

# Collaborative Planning, LLC

## ***MEMORANDUM***

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**TO:** Planning Commission

**FROM:** Cindy Nash, AICP/EDFP

**DATE:** September 29, 2022

**SUBJECT:** **F-Street** for (1) Variance; and (2) and Site Plan.

**LOCATION:** Lot 3, Block 1 White Oak Addition – 24610 County Road 75

### **Description of Request**

The applicant is proposing to develop the property into a warehouse building. Applications for the following are requested:

1. Variance to permit a building taller than 35 feet
2. Site plan.

## **Item 1: Recommendation on Variance**

**Public Hearing:      October 3, 2022 Planning Commission**

The proposed development does not meet all of the ordinance requirements for approval. The applicant is requesting variances to the following items:

1. Increase in building height from 35 feet to 38 feet

### **Variances**

The Board of Appeals may grant variances from the ordinance when there is supporting evidence related to various findings required under the Zoning Ordinance. In considering requests for variance, the Zoning Ordinance requires that findings be made such that the proposed action will not:

1. Impair an adequate supply of light and air to adjacent property.
2. Unreasonably increase the congestion in the public street.
3. Increase the danger of fire or endanger the public safety.
4. Unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of the Ordinance.
5. Violate the intent and purpose of the Comprehensive Plan.

Further, a variance from the ordinance can be granted if the applicant or owner establishes that there are practical difficulties in complying with the ordinance. Practical difficulties, as used in connection with the granting of a variance, requires an affirmative finding of the following criteria:

- a. The property owner or applicant proposes to use the property in a reasonable manner not permitted by this Ordinance;
- b. The plight of the property owner or applicant is due to circumstances unique to the property and not created by any persons presently or formerly having an interest in the parcel of land.
- c. The variance, if granted, will not alter the essential character of the locality.
- d. Economic considerations alone do not constitute practical difficulties.

### **Staff Recommendation**

*The Planning Commission should make a recommendation regarding the proposed variance.*

## **Item 2: Recommendation on Site Plan**

### **Description of Request**

The Developer has applied for a Site Plan in order to construct a warehouse. There is not an identified user for the building. The proposed new building consists of 234,433 square feet of space.

Staff have reviewed this site plan, and have provided the following comment memos related to items that need to be addressed:

- Moore Engineering memo dated September 29, 2022
- Collaborative Planning memo dated September 29, 2022

### **Parking**

No specific interior finish to the building has been provided. Per the architectural plans submitted, the building contains the following potential spaces with associated parking requirements:

<b>Use</b>	<b>Square Feet of Use</b>	<b>Parking Needed (spaces per square foot)</b>	<b>Required Parking</b>
Warehousing	214522	2000	107.3
Office	19900	250	79.6
Total Parking Required			186.9
Parking Provided			186

As per the ghost plan, the site is short by one parking stall. As interior finish plans are submitted for building permits, the parking will need to be recalculated each time to ensure that the site contains enough parking. It should be noted that the Zoning Ordinance contains different parking requirements for each use. Since warehousing has one of the lowest parking requirements and this proposed site is only providing that minimum amount of parking, it may not be possible to change the use of the building to any other use that isn't warehousing with a limited amount of office space.

The plans denote that snow storage is proposed to occupy up to 50 parking spaces in the wintertime. The Zoning Ordinance does not permit parking spaces that are required to be used for snow storage, so either the plans may need to be redesigned to accommodate snow storage in other locations or they may need pay to have the snow removed as needed.

### **Access**

Access to the site is proposed from one driveway onto CR 75. The County will need to review and approve the driveway access.

There are no turn arounds provided on the plans for emergency or larger vehicles that need to access the site. It is also not clear if a fire truck can make the turning radius for the driveway to access the northwest side of the building. Additional information should be provided to verify that the access is suitable, and the access should be approved by the Fire Department as a condition of approval.

### **Staff Recommendation**

Staff recommends approval of the application, subject to the following conditions:

1. All comments contained within the memo from Moore Engineering dated September 29, 2022 and the memo from Collaborative Planning dated September 29, 2022 are incorporated herein (collectively referred to as the “Staff Memos”).
2. The site shall be in substantial conformance with the site plan for F Street prepared by Keller, Inc and dated September 12, 2022 (the “Site Plan”), except as modified to address comments within the Staff Memos, and this Resolution # 2022-\_\_\_\_\_. Revised plans shall be submitted for review by the City Planner and City Engineer prior to the issuance of a building permit.
3. An access permit must be obtained from Stearns County prior to issuance of a building permit. If Stearns County does not approve the access as shown in the Site Plan, then a revised site plan must be submitted to the City for review and approval. All improvements required by Stearns County shall be the sole responsibility and cost of the Developer.
4. The Site Plan must be approved by the Fire Marshall prior to the issuance of a building permit. If the Fire Department does not approve the plans, then the plans must be revised to address their comments and then resubmitted to the City for review and approval.

**City of St. Augusta**

**F Street**

**Meeting Date of October 3, 2022**

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5. To the extent that there are differences or conflicts between the Site Plan and this resolution, the terms of this resolution shall be controlling.
6. No outside storage is permitted.
7. Plans for signage were not submitted. Prior to signage being installed on the property, the applicant shall obtain appropriate permits from the City.
8. The owner shall enter into a maintenance agreement with the City for stormwater management facilities. Easements may also be required to be provided for stormwater management facilities.
9. The site shall be operated and maintained in compliance with all local, state and federal regulations, as may be amended from time to time. The owner shall be responsible for obtaining and complying with all necessary permits from any other governmental agencies prior to commencement of development activities on the site.