



Development Review Committee

Approved Minutes

Pre-Application, PL2020-94

Meeting Date: June 9, 2020

Meeting held Via Webex

Staff Present:

Laura McCarthy (Fire Prev) 952-563-8965
 Tim Skusa (Bldg & Insp) 952-563-8953
 Brian Hansen (Eng., Chair) 952-563-4543
 Steve Segar (Utilities) 952-563-4533
 Rozlyn Toisignant (Eng) 952-563-4627
 Renae Clark (Park & Rec) 952-563-8890

Jason Heitzinger (Assessing) 952-563-4512
 Mike Thissen (Env. Health) 952-563-8981
 Nick Johnson (Planning) 952-563-8925
 Maureen O'Brien (Legal) 952-563-8781
 Eileen O'Connell (Pub. Health) 952-563-4964

Project Information:

Project Success Academy School Expansion - 8201 Park Ave S - CUP and FSBP

Site Address 8201 Park Avenue South, Bloomington, MN 55420

Plat Name SMITH PARK 3RD ADDITION;

Project Description Conditional Use Permit to increase student enrollment of an existing elementary and middle school from 130 to 180 students with a hybrid educational program and Final Site and Building Plans for a greenhouse addition.

Application Type Conditional Use Permit; Final Site and Building Plan

Staff Contact Nick Johnson - nmjohnson@BloomingtonMN.gov (952) 563-8925

Applicant Contact Larkin Hoffman – Jake Steen – jsteen@larkinhoffman.com
 Success Academy – Magdy Rabea; rabeaa@successacademymn.org

Post Application DRC NO

NOTE: To view all documents and minutes related to this review, please go to www.blm.mn/plcase and enter “PL202000094” into the search box.

Guests Present:

Name	Email
Jake Steen	jsteen@larkinhoffman.com
Magdy Rabea	mrabeaa@successacademymn.org

INTRODUCTION:

- Nick Johnson (Planning):
 - Conditional Use Permit to expand student enrollment at an existing school from 130 students to 180 students. The school program/curriculum for the 50-student expansion will be for a hybrid middle school that will offer on-site classes Monday through Thursday. On Fridays, hybrid program students would attend virtual online curriculum off-site. In addition, a CUP and Final

Site and Building Plans is requested to construct a 850 square foot building addition to the facility to create a greenhouse for educational purposes for the school.

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):
 - Clark noted that there may be a need to review the Shared Use Agreement for Smith Park.
- Jason Heitzinger (Assessing):
 - No comment.
- Mike Thissen (Environmental Health):
 - Thissen asked whether the kitchen is currently being used or will be used in the future for the school. Applicant explained that the kitchen will continue to be utilized in the same manner; catering only. Staff noted if kitchen use changes, applicant will need to work with Environmental Health to obtain approval of a new food service plan.
 - Thissen inquired as to whether the trash room would be sufficient for an additional 50 students. Applicant affirmed that the trash room should suffice, however, there may be a need to increase the frequency of trash pick-ups.
- Tim Skusa (Building and Inspection):
 - Skusa reminded the applicant to review the new/updated MN Building Code.
- Laura McCarthy (Fire Prevention):
 - McCarthy addressed the door and potential need for sprinklering within the greenhouse area.
 - McCarthy noted that Fire Prevention is still missing the Fire Inspection reports for the building fire alarm and suppressions systems. Applicant noted that an inspection was completed in February. Staff will work with applicant regarding this matter to obtain the inspection reports.
- Brian Hansen (Engineering):
 - Hansen explained that Engineering would require an update to the previous traffic and parking study completed by Bolton & Menk.
- Steve Segar (Utilities):
 - Segar highlighted some additional information needed on the site plans.
- Maureen O'Brien (Legal)
 - No comment.
- Eileen O'Connell (Public Health):
 - O'Connell noted that a mother's room would be required under State Law. Applicant shared that they are happy to work with staff to find a sufficient solution.
- Nick Johnson (Planning):
 - A Conditional Use Permit for a school and place of assembly must be acted upon by the City Council. The application fee for the CUP is \$880. A Final Site and Building Plans application must be submitted for the proposed greenhouse building addition.
 - The subject facility is subject to the institutional use standards in City Code (Sec. 21.302.06). The proposed expansion in student enrollment must be evaluated from a trip generation standpoint. The ordinance prohibits specific traffic thresholds from being exceeded unless the City Council finds negative impacts have been mitigated to levels consistent with residential livability and pedestrian and motorist safety. Trip generation will be reviewed by the Traffic Division based upon the Bolton & Menk Traffic Study completed in Case #PL2018-226. Ongoing annual verification of student enrollment and associated attendance schedules would be necessary to verify compliance with the institutional use standards.
 - The maximum structure coverage of a place of assembly site where the structure is proposed to be expanded is 15 percent (Sec. 19.63(c)(1)). The proposed greenhouse addition to the multi-use facility would increase the existing structure from 14.2 percent to 14.4 percent. The facility remains in compliance with the maximum structure coverage.



Comment Summary

Application #: PL2020-94
Address: 8201 Park Avenue South, Bloomington, MN 55420
Request: **Conditional Use Permit to increase student enrollment of an existing elementary and middle school from 130 to 180 students with a hybrid educational program and Final Site and Building Plans for a greenhouse addition.**
Meeting: Pre-Application DRC – June 9, 2020

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

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

- 1) A Conditional Use Permit for a school and place of assembly must be acted upon by the City Council. The application fee for the CUP is \$880. A Final Site and Building Plans application must be submitted for the proposed greenhouse building addition.
- 2) The subject facility is subject to the institutional use standards in City Code (Sec. 21.302.06). The proposed expansion in student enrollment must be evaluated from a trip generation standpoint. The ordinance prohibits specific traffic thresholds from being exceeded unless the City Council finds negative impacts have been mitigated to levels consistent with residential livability and pedestrian and motorist safety. Trip generation will be reviewed by the Traffic Division based upon the Bolton & Menk Traffic Study completed in Case #PL2018-226. Ongoing annual verification of student enrollment associated attendance schedules would be necessary to verify compliance with the institutional use standards.
- 3) The maximum structure coverage of a place of assembly site where the structure is proposed to be expanded is 15 percent (Sec. 19.63(c)(1)). The proposed greenhouse addition to the multi-use facility would increase the existing structure from 14.2 percent to 14.4 percent. The facility remains in compliance with the maximum structure coverage.
- 4) Landscaping must be added to the site based upon site disturbance (one tree per 2,500 square feet and one shrub per 1,000 square feet) (Sec. 19.52).
- 5) No additional classroom space associated with the proposed student enrollment expansion is currently contemplated. The greenhouse is an accessory use to the school. No additional off-street parking is required.

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

- 1) Food Service and Commercial Kitchen plan must be reviewed by the Environmental Health Department.
- 2) Must meet 2020 MN State Building Code
- 3) Must meet 2020 MN Accessibility Code
- 4) Provide a code analysis with the plans.
- 5) SAC review by MET council will be required.
- 6) Must meet MN Building Code for exiting.

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

- 1) Kitchen - ensure hood suppression is in working order, system is monitored and has been tested within the last year.
- 2) Ensure sprinkler and fire alarm systems have been tested within the last year.
- 3) Ensure fire alarm system and sprinkler coverage in all areas used for the school meets the 2020 fire code requirements of an E occupancy.

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

- 1) Update the independent traffic study to reflect the proposed changes.

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

- 1) Show erosion control BMP locations on the plan
- 2) List erosion control maintenance notes on the plan.

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

- 1) 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. If the Kitchen is being remodeled provide the exterior Grease Interceptor.

Environmental Health Review - Pre-App Contact: Erik Solie at esolie@BloomingtonMN.gov, (952) 563-8978

- 1) Any changes in the food service process must be approved by the Environmental Health Division