

**INVER GROVE HEIGHTS
PLANNING COMMISSION AGENDA**

**TUESDAY, MARCH 20, 2012 – 7:00 p.m.
City Council Chambers - 8150 Barbara Avenue**

1. **CALL TO ORDER**

2. **APPROVAL OF PLANNING COMMISSION MINUTES FOR March 6, 2012.**

3. **APPLICANT REQUESTS AND PUBLIC HEARINGS**

3.01 **McDONALDS – CASE NO. 12-04PDA**

Consider a **Planned Unit Development Amendment** to change the site, grading, and elevation plans for remodeling of the McDonalds restaurant located at 3075 – 80th Street.

Planning Commission Action _____

3.02 **MACALESTER COLLEGE/DAKOTA COUNTY – CASE NO. 12-05X**

Review Potential Disposal of City Property for Consistency with the Comprehensive Plan.

Planning Commission Action _____

4. **OTHER BUSINESS**

4. **ADJOURN**

PLANNING COMMISSION MINUTES - CITY OF INVER GROVE HEIGHTS

Thursday, March 6, 2012 – 7:00 p.m.
City Hall Chambers - 8150 Barbara Avenue

Chair Bartholomew called the Planning Commission meeting to order at 7:00 p.m.

Commissioners Present: Tom Bartholomew
Armando Lissarrague
Dennis Wippermann
Pat Simon
Tony Scales
Paul Hark
Victoria Elsmore
Mike Schaeffer

Commissioners Absent: Harold Gooch

Others Present: Tom Link, Community Development Director
Heather Botten, Associate Planner

L&D SIGN – CASE NO. 12-03PDA

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a Planned Unit Development Amendment to increase the size of the existing multi-tenant free-standing monument sign for the property located at 9087 Broderick Boulevard. 10 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the existing sign for Holiday Gas Station was installed in 2000 and is 113 square feet in size. The applicant is requesting to increase the sign to 122 square feet whereas the approved PUD development plans included a 118 square foot monument sign. The actual monument is not changing. The additional signage is being added to the bottom half of the sign; the applicant is requesting to remove the existing reader board and add a digital price display and an electronic reader board. Staff recommends approval of the request with the conditions listed in the report.

Opening of Public Hearing

Joe Keisling, L & D Signs, stated he was available to answer any questions.

Chair Bartholomew asked if the applicant agreed with the conditions listed in the report.

Mr. Keisling replied in the affirmative.

Commissioner Wippermann asked if the electronic message center would constantly roll or if the screen would remain stationary for a period of time.

Mr. Keisling stated it would vary.

Commissioner Wippermann asked if there were any code issues concerning a rolling message board.

Ms. Botten replied if the electronic sign was smaller than 100 square feet there were no issues.

Commissioner Hark asked if there were any applicable regulations regarding brightness.

Ms. Botten stated the City has lighting requirements prohibiting more than one foot candle measured at the centerline of the street. She stated these regulations tie into signage as well; however, the City has not seen signs that exceed the requirement.

Commissioner Hark stated that although it was not a concern at this location, the brightness could be a potential issue if the electronic sign was near a residential neighborhood.

Ms. Botten stated if there would be a complaint about the brightness, the applicant/property owner would be required to submit a lighting plan to ensure they meet the City's one foot candle requirement.

Chair Bartholomew asked for clarification of a previous discussion regarding how long signs could remain in the static position before shifting.

Ms. Botten replied that specific requirements were approved for electronic billboards, but not for smaller electronic message centers such as the one being proposed.

Planning Commission Recommendation

Motion by Commissioner Elsmore, second by Commissioner Schaeffer, to approve the request for a Planned Unit Development Amendment to increase the size of the existing multi-tenant monument sign, with the two conditions listed in the report, for the property located at 9087 Broderick Boulevard.

Motion carried (8/0). This item goes to the City Council on March 12, 2012.

OTHER BUSINESS

IGH Economic Development Authority (EDA) Update

Mr. Link made an informational presentation regarding the structure, financing, and benefits of the Inver Grove Heights EDA. He explained that the EDA was reaffirmed in January 2011, consists of the current City Council members, and meets quarterly to promote economic development in Inver Grove Heights. For the past two years the EDA's programs and activities have been financed by allocating \$500,000 each year from Host Community Fees paid by the landfills. He explained that the benefits of an EDA include explicit powers, financial tools, a simpler process, flexibility, reduced liability, positive image in regards to economic development, competitiveness, and a focus on development issues. He advised that thus far the EDA has accomplished the following items: 1) reaffirmed and organized the EDA (i.e. bylaws, etc.), 2) developed a policy for the acquisition and disposal of real estate, 3) agreed to purchase the excess golf course properties, and 4) had extensive discussions regarding a potential small business loan program. Mr. Link advised that in the next year the EDA is planning to complete the sale of the excess golf course properties, adopt a small business loan program, review the structure, financing, and activities of other cities' EDAs, and discuss the potential purchase of the Gun Club site. He explained the services provided by Progress Plus and advised they have a close relationship with the EDA.

Chair Bartholomew asked if the number of boardmembers on the EDA could be increased; perhaps by adding citizen involvement.

Mr. Link replied that one of the things they will look at later this year is how other cities structure their EDAs.

Chair Bartholomew stated in his opinion it would be advantageous to have people from the business community involved.

In regards to the City Council being members of the EDA, Commissioner Simon asked if it was a potential conflict of interest for the EDA to acquire and assemble property, sell it to a developer, and then approve or deny the request at the City Council level.

Mr. Link replied it was not a conflict of interest, but rather it was beneficial to have the two bodies the same as there were no inconsistencies in philosophy and direction.

Commissioner Wippermann asked if the City Council approved EDA expenditures as a City Council rather than in their role as an EDA.

Mr. Link stated the City Council has some control over their expenditures as they approve the EDA budget each year. Also, certain EDA activities require City Council approval.

Commissioner Wippermann asked if the EDA could grant TIF financing to a project without Council approval.

Mr. Link stated he was unsure.

Commissioner Wippermann stated if the EDA could grant TIF financing it would be beneficial to have the Council on the EDA because they would then be accountable as elected officials versus appointed individuals giving out the City's money.

Mr. Link stated one of the reasons the Council structured the EDA the way they did was because they wanted to maintain control over the financial matters of the EDA.

Commissioner Lissarrague asked if the EDA meetings were open to the public.

Mr. Link replied in the affirmative, stating they met on the first Monday of the months of February, May, August, and November.

Commissioner Hark asked if there were rules regarding how much money the EDA could amass.

Mr. Link replied he was not aware of any.

Commissioner Hark asked if there were limitations for how long the EDA could hold property.

Mr. Link replied he was not aware of any deadline by which they had to sell property. There is a statutory requirement, however, that the EDA must pay property taxes on any property they have held onto for more than eight years.

Commissioner Hark asked Mr. Link to explain why developers think it is beneficial for a city to have an EDA.

Mr. Link replied that having an EDA is an indication that there are programs and financial tools available to foster commercial and industrial development, as well as flexibility and a more streamlined process.

Commissioner Hark asked if EDAs were becoming more common because of the recession.

Mr. Link replied that most of the surrounding cities have had EDAs, HRAs or Port Authorities for quite some time.

Commissioner Hark asked when the landfills were anticipated to be filled to capacity.

Mr. Link replied that the City has three landfills. Based on current volumes Pine Bend Landfill is anticipated to close in approximately 9-10 years; however, the Host Community Agreement likely provides for payments beyond that. The Dawn Way Landfill has the potential to remain open for a couple decades, and the SKB Demolition Debris Landfill received approval for an expansion once they have filled their current site.

Chair Bartholomew asked if the EDA could take an equity position.

Mr. Link replied in the affirmative.

Chair Bartholomew asked if there were limits to the equity position the EDA could take on a project.

Mr. Link replied that he was unsure as the EDA had not expressed an interest in using that tool.

Chair Bartholomew questioned whether it would be a conflict for the EDA to rule as a governing body while having an equity position on a project.

Mr. Link replied that he was unsure, but would think that some of the equity might be in an activity that had a quasi-public function to it (i.e. housing project).

Concord Boulevard Neighborhood Study Update

Mr. Link advised that the City has been conducting a process to update the Concord Boulevard Neighborhood Plan and has held meetings with property owners, business owners, stakeholders, appointed and elected officials, and residents of the Concord Boulevard neighborhood. Recent public investments in the area include reconstruction of Concord Boulevard, acquisition and development of Heritage Village Park, construction of the Rock Island Swing Bridge, the Mississippi River Regional Trail, and land acquisitions along Concord Boulevard. The City Council has discussed possibly leveraging these recent public investments to attract private development and redevelopment. The Concord Boulevard Neighborhood Study has two phases. The City is in Phase 1 now which consists of refining the land use designations for the Concord area as well as identifying a site(s) for redevelopment. Staff is hoping to complete this phase by April 2012. The second phase consists of conducting a Market Strategy Study and creating design guidelines. Staff is hoping to complete this phase by December 2012. Following these activities, the City would look to promote private development in 2013. Mr. Link invited the Commissioners to attend the March 13 Open House. There are three concept alternatives that will be presented at the Open House. All alternatives provide for industry, retail, and residential.

ADJOURNMENT

Chair Bartholomew adjourned the meeting at 7:52 p.m.

Respectfully submitted,

Kim Fox
Recording Secretary

P L A N N I N G R E P O R T
CITY OF INVER GROVE HEIGHTS

REPORT DATE: March 13, 2012

CASE NO: 12-04PDA

HEARING DATE: March 20, 2012

APPLICANT and PROPERTY OWNER: McDonald's

REQUEST: A planned unit development amendment to change the approved site plan, grading plan and elevation plan for a remodel of the McDonald's restaurant

LOCATION: 3075 – 80th Street

COMPREHENSIVE PLAN: CC, Community Commercial

ZONING: PUD, Planned Unit Development

REVIEWING DIVISIONS: Planning

PREPARED BY:  Heather Botten
Associate Planner

BACKGROUND

The applicant is requesting a PUD amendment to change the approved site, grading, and elevation plans to alter the drive through and change the exterior of the building. The existing drive through is single lane; the applicant is proposing to change this to a double lane drive through. In order to have enough space for the double drive through the north entrance to the property would be closed and the access point on the east side of the property would be the only access. The applicant has stated that 60% of business is done at the drive through windows; adding the double drive through will speed up service and reduce the amount of vehicle stacking of people waiting in line to order.

The applicant is also proposing to modernize the exterior of the building. The Cahill Plaza PUD was approved with specific building elevations for each of the buildings on site; therefore any changes would trigger an amendment. The proposed building materials would be similar to the Cub foods building and the strip mall. The color scheme is mostly a russet/brown color with silver and yellow accent colors.

The specific request consists of the following:

- A.) A **Planned Unit Development Amendment** to change the site plan, grading plan and elevation plan for remodeling of the existing Mc Donald's restaurant.

EVALUATION OF THE REQUEST

The following land uses, zoning districts, and comprehensive plan designations surround the subject property:

North	Parking lot; zoned PUD; guided CC, Community Commercial
East	Cub; zoned PUD; guided CC, Community Commercial
South	Simley Pond; zoned P; guided Public Open Space
West	Danner/strip mall; zoned B-3/B-2 General and Neighborhood Business; guided CC, Community Commercial

SITE PLAN REVIEW

Building Setbacks. The footprint of the building is not changing.

Parking Lot. The changes to the drive through would eliminate 14 parking spaces. Even though 14 spaces would be eliminated overall the parking would exceed the minimum amount required by zoning code. The applicant has stated that the reduction in parking would not have a negative impact to their business as the majority of business is done at the drive through.

Lot Coverage. Adding the additional drive through the applicants would be creating a small green space overall reducing the amount of impervious surface on the property a few hundred square feet.

Access. The applicant is proposing to close the north access point. There would only be one access point on the east side of the property. Eliminating the north access would not have a negative impact to traffic flow, safety, or visibility of vehicle circulation.

Lighting. Lighting on the property is not changing. The source of lights shall be hooded, recessed, or controlled in some manner so as not to be visible from adjacent property or streets.

Exterior Building Materials. The proposed exterior is mostly a russet/brown color with silver and yellow accent colors. The building materials would be similar to the Cub foods building and the strip mall, complying with the PUD and zoning code requirements.

Signage. The site improvements include new signage. Signage is not approved as part of the PUD request. A building permit is required for any new signs or changes to the existing signs.

Engineering. The proposed plans indicate no changes to existing sewer, water, and storm water facilities. Engineering is working with the applicant on grading requirements. The proposed site plan decreases the amount of hard surface on the property. Engineering has made some recommendations on conditions that should be added to the approval. These conditions are included in the list of conditions at the end of this report. The applicant shall continue to work with the City to secure final approval of a grading plan.

Other Department Review. Building Inspections and Fire take no exception to the request. All construction plans shall be subject to the review and approval of a complete building permit.

ALTERNATIVES

The Planning Commission has the following actions available on the following requests:

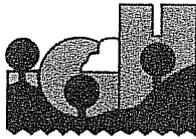
- A. **Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:
- Approval of a **Planned Unit Development Amendment** to change the site, grading, and elevation plans for a remodel of the existing building subject to the following conditions:
 1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below.

Site Plan	dated: 02-16-12
Elevation Plan	dated: 12-30-11
Grading Plan	dated: TBD
 2. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
 3. Prior to the issuance of a building permit, an Engineering cash escrow shall be submitted to the City to ensure the proper construction of the improvements.
 4. The developer shall meet all the conditions outlined in the City Engineers review letter and subsequent correspondence. Prior to commencement of any grading, the final grading, drainage and erosion control plans shall be approved by the City Engineer.
 5. All final development plans shall be subject to the review and approval of the City Fire Marshal and Inspections Department.
- B. **Denial.** If the Planning Commission does not favor the proposed application the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

RECOMMENDATION

Based on the information in the preceding report and the conditions listed in Alternative A, staff is recommending approval of the planned unit development amendment.

Attachments: Zoning/Location Map
Narrative
Site Plan
Building Elevation
Color Rendering of Building
E-mail from resident



McDonalds Case No. 12-04PDA

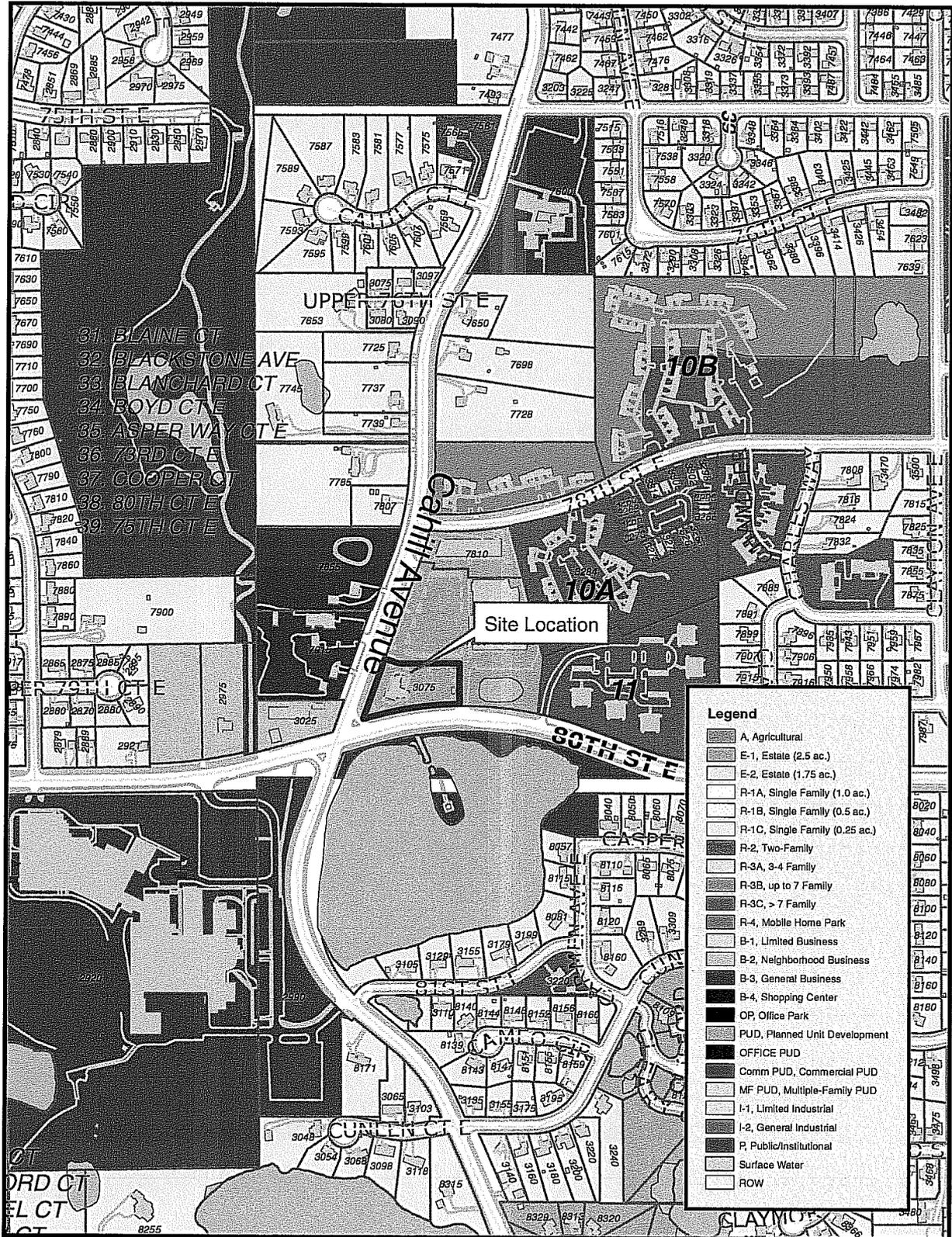


Exhibit A
Zoning and Location Map

INTRODUCTION

On behalf of McDonald's USA LLC ("McDonald's"), Landform is pleased to submit this application for a PUD Amendment to allow the use for a new double drive through layout on the current McDonalds at 3075 80th Street. Please see the attached documents for the existing and proposed plans. Also attached are the new elevations of the proposed exterior remodel of McDonalds. We are excited about the improvements proposed for this site and look forward to working with you.

SUMMARY

We respectfully request approval of the PUD Amendment to allow site improvements of the McDonald's restaurant at 3075 80th Street E.

CONTACT INFORMATION

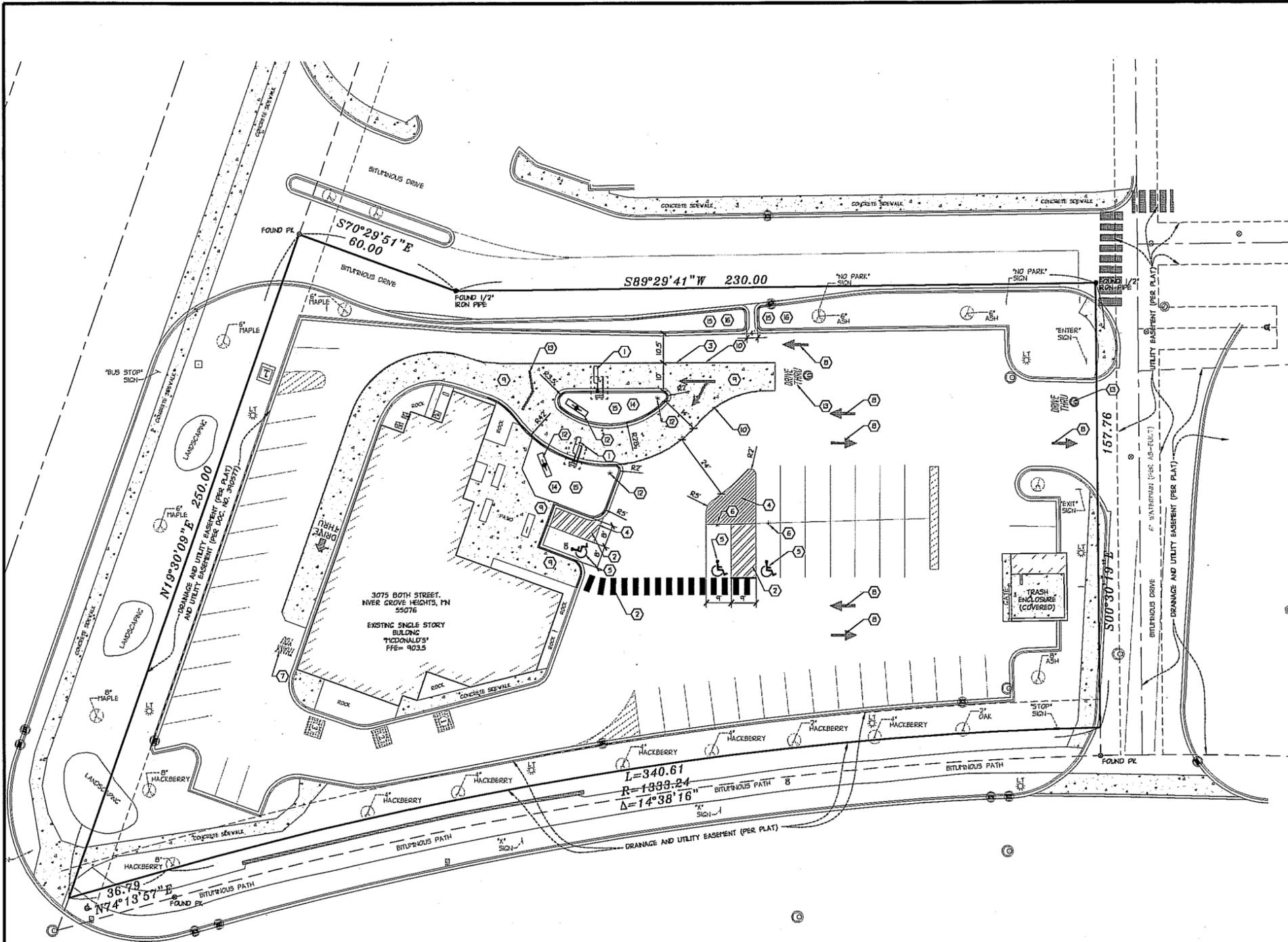
This document was prepared by:

Landform

105 South Fifth Street, Suite 513

Minneapolis, MN 55330

Any additional questions regarding this application can be directed to Eric Kellogg at ekellogg@landform.net or 612.638.0242.



SITE CONSTRUCTION NOTES

- ① DETECTOR LOOP
- ② STRIPED TO MEET A.D.A. ACCESSIBLE REQUIREMENTS.
- ③ EDGE OF CONCRETE AT DRIVE-THRU
- ④ PAINT 4" WIDE STRIPE, (WHITE)
- ⑤ STATE AND ADA APPROVED PAINTED ACCESSIBLE SYMBOL, 3-R4L5 (WHITE) C7.1/9.
- ⑥ STATE AND ADA APPROVED ACCESSIBLE SIGN AND BOLLARDS PER DETAIL C7.1/10.
- ⑦ PAINTED LETTERS - P15-123, YELLOW
- ⑧ PAINTED GRAPHICS - WHITE
- ⑨ CONCRETE DRIVE APRONS AND SLABS.
- ⑩ 6" WIDE PAINTED STRIPE, P15-123 YELLOW.
- ⑪ 1'-0" WIDE PAINTED DIRECTIONAL ARROWS, P15-123 YELLOW. SEE McDONALD'S PROJECT MANAGER FOR DETAILS.
- ⑫ DRIVE-THRU SIGNAGE - SEE McDONALD'S PROJECT MANAGER
- ⑬ PAINTED GRAPHICS - P15-123, YELLOW.
- ⑭ COORDINATE WITH McDONALD'S AGT ON USE OF WOOD OR ROCK MULCH IN ISLAND.
- ⑮ NEW PAVEMENT AREA
- ⑯ NEW TURF AREA

AREA SUMMARY

EXISTING PERVIOUS = 11,721 S.F.
 EXISTING IMPVIOUS = 46,312 S.F.
 PROPOSED PERVIOUS = 12,052 S.F.
 PROPOSED IMPVIOUS = 46,151 S.F.

PARKING SUMMARY

PROVIDED PARKING:	
STANDARD STALLS	49 EA.
ACCESSIBLE STALLS	3 EA.
TOTAL PARKING STALLS PROVIDED	52 EA.

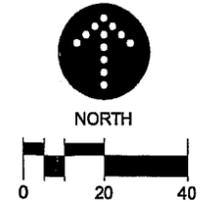
REV	DATE	DESCRIPTION
1	12/16/2011	CONCEPT PLAN
2	2/16/2012	CITY SUBMITTAL

CERTIFICATION
 I hereby certify that the engineering drawings were prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

NOT FOR CONSTRUCTION
 DATE: 2/16/12
 License number: PE 46224

McDONALD'S USA, LLC.
 THESE DRAWINGS AND SPECIFICATIONS ARE THE CONFIDENTIAL AND PROPRIETARY PROPERTY OF McDONALD'S CORPORATION AND SHALL NOT BE COPIED OR REPRODUCED WITHOUT WRITTEN AUTHORIZATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THESE DRAWINGS FOR ANY PART OF THIS PROJECT ARE NOT SUITABLE FOR USE ON A DIFFERENT SITE OR AT A LATER TIME. USE OF THESE DRAWINGS FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER IS STRICTLY PROHIBITED. REPRODUCTION OF THE CONTRACT DOCUMENTS FOR REUSE ON ANOTHER PROJECT IS NOT AUTHORIZED.
 OFFICE ADDRESS
 1650 W. 82ND STREET #900 BLOOMINGTON, MINNESOTA 55431-9886 (952)-884-4355

STATE	MN
CITY	INNER GROVE HEIGHTS
STREET ADDRESS	3075 BOTH ST. E.
SHEET NAME	SITE PLAN
NATIONAL NUMBER	
STATE NUMBER	
DATE ISSUED	2/16/2012
DATE REVIEWED	2/16/2012
REVIEWED BY	EMV/CNC
PHOTO ISSUED	
DRAWN BY	CNC/EMK



LANDFORM
 From Site to Finish
 105 South Fifth Avenue
 Suite 513
 Minneapolis, MN 55401
 Tel: 612-252-9070
 Fax: 612-252-9077
 Web: landform.net

SHEET NO. **C2.1**
 FILE NAME: C201M/CD131.DWG
 PROJECT NO. MCD011131

Heather Botten

From: msleeshoe@aol.com
Sent: Friday, March 09, 2012 7:27 AM
To: Heather Botten
Subject: McDonalds

Ms Botten:

It is always heartwarming to know a successful business is nearby and interested in improvement.

We say "GO FOR IT".

Respectfully,

Bob and Nancy Jorissen
3285 80th St. E. #402

651-455-7488

P L A N N I N G R E P O R T
CITY OF INVER GROVE HEIGHTS

REPORT DATE: March 15, 2012

CASE NO: 12-05X

HEARING DATE: March 20, 2012

APPLICANT: Macalester College/Dakota County

PROPERTY OWNER: City of Inver Grove Heights

REQUEST: Review Potential Disposal of Property for Consistency with the Comprehensive Plan

LOCATION: Along the River at approximately 110th Street

COMPREHENSIVE PLAN: Private Open Space

ZONING: P, Public/Institutional

REVIEWING DIVISIONS: Planning
Parks and Recreation

PREPARED BY: Allan Hunting
City Planner

BACKGROUND

Dakota County and Macalester College have approached the city and inquired about the possibility of acquiring an approximate one acre parcel the city owns along the river. The property is surrounded by land owned by Macalester and has no improved or direct public access. This parcel is in the same location that was part of a vacation request earlier this year.

The City Administrator has indicated that the city would be willing to deed the parcel to Macalester College and has informed the City Council of this inquiry.

Per State Statutes, the Planning Commission must review the sale of the property for compliance with the Comprehensive Plan (Minnesota Statute 462.356 subd. 2).

EVALUATION OF THE REQUEST

Compliance with the Comprehensive Plan. Minnesota Statute 462.356, subd. 2, provides that no publicly owned interest in real property within the municipality shall be acquired or disposed of, nor shall any capital improvement be authorized by the municipality or special district or agency thereof or any other political subdivision having jurisdiction within the municipality until after the planning agency has reviewed the proposed acquisition, disposal, or capital improvement and reported in writing to the governing body or other special district or agency or political subdivision concerned, its findings as to

compliance of the proposed acquisition, disposal or improvement with the comprehensive municipal plan.

The subject property is guided for Private Open Space and zoned P, Public Institutional.

The property is 1.16 acres in size and a deed was given to the City from the State of Minnesota as a conveyance of tax forfeited lands in 1966. The deed was conveyed for the exclusive purpose of park and recreation. If the government entity has no use for the property, state statute provides a set period of time after which the entity may directly convey the property to another party other than the state. This time period expires on January 1, 2015. All parties agree to wait until this time frame, and then the city will deed the parcel to Macalester College to be included in their Katherine Ordway Nature Preserve. Dakota County will also place a conservation easement over the parcel at that time to preserve it in its natural state.

The disposal of the property would be consistent with the comprehensive plan designation and zoning of the parcel. One of the Private Recreation/Open Space Policies is to:

“Ensure areas used for private recreational and open space areas are able to continue operation under current conditions.”

The parcel is not identified on any city land use map or park plan map for any public park or purpose. There is no means of public access to the parcel. The Director of Parks and Recreation has reviewed the request and has no issues with the disposal of property.

ALTERNATIVES

A. **Approval.** If the Planning Commission finds the request acceptable, the following actions should take place:

- An Approval recommendation that the disposal of the property located along the river at approximately 100th Street to Macalester College for continued nature area/conservation open space is in **compliance with the Comprehensive Plan.**

B. **Denial.** If the Planning Commission does not find the proposed disposal of the property consistent with the Comprehensive Plan, the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

RECOMMENDATION

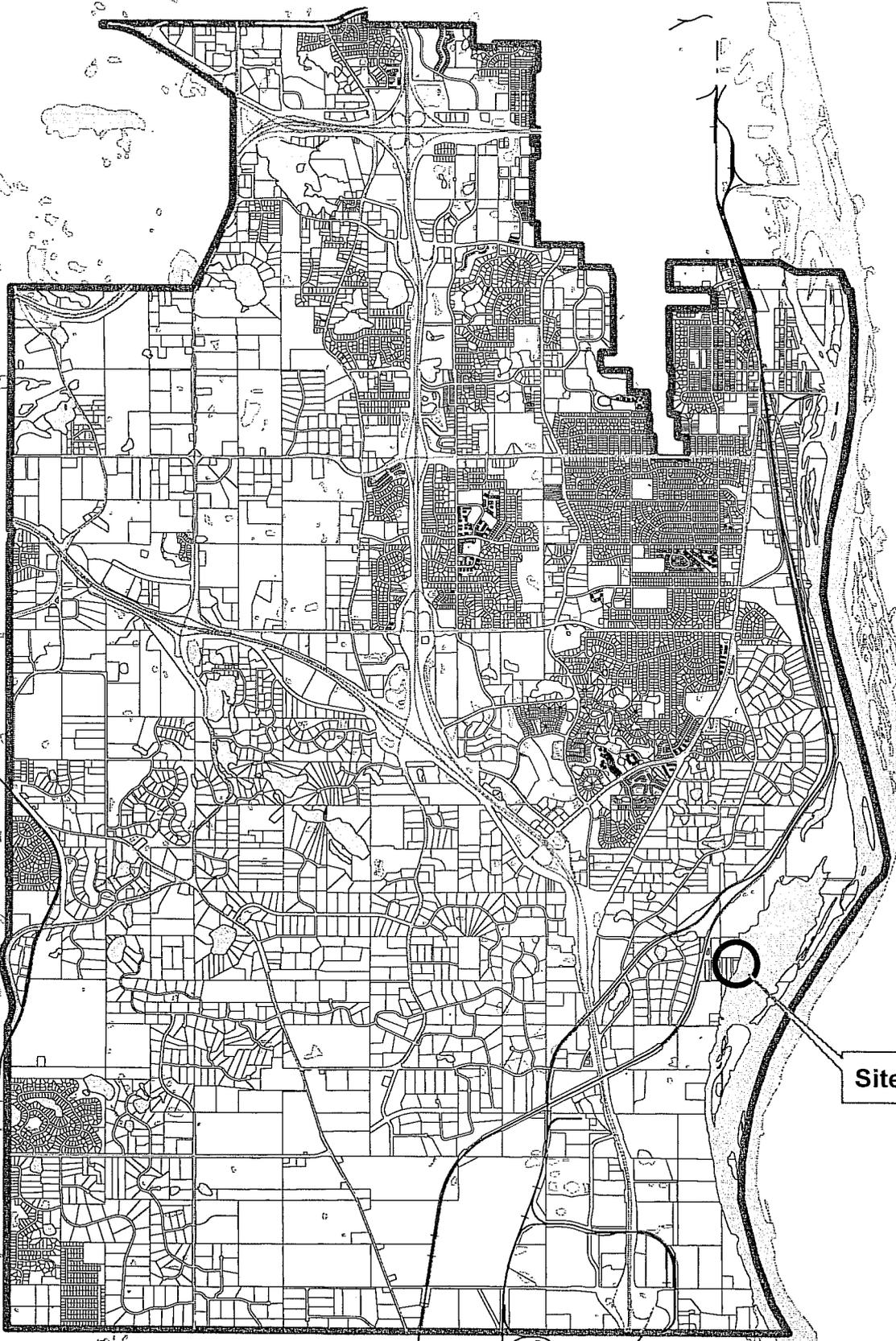
The Parks and Recreation Director and Planning Staff both recommend an approval recommendation that the disposal of the property is consistent with the Comprehensive Plan.

Attachments: Exhibit A –Location Map

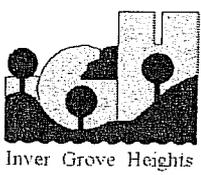


Location Map

Case No. 12-05X



Site Area



Location Map

Case No. 12-05X

