



CITY OF WEST ST. PAUL

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

MUNICIPAL CENTER	651-552-4100	POLICE	651-552-4200
PARKS/RECREATION	651-552-4150	FIRE	651-552-4176
FAX	651-552-4190	TDD	651-552-4222

SITE PLAN APPLICATION

Filing Fee: \$275.00

(OFFICE USE ONLY)

Escrow Amount: \$1300.00

CASE NO. 16-06

DATE RECEIVED 4/22/16

RECEIPT # _____

60 DAY DATE 6/21/16

TOTAL FEES 1,575.00

1. STREET ADDRESS OF PARCEL 1685, 1701 and 1725 Robert Street South

2. NAME OF APPLICANT Venture Pass Partners, LLC Dave Carland
Phone # 952-473-1210 Email dcarland@venturepass.net

3. ADDRESS OF APPLICANT Venture Pass Partners, LLC
19620 Waterford Ct.
Shorewood, MN 55331

4. NAME OF OWNER *See Exhibit A (attached)* Phone # _____

5. ADDRESS OF OWNER _____ Email _____

6. LEGAL/PID # existing PID's 420200054017, 426477501010, 420200054012

See Exhibit B for full legal descriptions (attached)

7. PRESENT ZONING B3

8. PROPOSED USE OF PARCELS Commercial, retail, restaurant with drive thru

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

There will be no reliance on parking facilities on adjacent streets, all parking will be contained on the subject property as per city parking count requirements. Traffic management should be improved with this proposed development as we are eliminating multiple existing curb cuts on Robert St South, and also facilitating cross access from adjacent parcels to our north and south to the signalized full access curb cut/intersection at Lothenbach.

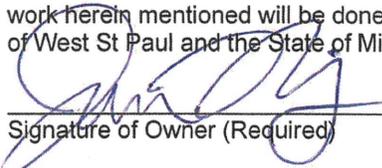
**PROMOTING AND PRESERVING A COMMUNITY OF EXCELLENCE
BY THE ETHICAL, RESPONSIVE, EFFICIENT AND INNOVATIVE PROVISION OF SERVICES
EOE/AEE**

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:
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 - (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)

(651) 452-2627

Phone Number

Signature of Owner (Required)

Phone Number

Signature of Owner (Required)

Phone Number

Signature of Applicant (If different)

Phone Number

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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

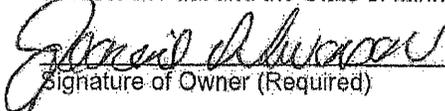
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Phone Number

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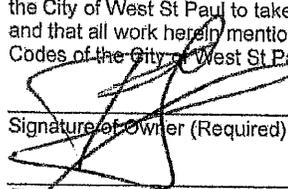
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CONDITIONAL USE PERMIT APPLICATION

Filing Fee: \$275.00

(OFFICE USE ONLY)

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

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See Exhibit B for full legal descriptions (attached)

7. PRESENT ZONING B3

8. PROPOSED USE OF PARCELS 1) Commercial Medical Office, 2) Retail/Restaurant strip with outdoor patio seating, 3) Restaurant with drive thru

9. ZONING SECTION AUTHORIZING CUP 21.2 (9)

10. WHAT WILL BE THE EFFECT OF THE PROPOSED USE ON THE HEALTH, SAFETY, & WELFARE OF THE OCCUPANTS IN THE SURROUNDING PARCELS? No adverse affect.

11. WHAT WILL BE THE EFFECT ON EXISTING AND ANTICIPATED TRAFFIC CONDITIONS, INCLUDING PARKING FACILITIES ON ADJACENT STREETS? No impact to or reliance on parking on adjacent streets. We are proposing to eliminate multiple curb cuts to Robert St, consolidating to two curb cuts, so this should be beneficial to traffic patterns.

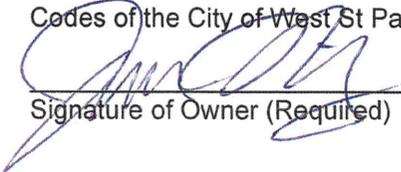
12. WHAT WILL BE THE EFFECT OF THE PROPOSED USE ON THE COMPREHENSIVE PLAN? Consistent with Comprehensive Plan.

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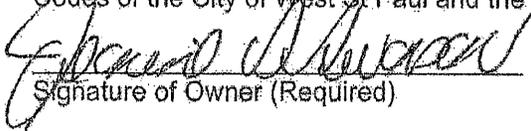
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FEES

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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.

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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. 16-06
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TOTAL FEES 1,881.⁰⁰

CONTACT INFORMATION

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6. NAME OF SURVEYOR Rick M. Blom, LS (Sambatek) Phone # (763) 476-6010

7. ADDRESS OF SURVEYOR 12800 Whitewater Dr Ste 300 Email rblom@sambatek.com
Minnetonka, MN 55343

8. NAME OF ENGINEER Mike Bultman (Sambatek) Phone # (763) 476-6010

9. ADDRESS OF ENGINEER 12800 Whitewater Dr Ste 300 Email mbultman@sambatek.com
Minnetonka, MN 55343

PLAT INFORMATION

10. LEGAL/PID # OF PROPERTY INVOLVED *See Exhibit B attached*

11. TOTAL ACREAGE 3.789 AC 12. NUMBER OF PROPOSED LOTS 3

13. PROPOSED NAME OF PLAT ROBERT STREET RILEY ADDITION

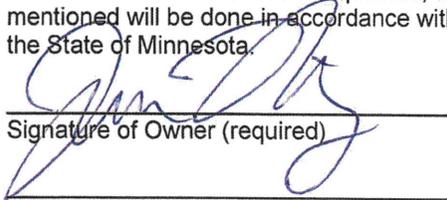
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1. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies of the proposed plat/final plat in sets.
2. Plat meets all minimum subdivision requirements. If not, explain:

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FEES

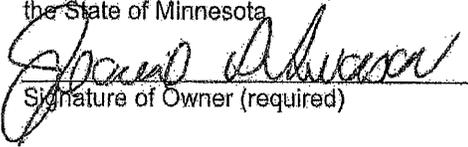
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FEES

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.

EXHIBIT A
EXISTING PROPERTY OWNER INFORMATION

1685 Robert Street South: pid 420200054017

Sharepoint Credit Union

Riley Family Investments, LLP
Jonathon P. Riley
2320 Lexington Avenue South
Mendota Heights, MN 55120
jonriley@condormgt.com
(651) 452-2627

1701 Robert Street South: pid 426477501010

Sonic

The Benjamin and Denise Gage Trust
1805 Willow Road
Hillsborough, CA 94010-6356
Atten: Daniel Gage
1246 El Camino Real #12
Burlingame, CA 94010
danielpgage@gmail.com
(650) 445-7578

1725 Robert Street South: pid 420200054012

Ideal Credit Union

Ideal Credit Union
8499 Tamarack Road
Woodbury, MN 55125
Atten: Jeanine Swanson
jswanson@idealcu.com
(651) 747-8917

Exhibit B

420200054017 1685 ROBERT ST S

The East 280 feet of the North 133.19 feet of the North 266.38 feet of the South 466.38 feet of the North 1416.26 feet of the East 477 feet of the West One-Half of the Southwest One-Quarter of Section 20, Township 28, Range 22, except the East 40 feet taken for Robert Street.

Dakota County, Minnesota

426477501010 1701 ROBERT ST S

Lot 1, Block 1, Robert Street Sonic Addition, Dakota County, Minnesota.

420200054012 1725 ROBERT ST S

Description from title commitment:

South 200 feet of North 1416.26 feet of East 477 feet of the West Half of the Southwest Quarter of Section Twenty (20), Township Twenty Eight (28), Range Twenty Two (22), Dakota County, Minnesota, EXCEPTING therefrom the West 12 feet thereof;

AND

EXCEPTING that part thereof lying Easterly of Line 1 described below:

Line 1:

From a point on the East line of the West Half of the Southwest Quarter of said Section 20, distant 1277.56 feet South of the Northeast corner thereof, run Westerly at right angles to the East line of said West Half of the Southwest Quarter to an intersection with the Westerly right of way line of said Trunk Highway No. 52 which is the point of beginning of Line 1 to be described; thence run Southwesterly to a point distant 60 feet Westerly (Measured at right angles) of a point on the East line of said West Half of the Southwest Quarter, distant 1292.56 feet South of the Northeast corner of said West Half of the Southwest Quarter; thence run Southerly parallel with the East line of said West Half of the Southwest Quarter for 45 feet; thence run Southeasterly to the point of intersection of the Westerly right of way line of said Trunk Highway No. 52 with a line run Westerly at right angles to the East line of said West Half of the Southwest Quarter from a point thereon distant 1357.56 feet South of the Northeast corner of said West Half of the Southwest Quarter and there terminating, according to the Government Survey thereof.

Dakota County, Minnesota

Memorandum

TO: Ben Boike, Assistant Community Development Director/City Planner
FROM: Darin Rezac, Civil Engineer
DATE: May 11, 2016
SUBJECT: Preliminary Plat & Site Review Lothenbach/Robert St Commercial Redevelopment

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. Parkland dedication shall be paid upon application of a building permit. Fee shall be in accordance to City Ordinance, Section 1022.11.
3. Provide documentation for proposed private easements.
4. Add 10' drainage and utility easement where proposed plat abuts the public right-of-way. Add 5' drainage and utility easement around interior property lines.
5. Provide a traffic study showing the functionality and operability of the Lothenbach & Robert St. intersection with the proposed commercial land uses.
6. On all plan view sheets, update geometric and utility (drainage) files to show proposed Robert St. Improvement Project. (electronic files to be provided by WSP Engineering Dept.).
7. Provide detailed plans and specifications for retaining walls over 4 feet in height signed by a Minnesota Professional Structural Engineer.
8. On sheet C5.01 and C5.02, move inlet protection symbols to the location of the proposed catch basins along Robert St.
9. On sheets C5.03 and C7.01;
 - a. Replace generic standard detail plates with WSP city plates (electronic files to be provided by WSP Engineering Dept.).

- b. Add any applicable Mn/DOT or Saint Paul Regional Water Services (SPRWS) standard details.
10. On sheet C6.01;
- a. Change storm sewer pipe material to Reinforced Concrete Pipe (RCP CL V) in any areas beneath a roadway or paved surface. For areas outside roadway, the City will allow HDPE pipe. Minimum pipe size is 12”.
 - b. Cleanouts are required every 100’ on sanitary sewer lines. Show these cleanouts on the plans.
 - c. Include language referring to City Standards for design standards and specifications.
11. On sheet L1.01, update plan view to include the landscaping portion of the Robert St. Improvement Project (electronic files to be provided by WSP Engineering Dept.).
12. Address any and all issues set forth by Mn/DOT review dated May 11, 2016 titled **Robert St. Riley Addition Mn/DOT Review #P16-017.**

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



SOUTH METRO FIRE

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

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

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: 5/11/2016
SUBJECT: CASE NUMBER 16-06
Lothenbach / Robert St. Commercial Redevelopment

In reference to the proposed construction of the Lothenbach / Robert St. Commercial Redevelopment please note the following:

- a. A 50' outside turning radius is required for all access roads. MSFC 503.2.4.
- b. The grade of the access road shall be less than 8%. MSFC 503.2.7.



Minnesota Department of Transportation
Metropolitan District
Waters Edge Building
1500 County Road B2 West
Roseville, MN 55113

May 11, 2016

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

SUBJECT: Robert St. Riley Addition Mn/DOT Review #P16-017
NE quad of MN3(US952A/Robert St) and Lothenbach Ave
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:

Right of way

1. This is considered Trunk Highway 952A. This label should be added to the plan sheets and also the Plat.
2. Looking at the information on our right-of-way maps, this right-of-way was originally acquired by Dakota County on 03/10/1928 by Doc. Nos. 117140 & 117141.
3. MnDOT had another acquisition for this area from Norwest Bank in 1987.
4. Confirmation is required from our Surveys Office to assure that the plat boundary matches the existing r/w.

For questions concerning these comments, please contact Matt Aguirre (651-234-7599) in MnDOT Metro District's Right-of-Way Section.

Traffic

MnDOT is concerned with the site circulation of the drive-thru. Drive-thru traffic may back up into the intersection.

For questions regarding these comments please contact Merlin Kent at 651.234.7825 or merlin.kent@state.mn.us.

Design

The building stairs and handrails need to be on private property. The handrail cannot protrude into public right of way.

For questions regarding these comments please contact Nancy Jacobson at 651.234.7647
Nancy.L.Jacobson@state.mn.us

Water Resources

A drainage permit will be required to ensure that current drainage rates to Mn/DOT right-of-way will not be increased. The drainage permit application, including the information below, should be submitted to:

Minnesota Department of Transportation
Metropolitan District - Permit Office
1500 W. County Road B-2
Roseville, MN 55113

The following information must be submitted with the drainage permit application:

- 1) A grading plan showing existing and proposed contours,
- 2) Drainage area maps for the proposed project showing existing and proposed drainage areas. Any off-site areas that drain to the project area should also be included in the drainage area maps. The direction of flow for each drainage area must be indicated by arrows,
- 3) Drainage computations for pre and post construction conditions during the 2, 10, 50 and 100 year rain events, and
- 4) An electronic copy of any computer modeling used for the drainage computations.

It also appears that new connections to our storm sewer are being made. Please verify the size of existing MnDOT catchbasins, and their capacity to handle the additional flow.

Please direct questions concerning drainage issues to Nick Olson (651-234-7542) or (nicholas.olson@state.mn.us) of Mn/DOT's Water Resources section.

Permits:

In addition to the drainage permit the access modifications will require an Access permit. Any other work impacting MNDOT R/W will require a permit. Permit forms are available from MnDOT's utility website at <http://www.dot.state.mn.us/utility/> Please include one 11 x 17 plan set and one full size plan set 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 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 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
Dave Torfin, Surveys
Coleen Brown, State Aid
Russell Owen, Metropolitan Council



TO: Asst. Community Dev. Dir.
THROUGH: Asst. Parks & Recreation Dir.
FROM: Environmental Committee
DATE: May 10, 2016

SUBJECT:

CASE #16-06 – Site Plan review for the redevelopment of 1685, 1701, and 1725 Robert St.

BACKGROUND INFORMATION:

At the May 4, 2016 Environmental Committee (EC) meeting, members reviewed the Site Plan submitted by Venture Pass to redevelop and construct 20,000 sq. ft. of new retail/medical/restaurant space at the properties located at 1685-1725 Robert St. (former Sharepoint Bank, former Sonic, and Ideal Credit Union properties). The EC members liked the selection of trees and the large amount of plants and shrubs being installed. They also liked that many mature on-site trees were being saved. They agreed with the Assistant Community Development Director's recommendations. The EC unanimously voted to approve the site plan as proposed, with an additional comment that they strongly encourage the developer to use "pollinator friendly" that were not grown with "neonicotinoids".

RECOMMENDATION:

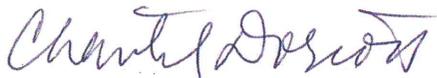
Environmental Committee members approve the site plan for redevelopment of 1685, 1701, and 1725 Robert St.

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

The listed items below will be public hearing at the City of West St. Paul Planning Commission meeting on May 17th, 2016 at 7:00 p.m. and a public hearing at the City Council meeting on May 23rd, 2016 at 6:30 p.m.:

- CASE #16-06 – Applications for a Site Plan, Plat, and Conditional Use Permits for the redevelopment of 1675, 1701 and 1725 Robert St. – Venture Pass Partners, LLC

Interested persons will be heard at these meetings. 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: May 8, 2016