

Collaborative Planning, LLC

MEMORANDUM

To: Bill McCabe, City Administrator

From: Cindy Nash, AICP

Date: September 29, 2022

Subj: Planning Review Comments – F Street Development
Site Plan dated September 12, 2022

I have reviewed the site plans dated September 12, 2022 and have the following preliminary comments.

General Comments

1. The property is zoned Business/Warehousing District. The proposed use is warehousing. If the use changes, the proposed site needs to be reviewed for compliance with the zoning ordinance as requirements for parking and other items may change if the use changes.
2. An EAW may be required for this project. Development of the future site would exceed the threshold for warehousing/light industrial when considered as a phased action with the current proposed project. Some aspects of the project submittal (for example the photometric plan) identify a second building to be constructed on the site.
3. Stearns County must review and approve the access to the site.
4. The Fire Department should review the site plans to ensure that the site meets Fire Code. In addition, it should be determined if turn-arounds for emergency vehicles are required within the site. Demonstrate how emergency vehicles can make the maneuvers needed to access the site and turn around to leave without needing to back all the way out.
5. Engineering comments will be included within a separate memo.

Site Plan

1. The site plan shows 194 parking stalls. It cannot be determined if parking requirements are met when no proposed use for the property is provided. If the use is warehousing, it appears that it meets the minimum parking requirements. If the proposed use is actually manufacturing, then the site would require not less than 670 parking spaces depending on the number of employees and company vehicles.
2. No curb cut access shall exceed twenty-four (24) feet in width unless approved by the City Engineer.
3. Snow storage may not occupy required parking stalls, and depending on the tenant finish of the space there may not be any extra parking stalls that could potentially be used for snow storage. The Zoning Ordinance states the following:

Snow Storage: Adequate space for snow storage shall be provided on the site so as not to reduce the required minimum number of parking spaces. In those cases where excessive snow cannot be properly stored on site, it shall be immediately removed from the site.

Please adjust the plans to provide snow storage in alternate locations or plan to have the snow removed from the site.

4. No signage plans were provided. Signage will need to be reviewed under a separate permit application in the future.
5. Deeds conveying easements for the stormwater ponds to the City shall be provided.

Architectural Plans

1. The maximum building height permitted is 35 feet. A variance has been applied for and is under consideration by the Planning Commission and City Council.

cc: Jeremy Boots, Moore Engineering