



## Development Review Committee

### Approved Minutes

Pre-Application, PL201700163  
Meeting Date: August 22, 2017  
McLeod Conference Room  
Bloomington Civic Plaza  
1800 West Old Shakopee Road

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#### Staff Present:

Laura McCarthy (Fire Prev, Chair) 952-563-8965	Jen Blumers (Assessing) 952-563-4749
Randy Quale (Park & Rec) 952-563-8876	Heidi Miller (Police) 952-563-4975
Shelly Hanson (Eng.) 952-563-4866	Michael Centinario (Planning) 952-563-8921
Sara Flagstad (Eng) 952-563-4627	Glen Markegard (Planning) 952-563-8923
Bruce Bunker (Eng.) 952-563-4546	

#### Project Information:

Project	Building and parking lot expansion, partial vacation of Creekridge Circle
Site Address	7807 CREEKRIDGE CIR, BLOOMINGTON, MN 55439 7808 CREEKRIDGE CIR, BLOOMINGTON, MN 55439
Plat Name	NINE MILE OFFICES; CREEK RIDGE LIMITED PARTNERSHIP;
Project Description	Building and parking lot expansion, partial vacation of Creekridge Circle
Application Type	Final Site and Building Plan Rezoning Final Plat - Type II Preliminary Plat - Type II
Staff Contact	Mike Centinario - mcentinario@BloomingtonMN.gov (952) 563-8921
Applicant Contact	Carl Robertson - (612) 379-9233 crobertson@sjoquist.com
Developer	
Post Application DRC	No

#### Guests Present:

Name	Email
Carl Robertson, AIA	crobertson@sjoquist.com
Howard 'Sarge' Books	sarge@juno-inv.com

Nora Scallen

nora@juno-inv.com

## INTRODUCTION –

Centinario: Juno Investments has been working on improvements to their properties, which include two offices directly to the south of 494. These are two distinct parcels with different zoning districts. Between the two buildings is Creek Ridge Circle, which is primarily used by these two buildings, but is currently public right of way. They would like to propose vacating the right of way south of the circle to do a parking lot expansion. They are also considering adding a partial fourth floor to 7807 to allow a tenant to expand.

## Discussion/Comments:

- Randy Quale (Park and Recreation):
  - Was this a location where additional signage was needed, up on the north end?
    - Centinario responded that there was a meeting several months ago and PW was going to try and accommodate additional signing, but additional freestanding signage wasn't included as part of this proposal.
- Jen Blumers (Assessing):
  - Will this require replatting?
    - Centinario responded that it will need to be replatted to incorporate the vacated right of way into the property. How the replatting is done depends on characteristics of the application.
    - Blumers stated that a park dedication fee will need to be calculated.
- Laura McCarthy (Fire Prevention):
  - A major concern is that 7807 is extremely difficult for firetrucks to navigate, especially the front entry. Will there be changes to the front entry around the island?
    - Robertson responded that plans don't include changes to this area at this point in time.
  - The way the south end of the lot is currently designed, a truck will not be able to get in with the proposed island setup. Applicant will need to provide an autoturn diagram using BFD Ladder 4 dimensions. Jen Desrude in the Engineering Division can provide those specifications. If applicant plans to expand 7807, access to the front entry will need to be addressed. This should be corrected now while parking lot improvements are being done.
    - Applicant is concerned that parking spots will be lost by making these changes, but understands the necessity. If the FDC was moved to the south end of the building, would that work?
      - McCarthy responded that access would still be needed, especially with an expansion to the building.
  - 7808 is a little easier to navigate, other than the large low hanging branch at the entrance. Both buildings have sprinkler systems and hydrants reasonably close. Any additional entrance signage at 78<sup>th</sup> Street is appreciated.

- Heidi Miller (Police):
  - There have been a couple theft from autos in the area, not at this property but within a quarter mile. Officers patrol the lot every now and then. Lighting is a deterrent to theft from autos.
- Bruce Bunker (Engineering):
  - Install a sanitary manhole and from that point south, the utilities turn to private.
  - These are city of Edina utilities, so applicant will need to work with Dave Goergen at the City of Edina; he is on board and aware of this plan.
  - For the two lots, private utility easements and private access easements are needed along the vacated right of way. In addition, the southern part of the cul-de-sac will require a 10ft drainage utility easement along the radius, which will result in lost parking.
    - Robertson asked if more of the circle could be vacated, or if the full circle was necessary for the cul-de-sac. With the drainage easements, this results in an additional loss of six spaces.
    - Hanson responded that a full circle is required, as is standard for all cul-de-sacs in the City, for plowing, maintenance, snow storage, maintenance of utilities, etc.
      - Centinario stated that the implication is several stalls will be lost.
- Mike Centinario (Planning):
  - It's up to the applicant how they would like to pursue platting. It is more straight forward to make it one lot, but if they may wish sell one or the other lots in the future. Two lots with a shared access and parking easement would also be an option.
  - In terms of technical requirements, there is a twenty foot yard area requirement from public ROW. On the west side, this is satisfied, but on the east it is not. While applicant is seeking rezoning, they could apply for planned development where there may be flexibility from certain standards, such as setbacks.
  - There are detailed standards for parking islands. Minimum width is 8 ft, inside of curb to inside of curb. There are a number of islands that do not meet that standard. Anything that is disturbed will need to meet the current standards. The length of the island should be three feet shorter than the adjacent stall to accommodate fire movements. Applicant is showing 50 stalls, but will probably be closer to 40 as these modifications are made.
    - McCarthy asked if conference rooms result in any changes to the parking requirements.
    - Centinario responded that conference rooms may be included as a part of the standard office calculation, but that staff would need to evaluate the floor plans.
    - Robertson indicated that plans will be designed to stay within D occupancy.
  - Landscape plan is necessary.
  - For the areas that are reconstructed, there will be lighting requirements. Two foot candles are required in the lot, while the perimeter lights only require one foot

candles. By the end of 2020, all commercial properties have to be up to current lighting requirements so applicant may want to do that now.

- Glen Markegard (Planning)
  - Thinking about parcelization, would each parcel would stand alone for parking requirements?
    - Applicant would like to keep this as a campus with shared parking.
  - There was discussion between Markegard and the applicant that a cross parking easement would be required, and the applicant indicated that there was already one in place. Markegard pointed out that this will make it more complicated if applicant chooses to sell one of the properties in the future. Centinario stated that if the properties are split, both parties would have to consent to parking changes in the future.

#### CONCLUSION

- There is no need to come back to this group, applicant can just work with Engineering and Planning as plans are revised.
- When applicant engages with an engineer and land surveyor, keep Planning aware.
- Before plans are finalized, Fire Prevention would like to see Autoturn calculations.



## Comment Summary

**Application #:** PL2017-163

**Address:** 7807 CREEKRIDGE CIR, BLOOMINGTON, MN 55439  
7808 CREEKRIDGE CIR, BLOOMINGTON, MN 55439

**Request:** **Building and parking lot expansion, partial vacation of Creekridge Circle**

**Meeting:** Pre-Application DRC - August 22, 2017

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**Planning Review - Pre-App Contact:** Mike Centinario at [mcentinario@BloomingtonMN.gov](mailto:mcentinario@BloomingtonMN.gov), (952) 563-8921

- 1) An additional parking island is required along the south parking row. All parking islands must be three feet shorter than the adjacent stall and include a deciduous tree. Minimum width is 8 feet inside of the curb to inside of curb.
- 2) The minimum setback requirement between the south property line and parking lot is 20 feet. A variance or deviation through the planned development process is required to approve a 9 foot setback.
- 3) Two stalls are depicted in the remaining public right of way and six stalls are depicted in the 20 foot required setback. Remove the six northernmost stalls in order to establish the required 20 foot landscape yard.
- 4) Either a shared parking/access agreement must be filed between the two properties or flexibility through the planned development process is required to have parking at a zero foot setback.
- 5) Where new parking stalls meet existing parking islands, expand islands to meet current Code requirements and add a tree if one does not current exist.
- 6) 7808 Creekridge Circle is zoned B-1 while 7807 is zoned C-4. The C-4 Freeway Office district is a more appropriate zoning district for freeway-oriented office development. Consider requesting a rezoning 7808 Creekridge from B-1 to C-4 so zoning, and the accompanying development standards, are consistent between the two properties.
- 7) A landscaping plan must be provided that identifies landscaping in the landscape yard area between the parking lot and the Interstate. Amount of landscaping materials will be based on the disturbance area of the project - 1 tree per 2,500 square feet of disturbance and 1 shrub per 1,000 square feet.
- 8) City Code lighting standards require 2.0 footcandles on the parking lot surface. The perimeter of the parking lot, the outer 25 feet of the lot, may be reduced to 1.0 footcandles. The proposed project would afford a good opportunity to upgrade parking lot and parking garage lighting for the entire property. Regardless of the current proposal, lighting must be upgraded by December 31, 2020.

- 9) Based on current City Code parking requirements, the future fourth floor addition would require 31 parking stalls.

**Fire Department Review - Pre-App Contact:** Laura McCarthy at [lmccarthy@BloomingtonMN.gov](mailto:lmccarthy@BloomingtonMN.gov), (952) 563-8965

- 1) Provide emergency vehicle access and turning radius throughout both properties.

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

- 1) Need commercial driveway apron.
- 2) Please add a bar scale.
- 3) Parking Islands need to be a minimum of 8' wide. These appear smaller.
- 4) All parking stall striping must be painted white. Parking islands must be 3-feet shorter than the parking stall and 8-feet wide.
- 5) 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](http://www.bloomingtonmn.gov/information-sheets-and-handouts-engineering-division).
- 6) Show sidewalk removal or realignment.

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

- 1) Private common utility easement/agreement must be provided.
- 2) Private common driveway/access easement/agreement must be provided.
- 3) No parking in ROW
- 4) Public utility easements may be required to cover any public utilities within vacated street or easement.

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

- 1) Provide appropriate MMUTCD references for signs proposed for circulating traffic. All private signage must be installed outside of the city right-of-way.
- 2) All parking stall striping must be painted white. Parking islands must be 3-feet shorter than the parking stall and 8-feet wide.
- 3) 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.
- 4) Show dimensions of parking stalls, aisles, islands

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

- 1) Bloomington Owns the affected Sewer main under the road but Edina Maintains the main, as it discharges to the Edina System. Add a MH somewhere in the Cul-de-sac and the pipes south of that point should become a private service from that point south. Edina must be contacted and agree to this change. The 8" watermain, valves, and hydrant also should become a private service from the existing valve in the Cul-de-sac to the south. Then all future maintenance and repairs of these now private utilities will be the property owners' responsibility. There would also need to be a common easement and maintenance agreement for the 7807 and 7808 properties - for shared maintenance responsibilities of these transferred private utilities.

**Assessing Review - Pre-App Contact:** Kent Smith at [ksmith@BloomingtonMN.gov](mailto:ksmith@BloomingtonMN.gov), (952) 563-8707

- 1) This may need to be re-platted. If so, that would trigger Park Dedication calculation. If there is no explicit development plan, the calculation is based on maximum amount of development that zoning will allow. Assessing would need to consult with Planning to determine those numbers.