



Development Review Committee

Approved Minutes

Pre-Application, PL2017-170
Meeting Date: August 29, 2017
McLeod Conference Room
Bloomington Civic Plaza
1800 West Old Shakopee Road

Staff Present:

Laura McCarthy (Fire Prev, Chair) 952-563-8965	Nick Johnson (Planning) 952-563-8925
Duke Johnson (Bldg & Insp) 952-563-8959	Mike Thissen (Env. Health) 952-563-8981
Bruce Bunker (Eng.) 952-563-4546	Heidi Miller (Police) 952-563-4975
	Mike Hiller (Planning) 952-563-4507

Project Information:

Project	Creekview Office Parking Addition
Site Address	6925 and 7001 W 78th Street, Bloomington, MN 55439 7101 W 78th Street, Bloomington, MN 55439
Plat Name	17 116 21; MARTH ESTATES ADDITION; MOUNT ONE ADDITION;
Project Description	Final Site and Building Plans for a six-stall surface parking lot.
Application Type	Final Site and Building Plan
Staff Contact	Nick Johnson - nmjohnson@BloomingtonMN.gov (952) 563-8925
Applicant Contact	Vicki VanDell - (763) 496-6720; vvandell@loucksinc.com
Post Application DRC	NO

Guests Present:

Name	Email
Rob Page, Frauenshuh Inc.	Rob.page@frauenshuh.com
Vicki VanDell, Loucks	vvandell@loucksinc.com

INTRODUCTION – :

- Nick Johnson (Planning):
 - Introduced the project explaining a six-space surface parking lot addition is being proposed to the site off of West 78th Street. Johnson explained the parking would be supplemental to the existing surface parking which is needed when larger functions are occurring on site.

Discussion/Comments:

- Mike Thissen (Environmental Health):
 - No comment.
- Duke Johnson (Building and Inspection):
 - Parking lot permit will be required.
- Laura McCarthy (Fire Prevention):
 - Asked if there may be future plans to connect the two parking areas. Applicant stated possibly and maybe plans to add another office building on the second lot.
- Heidi Miller (Police):
 - No comment.
- Bruce Bunker (Engineering):
 - Provide a full set of civil plans for the project.
 - Provide a copy of the Nine Mile Creek Watershed District permit and comments prior to issuance of the City of Bloomington permits.
 - Private common driveway/access easement/agreement must be provided.
- Nick Johnson (Planning):
 - Accessory surface parking requires the lots be combined via a plat or zoning lot combination.
 - Document all proposed impacts to the adjacent floodway/flood fringe areas. If impacts are proposed, consult with staff and the watershed district on the appropriate procedural requirements related to said impacts. A conditional use permit may be required if significant fill is needed in a flood area.
 - Parking lot and exterior security lighting must meet Section 21.301.07. (see Comment Summary Planning Review #3 for details)
 - Red lined plans will be provided to the applicants which include many of the comments from the different city divisions.
 - Driveway width and design must be approved by City engineer. The width proposed is too large based on the level of anticipated traffic/trips.
 - Drive aisle adjacent to 90-degree parking must be a minimum of 24 feet wide to allow for emergency vehicle access.



Comment Summary

Application #: PL201700170

Address: 6925, 7001 and 7101 West 78th Street, Bloomington, MN 55439

Request: **Final Site and Building Plans for a six-stall surface parking lot.**

Meeting: Pre-Application DRC - August 29, 2017

Construction/Infrastructure Review - Pre-App Contact: Jen Desrude at jdesrude@BloomingtonMN.gov, (952) 563-4862

- 1) Can't tell, but is the existing building being demolished?
- 2) Should consider a bump out to assist backing out of stall.
- 3) Private common driveway/access easement/agreement must be provided.
- 4) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 5) A Minnesota licensed civil engineer must design and sign all civil plans.
- 6) All parking stall striping must be painted white. Parking islands must be 3-feet shorter than the parking stall and 8-feet wide.
- 7) Use updated city standard details for driveways, utilities, erosion control, etc. found on the website at www.bloomingtonmn.gov/information-sheets-and-handouts-engineering-division
- 8) Include City of Bloomington details for curb and also for Standard Non-Residential Driveway Approach if it needs to be replaced to accommodate grades.

Utility Review - Pre-App Contact: Jen Desrude at jdesrude@BloomingtonMN.gov, (952) 563-4862

- 1) The Water and Sanitary Sewer Mains in this area are Owned and Operated by the City of Edina. There are a pair of inactive residential sized water and sewer services located on the west edge of the driveway.

Traffic Review - Pre-App Contact: Jen Desrude at jdesrude@BloomingtonMN.gov, (952) 563-4862

- 1) All parking stall striping must be painted white. Parking islands must be 3-feet shorter than the parking stall and 8-feet wide.
- 2) All construction and post-construction parking and storage of equipment and materials must be on-site. Use of public streets for private construction parking, loading/unloading, and storage will not be allowed.

- 3) The minimum drive aisle width or parking space does not meet the City Code requirements (21.301.06)

Water Resources Review - Pre-App Contact: Steve Segar at ssegar@BloomingtonMN.gov, (952) 563-4533

- 1) Existing contours show about 6-7 feet of drop from the curb, and potentially grading past the edge of bank. Might want to consider other location for parking.
- 2) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 3) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan.
- 4) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 5) An erosion control bond is required.
- 6) Show erosion control BMP locations on the plan
- 7) List erosion control maintenance notes on the plan.
- 8) Submit a copy of Nine Mile Creek Watershed District permit and comments prior to issuance of City of Bloomington permits (www.ninemilecreek.org)
- 9) The development is not permitted in the shore area. Show shore area on plan.
- 10) If grading extends below top of bank, a wetland delineation may be required. Will need wetland review.

PW Admin Review - Pre-App Contact: Jen Desrude at jdesrude@BloomingtonMN.gov, (952) 563-4862

- 1) Private common driveway/access easement/agreement must be provided.
- 2) Show and label all property lines and easements on all plan sheets.

Planning Review - Pre-App Contact: Nick Johnson at nmjohnson@BloomingtonMN.gov, (952) 563-8925

- 1) In order for the proposed surface parking to be considered accessory to the office building, the subject properties (7001 and 6925 West 78th Street) must be combined with 7101 West 78th Street via plat or zoning lot combination.
- 2) Document all proposed impacts to the adjacent floodway/flood fringe areas. If impacts are proposed, consult with staff and the watershed district on the appropriate procedural requirements related to said impacts.
- 3) Parking lot and exterior security lighting must meet Section 21.301.07. A minimum of 1.5 foot-candles is required on the parking surface (which may be reduced to 0.75 foot-candles for the outer perimeter of the parking lot).

- 4) Perimeter of parking area must have concrete curb and gutter or an equivalent material approved by the Engineering Division.
- 5) Drive aisles adjacent to 90-degree parking must be 24 feet in width.
- 6) Driveway width and design must meet the approval of the City Engineer. The width proposed is too large based on the level of anticipated traffic/trips.
- 7) Parking lot screening must be provided according to the standards of Sec. 19.52(d)(4) of the City Code.

Building Department Review - Pre-App Contact: Duke Johnson at
djohnson@BloomingtonMN.gov, (952) 563-8959