



# Development Review Committee

## Approved Minutes

Development Application, #PL201700084

Mtg Date: June 6, 2017

McLeod Conference Room

Bloomington Civic Plaza

1800 West Old Shakopee Road

### Staff Present:

Laura McCarthy (Fire Prev, Chair) 952-563-8965  
Duke Johnson (Bldg. & Insp) 952-563-8959  
Jen Desrude (Eng.) 952-563-4862  
Sue Hults Sellnow (Eng.) 952-563-4628  
Eric Wharton (Utilities) 952-563-4579  
Jim Urie (Parks & Rec) 952-563-8715

Kent Smith (Assessing) 952-563-8707  
Erik Solie (Env. Health) 952-563-8978  
Heidi Miller (Police) 952-563-4975  
Amy Schmidt (Legal) 952-563-4889  
Michael Centinario (Planning) 952-563-8921  
Amanda Johnson (Bldg. & Insp) 952-563-8961

### Project Information:

Project	Hennepin County Courts Addition to Bloomington Civic Plaza at 1800 W. Old Shakopee Road
Site Address	1800 W OLD SHAKOPEE RD, BLOOMINGTON, MN 55431
Plat Name	BLOOMINGTON CITY HALL ADDITION;
Project Description	Hennepin County Courts Addition to Bloomington Civic Plaza at 1800 W. Old Shakopee Road
Application Type	Final Site and Building Plan
Staff Contact	Mike Centinario
Applicant Contact	HENNEPIN COUNTY
PC (tentative)	June 29th, 2017
CC (tentative)	July 10th, 2017

### Guests Present:

Name	Email
Joel Dunning, Wold Architects	<a href="mailto:Jdunning@woldae.com">Jdunning@woldae.com</a>
Briana Turgeon-Schramm, Wold Architects	<a href="mailto:BTurgeon-Schramm@woldae.com">BTurgeon-Schramm@woldae.com</a>
Mandy Backstrom, Anderson Johnson Associates	<a href="mailto:Mandy@ajainc.net">Mandy@ajainc.net</a>

### Introduction:

This is the post application meeting. The last DRC meeting required some changes and revisions were made prior to the development application submittal. The planning and zoning changes are minor. A lighting photometric plan for both the addition area and the impound lot is needed.

**Discussion/Comments:**

- Jim Urie (Park and Recreation):
  - No comment
- Kent Smith (Assessing):
  - No comment
- Duke Johnson (Building and Inspection):
  - What is the plan for the application of the building permit?
    - Applicant responded that the contractors wouldn't be on board until August/September time frame pending approvals and procurement. D.Johnson will take all plan review questions.
    - Applicant asked if the county could submit the permit without the contractor listed? D.Johnson responded yes, however, the plan review fee should be paid up front by the applicant.
- Laura McCarthy (Fire Prevention):
  - No additional comments
- Heidi Miller (Police):
  - No comment
- Jen Desrude (Engineering) provided the Public Works comments and noted the following:
  - See comment summary and markup.
  - There needs to be coordination on the design between who is doing what and whose responsibility items are – county or city. A formal detailed list will be required outlining these items.
  - A National Pollutant Discharge Elimination System (NPDES) construction site permit and Storm Water Pollution Prevention Plan (SWPPP) must be provided.
  - An erosion control bond is required.
- Eric Wharton (Utilities):
  - Most comments are generic but are on comment summary.
  - More detail will be required on the water crossing on the tracks. They need to ensure the water is not running into the storm sewer.
  - Ensure permits are taken care of.
- Mike Centinario (Planning):
  - Provide specifications for both Chilton and Kasota masonry veneers. Stone must be sufficient thickness to serve as an exterior material.
    - Applicant responded this will be matching the detail of the original building.
  - Provide Specifications for metal panels. If panels are prefinished, ensure finish has a minimum 30 year manufacturer's warranty.
    - Applicant confirmed the aluminum will be prefinished.
  - Parking lot and exterior security lighting must meet Section 21.301.07. A minimum of 2.0 foot-candles is required on the parking surface (which may be reduced to 1.0 foot-candles for the outer perimeter of the parking lot. The Logan crosswalk should have elevated lighting levels. Ten footcandles is required at the primary entrance. Planning staff will provide a lighting graphic to

assist in preparing a photometric plan. Lighting is required for the impound lot conversion, although there are already four poles around the lot's perimeter. New heads on the existing poles will likely suffice. Planning would like one set of lighting plans for the 2 areas – one set of photometric drawings, one lighting designer, etc.

- Applicant mentioned that they met with traffic last week and talked a bit about the crosswalk. It is their understanding that courts employees will be parking across the street and are not looking to make it an enhanced signal pedestrian walk as to not promote that. They will coordinate on safety and lighting level, but are not looking to make it an enhanced pedestrian crossing
- Civic Plaza already uses its allocation for free-standing signage. No new monument signs may be permitted. Hennepin County sign copy may be incorporated into existing signage, however. There is plenty of space for on-building signage and there may be directional signs, subject to size and setback requirements.
- Applicant asked about fire vehicles and what they need to plan around. L. McCarthy mentioned that if ladder 1 works, the other trucks will work as well. Applicant then asked about the differing diagrams for these. L. McCarthy clarified which plan to use with the dimensions that are correct. Applicant mentioned that a surmountable curb would be used to allow trucks to maneuver around.



## Comment Summary

**Application #:** PL2017-84

**Address:** 1800 W OLD SHAKOPEE RD, BLOOMINGTON, MN 55431

**Request:** Hennepin County Courts Addition to Bloomington Civic Plaza at 1800 W. Old Shakopee Road

**Meeting:** Post Application DRC - June 06, 2017  
Planning Commission - June 29, 2017  
City Council (Tentative) - July 10, 2017

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

- 1) At least one deciduous tree is required in parking islands, including islands that are currently concrete in the impound lot.
- 2) New parking island depicted in the impound lot does not meet dimensional requirement. Island must be 8 feet inside of curb to inside of curb.
- 3) Additional landscaping is needed along Logan Avenue to serve as the Code required parking lot screen.
- 4) Provide two additional trees in parking islands located near the front courts entrance.
- 5) Are the proposed copper panels the same thickness as the existing panels? The project description indicates 16 ounce panels - please confirm Civic Plaza's panels are also 16 ounce panels.
- 6) Provide specifications for metal panels. If panels are prefinished, ensure finish has a minimum 30 year manufacturer's warranty.
- 7) Provide specifications for both the Chilton and Kasota masonry veneers. Stone must be of sufficient thickness to serve as an exterior material.
- 8) Parking lot and exterior security lighting must meet Section 21.301.07. A minimum of 2.0 foot-candles is required on the parking surface (which may be reduced to 1.0 foot-candles for the outer perimeter of the parking lot. The Logan crosswalk should have elevated lighting levels. Ten footcandles is required at the primary entrance. Planning staff will provide a lighting graphic to assist in preparing a photometric plan. Lighting is required for the impound lot conversion, although there are already four poles around the lot's perimeter. New heads on the existing poles will likely suffice.
- 9) Civic Plaza already uses its free-standing sign allocation. No new monument signs may be permitted. Hennepin County sign copy may be incorporated into existing signage, however. There is plenty of space for on-building signage and there may be directional signs, subject to size and setback requirements.

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

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

- 1) Correct spelling/typo.
- 2) Clarify--I thought the plan for the lot was being prepared by the City, but still was being bid with this work.
- 3) Need spot elevations for public sidewalk to confirm ADA compliance is met
- 4) 1'-8 3/4".
- 5) Confirm dimension from walk to sign. Need 2' min clear for snow plowing.
- 6) This symbology is only shown in the legend and not shown on Logan Ave or Old Shakopee Road.
- 7) Use hatch pattern for street pavement.
- 8) Move text so entire road name is visible. Also add CSAH 1 as Old Shakopee Road is a County road.
- 9) Use City Standard Driveway Apron (typ).
- 10) Use MnDOT Standard Plates for pedestrian ramps in public ROW.
- 11) Use Standard City Details.
- 12) Portion of existing walk will need to be removed and replaced to achieve compliance.
- 13) Allow for a 2' clear from the parking lot to the wall.
- 14) The details show D412 and B612 curb and gutter, but it is unclear where they go. Please add curb callouts.
- 15) No wire mesh is allowed in the public right-of-way.
- 16) Is there a reason why the parking stalls need to be heavy duty pavement? They weren't in the original construction--just the drive aisles were.
- 17) Who maintains these signs? Traffic Maintenance or Facilities Maintenance? If Traffic Maintenance this is not the detail to use.
- 18) Sheet C1.31 show three pavement sections--medium, heavy and street. Which one is this? Do you have a pavement design loading for Civic Plaza?

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

- 1) Who are the allowed users for this entrance/exit? If restricted use, add signs that are intended for use to provide guidance to drivers.
- 2) This pedestrian ramp does not match the one shown on the COB crosswalk plan sheet. They have to match.

- 3) Add non-residential driveway detail.
- 4) Add bike rack detail including both rack and installation details for spacing.
- 5) Provide appropriate MMUTCD references for signs proposed for circulating traffic. All private signage must be installed outside of the city right-of-way. Add all signage to the plan sheets and details.
- 6) 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. Add note to all sheets with Notes.
- 7) Install crosswalk pavement markings in accordance with MMUTCD. Add detail to plan sheet.
- 8) Contractor shall obtain a Public Works permit for obstructions and concrete work within the right-of-way. Permit is required prior to removals or installation. Contact Brian Hansen (952-563-4543, bhansen@BloomingtonMN.gov) for permit information.

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

- 1) See Document Markups.
- 2) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.
- 3) Contractor shall obtain a Public Works permit for underground work within the right-of-way. Permit is required prior to removals or installation. Contact Utilities (952-563-4568) for permit information.
- 4) 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).
- 5) Utility permits are required for connections to the public storm, sanitary, and water system. Contact Utilities (952-563-8777) for permit information.
- 6) Contact Met Council (651-602-1378) for Sewer Availability Charge (SAC) determination.
- 7) Provide peak hour and average day water demand and wastewater flow estimates.
- 8) Minnesota Department of Health (MDH) water permit/review may be required. Provide a copy of MDH approval letter or written confirmation from MDH that no permit/approval is required.
- 9) Minnesota Pollution Control Agency (MPCA) sanitary sewer permit/review may be required. Provide a copy of MPCA approval letter or written confirmation from MPCA that no permit/approval is required.
- 10) Use standard short cone manholes without steps.
- 11) Install interior chimney seals on all sanitary sewer manholes.
- 12) Taps of live water mains are done by City forces and paid for and coordinated with the Contractor.

- 13) Utility and mechanical contractors must coordinate the installation of all water and sewer service pipes into the building to accommodate city inspection and testing.
- 14) Sanitary sewer mainline, clean-outs, manholes, and services must be designed with adequate depth of cover or install high-density polystyrene insulation to prevent freezing.
- 15) Combination fire and domestic services must terminate with a thread on flange or an MJ to flange adapter.
- 16) All components of the water system, up to the water meter or fire service equipment must utilize protective internal coatings meeting current ANSI/AWWA standards for cement mortar lining or special coatings. The use of unlined or uncoated pipe is not allowed.

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

- 1) Provide civil plans for the project. Plans appear incomplete. Show existing conditions and removals.
- 2) A National Pollutant Discharge Elimination System (NPDES) construction site permit and Storm Water Pollution Prevention Plan (SWPPP) must be provided.
- 3) An erosion control bond is required.
- 4) Show erosion control BMP locations on the plan.
- 5) List erosion control maintenance notes on the plan.
- 6) See Document Markups.
- 7) Show existing pipe removals.
- 8) Provide SWPP and Erosion Control Plan Sheets.