



Development Review Committee

Approved Minutes

Pre-Application, PL202500003

Meeting Date: January 21, 2025

McLeod Conference Room

Bloomington Civic Plaza, 1800 West Old Shakopee Road

Staff Present:

Brian Hansen (Eng., Chair)	952-563-4543	Mike Thissen (Env. Health)	952-563-8981
Pete Miller (Fire Prev.)	952-563-8967	Dakota Kastenday (Planning)	952-563-8926
Nicole Kastern (Bldg & Insp)	952-563-8503	Nick Johnson (Planning)	952-563-8925
Kelly Beyer (Bldg & Insp)	952-563-4519	Michael Centinario (Planning)	952-563-8921
Tim Kampa (Utilities)	952-563-8776	Liz O'Day (Planning)	952-563-8919
Kevin Toskey (Legal)	952-563-4889	Elliott Brooks (Planning)	952-563-8917
Rena Clark (Park & Rec)	952-563-8890		
Jamy Hanson (City Clerk)	952-563-4946		
Jason Heitzinger (Assessing)	952-563-4512		

Project Information:

Project	Admin Final Site and Building Plans for a Memorial
Site Address	1800 W OLD SHAKOPEE RD, BLOOMINGTON, MN 55431
Plat Name	BLOOMINGTON CITY HALL ADDITION;
Project Description	Admin Final Site and Building Plan for a Memorial
Application Type	Final Site and Building Plan
Staff Contact	Kareem Sherard - ksherard@BloomingtonMN.gov (952) 563-4739
Applicant Contact	Tim Behrendt - (952) 563-8766 tbehrendt@BloomingtonMN.gov
Post Application DRC	NO

NOTE: To view all documents and minutes related to this review, please go to www.blm.mn/plcase and enter "PL202500003" into the search box.

Guests Present:

Name	Email
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INTRODUCTION – Kareem Sherard provided a short overview of the project.

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):
 - Have a team review with Park & Recreation staff to keep them up to speed as they do programming in the area.
 - Clark requested coordination of construction schedules and staging with regard to the Farmer's Market activities that take place in the parking lot.
- Jason Heitzinger/Jennifer Blumers (Assessing):
 - No comment.
- Erik Solie/Mike Thissen (Environmental Health):
 - No comment.
- Kelly Beyer (Building and Inspection):
 - Comments same as previous meeting.
- Laura McCarthy / Pete Miller (Fire Prevention):
 - Review comments on plans.
- Desmond Daniels (Police):
 - No comments.
- Kevin Toskey (Legal):
 - Toskey asked what kind of approval is required for this application. Centinario said the application is for an Administrative Final Site and Building Plan. Toskey asked if any variances or exceptions to Code would be required for the project. Centinario said a proof of parking agreement would be required, as Civic Plaza would be under standards for parking minimums.
- Brian Hansen (Engineering):
 - Regarding water resources, based on the amount of soil disturbance and impervious surface (over 5,000 square feet or 50 cubic yards) there is additional stormwater treatment required. Hansen said perhaps the total project impervious area can be reduced.
- Tim Kampa (Utilities):
 - No comment.
- Kareem Sherard (Planning):
 - Highlighted a comment that the sidewalk should be extended to connect with the memorial. This change would require some benches and some landscaping being moved on the plans.
 - Accessible ramps should be added to the parking islands.
 - Proof of parking will be required.
- Tim Behrendt (Applicant):
 - No questions at this time.
- Jamy Hanson (City Clerk)
 - What is the timeline for the project as we are working with GIS team.
 - Behrendt said construction would be late Spring / early Summer with a completion date by around Veteran's Day.

- Hanson asked when Planning Commission and City Council review would happen. Centinario said from a zoning perspective these reviews will not be necessary. The zoning approval would be an administrative process and the reviews should be completed in a week or two after the application is received.
- Kirk Roberts (Traffic Eng.)
 - Noted a small pocket of parking surface that would be difficult to maintain and plow and suggested adjusting the curb line in the plans to remove that small area.