



Development Review Committee

Approved Minutes

Pre-Application, PL2017-67
Meeting Date: May 2, 2017
McLeod Conference Room
Bloomington Civic Plaza
1800 West Old Shakopee Road

Staff Present:

Lance Stangohr (Fire Prev) 952-563-8969	Kent Smith (Assessing) 952-563-8707
Randy Quale (Park & Rec) 952-563-8876	Heidi Miller (Police) 952-563-4975
Duke Johnson (Bldg & Insp) 952-563-8959	Michael Centinario (Planning) 952-563-8921
Jen Desrude (Eng.) 952-563-4862	Glen Markegard (Planning) 952-563-8923
Eric Wharton (Utilities) 952-563-4579	Amanda Johnson (Bldg & Insp) 952-563-8961
Amy Schmidt (Legal) 952-563-4889	Deb Williams (Maintenance) 952-563-4535

Project Information:

Project	Hennepin County Courts addition to Civic Plaza
Site Address	1800 West Old Shakopee Road
Plat Name	Bloomington City Hall Addition
Project Description	Hennepin County Courts addition to Civic Plaza
Application Type	Final Site and Building Plan
Staff Contact	Mike Centinario mcentinario@BloomingtonMN.gov (952) 563-8921
Applicant Contact	Hennepin County Property Services (612) 348-0847 jeffrey.houle@hennepin.us
Post Application DRC	YES

Guests Present:

Name	Email
Jeff Houle – Hennepin County	Jeffrey.Houle@hennepin.us
Mandy Backstrom – Anderson Johnson	mandy@ajaine.net
Andy Dahlquist - Wold	adahquist@woldae.com
Briana Turgeon-Schramm – Wold	bturgeon-schramm@woldae.com
Joel Dunning – Wold	Jdunning@woldae.com
Deb Williams – Bloomington	dwilliams@bloomingtonmn.gov

INTRODUCTION

Hennepin County Courthouse addition - back for a second pre-application review with more details and working towards a May 24th development application submittal.

Applicant mentioned overall plan has not changed that much with 2 story addition on southwest entrance connected by police. Main entry will be at lobby northwest, with vehicle access in police sally port and police lower level garage. Second floor plan has two courtrooms, small holding area, and court administration. Site development has had minor changes in the footprint. They have added parking stalls to the plan on site, increasing stalls by seven since last presentation and also the separation of police and staff traffic from public courts traffic. On the site plan, the furthest south drive on Logan, is one lane and an exit only for police emergency egress. This would be increased to be two lanes wide and dedicated for staff only.

Discussion/Comments:

- Randy Quale (Park and Recreation):
 - Nothing on construction.
 - Need to minimize parking congestion for events.
- Kent Smith (Assessing):
 - No comment.
- Lance Stangohr (Fire Prevention):
 - Provide access and adequate turning radius to accommodate BFD Ladder 1.
 - Questioned if it is drivable into the west lot?
 - Applicant responded yes. The curb would be surmountable.
 - Provide additional hydrant coverage for new addition and BPD.
 - Provide a separate sprinkler system/zone for new addition.
- Heidi Miller (Police):
 - No comment.
- Jen Desrude (Engineering):
 - Several engineering comments on comment summary.
 - Directional wayfinding was a critical element in making sure there is adequate and convenient parking. This should be included in the "Detailed Project Description", where the parking studies are summarized. The Directional Wayfinding for the entire site needs to be included in this project. Without it, much of the parking that the Courts will be relying on will only be available in the north east Civic Plaza parking lot.
 - Applicant responded they will work with city in the next couple of weeks on this issue.
 - Nine Mile Creek Watershed District permit needs to be issued before city permit.
- Eric Wharton (Utilities):
 - Contact Met Council (651-602-1378) for Sewer Availability Charge (SAC) determination. Water service – single, not two separate services.
 - Storm system needs to be checked – 25 year would be adequate.
 - Loops and hydrant coverage look adequate.
 - Comments on fire vehicles – ensure turn radiuses.
 - Taps of live water mains are done by City forces and paid for and coordinated with the Contractor. Utilities wants to see connections to existing water system – City to do live taps.
- Duke Johnson (B & I)
 - No comment.

- Amy Schmidt (Legal):
 - Construction management and operations agreement are needed. Operations agreement is in city's hands right now.
- Deb Williams (Legal)
 - No comment.
- Glen Markegard (Planning):
 - Asked if the parking improvements for the impound lot would be included in their application package. Deb Williams responded that City of Bloomington Engineering is working on these drawings and that it is planned for them to be included in the May 24 application submittal.
- Mike Centinario (Planning):
 - The building addition and parking lot meets required setbacks.
 - Exterior materials must meet Section 19.63.08. The proposed materials appear to be consistent with the existing building. Please provide additional details on the masonry veneers, prefinished copper panels, and composite bronze panel. Include warranty information and proposed gauges for copper and bronze panels.
 - Applicant proposing an anodized aluminum. Centinario said the panels need to be a sufficient gauge to ensure long-term durability.
 - Each parking lot island must be 8 feet wide (inside to inside measurements) and must have a minimum of one tree. This requirement extends to the impound lot. Several reconfigured parking islands do not meet the 8 foot minimum width. See markup comments on plans. A few parking stalls will have to be removed in order to meet the parking island dimensions.
 - Parking lot and exterior security lighting must meet Section 21.301.07. The applicant and the City must coordinate lighting improvements and explore possible upgrades elsewhere at Civic Plaza.
 - A three foot high screen for a parking lot adjacent to all public streets. The screen is accomplished on the landscaping plan with evergreen shrubs.
 - Show location of a bike rack and bike rack detail on the plan. Will there be any additional?
 - Applicants have not decided yet.
 - Interior trash and recycling must be provided. How is trash and recycling accommodated within the building addition?
 - Applicant responded working on this. There will be cleaning staff during the day.
 - All parking lot islands must have at least one deciduous tree.
 - It will be confusing to submit a plan that has several, optional elements. While not a zoning consideration, it should be made as clear as possible what is being proposed and what are additional, optional elements.
 - Applicant asked how to handle this. The applicant was advised to include all the optional elements and scale back, if needed.
 - City of Bloomington staff are preparing plans to convert a portion of the impound lot to public parking. Those plans, including how the crosswalk is integrated, must be included as part of the development application.



Comment Summary

Application #: PL2017-67

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

Request: Hennepin County Courts addition to City of Bloomington Civic Plaza

Meeting: Pre-Application DRC - May 02, 2017

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

- 1) The building addition and parking lot meets required setbacks.
- 2) Exterior materials must meet Section 19.63.08. The proposed materials appear to be consistent with the existing building. Please provide additional details on the masonry veneers, prefinished copper panels, and composite bronze panel. Include warranty information and proposed gauges for copper and bronze panels.
- 3) Each parking lot island must be 8 feet wide (inside to inside measurements) and must have a minimum of one tree. This requirement extends to the impound lot.

Several reconfigured parking islands do not meet the 8 foot minimum width. See markup comments on plans.

- 4) All parking stall striping must be painted white. Parking islands must be 3-feet shorter than the parking stall and 8-feet wide.
- 5) Parking lot and exterior security lighting must meet Section 21.301.07. The applicant and the City must coordinate lighting improvements and explore possible upgrades elsewhere at Civic Plaza.
- 6) A three foot high screen for a parking lot adjacent to all public streets. The screen is accomplished on the landscaping plan with evergreen shrubs.
- 7) Show location of a bike rack and bike rack detail on the plan.
- 8) Interior trash and recycling must be provided. How is trash and recycling accommodated within the building addition?
- 9) Several reconfigured parking lot islands do not meet the 8 foot minimum width requirement.
- 10) All parking lot islands must have at least one deciduous tree.
- 11) It will be confusing to submit a plan that has several, optional elements. While not a zoning consideration, it should be made as clear as possible what is being proposed and what are additional, optional elements.

- 12) City of Bloomington staff are preparing plans to convert a portion of the impound lot to public parking. Those plans, including how the crosswalk is integrated, must be included as part of the development application.

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

- 1) Provide access and adequate turning radius to accommodate BFD Ladder 1.
- 2) Provide additional hydrant coverage for new addition and BPD.
- 3) Provide a separate sprinkler system/zone for new addition.

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

- 1) Use City of Bloomington Standard Details
- 2) Creating an ADA access ramp w/ landing for the direction change will be difficult in such a small space. Retaining wall is also require 2' clear zone.
- 3) Maintain 2' clear from parking lot
- 4) Parking islands, 3' shorter than parking stall and 8' wide

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

- 1) This driveway is currently "Exit Only". Modifications will require lane striping modifications on Logan Avenue to extend the turn lane.
- 2) Since this is a mid-block crossing it will likely need a Rectangular Rapid Flashing Beacon enhancement to the signs for added pedestrian safety.
- 3) Directional Wayfinding was a critical element in making sure there is adequate and convenient parking. This should be included in the "Detailed Project Description", where the parking studies are summarized. The Directional Wayfinding for the entire site needs to be included in this project. Without it, much of the parking that the Courts will be relying on will only be available in the north east Civic Plaza parking lot.
- 4) Illustrate on plan that the clear view triangle (15' from property corner to driveway approaches) is not obstructed by landscaping or signage.
- 5) Show and label existing street light poles, handholes, conduit, and signal interconnect on the plans. Street lighting and interconnect conduit must be exposed for city inspection prior to pouring concrete or backfilling excavation in city right-of-way.
- 6) Provide appropriate MMUTCD references for signs proposed for circulating traffic. All private signage must be installed outside of the city right-of-way.
- 7) 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.

- 8) Provide a sidewalk connection from the building to public sidewalk or street.
- 9) Illustrate that sidewalks meet ADA requirements for cross slope and longitudinal grade. Construct sidewalk ramps with metal truncated domes, if required.
- 10) Show location of a bike rack and bike rack detail on the plan.
- 11) Include the parking lot improvements on the west side of Logan on this plan. Must see how the crosswalk lines up with the parking lot. I suspect the crosswalk will be located further south to match up with the direct pedestrian route from the parking lot entrance to the court entrance, for court employees. This will affect the sidewalk connection on the west side of Logan, as well.

Utility Review - Pre-App 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
- 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) Provide a minimum of 8-feet and a maximum of 10-feet of cover over all water lines, valves, services, etc.
- 9) Use Class 52 DIP water main for pipe 12-inches in diameter and smaller. A minimum 8 mil polywrap is required on all DIP.
- 10) 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.
- 11) 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.
- 12) An inspection manhole is required on all commercial sewer services.
- 13) Use standard short cone manholes without steps.
- 14) Install interior chimney seals on all sanitary sewer manholes.

- 15) Taps of live water mains are done by City forces and paid for and coordinated with the Contractor.
- 16) Utility and mechanical contractors must coordinate the installation of all water and sewer service pipes into the building to accommodate city inspection and testing.
- 17) 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.
- 18) Use schedule 40, SDR 26, or better for PVC sewer services.
- 19) Combination fire and domestic services must terminate with a thread on flange or an MJ to flange adapter.
- 20) 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 - Pre-App Contact: Jen Desrude at jdesrude@BloomingtonMN.gov, (952) 563-4862

- 1) See Document Markups
- 2) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 3) A National Pollutant Discharge Elimination System (NPDES) construction site permit and Storm Water Pollution Prevention Plan (SWPPP) must be provided.
- 4) An erosion control bond is required.
- 5) Show erosion control BMP locations on the plan.
- 6) List erosion control maintenance notes on the plan.
- 7) HWL = 819.78 for 100-yr, below RE = 822.0
- 8) Stormwater report under review.
- 9) Use RCP outside first MH to or from Underground system.
- 10) Insulation between Storm and WM?