



Development Review Committee

Approved Minutes

Pre-Application, PL2022-86
Meeting Date: April 19, 2022
McLeod Conference Room and via Web-Ex
Bloomington Civic Plaza
1800 West Old Shakopee Road

Staff Present:

Brian Hansen (Eng., Chair) 952-563-4543
Laura McCarthy (Fire Prev) 952-563-8965
Peter Miller (Fire Prev) 952-563-8967
Kelly Beyer (Bldg & Insp) 952-563-4519
Steve Segar (Utilities) 952-563-4533
Maureen O'Brien (Legal) 952-563-8781
Derly Navarro (Bldg & Insp) 952-563-8961
Shelagh Stoerzinger (Assessing) 952-563-4644
Kevin Toskey (Legal) 952-563-4889

Kent Smith (Assessing) 952-563-8707
Jason Heitzinger (Assessing) 952-563-4512
Mike Thissen (Env. Health) 952-563-8981
Eric Solie (Env. Health) 952-563-8978
Londell Pease (Planning) 952-563-8926
Glen Markegard (Planning) 952-563-8923
Thomas Ramler-Olson (Planning) 952-563-8928
Renae Clark (Park & Rec) (952) 563-8890

Project Information:

Project CUP for a school at an existing office building
Site Address 7807 CREEKRIDGE CIR, BLOOMINGTON, MN 55439
Plat Name NINE MILE OFFICES;
Project Description CUP for a school
Application Type Conditional Use Permit
Staff Contact Thomas Ramler-Olson - tramlorolson@BloomingtonMN.gov (952) 563-8928
Applicant Contact Dan Boschwitz
danboschwitz@kw.com

Post Application DRC YES

NOTE: To view all documents and minutes related to this review, please go to www.blm.mn/please and enter "PL202200086" into the search box.

Guests Present:

Name	Email
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Dan Boschwitz	danboschwitz@kw.com
Jeff Stedman	

INTRODUCTION – Thomas Ramler-Olson (Planning):

This application is for a CUP for a pre-k through 8 grade school and a place of assembly at an existing office building located just north of I-494. The existing structure is 3 stories with 2 levels of below-grade parking. One of those stories is proposed to be for worship activities. Plans submitted by the applicant show the parent pick-up/drop-off location on the west side of the building and a playground in the southwest corner of the site's parking lot. Other proposed changes are modification to the parking layout to accommodate the playground, including removal of a parking island, and an expanded deck off the rear of the building for additional exits.

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 comment
- Kent Smith (Assessing):
 - If the applicant purchased the building and is looking for an exemption, they will need contact the Hennepin County. If the building is a lease then the applicant will not qualify for an exemption.
- Erik Solie and Mike Thissen (Environmental Health):
 - Any additions or changes to food service must be approved by the Health Department. Applicant can contact Erik Solie when the plan is completed for review.
- Laura McCarthy and Pete Miller (Fire Prevention):
 - Fire alarm upgrades may be required.
 - Concerned about the proposed changes affecting emergency vehicle access.
 - See plans for additional comments.
- Erica Brown (Police):
 - No comment
- Brian Hansen (Engineering):
 - If there are any exterior activities taking place or land disturbing activities that disrupt more than fifty cubic-yards or 5,000 sq ft of material, a Nine Mile Creek Watershed District permit will be required. Also, there will be some requirements from the stormwater section, as far as, stormwater management from the site if there is going to be some exterior improvements.
 - Provide traffic and operations information for children's drop-off and pick-up.
 - Provide the number of buses and trip generations for the site.
 - Provide the total number of students attending the proposed school.

- Depending on these numbers a Traffic Study may be required prior to submitting the formal application.
- Steve Segar (Utilities):
 - Utilities permit will be required if there is a new food service facility. This site is served by Edina Sewer and Water, and Bloomington for Storm Sewer.
 - Any new or substantial remodel of a food service facility must provide an exterior grease interceptor and grease interceptor maintenance agreement.
 - A civil plan for the project may be required if there is any exterior work.
 - Consider a video inspection by private sewer contractor.
- Kate Ebert (Public Health):
 - No comment
- Kevin Toskey (Legal)
 - No comment
- Kelly Beyer (Building and Inspection):
 - SAC review by MET Council is required.
 - Per the accessibility code, 20% of the budget must be applied to accessibility upgrades.
- Thomas Ramler-Olson (Planning):
 - A daycare is not allowed in the C-4 zoning as a permitted or Conditional Use. The school must be an establishment primarily engaged in providing instructional services to elementary students including associated early learning programs or secondary students with a curriculum that complies with state regulations. This may not include typical pre-school activities.
 - The Place of Assembly is Conditional Limited use and may not occupy more than 25 percent of the building, excluding parking garages.
 - Provide a sidewalk connection from the building to public sidewalk or street.
 - The pick-up and drop-off area must have adequate capacity providing areas to stop with adequate separation from the pass-through lane. It appears the area shown may not be adequate for a school of this size.
 - List the number of parking spaces required by city code and the number of spaces provided on the site plan. Code requires one space per 800 square feet of gross floor area, (except for auditoriums, theaters, gymnasiums, or activity centers, where spaces equal in number to one-third occupancy). Staff could not complete the analysis as the plans are not to scale showing all areas. Non-concurrent use for parking conditions may be necessary for parking compliance.

Thissen asked about the proposed interior play area.

Boschwitz stated that they are considering an interior play area for the winter, but the ceiling height may not be tall enough to do much in that space. There are some other areas within the building that may work better for play area.

Thissen expressed concerns about the indoor air quality, the parking garage, and safety.

Boschwitz stated that there is a typical ventilation in the garage for air exchange, alarm system, and carbon dioxide system.

Stedman stated that the traffic flow is going to be important, and proposed school will not have school buses, just parents pick-up and drop-off area. The play ground space can be moved to a safe location and to allow the fire truck to come though in a case of emergency.

Stedman asked if there is any chance that the City may consider vacating part of the Creekridge Cir.

Hansen stated to contact him after the meeting to discuss if that is feasible or not.

Pease stated that even if the City vacates, half goes to one property owner and half goes to the other, so it wil not automatically all go to the applicant. This Conditional Use Permit will required that the design have buses pick-up and drop-off area included even if the applicant does plan to have buses in the proposed school.

Stedman asked about the parking ratio for this use.

Pease stated that the parking ratio depends the place area of assembly operation.

McCarthy expressed concerns about the emergency vehicle access and maintaining what is already there. The loop existing on site is really difficult to drive to the front entrance. The important thing for the proposed school is being able to drive on the south side and have that circulation around the parking lot. If there are any changes Fire Department would like to see an smaller island, but there are parking requirements to be met.



Comment Summary

Application #: PL202200086
Address: 7807 CREEKRIDGE CIR, BLOOMINGTON, MN 55439
Request: CUP for a school
Meeting: Pre-Application DRC - April 19, 2022

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

Planning Review - Contact: Thomas Ramler-Olson at tramlersolson@BloomingtonMN.gov, (952) 563-8928

- 1) List the number of parking spaces required by city code and the number of spaces provided on the site plan. Code requires one space per 800 square feet of gross floor area, (except for auditoriums, theaters, gymnasiums, or activity centers, where spaces equal in number to one-third occupancy). Staff could not complete the analysis as the plans are not to scale showing all areas. Non-concurrent use for parking conditions may be necessary for parking compliance.
- 2) The deck expansion would not be allowed due to the required setback. As access walkway is allowed with a two foot setback. Any work on the east side of the building must meet the shore area requirements in Section 19.87.01.
- 3) Parking lot islands are required and may not be removed as proposed. With the required student pick-up and drop-off fire circulation required, new islands must be installed in accordance with Section 21.301.06.
- 4) The pick-up and drop-off area must have adequate capacity providing areas to stop with adequate separation from the pass-through lane. It appears the area shown may not be adequate for a school of this size.
- 5) Show location of a bike rack and bike rack detail on the plan.
- 6) Disabled parking signage and pavement markings must be placed in accordance with ADA and MMUTCD.
- 7) Exterior changes may require a Nine Mile Creek Watershed District permit (www.ninemilecreek.org).
- 8) Interior trash and recycling must be provided (see City Code Section 21.301.17).
- 9) Provide a sidewalk connection from the building to public sidewalk or street.
- 10) Parking lot and exterior security lighting must meet Section 21.301.07. A minimum of 1.5 foot-candles is required on the parking surface (which may be reduced to 0.75 foot-candles for the outer perimeter of the parking lot).
- 11) Provide greater detail of all floor areas used including fixed or removable seating for a parking calculation.
- 12) Location adjacent to I-494 is a concern with noise levels per noise area classification 1 under MN Rules 7030.0040.
- 13) The Place of Assembly is Conditional Limited use and may not occupy more than 25 percent of the building, excluding parking garages.
- 14) A daycare is not allowed in the C-4 zoning as a permitted or Conditional Use. The school must be an establishment primarily engaged in providing instructional services to elementary students including associated early learning programs or secondary students with a curriculum that complies with state regulations. This may not include typical pre-school activities.

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

- 1) Cafeteria to meet 2020 MN Building Code for exiting requirements.
- 2) If adding a play area - provide exiting details.
- 3) Building plans must be signed by a MN licensed architect.
- 4) Must meet 2020 MN State Building Code
- 5) SAC review by MET council will be required.
- 6) Must meet 2020 MN Accessibility Code.
- 7) Provide a code analysis with the plans. Include the ages of all the children in each category, i.e., pre-school, toddler, infant, school-age, etc.
- 8) Provide a detailed code analysis with the plans.
- 9) 20% of budget must be applied to accessibility updates.

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

- 1) Fire alarm system to meet the requirements of an assembly/education occupancy.
- 2) Provide adequate turning radius for BFD Ladder 3 for all emergency vehicle access lanes.
- 3) Entire space(s) must have fully Code complying sprinkler protection.
- 4) Emergency responder radio coverage meeting the requirements of appendix L in the 2015 MSFC shall be provided throughout the property and within the structures.
- 5) Building/property shall be adequately signed for emergency response.
- 6) Fire alarm system to meet the requirements of an assembly/education occupancy.
- 7) Entire space(s) must have fully Code complying sprinkler protection.

Water Resources Review - 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) An erosion control bond is required.
- 3) A Minnesota licensed civil engineer must design and sign all civil plans.
- 4) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 5) Sites creating and/or fully reconstructing 5,000 sq-ft or more of impervious surface are required to provide a stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan.
- 6) List erosion control maintenance notes on the plan.
- 7) Sites that propose to disturb 5,000 sq. ft. and/or move 50 cubic yards of earth material are required to submit a copy of Nine Mile Creek Watershed District permit and comments prior to issuance of City of Bloomington permits (www.ninemilecreek.org)
- 8) Show erosion control BMP locations on the plan.

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

- 1) Show property and easement lines.

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

- 1) Provide operations info for transportation. Is busing provided? Layout should provide separated drop off and pickup between buses and parent traffic. Estimate and accommodate for parent traffic queue.
- 2) Provide trip generation numbers for the site using ITE Trip Generation Standards. Proposed use may trigger a required traffic study - this is based on the student occupancy requested and the associated trip generation with the requested use.

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

- 1) Utility permits are required if altering or for connections to the public storm, sanitary, and water system. This site is served by Edina Sewer and Water, and Bloomington for Storm Sewer.
- 2) Any new or substantial remodel of a food service facility must provide an exterior grease interceptor and grease interceptor maintenance agreement. More information on proposed cafeteria and food preparation is needed for review.

This address is served by Edina sewer. See Edina City Code, Division 6, Sec. 28-147 through 28-153 regarding sanitary discharges and grease interceptor requirements.

https://library.municode.com/mn/edina/codes/code_of_ordinances?nodeId=SPACOR_CH28UT

Contact info:

Dave Goergen, Public Works Coordinator
952-826-0312 | Fax 952-826-0392 | Cell 952-292-6225
dgoergen@EdinaMN.gov | EdinaMN.gov

- 3) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 4) Contact Met Council (651-602-1378) for Sewer Availability Charge (SAC) determination.
- 5) A Minnesota licensed civil engineer must design and sign all civil plans.
- 6) Existing 6" CIP sewer dates to early 1980's, the condition and suitability for a changed use may be warranted, consider a video inspection by private sewer contractor.

Environmental Health Review - Contact: Erik Solic at esolic@BloomingtonMN.gov, (952) 563-8978

- 1) Any additions or changes to food service must be approved by the Health Department prior to construction if required.

Environmental Health Review - Contact: Mike Thissen at mthissen@BloomingtonMN.gov, (952) 563-8981

- 1) Any additions or changes to food service must be approved by the Health Department prior to construction if required.
- 2) Children's play area in underground garage- indoor air quality?