



Development Review Committee

Approved Minutes

Pre-Application, PL202300007
Meeting Date: January 24, 2023
McLeod Conference Room
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
Sean Enright (Bldg & Insp) 952-563-8915
Kelly Beyer (Bldg & Insp) 952-563-4519
Tim Kampa (Utilities) 952-563-8776
Kevin Toskey (Legal) 952-563-4889
Rena Clark (Park & Rec) (952) 563-8890
Julie Long (Eng) 952-563-4865
Jordan Vennes (Eng) 952-563-4533

Jason Heitzinger (Assessing) 952-563-4512
Erik Solie (Env. Health) 952-563-8978
Mike Thissen (Env. Health) 952-563-8981
Londell Pease (Planning) 952-563-8926
Nick Johnson (Planning) 952-563-8925
Michael Centinario (Planning) 952-563-8921
Glen Markegard (Planning) 952-563-8923
Derly Navarro (Planning) 952-563-8961
Michelle Lincoln (Planning) 952-563-8898
Michael Palermo (Port) 952-563-8924

Project Information:

Project	3901 Minnesota Drive Medical Office Development - Pre-App
Site Address	3901 MINNESOTA DR, BLOOMINGTON, MN 55435
Plat Name	MINNESOTA CENTER 2ND ADDITION;
Project Description	Preliminary and final development plans for a two-story, approximately 54,000 square foot medical office building located at 3901 Minnesota Drive.
Application Type	Preliminary Development Plan Final Development Plan
Staff Contact	Mike Centinario - mcentinario@BloomingtonMN.gov (952) 563-8921
Applicant Contact	Lisa Beaubien - lisa.beaubien@frauenshuh.com
Post Application DRC	YES

NOTE: To view all documents and minutes related to this review, please go to www.blm.mn/plcase and enter "PL202300007" into the search box.

Guests Present:

Name	Email
Chuck Knight	
David Anderson	
Eric Reiners	
Patrick Sarver	
David Knaeble	
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INTRODUCTION –:

The property was intended to be developed as an office tower that never materialized. Recently a nine-story hotel was approved but it did not materialize, so this site has been vacant. The applicant is proposing roughly 55,000 sqft medical and general office building located along Minnesota Drive and France Ave. The proposed plan is a two-level office building with surface parking using an access point from Minnesota Drive.

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 comments
- Jason Heitzinger (Assessing):
 - No comments. If platting is needed please contact Assessing.
- Mike Thissen (Environmental Health):
 - The in-use monitoring well must be sealed before grading permit is issued.
- Kelly Beyer (Building and Inspection):
 - Methane mitigation may be required if Geotechnical Engineer requires it. Provide soil report upon building permit application.
 - SAC review by Met Council will be required.
- Laura McCarthy (Fire Prevention):
 - Provide emergency vehicle access and turning radius for ladder 3 throughout the property.
 - Be aware that standpipes may be required because of limited Fire Department access on the site.
 - Please review the plans for additional comments.
- Erik Norling (Police):
 - No comments
- Brian Hansen (Engineering):
 - Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan.
 - This site is located within the Nine Mile Watershed District so additional permits from the District will be required.

- Private common access agreement for the driveway off Minnesota Drive must be provided. There may be something in place, if not, it must be drafted.
- Similarity with utility crossing over the two properties, an easement agreement must be provided.
- Possible vacation of the transportation facility easement.
- Jordan Vennes (Utilities):
 - Provide civil plan for the project. Plan sheets may include grading, drainage, utility, erosion control, etc.
 - If there is in-patient care staff would need to look at different factors.
- Kate Ebert (Public Health):
 - No comments
- Kevin Toskey (Legal):
 - No comments
- Mike Centinario (Planning):
 - The proposed development does not meet the minimum 0.4 FAR. The proposed FAR is 0.33 – the FAR reduction requires development flexibility approved by the City Council. The preliminary development plan should include future improvements where the total FAR would meet City Code requirements. Ways to accomplish this is to preliminarily plan for a third floor or a second freestanding building.
 - If future improvements are depicted on the MN Center property, that property owner must consent to the development application and shown on the plan.
 - Exterior materials must meet the City Code.

David Knaeble stated that one comment on the summary was to provide some parking islands and asked for the minimum size they should be.

Mike Centinario stated that one intermediate parking island is needed. Also, planning comment number seven in the summary is not correct. In fact, the proposed plan shows that you are exceeding the minimum width.

Patrick Sarver states the applicant is currently analysing the addition of compact parking stalls and asked if there is a preference location of those stalls.

Mike Centinario stated the only preference is that compact stalls are distributed throughout the site. Compact stalls are permitted with some limitations.

Mike Centinario added that patio or outdoor amenity space near the France Avenue and Minnesota Drive corner would be beneficial to the project overall.

David Anderson stated the applicant is looking into the outdoor amenity space and clarified there is not intended access to the south circle serving MN Center. Also, the proposed would be an outpatient medical clinic.

Patrick Sarver stated they contacted the Met Council regarding the bus transit and they had no plans on adding a stop along that area, so the applicant would like to pursue the vacation of the easement.

Brian Hansen stated staff and applicant can work on that vacation of the easement.

David Anderson asked if there is an specific schedule for the improvements of the France and Minnesota Drive intersection.

Julie Long stated Hennepin County is leading the project, City staff does not know when they are bidding the project. They are trying to coordinate with MnDOT 494 corridor project which an actual date has not been selected yet. Staff believes it would be sometime in Fall 2023 going to 2026.



Comment Summary

Application #: PL202300007

Address: 3901 MINNESOTA DR, BLOOMINGTON, MN 55435

Request: Preliminary and final development plans for a two-story, approximately 54,000 square foot medical office building located at 3901 Minnesota Drive.

Meeting: Pre-Application DRC - January 24, 2023

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

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

- 1) Methane mitigation may be required if Geotechnical Engineer requires it. Provide soils report upon Building permit application.
- 2) Until architectural plans are presents - Building & Inspection comments are limited.
- 3) Must meet 2020 MN State Building Code
- 4) Building plans must be signed by a MN licensed architect.
- 5) SAC review by MET council will be required.
- 6) Must meet 2020 MN Accessibility Code.
- 7) Provide a detailed code analysis with the plans.

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

- 1) Access shall be provided to/from all stairwells on all floors and parking levels.
- 2) Provide adequate turning radius for all emergency vehicle access lanes. Turning radius shall be calculated for BFD Ladder 3
- 3) All exterior doors that allow access to the interior of the building(s) shall be numbered in a sequential order starting with the main entrance (public entrance) as number 1 and continue in a clockwise manner.
- 4) Fire alarm panel(s), annunciator panel(s) and Knox box locations to be determined by the Fire Prevention Division.
- 5) A looped water supply feeding a single, combined water service is required for the domestic and sprinkler system water demand.
- 6) Hydrant coverage shall be provided within 50' of the FDC and within 150' of all portions of the structure.
- 7) Building/property shall be adequately signed for emergency response.
- 8) Emergency responder radio coverage meeting the requirements of appendix L in the 2015 MSFC shall be provided throughout the property and within the structures.

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

- 1) 1. The in-use monitoring well must be sealed before grading permit issuance.. Unique ID#458714

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

- 1) HDPE pipe connections into all concrete structures must be made with water tight materials utilizing an A-Lok or WaterStop gasket or boot, cast-in-place rubber boot, or approved equal. Where the alignment precludes the use of the above approved watertight methods, Con Seal 231 WaterStop sealant, or approved equal will only be allowed as approved by the Engineer.
- 2) Show erosion control BMP locations on the plan.
- 3) Provide civil plans for the project. Plan sheets may include grading, drainage, utility, erosion control, traffic control, civil site, etc.
- 4) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.
- 5) Utility permits are required for connections to the public storm, sanitary, and water system. Contact Utilities (952-563-8777) for permit information.
- 6) List erosion control maintenance notes on the plan.
- 7) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan.
- 8) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 9) Submit a copy of Nine Mile Creek Watershed District permit and comments prior to issuance of City of Bloomington permits (www.ninemilecreek.org)
- 10) An erosion control bond is required.
- 11) A National Pollutant Discharge Elimination System (NPDES) construction site permit and Storm Water Pollution Prevention Plan (SWPPP) must be provided.

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

- 1) Private common driveway/access easement/agreement must be provided.
- 2) Private common utility easement/agreement must be provided.
- 3) Possible vacation of the transportation facility easement.

Utility Review - Pre-App 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) A Minnesota licensed civil engineer must design and sign all civil plans.
- 3) Show and label all property lines and easements on all plan sheets.
- 4) Loop water system (supply from two points) to provide increased reliability of service and reduction of head loss.

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

- 1) Show location of a bike rack and bike rack detail on the plan.
- 2) 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.
- 3) Provide a sidewalk connection from the building to public sidewalk or street.
- 4) List the number of parking spaces required by city code and the number of spaces provided on the site plan.
- 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.

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

- 1) The proposed medical and financial office development would entail a major revision to preliminary and final development plans. The existing, expired development plan called for a 9-floor hotel with a future freestanding restaurant. The proposed office uses are permitted within the C-4 Freeway Office zoning district. The site is also guided for office land uses in the Comprehensive Plan.
- 2) The proposed development does not meet the minimum 0.4 FAR. The proposed FAR is 0.33 - the FAR reduction requires development flexibility approved by the City Council. The preliminary development plan should include future improvements where to total FAR would meet City Code requirements. One way to accomplish this is to preliminarily plan for a third floor.
- 3) A three foot high screen for a parking lot adjacent to all public streets (see City Code Section 21.301.15). This can be achieved with a berm, wall, fence, landscaping, or combination of these.
- 4) All rooftop equipment must be screened equal to the height of the equipment. (Section 21.301.18)
- 5) Parking lot and exterior security lighting must meet Section 21.301.07. A minimum of 2.0 foot-candles is required on the parking surface (which may be reduced to 1.0 foot-candles for the outer perimeter of the parking lot).
- 6) Interior trash and recycling must be provided (see City Code Section 21.301.17).
- 7) The minimum drive aisle width and parking space dimensions meet the City Code requirements (21.301.06).
- 8) Exterior materials must meet Section 19.63.08. The inspiration graphic depicts buildings with exterior materials that would need further review. Namely, staff must review metal panel gauge and warranty - panels must be of sufficient gauge with a minimum 30-year finish warranty. The use of glass, stone, brick, stucco, and architectural concrete is permitted.
- 9) Each parking lot island must be 8 feet wide (inside to inside measurements) and must have a minimum of one tree. An intermediate island is needed in the interior parking area.
- 10) A landscaping plan must be included in the application submittal and include 1 tree per 2,500 square feet of site area and 1 shrub per 1,000 square feet of site area.
- 11) Show location of a bike rack and bike rack detail on the plan.
- 12) 8-foot sidewalk along France Avenue meets the City requirement.
- 13) Ensure vehicle overhang is accounted for where parking spaces abut sidewalks. Generally, this means a minimum 7-foot sidewalk
- 14) Is some sort of patio or outdoor amenity space intended for the France/Minnesota corner? Staff believes some active space would benefit the project overall.
- 15) An intermediate parking island is needed in these parking rows.
- 16) Is a parking structure expansion proposed at MN Center? If so, this will need to be depicted as part of a preliminary development plan that includes future improvements.

If future improvements are depicted on the MN Center property, that property owner must consent to the development application.

- 17) With a proposed 0.33 FAR, the Preliminary Development Plan (PDP) should demonstrate how additional development could be accommodated on the site. This could take the form of a third level or a separate freestanding building, whichever could more reasonably be accomplished.