

**Approved Minutes**

Pre-Application, PL201900101
 Meeting Date: June 18, 2019
 McLeod Conference Room
 Bloomington Civic Plaza
 1800 West Old Shakopee Road

Staff Present:

Laura McCarthy (Fire Prev, Chair) 952-563-8965	Jason Heitzinger (Assessing) 952-563-4512
Scott Breuer (Parks & Rec) 952-563-8881	Erik Solie (Env. Health) 952-563-8978
Tim Skusa (Bldg & Insp) 952-563-8953	Nick Johnson (Planning) 952-563-8925
Brian Hansen (Eng.) 952-563-4543	Eileen O'Connell (Pub Health) 952-563-4964
Eric Wharton (Utilities) 952-563-4579	Deb Heile (Bldg & Insp) 952-563-4703

Project Information:

Project	300 W 83rd Street upgrades
Site Address	300 West 83 rd Street
Plat Name	RAYMOND F MC DONALD ADDITION;
Project Description	Final Site and Building Plans to make interior and exterior changes to an existing office/warehouse building.
Application Type	Final Site and Building Plan
Staff Contact	Nick Johnson - nmjohnson@BloomingtonMN.gov (952) 563-8925
Applicant Contact	Dalton Schmidt - dalton.s@servicerestoration.com
Post Application DRC	NO

NOTE: To view all documents and minutes related to this review, please go to www.blm.mn/plcase and enter "PL201900101" into the search box.

Guests Present:

<u>Name</u>	<u>Email</u>
Colton Schmidt (Service Restoration) 952-594-5538	Colton.s@servicerestoration.com
Dan Schmidt (Service Restoration) 952-292-0366	Dan.s@servicerestoration.com

INTRODUCTION –:

- Nick Johnson (Planning):
 The applicants are prospective buyers of the property. In order to facilitate the relocation of their business they are proposing some interior and exterior changes to the site. In terms of exterior changes they want to relocate and build new parking areas. They'd like to add a new access to Grand Avenue. They'd also like to add some additional overhead doors to the front building facade which has access to the warehouse space. They are also interested in constructing a new loading dock ramp. As far as interior changes it's a standard build-out and want to convert some warehouse space to office space which might affect parking requirements.

- Applicant Dan Schmidt was asked to explain what the business does. He explained that the intended use of the building is for water and fire restoration services. Trucks would carry most of the equipment but when there's a major event, like the Polar Vortex, they would load trucks inside the shop. Staffed trucks would go out to do mitigation. Staff would be tearing out carpet and pad from facilities affected by water and fire. Then the trucks would bring items back and dump them in the dumpster. This is why we're looking for a dumpster back-out system to a ramp so it's easier to throw the carpet down into the dumpster instead of having to haul it manually. The other part of the building would be used for content handling and cleaning after a fire. This would involve hand wiping items down and then putting items into storage in a vault where they would be kept until the property is rebuilt and ready to go back out to property owners.

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.

- Scott Breuer (Park and Recreation), Jason Heitzinger (Assessing) and Erik Solie (Environmental Health)::
 - No comment
- Tim Skusa (Building and Inspection):
 - Question: When cleaning, do you use solvents? Answered by Applicant Dan: Most of it is "plant grade" cleaners but sometimes we use an "ozone room" to break down the odors. Typically we use a Hydroxyl, which is safe for employees.
 - Question: You mentioned that you're going to build a loading dock. Applicant Colton explained that there's 2 existing dock doors on the side of the building. We would like to build a concrete ramp, or some structure, so our trucks can back up onto it to unload the contents into the building through the door. The trucks wouldn't drive into the building but they would back up to a level area so the contents in carts can be rolled out and unloaded. Applicant Dan added that normally the items, like clothing, come in a van and they would like to build a ramp/platform so they can roll carts into the building. Tim asked for clarification, "Is there no place to drive into the building?" Dan said right now there's none but with Toro taking away the parking restriction this has changed. Toro has a lot next to it and they had a licensing agreement that's been removed so now the facility only has access to two loading docks which doesn't really work. Tim explained that there are different rules and requirements when you drive a vehicle into a building. Nick said the proposal did include doors for driving vehicles indoors. Tim explained the requirements for having vehicles indoors. It would require a flammable waste trap in the floor drain. There's also HVAC requirements for exhausting the vehicles.
 - Tim noted they would need separate parking lot permits to add or delete spaces. Colton explained they are proposing to add spaces where they are not existent. Nick explained what is existing and what would be added in order to provide for the drive-in doors. Tim explained they would also need to provide accessible parking spaces, access aisles, and accessible ramps per Minnesota Code Requirements for Accessibility.
- Laura McCarthy (Fire Prevention):
 - The existing emergency vehicle access is very restrictive. Insure the access doesn't become more so. Two points are acceptable to access Grand Avenue but if this is going to change we need to be able to get a fire truck in and out.
 - Note: The building currently isn't sprinklered and it may be needed if there is a change in use.
 - T. Skusa noted that it doesn't appear that there is a change of use in the building.

- L. McCarthy determined then it's not needed to install a sprinkler but still need a hydrant.
 - Regarding the evaluation of existing hydrant. With no sprinkler system in the building the access to the hydrant for water supply is critical. The closest hydrant is on Grand Avenue and the code requirement states it needs to be within 150 feet.
 - Regarding your cleaning process, Laura wants to see a list of materials and the quantities you'll be using. The chemicals may need to be stored in a separate room if you're bringing in barrels or drums of chemicals. We will evaluate the storage requirements after we see that list.
- Brian Hansen (Engineering):
 - The 2nd driveway off of Grand Avenue is fine but we would require a Right-of-way permit from our Engineering Division for that 2nd driveway and use the standard detail for non-residential driveway approaches. Label dimensions for driveway.
 - Remember to provide civil plans for your project.
 - Show and label the aisle width and parking stalls.
 - Show location of a bike rack per code.
 - This project is in the Nine Mile Creek Watershed District so a permit will be needed from them.
 - A private driveway access agreement must be provided and possibly updated with proposed parking changes.
 - There's also private utilities that cross both those property lines so we need to see a private common utility easement agreement.
- Eric Wharton (Utilities):
 - Show existing water and sanitary sewer mainlines along with easements in this area.
 - Civil plans need to be provided.
- Eileen O'Connell (Public Health):
 - No comment
- Nick Johnson (Planning):
 - The parking design must have standard and compact stall widths, drive aisle etc. See the Comment Summary for details and reach out if you or your civil engineer have questions.
 - Related to occupancy, we did a parking analysis, looking at it from two different ways. Question: What will meeting room 1 be used for? It's larger than a standard conference room. The potential for a training room or a space for offsite professionals getting some continued education onsite was mentioned which would impact the parking requirement. Dan explained that they hope to bring in instructors to teach staff for their other offices in Madison and Rochester. Part of that instruction might be to set up an 8 x 8 containment booth which requires a large space. Nick asked if they would be offering training for a fee for other professionals in the industry. Dan explained that they are looking at providing IICRC certification. Barker- Hammer Associates, a restoration company, is the only company providing this in Minnesota. Dan mentioned there's synergy in working together and would like to bring in a class to make sure staff are doing things right. Nick explained how this would impact parking requirements. Classic office operations would require 31 stalls but having a training room means using the fire code ratios which might spike the required parking to 48 stalls. Right now you're showing 42.
 - Shared access easement might not allow private parking within that easement. A civil engineer can look at that.
 - All new or modified parking spaces must meet the exterior lighting code. There are some provisions in the code for no nighttime use as long as certain criteria are met, etc.

- Regarding trash and storage facilities; please refer to the ordinance because, for most cases, it doesn't allow stand-alone garbage and must have interior access. For industrial use you may be able to waive the interior access requirement. Trash and recycling facilities must be attached to the principle building.
- With respect to the ramp, it would be allowed but you must maintain 5 foot setback from the property line.
- This site is non-conforming for landscape material (trees and shrubs) requirements. You wouldn't have to bring the site fully up to code but if you're removing any trees you'd have to replace them and add trees and shrubs if there's site disturbance determined by Civil Engineer who is designing the project. This is depending on how many square feet of disturbance would occur.
- Nick explained that this application could be handled by a Planning and Zoning admin staff not Planning Commission or City Council unless you're seeking variances. Following staff approval you can get the permits you need.
- Applicant Dan Schmidt asked about the timeframe for the application. Nick thought it would be 5-10 business days.
- Applicant Dan Schmidt asked about the hydrant requirement.
 - L.McCarthy will evaluate this and talk to Engineering to determine how and where it would go depending on the parking lot final plan.
- Applicant Dan Schmidt also asked about the impervious surface requirement. Nick explained that there's no maximum for the Industrial Zoning District (I3). Nick reiterated that any impervious surfaces added will have to consider the storm water perspective. Remember the permit from watershed district for that work. Start with the Planning and Zoning first then watershed district application, then parking lot and building permits next.
- Use our contact information if you have questions.



PL201900101
PL2019-101

Comment Summary

Application #: PL2019-101
Address: 300 West 83rd Street, Bloomington, MN 55420
Request: **Final Site and Building Plans to make interior and exterior changes to an existing office/warehouse building.**
Meeting: Pre-Application DRC - June 18, 2019

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

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

- 1) Related to parking quantity analysis, how is Meeting Room 1 utilized? If this is a meeting space for internal employees only, then it would be considered part of the office occupancy. If it is a training room with outside attendees, then a different parking requirement would be applied. The parking requirements of City Code are found in Section 21.301.06(d)). Planning staff can complete the parking analysis depending on the use. Also, the Building and Inspections Divisions should be consulted to determine the required quantity of disability parking spaces.
- 2) Shared access easement must be provided. Private parking likely not permitted within easement area.
- 3) Parking lot and exterior security lighting compliant with Section 21.301.07 of the City Code must be provided for new/modified parking spaces. 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 25 feet of the parking lot).
- 4) Minimum parking space dimension is 9' x 18' unless designated as compact parking according to the provisions of Section 21.301.06(c)(2)(C)(iii) of City Code.
- 5) Parking island must be 3 feet shorter than adjacent parking stall (Sec 21.301.06(c)(2)(H)).
- 6) If parking is added here, the parking row is recommended to be continuous as opposed to off-set.
- 7) Minimum 20-foot setback for parking from front property line (Sec. 21.301.06(c)(2)(I)(i)). Three-foot screen must be provided for new/modified parking along public right-of-way (Sec. 19.52(d)(3)).
- 8) End-of-tier parking islands are required.
- 9) Is this the proposed dumpster location? It conflicts with access to the loading dock.
- 10) Where are the existing trash and recycling storage facilities? City Code (Sec. 21.301.17(c)(4)(A)) would require trash and recycling storage in a fully enclosed space. Interior access to the storage area can be waived if you meet certain criteria.
- 11) Minimum five-foot landscape yard must be maintained (Sec. 19.52(c)(4)(A)).
- 12) The site is nonconforming for landscape material (trees and shrubs) requirements (Sec. 19.52). In addition to the replacement of any material removed, additional landscaping must be provided based on the amount of on-site disturbance. The landscape requirement is one tree per 2,500 square feet of disturbance and one shrub per 1,000 square feet of disturbance.

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

- 1) Must meet MN Accessibility Code

- 2) Separate permit required for parking Lot/driveway
- 3) Must meet current MN State Building Code
- 4) SAC review by MET council will be required.
- 5) 20% of budget must be applied to accessibility updates as per MN State Statute/MN State Accessibility Code.

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

- 1) The existing emergency vehicle access is very restrictive as is. Insure the access doesn't become more so.
- 2) Emergency responder radio coverage meeting the requirements of appendix L in the 2015 MSFC shall be provided throughout the property and within the structures.
- 3) Evaluate existing hydrant coverage.
- 4) A sprinkler may be needed if there is a change in use.

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

- 1) Bloomington Standard Non-Residential Driveway Entrance required
- 2) Bloomington Standard Non-Residential Driveway would be require for garbage truck access

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

- 1) Show existing water and sanitary sewer mainlines along with easements in this area.
- 2) Encroachment agreement application must be submitted for encroachment in public right-of-way or easements.
- 3) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 4) A Minnesota licensed civil engineer must design and sign all civil plans.
- 5) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.
- 6) 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
- 7) Show and label all property lines and easements on all plan sheets.
- 8) Utility permits are required for connections to the public storm, sanitary, and water system. Contact Utilities (952-563-8777) for permit information.
- 9) Contact Met Council (651-602-1378) for Sewer Availability Charge (SAC) determination.
- 10) A minimum 10-foot horizontal separation and 18-inch vertical separation is required between watermain and sewers.
- 11) Loop water system (supply from two points) to provide increased reliability of service and reduction of head loss.
- 12) Provide valves for system isolation (longest interval cannot exceed 400 feet) and for building isolation without shutting down supply to hydrants.
- 13) Install hydrants to provide fire protection for entire building. Each hydrant covers 150-foot radius. There must be a hydrant within 50' of the Building Fire Connection.
- 14) Provide a minimum of 8-feet and a maximum of 10-feet of cover over all water lines, valves, services, etc.
- 15) Use Class 52 DIP water main for pipe 12-inches in diameter and smaller. A minimum 8 mil polywrap is required on all DIP.
- 16) 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.
- 17) Taps of live water mains are done by City forces and paid for and coordinated with the Contractor.
- 18) Utility and mechanical contractors must coordinate the installation of all water and sewer service pipes into the building to accommodate city inspection and testing.
- 19) If Bloomington Fire requires an internal fire system use a Combination fire and domestic service which 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.

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

- 1) Show and label the access aisle width that would be on your property. 24' access aisle width minimum per code. Surface parking 5' minimum setback from property line.
- 2) Label dimensions of requested 2nd driveway opening on Grand Avenue
- 3) 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) for permit information.
- 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) 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.
- 6) Show location of a bike rack and bike rack detail on the plan.
- 7) Parking space requirement to be calculated and provided on plan sheet based on proposed site use.
- 8) The minimum drive aisle width does not appear meet the City Code requirements (21.301.06) - add dimensions to plan.

Water Resources Review: 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) A Minnesota licensed civil engineer must design and sign all civil plans.
- 3) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan. See section 4 for goals and policies, project looks to exceed 5000 SF or 50 CY of disturbance.
- 4) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 5) An erosion control bond is required.
- 6) Show erosion control BMP locations on the plan
- 7) List erosion control maintenance notes on the plan.
- 8) Submit a copy of Nine Mile Creek Watershed District permit and comments prior to issuance of City of Bloomington permits (www.ninemilecreek.org)

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

- 1) Private common driveway/access easement/agreement must be provided. Do changes need to be made to an existing agreement?
- 2) Private common utility easement/agreement must be provided.
- 3) Can't read any notes on this sheet.

Assessing Review: Kent Smith at ksmith@BloomingtonMN.gov, (952) 563-8707

- 1) No comment.