



Development Review Committee

Approved Minutes

PL201900032
PL2019-32

Pre-Application, PL201900032
Meeting Date: March 12, 2019
McLeod Conference Room
Bloomington Civic Plaza
1800 West Old Shakopee Road

Staff Present:

Laura McCarthy (Fire Prev, Chair) 952-563-8965	Kent Smith (Assessing) 952-563-8707
Scott Breuer (Parks & Rec) 952-563-8899	Jason Heitzinger (Assessing) 952-563-4512
Eileen O’Connell (Public Health) 952-563-4964	Londell Pease (Planning) 952-563-8926
Duke Johnson (Bldg & Insp) 952-563-8959	Glen Markegard (Planning) 952-563-8923
Eric Wharton (Utilities) 952-563-4579	Megan Rogers (Legal) 952-563-4889
Brian Hansen (Eng) 952-563-4543	Maureen O’Brien (Legal) 952-563-8781
Sue Hults Sellnow (Eng) 952-563-4628	

Project Information:

Project	Oxboro Center Freestanding Financial Institution
Site Address	501 West 98 th Street (Oxboro Center)
Plat name	OXBORO DEVELOPMENT 1 ST ADDITION
Project Description	Preliminary and Final Development Plans for a 3,550 square foot financial institution with drive though located at Oxboro Center.
Application Type	Preliminary and Final Development Plan
Staff Contact	Nick Johnson – nmjohanson@bloomingtonmn.gov (952) 563-8925
Applicant Contact	Ned Rukavina, Executive Director – Brokerage Services (952) 820-8738 – ned.rukavina@cushwake.com
Post Application DRC	YES

NOTE: To view all documents and minutes related to this review, please go to www.blm.mn/plcase and enter “PL201900032” into the search box.

Guests Present:

Name	Email
Ned Rukavina, Cushman & Wakefield	ned.rukavina@cushwake.com
John Swenson, Michael Development	swenson1@michaeldevelopment.com

INTRODUCTION – Londell Pease:

The applicant proposes a 3,550 square foot financial institution (Chase Bank) at the northwest corner of 501 West 98th Street. A freestanding drive-through canopy is proposed to the east of the structure, along West 98th Street. The plans are very preliminary and additional information is limited.

- Mr. Rukavina added that Chase doesn't assign architects to a development project until there is a signed LOI (Letter of Intent). Therefore the drawings submitted are not meant to fully represent the final plans. He used prototype plans and dropped these onto an aerial drawing to show a preliminary concept for development of the site.

Discussion/Comments:

PLEASE NOTE: Below **is not** a complete list of comments. Please read the comment summary and review plan mark-ups for a full list of comments.

- Jim Urie (Park and Recreation):
 - No comments
- Kent Smith (Assessing):
 - Asked applicant what the planned opening might be for the bank.
 - Mr. Rukavina responded that realistically they are looking at a 2020 opening.
 - Pease asked applicants to clarify if this was part of PD and land lease, or if there was a sale/purchase of land involved.
 - Mr. Rukavina and Mr. Swenson confirmed that it would be a ground lease situation.
- Duke Johnson (Building and Inspection):
 - No comments
- Laura McCarthy (Fire Prevention):
 - Building needs to be sprinklered. The City has adopted 1306, and because the building is 2000 square feet or greater, this will drive need for sprinkler system.
 - In developing plans, ensure that emergency vehicle access is maintained throughout the property including existing structures.
- Brian Hansen (Engineering):
 - In moving forward with designs, be aware of an existing traffic signal cabinet in the southeast corner of the intersection of E Old Shakopee Rd & Garfield Ave.
 - Parking lot modifications may be needed to accommodate the drive-thru and maintain appropriate car circulation in the parking lot.
 - Staff is requesting trip generation numbers for the site using the ITE trip generation standards. This will determine if an independent Traffic study will be required.
 - Update any common utility easements and drive way access easements.
 - Several other standard comments are included in the Comment Summary document.
- Eric Wharton (Utilities):
 - Will wait to see civil plans to fully understand how water, sewer, and fire system connections will be made.
- Eileen O'Connell (Public Health):
 - No comments
- Maureen O'Brien (Legal)
 - No comments
- Londell Pease (representing Nick Johnson, Planning):
 - Please review all comments on the comments summary as only a few are discussed.

- This site is under City Council review for rezoning from B-2 to B-4 on April 1, 2019. As such, the comments are based on the B-4 Zoning District, not the current B-2 Zoning District. Financial Institutions are a permitted use in the B-4 Zoning District. If the property stays zoned B-2, a different review would be needed.
- The property is legally non-conforming for the required landscaping. As part of the proposed changes, one shrub per 1,000 square feet and one tree per 2,500 square feet is required for the area disturbed.
- Parking space analysis for the entire Center must be included. In the last review completed, there wasn't much extra parking. There are mechanisms in which you can reduce code required parking to accommodate the new development, however the analysis must be done first.
- The building primary facade must have a minimum of 50 percent transparent windows and a secondary facade must have minimum of 25 percent transparent windows, including windows on entrances.
 - Mr. Rukavina asked for clarification on which side is the primary facade.
 - Markegard responded it is the side facing W 98th Street.
- Trash and recycling storage must be attached to the building with interior access meeting City Code Section 21.301.27 and MN Administrative Rules 1303.1500 (Recycling).
- If this is part of the existing Planned Development, the financial institution must share the existing freestanding sign, as a second freestanding sign is not allowed along W 98th Street. If this was subdivided from the Center into a separate parcel, it must be 40,000 square feet and have a minimum 150 feet of public street frontage.
- At least six stacking spaces must be provided per drive-through lane, beginning behind the first point at which the vehicle must stop. Required 24 foot width for vehicle drive aisles may not be allocated toward stacking spaces or stacking lanes. (Section 21.301.05)
 - Mr. Rukavina clarified that the drive-through lane is for an automated ATM only.
 - Pease responded that the level of stacking may not need to be six, but still need to have some level of stacking spaces provided and this should be discussed further.
- Drive-throughs must not be closer to the street than the building and limited to one lane.
 - B-4 zoning has a *maximum* 40 foot setback from W 98th Street. The desire is to push the building as close to the street as possible.
- The proposed building size is below the 4,000 square foot minimum required in a B-4 zone. The proposed building is 3,550 square feet. Can discuss this further at a later meeting.
- Due to the limited information provided, I suggest this item come back to pre-application DRC for review at a future date when better plans can be provided.
 - Committee agreed this item should come back for second informal DRC once more fully developed plans are available.



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Comment Summary

Application #: PL201900032

Address: 501 W 98TH ST, BLOOMINGTON, MN 55420

Request: Preliminary and Final Development Plans for a 3,550 square foot bank located at Oxboro Center.

Meeting: Pre-Application DRC - March 12, 2019

**NOTE: All comments are not listed below.
Please review all plans for additional or repeated comments.**

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

- 1) Must meet current MN State Building Code and MN Accessibility Code
- 3) SAC review by MET council will be required.
- 4) When 80% of plans are completed, a preliminary plan review meeting can be set up with Building & Inspections manager.
- 5) Plans must include a current building code analysis.

Fire Department Contact: Kris Kaiser at kkaiser@BloomingtonMN.gov, (952) 563-8968

- 1) Provide for the new structure and maintain for existing structures emergency vehicle access throughout the property.
- 2) Building is required to be sprinklered per MSBC 1306.

Public Works Contact: Brian Hansen at bhansen@BloomingtonMN.gov, (952) 563-4543

- 1) 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.

Construction/Infrastructure Contact: Brian Hansen at bhansen@BloomingtonMN.gov, (952) 563-4543

- 1) Existing signal cabinets in the SE corner of intersection may be affected with this layout.
- 2) No sanitary wye serving the outlot at this time. Main under WB 98th Street.
- 3) Building will interfere with staircase access from sidewalk. Grading plan will be needed to address grade separation from sidewalk and access road as well as the retaining walls.

Utility Review - Pre-App Contact: Brian Hansen at bhansen@BloomingtonMN.gov, (952) 563-4543

- 1) Submit Civil Plans for Utility Review.

Traffic Review - Pre-App Contact: Brian Hansen at bhansen@BloomingtonMN.gov, (952) 563-4543

- 1) Parking lot modifications are needed to make the circulation work for a business and drive through in this area.
- 2) Provide trip generation numbers for the site using ITE Trip Generation Standards. This will be used to determine if an independent traffic study is needed.
- 3) List the number of parking spaces required by city code and the number of spaces provided on the site plan. Include info for all uses that share this parking lot.

Water Resources Contact: Brian Hansen at bhansen@BloomingtonMN.gov, (952) 563-4543

- 1) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 2) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.
- 3) 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
- 4) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan.
- 5) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 6) An erosion control bond is required.
- 7) Show erosion control BMP locations on the plan
- 8) List erosion control maintenance notes on the plan.
- 9) Provide a turf establishment plan
- 10) HDPE pipe connections into all concrete structures must be made with water tight materials utilizing an A-Lok or WaterStop gasket or boot, cast-in-place rubber boot, or approved equal. Where the alignment precludes the use of the above approved watertight methods, Conseal 231 WaterStop sealant, or approved equal will only be allowed as approved by the Engineer.
- 11) Utility permits are required for connections to the public storm, sanitary, and water system. Contact Utilities (952-563-8777) for permit information.
- 12) After staff approval of stormwater management plans, provide an extra set of plans for staff to submit to Lower Minnesota River Watershed District.
- 13) Stormwater comments must be satisfied for building permits.

PW Admin Contact: Brian Hansen at bhansen@BloomingtonMN.gov, (952) 563-4543

- 1) Will this be a separate lot requiring re-platting?
- 2) Updated private common utility easement/agreement must be provided.
- 3) Updated private common driveway/access easement/agreement must be provided.

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

- 1) This site is under City Council review for rezoning from B-2 to B-4 on April 1, 2019. As such, the comments are based on the B-4 Zoning District, not the current B-2 Zoning District. Financial Institutions are a permitted use in the B-4 Zoning District.
- 2) The plans submitted are very basic and do not allow for a detailed Code review. Several comments are Code requirements to be referenced when preparing plans.
- 3) The property is legally non-conforming for the required landscaping. As part of the proposed changes, one shrub per 1,000 square feet and one tree per 2,500 square feet is required for the area disturbed. Any new parking lot island will require a tree.
- 4) List the number of parking spaces required by city code and the number of spaces provided on the site plan for the entire property. Also, identify any cross parking agreements that dedicate parking to the adjacent users.
- 5) Exterior materials must meet Section 19.63.08.
- 6) Each parking lot island must be 8 feet wide (inside to inside measurements) and must have a minimum of one tree.
- 7) The minimum drive aisle width (24 Feet) and parking lot islands must be provided at the end of each parking tier. (21.301.06)
- 8) The building primary facade must have a minimum of 50 percent transparent windows and a secondary facade must have minimum of 25 percent transparent windows, including windows on entrances.
- 9) All parking stall striping must be painted white. Parking islands must be 3-feet shorter than the parking stall and 8-feet wide.
- 10) Trash and recycling storage must attached to the building with interior access meet City Code Section 21.301.27 and MN Administrative Rules 1303.1500 (Recycling).
- 11) If this is part of the existing Planned Development, the financial institution must share the existing freestanding sign, as a second freestanding sign is not allowed along 98th Street. If this was subdivided from the Center into a separate parcel, it must be 40,000 square feet and have a minimum 150 feet of public street frontage.
- 12) At least six stacking spaces must be provided per drive-through lane, beginning behind the first point at which the vehicle must stop. Required width for vehicle drive aisles may not be allocated toward stacking spaces or stacking lanes. (Section 21.301.05)
- 13) Drive-throughs must not be closer to the street than the building and limited to one lane. This proposal appears to have two lanes of is the second lane a pass-through lane?
- 14) The proposed building size is below the 4,000 square foot minimum required.
- 15) Maximum setback allowed along 98th Street is 40 feet.
- 16) With the removal of parking and the increase in use, the property owner may be required to haul snow in the heavy winter periods. Currently, snow is stored in the area where the proposed use would be located.