalf of Anderson Brothers Construction for a Conditional Use Permit to increase the permitted building height at 11325 State Highway 210, Brainerd, MN 56401.

Findings of Fact

1. 11325 State Highway 210 is in an I-1 (Light Industry) District.
2. Anderson Brothers Construction has proposed the construction of a new shop building.
 - a. The proposed footprint of the new building is (204) feet by (100) feet with a height of (34) feet.
 - b. The approximate front setback of the new building will be (60) feet.
 - c. The existing shop will be demolished once the new structure is completed.
3. Per Section [515-70-7: Lot Area and Setback Requirements](#) of the Code of Ordinances, the structure setbacks in an I-1 District are:
 - a. The front yard setback is (40) feet.
 - b. The side yard setback for an internal lot is (10) feet.
4. Per Section 515-70-8: Building Height of the Code of Ordinances, building height more than (30) feet is a conditional use within an I-1 District provided that:
 - a. The site is capable of accommodating any increased intensity of use.
 - i. *The site meets this requirement as the operational area of the property is approximately 9 acres and as the existing shop shall be demolished upon construction of this new shop.*
 - b. Any increased intensity of use does not cause an increase in traffic volumes beyond the capacity of the surrounding streets.
 - i. *The site meets this requirement as the property is adjacent to State Highway 210.*
 - ii. *The Minnesota Department of Transportation as expressed no concerns with this request.*
 - c. Public utilities and services are adequate.
 - i. *The site meets this requirement and has been approved by the City Engineer.*
 - d. The front and side yard setbacks shall be increased one (1) foot for every foot of height in excess of thirty (30) feet.
 - i. *The front yard required setback must be increased to (44) feet.*

- As of this writing, the only party to contact the Community Development Department with questions has been the MN Department of Transportation. The MN Department of Transportation has no issues with the CUP as Anderson Brothers Construction is not planning on changing any access along State Highway 210. Their standard advisement would be to assure that no additional stormwater runoff would affect their ROW due to construction of the new building and any work in the state ROW would require a permit.

Staff recommends approval of this Conditional Use Permit.

**City Planning Department**

City Hall – 501 Laurel Street
 Brainerd, MN 56401
 218-828-2309/Fax 218-828-2316
 www.ci.brainerd.mn.us

Receipt # _____
 Check # _____
 Date Paid: _____

CONDITIONAL USE/REZONING/VARIANCE APPLICATION

	RESIDENTIAL	COMMERCIAL
CONDITIONAL USE PERMIT	☐ (\$250.00)	☒ (\$400.00 + \$500.00 escrow deposit)
REZONING	☐ (\$300.00)	☐ (\$500.00)
VARIANCE	☐ (\$250.00)	☐ (\$400.00 + \$500.00 escrow deposit)

PROPERTY ADDRESS: 11325 State Highway 210, Brainerd MN 56401

LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Addition: _____
 (attach description if lengthy)

Property Owner Name: Anderson Brothers Construction

Street Address: 11325 State Highway 210 **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: 218-829-1768 **Fax:** _____ **E-mail:** tmcfarlin@andersonbrothers.com

Applicant Name: (If different than Property Owner) Hy-Tec Construction

Street Address: 11360 Business 371 **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: 218-829-8529 **Fax:** _____ **E-mail:** office@hyteconstruction.com

Description of Request: Conditional Use Permit for Building Height of new construction facility.

Property Owner Signature

TERRY MCFARLIN

(Please print name)

Applicant Signature

Mitch FEIERABEND

(Please print name)

1/26/21
Date

1-26-2021
Date

(OVER)



1 ARCHITECTURAL SITE PLAN
A0.1 1" = 100'-0"



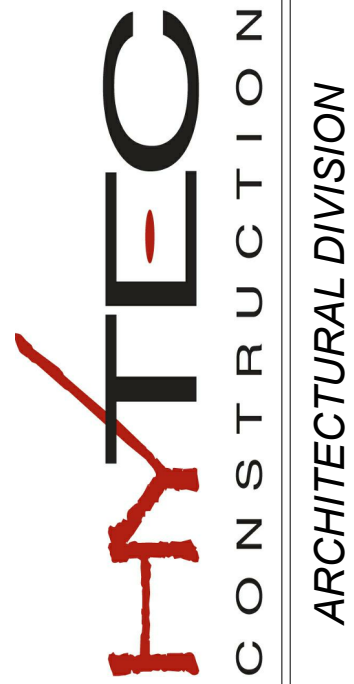
NOT FOR CONSTRUCTION

COPYRIGHT 2019 - HYTEC CONSTRUCTION PRINTED: 1/26/2021 12:29:21 PM

REVISIONS	

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota

11360 BUSINESS 371
BRAINERD MN 56401
PHONE 218-829-8529
FAX 218-829-5383
hytecconstruction.com
lic #BC-20050648



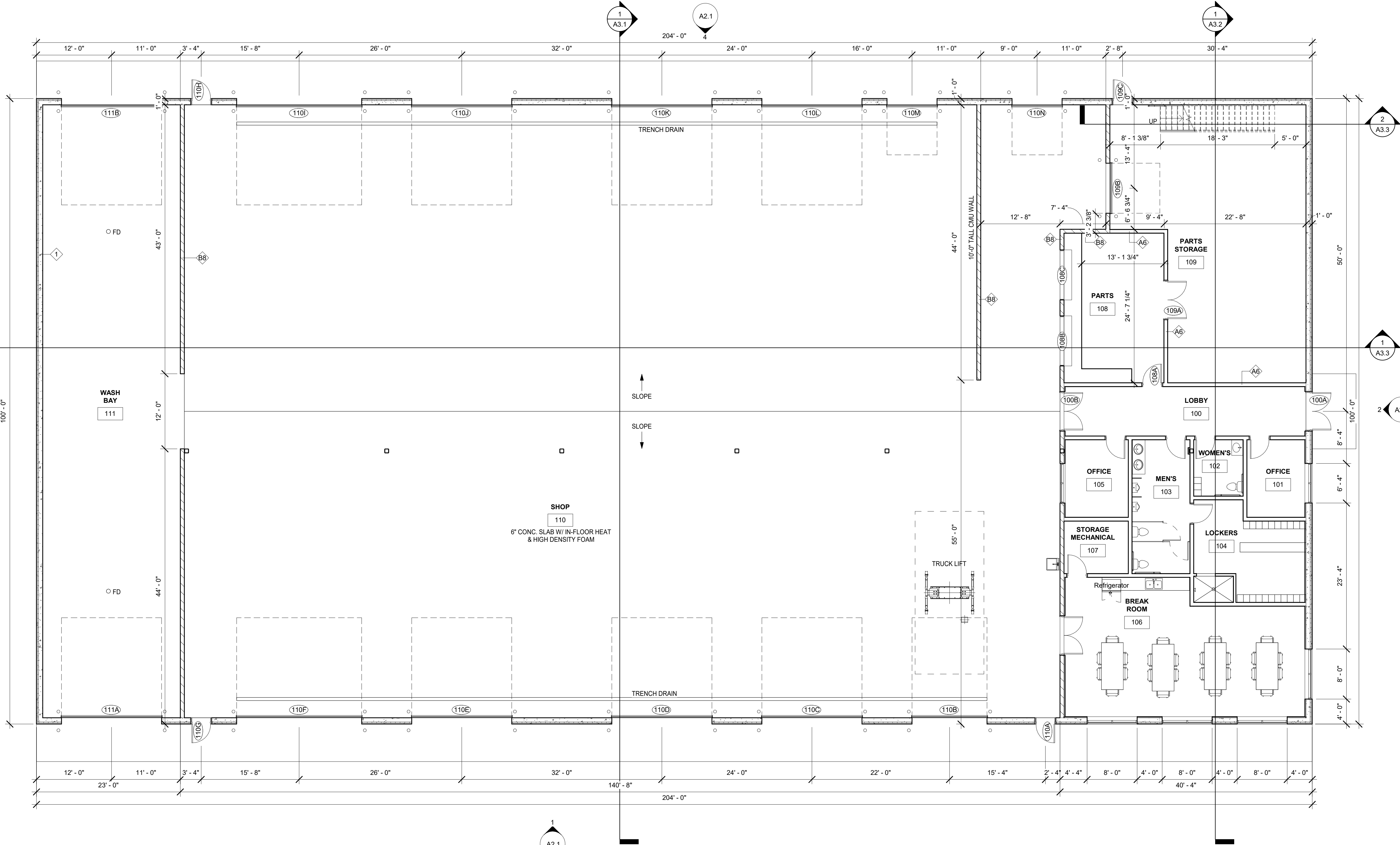
ANDERSON BROTHERS
SHOP
ARCHITECTURAL SITE PLAN

PROJECT #

DATE:
1.26.21

SHEET:

A0.1



1
A1.1 MAIN LEVEL FLOOR PLAN
1/8" = 1'-0"

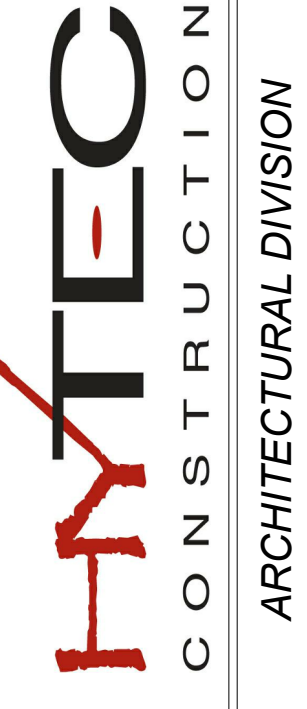
NOT FOR CONSTRUCTION

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hytecconstruction.com
lic #BC-20050648



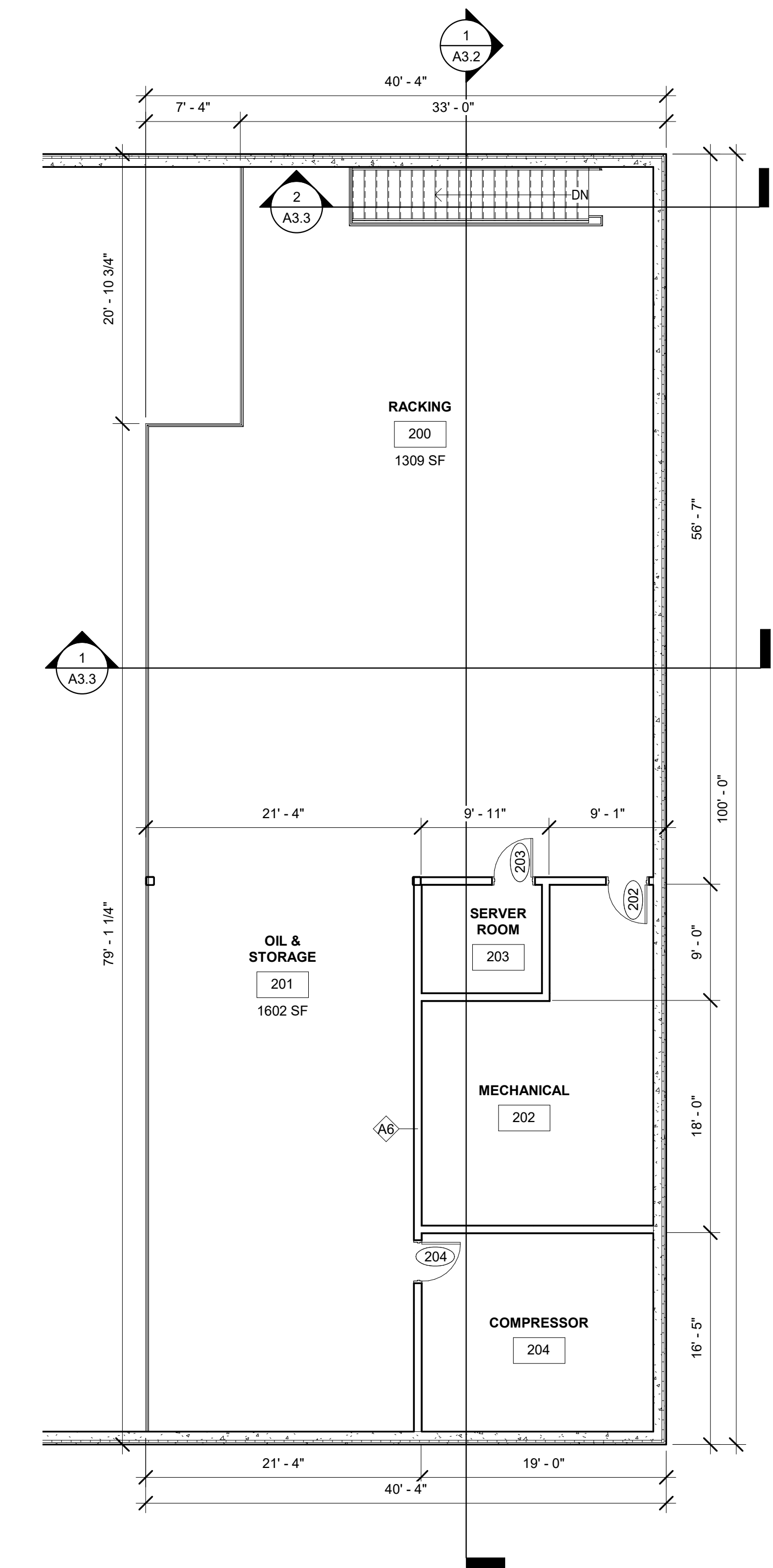
ANDERSON BROTHERS
SHOP
MAIN FLOOR PLAN

PROJECT #

DATE:
1.26.21

SHEET:

A1.1



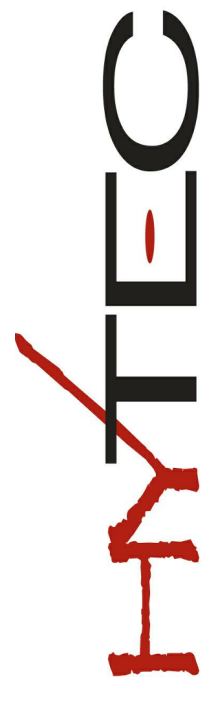
1
A1.2
UPPER LEVEL FLOOR PLAN
1/8" = 1'-0"

NOT FOR CONSTRUCTION

REVISIONS		

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BRAINERD MN 56401
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FAX 218-829-5383
hytecconstruction.com
lic #BC-20050648



CONSTRUCTION

ARCHITECTURAL DIVISION

ANDERSON BROTHERS
SHOP

UPPER LEVEL FLOOR PLAN

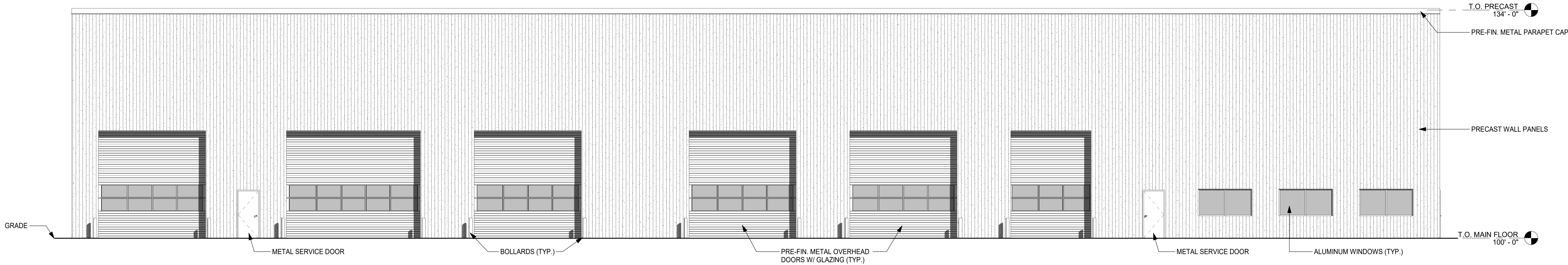
PROJECT #

DATE:

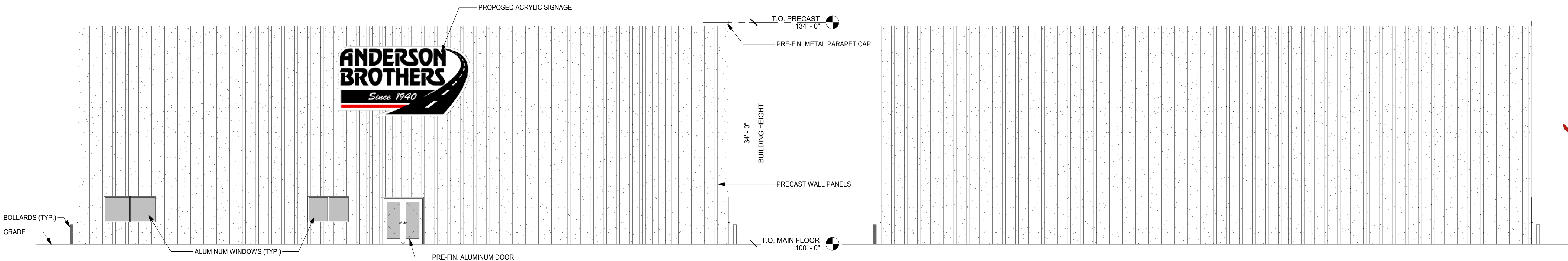
1.26.21

SHEET:

A1.2

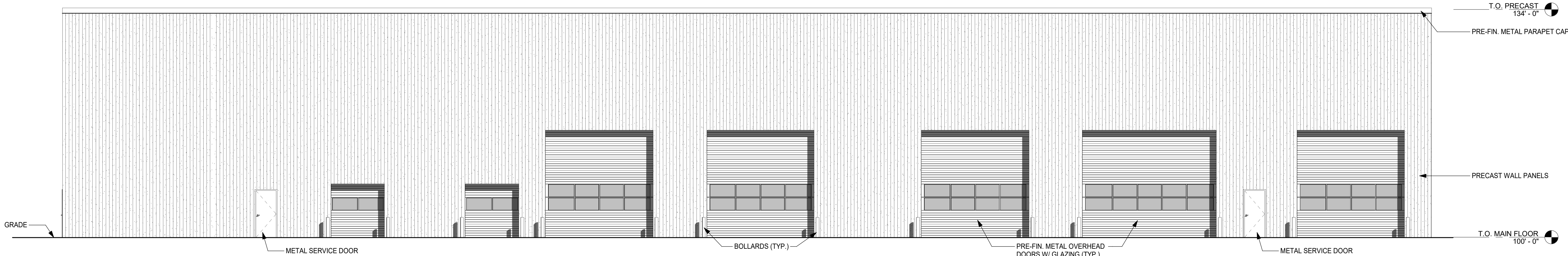


1 SOUTH ELEVATION
A2.1 1/8" = 1'-0"



2 EAST ELEVATION
A2.1 1/8" = 1'-0"

3 WEST ELEVATION
A2.1 1/8" = 1'-0"

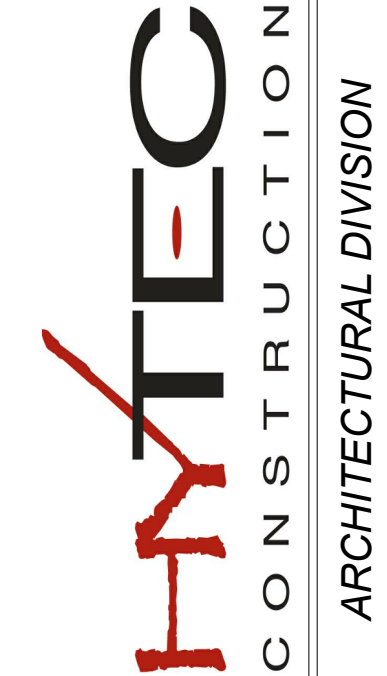


4 NORTH ELEVATION
A2.1 1/8" = 1'-0"

REVISIONS	

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lic #BC-20050648



ANDERSON BROTHERS
SHOP
EXTERIOR ELEVATIONS

PROJECT #
DATE: 1.26.21
SHEET: A2.1

NOT FOR CONSTRUCTION

NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

Notice is hereby given that Mitch Feierabend has submitted a request on behalf of Anderson Brothers Construction for a Conditional Use Permit at 11325 State Highway 210., Brainerd, MN 56401. The purpose of this Conditional Use Permit request is to permit the construction of a new maintenance facility with a height in excess of 30 feet. The property is legally described as:

*S ½ of NE ¼ of NW ¼ SEC 20, Lying E of HWY #210, Except PT to State of Minn Shown as Parcel 223 on Minn Dept of Transportation ROW Plat \$18-3 on File in the CO Records Office P.I.N. 41200524
Section 20, Township 45, Range 30*

The property is zoned I-1 (Light Industrial) District. A copy of the proposed site plan is on file for review with the Community Development Department.

A Public Hearing to consider this Conditional Use Permit request will be conducted by the Brainerd Planning Commission at 6:00 p.m. on Wednesday, February 17, 2021, in the City Council Chambers at 501 Laurel St., Brainerd, MN 56401.

Members of the public may attend this meeting in-person or monitor the meeting via phone. Information regarding how to attend this meeting virtually will be posted to the City's website (ci.brainerd.mn.us) by 4:30pm on Friday, February 12, 2021.

Any individual needing special accommodations or would like more information about this request, please call (218) 828-2307.

Dated this 4th day of February 2021

Publication Date: February 7, 2021



David C. Chanski, MPA
Community Development Director

MEMO



TO: Planning Commission

FROM: David Chanski, Community Development Director

DATE: February 17, 2021

RE: Interpretation and Administration of Section 515-18: Outdoor Lighting

In January 2020, the City Council adopted revisions to Section 515-18: Outdoor Lighting of the Zoning Code. The revisions to this section mainly addressed light poll height.

Since the adoption of these amendments, a handful of light poll installations have occurred. However, there may be some disconnect between the intent of the Planning Commission, the actual wording of the ordinance, and administration of the ordinance by staff. Chair Mike Duval has requested that the Planning Commission take time to discuss the interpretation and administration of Section 515-18 to address this issue.

SECTION 18 OUTDOOR LIGHTING

Section:

- 515-18-1: Purpose and Intent
- 515-18-2: Exemptions
- 515-18-3: Non-Conforming Uses
- 515-18-4: Light Trespass
- 515-18-5: Performance Standards
- 515-18-6: Submission of Plans

515-18-1: Purpose and Intent. It is the purpose of this Section to encourage the use of lighting systems that will reduce light pollution and promote energy conservation while increasing nighttime safety, utility, security and productivity.

515-18-2: Exemptions. The provisions of this Section shall not apply to the following:

- A. The use of temporary outdoor lighting used during customary holiday seasons.
- B. The use of temporary outdoor lighting used for civic celebrations and promotions.
- C. Lighting required by a government agency for the safe operation of airplanes, or security lighting required on government buildings or structures.
- D. Emergency lighting used by police, fire, and rescue authorities.
- E. Outdoor athletic facilities, except that lighting for such facilities, shall be shut off within ninety (90) minutes of final activity.

515-18-3: Non-Conforming Uses.

- A. Existing Fixtures. All outdoor lighting fixtures existing and installed prior to the effective date of this Ordinance are exempt from regulations of this section except that the light source shall be controlled to minimize light trespass onto adjacent property. Light trespass shall not exceed one (1) foot candle at the center line of a street or four-tenths (0.4) foot candles at the property line of adjacent residential property.
- B. New Fixtures. Whenever a light fixture existing on the effective date of this Ordinance is replaced by a new outdoor light fixture, the provisions of this section shall be satisfied.

515-18-4: Light Trespass.

- A. **Maximum Light Levels.** Light trespass shall not exceed one (1) foot candle at the center line of a public street or four-tenths (0.4) foot candles at the property line of adjacent residential property as measured at the property line per the method outlined in Section 515-18-4.B of this Ordinance.
- B. The foot candle level of a light source shall be measured at the property line and taken after dark with the light meter held six (6) inches above the ground with the meter facing the light source. A reading shall be taken with the light source on, then with the light source off. The difference between the two readings will be identified as the light intensity.

515-18-5: Performance Standards.

- A. **Residential District Standards.** All exterior lighting shall be directed away from adjoining residential property or from any public right-of-way. All lighting shall be installed in accordance with the following provisions:
 - 1. The light source shall be controlled so as not to light adjacent property in excess of the maximum light levels defined by this Ordinance.
 - 2. The maximum height of the fixture, pole and base above the ground grade permitted for light sources is thirteen (13) feet. A light source mounted on a structure shall not exceed the height of the structure.
 - a. If the bulb/light source is fully recessed and/or shielded from view by an observer at five (5) feet above grade at the nearest property line, an increase in light source height to a maximum of twenty (20) feet may be allowed.
 - 3. The luminaire shall contain a full cut off fixture which directs and cuts off light at an angle of ninety (90) degrees or less.
- B. **Business/Industrial District Standards.** All exterior lighting shall be directed away from adjoining residential property or from any public right-of-way. All lighting shall be installed in accordance with the following provisions:
 - 1. The luminaire shall contain a full cut off fixture which directs and cuts off light at an angle of ninety (90) degrees or less.
 - 2. The light source shall be controlled so as not to light adjacent property in excess of the maximum light levels defined by this Ordinance.
 - 3. Architectural/historical lights that include fixtures that are not shielded, or lighting of entire facades or architectural features of a building are permitted. In no case shall the light affect adjacent property in excess of the maximum light levels defined in this Ordinance.

4. In B-1 and B-2 districts, the maximum height of the fixture, pole and base above the ground grade permitted for light sources is thirteen (13) feet. A light source mounted on a structure shall not exceed the height of the structure.
 - a. If the bulb/light source is fully recessed and/or shielded from view by an observer at five (5) feet above grade at the nearest property line, an increase in light source height to a maximum of twenty (20) feet may be allowed.
 5. In B-3, B-4, B-5 and B-6 districts, the maximum height of the fixture, pole and base above the ground grade permitted for light sources is twenty (20) feet. A light source mounted on a structure shall not exceed the height of the structure.
 - a. If the bulb/light source is fully recessed and/or shielded from view by an observer at five (5) feet above grade at the nearest property line, an increase in light source height to a maximum of twenty-five (25) feet may be allowed.
 6. In I-1 and I-2 districts, the maximum height of the fixture, pole and base above the ground grade permitted for light sources is twenty-five (25) feet. A light source mounted on a structure shall not exceed the height of the structure.
 - a. If the bulb/light source is fully recessed and/or shielded from view by an observer at five (5) feet above grade at the nearest property line, an increase in light source height to a maximum of thirty (30) feet may be allowed.
 7. Location.
 - a. The light source of an outdoor light fixture shall be set back a minimum of three (3) feet from a street right-of-way or residential property and three (3) feet from any other property line.
 - b. No light source shall be located on the roof unless said light enhances the architectural features of the building and is approved by an Administrative Permit.
 6. Direct or reflected light from high temperature processes such as combustion or welding shall not be visible from any adjoining property.
- C. Outdoor Recreation. Outdoor commercial or public recreational uses such as, but not limited to, baseball fields, football fields, hockey rinks, and tennis courts have special requirements for nighttime lighting. In such cases, an Administrative Permit shall be required and compliance with the following:
1. No outdoor recreation facility shall be illuminated after 12:00 a.m. except for security lighting. Exceptions may be granted by City staff for special events.

2. Off-street parking areas for outdoor recreation uses shall meet the requirements stated for business or industrial applications as found in Section 22 of this Ordinance.
3. The provisions for an Administrative Permit, Section 9 of this Ordinance, are considered and satisfactorily met.

515-18-6: Submission of Plans.

- A. All zoning and building applications, except single and two family residential, that include outdoor lighting shall submit the following information in addition to other information required by City staff:
 1. Site plans indicating the location of all lighting devices.
 2. Description of the lighting devices, fixtures, lamps, supports, and reflectors. The description shall include, but is not limited to, catalog cuts by manufacturers and drawings.
 3. Photometric plans showing the location of each light source and the level of light (measured in foot candles) every twenty (20) feet.