



# Development Review Committee

## Approved Minutes

Pre-Application, PL202100206

Meeting Date: October 12, 2021

Via Webex

Bloomington Civic Plaza

1800 West Old Shakopee Road

### Staff Present:

Brian Hansen (Eng., Chair) 952-563-4543  
Laura McCarthy (Fire Prev) 952-563-8965  
Bernadette Gillespe (Bldg & Insp) 952-563-4709  
Megan Rogers (Legal) 952-563-4889  
Maureen O'Brien (Legal) 952-563-8781  
Rena Clark (Park & Rec) (952) 563-8890  
Kate Ebert (Public Health) 952-563-4962  
Erik Norling (Police) 952-563-8847

Kent Smith (Assessing) 952-563-8707  
Mike Thissen (Env. Health) 952-563-8981  
Nick Johnson (Planning) 952-563-8925  
Glen Markegard (Planning) 952-563-8923  
Travis Schlangen (utilities) 952-563-8775  
Jason Heitzinger (Assessing) 952-563-4512  
Eric Kittelson (Police) 952-563-8689

### Project Information:

Project	High Density Motor Vehicle Sales Facility - 7851 Normandale Blvd - Pre-application Reguiding/Rezoning/FSBP/Plat
Site Address	7851 Normandale Boulevard, Bloomington, MN 55435
Plat Name	REGISTERED LAND SURVEY NO 989;
Project Description	Reguiding from Community Commercial to Regional Commercial, Rezoning from CS-1 to C-3, Preliminary and Final Development Plans for a three-story high density motor vehicle sales facility, and Preliminary and Final Plat.
Application Type	Comprehensive Plan Amendment Rezoning Final Site and Building Plans Preliminary Plat - Type I Final Plat - Type I
Staff Contact	Nick Johnson - nmjohnson@BloomingtonMN.gov (952) 563-8925
Applicant Contact	Tom Strohm - tom.strohm@uproperties.com
Post Application DRC	Yes

NOTE: To view all documents and minutes related to this review, please go to [www.blm.mn/please](http://www.blm.mn/please) and enter "PL202100206" into the search box.

**Guests Present:**

<b>Name</b>	<b>Email</b>
Keith Ulstad	keith.ulstad@uproperties.com
Evan Jacobson	EvanJ@tmiarchitects.com
Steven Lee	
Tom Strohn	tom.strohm@uproperties.com
Jason Schmidt	jschmidt@bloomingtonmn.gov
Bill Jundt	
Tom Lincoln	Tom.Lincoln@kimley-horn.com

**INTRODUCTION –:**

- Nick Johnson (Planning):
  - United Properties seeks to develop a three-story high density motor vehicle sales facility. They recently submitted a privately initiated City Code amendment to create this new use category. The subject application would include a Comprehensive Plan Amendment to reguide the site from Community Commercial to Regional Commercial, Rezoning from CS-1 to C-3, and Final Site and Building Plans for the facility and associated site improvements. A Preliminary and Final Plat is also submitted to plat a metes and bounds property with no lot line changes.

**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.

- Renae Clark (Park and Recreation):
  - No Comments
- Jason Heitzinger (Assessing):
  - Park dedication is \$16,146, includes credit for existing buildings on site.
- Mike Theissen (Environmental Health):
  - Curious about shared parking on east side. Has had issues with illegal storage. Wants to know what kind of fencing or buffer there will be.
- Bernadette Gillespie (Building and Inspection):
  - See comment summary. One question about storage in the building. Is the space heated or unheated?
- Laura McCarthy (Fire Prevention):
  - See comment summary – in regards to east side parking, fire lane will be critical. Ensure that it continues to be maintained.
- Eric Norling (Police):
  - No Comment
- Brian Hansen (Engineering):
  - Make sure sidewalk width is minimum 7' adjacent to parking stalls
  - Under water resources, site is located within Nine Mile Creek Watershed District, and an additional permit is required.

- Storm water management report is also needed. Site is located in high vulnerability drinking water supply area, may limit storm water options on the site.
- Standard platting comments, any existing curb cuts in place that aren't going to be used will need to be removed. Additional comments in comment summary.
- Steve Segar (Utilities):
  - Existing water main is only 4'' - that is insufficient for fire suppression and building use, needs to be updated to 8''. New 2021 specifications, make sure to reference those.
- Kate Ebert (Public Health):
  - Please make sure there is a space for mothers to express milk.
- Megan Rogers (Legal)
  - No comment
- Nick Johnson (Planning):
  - Tracking with this high density use, additional discussion is needed for amount of auto repair shown in the plan. Can further discuss after meeting.
  - Currently showing parking requirement to be 57 total spaces, but that is in flux depending on the repair facilities.
  - For the car sales, typically need a signage and striping plan for parking identifying where customer/employee, repair, and auto inventory spaces are designated.
  - Northern boundary has an access easement, identifies 30 spaces for non exclusive parking – need to confirm if it is shared with the property to the north. No landscape yard needed if there is a shared parking agreement.

#### Applicant questions and comments –

- Brian Hansen asked to circle back to the questions regarding parking and storage on the east side of the property
- Tom Strohm said the plan is to work with the property owner to reconstruct that area, they are aware that the existing parking is inadequate.
- There are currently some vehicles parking in that area, they will work with the owners to improve that existing area and limit people from going from being the easement area.
- Keith Ulstad – dynamic has changed in two ways: 1 - Bill Mack has been friendly with United Properties. The communication is better and they are coming up with a holistic approach for that parking. 2 - Some of that problem will go away on its own because the clientele will be different than the previous clientele from Days Inn.
- Nick Johnson asked if they could be provided with a letter or correspondence from the abutting owner about the revised access easement needed for new site plan.
  - Keith Ulstad said they can provide evidence for that.
  - Tom Lincoln said that what they are showing is a 24' easement that straddles the eastern boundary, which should meet the needs for the city. He said that on the north side there is an agreement. They had proposed to improve the curb that doesn't exist, but they don't have the width to increase that to 5'.
    - Nick Johnson said that if there is shared parking to the north, that 5-foot landscape yard requirement would be waived.
  - Tom said that they can provide the agreement that shows shared parking.
- Mike Thissen asked if a car wash was going to be included.
  - Steven Lee said that there is a wash bay to do a light wash on the cars.
- Bernadette Gillespie asked about auto storage on the property

- Evan Jacobson said that there will be auto storage on floors 2 and 3. Bernadette asked if the 2<sup>nd</sup> and 3<sup>rd</sup> floors are also enclosed – Evan responded yes.
- Laura McCarthy said that once the space is enclosed, it would need to be sprinkler protected. Laura said that you'll most likely want to go with a dry system to meet code.
- Tom Strohm asked about 10' sidewalk/bikeway easement.
  - Brian said that they do want to maintain that easement. They wouldn't require sidewalk construction given site constraints or challenges, but they might want to require it in the future.
- Tom asked about landscaping requirements. Tom Lincoln said that this might be a difficult site for landscaping.
  - Nick from planning said that they should review the definition of Developable Landscaping Area in the landscaping ordinance.



# Comment Summary

**Application #:** PL2021-206

**Address:** 7851 Normandale Boulevard, Bloomington, MN 55435

**Request:** Reguiding from Community Commercial to Regional Commercial, Rezoning from CS-1 to C-3, Final Site and Building Plans for a three-story high density motor vehicle sales facility, and Preliminary and Final Plat.

**Meeting:** Pre-Application DRC – October 12, 2021

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

**Building Department Review Contact:** Bernadette Gillespie at [bgillespie@BloomingtonMN.gov](mailto:bgillespie@BloomingtonMN.gov), (952) 563-4709

- 1) Separate permit and review by MN State Elevator inspector for elevators, escalators and moving walkways.
- 2) Must meet all current MN State adopted codes
- 3) Full Building code analysis will be required at time of application submittal.
- 4) Separate building and electrical permit required for the Solar Photovoltaic system. PV system will need to meet MN State Building code section 3111.3 Photovoltaic solar energy systems as well as the adopted electrical and energy codes.

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

- 1) We calculate a park dedication fee of \$16,146 at this time. This number is subject to change if there are any changes made to the current plans.

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

- 1) Hose valves/standpipes within 130' of all areas of the parking garage if dry standpipe or within 200 feet if installing a wet standpipe. Building will have hose valves/wet standpipes with 200 feet of all areas.
- 2) Standpipes requirement in all stairwells and hose valves shall be located at the floor landing
- 3) Provide adequate turning radius for BFD Ladder 3 for all emergency vehicle access lanes.
- 4) Hydrant coverage shall be provided within 50' of the FDC and within 150' of all portions of the structure.
- 5) Fire alarm and annunciator panels and Knox box locations to be determined by the Fire Prevention Division. This project may require multiple panels and Knox boxes.
- 6) Emergency responder radio coverage meeting the requirements of appendix L in the 2015 MSFC shall be provided throughout the property and within the structures.
- 7) Building/property shall be adequately signed for emergency response.

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

- 1) See City Website for 2021 Construction Specification  
[https://www.bloomingtonmn.gov/sites/default/files/standard\\_specification\\_for\\_construction](https://www.bloomingtonmn.gov/sites/default/files/standard_specification_for_construction)
- 2) Minimum 7' walk width adjacent to parking stalls (typ)
- 3) Install Non-Residential concrete driveway entrance

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

- 1) List erosion control maintenance notes on the plan.
- 2) An erosion control bond is required.
- 3) 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, Con Seal 231 WaterStop sealant, or approved equal will only be allowed as approved by the Engineer.
- 4) Show erosion control BMP locations on the plan.
- 5) Submit a copy of Nine Mile Creek Watershed District permit and comments prior to issuance of City of Bloomington permits ([www.ninemilecreek.org](http://www.ninemilecreek.org))
- 6) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 7) Utility permits are required for connections to the public storm, sanitary, and water system. Contact Utilities (952-563-8777) for permit information.
- 8) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.
- 9) A National Pollutant Discharge Elimination System (NPDES) construction site permit and Storm Water Pollution Prevention Plan (SWPPP) must be provided.
- 10) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan.
- 11) Site is located in high vulnerability Drinking Water Supply Management Area which may limit stormwater infiltration.

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

- 1) All unused water services must be properly abandoned at the main. All unused sanitary sewer services must be properly abandoned at the property line.
- 2) An inspection manhole is required on all commercial sewer services.
- 3) Install hydrants to provide fire protection for entire building. Each hydrant covers 150-foot radius. Provide hydrant within 50' of FDC.
- 4) Install interior chimney seals on all sanitary sewer manholes.
- 5) Loop water system (supply from two points) to provide increased reliability of service and reduction of head loss. Existing 4" is not to current standards, provide 8" looped WM.
- 6) 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.
- 7) Contact Met Council (651-602-1378) for Sewer Availability Charge (SAC) determination.
- 8) Provide valves for system isolation (longest interval cannot exceed 400 feet) and for building isolation without shutting down supply to hydrants.
- 9) 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.
- 10) 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.
- 11) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.

- 13) Use Class 52 DIP water main for pipe 12-inches in diameter and smaller. A minimum 8 mil V-Bio polywrap is required on all DIP. Use zinc-coated DIP.
- 14) Use schedule 40, SDR 26, or better for PVC sewer services.
- 15) 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.
- 16) Provide a minimum of 8-feet and a maximum of 10-feet of cover over all water lines, valves, services, etc.
- 17) 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)
- 18) Combination fire and domestic services must terminate with a thread on flange or an MJ to flange adapter.
- 19) Will any food service be provided? Any new or substantial remodel of a food service facility must provide an exterior grease interceptor and grease interceptor maintenance agreement. See Engineering Detail 412 for reference.
- 20) Use standard short cone manholes without steps.
- 21) Private common utility easement/agreement must be provided.
- 22) Taps of live water mains are done by City forces and paid for and coordinated with the Contractor.
- 23) Utility and mechanical contractors must coordinate the installation of all water and sewer service pipes into the building to accommodate city inspection and testing.
- 24) Utility permits are required for connections to the public storm, sanitary, and water system. Contact Utilities (952-563-8777) for permit information.
- 25) A minimum 10-foot horizontal separation and 18-inch vertical separation is required between watermain and sewers. Provide table with crossing elevations for all sewer and water crossings.
- 26) Private watermain is only 4", provide 8" looped watermain.
- 27) See latest specs, WM is to be zinc-coated with V-Bio based polywrap

**PW Admin Review Contact:** Brian Hansen at [bhansen@BloomingtonMN.gov](mailto:bhansen@BloomingtonMN.gov), (952) 563-4543

- 1) Agreement with neighboring property owners for planting trees on their property required.
- 2) Public drainage/utility and easements must be provided on the plat.
- 3) Consent to plat form is needed from any mortgage companies with property interest.
- 4) Private common driveway/access easement/agreement must be provided.
- 5) See checklist of items that must be included on the preliminary plat per the Bloomington City Code, Chapter 22.
- 6) Property must be platted per Chapter 22 of the City Code and the approved plat recorded at Hennepin County prior to the issuance of a foundation or building permit.
- 7) Private common utility easement/agreement must be provided.
- 8) A 10-foot sidewalk/bikeway easement shall be provided along all street frontages or as approved by City Engineer. Developer/owner shall provide legal description and Engineering staff will prepare easement document.
- 9) A title opinion or title commitment that accurately reflects the state of the title of the property being platted, dated within 6 months of requesting City signatures, must be provided.
- 10) A \$15 fee for certified copy of plat. Engineering staff will obtain a certified copy of the plat from Hennepin County.

**Traffic Review Contact:** Brian Hansen at [bhansen@BloomingtonMN.gov](mailto:bhansen@BloomingtonMN.gov), (952) 563-4543

- 1) Sidewalk/Bikeway easement should be dedicated. ALM
- 2) Show location of a bike rack and bike rack detail on the plan.
- 3) Illustrate on plan that the clear view triangle (15' from property corner to driveway approaches) is not obstructed by landscaping or signage.

- 4) 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 Sean Jenkins (952-563-4545, [sjenkins@BloomingtonMN.gov](mailto:sjenkins@BloomingtonMN.gov)) for permit information.
- 5) Existing curb cuts must be removed and replaced with curb and gutter per City standard 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.

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

- 1) The subject application would require Reguiding the property from Community Commercial to Regional Commercial, Rezoning from CS-1 to C-3, Final Site and Building Plans, and Preliminary and Final Plat (Type I). The required application fee would be \$4,480.
- 2) Additional discussion with staff about the amount of vehicle repair in the proposed facility is required. Please detail the types and locations of repair activities proposed.
- 3) A plan designating and identifying all surface parking stalls according to their use (customer/employee, vehicle awaiting repair, and auto inventory) must be provided. According to the proposed definition of motor vehicle sales, high density, the amount of auto inventory spots within the surface parking lot may not exceed 30 spaces.
- 4) Staff calculates the parking requirement to be 57 parking spaces. This figure is subject to change depending on the operational characteristics of the vehicle repair use.
- 5) Code requires a 5-foot internal landscape yard (Sec. 21.301.15(c)(4)). Provide more information about the egress easement in this area.
- 6) 7-foot sidewalk required to account for vehicle parking overhang.
- 7) The sidewalk ordinance requires for new public sidewalks to be built as part of redevelopment (Sec. 21.301.04(b)(1)). The City Council has the authority to defer construction of public sidewalks on nonresidential sites if certain criteria is met. Contact staff to discuss more specifics.
- 8) Parking islands should be three feet shorter than adjacent parking stall for maneuverability (Sec. 21.301.06(c)(2)(H)(ii)).
- 9) Exterior building materials must meet Section 19.63.08(c) of the City Code and the City's Exterior Materials and Finish Policies and Procedures Guide. Metal panels and architectural concrete must be reviewed for compliance.
- 10) Landscaping requirement for the site is 70 trees and 175 shrubs. According to the City's supplemental landscaping policy, ornamentals may only comprise 25% of trees along the site perimeter. The submitted landscape plan includes a high proportion of ornamental trees.
- 11) End-of-tier parking island tree required (Sec. 21.301.15(c)(7)).
- 12) 50% of building foundations facing public streets must have foundation plantings.
- 13) There is likely restrictions on what types of trees and other landscaping would be allowed within the overhead power line easement. The easement owner must be consulted prior to final approval of a landscape plan.
- 14) The overall development would need to comply with the City's exterior lighting ordinance (Sec. 21.301.07). Photometric lighting plans, showing both initial (LLF 1.0) and maintained (LLF 0.81) light levels must be provided for review.
- 15) Facility would need to comply with the operational performance standards for motor vehicle sales facilities in Section 21.302.01 of the City Code.