



**CITY OF WEST ST. PAUL**  
1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

---

**COMMITTEE OF ADJUSTMENTS/  
PLANNING COMMISSION**  
**September 20, 2016**  
**7:00 p.m.**  
**MUNICIPAL CENTER COUNCIL CHAMBER**

1. COMMITTEE OF ADJUSTMENTS

2. Roll Call

3. Adopt Minutes

3.A. Minutes 7/19/16

Documents:

[COA 7-19-16 MINUTES.PDF](#)

4. Public Hearings

4.A. Case #16-05 – Application For A Variance To Allow For A Reduction In Minimum Lot Size To Build A New Single-Family Home At 158 Haskell St. E. – City Of West St. Paul

Documents:

[COA REPORT.PDF](#)  
[RESOLUTION - FINDINGS.PDF](#)  
[APPLICATION.PDF](#)  
[NOTICE.PDF](#)

5. New Business

6. Old Business

7. Other

8. Adjourn

9. PLANNING COMMISSION

10. Roll Call

11. Adopt Minutes

11.A. Minutes 8/16/16

Documents:

[PC 8-16-16 MINUTES.PDF](#)

12. Public Hearings

12.A. Case #16-10 – Application For A Conditional Use Permit To Allow Adult Day Care In A B2, Neighborhood Business District At 355 E. Marie Ave. – Snyder Health Care Systems Inc.

Documents:

[PC REPORT.PDF](#)  
[FIRE MEMO.PDF](#)  
[APPLICATION.PDF](#)  
[NOTICE.PDF](#)

12.B. Case #16-11 – Application For Site Plan Review To Modify (Expand) The Existing Parking Lot At 1675 Livingston Ave – Dakota County CDA

Documents:

[PC REPORT.PDF](#)  
[ENV. COMM. MEMO.PDF](#)  
[ENGINEERING MEMO.PDF](#)  
[APPLICATION.PDF](#)  
[NOTICE.PDF](#)  
[SITE PLAN.PDF](#)

12.C. Case #16-12 – Applications For Plat To Combine Lots And Site Plan Review To Modify (Expand) The Existing Parking Lot At 963 Robert St. – Alliant Engineering

Documents:

[PC REPORT.PDF](#)  
[APPLICATION.PDF](#)  
[NOTICE.PDF](#)  
[CITY MEMOS.PDF](#)  
[PLANS.PDF](#)

12.D. Case #16-13 – Applications For A Conditional Use Permit To Allow A Dental Office (Lab) In A B1, Limited Business District And Site Plan Review For A Building Expansion And Parking Lot Modification At 5 Wentworth Ave E. – Mularoni & Co.

Documents:

[PC REPORT.PDF](#)  
[APPLICATION.PDF](#)  
[NOTICE.PDF](#)  
[CITY MEMOS.PDF](#)

13. New Business

14. Old Business

15. Other

16. Adjourn

---

*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at  
651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting  
[www.wspmn.gov](http://www.wspmn.gov) EOE/AA*

---

## WEST ST. PAUL COMMITTEE OF ADJUSTMENTS

The regular meeting of the West St. Paul Committee of Adjustments was called to order by Chair Hubert on Tuesday, July 19, 2016, at 7:00 p.m. in the Municipal Center Council Chambers, 1616 Humboldt Avenue, West St. Paul, Minnesota, 55118.

### ROLL CALL

Present: Chair Hubert and Commissioners Fernandez, McPhillips, Leuer, Nelson, Kavanaugh, and Ramsay.

Absent: None.

### **Also Present:**

Assistant Community Development Director Boike, Council Liaison Bellows, and Recording Secretary Dull.

### APPROVE MINUTES

**ON MOTION of Leuer, seconded by Fernandez, RESOLVED to approve the West St. Paul Committee of Adjustments meeting minutes of Tuesday, June 21, 2016 as written.**

Ayes: 7      Nays: 0      Abstain: 0

### PUBLIC HEARINGS

#### CASE # 16-02

**Application for a Variance to Allow a Reduction in Setback to a Residential Property For an Essential Service Structure in an R1 District at 1365 Bidwell St. – St. Paul Regional Water Services**

Assistant Community Development Director Boike reviewed the memo to the Committee. Included in Commissioner packets were a proposed resolution and findings of fact, application and noise information, elevations, plans and survey. Staff recommended approval of the Variance subject to the conditions detailed in the memo.

Commissioners Ramsay and McPhillips requested information regarding issues voiced by the neighboring property and drainage. Asst. Director Boike advised that staff, applicant, Clpn. Iago, and the neighbor engaged in a meeting to discuss issues and neighbors were receptive to the variance request based on the conditions of approval provided. He also noted water runoff would drain to the southeast away from the neighboring property. Mr. Feldman explained that the neighbors' issues were more to do with maintenance, drainage, and noise. With respect to maintenance and drainage, neighbors were receptive to the proposal. As far as noise, Mr. Feldman noted they already hear a humming from the building but stated that with the addition, the humming noise will go away.

Commissioner Fernandez asked about moving the structure to the north side of the lot since the tree seemed about 20 feet away. Asst. Director Boike advised the utility lines were along the north side and therefore construction of the structure on the north side was not an option. Mr. Feldman further explained the issues with

WEST ST. PAUL COMMITTEE OF ADJUSTMENTS  
Meeting Minutes – July 19, 2016

the utility lines to the north of the building. He explained that the two main water mains, which are 12 inch and 16 inch pipes, run out the north end of the building. The pipes are 50-60 years old and about 6-8 feet deep. The pipes could not hold a structure as large as a generator over them and St. Paul Regional Water needs to maintain access to the pipes for maintenance. He noted the placement of the generator on the north side would have to be offset from the north end of the existing house, there is a slope/hill in the north yard and the generator would be about 24 feet long resulting in potential root impact and significant pruning due to ending placement of a generator within 5-6 feet from trees.

Commissioner Kavanaugh noted there were issues of general maintenance and asked whether a condition could be added to require landscaping in the front yard and meet Code for lawn and yard maintenance. Asst. Director Boike confirmed and noted it would allow for cancellation if non-compliant.

Mr. Feldman advised that landscape would be updated on the south side of the existing structure to help with drainage, that it would be minimal maintenance landscaping, and that he has talked with the grounds and maintenance department regarding frequency of mowing, weed killer and keeping up on aesthetics.

Chair Hubert inquired about potential placement of the proposed structure on the front of the existing building. Mr. Feldman stated it was considered however it would also require a variance and would be less favorable since it would alter the appearance of the house and would be a closer set back than what the neighborhood already has.

**Chair Hubert opened the Public Hearing at 7:28 p.m.**

Ed Iago, 12 Langer Circle

Mr. Iago thanked the Committee for vetting the variance application twice and addressing the issues. He also thanked Asst. Director Boike for spearheading the combined meeting with staff, applicant and neighbors noting that residents' concerns were resolved and that St. Paul Regional Water did a great job addressing City, staff, Committee and neighbor concerns.

Seeing no one else in the audience coming forward to speak,

**Chair Hubert closed the Public Hearing at 7:30 p.m.**

WEST ST. PAUL COMMITTEE OF ADJUSTMENTS

Meeting Minutes – July 19, 2016

**ON MOTION by Kavanaugh, seconded by McPhillips, the Committee of Adjustments approved Case #16-02, Application for a Variance to allow a reduction in Setback to a Residential Property for an Essential Service Structure in an R1 District at 1365 Bidwell St. and adopted proposed Resolution No. 16-02 Memorializing the Findings of Fact and Reasons for Approval Relating to the Variance Application of St. Paul Regional Water Services for the Construction of an Addition at 1365 Bidwell St. subject to the six conditions provided in the staff memo and adding the following two conditions:**

- 7. Applicant shall include additional new landscaping in the front of the house along with landscaping on the west side; and**
- 8. Applicant must meet City requirements for all lawn maintenance**

Ayes: 7      Nays: 0      Abstain: 0

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

None.

**OTHER:**

None.

**ADJOURNMENT:**

**ON MOTION of Nelson, seconded by Ramsay, the Commissioners ADJOURNED the Committee of Adjustments meeting of July 19, 2016, at 7:32 p.m. All Ayes: 7/0.**

**TO:** Committee of Adjustments  
**FROM:** Ben Boike, Assistant Comm. Dev. Dir.  
**DATE:** September 20, 2016  
**SUBJECT:** Case #16-05



City of West St. Paul

---

**REQUEST**

The City of West St. Paul is requesting a Variance to reduce the required minimum lot size in an R1-A Single-Family District from 4,900 sq. ft. to 4,641 sq. ft.

***Attachments:***

Draft Findings of Fact  
Application  
Notice



**EXISTING LAND USES**

The subject property consists of a vacant lot. Adjacent properties consist of single family homes.

**ZONING**

The subject property and all adjacent properties are zoned R1-A, Single Family Residential.

**BACKGROUND**

The West St. Paul EDA recently sold five (5) vacant lots to a residential builder, including 158 Haskell St. E. During the recession, the property was purchased by the EDA and the foreclosed home was demolished. In order to rebuild on the property, the requested variance is needed. The EDA has a purchase agreement in place for the sale of the property to a builder pending approval of the variance.

**VARIANCE REQUESTED**

**Variance to allow a reduction in minimum lot size:**

**153.053 LOT AREA, HEIGHTS, LOT WIDTH, YARD AND OTHER REQUIREMENTS.**

(B) The following minimum requirements shall be observed subject to the additional requirements, exceptions and modifications as set forth elsewhere in this chapter.

<i>Lot Area</i>	
Corner lot	9,100 square feet
Interior lot	7,000 square feet

**153.007 LOT PROVISIONS.**

(A) A lot of record existing upon the effective date of this chapter in an R Residence District, which does not meet the requirements of this chapter as to area or width may be utilized for single-family dwelling purposes in R-1 zones and two-family dwelling purposes in R-2 zones; provided the measurements of the area and width are within 70% of the requirements of this chapter, but the lot of record shall not be more intensively developed unless combined with one or more abutting lots or portions thereof so as to create a lot meeting the requirements of this chapter.

The Zoning Ordinance requires a minimum lot size of 7,000 sq. ft. in the R1-A District at noted in Section 153.053 above. However, Section 153.007 allows lots of record to reduce the minimum lot size to 70% of the requirements (due to the small size of many lots in the district). As a result, the minimum lot size for the subject property is 4,900 sq. (7,000 X .70). The subject property is 37.5 feet by 123.75 feet in dimension, measuring a total of 4,641 sq. ft. As a result, the requested variance is to allow for a reduction in minimum lot size of 259 sq. ft. (variance of 5 percent).

## **ANALYSIS**

In reviewing Variance requests, the following section of the Zoning Code, Section 5.3 (1) (b-d), is utilized:

(b) Criteria for Granting a Variance. A Variance may only be granted by the Committee of Adjustments when:

- i. The Variance is in harmony with the general purpose and intent of the Ordinance;
- ii. The terms of the Variance are consistent with the Comprehensive Plan; and
- iii. The applicant for the Variance establishes that there are practical difficulties in complying with the Zoning Ordinance.

(c) Definition of Practical Difficulties. “Practical Difficulties” as used in connection with the granting of a Variance means that:

- i. The property owner proposes to utilize the Property in a reasonable manner;
- ii. The plight of the property owner is due to circumstances unique to the Property that were not created by the property owner; and
- iii. The Variance will not alter the essential character of the neighborhood.

(d) Restrictions on Granting Variances. The following restrictions shall be applied when considering granting a Variance:

- i. Economic considerations alone do not constitute practical difficulties.
- ii. The Committee of Adjustments may not permit as a Variance any Use that is not allowed in the Zoning Ordinance for Property in the district where the affected person’s land is located (i.e. a Use Variance).

The subject property is unique in that most single-family lots in the R1-A District have lot widths of 40 or 50 feet. The subject property has a lot width of 37.5 feet, therefore reducing the lot size of the property slightly below the minimum requirement of 4,900 sq. ft. The property was originally platted at the current dimension and, as mentioned, the property was previously occupied by a single-family home.

Staff does not feel that the request is detrimental to the public nor does it present inconsistency with the Comprehensive Plan. Staff believes that the applicant is proposing to utilize the property in a reasonable manner (construction of a new single family home in a single family neighborhood) and that the practical difficulties are unique to the property (existing lot size). Since the property was formally occupied by

a single-family home, the proposed request should not alter the essential character of the neighborhood.

The perspective builder will be providing a concept plan which Staff will present at the meeting.

**STAFF RECOMMENDATION**

Based on the above comments, Staff recommends APPROVAL of the VARIANCE to allow for a reduction in minimum lot size (variance of 259 sq. ft.):

1. The applicant shall apply for all applicable building permits for the construction of the new home.

**FINDINGS OF FACT**

A proposed Resolution adopting findings of fact for the Variance is attached for your consideration.

**CITY OF WEST ST. PAUL  
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION NO. 16-05**

**RESOLUTION MEMORIALIZING THE  
FINDINGS OF FACT AND REASONS FOR APPROVAL  
RELATING TO THE VARIANCE APPLICATION BY  
THE CITY OF WEST ST. PAUL TO ALLOW A  
REDUCTION IN MINIMUM LOT SIZE  
AT 158 HASKELL ST. E.**

**WHEREAS**, the West St. Paul Economic Development Authority is the owner of certain real property located at 158 Haskell St. E., legally described as follows:

LOT 6, BLOCK 1, WEST SIDE REAL ESTATE COMPANY'S ADDITION

(the "Property");

**WHEREAS**, the City of West St. Paul has applied for a Variance to allow for a reduction in the required minimum lot size for the construction of a new home on the property; and

**WHEREAS**, the small size and orientation of the lot presents significant constraints on the redevelopment of the redevelopment of the property, and

**WHEREAS**, a public hearing on the application was heard by the Committee of Adjustments on September 20, 2016, at which meeting the Committee of Adjustments voted to approve the Variance request; and

**WHEREAS**, contemporaneously with the Committee of Adjustments members voted \_\_\_\_ to approve the requests made the following findings of fact:

**FINDINGS OF FACT**

1. The Variance is in harmony with the general purpose and intent of the Ordinance;
2. The terms of the Variance are consistent with the Comprehensive Plan; and
3. The property owner has established that there are practical difficulties in complying with the Zoning Ordinance because of the following:

- a. The Property owner proposes to utilize the Property in a reasonable manner;
- b. The plight of the property owner is due to circumstances unique to the Property, specifically that the existing lot of record does not meet minimum lot size requirements.
- c. The Variances will not alter the essential character of the neighborhood.

**NOW, THEREFORE, BE IT RESOLVED** by the West St. Paul Committee of Adjustments that the Variance is approved based on the Planner's report, dated September 20, 2016, which is hereby adopted and incorporated herein;

**AND BE IT FURTHER RESOLVED** that the following conditions are imposed on the applicant:

1. The applicant shall apply for all applicable building permits for the construction of the new home.

Passed this 20<sup>th</sup> day of September, 2016.

Attest:

---

Chris Hubert  
Committee of Adjustments Chair

---

Jennifer Dull,  
Recording Secretary



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## VARIANCE APPLICATION

Filing Fee: \$100.00 (R-1 & R-2 Zones)  
\$200.00 (All other Zones)

(OFFICE USE ONLY)

Escrow Amount: \$400.00 (single var. residential)  
\$500.00 (multiple var. residential)  
\$600.00 (single var. commercial)  
\$700.00 (multiple var. commercial)

CASE NO. 16-05  
DATE RECEIVED 8/26/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/25/16

TOTAL FEES N/A

1. ADDRESS OF PARCEL **158 Haskell St., West St. Paul, MN 55118**

2. NAME OF OWNER **West St. Paul EDA**

Phone # **651-552-4100**

3. ADDRESS OF OWNER **1616 Humboldt Ave  
West St. Paul, MN 55118**

Email \_\_\_\_\_

4. LEGAL/PID # **428375001060**

5. PRESENT USE  **Vacant Lot**

PROPOSED USE **Single Family Home**

6. PRESENT ZONING **R1, Single Family**

DATE ACQUIRED \_\_\_\_\_

7. VARIANCE SECTION FOR REQUEST **153.007 (A)**

8. SECTION REQUIREMENTS IN #7 **Lot must be at least 4,900 sq. ft. in size to be buildable**

9. DESCRIBE VARIANCE REQUEST **Variance request is to reduce the required minimum lot size of 4,900 sq. ft. to 4,641 sq. ft. – Variance of 259 sq. ft.**

The Law requires that the conditions set forth in the three items listed below (#10, 11, 12) must be established before a Variance can be granted. Please explain in detail after each statement if your case conforms to the requirements.

10. **DIFFICULTIES OR HARDSHIP TO OWNER**

Strict application of the provisions of the Zoning Ordinance would result in peculiar and practical difficulties or exceptional or undue hardship upon the owner of the parcel in developing or using such parcel in a manner customary and legally permissible within the zoning district in which said lot is located. **Lot was previously occupied by a single family home which was purchased and demolished by the city due the home being vacant/foreclosed and in a dilapidated state.**

**PROMOTING AND PRESERVING A COMMUNITY OF EXCELLENCE  
BY THE ETHICAL, RESPONSIVE, EFFICIENT AND INNOVATIVE PROVISION OF SERVICES  
EOE/AE**

**11. EXCEPTIONAL CONDITIONS OF THE PARCEL**

There are special conditions (narrowness, shallowness or shape of a parcel, exceptional topographic or water conditions or other extraordinary and exceptional conditions of such parcel) applying to the structure or land in question that are peculiar to the property involved or immediately adjoining property and do not apply generally to the other land or structures in the district in which said land is located.

**The property is a legal lot of record that is just under the minimum lot size to be buildable. As mentioned, a home was previously located on the property which was torn down with the intent to sell and rebuild.**

**12. EFFECT ON NEIGHBORHOOD AND COMPREHENSIVE PLAN**

Granting the Variance will not impair an adequate supply of light and air to adjacent property, unreasonably increase the congestion in the public streets, increase the danger of fire, endanger the public safety, unreasonably diminish or impair established property values in the surrounding area, or in any other way impair health, safety, comfort, morals, or in any other respect be contrary to the intent of the Zoning Ordinance and Comprehensive Plan.

**The proposed use of the property as a single family home is consistent with other adjacent uses.**

**EXHIBITS REQUIRED**

- A. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 paper copies in sets and folded, or as modified by the Zoning Administrator, of a map or plat showing the property on which the Variance is requested, showing the location of the present and proposed structures, parking, driveways, lot dimensions, yard dimensions, and a floor plan showing the space within the building including dimensions.
- B. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies, or as modified by the Zoning Administrator, of a map or plat showing the property on which the Variance is requested and all lands within 150 feet of the boundaries of the property.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all of the penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the Laws of the State of Minnesota.

\_\_\_\_\_  
Signature of Owner (Required)



\_\_\_\_\_  
Signature of Applicant (If different)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on Operating Procedures for Applicants page. The Committee of Adjustments holds its regular meeting at 7:00pm on the third Tuesday of each month.**

LAPSE OF VARAINCE: A Variance shall lapse and become null and void six months following the date on which the Variance became effective, unless prior to the expiration of six months the work or improvement described in the Variance is commenced and diligently pursued on the subject site. A Variance maybe renewed by the City Council for good cause.

**FEES**

1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultants, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorneys' expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants and Attorneys are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.



**CITY OF**

**WEST ST. PAUL**

**City Hall**  
**1616 Humboldt Avenue**  
**West St. Paul, MN**  
**55118-3972**  
**651-552-4100**  
**FAX 651-552-4190**  
**TDD 651-322-2323**  
**[www.wspmn.gov](http://www.wspmn.gov)**

**CITY OF WEST ST. PAUL**  
**NOTICE OF PUBLIC HEARINGS**

**TO WHOM IT MAY CONCERN:**

The listed item below will be a public hearing at the Committee of Adjustments meeting on September 20, 2016 at 7:00 p.m.:

Case #16-05 – Application for a Variance to allow for a reduction in minimum lot size to build a new single-family home at 158 Haskell St. E. – City of West St. Paul

Interested persons will be heard at the meeting. If you have any questions, please contact City Planner Ben Boike at 651-552-4134. If you need any type of accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4102 at least 5 (five) business days prior to the meeting.

Chantal M. Doriott  
City Clerk  
City of West St. Paul

Published: September 11, 2016

## WEST ST. PAUL PLANNING COMMISSION

The regular meeting of the West St. Paul Planning Commission was called to order by Chair Hubert on Tuesday, August 16, 2016, at 7:00 p.m. in the Municipal Center Council Chambers, 1616 Humboldt Avenue, West St. Paul, Minnesota, 55118.

### ROLL CALL

Commissioners present: Chair Hubert and Commissioners Fernandez, McPhillips, Kavanaugh, and Ramsay.

### **Absent:**

Commissioners Leuer and Nelson

### **Also Present:**

Assistant Community Development Director Boike, Council Liaison Bellows and Recording Secretary Dull.

### APPROVE MINUTES

**ON MOTION of Fernandez, seconded by Ramsay, RESOLVED to approve the West St. Paul Planning Commission meeting minutes of July 19, 2016 as written.**

Ayes: 5      Nays: 0      Abstain: 0

### PUBLIC HEARINGS

#### CASE # 16-08

**Application for a  
Conditional Use Permit to  
Allow a Medical Clinic in  
a B3 District at 1963  
Robert St. – MedExpress  
Urgent Care**

Assistant Community Development Director Boike reviewed the staff memo to the Commission. Staff recommended approval of the Conditional Use Permit subject to the condition that the applicant shall apply for applicable building and sign permits for the tenant finish.

Chris Simmons, 1231 Sylvandale Rd., Mendota Heights  
Todd Sexton, Regional Manager, MedExpress.

Commissioner Fernandez asked about similarities to minute clinic and staff qualifications. He also thanked Mr. Sexton for traveling from Arkansas to be present for questions. Mr. Sexton advised thee would be x-ray on site but MedExpress is similar to a minute clinic or urgency room.

Commissioner Ramsay confirmed with Asst. Director Boike that the exterior and parking would not be altered, awnings would mimic Aspen's, signs would be erected, and a variance for parking was previously obtained for the four stall shortage. He also confirmed with Mr. Sexton that MedExpress is not tied down to a specific insurance or hospital system.

**Chair Hubert opened the Public Hearing at 7:08 p.m.** and seeing no one wishing to speak for or against the application, **Chair Hubert closed the Public Hearing at 7:08 p.m.**

**ON MOTION by McPhillips, seconded by Fernandez, the Planning Commission approved Case #16-08, application for a Conditional Use Permit to allow a medical clinic in a B3 District at 1963 Robert St. subject to the condition provided in the staff memo.**

Ayes: 5      Nays: 0      Abstain: 0

**CASE # 16-09  
An Ordinance Opting Out  
of the Requirements of  
Minnesota Statutes  
Section 462.2593 Relating  
to Temporary Family  
Health Care Dwellings –  
City of West St. Paul**

Assistant Community Development Director Boike reviewed the staff memo to the Commission. Included in Commissioners' packets were the draft ordinance, public notice and League of MN Cities Summary. Staff recommended approval of the Ordinance.

Commissioner Fernandez clarified with Asst. Director Boike that if opting in to the requirements of the new temporary health care dwellings, the City would allow anyone to put up a 300 ft. temporary structure without electric or plumbing. Asst. Director Boike added that other cities were looking at alternative options for mother-in-law homes and options to zone and regulate these structures with existing rental ordinance.

Commissioner Ramsay confirmed with Asst. Director Boike that these structures can include trailers.

Commissioner Kavanaugh asked whether there was any discussion at Council. Clpn. Bellows noted a discussion was had at a work session. He stated the proposed ordinance is an opt-out provision that would not preclude the city from opting in later. Clpn. Bellows stated the general thought of Council was that the City didn't have enough information regarding these structures right now and there are a lot of unanswered questions but there may be a need for them in the future. He advised that the Council wanted to say no to temporary dwellings now and revisit later if there is a better defined set of parameters.

**Chair Hubert opened the Public Hearing at 7:16 p.m. and seeing no one wishing to speak for or against the application, Chair Hubert closed the Public Hearing at 7:16 p.m.**

**ON MOTION by Kavanaugh, seconded by Ramsay, the Planning Commission approved Case #16-09, an Ordinance opting-out of the requirements of Minnesota Statutes, Section 462.3593 relating to Temporary Family Health Care Dwellings – City of West St. Paul.**

Ayes: 5      Nays: 0      Abstain: 0

WEST ST. PAUL PLANNING COMMISSION

Meeting Minutes – August 16, 2016

Page 3

**NEW BUSINESS:** None.

**OLD BUSINESS:** None.

**OTHER:** None.

**ADJOURNMENT:** ON MOTION of Ramsay, seconded by Kavanaugh, Commissioners RESOLVED to ADJOURN the August 16, 2016 regular meeting of the Planning Commission at 7:18 p.m. All Ayes: 5/0

**TO:** Planning Commission  
**FROM:** Ben Boike, Assistant Comm. Dev. Dir.  
**DATE:** September 20, 2016  
**SUBJECT:** Case #16-10



---

## **REQUEST**

Snyder Health Care Systems Inc. is requesting a Conditional Use Permit to allow Adult Day Care in a B2, Neighborhood District at 355 Marie Ave E.

### ***Attachments:***

*Application Package*

*Memo from the Fire Marshal*

*Notice*



## **EXISTING LAND USES**

The subject property consists of an existing office building. Adjacent properties to the west consist of industrial uses. Adjacent properties to the north consist of commercial buildings. The adjacent properties to the east consist of the City Public Works building and apartment buildings. The adjacent properties to the south consist of apartment buildings.

## **ZONING**

The subject property and adjacent properties to the north are zoned B2, Neighborhood Business. Adjacent properties to the west are zoned I1, Light Industrial. Adjacent properties to the east are zoned I2, General Industrial and R4, Multiple Family Residential. Adjacent properties to the south are zoned R4, Multiple Family Residential.

## **ANALYSIS**

### **Zoning Ordinance**

Section 153.141 of the Zoning Ordinance requires a Conditional Use Permit to allow Two-family Dwellings in the B1 District (uses in the B1 are also allowed in the B2):

#### **153.141 CONDITIONAL USES**

Within the B-1 Limited Business District, no structure or land shall be used for the following uses, except by conditional use permit:

(K) A state licensed adult day care facility, provided that the lot is located at least 200 feet from Robert Street.

### **Proposal**

The applicant is proposing to have a dual use of the property with half of the building being utilized as office space for the operation and half of the building being utilized for the proposed Adult Day Program. According to the applicant, they will be operating an Adult Day Program that supports seniors' independent living through education on health management and healthy living. The program aims to increase community enrichment opportunities while maintaining social ties to the community. The program is developed to directly support local seniors in managing their affairs, coping with personal and system changes, as well as assisting them in navigating community resources.

### **State License**

The applicant operates under a 245D state license through the Department of Human Services.

### **Hours of Operation**

Monday – Saturday 8am to 6 pm.

### **Employees**

The program will include a total of 8 employees with around 5 staff at the location day to day.

### **Parking**

The proposed use requires a total of 20 parking stalls (13 for the office and 7 for the day care). The existing parking lot has a total of 32 stalls. The existing parking lot has some rough areas and the parking stalls are in need of re-striping. As a result, Staff is recommending a condition of approval to patch the parking lot and re-stripe the parking stalls.

### **Fire Department Review**

The Fire Marshal has provided a memo with two (2) recommended conditions pertaining to proposed Use (see attached memo). Staff is recommending a condition of approval that the applicant adhere to the recommendations in the memo. The conditions are as follows:

- 1) Per Minnesota State Building Code 1306 – Entire building shall be protected by an Automatic Sprinkler System.
  - i) The City of West St. Paul has adopted Minnesota State Building Code Chapter 1306 Subp. 2. Automatic sprinkler systems for buildings in which the occupancy classification has changed must be installed and maintained in operational condition within the structure. The entire building will require an automatic sprinkler system.
- 2) The proposed occupancy is classified as an I-4 and shall comply with Minnesota State Fire Code 907.2.6.4- A Manual and Automatic fire alarm system shall be installed in Group I-4 in accordance with sections 907.2.6.4.1 through 907.2.6.4.2

### **STAFF RECOMMENDATION**

**Staff recommends APPROVAL of the CONDITIONAL USE PERMIT to allow an Adult Day Care in a B2 District at 355 Marie Ave E. subject to the following conditions:**

1. The applicant shall apply for applicable building and sign permits.
2. The applicant shall patch the parking lot and re-stripe the parking stalls.
3. The applicant shall adhere to the requests as outlined in the memo from the South Metro Fire Marshal dated September 8, 2016.



# SOUTH METRO FIRE

1650 HUMBOLDT AVENUE • WEST ST. PAUL, MN • 55118

TELEPHONE: (651) 552-4176 • FAX: (651) 552-4195

[www.southmetrofire.com](http://www.southmetrofire.com)

---

*"PROUDLY SERVING THE CITIES OF SOUTH ST. PAUL AND WEST ST. PAUL"*

**TO: PLANNING COMMISSION MEMBERS**  
**FROM: LINDA MCMILLAN**  
**FIRE MARSHAL**  
**DATE: 9/08/2016**  
**SUBJECT: CASE NUMBER 16-10**  
**355 Marie Ave East, West St. Paul 55118**

In reference to the proposed change of occupancy classification please note the following:

- 1) Per Minnesota State Building Code 1306 – Entire building shall be protected by an Automatic Sprinkler System.
  - i) The City of West St. Paul has adopted Minnesota State Building Code Chapter 1306 Subp. 2. Automatic sprinkler systems for buildings in which the occupancy classification has changed must be installed and maintained in operational condition within the structure. The entire building will require an automatic sprinkler system.
- 2) The proposed occupancy is classified as an I-4 and shall comply with Minnesota State Fire Code 907.2.6.4 - A Manual and Automatic fire alarm system shall be installed in Group I-4 in accordance with sections 907.2.6.4.1 through 907.2.6.4.2



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## CONDITIONAL USE PERMIT APPLICATION

Filing Fee: \$275.00

(OFFICE USE ONLY)

Escrow Amount: \$400.00 (residential)  
\$800.00 (commercial)

CASE NO. 16-  
DATE RECEIVED 8/24/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/3/16

TOTAL FEES \$800.00

1. STREET ADDRESS OF PARCEL 355 Marie Ave East, West St. Paul MN 55118

2. NAME OF APPLICANT Snyder Health Care Systems Inc. Phone # 651-216-9670

3. ADDRESS OF APPLICANT 1248 Delaware Ave, West St Paul MN 55118 Email cw\_tweh@yahoo.com

4. NAME OF OWNER Clarence W. Tweh Sr. Phone # 651-216-9670

5. ADDRESS OF OWNER 3417 Rolling Hills Dr. Eagan MN 55121 Email cw\_tweh@yahoo.com

6. LEGAL/PID # 420290005010

7. PRESENT ZONING B2

8. PROPOSED USE OF PARCEL Office space and Adult Day Program

9. ZONING SECTION AUTHORIZING CUP 153.141(K)

10. WHAT WILL BE THE EFFECT OF THE PROPOSED USE ON THE HEALTH, SAFETY, & WELFARE OF THE OCCUPANTS IN THE SURROUNDING PARCELS? The adult day program will provide an alternative community enrichment opportunity for vulnerable adults and seniors in surrounding parcels. There will be no significant change to the facility that could cause negative impact on surrounding parcels

11. WHAT WILL BE THE EFFECT ON EXISTING AND ANTICIPATED TRAFFIC CONDITIONS, INCLUDING PARKING FACILITIES ON ADJACENT STREETS? Any effect on existing traffic should be insignificant as the building has enough parking spaces to accommodate the desire use and anticipated traffic.

12. WHAT WILL BE THE EFFECT OF THE PROPOSED USE ON THE COMPREHENSIVE PLAN? There will be no material structure effect as a result of the proposed use on the comprehensive plan

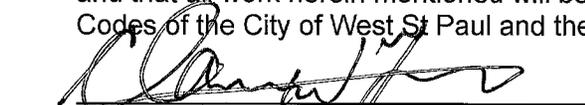
**PROMOTING AND PRESERVING A COMMUNITY OF EXCELLENCE  
BY THE ETHICAL, RESPONSIVE, EFFICIENT AND INNOVATIVE PROVISION OF SERVICES  
EOE/AE**

**EXHIBITS REQUIRED**

- A. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 paper copies, of a map or plat showing the property on which the Conditional Use Permit is requested, and all parcel within 150 feet of the boundaries of the subject parcel.
- B. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 paper copies in sets and folded plans, showing application information as follows:
  - a. Proposed and existing topography and drainage.
  - b. A complete plan prepared and signed by a registered Civil Engineer, Architect, and/or Landscape Architect showing:
    - i. The parking layout, access provisions, structure locations, landscaping, drainage, trees and shrubbery including types and locations, and sizes.
    - ii. Any fences, walls, or other screening, including height and type of material.
    - iii. All lighting provisions, including type, location, and lumens affecting the surrounding parcels and streets.
    - iv. Curb type and location on site.
    - v. Proposed plans for sidewalk to service, parking, recreation and service areas within the site.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

  
\_\_\_\_\_  
Signature of Owner (Required)

\_\_\_\_\_  
Signature of Applicant (If different)

651-216-9670  
\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

**LAPSE OF CONDITIONAL USE PERMIT:**

An approved Conditional Use Permit shall lapse and become null and void six months following the date on which the Conditional Use Permit was approved, unless prior to the expiration of six months a building permit is issued by the Building Official and construction is commenced and diligently pursued toward completion on the subject site, or a Certificate of Occupancy is issued by the Building Official. A Conditional Use Permit may be renewed once for a period of one year by the City Council.

**FEES**

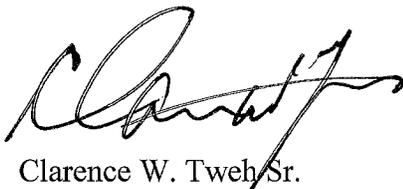
1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.

**Conditional Use Permit Application attachment for Snyder HealthCare Systems Inc.  
Located at 355 Marie Ave E. West St Paul MN 55118**

Snyder HealthCare Systems Inc. plans to operate an Adult Day program at our 355 Marie Avenue East office building in West St Paul. The building will host our office staff of about 8 persons as well as an Adult Day Program which will provide community enrichment opportunities to vulnerable adults and seniors in the city. This program will be license through the Minnesota Depart of Human Services.

The Adult Day Program will have around 5 staff during its day to day operations from Monday through Friday. The building has a total square footage of 5,120.00.

Please let me know if I can be of further assistance.

 8/4/16

Clarence W. Tweh Sr.

651-216-9670

355 Marie Ave East

West St Paul MN 55118



**CITY OF  
WEST ST. PAUL**

**City Hall**  
1616 Humboldt Avenue  
West St. Paul, MN  
55118-3972  
651-552-4100  
**FAX** 651-552-4190  
**TDD** 651-322-2323  
[www.wspmn.gov](http://www.wspmn.gov)

**CITY OF WEST ST. PAUL  
NOTICE OF PUBLIC HEARINGS**

**TO WHOM IT MAY CONCERN:**

The listed items below will be public hearings at the Planning Commission meeting on September 20, 2016 at 7:00 pm and public hearings at the Council meeting on September 26, 2016 at 6:30 p.m.:

Case #16-10 – Application for a Conditional Use Permit to allow Adult Day Care in a B2, Neighborhood Business District at 355 E. Marie Ave. – Snyder Health Care Systems Inc.

Interested persons will be heard at the meeting. If you have any questions, please contact City Planner Ben Boike at 651-552-4134. If you need any type of accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4102 at least 5 (five) business days prior to the meeting.

Chantal M. Doriott  
City Clerk  
City of West St. Paul

Published: September 11, 2016

**TO:** Planning Commission  
**FROM:** Ben Boike, Assistant Comm. Dev. Dir.  
**DATE:** September 20, 2016  
**SUBJECT:** Site Plan Review – 1675 Livingston Ave



---

**REQUEST**

The Dakota County Community Development Agency (CDA) is requesting Site Plan approval in order to expand their existing parking lot at 1675 Livingston Ave. The applicant is proposing to add 13 new parking stalls adjacent to the front door off the existing parking lot drive aisle fronting the building.

***Attachments:***

*Applications/Notice*

*Memo from the Environment Committee & Civil Engineer*

*Copies of submitted plans*



**EXISTING LAND USES**

The subject property currently consists of a County owned apartment building. The adjacent use to the north is occupied by the City of WSP sports dome. Adjacent properties to the east are occupied by commercial uses. Adjacent properties to the south are occupied by townhomes and adjacent properties to the west are occupied by single-family homes.

## **ZONING**

The subject property and adjacent properties to the south are zoned R4, Multiple-family Residential. The adjacent property to the north is zoned B6, Town Center Mixed-use. Adjacent properties to the east are zoned B6, Town Center Mixed-use and B3, General Business. Adjacent properties to the west are zoned R1, Single family.

## **ANALYSIS**

### **Proposal**

The applicant is proposing to modify the existing parking lot fronting the apartment building by adding 13 additional parking stalls off the west side of the existing drive aisle (see attached plan). The property currently has 40 parking stalls and therefore relies heavily on on-street parking on Livingston Ave. The proposed parking lot addition would help to alleviate the dependency on on-street parking.

### **Parking Requirements**

The zoning ordinance requires two parking stalls per unit, half of which must be enclosed. The complex includes a total of 80 units. Therefore, per code, the property requires a total of 160 parking stalls (80 enclosed). The existing property has a total of 40 parking stalls (0 enclosed).

The development of the property predates the parking requirement. As a result, the existing parking lot is considered legal non-conforming. With that said, the apartment is designated for low-to-moderate income persons who are 62 years of age and older, handicapped or disabled, near elderly (50 years or older) and single persons. In the past, the facility housed mostly seniors without cares however the tenants are becoming younger so the demand for parking has increased.

As mentioned, the apartment currently relies on Livingston Ave for overflow parking, so the proposed parking will not only bring the property closer to compliance, but also help relieve the property's reliance on on-street parking.

### **Retaining Wall**

A short retaining wall is required (4 ft. max height) as the proposed parking stalls cut into an existing hill.

### **Setbacks**

The proposed parking addition meets all setback requirements.

### **Drive Aisle/Parking Stall Dimensions**

The submitted plan does not indicate whether or not the existing drive aisle meets the minimum width requirement of 20 ft. for two-way traffic. Staff is recommending a condition of approval requiring that the applicant revise the plans to include the drive aisle width. Should the drive aisle not meet the minimum requirement, the applicant shall also revise the plans to meet the minimum requirement.

The proposed parking stalls meet the minimum dimensions of 9 ft. x 20 ft.

## **Curbing**

The proposed parking lot modification will include B612 curbing as required by the Zoning Ordinance.

## **Landscaping**

The submitted plan calls for the removal of three quality trees. The Zoning Ordinance requires that all tree removed be replaced at 30 percent the total caliper inches removed. As a result, Staff is recommending a condition of approval requiring the applicant to submit a landscape plan adhering to Section 153.031(4) of the Zoning Ordinance.

## **Environmental Committee Review**

The Environmental Committee reviewed the proposed landscape plan at their September 7, 2016 meeting. The Committee recommended that the replacement trees be planted in front of the building between the parking lot and Livingston Ave, but not in the right-of-way. They also recommend that a variety of trees be planted that both native tree species and that have a high salt tolerance. Some possible species recommended include Amur Maple, Eastern Red Cedar, and Honeylocust. The EC unanimously voted to approve the site plan, with an additional comment that they strongly encourage the developer to use “pollinator friendly” native plants that were not treated with “neonicotinoids”.

## **Engineering Review**

The City Engineer has provided a memo with six (6) recommended conditions pertaining to the Site Plan (see attached memo). Staff is recommending a condition of approval that the applicant adhere to the recommendations in the memo. The conditions are as follows:

1. Permits from the appropriate regulatory agencies must be obtained, including but not limited to the MPCA, Dakota County, MnDOT, etc.
2. Pedestrian ramps abutting Livingston Ave to be MnDOT ADA compliant. Include MnDOT Standard Plan 5-297.250 (Sheets 1-5) in final plan set.
3. Please provide hydrologic calculations that the proposed increased impervious pavement will not alter the existing discharge rates for 2, 10, 100-year storm events. Refer to West St. Paul Surface Water Management Plan for more information.
4. Show adjacent plat, parcels, property lines, easements, etc.
5. Identify the benchmark used.
6. Install inlet protection on all downstream catch basins.

## **STAFF RECOMMENDATION**

Staff recommends APPROVAL of the SITE PLAN subject to the submitted site plan and to the following conditions:

1. The applicant shall obtain all applicable building permits for the parking lot addition.
2. The applicant shall submit a revised site plan that includes the dimension of the drive aisle adjacent to the newly proposed row of parking. Should the drive aisle not meet the minimum drive aisle width of 20 ft., the applicant shall revise the plan to meet the requirement.

3. The applicant shall submit a landscape plan adhering to the tree replacement requirement in Section 153.031(4) of the Zoning Ordinance.
4. The applicant shall adhere to the recommendations outlined in the attached memos provided by the Environmental Committee and City Civil Engineer.

**TO: Asst. Community Dev. Dir.**  
**THROUGH: Asst. Parks & Recreation Dir.**  
**FROM: Environmental Committee**  
**DATE: September 14, 2016**



---

**SUBJECT:**

CASE #16-11 – Site Plan review for 1675 Livingston Ave

---

**BACKGROUND INFORMATION:**

At the September 7, 2016 Environmental Committee (EC) meeting, members reviewed the Site Plan submitted by the Dakota County CDA to construct an addition to their parking lot at 1675 Livingston Ave. The EC members liked the overall plan and the addition of more off street parking. They agreed with the Assistant Community Development Director’s recommendations. They recommend trees be planted in front of the building between the parking lot and Livingston Ave, but not in the right-of-way. They also recommend that a variety of trees be planted that both native tree species and that have a high salt tolerance. Some possible species recommended include Amur Maple, Eastern Red Cedar, and Honeylocust. The EC unanimously voted to approve the site plan, with an additional comment that they strongly encourage the developer to use “pollinator friendly” native plants that were not treated with “neonicotinoids”.

**RECOMMENDATION:**

Environmental Committee members approve the site plan for redevelopment of 1675 Livingston Ave with the recommendations listed above.

# Memorandum

TO: Ben Boike, Assistant Community Development Director/City Planner  
FROM: Darin Rezac, Civil Engineer  
DATE: September 14, 2016  
SUBJECT: Site Review Colleen Loney Parking Expansion

---

The engineering department has completed its review of the above-referenced project. In conjunction with the site plan approval, the following conditions must be met.

## **RECOMMENDED CONDITIONS OF APPROVAL**

1. Permits from the appropriate regulatory agencies must be obtained, including but not limited to the MPCA, Dakota County, MnDOT, etc.
2. Pedestrian ramps abutting Livingston Ave to be MnDOT ADA compliant. Include MnDOT Standard Plan 5-297.250 (Sheets 1-5) in final plan set.
3. Please provide hydrologic calculations that the proposed increased impervious pavement will not alter the existing discharge rates for 2, 10, 100-year storm events. Refer to West St. Paul Surface Water Management Plan for more information.
4. Show adjacent plat, parcels, property lines, easements, etc.
5. Identify the benchmark used.
6. Install inlet protection on all downstream catch basins.

C: Ross Beckwith, City Engineer/Public Works & Parks Director  
Chuck Price, Engineering Tech III



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## SITE PLAN APPLICATION

Filing Fee: \$275.00

(OFFICE USE ONLY)

Escrow Amount: \$1300.00

CASE NO. 16-  
DATE RECEIVED 8/25/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/24/16

TOTAL FEES \$1,575.00

1. STREET ADDRESS OF PARCEL 1675 LIVINGSTON AVE.
2. NAME OF APPLICANT VINCE MARKELL Phone # 651.675.4507
3. ADDRESS OF APPLICANT 1228 TOWN CENTRE DR. Email VMARKELL@DAKOTACDA.  
EABAN, MN 55123 STATE, MN, US
4. NAME OF OWNER DAKOTA COUNTY CDA Phone # 651.675.4400
5. ADDRESS OF OWNER 1228 TOWN CENTRE DR. Email \_\_\_\_\_  
EABAN, MN 55123
6. LEGAL/PID # 42-02000-58-012
7. PRESENT ZONING R-4 MULTIPLE FAMILY RESIDENTIAL
8. PROPOSED USE OF PARCEL R-4. WE ARE PROPOSING TO INCREASE  
OFF STREET PARKING BY ADDING (13) PARKING SPACES. EXISTING PARKING  
IS 6,996 SF. NEW PARKING IS 2,550 SF. THUS, AN INCREASE OF 36%.
9. WHAT WILL BE THE EFFECT ON EXISTING AND ANTICIPATED TRAFFIC CONDITIONS,  
INCLUDING PARKING FACILITIES ON ADJACENT STREETS THE PROPOSED PARKING  
WOULD REDUCE ON-STREET PARKING.

**EXHIBITS REQUIRED**

1. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies in sets and folded plans, showing application information as follows:
  - a. A survey scaled and dimensioned site plan showing pertinent existing conditions such as parking layout, access provisions, structure locations, drainage, lot area, and yard dimensions, including but not limited to the surrounding parcels within 150 feet.
  - b. A complete set of preliminary drawings prepared and signed by a registered Civil Engineer, Architect, and/or Landscape Architect showing:
    - (i) A site plan indicating parking layout, access provisions, structure locations, any fences, walls, or other screening, including height and type of material, landscaping, drainage, trees and shrubbery including types and locations, and sizes.
    - ~~(ii) Building Elevations including finishes on all buildings all sides.~~ NOT REQUIRED.
    - (iii) All lighting provisions on site, including type, location, and lumens affecting the surrounding parcels and streets.
    - (iv) Curb type and location on site.
    - (v) Proposed plans for sidewalk to service, parking, recreation and service areas within the site.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

Vincent E. Markell  
Signature of Owner (Required)

651-675-4507  
Phone Number

\_\_\_\_\_  
Signature of Applicant (If different)

\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on the Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

**LAPSE OF SITE PLAN:** An approved Site Plan shall lapse and become null and void six months following the date on which the Site Plan was approved, unless prior to the expiration of six months a building permit is issued by the Building Official and construction is commenced and diligently pursued toward completion on the subject site. An approved Site Plan may be renewed once for a period of one year by the City Council.

**FEES**

1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.

**CITY OF WEST ST. PAUL  
NOTICE OF PUBLIC HEARINGS**

**TO WHOM IT MAY CONCERN:**

The listed items below will be public hearings at the Planning Commission meeting on September 20, 2016 at 7:00 pm and public hearings at the Council meeting on September 26, 2016 at 6:30 p.m.:

Case #16-11 – Application for Site Plan review to modify (expand) the existing parking lot at 1675 Livingston Ave – Dakota County CDA

Interested persons will be heard at the meeting. If you have any questions, please contact City Planner Ben Boike at 651-552-4134. If you need any type of accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4102 at least 5 (five) business days prior to the meeting.

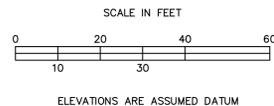
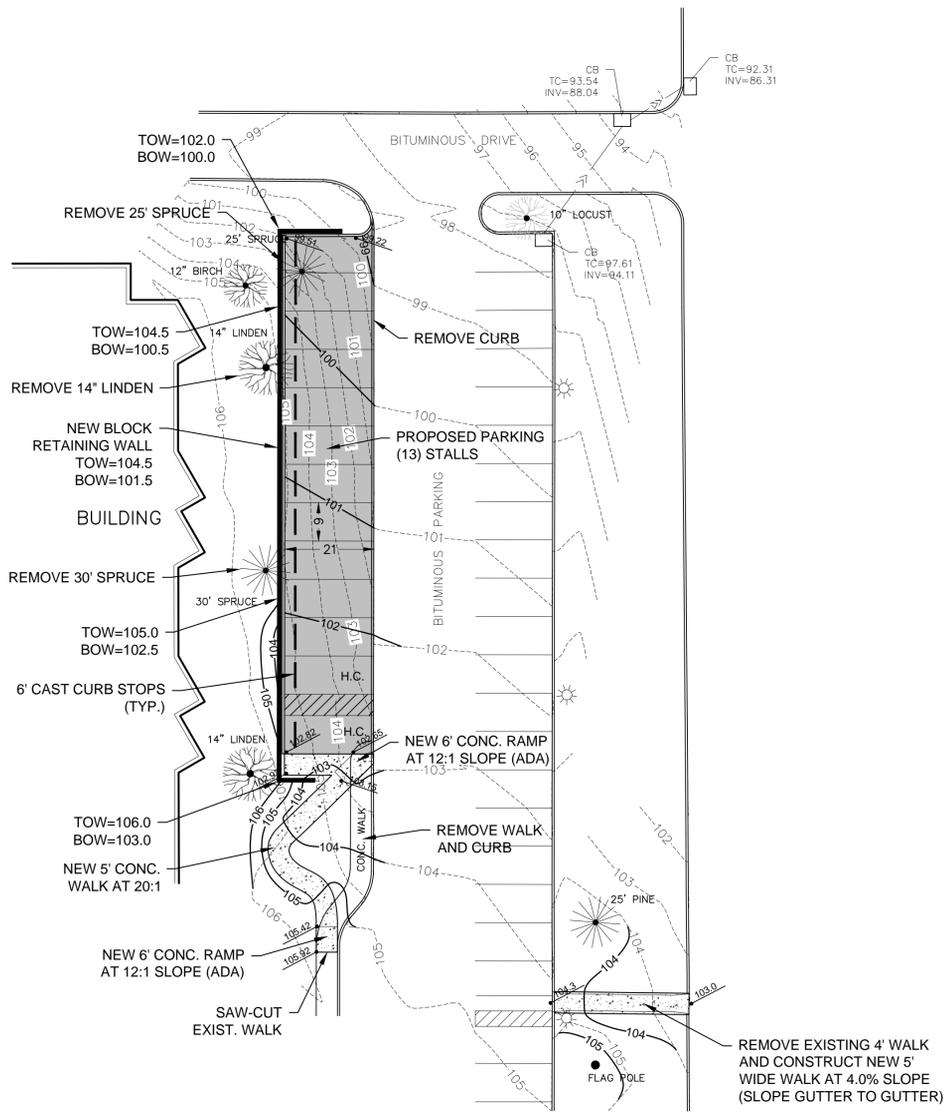
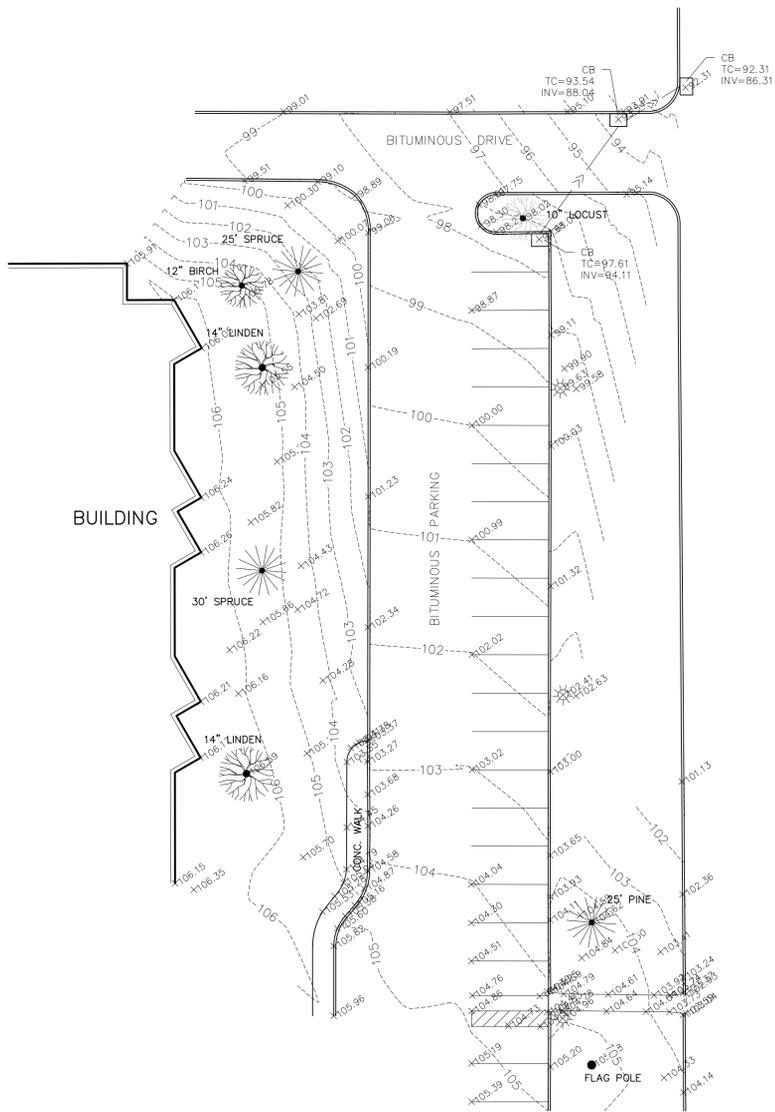


Chantal M. Doriott  
City Clerk  
City of West St. Paul

Published: September 11, 2016

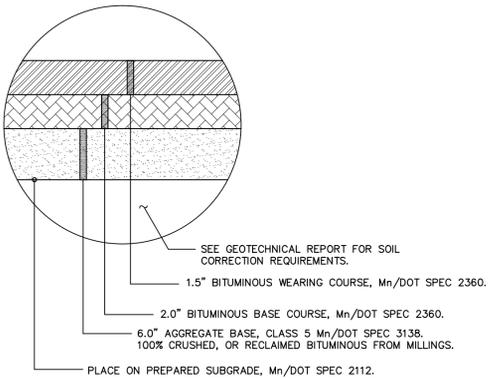
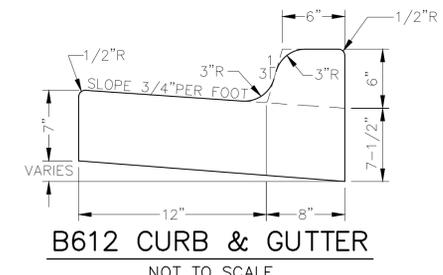
EXISTING SITE

PROPOSED SITE



NOTES

- 1) UTILITIES SHOWN ARE APPROXIMATE LOCATION. LOCATIONS OF UNDERGROUND UTILITIES COMPILED FROM VISUAL EVIDENCE (FLAGGING & PAINT MARKS) AND RECORD DRAWINGS (DESIGN & AS-BUILT). CALL GOPHER STATE ONE CALL AT 811 FOR ALL UTILITY, GAS LINE, AND ELECTRICAL LINE LOCATIONS PRIOR TO EXCAVATION.
- 2) TOPOGRAPHIC SURVEY COMPLETED IN JULY 2016.
- 3) INSTALL SILT FENCE AS NEEDED.
- 4) RE-VEGETATE THE SITE WITHIN 48 HOURS OF FINAL GRADING.
- 5) THE STREET MUST BE CLEARED OR DEBRIS AT THE END OF EACH DAY. ADDITIONAL SWEEPING WILL BE REQUIRED DURING THE HAULING PROCESS. ALL STREETS MUST BE MAINTAINED TO SAFE DRIVING CONDITIONS.
- 6) ALL EXISTING CATCH BASINS MUST BE CLEANED, AND THAT THEIR RESPECTIVE INLETS/OUTLETS BE PROTECTED TO ALLOW FOR PROPER DRAINAGE.
- 7) PROPOSED SLOPES AS SHOWN ARE NOT GREATER THAN 3:1.
- 8) USE "CITY OF WEST ST. PAUL UTILITY AND STREET CONSTRUCTION STANDARDS AND SPECIFICATIONS".
- 9) PROPOSED PARKING SURFACE SHALL BE 5% (20:1) OR LESS.



<p>REVISIONS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">7-28-16</td> <td style="width: 10%;">WALK TO STREET</td> </tr> </table>	7-28-16	WALK TO STREET	<p>PROJ. NO: 216090</p> <p>DRAWN: GDJ</p> <p>CHECKED: GDJ</p> <p>SCALE: AS SHOWN</p> <p>FIELD BOOK: A</p> <p>DATE: 7-7-16</p>	<p>I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer and Land Surveyor under the laws of the State of Minnesota.</p> <p>Signature: <i>Grant D. Jacobson</i> License No: <b>23189</b></p> <p>Print Name: <i>Grant D. Jacobson</i> Date: <b>7-28-16</b></p>	<p><b>JACOBSON</b> <b>ENGINEERS &amp; SURVEYORS</b></p> <p>Jacobson@engrsurv.com (952) 469-4328 21029 HERON WAY LAKEVILLE, MN 55044 FAX (952) 469-4624</p>	<p>PREPARED FOR:</p> <p>Dakota County, CDA Attn: Vince Markell 1228 Town Centre Drive Eagan, MN 55123</p>	<p><b>TOPOGRAPHIC SURVEY</b> <b>AND SITE GRADING PLAN</b></p>	<p><b>COLLEEN LONEY</b> <b>MANOR - WEST ST.</b> <b>PAUL, MN</b></p>	<p>SHEET NO.</p> <p><b>C-1</b></p> <p><b>1</b></p> <p style="font-size: small;">JUL 28 16 2:00PM '16</p>
7-28-16	WALK TO STREET								

**TO:** Planning Commission  
**FROM:** Ben Boike, Assistant Comm. Dev. Dir.  
**DATE:** September 20, 2016  
**SUBJECT:** Site Plan/Plat Review – 963 Robert St.



---

## **REQUEST**

On behalf of Sherman & Associates, Alliant Engineering is requesting the following zoning applications in order to expand the existing parking lot at 963 Robert St.:

- 1) Site Plan approval for the construction of the parking lot
- 2) Plat approval to combine lots

### ***Attachments:***

*Applications/Notice*

*Memos from the Civil Engineer, the Environment Committee, and MnDOT*

*Copies of submitted plans*



## **EXISTING LAND USES**

The subject properties currently consist of a recently constructed retail shell on the south end of the property and vacant land on the north end. Adjacent properties to the north are currently vacant. Adjacent properties to the east are occupied by commercial and multi-family uses. The adjacent property to the south is occupied by

a multi-family apartment building. Adjacent properties to the west are occupied by single-family homes.

## **ZONING**

The subject property and adjacent properties to the north and east are zoned B5, Gateway North Mixed-use. The adjacent property to the south is zoned Planned Residential Development with R4, Multiple-family Residential underlying zoning. Adjacent properties to the west are zoned R1, Single family.

## **SITE PLAN ANALYSIS**

### **Proposal**

The applicant is proposing to develop the vacant land to the north of their recently constructed retail building as a parking lot to support the commercial use of the property. The development of the property is required per a development agreement between the owner and the City of West. St. Paul dating back to the construction of the apartment building to the south.

### **Access**

The proposed parking lot addition will connect to the existing parking lot north of the existing building and also provide new access for the property to the newly aligned Haskell St. The existing parking lot has access to Robert St. (right-in, right-out) and the public ally to the rear of the property.

### **Parking Requirements**

The 8,520 sq. ft. retail building requires a total of 43 parking stalls. The existing parking lot includes a total of 29 stalls. The proposed parking lot addition calls for 40 parking stalls bringing the total number of parking stalls for the property to 69.

### **Setbacks**

The proposed parking addition meets all setback requirements.

### **Drive Aisle/Parking Stall Dimensions**

The submitted plans meet all required minimum drive aisle and minimum parking stall dimensions.

### **Curbing**

The proposed parking lot addition includes B612 curbing as required by the Zoning Ordinance.

### **Monument Sign**

The applicant is proposing a new monument sign for the property to be located adjacent to the Robert St. access. Staff is recommending a condition of approval requiring the applicant to obtain a sign permit for the proposed sign.

### **Stormwater Pond**

The applicant is proposing a stormwater pond at the northeast corner of the property. The proposed pond will treat all stormwater runoff for the parking lot. A decorative maintenance free ornamental fence is proposed to be located adjacent to the northeast corner of the pond to provide enhanced aesthetics at the intersection of

Robert St. and Haskell. In addition to the fence, a variety of plantings and two benches are also proposed.

### **Screening**

The Zoning Ordinance requires screening of commercial property if adjacent to residential uses. The applicant is proposing a combination of 29 shrubs (24 inches in height that grow to 6 ft. in height) and 4 overstory trees (lindens) between the parking lot and the alley. Section 153.032(E)(4) requires screening 6 ft. in height in the form of a maintenance privacy fence, masonry wall, or landscaping. Staff is recommending a condition of approval requiring that the this requirement is satisfied.

### **Shared Parking Agreement**

Overflow parking for 993 Robert St. (apartment to the south) has become an issue with the loss of on-street parking on Robert St. Since the subject property is tied to the residential apartment complex to the south through a previous development agreement with the West St. Paul Economic Development Authority, Staff is recommending a condition of approval requiring the property owner to record a shared parking easement for the subject property benefiting the apartment to the south (993 Robert). In addition, the property owner shall locate signs in the parking lot at 993 Robert stating that overflow parking is provided in the parking lot at 963 Robert.

### **Lighting**

Six additional 20-foot light poles are proposed for the parking lot addition (see plan sheet P-1.0). The proposed lighting plan shows low levels of lighting bleeding across the western and southern property lines. Section 153.032(E)(5) requires all lighting levels be zero-foot candles at the property lines. Staff is recommending a condition of approval requiring the applicant to revise the plans to meet the requirement.

### **Landscaped Islands**

The Zoning Ordinance requires a landscaped curbed island every 20 parking stalls. Staff is recommending a condition of approval requiring the applicant to revise the plans to include a landscaped curbed island in the western row of parking.

### **Landscaping**

Based on the exterior linear feet of the newly created property, code requires a total of 28 trees on-site (1 tree per 20 lineal ft. of property). The applicant is proposing a total of 15 deciduous trees at 2.5 caliper inches and 5 ornamental trees at 2.5 caliper inches for a total of 20 trees.

### **Environmental Committee Review**

The Environmental Committee reviewed the proposed landscape plan at their September 7, 2016 meeting (see attached memo). The Committee liked the selection of trees and the large amount of plants and shrubs being installed. However, the Committee felt that all 28 trees should be required, per the code, especially since this was parking lot development. The Committee unanimously voted to approve the site plan as long as the developer fulfilled the required number of 28 trees for the site plan, with an additional comment that they strongly encourage the developer to use “pollinator friendly” native plants that were not treated with “neonicotinoids”.

### **Engineering Review**

The City Engineer has provided a memo with four (4) recommended conditions pertaining to the Site Plan (see attached memo). Staff is recommending a condition of approval that the applicant adhere to the recommendations in the memo. The conditions are as follows:

1. Permits from the appropriate regulatory agencies must be obtained, including but not limited to the MPCA, Dakota County, MnDOT, etc.
2. Existing storm sewer line that runs underneath the existing driveway abutting Robert St appears to be dead-headed at the existing catch basin. Connect existing CB to proposed CB-4. Approximate distance is 84 LF.
3. Remove and re-space the trees along Robert St to accommodate the recently installed trees as part of the Robert St Landscape Project. Coordinate with city staff to determine exact location of proposed trees along Robert St.
4. Provide the city with a copy of the proposed Stormwater Management Plan.

### **MnDOT Review**

Since Robert St. is a state road, MnDOT reviewed the proposed plans and submitted the attached letter dated June 14, 2016. Staff is recommending a condition of approval that the applicant adhere to the requests of MnDOT per their letter.

### **PLAT ANALYSIS**

#### **Proposal**

The applicant is proposing to combine the existing five lots into one lot. In addition, the applicant is dedicating .05 acres of right-of-way for the newly aligned Haskell St. Staff is recommending a condition of approval that the plat be recorded at the Dakota County Recorder's office within one year of City approval.

#### **Parkland Dedication**

Parkland Dedication is not required for parking lot additions. The applicant has already paid parkland dedication when the building plans were approved.

### **STAFF RECOMMENDATION**

**Staff recommends APPROVAL of the SITE PLAN subject to the submitted site plan and to the following conditions:**

1. Council approval of the corresponding Plat application.
2. The applicant shall obtain all applicable building and sign permits for the approved site improvements.
3. The applicant shall meet the screening requirement for the west property as outlined in Section 153.032(E)(4).
4. The property owner shall record a shared parking easement benefitting 993 Robert St. for overflow parking. In addition, the property owner shall include signage in the parking lot of 993 Robert St. stating that overflow parking is available in the parking lot at 963 Robert.

5. The applicant shall revise the lighting plan to meet the zero-foot candle requirement at the south and west property lines.
6. The applicant shall revise the site plan to include a landscaped curbed island in the western row of parking.
7. The applicant shall adhere to the recommendations outlined in the attached memos provided by the City Civil Engineer, the Environmental Committee, and MnDOT.

**Staff recommends APPROVAL of the PRELIMINARY/FINAL PLAT subject to the submitted plat drawings and to the following conditions:**

1. Council approval of the corresponding Site Plan application.
2. The applicant shall record the plat at Dakota County within one year of City approval.



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## SITE PLAN APPLICATION

Filing Fee: \$275.00

Escrow Amount: \$1300.00

TOTAL FEES \$1,575.00

### (OFFICE USE ONLY)

CASE NO. 16-  
DATE RECEIVED 8/25/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/24/16

1. STREET ADDRESS OF PARCEL 963 Robert Street South
2. NAME OF APPLICANT Alliant Engineering, Mark Kronbeck Phone # 612-758-3080
3. ADDRESS OF APPLICANT 233 Park Ave S, Suite 300 Email mkronbeck@alliant-inc.com  
Minneapolis, MN 55415
4. NAME OF OWNER Paul Keenan Phone # (612) 332-3000  
Homes of Emerson Hill, LLC
5. ADDRESS OF OWNER 233 Park Ave S, Suite 201 Email pkeenan@sherman-associates.com  
Minneapolis, MN 55415
6. LEGAL/PID # See attached Legal Description. PID numbers: 424810008010, 424810008020,  
424810008023, 424810008032, 422372501022
7. PRESENT ZONING B-3 - General Business
8. PROPOSED USE OF PARCEL Commercial Use
9. WHAT WILL BE THE EFFECT ON EXISTING AND ANTICIPATED TRAFFIC CONDITIONS, INCLUDING PARKING FACILITIES ON ADJACENT STREETS The proposed use will have very  
little effect on traffic and adequate parking will be provided on site.

**EXHIBITS REQUIRED**

1. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies in sets and folded plans, showing application information as follows:
  - a. A survey scaled and dimensioned site plan showing pertinent existing conditions such as parking layout, access provisions, structure locations, drainage, lot area, and yard dimensions, including but not limited to the surrounding parcels within 150 feet.
  - b. A complete set of preliminary drawings prepared and signed by a registered Civil Engineer, Architect, and/or Landscape Architect showing:
    - (i) A site plan indicating parking layout, access provisions, structure locations, any fences, walls, or other screening, including height and type of material, landscaping, drainage, trees and shrubbery including types and locations, and sizes.
    - (ii) Building Elevations including finishes on all buildings all sides.
    - (iii) All lighting provisions on site, including type, location, and lumens affecting the surrounding parcels and streets.
    - (iv) Curb type and location on site.
    - (v) Proposed plans for sidewalk to service, parking, recreation and service areas within the site.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

  
\_\_\_\_\_  
Signature of Owner (Required)

  
\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of Applicant (If different)

\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on the Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

---

**LAPSE OF SITE PLAN:** An approved Site Plan shall lapse and become null and void six months following the date on which the Site Plan was approved, unless prior to the expiration of six months a building permit is issued by the Building Official and construction is commenced and diligently pursued toward completion on the subject site. An approved Site Plan may be renewed once for a period of one year by the City Council.

**FEES**

1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## PLATTING APPLICATION

Filing Fee: \$275.00 + \$2 each lot

(OFFICE USE ONLY)

Required Escrow: \$600.00 (1-2 Lots)  
\$1600.00 (3 or more Lots)

CASE NO. 16-  
DATE RECEIVED 8/25/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/24/16

TOTAL FEES \$877.00

### CONTACT INFORMATION

1. NAME OF APPLICANT Alliant Engineering, Mark Kronbeck Phone # 612-758-3080
2. ADDRESS OF APPLICANT 233 Park Ave S, Suite 300 Email mkronbeck@alliant-inc.com  
Minneapolis, MN 55415
4. NAME OF OWNER Homes of Emerson Hill, LLC, Phone # (612) 332-3000  
Paul Keenan
5. ADDRESS OF OWNER 233 Park Ave S, Suite 201 Email pkeen@sherman-associates.com  
Minneapolis, MN 55415
6. NAME OF SURVEYOR Alliant Engineering, Dennis Olmstead Phone # 612-758-3080
7. ADDRESS OF SURVEYOR 233 Park Ave S, Suite 300 Email dolmstead@alliant-inc.com  
Minneapolis, MN 55415
8. NAME OF ENGINEER Alliant Engineering, Clark Wicklund Phone # 612-758-3080
9. ADDRESS OF ENGINEER 233 Park Ave S, Suite 300 Email cwicklund@alliant-inc.com  
Minneapolis, MN 55415

### PLAT INFORMATION

See attached Legal Description.

10. LEGAL/PID # OF PROPERTY INVOLVED 424810008010, 424810008020, 424810008023, 424810008032, 422372501022
11. TOTAL ACREAGE 1.352 Acres 12. NUMBER OF PROPOSED LOTS One
13. PROPOSED NAME OF PLAT EMERSON HILL SECOND ADDITION

**PROMOTING AND PRESERVING A COMMUNITY OF EXCELLENCE  
BY THE ETHICAL, RESPONSIVE, EFFICIENT AND INNOVATIVE PROVISION OF SERVICES  
EOE/AAE**

**EXHIBITS REQUIRED**

1. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies of the proposed plat/final plat in sets.
2. Plat meets all minimum subdivision requirements. If not, explain:

---

---

---

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

  
\_\_\_\_\_  
Signature of Owner (required)

612-332-3000  
\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature or Applicant (if different)

\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on the Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

---

**LAPSE OF PLAT:** An approved Plat shall lapse and become null and void six months following the date on which the Plat was approved, unless prior to the expiration of six months the Plat is recorded at Dakota County

**FEES**

1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.



**CITY OF  
WEST ST. PAUL**

**City Hall**  
1616 Humboldt Avenue  
West St. Paul, MN  
55118-3972  
651-552-4100  
FAX 651-552-4190  
TDD 651-322-2323  
[www.wspmn.gov](http://www.wspmn.gov)

**CITY OF WEST ST. PAUL  
NOTICE OF PUBLIC HEARINGS**

**TO WHOM IT MAY CONCERN:**

The listed items below will be public hearings at the Planning Commission meeting on September 20, 2016 at 7:00 pm and public hearings at the Council meeting on September 26, 2016 at 6:30 p.m.:

Case #16-12 – Applications for Plat to combine lots and Site Plan review to modify (expand) the existing parking lot at 963 Robert St. – Alliant Engineering

Interested persons will be heard at the meeting. If you have any questions, please contact City Planner Ben Boike at 651-552-4134. If you need any type of accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4102 at least 5 (five) business days prior to the meeting.

Chantal M. Doriott  
City Clerk  
City of West St. Paul

Published: September 11, 2016

# Memorandum

TO: Ben Boike, Assistant Community Development Director/City Planner  
FROM: Darin Rezac, Civil Engineer  
DATE: September 14, 2016  
SUBJECT: Site Review 967 Robert St S

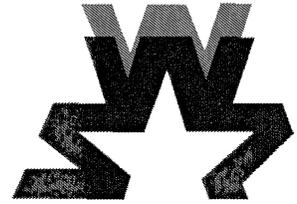
---

The engineering department has completed its review of the above-referenced project. In conjunction with the site plan approval, the following conditions must be met.

## **RECOMMENDED CONDITIONS OF APPROVAL**

1. Permits from the appropriate regulatory agencies must be obtained, including but not limited to the MPCA, Dakota County, MnDOT, etc.
2. Existing storm sewer line that runs underneath the existing driveway abutting Robert St appears to be dead-headed at the existing catch basin. Connect existing CB to proposed CB-4. Approximate distance is 84 LF.
3. Remove and re-space the trees along Robert St to accommodate the recently installed trees as part of the Robert St Landscape Project. Coordinate with city staff to determine exact location of proposed trees along Robert St.
4. Provide the city with a copy of the proposed Stormwater Management Plan.

C: Ross Beckwith, City Engineer/Public Works & Parks Director  
Chuck Price, Engineering Tech III



**TO:** Asst. Community Dev. Dir.  
**THROUGH:** Asst. Parks & Recreation Dir.  
**FROM:** Environmental Committee  
**DATE:** September 14, 2016

---

**SUBJECT:**

CASE #16-12 – Site Plan review for 963 Robert St.

---

**BACKGROUND INFORMATION:**

At the September 7, 2016 Environmental Committee (EC) meeting, members reviewed the Site Plan submitted by Sherman Associates to construct an addition to their parking lot at 963 Robert St. The EC members liked the selection of trees and the large amount of plants and shrubs being installed. They disagreed with the Assistant Community Development Director's recommendations, and felt that all 28 trees should be required, per the code, especially since this was parking lot development. The EC unanimously voted to approve the site plan as long as the developer fulfilled the required number of 28 trees for the site plan, with an additional comment that they strongly encourage the developer to use "pollinator friendly" native plants that were not treated with "neonicotinoids".

**RECOMMENDATION:**

Environmental Committee members approve the site plan for redevelopment of 963 Robert St. with the conditions listed above.



## Minnesota Department of Transportation

Metropolitan District  
Waters Edge Building  
1500 County Road B2 West  
Roseville, MN 55113

June 14<sup>th</sup>, 2016

Ben Boike, Zoning Administrator  
City of West St. Paul  
1616 Humboldt Ave  
West St. Paul, MN 55118

SUBJECT: **Emerson Hill Commercial Mn/DOT Review #P16-038**  
NW quad of Robert st (952A) and Haskell St  
West St. Paul, Dakota County  
Control Section 1908

Dear Mr. Boike:

The Minnesota Department of Transportation (MnDOT) has reviewed the above referenced plat in compliance with Minnesota Statute 505.03, subdivision 2, Plats. Before any further development, please address the following issues:

### ***Water Resources***

A drainage permit may be required. More information is needed. A stormwater pond with outlet connection to Robert Street is shown, but no calculations or model is provided. Maintenance of peak discharge rate at or less than for existing conditions will need to be demonstrated for 2-year, 10-year, and 100-year design events to obtain required drainage permit.

For questions concerning these comments, please contact Bruce Irish (651-234-7534) or [bruce.irish@state.mn.us](mailto:bruce.irish@state.mn.us).

### ***Surveys***

A survey crew was unable to locate any of the monuments on the proposed plat boundary to verify property boundaries.

For questions regarding these comments please contact Matt Wernet at 651-366-4345 or [matt.wernet@state.mn.us](mailto:matt.wernet@state.mn.us).

### ***Permits***

Any use of or work within or affecting MnDOT right of way requires a permit. Permit forms are available from MnDOT's utility website at <http://www.dot.state.mn.us/metro/maintenance/permits.html>

Please include one to one set of plans formatted to 11X17 with each permit application. Please direct any questions regarding permit requirements to Buck Craig (651-234-7911) of MnDOT's Metro Permits Section.

**Review Submittal Options:**

Mn/DOT's goal is to complete the review of plans within 30 days. Submittals sent in electronically can usually be turned around faster. There are four submittal options. Please submit either:

1. One (1) electronic pdf. version of the plans. Mn/DOT can accept the plans via e-mail at [metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us) provided that each separate e-mail is under 20 megabytes.
2. Three (3) sets of full size plans. Although submitting seven sets of full size plans will expedite the review process. Plans can be sent to:

Mn/DOT – Metro District Planning Section  
Development Reviews Coordinator  
1500 West County Road B-2  
Roseville, MN 55113

3. One (1) compact disk.
4. Plans can also be submitted to Mn/DOT's External FTP Site. Please send files to: <ftp://ftp2.dot.state.mn.us/pub/incoming/MetroWatersEdge/Planning> Internet Explorer doesn't work using ftp so please use an FTP Client or your Windows Explorer (My Computer). Also, please send a note to [metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us) indicating that the plans have been submitted on the FTP site.

If you have any questions concerning this review please contact me at (651) 234-7784.

Sincerely,



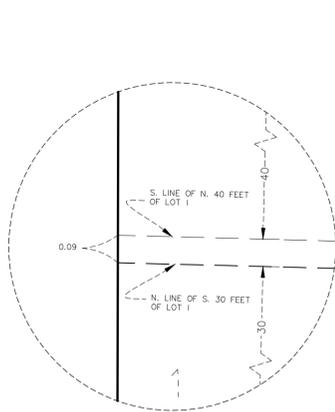
Karen Scheffing  
Principal Planner

**Copy sent via E-Mail:**

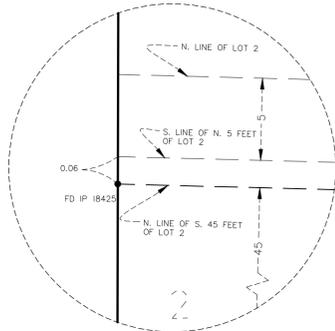
Buck Craig, Permits  
Nancy Jacobson, Design  
Tara McBride, Area Engineer  
Bruce Irish, Water Resources  
Matt Aguirre, Right-of-Way  
David Sheen, Traffic  
Matt Wernet, Surveys  
Russell Owen, Metropolitan Council



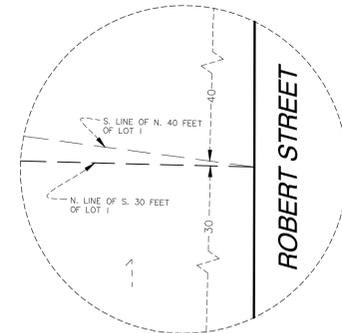
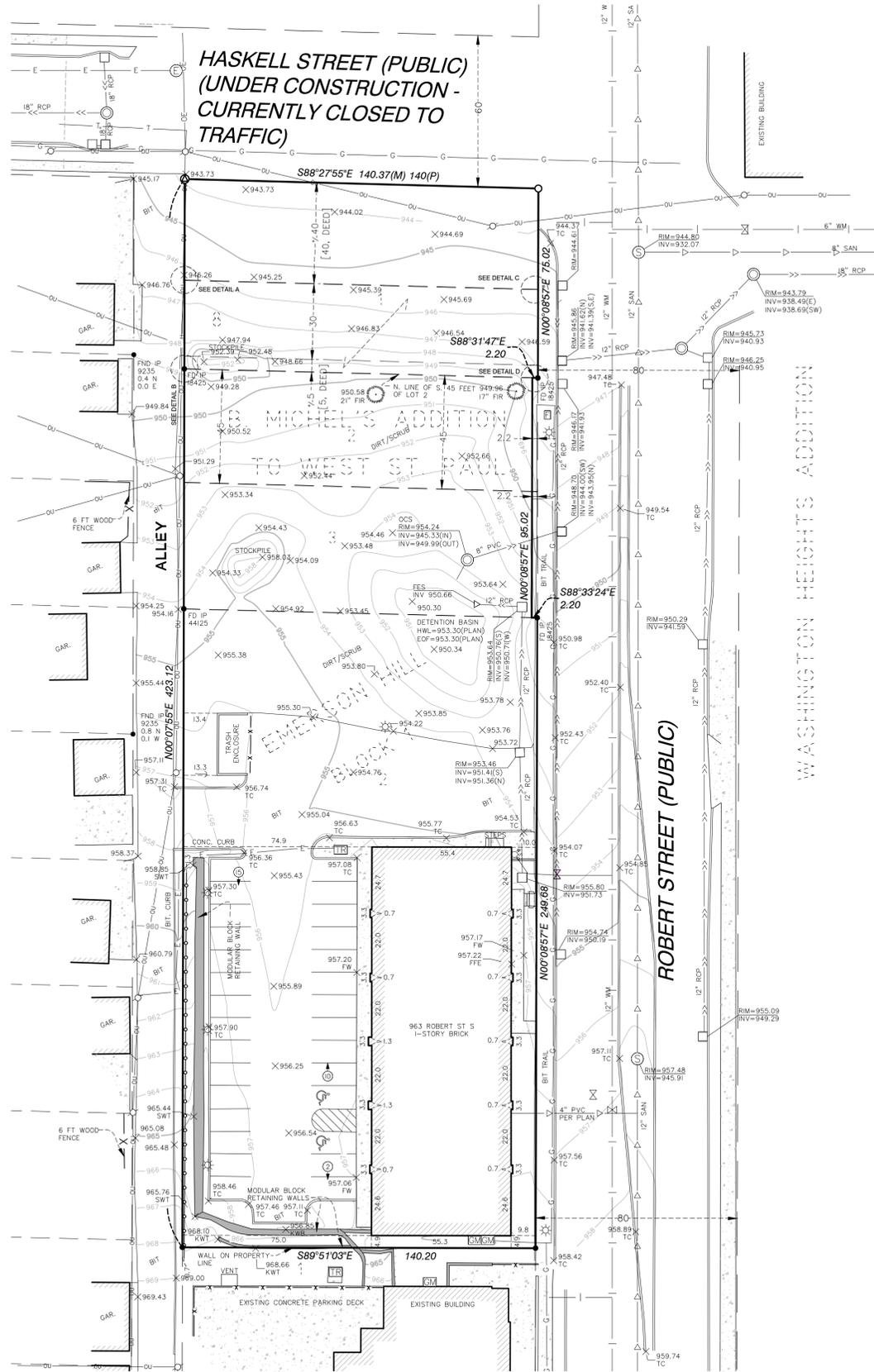
Drawing name: X:\2012\120116\plan sheets\Planning\_Submittal\120116econ.dwg May 27, 2016 11:19am



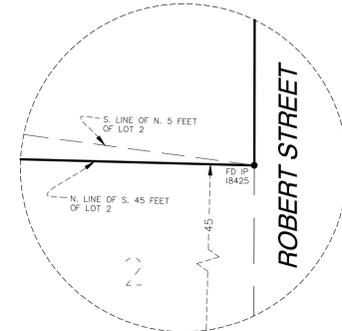
DETAIL A  
NOT TO SCALE



DETAIL B  
NOT TO SCALE



DETAIL C  
NOT TO SCALE



DETAIL D  
NOT TO SCALE

LEGAL DESCRIPTION

- Parcel 1:  
Lot 2, Block 1, Emerson Hill, Dakota County, Minnesota.
- Parcel 2:  
Lot 3, Block 8, B. Michel's Addition, Dakota County, Minnesota, EXCEPT the East 2.20 feet of said Lot 3, Block 8, which was conveyed to the City of West St. Paul by Quit Claim Deed dated September 23, 2014, filed September 26, 2014, as Document No. 3031450.
- Parcel 3:  
The South 45 feet of Lot 2, Block 8, B. Michel's Addition, Dakota County, Minnesota, EXCEPT the East 2.20 feet of the South 45 feet of said Lot 2, Block 8, which was conveyed to the City of West St. Paul by Quit Claim Deed dated September 23, 2014, filed September 26, 2014, as Document No. 3031452.
- Parcel 4:  
The South 30 feet of Lot 1 and the North 5 feet of Lot 2, Block 8, B. Michel's Addition, Dakota County, Minnesota.
- Parcel 5:  
The North 40 feet of Lot 1, Block 8, B. Michel's Addition, Dakota County, Minnesota.

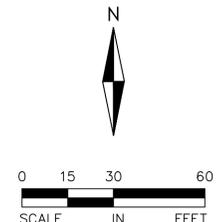
NOTES

- This survey was prepared from legal descriptions supplied and our in house records and may not depict all easements, appurtenances or encumbrances affecting the property. Legal descriptions for Parcels 3, 4 and 5 are prepared based on Dakota County tax information. The legal descriptions are crafted where the dimension control is to opposite lines on the lot and create a potential gap or overlap between the parcels. The survey has depicted a de-minimis gap condition as shown in the details hereon.
- The locations of underground utilities are depicted based on information from Gopher State One Call system for a "Boundary Survey locate". The information was provided by a combination of available maps, proposed plans or city records and field locations which may not be exact. Verify all utilities critical to construction or design.
- The basis of bearings is assumed.
- All distances are in feet.
- The area of the above described property is 58,900 square feet or 1.352 acres.
- Bench Mark: Top Nut of Hydrant located on the northwest corner of Robert Street and Bernard Street has an elevation of 965.02 feet NGVD 29.

LEGEND

- FOUND IRON MONUMENT
- SET IRON MONUMENT MARKED 18425
- ⊙ SET MAG NAIL W/ BRASS DISC
- ⊕ HYDRANT
- ⊕ FIRE HOOK UP
- ⊕ ELECTRIC MANHOLE
- ⊕ SANITARY MANHOLE
- ⊕ CATCH BASINS
- ⊕ ELECTRIC BOX
- ⊕ LIGHT
- ⊕ STORM MANHOLE
- ⊕ POWER POLE
- ⊕ TRANSFORMER
- ⊕ GAS METER
- ⊕ FLAG POLE
- ⊕ SPOT ELEVATION
- ⊕ TREE
- ⊕ PARKING COUNT
- G — GAS
- S — SANITARY SEWER
- SS — STORM SEWER
- W — WATERMAIN
- E — UNDERGROUND ELECTRIC
- OE — OVERHEAD ELECTRIC
- OU — OVERHEAD UTILITY
- T — UNDERGROUND TELEPHONE
- X — FENCE
- G — GUARDRAIL
- C — CONCRETE

FOR REVIEW ONLY  
**PRELIMINARY**  
NOT FOR CONSTRUCTION



**ALLIANT**  
ENGINEERING

233 Park Ave S, Ste 300  
Minneapolis, MN 55415  
612.758.3080 MAIN  
612.758.3099 FAX  
www.alliant-inc.com

**EMERSON HILL COMMERCIAL**  
967 SOUTH ROBERT STREET  
WEST ST. PAUL, MINNESOTA

**SITE PLAN & PRELIMINARY PLAT SUBMITTAL**  
**EXISTING CONDITIONS**

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL LAND SURVEYOR under the laws of the State of MINNESOTA

*Dennis Olmstead*  
DENNIS OLMSTEAD, PLS  
2-5-16 18425  
Date License No.

QUALITY ASSURANCE/CONTROL

BY	DATE
DATE	ISSUE
5-27-16	PLANNING SUBMITTAL

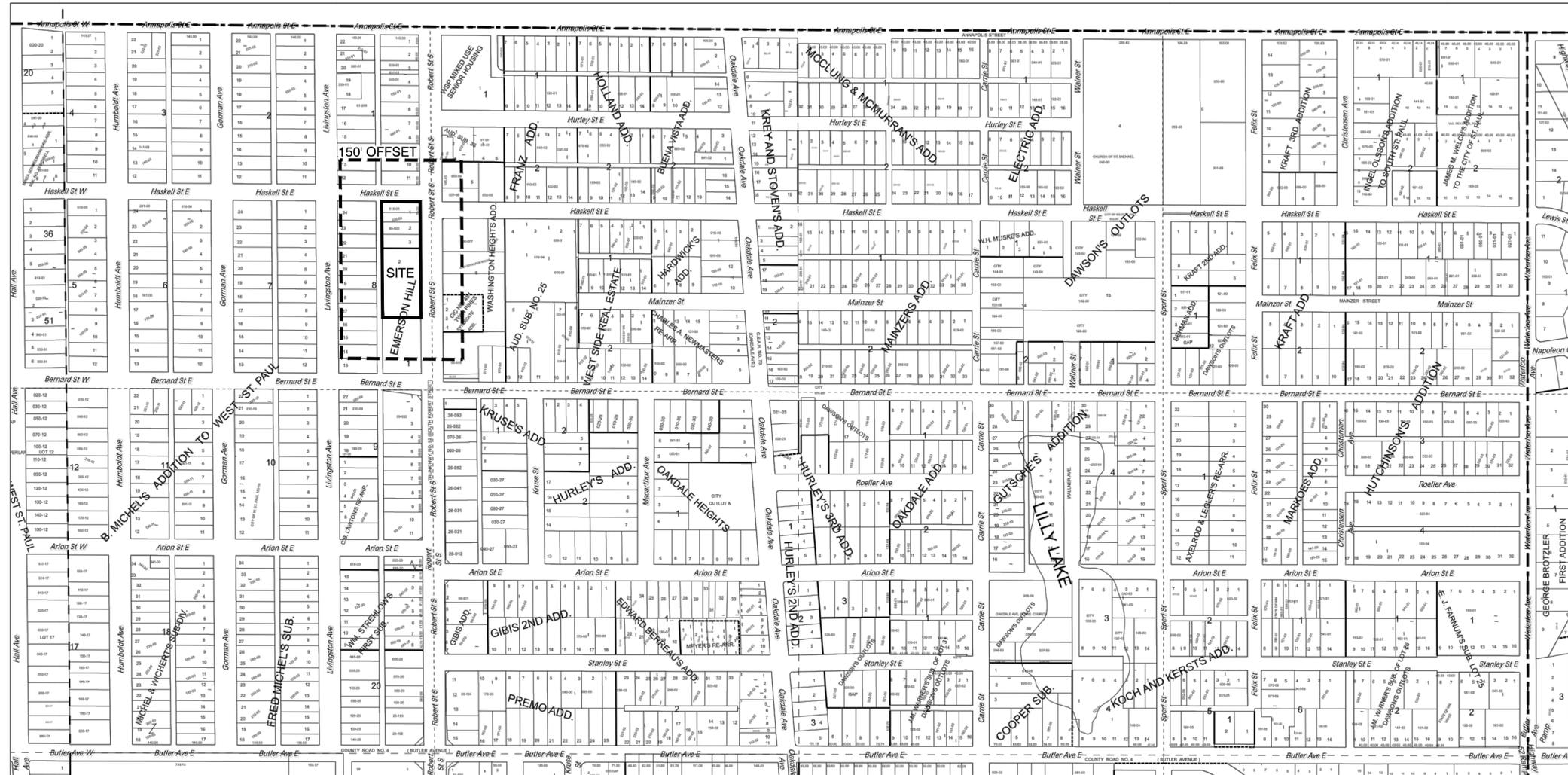
PROJECT TEAM DATA  
DESIGNED: DBO  
DRAWN: DPE  
PROJECT NO: 212-0116

**C-1.0**

Drawing name: X:\2012\120116\plan sheets\Planning Submittal\120116econ-150 ft.dwg May 27, 2016 11:19am

# N1/2 Section 17, T.28N., R.22W.

## City of West St. Paul



Dakota County, 2016

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information and data located in various city, county, and state offices and other sources, affecting the area shown, and is to be used for reference purposes only. Dakota County is not responsible for any inaccuracies herein contained.

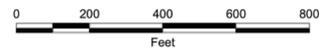
#146 - Property Map-Urban-1/2 Sect

### DAKOTA COUNTY, MINNESOTA

### Property Map

Date of Map: May 20, 2016

Bearings are referenced to the  
Dakota County coordinate system.



**ALLIANT**  
ENGINEERING

233 Park Ave S, Ste 300  
Minneapolis, MN 55415  
612.758.3080 MAIN  
612.758.3099 FAX  
www.alliant-inc.com

**EMERSON HILL COMMERCIAL**  
967 SOUTH ROBERT STREET  
WEST ST. PAUL, MINNESOTA

**SITE PLAN & PRELIMINARY PLAT SUBMITTAL**  
PLAT MAP - 150 FT

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL ENGINEER under the laws of the State of MINNESOTA

CLARK WICKLUND, PE

Date License No.

QUALITY ASSURANCE/CONTROL

BY DATE

DATE ISSUE

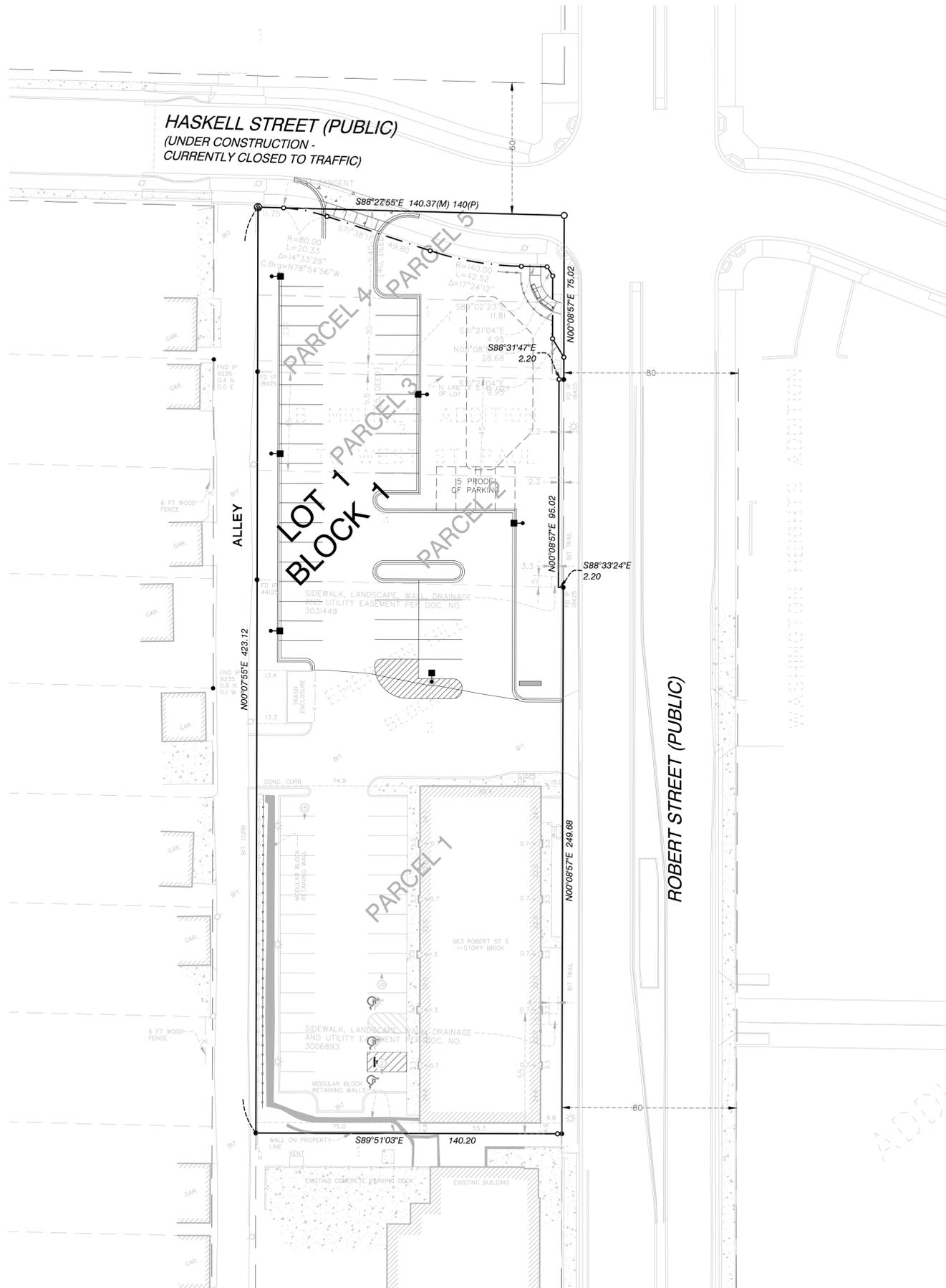
5-27-16 PLANNING SUBMITTAL

PROJECT TEAM DATA  
DESIGNED: JG  
DRAWN: JG  
PROJECT NO: 212-0116

FOR REVIEW ONLY  
**PRELIMINARY**  
NOT FOR CONSTRUCTION

**C-1.1**

Drawing name: X:\2012\120116\plan sheets\Planning Submittal\120116preplat.dwg May 27, 2016 - 11:20am



**LEGAL DESCRIPTION**

Parcel 1:  
Lot 2, Block 1, Emerson Hill, Dakota County, Minnesota.

Parcel 2:  
Lot 3, Block 8, B. Michel's Addition, Dakota County, Minnesota, EXCEPT the East 2.20 feet of said Lot 3, Block 8, which was conveyed to the City of West St. Paul by Quit Claim Deed dated September 23, 2014, filed September 26, 2014, as Document No. 3031450.

Parcel 3:  
The South 45 feet of Lot 2, Block 8, B. Michel's Addition, Dakota County, Minnesota, EXCEPT the East 2.20 feet of the South 45 feet of said Lot 2, Block 8, which was conveyed to the City of West St. Paul by Quit Claim Deed dated September 23, 2014, filed September 26, 2014, as Document No. 3031452.

Parcel 4:  
The South 30 feet of Lot 1 and the North 5 feet of Lot 2, Block 8, B. Michel's Addition, Dakota County, Minnesota.

Parcel 5:  
The North 40 feet of Lot 1, Block 8, B. Michel's Addition, Dakota County, Minnesota.

**SITE DATA**

ZONING:  
CURRENT B-5  
PROPOSED B-5

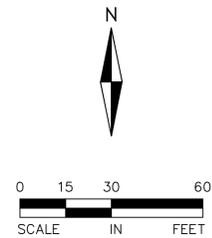
LOT SUMMARY:

EXISTING LOT AREA	
PARCEL 1	35,237 S.F., .81 AC
PARCEL 2,3,4,5	23,663 S.F., .54 AC
TOTAL	58,900 S.F., 1.35 AC
PROPOSED LOT AREA	
LOT 1	58,900 S.F., 1.35 AC
AREA TO BE DEDICATED AS RIGHT OF WAY	2,101 S.F., 0.05 AC
TOTAL	56,799 S.F., 1.30 AC

**LEGEND:**

- EXISTING PROPERTY LINE
- - - PROPOSED PROPERTY LINE
- PARKING LOT LIGHT

FOR REVIEW ONLY  
**PRELIMINARY**  
NOT FOR CONSTRUCTION



**ALLIANT**  
ENGINEERING

233 Park Ave S, Ste 300  
Minneapolis, MN 55415  
612.758.3080 MAIN  
612.758.3099 FAX  
www.alliant-inc.com

**EMERSON HILL COMMERCIAL**  
967 SOUTH ROBERT STREET  
WEST ST. PAUL, MINNESOTA

**SITE PLAN & PRELIMINARY PLAT SUBMITTAL**  
**PRELIMINARY PLAT**

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL ENGINEER under the laws of the State of MINNESOTA

CLARK WICKLUND, PE  
Date License No.

**QUALITY ASSURANCE/CONTROL**

BY	DATE
DATE	ISSUE
5-27-16	PLANNING SUBMITTAL

**PROJECT TEAM DATA**  
DESIGNED: JG  
DRAWN: JG  
PROJECT NO: 212-0116

**C-2.0**





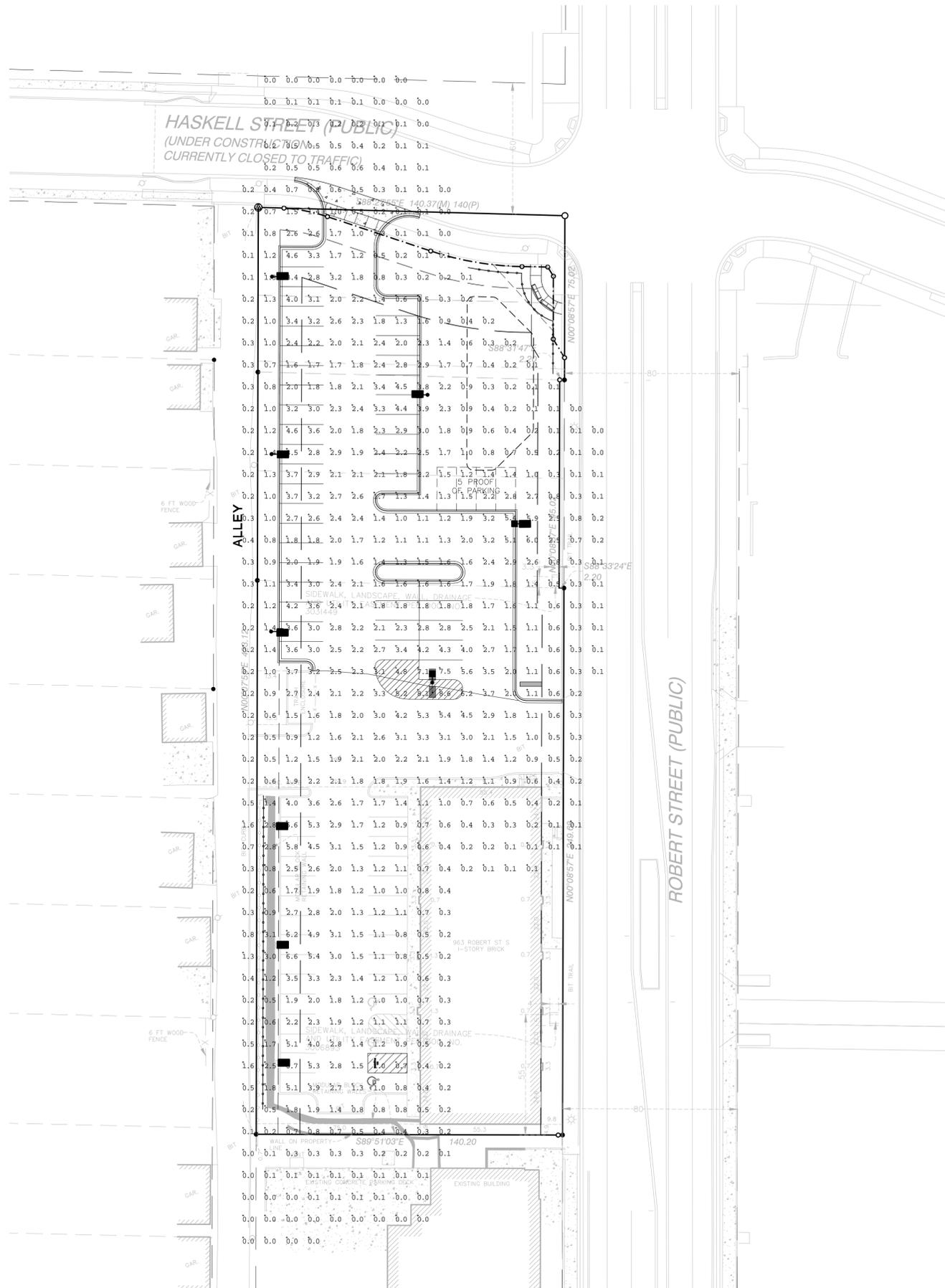








Drawing name: X:\2012\120116\plan sheets\Planning Submittal\120116photo.dwg May 27, 2016 - 11:24am

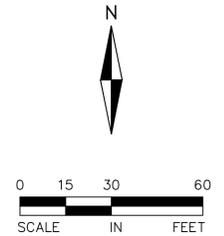


Luminaire Schedule Symbol	Qty	Label	Arrangement	LLF	Description	Arr. Watts	Lum. Lumens
AA	1	AA	SINGLE	0.750	LUMARK MPTR-3F-250 MOUNT ON 20FT POLE WITH 2FT BASE	283	15105
BB2	1	BB2	BACK-BACK	0.750	LUMARK MPTR-5S-250 MOUNT ON EXSIT 20FT POLE WITH 1FT BASE	566	17015
CC	3	CC	SINGLE	0.750	LUMARK MPTR-3S-250-XX-HS MOUNT ON 20FT POLE WITH 2FT BASE	283	11451
DD	1	DD	SINGLE	0.750	LUMARK MPTR-4F-250 MOUNT ON 20FT POLE WITH 2FT BASE	283	12467
FF	3	FF	SINGLE	0.750	EXIST 250W MH TYPE IV ON EXIST POLE AT 21FT	283	12467

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
SITE GROUND	Illuminance	Fc	1.43	8.6	0.0	N.A.	N.A.
NORTH PARKING	Illuminance	Fc	2.53	7.5	1.0	2.53	7.50
SOUTH PARKING	Illuminance	Fc	2.34	6.7	0.7	3.34	9.57

Luminaire Location Summary LumNo	Label	X	Y	Z	Orient	Tilt
24	CC	9796.1	5612.8	22	0	0
25	CC	9796.3	5531.4	22	0	0
26	CC	9796.1	5450	22	0	0
27	BB2	9884.7	5426.9	21	90	0
28	AA	9857.9	5558.9	22	180	0
30	DD	9907	5499.7	22	180.349	0
31	FF	9795.9	5361.7	21	0	0
32	FF	9796.2	5307.5	21	0	0
33	FF	9796.7	5253.7	21	0	0

FOR REVIEW ONLY  
**PRELIMINARY**  
 NOT FOR CONSTRUCTION



**EMERSON HILL COMMERCIAL**  
 967 SOUTH ROBERT STREET  
 WEST ST. PAUL, MINNESOTA  
**SITE PLAN & PRELIMINARY PLAT SUBMITTAL**  
**PHOTOMETRIC PLAN**

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL ENGINEER under the laws of the State of MINNESOTA

CLARK WICKLUND, PE

Date License No.

**QUALITY ASSURANCE/CONTROL**

BY DATE

**DATE ISSUE**

5-27-16 PLANNING SUBMITTAL

**PROJECT TEAM DATA**

DESIGNED: MK

DRAWN: EMK

PROJECT NO: 212-0116

**TO:** Planning Commission  
**FROM:** Ben Boike, Assistant Comm. Dev. Dir.  
**DATE:** September 20, 2016  
**SUBJECT:** Site Plan/CUP Review – 5 Wentworth Ave E.



---

**REQUEST**

On behalf of the Harrison Family Trust, Mularoni & Co. is requesting the following zoning applications in order to expand the existing building and modify the parking lot at 5 Wentworth Ave E.:

- 1) Site Plan approval for the building addition and parking lot modification
- 2) Conditional Use Permit to allow a Dental Clinic (lab) in a B1 District.

***Attachments:***

*Applications/ Notice*

*Memos from the Environment Committee, the Civil Engineer, and the Fire Marshal*

*Copies of submitted plans*



**EXISTING LAND USES**

The subject property consists of a dental lab. Adjacent properties to the north, east and south are occupied by office uses. Adjacent properties to the south are occupied by single-family homes.

## **ZONING**

The subject property is zoned B1, Limited Business. Adjacent properties to the north and east are zoned B3, General Business. Adjacent properties to the south are zoned B6, Town Center Mixed Use. Adjacent properties to the west are zoned R1, Single Family.

## **SITE PLAN ANALYSIS**

### **Proposal**

The applicant is proposing a one-story 4,262 sq. ft. walkout addition to the north side of their existing building. In addition, the applicant is also proposing to modify the existing parking lot by separating the “upper lot” (west parking lot) with the “lower lot” (north parking lot). The family run business has been in operation at this location since 1976. The proposed building expansion is needed to expand their operation.

### **Building Materials**

Section 153.032(F)(1) of the Zoning Ordinance requires that exterior building materials be comprised of a minimum of 60 percent primary materials (brick, stone, stucco, or glass). Secondary materials which includes decorative block, synthetic stucco, wood and metal, may only account for 40 percent of the façade.

The applicant is proposing a combination of stucco (primary), glass (primary), and decorative block (secondary) to match the existing building. The submitted plans call for prefinished metal on the east and west elevations which are not primary materials however the applicant confirmed that the labels are error and that the planned material is stucco. Staff is recommending a condition of approval requiring that the elevations be revised accordingly. The proposed stucco and glass account for more than 60 percent of the façade. Therefore, the proposed building materials meet code.

### **Window Coverage**

Section 153.032(F)(3) requires 40 percent window coverage for all facades facing a street, parking lot, or open space.

The proposed addition meets the window coverage requirement.

### **Visual Relief**

Section 153.032(F)(4) requires that all exterior elevations adjacent to a street, parking lot or open space must not exceed 60 feet in length without visual relief of two or more of the following:

The three elevations do not require visual relief as they do not exceed 60 feet in length.

### **Rooftop Mechanicals**

The proposed plans do not address whether or not rooftop mechanicals for the addition will be properly screened as required by the Zoning Ordinance. Staff recommends a condition of approval requiring that all rooftop mechanicals be screened per Section 153.032(F)(5).

**Building Setbacks**

The proposed building addition meets all setback requirements.

**Parking Setbacks**

The modified parking lot meets all required setback requirements.

**Access**

The applicant is not proposing any modifications to the two existing access points to Humboldt Ave. However the applicant is proposing a parking lot connection from the subject property to the property to the east at the northeast corner of the property. The property owner has worked out a parking agreement with the neighboring property to allow overflow parking in the parking lot to the east. The proposed driveway connection will allow for employees/visitors the ability to enter the neighboring parking lot directly from the parking lot on the subject property.

**Parking Requirements**

The proposed parking modifications result in the same number of parking stalls as existing, 36. The Zoning Ordinance requires a total number of 41 parking stalls. However, as mentioned, the property owner has entered into a parking agreement with the neighboring property owner to the east to allow for 13 overflow parking stalls.

**Drive Aisles/Parking Stall Dimensions**

The submitted plans do not indicate whether or not the existing/modified drive aisles and parking stalls meet minimum dimension requirements. Staff is recommending a condition of approval requiring the applicant to revise the site plan to include and meet all drive aisle and parking stall dimensions.

**Curbing**

The proposed parking lot addition includes B612 curbing as required by the Zoning Ordinance.

**Trash Enclosure**

The applicant is proposing to relocate the existing trash enclosure to the south in order to allow for the proposed parking lot connection the neighboring property to the east. Staff is recommending a condition of approval requiring the applicant to provide elevations of the proposed enclosure and that the proposed enclosure meets the provisions as outlined in Section 153.032(F)(6).

**Lighting**

No new lighting is proposed for the property.

**Landscaping**

Based on the exterior linear feet of the newly created property, code requires a total of 40 trees on-site (1 tree per 20 lineal ft. of property). The existing property has total of 15 trees on-site that will remain. The applicant is proposing a total of 9 new quality trees (7 deciduous trees and 2 coniferous trees). Staff is comfortable with the proposed landscaping despite the reduction in required trees. Staff believes that the proposed plan distributes trees appropriately in areas where they can be located plus the applicant is proposing a total of 44 additional shrubs for the site.

Staff did receive an email from a neighboring property owner inquiring as to whether or not the proposed trees along Humboldt Ave could be coniferous trees rather than deciduous trees as they would provide better screening of the parking lot. Staff is recommending the four most northern deciduous trees adjacent to Humboldt be replaced with acceptable coniferous trees as allowed by code.

### **Irrigation**

The existing property has an irrigation system. No modifications are proposed.

### **Environmental Committee**

The Environmental Committee reviewed the submitted landscape plan at their September 7, 2016 meeting. The Committee liked the overall plan and liked that many existing trees would remain. They agreed with the Assistant Community Development Director's recommendations, but noted that instead of adding additional trees, that they should consider planting larger diameter trees such as 3-4 inch instead of 2½ inch. The Committee unanimously voted to approve the site plan, with an additional comment that they strongly encourage the developer to use "pollinator friendly" native plants that were not treated with "neonicotinoids".

### **Engineer's Recommendation**

The City Engineer has provided a memo with three (3) recommended conditions pertaining to the Site Plan (see attached memo). Staff is recommending a condition of approval that the applicant adhere to the recommendations in the memo. The conditions are as follows:

1. Permits from the appropriate regulatory agencies must be obtained, including but not limited to the MPCA, Dakota County, MnDOT, etc.
2. An existing curb cut is the same location as the proposed trash enclosure. The existing curb cut was the primary drainage flume for half of the lower parking lot. Indicate on the proposed plan where the new curb cut will be located.
3. Include a typical cross-section indicating the proposed pavement section through the proposed parking lot connection.

### **Fire Marshal Recommendation**

The Fire Marshal has provided a memo with two (2) recommended conditions pertaining to the site plan (see attached memo). Staff is recommending a condition of approval that the applicant adhere to the recommendations in the memo. The conditions are as follows:

1. Per Minnesota State Building Code 1306 – Entire building shall be protected by an Automatic Sprinkler System.
2. The City of West St. Paul has adopted Minnesota State Building Code Chapter 1306 Subp. 2. Automatic sprinkler systems for buildings increased in total floor area must be installed and maintained in operational condition within the structure. The new addition and the existing building will require an automatic sprinkler system.

## **CONDITIONAL USE PERMIT ANALYSIS**

### **Zoning Code**

The Zoning Code requires a Conditional Use Permits for all Dental Clinics or Labs

### **Analysis**

Since the existing Use predates the Zoning Ordinance requirement of a Conditional Use Permit, the Site Plan approval triggers the need for the property owner to obtain a Conditional use Permit in order to bring the Use into compliance with the current Zoning Ordinance.

### **Business Overview**

As mentioned, the family run business began in 1976. The company manufactures dental prosthesis on-site in their dental lab. As business continues to grow, the owners need additional lab space to expand their operation. The company currently has 30 employees.

## **STAFF RECOMMENDATION**

**Staff recommends APPROVAL of the SITE PLAN for the expansion of the existing building and modifications to the existing parking lot subject to the submitted site plan and to the following conditions:**

1. Council approval of the corresponding Conditional Use Permit application.
2. The applicant shall obtain all applicable building and sign permits for the approved site improvements.
3. Upon application of a building permit, the applicant shall:
  - a. Revise the east and west building elevations by relabeling the “prefinished metal” building material with “stucco” in order to meet the exterior building materials requirement.
  - b. Revise the site plan to include all drive aisle and parking stall dimensions. All drive aisles and parking stalls shall meet the minimum requirements as outlined in Section 153.347 of the Zoning Ordinance.
  - c. Provide elevations of the proposed enclosure and that the proposed enclosure meets the provisions as outlined in Section 153.032(F)(6).
  - d. Revise the plans to replace the northernmost four deciduous trees with acceptable coniferous trees.
4. All rooftop mechanicals shall be screened per Section 153.032(F)(5).
5. The applicant shall adhere to the recommendations outlined in the attached memos provided by the City Civil Engineer, the Environmental Committee, and the Fire Marshal.

**Staff recommends APPROVAL of the CONDITIONAL USE PERMIT to allow a Dental Office (Lab) in a B1 District at 5 Wentworth Ave E. subject to the following conditions:**

1. Council approval of the corresponding Site Plan application.



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## SITE PLAN APPLICATION

Filing Fee: \$275.00

Escrow Amount: \$1300.00

TOTAL FEES \$ 1,575<sup>00</sup>

(OFFICE USE ONLY)

CASE NO. 16-  
DATE RECEIVED 8/23/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/22/16

1. STREET ADDRESS OF PARCEL 5 Westworth Avenue East
2. NAME OF APPLICANT MULARONI + CO Phone # 651-308-2088
3. ADDRESS OF APPLICANT 691 Crackleberry Trail Email michiale@mularonico.com  
Woodbury, MN 55129
4. NAME OF OWNER HARRISON FAMILY TRUST Phone # 602-909-9036  
Pat Harrison, trustee
5. ADDRESS OF OWNER 5 Westworth Ave East Email patharrison@cox.net  
West St. Paul 55118
6. LEGAL/PID # 42-17800-02-050

7. PRESENT ZONING B-1
8. PROPOSED USE OF PARCEL Dental Lab

9. WHAT WILL BE THE EFFECT ON EXISTING AND ANTICIPATED TRAFFIC CONDITIONS, INCLUDING PARKING FACILITIES ON ADJACENT STREETS \_\_\_\_\_

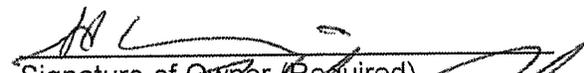
No change - negligible

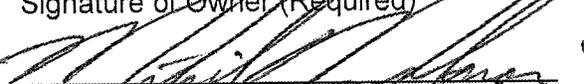
**EXHIBITS REQUIRED**

- A. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 paper copies, of a map or plat showing the property on which the Conditional Use Permit is requested, and all parcel within 150 feet of the boundaries of the subject parcel.
- B. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 paper copies in sets and folded plans, showing application information as follows:
  - a. Proposed and existing topography and drainage.
  - b. A complete plan prepared and signed by a registered Civil Engineer, Architect, and/or Landscape Architect showing:
    - i. The parking layout, access provisions, structure locations, landscaping, drainage, trees and shrubbery including types and locations, and sizes.
    - ii. Any fences, walls, or other screening, including height and type of material.
    - iii. All lighting provisions, including type, location, and lumens affecting the surrounding parcels and streets.
    - iv. Curb type and location on site.
    - v. Proposed plans for sidewalk to service, parking, recreation and service areas within the site.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

  
\_\_\_\_\_  
Signature of Owner (Required)

  
\_\_\_\_\_  
Signature of Applicant (If different)

*Michial Mularchi, AIA*

*Scott Harrison*  
*651-457-6603*  
\_\_\_\_\_  
Phone Number

*651-308-2088*  
\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

**LAPSE OF CONDITIONAL USE PERMIT:**

An approved Conditional Use Permit shall lapse and become null and void six months following the date on which the Conditional Use Permit was approved, unless prior to the expiration of six months a building permit is issued by the Building Official and construction is commenced and diligently pursued toward completion on the subject site, or a Certificate of Occupancy is issued by the Building Official. A Conditional Use Permit may be renewed once for a period of one year by the City Council.

**FEES**

1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118-3972

MUNICIPAL CENTER 651-552-4100  
PARKS/RECREATION 651-552-4150  
FAX 651-552-4190

POLICE 651-552-4200  
FIRE 651-552-4176  
TDD 651-552-4222

## CONDITIONAL USE PERMIT APPLICATION

Filing Fee: \$275.00

(OFFICE USE ONLY)

Escrow Amount: \$400.00 (residential)  
\$800.00 (commercial)

CASE NO. 16-  
DATE RECEIVED 8/29/16  
RECEIPT # \_\_\_\_\_  
60 DAY DATE 10/23/16

TOTAL FEES \$1,075

1. STREET ADDRESS OF PARCEL 5 Westworth Avenue East

2. NAME OF APPLICANT MURARINI & CO Phone # 651-308-2088

3. ADDRESS OF APPLICANT 6191 Crackleberry Trail Email michiale.muramico.com  
Woodbury, MN 55129

4. NAME OF OWNER HARRISON FAMILY TRUST Phone # 602-909-9036

5. ADDRESS OF OWNER Pat Harrison, Trustee Email patharrison@cox.net  
5 Westworth Ave East  
West St. Paul 55118

6. LEGAL/PID # 42-17800-02-05

7. PRESENT ZONING B-1

8. PROPOSED USE OF PARCEL Dental Lab

9. ZONING SECTION AUTHORIZING CUP \_\_\_\_\_

10. WHAT WILL BE THE EFFECT OF THE PROPOSED USE ON THE HEALTH, SAFETY, & WELFARE OF THE OCCUPANTS IN THE SURROUNDING PARCELS? \_\_\_\_\_

11. WHAT WILL BE THE EFFECT ON EXISTING AND ANTICIPATED TRAFFIC CONDITIONS, INCLUDING PARKING FACILITIES ON ADJACENT STREETS? \_\_\_\_\_  
No Change - negligible

12. WHAT WILL BE THE EFFECT OF THE PROPOSED USE ON THE COMPREHENSIVE PLAN? \_\_\_\_\_  
No change

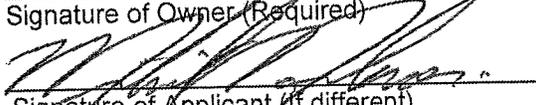
**EXHIBITS REQUIRED**

1. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies in sets and folded plans, showing application information as follows:
  - a. A survey scaled and dimensioned site plan showing pertinent existing conditions such as parking layout, access provisions, structure locations, drainage, lot area, and yard dimensions, including but not limited to the surrounding parcels within 150 feet.
  - b. A complete set of preliminary drawings prepared and signed by a registered Civil Engineer, Architect, and/or Landscape Architect showing:
    - (i) A site plan indicating parking layout, access provisions, structure locations, any fences, walls, or other screening, including height and type of material, landscaping, drainage, trees and shrubbery including types and locations, and sizes.
    - (ii) Building Elevations including finishes on all buildings all sides.
    - (iii) All lighting provisions on site, including type, location, and lumens affecting the surrounding parcels and streets.
    - (iv) Curb type and location on site.
    - (v) Proposed plans for sidewalk to service, parking, recreation and service areas within the site.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

  
\_\_\_\_\_  
Signature of Owner (Required)

  
\_\_\_\_\_  
Signature of Applicant (if different)

Scott Harrison  
651-457-6603  
Phone Number

651-308-2088  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on the Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

---

**LAPSE OF SITE PLAN:** An approved Site Plan shall lapse and become null and void six months following the date on which the Site Plan was approved, unless prior to the expiration of six months a building permit is issued by the Building Official and construction is commenced and diligently pursued toward completion on the subject site. An approved Site Plan may be renewed once for a period of one year by the City Council.

**FEES**

1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.

# MULARONI+CO Architecture, LLC.

Michial G. Mularoni, A.I.A.

08-23-2016

Re: Harrison Dental Studios, Inc. (HDS, Inc.)  
5 Wentworth Avenue East

## PROJECT NARRATIVE

### **BUILDING & PARKING LOT ALTERATIONS**

HDS, Inc. proposes to add 4,262 SF to its existing 6,048 SF dental lab building. All of the new space to be added will be dental lab area (see attached exhibit). None of the existing structure will be demolished; 1942 SF will be added to the Walkout Level, and 2,320 SF will be added to the Main Level. The *proposed* two-story walk-out addition will be 40' X 58' located directly north of the existing 70' X 54' structure. The HDS Building was originally built in 1964 and added onto in 1987 and has always been a dental lab and zoned B-1. Currently, the City Code requires a Conditional Use Permit.

There are currently 39 parking spaces in a somewhat inefficient parking lot which has been re-designed to include 35 parking spaces to accommodate the required 33 spaces for the proposed new addition and remodeled existing facility. We propose to separate the current parking lot into "upper" and "lower" parking lots in order to better manage water run-off, eliminate slopes and thus make the parking lot safer in icy conditions. Another benefit in making the more efficient design is eliminating approximately 2,000 SF (net) of impervious area (bituminous paving) and adding this area to the softscape while gaining 1,942 SF additional building coverage.

### **LANDSCAPIN**

The current landscape consists of (13) deciduous trees, (3) coniferous trees, (1) flowering tree, (19) deciduous shrubs, and (24) Hydrangea plants. We are proposing to add (7) deciduous trees and (3) coniferous trees per City Code along Wentworth and Humbolt Avenues to achieve 20' on-center plantings. Also proposed to be added are (44) deciduous shrubs, a considerable amount of new trap rock mulch, and approximately 2,000 SF of new lawn. Currently, there is no lawn irrigation and we are requesting this requirement be waived. Other landscape elements will include a concrete stairway connecting the lower and upper parking lots, approximately 20-30 feet of retaining wall along the west edge of the lower parking lot (not to exceed 3 feet in height), and approximately 80 lineal feet of new concrete sidewalk along the north side of the proposed new addition.

Lastly, we will be retaining 390 lineal feet of existing B612 concrete curbing and adding 370 lineal feet of new concrete curb. This is best illustrated on Sheet A102 (Site Demolition Plan). The remaining existing parking surface, approximately 50%, will be curb-milled with a new overlay along with the new parking lot grading and construction.

### **SITE UTILITIES**

A contract has been signed with SPRWS to provide 6" water main service for the required fire protection system to serve both the existing HDS Building and the new addition. The existing 1" water service and sanitary sewer service are adequate and will be retained.

### **BUILDING EXTERIOR**

The existing HDS Building exterior decorative block and stucco surfaces will be unaltered except for the North Elevation (connection to the new addition). The new addition will match existing exterior materials. The architectural design includes 64% of the exterior wall surfaces to be either glass or stucco while 36% will be matching decorative colored block (see Sheets A400 and A901).



CITY OF

**WEST ST. PAUL**

City Hall  
1616 Humboldt Avenue  
West St. Paul, MN  
55118-3972  
651-552-4100  
FAX 651-552-4190  
TDD 651-322-2323  
[www.wspmn.gov](http://www.wspmn.gov)

**CITY OF WEST ST. PAUL  
NOTICE OF PUBLIC HEARINGS**

**TO WHOM IT MAY CONCERN:**

The listed items below will be public hearings at the Planning Commission meeting on September 20, 2016 at 7:00 pm and public hearings at the Council meeting on September 26, 2016 at 6:30 p.m.:

Case #16-13 – Applications for a Conditional Use Permit to allow a Dental Office (lab) in a B1, Limited Business District and Site Plan review for a building expansion and parking lot modification at 5 Wentworth Ave. E – Mularoni & Co.

Interested persons will be heard at the meeting. If you have any questions, please contact City Planner Ben Boike at 651-552-4134. If you need any type of accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4102 at least 5 (five) business days prior to the meeting.

Chantal M. Doriott  
City Clerk  
City of West St. Paul

Published: September 11, 2016

# Memorandum

TO: Ben Boike, Assistant Community Development Director/City Planner  
FROM: Darin Rezac, Civil Engineer  
DATE: September 14, 2016  
SUBJECT: Site Review Harrison Dental Expansion

---

The engineering department has completed its review of the above-referenced project. In conjunction with the site plan approval, the following conditions must be met.

## **RECOMMENDED CONDITIONS OF APPROVAL**

1. Permits from the appropriate regulatory agencies must be obtained, including but not limited to the MPCA, Dakota County, MnDOT, etc.
2. An existing curb cut is the same location as the proposed trash enclosure. The existing curb cut was the primary drainage flume for half of the lower parking lot. Indicate on the proposed plan where the new curb cut will be located.
3. Include a typical cross-section indicating the proposed pavement section through the proposed parking lot connection.

C: Ross Beckwith, City Engineer/Public Works & Parks Director  
Chuck Price, Engineering Tech III

**TO: Asst. Community Dev. Dir.**  
**THROUGH: Asst. Parks & Recreation Dir.**  
**FROM: Environmental Committee**  
**DATE: September 14, 2016**



---

**SUBJECT:**

CASE #16-13 – Site Plan review for 5 Wentworth Ave E

---

**BACKGROUND INFORMATION:**

At the September 7, 2016 Environmental Committee (EC) meeting, members reviewed the Site Plan submitted by Harrison Dental to construct an addition to their existing building and make modifications to their existing parking lot at 5 Wentworth Ave E. The EC members liked the overall plan and liked that many existing trees would remain. They agreed with the Assistant Community Development Director's recommendations, but noted that instead of adding additional trees, that they should consider planting larger diameter trees such as 3-4 inch instead of 2½ inch. They also questioned the use of only 1 variety of shrub being planted. The EC unanimously voted to approve the site plan, with an additional comment that they strongly encourage the developer to use "pollinator friendly" native plants that were not treated with "neonicotinoids".

**RECOMMENDATION:**

Environmental Committee members approve the site plan for redevelopment of 5 Wentworth Ave E with the recommendations listed above.



# **SOUTH METRO FIRE**

1650 HUMBOLDT AVENUE • WEST ST. PAUL, MN • 55118

TELEPHONE: (651) 552-4176 • FAX: (651) 552-4195

[www.southmetrofire.com](http://www.southmetrofire.com)

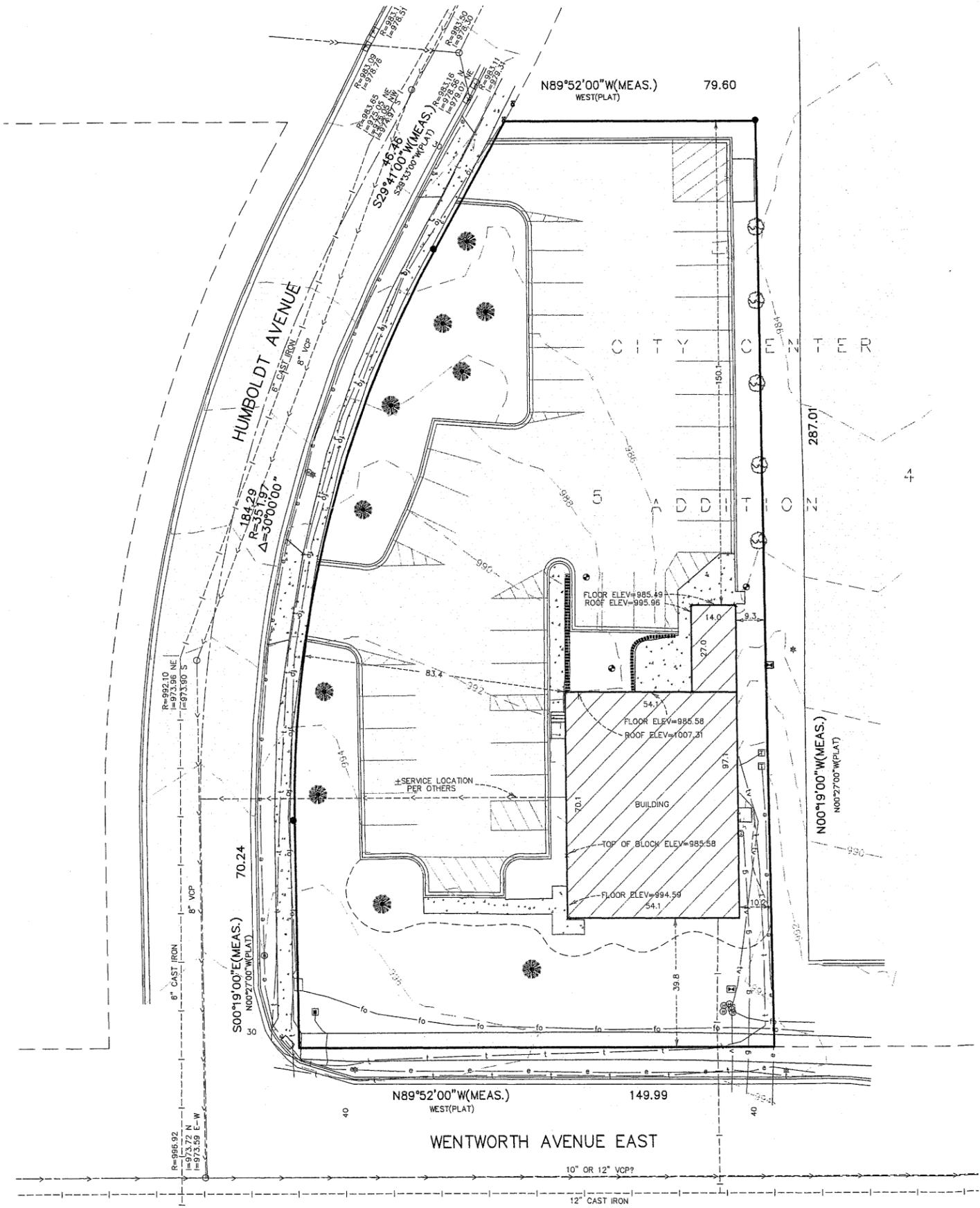
---

*"PROUDLY SERVING THE CITIES OF SOUTH ST. PAUL AND WEST ST. PAUL"*

**TO: PLANNING COMMISSION MEMBERS**  
**FROM: LINDA MCMILLAN**  
**FIRE MARSHAL**  
**DATE: 9/08/2016**  
**SUBJECT: CASE NUMBER 16-13**  
**5 Wentworth Avenue East, West St. Paul 55118**

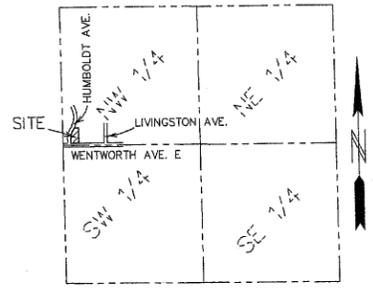
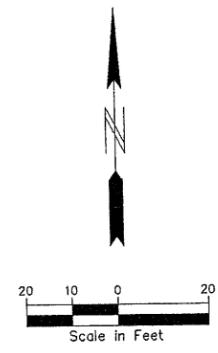
In reference to the proposed building expansion and parking lot modification please note the following:

- a. Per Minnesota State Building Code 1306 – Entire building shall be protected by an Automatic Sprinkler System.
- b. The City of West St. Paul has adopted Minnesota State Building Code Chapter 1306 Subp. 2. Automatic sprinkler systems for buildings increased in total floor area must be installed and maintained in operational condition within the structure. The new addition and the existing building will require an automatic sprinkler system.



LEGEND

- Denotes concrete
- Denotes bituminous
- Denotes storm sewer line
- Denotes sanitary sewer line
- Denotes water line
- Denotes underground television line
- Denotes underground telephone line
- Denotes underground fiber optic line
- Denotes underground electric line
- Denotes underground gas line
- Denotes catch basin
- Denotes hand hole
- Denotes manhole other than sanitary or storm
- Denotes sanitary or storm manhole
- Denotes light pole
- Denotes telephone box
- Denotes found iron pipe
- Denotes judicial land mark
- Denotes test hole
- Denotes deciduous tree
- Denotes coniferous tree



SECTION 20, TWP. 28, RGE. 22  
LOCATION MAP  
NO SCALE

- \* No search for recorded or unrecorded easements was made by this surveyor as a part of this survey.
- \* Sanitary sewer, water and storm sewer utilities shown are per as-built plans provided by others and were verified where possible.
- \* Underground power, telephone, cable TV and gas lines are per field locations as marked by the individual utility companies and are shown in an approximate way only. For more information on these utilities please contact Gopher State One Call (651) 454-0002.
- \* The following companies attended the scheduled meet per Gopher State One Call ticket number 161963417:
  - St. Paul Sewer
  - City of West St. Paul
  - Dakota County it dept.
  - St. Paul Parks
  - St Paul Regional Water
  - Zayo Bandwidth
  - St. Paul Traffic and Lighting
  - St. Paul Parks
  - Xcell Energy
- \* Site area :Gross =0.8718 Net = 0.8718
- \* Boundary corner monuments were not set as a part of this survey.
- \* Bench mark: MNDOT STATION 1928 Q with an elevation of 925.20 feet (NAVD88 datum-1996 ADJUSTMENT)

LEGAL DESCRIPTION

Lot 5, Block 2, CITY CENTER ADDITION, according to the recorded plat thereof, Dakota County, Minnesota

We hereby certify to Michial Mularoni that this survey, plan or report was prepared by me, or under my direct supervision, and that I am a duly licensed land surveyor under the laws of the state of Minnesota, dated this 22nd day of July, 2016.

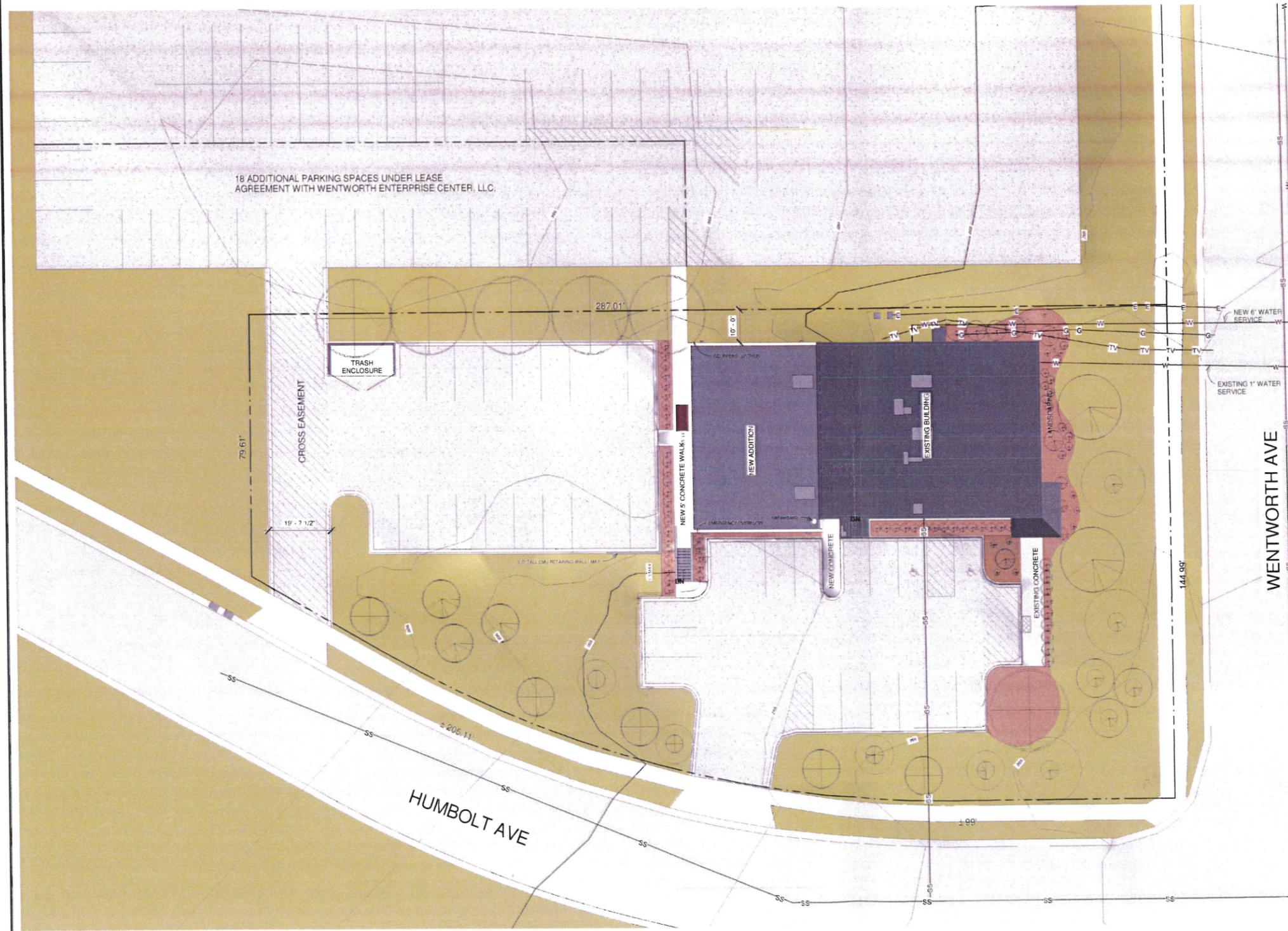
Signed: Pioneer Engineering, P.A.  
By:   
Peter J. Hawkinson, Professional Land Surveyor  
Minnesota License No. 42299

CERTIFICATE OF SURVEY FOR:  
Michial Mularoni

Cad File: BK SURV-110193-PIONEER.dwg  
Date: 7-15-16  
Folder #: 7974  
Drawn by: TSS/NIK

2422 Enterprise Drive  
Mendota Heights, MN 55120  
(651) 681-1914  
Fax: 681-9488  
www.pioneereng.com

**PIONEER** engineering  
LAND SURVEYORS LANDSCAPE ARCHITECTS  
CIVIL ENGINEERS LAND PLANNERS



**NEW WATER MAIN - SPRWS NOTES:**

1. Water services to be installed according to SPRWS "Standards for the Installation of Water Mains."
2. A four-sided trench box is required on all excavations deeper than 5 feet where underground work or inspection is to be performed by SPRWS. Ladders are required and must extend 3 feet above the surface of the trench. Sidewalks, pavements, ducts and appurtenant structures shall not be undermined unless a support system or another method of protection is provided. Trenches in excess of 20 feet in depth must be signed off by a registered professional engineer. Excavated material must be kept a minimum of 2 feet from the edge of the trench.
3. Maintain 8 feet of cover over all water mains and services.
4. Pipe material for 8" Ductile Iron Pipe must be Class 52. Pipe material for 6" and 4" Ductile Iron Pipe must be Class 53. The exterior of ductile iron pipe shall be coated with a layer of arc-sprayed zinc per ISO 8179. The interior cement mortar lining shall be applied without asphalt seal coat.
5. Pipe must be wrapped in V-Bio Polywrap encasement.
6. Maintain 3 feet vertical separation between water and sewer pipes or a 12 inch separation with 4 inch high density insulation per SPRWS Standard Plate D-10 for typical water main offsets.
7. All pipe work inside of property to be performed by a plumber licensed by the State of Minnesota and Certified by the City of Saint Paul. SPRWS requires separate outside and inside plumbing permits for each new water service.
8. Water facility pipework within right of way to be installed by SPRWS. Excavation and restoration by owner's contractor.
9. The contractor providing excavation is responsible for obtaining all excavation and obstruction permits required by any governing authority.

**SITE DATA**

CURRENT ZONING	B1 - Limited Business District	
SITE AREA	37,975 SF	(0.87a)
PERVIOUS	EXISTING	14,306 SF (37.7%)
	PROPOSED	16,213 SF (42.7%) (5.02% INCREASE)
IMPERVIOUS ( INCLUDES SIDEWALKS)	EXISTING	23,669 SF (62.3%)
	PROPOSED	21,762 SF (57.3%)
BUILDING COVERAGE	6,262 SF	
ON-SITE PARKING	STANDARD	34
	ACCESSIBLE	2
PROPOSED PARKING	36	
REQUIRED PARKING	33	

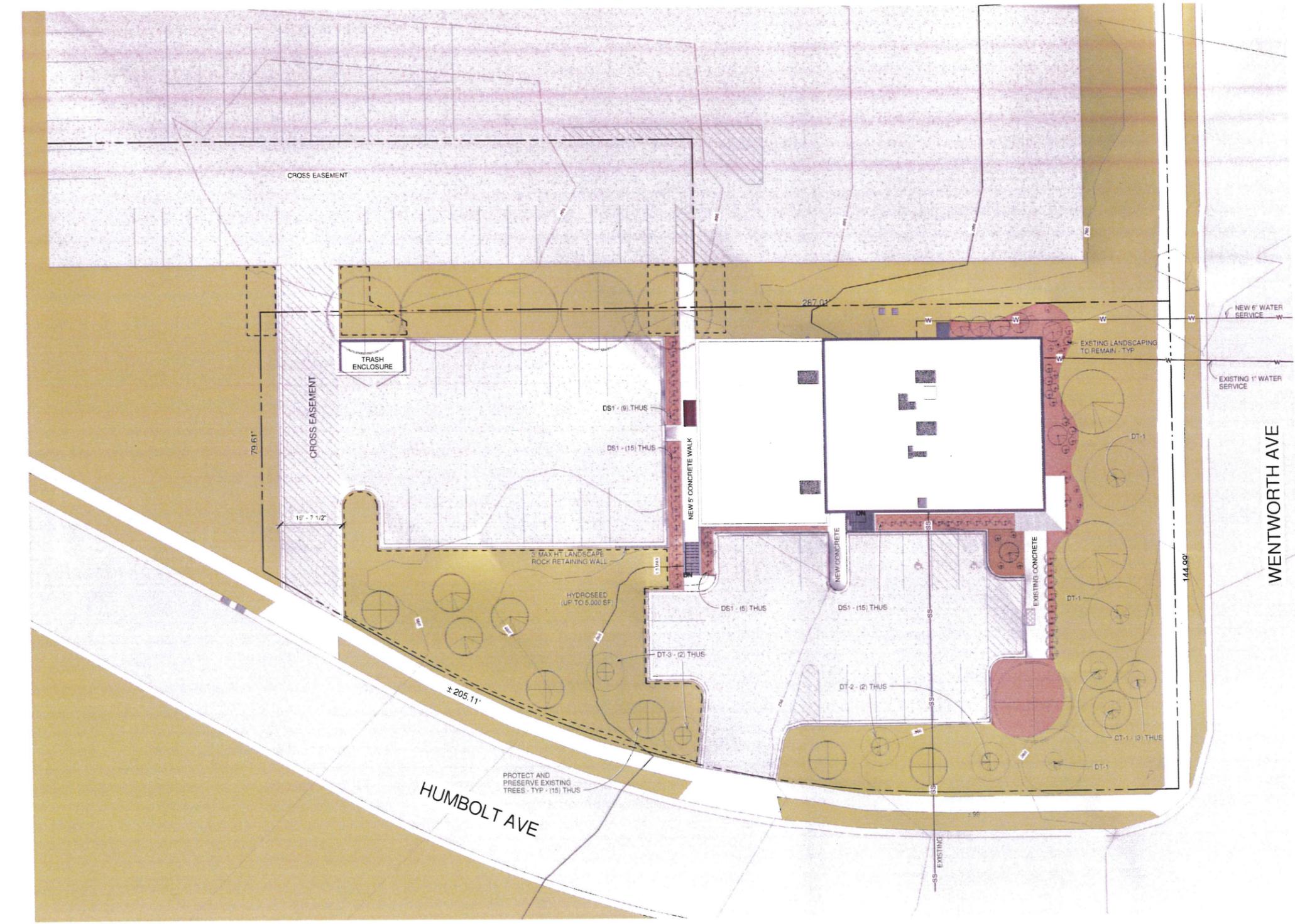
**1 SITE PLAN**  
A100 SC. 1/16" = 1'-0"



**MULARONI + CO**  
ARCHITECTS & PLANNING CONSULTANTS

Project No.	160712
Sheet Title	SITE PLAN
Date	07/12/16
Drawn By	MWC
Project	HDS, Inc.
Developer/Owner	West St. Paul, Minnesota 55118

Sheet No.	A100
-----------	------



1 LANDSCAPE PLAN  
 A103 SC. 1/16" = 1'-0"

- LEGEND**
- TRAP ROCK MULCH (3/4" CLEAR)
  - HYDROSEED
  - LANDSCAPE ROCK RETAINING WALL MAX 3' HIGH

PLANT LIST ID	QTY	COMMON NAME	BOTANICAL NAME	SCHEDULED SIZE	NOTES
<b>DECIDUOUS TREES</b>					
DT-1	3	Skylark Honey Locust	Gleditsia triacanthos Inermis 'Skylark'	2 1/2" B&B	Planted at 20' O.C. or less
DT-2	2	Aurum Blaze Maple	Acer x Freemanii 'Aurum Blaze'	2 1/2" B&B	
DT-3	2	Greenleaf Linden	Tilia cordata 'Greenleaf'	2 1/2" B&B	
<b>CONIFEROUS TREES</b>					
CT-1	2	Colorado Green Spruce	Picea pungens	2 1/2" B&B	
<b>DECIDUOUS SHRUBS</b>					
DS-1	44	Little Lime® Hydrangea	Hydrangea paniculata	#5 cont	

**MULARONI + CO**  
 ARCHITECTS & PLANNING CONSULTANTS

Project: **HDS, Inc.**  
 West St. Paul, Minnesota 55118  
 5000 West St. Paul Ave. Suite 100  
 West St. Paul, MN 55118

Project No.: 1607.12  
 Date: 08/17/18  
 Drawn By: BAWC  
 Title: Landsc

I hereby certify that I am a duly licensed Professional Engineer in the State of Minnesota.

SHEET NO.  
**A103**



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Date: 08/27/18  
 Project No. 180712  
 Drawn By: JMC

Project Title: GRADING / EROSION CONTROL

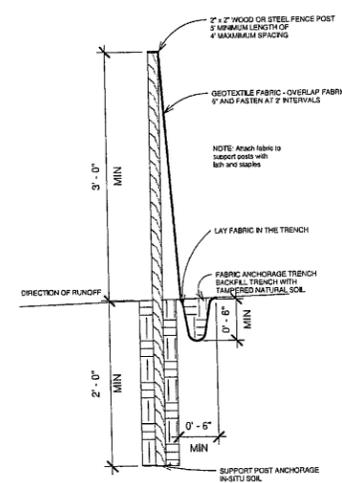
Client: HDS, Inc.  
 West St. Paul, Minnesota 55118

Project: HDS, Inc.  
 West St. Paul, Minnesota 55118

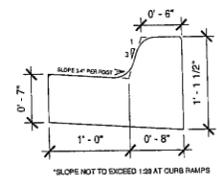
Project: HDS, Inc.  
 West St. Paul, Minnesota 55118

No.	Description	Date

SHEET NO. A101



**SILT FENCE**



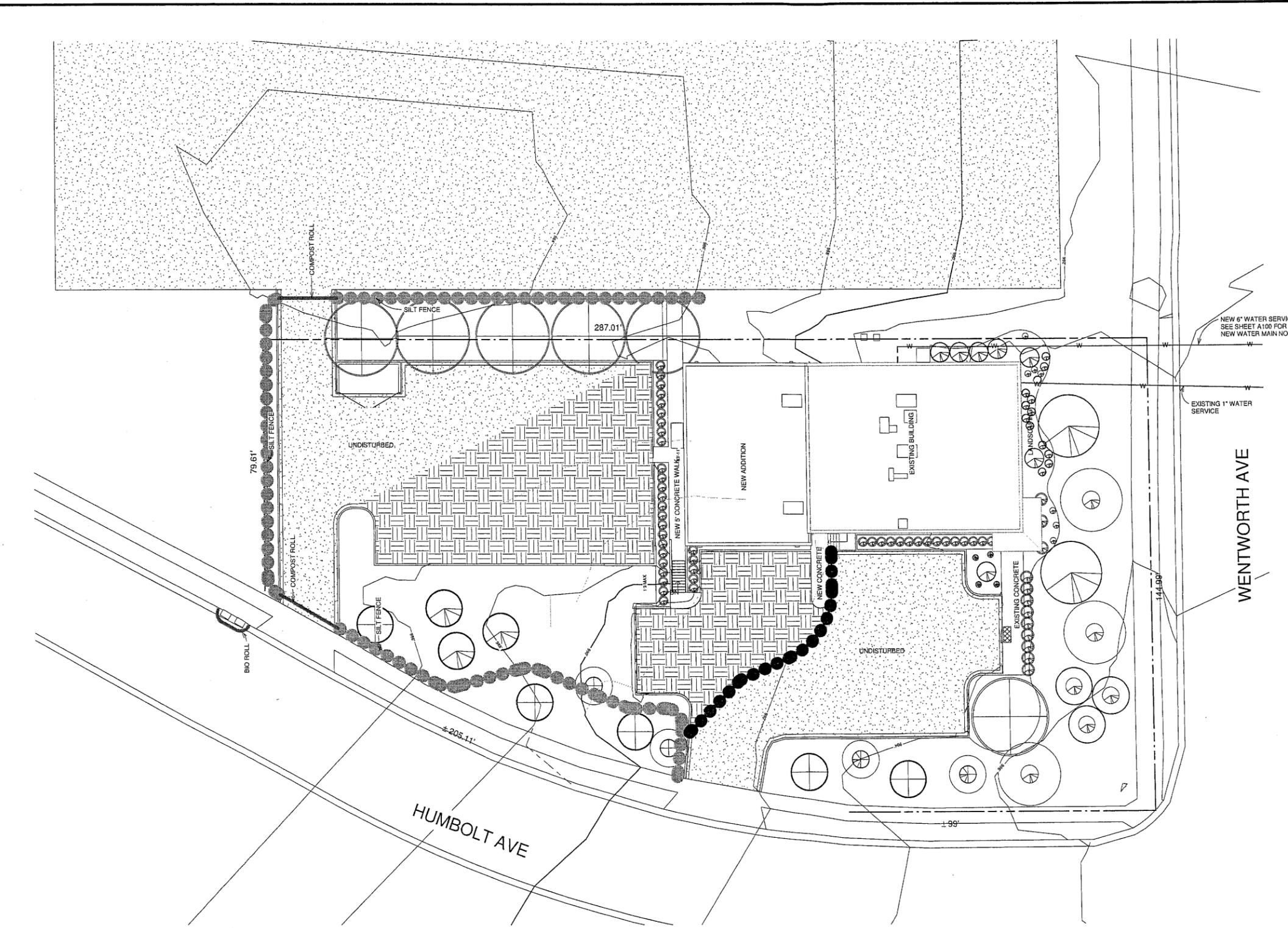
**B612 CURB**

**COMPOST LOG**

Geotextile tube filled with shredded mulch or woodchips. They will overlap by 6" min. to ensure no gaps. Logs will form smile shape to keep sediment on site.

**LEGEND**

- Proposed Site Grade
- Existing Site Grade
- Compost Log
- Silt Fence
- Secondary Erosion Control



**1 GRADING / EROSION PLAN**  
 A101 SC. 1/16" = 1'-0"

**PAVEMENT**

	UNDISTURBED	DISTURBED	TOTAL
UPPER LOT	4,076 SF (68.8%)	1,851 SF (31.2%)	5,927 SF
LOWER LOT	3,514 SF (47.1%)	3,946 SF (52.9%)	7,460 SF
<b>TOTAL</b>	<b>7,590 SF (56.7%)</b>	<b>5,797 SF (43.3%)</b>	<b>13,387 SF</b>



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and I am a duly Licensed Architect under the laws of the State of Minnesota.

Architect:  
Date: 08/01/15  
Reg. No. 15581

Project No. 180712

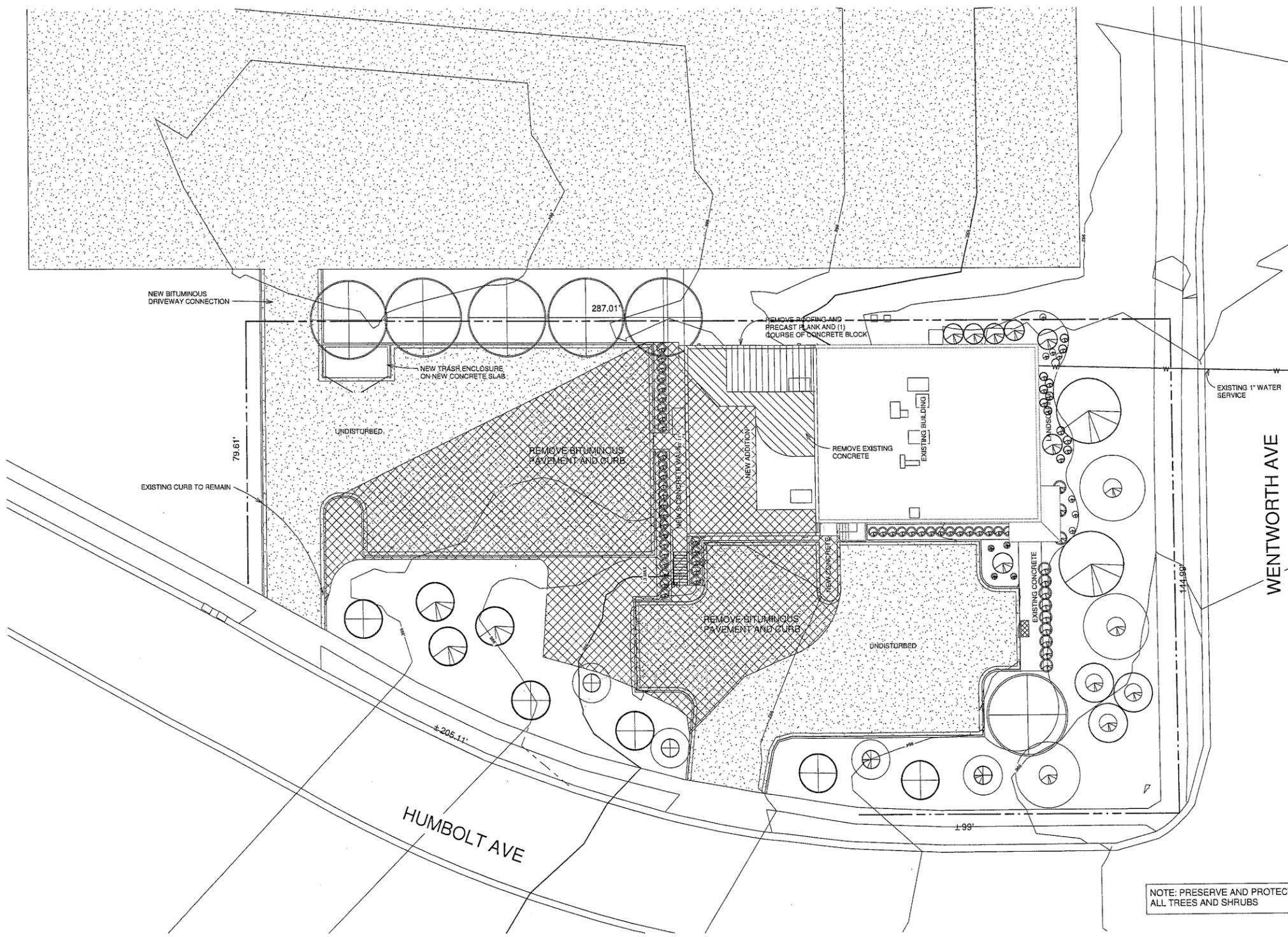
Sheet Title: SITE DEMOLITION PLAN

HDS, Inc.  
West St. Park, Minnesota 55118

Developer/Owner: HARBORVIEW DEVELOPMENT, LLC  
Scott Harrison 612.647.8000  
5 Wentworth Ave East  
West St. Park, MN 55118

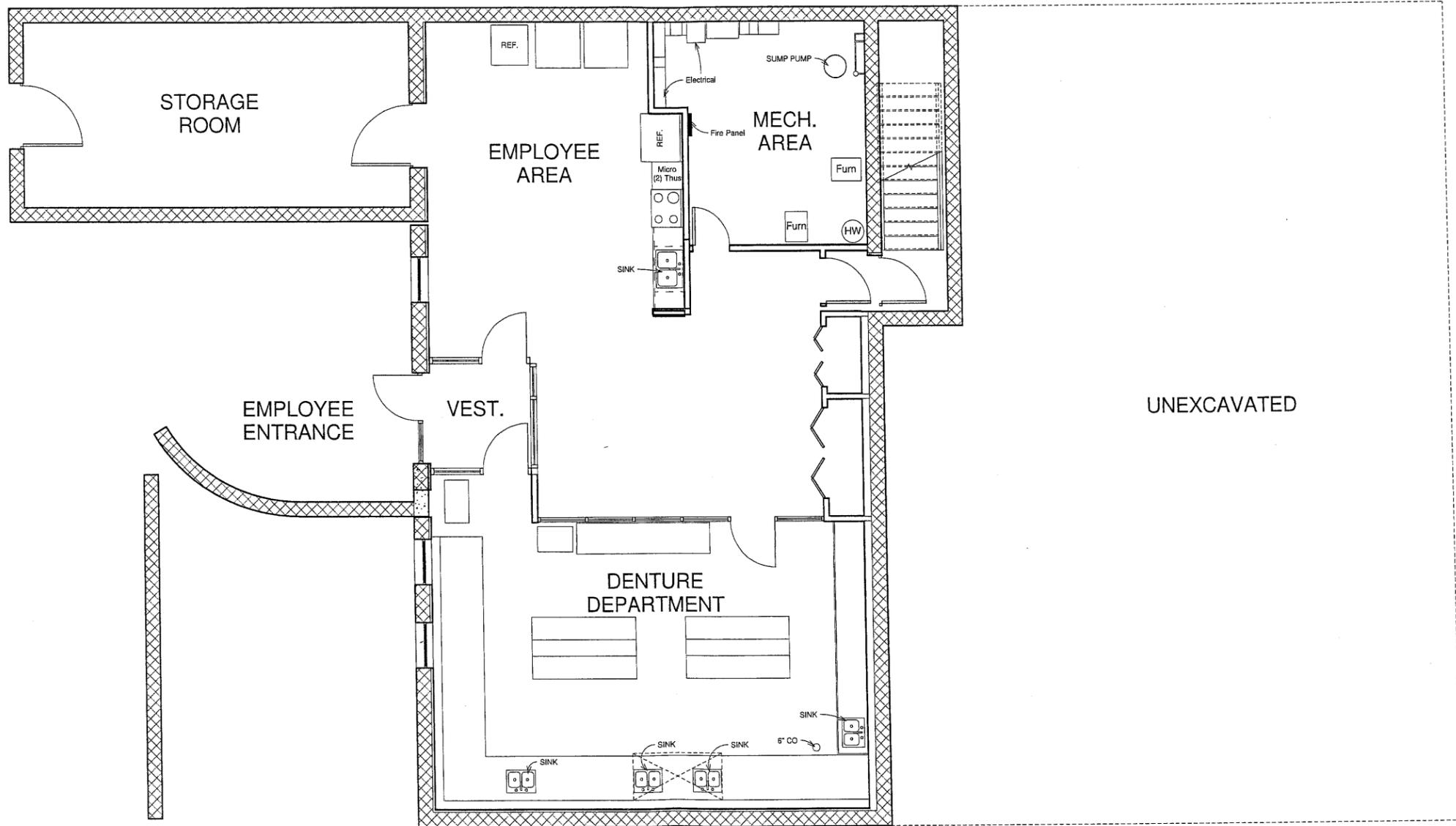
No.	Description	Date

SHEET NO. A102



NOTE: PRESERVE AND PROTECT ALL TREES AND SHRUBS

**1 SITE DEMOLITION PLAN**  
A102 SC. 1/16" = 1'-0"



UNEXCAVATED

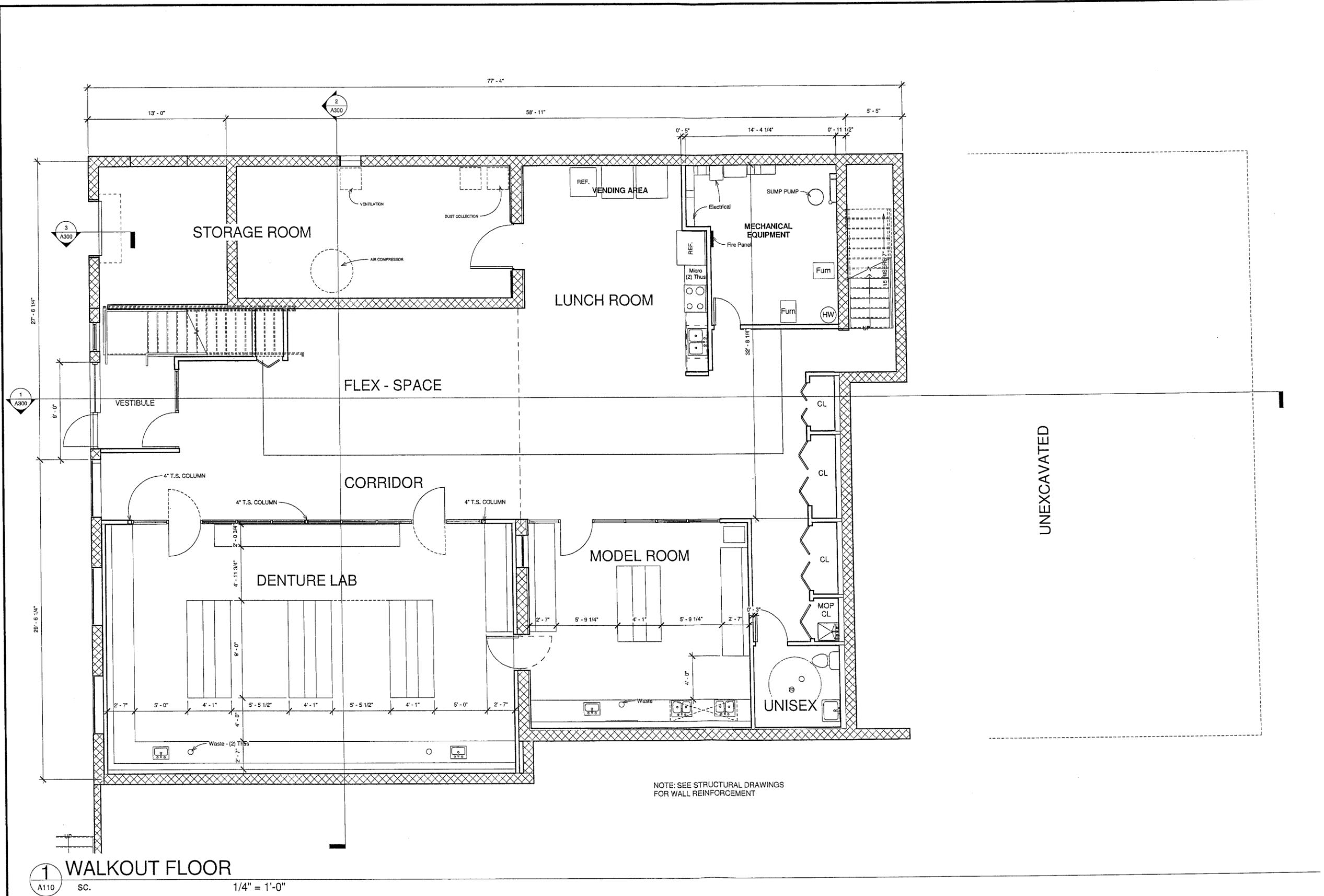
1 AS BUILT - WALKOUT FLOOR  
 AT10-AB SC. 1/4" = 1'-0"



Project No. 1607.12	
Date: 09/29/16	
Drawn By: MMC	
Architect:	
Client:	
Project:	
Developer/Owner: HASKINS (SCS) BLDG INC. West St. Paul, Minnesota 55118	
Site Location: 1412 147 Ave Woodbury, MN 55129	
Sheet No. A110-AB	

No.	Description	Date

SHEET NO.  
**A110 - AB**



UNEXCAVATED

NOTE: SEE STRUCTURAL DRAWINGS FOR WALL REINFORCEMENT

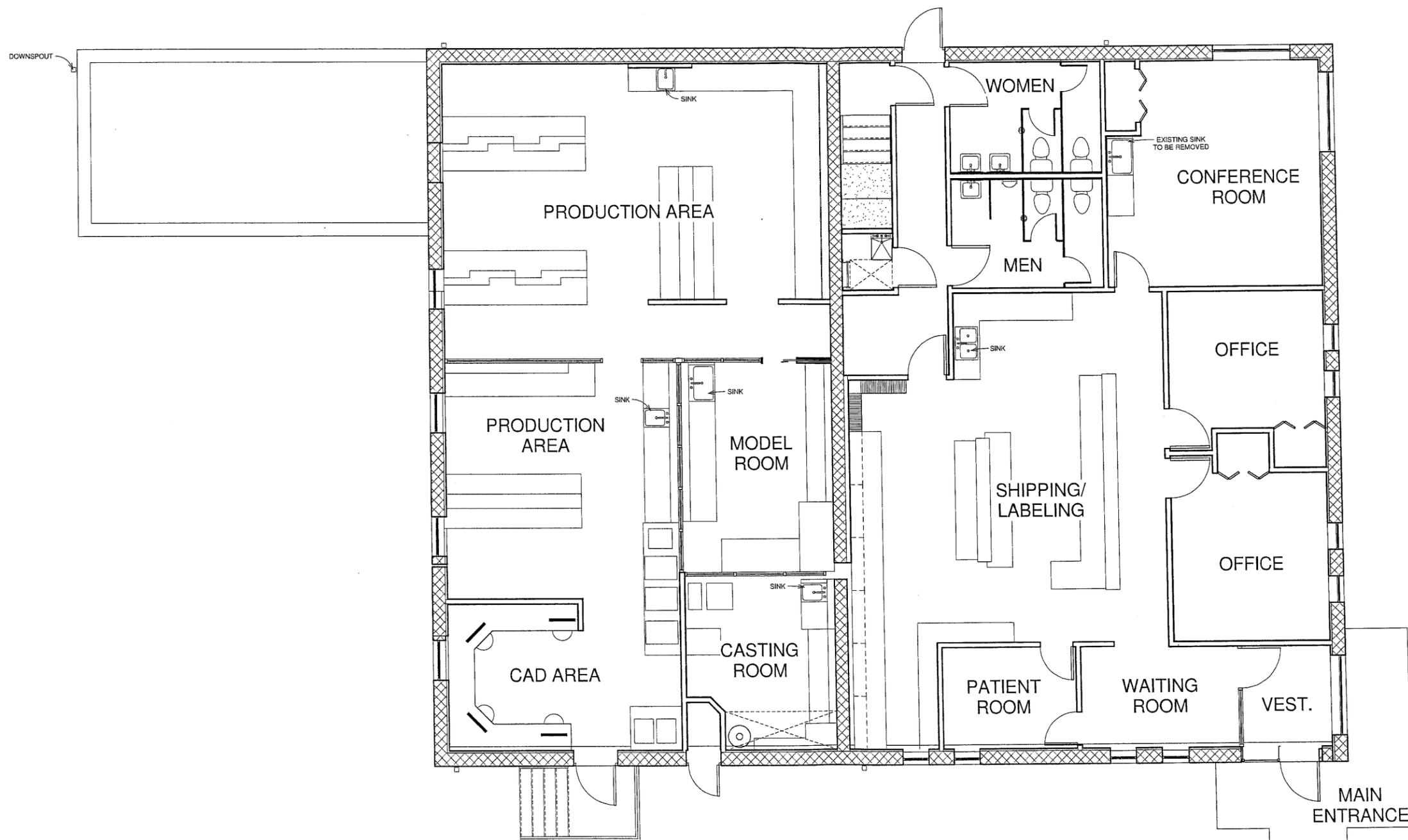
**1 WALKOUT FLOOR**  
 A110 SC. 1/4" = 1'-0"

Project No.	1607.12
Sheet Title	WALKOUT FLOOR PLAN
Project	HDS, Inc. West St. Paul, Minnesota 55118
Designer/Owner	HARVEY KALOS DESIGN STUDIO, INC. 15000 Highway 101, Suite 100, Woodbury, MN 55129 612.833.1717   info@mularoni.com
Architect	Mularoni + Co. 918 Coakley Hill, Woodbury, MN 55129 612.833.1717   info@mularoni.com
Date	07/18/16
Drawn By	JMC

No.	Description	Date

SHEET NO.  
**A110**





1 AS BUILT - UPPER FLOOR  
 A120-AB SC. 1/4" = 1'-0"

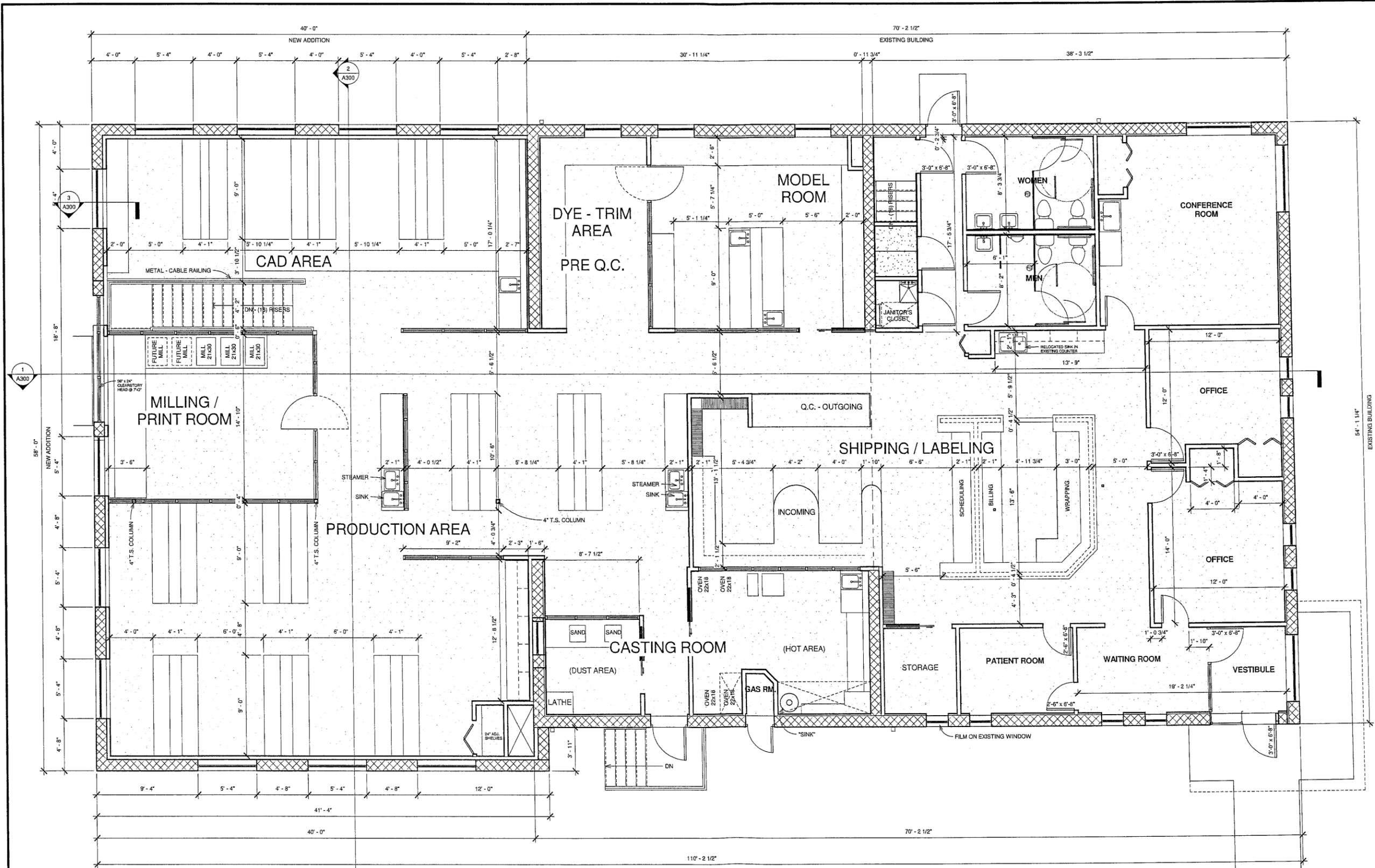


**MULARONI + CO**  
 ARCHITECTS & PLANNING CONSULTANTS  
 4311 Lakeshore Dr., Woodbury, MN 55129  
 Tel: 612-835-1100 Fax: 612-835-1101

Project No.	180712
Project Name	AS BUILT UPPER FLOOR PLAN
Client	HDS, Inc.
Project Location	West St. Paul, Minnesota 55118
Architect	Mularoni + Co
Date	08/22/16
Drawn By	MWC

No.	Description	Date

SHEET NO.  
A120 - AB



NOTE: SEE STRUCTURAL DRAWINGS FOR WALL REINFORCEMENT

1 UPPER FLOOR  
SC.

1/4" = 1'-0"

**MULARONI + CO**  
ARCHITECTS & PLANNING CONSULTANTS

I hereby certify that this plan, specification and contract documents were prepared by me or under my direct supervision and that I am a duly licensed professional engineer in the State of Minnesota.

Project No. 160712  
Date: 07/2016

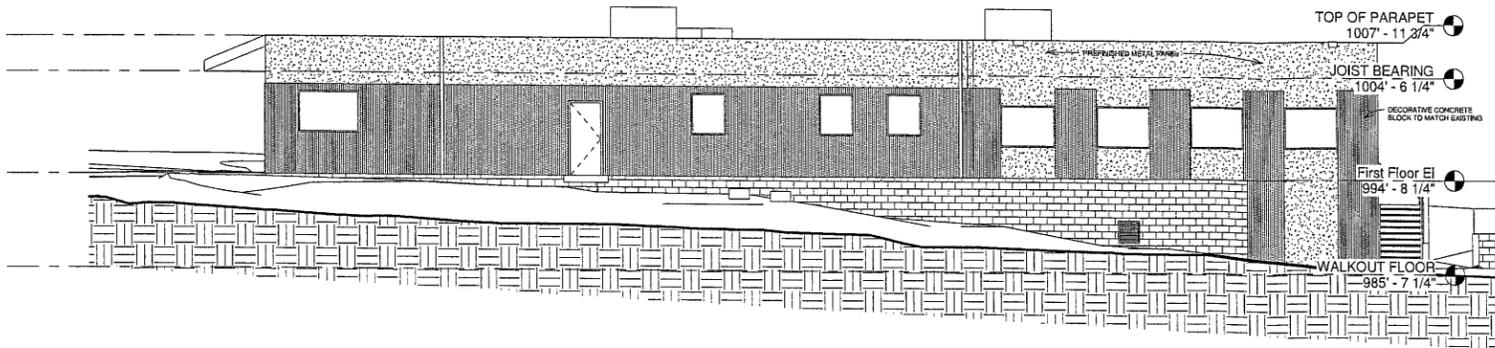
Sheet Title: UPPER FLOOR PLAN

HDS, Inc.  
West St. Paul, Minnesota 55118

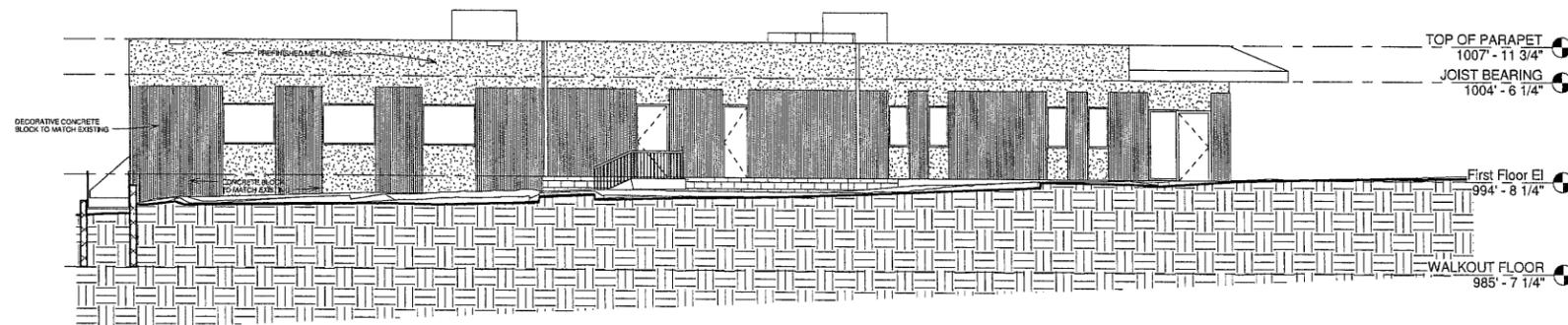
No.	Description	Date

SHEET NO. A120

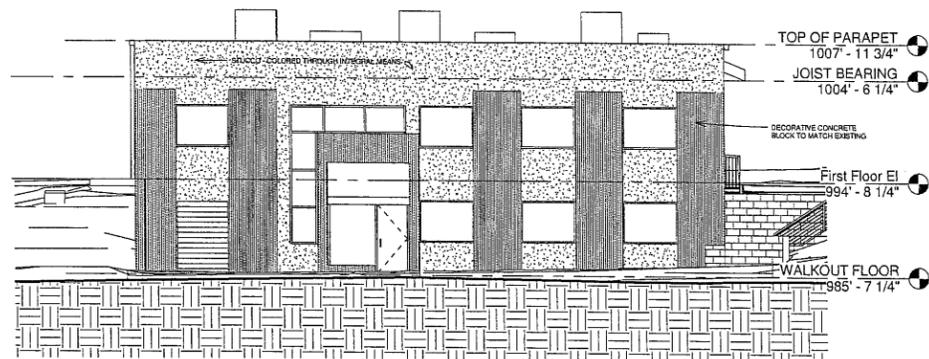




1 East  
A400 SC. 1/8" = 1'-0"



2 West  
A400 SC. 1/8" = 1'-0"



3 North  
A400 SC. 1/8" = 1'-0"

**BUILDING SURFACES - NEW ADDITION**

	EAST	WEST	NORTH	TOTAL
COMBINATION OF STUCCO AND GLASS	65%	56%	68%	64%
DECORATIVE BLOCK	35%	44%	32%	36%

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Architect:  
Date:  
Reg. No. 15281

Project No. 1807.12  
Sheet Title: ELEVATIONS

Date: 07/19/18  
Drawn By: MWC

HDS, Inc.

West St. Paul, Minnesota 55118

5 Waverly Ave East  
West St. Paul, MN 55118

Project:

No. | Description | Date