



# Development Review Committee

## Approved Minutes

Pre-Application, PL202300073  
Meeting Date: May 30, 2023  
McLeod Conference Room  
Bloomington Civic Plaza  
1800 West Old Shakopee Road

### Staff Present:

|                            |              |                              |              |
|----------------------------|--------------|------------------------------|--------------|
| Brian Hansen (Eng., Chair) | 952-563-4543 | Jordan Vennes (Utilities)    | 952-563-4533 |
| Julie Long (Eng)           | 952-563-4865 | Jason Heitzinger (Assessing) | 952-563-4512 |
| Bruce Bunker (Eng)         | 952-563-4546 | Glen Markegard (Planning)    | 952-563-8923 |
| Laura McCarthy (Fire Prev) | 952-563-8965 | Londell Pease (Planning)     | 952-563-8926 |
| Pete Miller (Fire Prev)    | 952-563-8967 | Emily Hestbech (Planning)    | 952-563-4507 |
| Lance Stangohr (Fire Prev) | 952-563-8969 | Derly Navarro (Planning)     | 952-563-8961 |
| Kelly Beyer (Bldg & Insp)  | 952-563-4519 | Kevin Toskey (Legal)         | 952-563-4889 |
| Duke Johnson (Bldg & Insp) | 952-563-4709 | Nicholas Redmond (Legal)     | 952-563-8781 |
| Tim Kampa (Utilities)      | 952-563-8776 | Renae Clark (Park & Rec)     | 952-563-8890 |

### Project Information:

|                      |  |
|----------------------|--|
| Project              | Service Restoration – FS&BP – 300 W 83rd                             |
| Site Address         | 300 W 83RD ST, BLOOMINGTON, MN 55420                                 |
| Plat Name            | RAYMOND F MC DONALD ADDITION;  |
| Project Description  | FS&BP for parking lot improvements and other exterior modifications. |
| Application Type     | Final Site and Building Plan   |
| Staff Contact        | Derly Navarro – dnavarro@BloomingtonMN.gov (952) 563-8961            |
| Applicant Contact    | Lance Elliott - <NO PRIMARY PHONE><br>lance@elliottdesignbuild.com   |
| Post Application DRC | NO   |

NOTE: To view all documents and minutes related to this review, please go to [www.blm.mn/please](http://www.blm.mn/please) and enter “PL202300073” into the search box.

### Guests Present:

| Name         | Email  |
|--------------|--|
| Lance Elliot | <a href="mailto:lance@elliottdesignbuild.com">lance@elliottdesignbuild.com</a> |
| Dan Schmidt  |  |

### INTRODUCTION –

This application is a Final Site and Building Plans for parking lot improvements and other exterior modifications. The projects adds 26 parking stalls, an overhead door, landscaping, and improves the loading docks to be more usable. Also, an underground retention stormwater storage system will be installed to meet the Nine Mile Creek requirements.

### 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.

- Jason Heitzinger (Assessing):
  - No comments.
- Kelly Beyer (Building and Inspection):
  - There is a separate building permit required for the overhead door being installed.
  - There are 26 additional parking spaces but there is only one accessible space shown on the plans. There are 2 accessible spaces required if there are 26-50 spaces on the site. Please clearly show accessible spaces on plan.
  - If the retaining wall is over 4 feet in height, it requires Minnesota Licensed Engineer designed plans.
- Laura McCarthy (Fire Prevention):
  - With the proposed changes to remove one of two driveways emergency vehicle access has been reduced. This is an un-sprinklered building so any exceptions to the required access lane within 150 ft of all exterior walls doesn't apply.
  - There are no hydrants on the property. Based on improvements being made, a hydrant will be required. A possible location would be one of the new parking islands.
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- Brian Hansen (Engineering):
  - Will want additional details regarding underground stormwater storage. Needs a stormwater management plan. Will need maintenance agreement to be filed if the underground structure is installed.
  - Will need utility as-builts at the end of project.
  - The location of the stormwater structure will need to be shifted outside of the drainage & utility easement.
- Tim Kampa (Utilities):
  - Current drainage and utilities easement show that the stormwater storage is in the easement. Otherwise there will need to be encroachment agreements.
  - The plan doesn't show the 2-inch water service valve that looks to be in a parking space. All utilities should be located and protected.
  - There are three hydrants that are adjacent to the property but unsure how useable they are, especially with the railroad tracks.
- Kevin Toskey (Legal):
  - No comments.
- Derly Navarro (Planning):
  - The retaining wall will be under 4 feet.
  - The new parking will be used for employee parking.

- A revised private common driveway/access easement or agreement must be filed with Hennepin County and proof of filing provided to the Engineering Division prior to application submittal.
  - All new and revised parking areas and building entrances must have exterior lighting compliant with Section 21.301.07 of the City Code. A minimum of 1.5 foot-candle is required on the parking surface (which may be reduced to 0.75 foot-candles for the outer perimeter of the parking lot).
  - A photometric plan prepared by a registered electrical engineer or a lighting-certified (LC) professional certified by the National Council on Qualifications for the Lighting Professions.
  - Provide building elevation for all elevations where a change is proposed.
  - Landscaping must be added based on site disturbance at a rate of one tree per 2,500 square feet and one shrub per 1,000 square feet of disturbance. Based on a site disturbance value of 10,823 square feet, the project must include a minimum of 4 trees and 11 shrubs. Perennial grasses count towards the shrub requirement at a rate of four perennials equals one shrub. According to the City's supplemental landscaping policy, ornamental trees should only account for 25% of trees installed.
- Londell Pease (Planning):
    - There must be a tree on all parking islands.



# Comment Summary

**Application #:** PL202300073  
**Address:** 300 W 83RD ST, BLOOMINGTON, MN 55420  
**Request:** FS&BP for parking lot improvements and other exterior modifications.  
**Meeting:** Pre-Application DRC - May 30, 2023

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**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](mailto:djohnson@BloomingtonMN.gov), (952) 563-8959

- 1) Must meet 2020 MN State Building Code
- 2) Must meet 2020 MN Accessibility Code.
- 3) Separate permit required for Parking Lot.
- 4) Building plans (for overhead door) must be signed by a MN licensed architect.
- 5) Provide a detailed code analysis with the Building plans.
- 6) Retaining walls over 4' in height (measured from bottom of footing to top of wall) requires a Building permit and plans designed by a MN licensed structural engineer.
- 7) Per Table 1106.1 of 2020 MN Accessibility Code - 2 accessible spaces would be required if total number of parkings spaces is between 26-50.

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

- 1) Hydrant coverage for the property does not meet minimum standards of 150 feet to all exterior walls of the building(s).
- 2) New parking arrangement decreases emergency vehicle access to the unsprinkled buildings by removing the driveway.

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

- 1) All parking of company vehicles must take place on your property and not on Toro's property

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

- 1) All parking of company vehicles must take place on your property and not on Toro's property

**Construction/Infrastructure Review - Pre-App Contact:** Brian Hansen at [bhansen@BloomingtonMN.gov](mailto:bhansen@BloomingtonMN.gov), (952) 563-4543

- 1) All cross slopes will also need to be less than 2% on walk

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

- 1) Encroachment agreement application must be submitted for encroachment in public right-of-way or easements.
- 2) Field locate all existing water and sewer lines on the plans so that they can be protected during site construction. the water service isn't shown on the plan.
- 3) Currently it looks like there is no internal fire system at this site. If Bloomington Fire requests a system provide a proposed water plan.

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

- 1) PROVIDE SYSTEM DETAILS WITH FUTURE SUBMITTALS.
- 2) A maintenance agreement must be signed by the property owner and recorded at Hennepin County.
- 3) Provide stormwater management plan meeting the requirements of Bloomington Comprehensive Surface Water Management Plan, specifically rate control and pollutant removal rates.
- 4) Utility as-builts must be provided prior to issuance of Certificate of Occupancy.

**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) Stormwater storage structure not permitted within public Utility easement.

**Planning Review - Pre-App Contact:** Derly Navarro at dnavarro@BloomingtonMN.gov, (952) 563-8961

- 1) A revised private common driveway/access easement or agreement must be filed with Hennepin County and proof of filing provided to the Engineering Division prior to application submittal.
- 2) All new and revised parking areas and building entrances must have exterior lighting compliant with Section 21.301.07 of the City Code. A minimum of 1.5 foot-candle is required on the parking surface (which may be reduced to 0.75 foot-candles for the outer perimeter of the parking lot). A photometric plan prepared by a registered electrical engineer or a lighting-certified (LC) professional certified by the National Council on Qualifications for the Lighting Professions.
- 3) Landscaping must be added based on site disturbance at a rate of one tree per 2,500 square feet and one shrub per 1,000 square feet of disturbance. Based on a site disturbance value of 10,823 square feet, the project must include a minimum of 4 trees and 11 shrubs. Perennial grasses count towards the shrub requirement at a rate of four perennials equals one shrub. According to the City's supplemental landscaping policy, ornamental trees should only account for 25% of trees installed.
- 4) Each parking lot island must be 8 feet wide (inside to inside measurements) and must have a minimum of one tree.
- 5) A Minnesota licensed civil engineer must design and sign all retaining walls over 4 feet high require setbacks for a structure must be provided. All walls over 4 feet must meet the building setbacks.
- 6) Provide building elevations for all elevations where a change is proposed.
- 7) Is the intended use for customer and employee parking or will there be storage of vehicles or trailers?.