



# Development Review Committee

## Approved Minutes

Pre-Application, PL2018-50  
Meeting Date: February 20, 2018  
McLeod Conference Room  
Bloomington Civic Plaza  
1800 West Old Shakopee Road

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### Staff Present:

Lance Stangohr (Fire Prev.) 952-563-8969	Kent Smith (Assessing) 952-563-8707
Randy Quale (Park & Rec) 952-563-8876	Erik Solie (Env. Health) 952-563-8978
Duke Johnson (Bldg & Insp) 952-563-8959	Michael Centinario (Planning) 952-563-8921
Jen Desrude (Eng.) 952-563-4862	Mike Hiller (Planning) 952-563-4507

### Project Information:

Project	Parking lot expansion at an existing office/warehouse development
Site Address	1801 AMERICAN BLVD E, BLOOMINGTON, MN 55425 1701 AMERICAN BLVD E, BLOOMINGTON, MN 55425
Plat Name	CEDAR PARK ADDITION; CEDAR PARK ADDITION;
Project Description	Parking lot expansion at an existing office/warehouse development
Application Type	Final Site and Building Plan; Variance
Staff Contact	Mike Centinario - mcentinario@BloomingtonMN.gov; (952) 563-8921
Applicant Contact	Douglas Feickert; Doug.Feickert@colliers.com
Post Application DRC	NO

### Guests Present:

Name	Email
Douglas Feickert	Doug.Feickert@colliers.com

### INTRODUCTION: Mike Centinario

Introduced the project as a 21 stall parking lot expansion. Explained there are difficulties with the project due to required setbacks from the planned widened right-of way. Current plans would require a variance. Provided a variance is approved by the City Council, the project would also require a minor final site and building plan revision, approved through the Planning Division, and a parking lot permit through Building and Inspections.

Variance application could possibly be handled administratively if the Community Development Director deems the variance request to be minor. Planning staff will follow up once the Community Development Director has made a determination.

**Discussion/Comments:**

- Randy Quale (Park and Recreation):
  - No comment.
- Kent Smith (Assessing):
  - If the two lots were under common ownership he would suggest they be combined; however, they appear to be owned by separate ownership entities.
- Erik Solie (Environmental Health):
  - No comment
- Duke Johnson (Building and Inspection):
  - Parking lot permit will be required. If a variance is needed that application must be applied for and approved first.
- Lance Stangohr (Fire Prevention):
  - No comment.
- Jen Desrude (Engineering):
  - Any planted trees will need to be placed out of the planned widened right-of-way.
  - Pay special attention to the Water Resource comments in the Comment Summary.
- Mike Centinario (Planning):
  - A dimensioned site plan is required if you move forward with application.
  - Lighting improvements must be in compliance with the lighting code. Suggested entire site be included in the lighting upgrades since the site must be brought into compliance by 2020.
  - Landscaping plan is also required as part of the application.
  - Include the parking lot setback dimensions on the site plan.

It was determined this item will not need to come back for a formal DRC review.



## Comment Summary

**Application #:** PL2018-50

**Address:** 1801 AMERICAN BLVD E, BLOOMINGTON, MN 55425 1701 AMERICAN BLVD E, BLOOMINGTON, MN 55425

**Request:** **Parking lot expansion at an existing office/warehouse development**

**Meeting:** Pre-Application DRC - February 20, 2018

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

- 1) The parking lot expansion represents a minor revision to final site and building plans.

The City's planned right of way for American Blvd. East is 120 feet, or 60 feet from centerline. Including an existing 2 foot right of way easement, there is only 37 feet. Minimum setbacks are measured from the future right of way line, and due to the additional 23 feet of future right of way in this location, the parking lot expansion does not meet the minimum 20 feet setback. A variance is required.

We may be able to process the variance application as a minor or "administrative" variance, which has a shorter review process and smaller fee. That determination is made by the Community Development Director.

- 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) List the number of parking spaces required by city code and the number of spaces provided on the site plan. If the parking lot expansion is due to a change of use within the buildings, we will need to complete a parking analysis to ensure the parking supply for the development meets City Code.
- 4) Landscaping will be impacted by the parking expansion. Prepare and submit a landscaping plan demonstrating how the landscaping will be replaced.
- 5) Parking lot and exterior security lighting must meet Section 21.301.07. A minimum of 0.75 foot-candles for the parking expansion area is required.

The entire site must come into compliance with City of Bloomington standards by December 31, 2020. If lighting upgrades have not been completed, this may be a good opportunity to upgrade the entire site.

- 6) A three foot high screen, whether by retaining wall, berm, or landscaping, is required for a parking lot adjacent to all public streets
- 7) For a development application, please prepare a site plan the shows the setback from the property line as well as the setback to future planned right of way.

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

- 1) Insure emergency vehicle access lanes and entrances are maintained.

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

- 1) Call out tree removals. Any tree replacements need to remain outside of City Right of Way

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

- 1) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 2) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan. See Sect. IV.A.4. Consider options in off-setting the increase in impervious surface to not increase stormwater runoff.
- 3) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 4) Show erosion control BMP locations on the plan
- 5) List erosion control maintenance notes on the plan.