



City Hall
1616 Humboldt Avenue
West St. Paul, MN 55118
651-552-4190
www.wspmn.gov

CONDITIONAL USE PERMIT APPLICATION

Filing Fee: \$275
Escrow Amount: \$400 (Residential)
\$800 (Commercial)
TOTAL FEES: \$ 1075

Office Use Only	
Case No:	<u>20-09</u>
Date Received:	<u>07/24/2020</u>
Receipt #	<u>2020-0974</u>
60 Day Date:	<u>09/22/2020</u>

Street Address of Parcel: Robert St S and Wentworth Ave E (nearest is AAMCO at 1571 Robert St)

Name of Applicant: Laura Eder, ESG Architects Phone # 612-373-4697

Address of Applicant: 500 Washington Ave S Suite 1080 Email: laura.eder@esgarch.com

Minneapolis, MN 55415

Name of Owner Contact: Shane LaFave Phone # 763-300-1861
Name of Owner: Roers West St. Paul Apartments Owner LLC

Address of Owner: 110 Chesire Lane, Ste 120 Email: Shane@roerscompanies.com

Minnetonka, MN 55305

Legal/PID # See attached

Present Zoning: B-6 Town Center Mixed Use District, Density Code B-Medium Density

Proposed Use of Parcel: multi-family apartment housing, retail, structured and surface parking

Zoning Section Authorizing CUP: Sec. 153.221

What will be the effect of the proposed use on the health, safety, and welfare of the occupants of the surrounding parcels? There is not anticipated to be a negative effect on the health, safety, and welfare of the occupants of the surrounding parcels due to the proposed redevelopment of this site. The goals of the Comprehensive Plan, in fact, will be greater achieved with this redevelopment.

What will be the effect on existing and anticipated traffic conditions, including parking facilities and adjacent streets? A traffic study is to be submitted to the City. There are 187 dwelling units, approximately 5000 SF of Retail and approximately 101 surface and 164 structured parking stalls within this proposed mixed-use redevelopment.

What will be the effect of the proposed use on the Comprehensive Plan? The proposed uses will help bring to fruition the Comprehensive Plan's future land use type & density guidance of 'Mixed Use, 25-40 units/acre' for this site.

The CUP would allow for the Comp Plan goals to be accomplished by providing (1) more housing in general to assist with the City's growth outlook (by allowing dwelling units as a land use) and (2) a well arranged mix of uses in this future land use designation of 'Mixed Use, 25-40 units/acre' (in conjunction with the Rezoning Application to allow for a reduced number of parking spaces and relief from some of the building and parking setback minimums).

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, 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, and
 - 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.

Shane Lafave
Signature of Owner (Required)

763-300-1861
Phone Number

Ram Eder
Signature of Applicant (If different)

612-373-4697
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 City Planner 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.



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SITE PLAN APPLICATION

Filing Fee: \$275.00
Escrow Amount: \$1,300.00
Total Fees: \$ 1,575

OFFICE USE ONLY	
Case No:	<u>20-09</u>
Date Received:	<u>07/24/2020</u>
Receipt No:	<u>2020-0974</u>
60 Day Date:	<u>09/22/2020</u>

Street Address of Parcel: Robert St S and Wentworth Ave E (nearest is AAMCO at 1571 Robert St)

Name of Applicant: Laura Eder, ESG Architects
Address of Applicant: 500 Washington Ave S
Suite 1080 / Minneapolis, MN 55415

Phone # 612-373-4697
Email: laura.eder@esgarch.com

Name of Owner Contact: Shane LaFave
Name of Owner: Roers West St. Paul Apartments Owner LLC
Address of Owner: 110 Cheshire Lane, Ste 120
Minnetonka, MN 55305

Phone # 763-300-1861
Email: Shane@roerscompanies.com

SITE INFORMATION

Legal/PID # of the Property Involved: See attached

Present Zoning: B-6 Town Center Mixed Use District, Density Code B-Medium Density

Proposed Use of Parcel: multi-family apartment housing, retail, structured and surface parking

What will be the effect(s) on existing and anticipated traffic conditions, including parking facilities on adjacent streets: A traffic study will be submitted to the City. There are 187 dwelling units, approximately 5000 SF of Retail and approximately 101 surface and 164 structured parking stalls within this proposed mixed-use redevelopment.

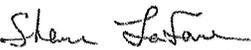
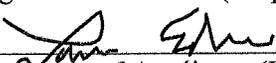
EXHIBITS REQUIRED

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, locations, and sizes,
 - ii. Building elevations, including finishes on all buildings on 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, and
 - v. Proposed plans for sidewalk to service, parking, recreation, and service areas within the site.
- c. Stormwater Management information, including:
 - i. Modeling showing proposed rates are meeting the existing rates for the Atlas-14, 10- and 100-year storm events,
 - ii. Existing and proposed drainage area maps,
 - iii. Utility plan showing existing and proposed storm sewer (if applicable) to verify modeling,
 - iv. Site grading plan,
 - v. If proposing infiltration, soil borings should be submitted to confirm adequate separation,
 - vi. If disturbing more than one acre, water quality modeling showing a 50% total phosphorus removal from runoff
 - vii. If creating more than an acre of net new impervious, volume control calculations to show 1" over the net increase in impervious being infiltrated.

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.

	763-300-1861
Signature of Owner (Required)	Phone Number
	612-373-4697
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 Plat 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.
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REZONING/TEXT AMENDMENT APPLICATION

OFFICE USE ONLY	
Case No: <u>20-09</u>	
Date Received: <u>07/24/2020</u>	
Receipt No: <u>2020-0974</u>	
60 Day Date: <u>09/22/2020</u>	

Filing Fee: \$325
 Escrow Amount: \$800
 Total Fees: \$ 1,125

Street Address of Property: Robert St S and Wentworth Ave E (nearest is AAMCO

Name of Applicant Contact: Laura Eder Address, cont'd: (...at 1571 Robert St)
 Name of Applicant: ESG Architects Phone # 612-373-4697
 Address of Applicant: 500 Washington Ave S Email: laura.eder@esgarch.com
Suite 1080 / Minneapolis, MN 55415

Name of Owner Contact: Shane LaFave
 Name of Owner: Roers West St. Paul Apartments Owner LLC Phone # 763-300-1861
 Address of Owner: 110 Chesire Lane, Ste 120 Email: Shane@roerscompanies.com
Minnetonka, MN 55305

Legal/PID # See attached

Present Zoning: B-6 Proposed Zoning: PMD

Present Use: automotive painting & repair bldg & surface parking. Proposed Use: multi-family apartment housing, retail,
 Present Use, cont'd: (...AAMCO vehicle transmission repair bldg + surface parking, Batteries+Bulbs bldg + surface parking, misc. access drives, vacant lot with storage in certain areas) Proposed Use, cont'd: (...structured and surface parking)

What changed or changing condition(s) made the passage of this amendment necessary? _____

The growth outlook for the City per the Comp Plan is calling for more dwelling units within West St. Paul. More dwelling units and a mix of uses brought to this particular site and its irregular shape prove difficult to meet all existing zoning code regulations for B-6 building and parking setbacks as well as regulations for number of parking spaces to be provided.

What is the effect of the proposed amendment? The proposed amendment would allow for the

Comp Plan goals to be accomplished by providing (1) more housing in general to assist with the City's growth outlook and (2) a well arranged mix of uses in this future land use designation of 'Mixed Use, 25-40 units/acre' (by allowing for a reduced number of parking spaces and relief from some of the building and parking setback minimums).

What error, if any, in the existing ordinance would be corrected by the proposed amendment?

N/A

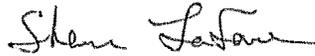
What other circumstances justify the amendment? More density brought to this particular site and its irregular shape prove difficult to meet all existing zoning code regulations for B-6 building and parking setbacks as well as regulations for number of parking spaces to be provided.

EXHIBITS REQUIRED

1. An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 paper copies in sets and folded, of a map or plat showing the lands proposed to be rezoned and all lands within 350 feet of the boundaries of the property proposed to be rezoned.
2. Written proof of ownership or legally recognized financial interest of the property on which the rezoning is requested.

ACKNOWLEDGE AND SIGNATURE

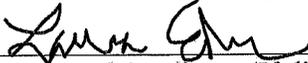
The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St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



Signature of Owner (Required)

763-300-1861

Phone Number



Signature of Applicant (If different)

612-373-4697

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.

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 the Planning Commission. Fees shall include the application fee, filing fees, consultants, legal, planning, and engineering fees.
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PLATTING APPLICATION

OFFICE USE ONLY	
Case No: <u>20-09</u>	
Date Received: <u>07/24/2020</u>	
Receipt No: <u>2020-0974</u>	
60 Day Date: <u>09/22/2020</u>	

Filing Fee: \$275 + \$2 each lot
 Escrow Amount: \$600 (1-2 lots)
 \$1,600 (3 or more lots)
 Total Fees: \$ 277+600 = \$877 (1 proposed lot)

CONTACT INFORMATION

Name of Applicant: Laura Eder, ESG Architects Phone # 612-373-4697
 Address of Applicant: 500 Washington Ave S Email: laura.eder@esgarch.com
Suite 1080 / Minneapolis, MN 55415

Name of Owner Contact: Shane LaFave Phone # 763-300-1861
 Name of Owner: Roers West St. Paul Apartments Owner LLC Email: Shane@roerscompanies.com
 Address of Owner: 110 Cheshire Lane, Ste 120
Minnetonka, MN 55305

Name of Surveyor: Rory L. Synsteliien, Civil Site Group Phone # 612-615-0060
 Address of Surveyor: 4931 W 35th St Suite 200 Email: c/o David Knaeble (Dknaeble@civilsitegroup.com)
St. Louis Park, MN 55416

Name of Engineer: David Knaeble Phone # 763-234-7523
 Address of Engineer: 4931 W 35th St Suite 200 Email: Dknaeble@civilsitegroup.com
St. Louis Park, MN 55416

PLAT INFORMATION

Legal/PID # of the Property Involved: See attached
 Total Acreage: 3.920 Proposed Number of Lots: 1 Lot, 1 Outlot
 Proposed Name of Plat: ROBERT & WENTWORTH REDEVELOPMENT

Plat meets all minimum subdivision requirements. If not, explain: Yes

EXHIBITS REQUIRED

An electronic copy, as well as four (4) 22x34 and twenty (20) 11x17 copies of the proposed plat/final plat in sets and folded plans, showing information as follows:

- a. Statement of the proposed use of lots, stating type of residential building(s) with proposed dwelling units; type of business/industry,
- b. Subdivision name, lot and block layout, numbers, area and dimensions.
- c. A survey, dated, scaled and dimensioned, showing pertinent existing conditions such as boundary lines, acreage and square footage, prepared and signed by a registered surveyor,
- d. Location, width, and names of all proposed, existing and/or previously platted streets showing types, width and condition of improvements, if any, utility right-of-ways and/or easements, parks and other public open spaces, permanent buildings/structures within the tract and to a distance of 350 feet beyond the tract,
 - i. Names of streets shall not be duplicated in the St. Paul postal zone director, unless a new street is a continuation of or in alignment with the existing or platted street,
- e. Topographical data, including contours, proposed grading and drainage at intervals of not more than two feet. All elevation, topography, and vertical control data. Water courses, marshes, wooded areas, power poles and lines, and other significant features.

ACKNOWLEDGE AND SIGNATURE

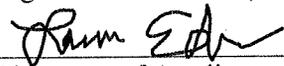
The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St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



Signature of Owner (Required)

763-300-1861

Phone Number



Signature of Applicant (If different)

612-373-4697

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

FEEES

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.
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**CITY OF WEST ST. PAUL, MN
NOTICE OF PUBLIC HEARING**

The listed items below will be a Public Hearing at the Planning Commission Meeting Tuesday, August 18, 2020 at 6:30 pm and a Public Hearing at the City Council Meeting Monday, August 31, 2020 at 6:30 p.m.:

PC Case 20-09 – Multiple applications for the redevelopment of 1571 Robert Street South and the construction of a five story mixed use building offering 187-unit market rate apartment and 5,000 square feet of retail. – Roers Companies

If you have any questions regarding the hearing item listed above, please contact Melissa Sonnek, City Planner at (651) 552-4134.

For Informational Purposes Only – Not for Publication

Shirley Buecksler
City Clerk

Published: Friday, August 7, 2020
St. Paul Pioneer Press

Posted: Friday, August 7, 2020
Municipal Center

To: **Planning Commission**
From: **Melissa Sonnek, City Planner**
Date: **August 18, 2020**

Conditional Use Permit, Site Plan, Rezoning, and Plat for 1571 Robert St.

REQUEST:

On behalf of Roers Companies, ESG Architects is requesting the review of multiple applications for the redevelopment of the northwest corner of Robert Street and Wentworth Avenue. The proposed redevelopment consists of a five story building containing 192 unit apartments with 1,700 square feet of retail/commercial on the first floor.

Applications for Review:

- Conditional Use Permit – Mix of commercial/residential uses & Structure with 16+ dwelling units,
- Site Plan – Construction of five story mixed-use building (192 apartments & 1,700 sq ft of retail),
- Rezoning from B6 – Town Center Mixed Use to PMD – Planned Mixed-Use Development, with B6 – Town Center Mixed Use underlying zoning,
- Preliminary and Final Plat – Consolidation of existing lots to create one lot, dedicate right of way and easements.

Attachments:

Applications/notice

Memos from Environmental Comm., WSB Engineering, Dakota Co, Plat Commission, and MnDot

Submitted plans



CURRENT USES AND ZONING:

	Use	Zoning
Subject Property	Commercial – Aamco, Batteries Plus	B6 - Town Center
Properties to North	Commercial – Nappa Auto	B6 - Town Center
Properties to East	Commercial – Noodles and Co, Pollo Campero, KFC	B6 - Town Center
Properties to South	Commercial – LA Fitness	B6 - Town Center
Properties to West	Commercial – Carbone’s, Laundromat, Multi-tenant office building	B6 - Town Center

Proposal

The proposal includes the demolition of the existing Aamco, Maaco, and Batteries Plus buildings, Granny Donuts will remain unaltered, to make room for a 5 story 192-unit apartment building with 5,000 square feet of retail/commercial. This is the last remaining corner that has been primed for redevelopment, for the area designated as Town Center One.

The first floor of the building will contain a few walk-up apartment units, 1,700 square feet of retail, 7,000 square feet of lobby/amenity area for both the residents and the shoppers, interior bike storage, as well as interior trash storage on either end of the building. Below the building (underground) will be 164 underground parking stalls, some of which will offer room for both bicycle and automobile parking. The remaining floors will offer a combination of studio, one, one + den, and two bedroom apartments as well as a small storage area.



1) CONDITIONAL USE PERMIT ANALYSIS:

Within the B6 – Town Center Mixed Use district, structures containing a mix of commercial and residential uses and structures containing more than 16 units are both conditional uses.

Long Term Planning Document Review

The 2040 Comprehensive plan designated the northwest corner of Robert St. and Wentworth Ave. as an area to likely redevelop by 2030 as mixed use with 20-40 units per acre (see image below – Pg. 13 of 2040 Comp Plan).



The proposed plans call for 60.5 units per acre, which is one of the more dense redevelopment applications in recent years. Recent comparable projects are 1631 Marthaler and 895 Robert (see table below). The Comp Plan and the Renaissance plan both call for increased density along Robert Street, specifically, to help revitalize the existing commercial spaces.

Adding density is more than just housing more people, it is important to ensure that the existing infrastructure can absorb the additional activity. According to the Travel Demand Management Project study completed, the existing roads and other infrastructure can support this level of increase. Additional detail provided later in this document.

Recent Multi-Family Redevelopment in West St. Paul

Address	Project	Units per Acre
252 Marie Ave E	252 Rooftop – Market Rate	27.7
1631 Marthaler Ln	Darts – Senior Apt	58.7
240 Thompson Ave E	Oppidan/Golf Course – Market Rate	28.1
895 Robert St	CDA North Gateway - Affordable	57.2
1201 Signal Hills	Dominium – Affordable/Senior	35.0
1571 Robert St	Town Center One – Market Rate	60.5

Multi-Family/Housing Demand

Recent market trends have made finding any sort of housing (affordable, market rate, and owner occupied) difficult to acquire. The recent influx in multifamily housing will create a better variety of options for current and future residents. As more multifamily options become available, the “filtering” process can begin, allowing individuals to transition between housing types and level of affordability. As newer housing options come in residents are able to upgrade, or “filter up”, leaving older (often more affordable) housing options more available for residents in lower income levels also filter through the housing cycle.

Proximity to Amenities

As you might guess by the name, Town Center One, this site offers close proximity to several retail, restaurant, and employment options within walking distance, as well as multiple bus routes, one actually being located directly on site.

Sites within 1/4 mile

- Anchor Bank,
- Carbone’s Pizza,
- Fed Ex,
- Sports Clips
- Midas,
- Telecris Plasma,
- Taco Bell,
- UPS Store,
- T-Mobile,
- Aloha Nails,
- Pawn America,
- Pho Saigon,
- Great Health and Nutrition,
- Wentworth Library,
- Dunham’s Bar,
- Rex Music,
- Starbucks,
- Napa Auto,
- Arby’s,
- Discount Tire,
- Wells Fargo,
- Wooden Tub Laundromat,
- US Bank,
- El Taquito,
- Pollo Campero,
- Sola Salon,
- Planet Fitness,
- Menards,
- CVS Pharmacy,
- MGM Liquor,
- Mister Car Wash,
- Hobby Lobby,
- Jimmy Johns,
- Verizon,
- KFC,
- Q’Doba,
- Jersey Mikes,
- Raising Cane’s Chicken,
- Tapemark,
- Kinder Care Day Care,
- Walmart,
- Batteries Plus,
- Target,
- Granny’s Donuts,
- LA Fitness,
- Subway,
- Panda Express,
- Panera Bread,
- Noodles and Co,
- Applebee’s,
- 5-8 Grill,
- West St. Paul Dome,
- Marthaler Park,
- Harrison Dental,
- Thomas Allen Inc.,
- DaVita Dialysis,
- HyVee

2) SITE PLAN ANALYSIS:

A part of the site plan includes the Planned Mixed-Use Development tag, PMD. This offers the site deviation from the code to create a higher quality environment. Similarly, code language from the PRD (Planned Residential Development) reads, *“to allow greater variety in the types of residential environment available, to respond to recent changes in housing demands and in new housing concepts, to encourage the provision of private common open space ancillary to new housing developments, and to allow a more efficient allocation and maintenance of public facilities”*

The proposed site plan complies with requirements as detailed by the code, unless noted by the *.

Setbacks

Building

	Code Setbacks	Proposed Setbacks
Front <i>(Wentworth Ave)</i>	10 – 40ft	12ft
Rear	20ft Min.	9.4ft*
Side <i>(East) Adj to Street</i>	10 – 30 ft	5ft*
Side <i>(West)</i>	0 ft	39ft

**Intent of the eastern side yard setback of 10-30ft. is intended to bring the building closer up to the street. Staff believes the proposal complies with this.*

Parking

	Code Setbacks	Proposed Setbacks
Front <i>(Wentworth Ave)</i>	Not Permitted	N/A
Rear	10ft Min.	22ft
Side <i>(East) Adj to Street</i>	10ft Min	18.5ft
Side <i>(West)</i>	0ft	0ft

Parking Counts

The submitted plans include 101 surface parking stalls and 164 underground stalls totaling to 265 parking stalls. Additionally many of the underground stalls will offer both automobile and bicycle parking. This equates out to **1.38** parking stalls per unit, while this is lower than the recent accepted parking ratio of 1.5, the applicant is comfortable with the proposed ratio based on similar projects in their existing portfolio.

City Staff is comfortable with this parking ratio since only 17.6% (33 units) of the total number of units are two bedrooms, this means that the remaining 82% are either studio, one bedroom, or one bedroom plus den units. Also, if in the future additional parking is needed, approximately 22 additional stalls can be created if the dog park is removed. These additional stalls would bring the site up to the 1.5 stalls per unit ratio.

As mentioned previously in this report, there are also options for public transit on and nearby the site. This is an important feature, as the site will also offer **1,700** square feet for retail use. It is fairly common for the peak business hours for retail uses to be off-set from when the majority of the residents living in the units are at work or off site.

Drive Aisle and Parking Stall Dimensions

The majority of parking stall depths measure 18ft rather than the 20ft as required by code. This is not an uncommon deviation from the code, as vehicles today are smaller and shorter than they were when the parking dimensions were originally adopted. Parking stall widths measure 9ft, and are consistent with code requirements throughout the site. The proposed drive-aisles exceed the minimum of 22ft, and measure 24ft in most locations, with the exception of a few areas for fire access and maneuverability offering 26ft wide drive aisles.

Curbing

The existing parking lot includes B612 curbing as required by code.

Travel Demand Management Study

Due to the change in use and to ensure the success of the project, the applicant had a third party conduct a travel Demand Management study. This study reviewed both parking needs as well as existing and future traffic trends as a result of the proposed project.

According to the study, the combination of **192** apartments and **1,700** square feet of retail would require 217 parking spaces during peak parking times, 164 stalls for the apartments and 53 stalls for the retail use (used primarily in the PM hours). The submitted site plan includes 265 parking stalls, which exceeds what the study outlines for a minimum requirement.

Trip Generation Data

	AM Trips	PM Trips	Total Trips
Residential Use	67	82	149
Retail Use	N/A	57	57
Total Trips	+67	+139	+206

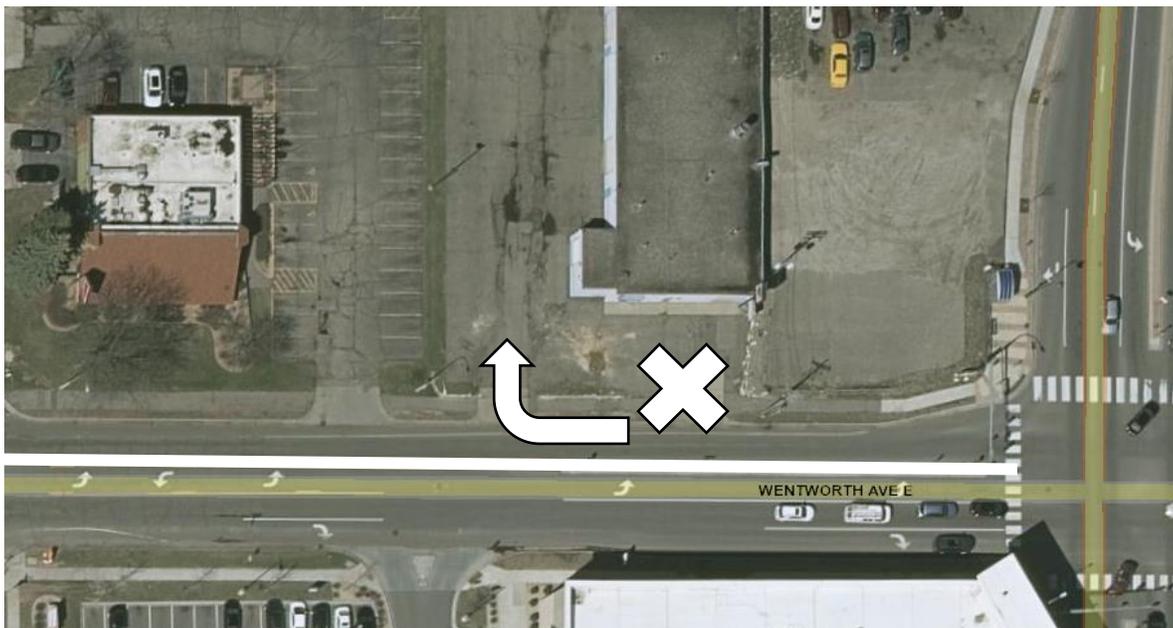
Parking aside, even with the expected additional trips being generated as a part of the proposed development, the majority of surrounding traffic options will continue to function at their existing “level of service”. Level of service refers to the operating conditions of transportation facilities, such as traffic signals and stop-controlled intersections, travel speeds, road width, number of lanes, etc. All of these factors are taken into consideration and assigned a letter grade (A – F) to quantify how a road is operating in comparison to the predetermined maximum capacity.

Level of Service by Intersection (Year 2022)

	Level of Service (No Build Scenario)	Level of Service (Project Build Scenario)
Robert/Thompson	B	B
Thompson/Livingston	A	A
Wentworth/Livingston	A	A

Site Access – Wentworth Avenue

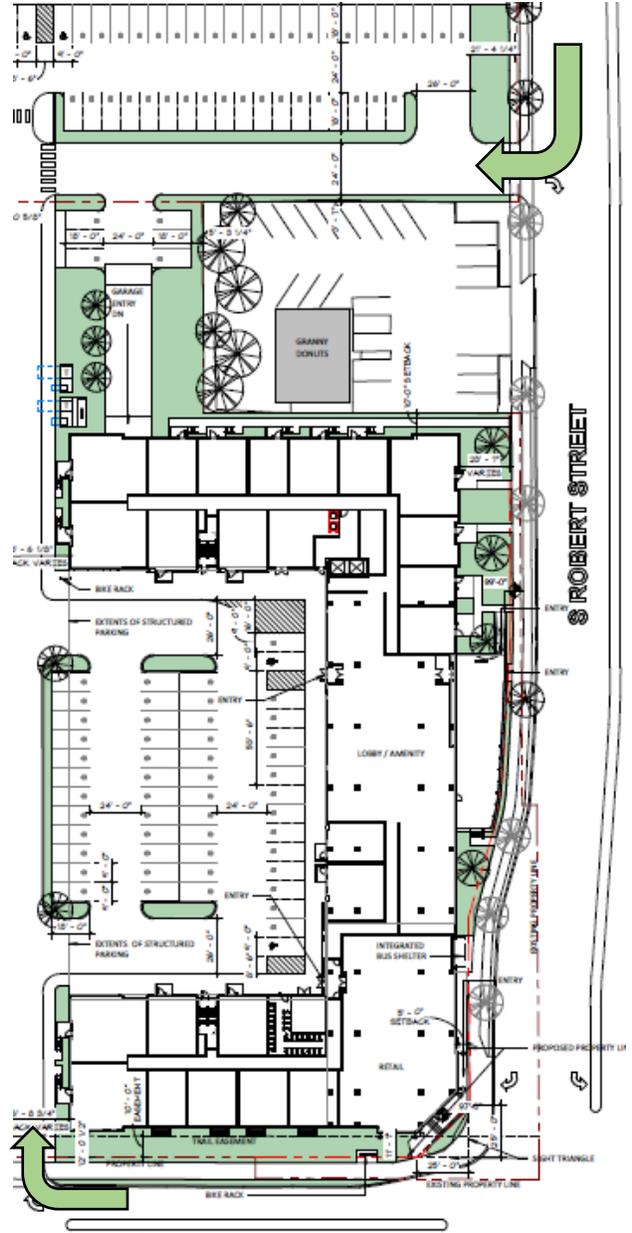
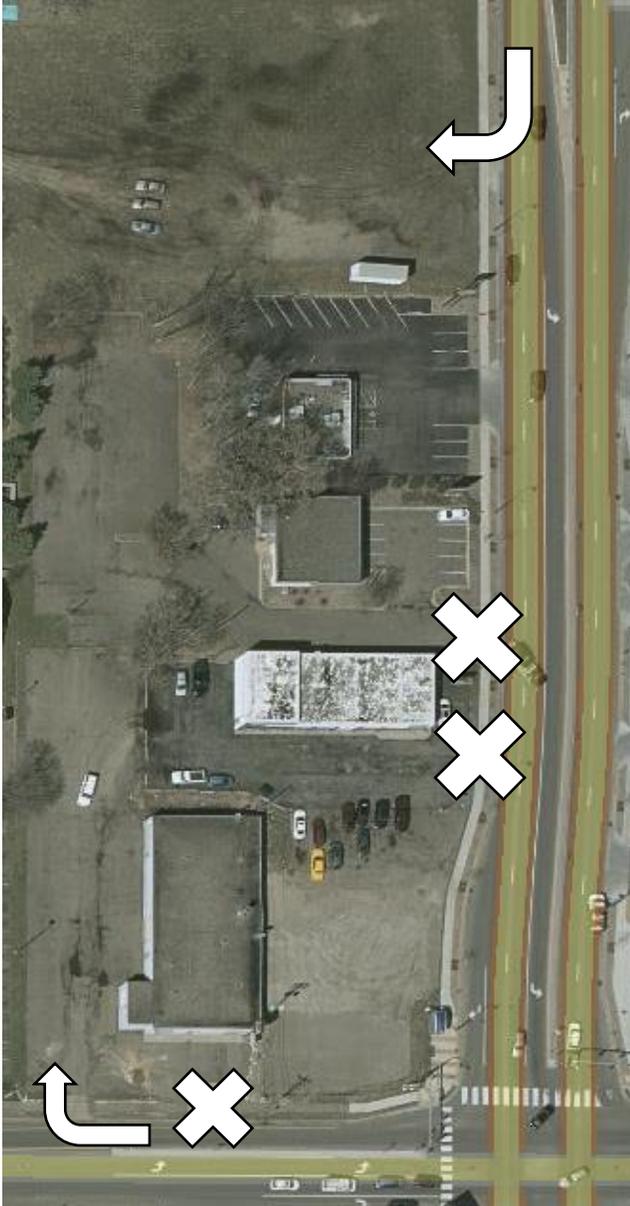
The Wentworth Avenue access to the site was reviewed by Dakota County during their County Plat Commission meeting on August 5th. Due to the conflicts currently happening at the site, Dakota County is requiring that, in order to maintain the western Wentworth access to the site, the center median would have to be extended west to Livingston Avenue.



The applicant will be work with City Staff and Dakota County to add the median extension to the 2021 Wentworth Avenue road overlay project. Staff is recommending as a condition of approval, that the applicant adhere to the items listed in the Dakota County Plat Commission Memo dated August 7, 2020.

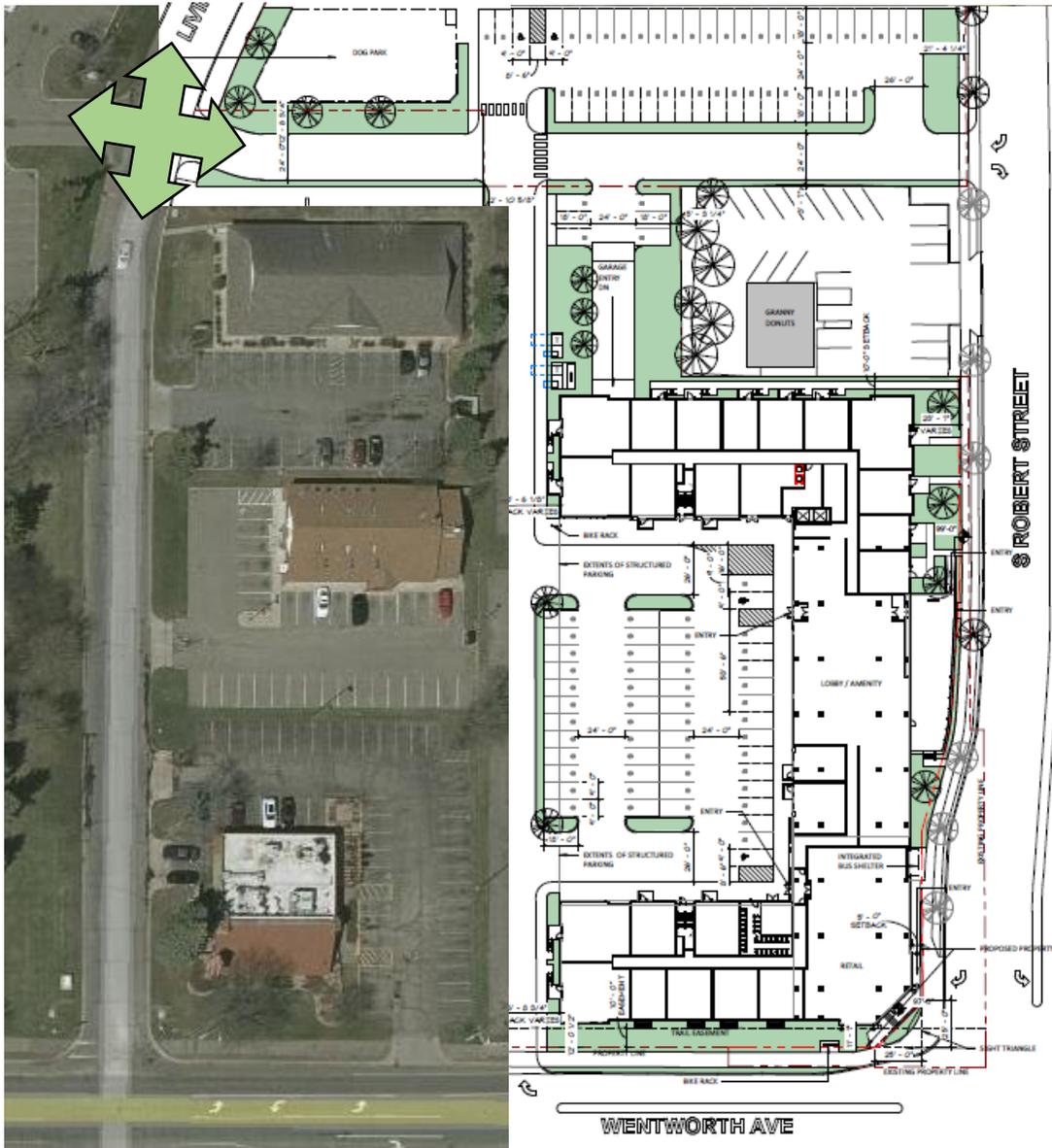
Site Access – Robert Street

The site as it exists today, has several right in and right out curb cuts onto Robert Street. As with many state and county roads, when a site redevelops, multiple accesses are eliminated and one access point is allowed to remain. Since Granny Donuts is not included in the redevelopment proposal, their existing access will remain unchanged. However, the two curb cuts on the southern leg, will be removed and the northern most access (Blockbuster entrance) will remain.



Site Access – Livingston Avenue

The site will have a full access (all turning movements) on and off of Livingston Avenue on the northwestern corner of the site. This access will line up nicely with the access to the multi-tenant office building to the west as shown in the image below.



Pedestrian/Sidewalk Connectivity

There are existing sidewalk connections on both Wentworth and Robert adjacent to the proposed building.

Lighting

The submitted lighting plans do not contain details on lighting. As such, City Staff is requiring as a condition of approval that all lighting levels must not exceed zero foot-candles at all abutting property lines, and no direct glare may extend into the public street, public open space, or neighboring properties.

Landscaping

Setback areas, in part, are to be used as a buffer. Landscaping is a large factor in screening. The code outlines that there is to be one tree per every 40 lineal feet of property line. For this site as a whole, this

roughly calculates to 56 trees (2,251 lineal feet); the applicant is proposing a total of 46 deciduous trees as well as 20 evergreen trees, 5 ornamental trees, and 121 shrubs.

Additionally, when redevelopment and tree removal occurs the code requires a minimum of 30% replacement of the quality trees removed. The applicant is proposing to remove 6 trees, measuring 80 caliper inches, which with the 30% replacement requirement, the applicant is required to replant 24 caliper inches (roughly 10 trees if measuring at 2.5 caliper inches). As detailed above, the proposed landscaping exceeds the minimum code requirements.

Irrigation

No details on irrigation were included in the plans, as such, City Staff is recommending as a condition of approval requiring an irrigation plan upon application of a building permit.

Environmental Committee Review

The Environmental Committee met in regular session on August 5th, and reviewed the site plan for the proposed project.

The committee members liked the plans, especially that full tree replacement requirement was met with a good mix of trees and a public dog park is also being offered. The committee recommend approval of the plans with following additions:

- Strongly encourage the developer to use “pollinator friendly” native plants that are not treated with “neonicotinoids”, and
- Encourage the developer implement a better mix of Minnesota native plant species.

Staff is recommending as a condition of approval that the applicant consider to the additions and recommendations of the Environmental Committee per the memo dated August 7, 2020.

Construction Materials/Design

Section 153.032 of the zoning code, outlines the building materials for the B6 zoning district. The code details that at least 60% of the building must be comprised of primary materials (stucco, brick, glass, or other comparable material) and not more than 40% of the building can be comprised of secondary materials (textured or decorative block, synthetic stucco, metal, or wood).

The applicant is proposing a combination of brick, glass, fiber cement panels (all primary materials), and corrugated metal and a wood composite (secondary materials). The proposed materials and percentages comply with the code.



Signage

The proposed plans do not include signage at this time. Staff is recommending a condition of approval requiring that all signage meet the requirements of Section 153 of the Zoning Ordinance.

Engineering/Stormwater Review

The site plan was reviewed by an engineering consultant to specifically review stormwater run-off and the proposed underground stormwater retention/filtration system.

The engineering consultant listed a number of recommendations regarding obtaining proper permits as well as items to address prior to permitting. City Staff is requiring as a condition of approval, that the applicant adhere to/address all items outlined in the WSB Engineering Memo dated August 12, 2020.

3) REZONING:

The subject property is currently zoned B6 – Town Center Mixed Use. The applicant is requesting to rezone the property from B6 – Town Center Mixed Use to PMD – Planned Mixed-Use Development, with B6 – Town Center Mixed Use underlying zoning. Note that Granny Donuts is not included in the planning applications associated with this redevelopment.

The proposal to rezone the property is consistent with the direction provided in the 2040 Comprehensive Plan.

4) PLAT ANALYSIS:

Since the subject property was last platted in 1887 under the City of South St. Paul, City Staff has requested that the applicant plat the property as a part of the redevelopment project. The original plat only dedicated 30ft of right of way for Wentworth Avenue and 33ft for Robert St. Presently, both roads require more right of way, Dakota Co. has requested 40ft of right of way and MnDot has requested 33-40ft of right of way.

WSP Engineering Review

The West St. Paul Engineering Department reviewed the submitted plat and request that the plat be updated to include drainage and utility easements, 5ft along the northern property line and 10ft along Livingston Ave.

Dakota County Plat Commission

The Dakota County Plat Commission reviewed the proposed preliminary plat at their meeting on August 5th, 2020 and recommended approval of the preliminary plat subject to the following conditions (see memo dated August 7th, 2020):

1. Due to inadequate access spacing, the Commission will only allow for the western Wentworth Avenue access to remain open, if the Wentworth Avenue center median is extended west to Livingston Avenue,
2. The plat shall provide a private cross-access easement to Carbone's to maintain the option of a future shared access, in the event that the Carbone's entrance becomes a safety issue or the site redevelops, and
3. The plat shall dedicate 40ft of half right of way and a 10ft trail easement along the north side of Wentworth Avenue, and
4. With the recording of the final plat, a quit claim deed for the 10ft trail, drainage, and utility easement.

City Staff is recommending as a condition of approval that the applicant adhere to the items listed in the Dakota County Plat Commission memo dated August 7, 2020.

MNDOT Review

Since Robert St. is a state road, MnDot reviewed the proposed plat. The review makes note of several items such as noise along state highways, multimodal and transit connections, water and drainage requirements and permitting process. City Staff is recommending as a condition of approval that the applicant address the items outlined in the MnDot memo dated August 11, 2020.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the CONDITIONAL USE PERMIT to allow a structure with mixed use commercial/residential and a structure with 16+ dwelling units in a B6 – Town Center Mixed Use District subject to the following condition:

1. Council approval of the corresponding site plan, rezoning, and plat applications.

Staff recommends APPROVAL of the SITE PLAN to allow for the construction of a five story mixed-use building at 1571 Robert St. subject to the submitted plans and the following conditions:

1. Council approval of the corresponding conditional use permit, rezoning and plat applications,
2. The applicant shall apply for and obtain all applicable building and sign permits,
3. The applicant shall ensure that all lighting levels will not exceed zero foot candles at all abutting property lines, and no direct glare shall extend into the public street, public open space, or neighboring properties,
4. The applicant shall ensure that an irrigation plan is submitted upon application of a building permit,
5. All signage must comply with section 153 of the zoning ordinance,
6. The applicant shall consider the recommendations of the Environmental Committee per the attached memo dated August 7, 2020,
7. The applicant shall adhere to/address all items outlined in the WSB Engineering memo dated August 12, 2020,
8. The applicant shall adhere to the items outlined in the Dakota County Plat Commission memo dated August 7, 2020, and
9. The applicant shall address the items outlined in the MnDot memo dated August 11, 2020.

Staff recommends APPROVAL of the REZONING of 1571 Robert St. from B6 – Town Center Mixed-Use to Planned Mixed-Use Development (PMD) with B6 – Town Center Mixed-Use underlying zoning subject to the following condition:

1. Council approval of the corresponding conditional use permit, site plan, and plat applications.

Staff recommends APPROVAL of the PRELIMINARY/FINAL PLAT for 1571 Robert St. subject to the submitted plat drawings and the following conditions:

1. Council approval of the corresponding conditional use permit, site plan, and rezoning applications,

2. The applicant shall revise the final plat, prior to recording, per the recommendations outlined in the attached memos from the Dakota County Plat Commission and MnDot,
3. Prior to recording the final plat, the applicant shall include 10 foot drainage/utility easements along the property line that abuts Livingston Ave, and a 5 foot drainage/utility easement along the north property line that abuts another lot, and
4. The final plat shall be recorded within one year of approval and prior to application of a building permit.

To: **Planning Commission and City Council**
Through: **Melissa Sonnek, City Planner**
From: **Dave Schletty, Asst. Parks & Recreation Dir.**
Date: **August 7th, 2020**

Case 20-09 – Plan Review for Town Center One Redevelopment

BACKGROUND INFORMATION:

At the August 5th, 2020 regular meeting, the Environmental Committee (EC) reviewed the landscape plans submitted by Roers Companies for the redevelopment of the northwest corner of Robert Street and Wentworth Avenue. The proposed redevelopment is for a five-story building containing 187 apartment units, roughly 5,000 square feet of retail, underground parking, and an underwater storage and filtration system.

Overall, committee members liked the plans, especially that there was storm water management addressed, that the full tree replacement requirement was met with a good mix of trees, and that a public dog park was included with the development. Even though they liked the nice variety and selection of plantings, they would like to see more native pollinator varieties.

COMMITTEE RECOMMENDATION:

The Environmental Committee recommends the approval of the proposed landscape plan, subject to the recommendations below,

1. Strongly encourage the use of “pollinator friendly” native plants that are not treated with “neonicotinoids”, and
2. Encourage a better mix of Minnesota native plant species.

Memorandum

To: Ross Beckwith, PE
Melissa Sonnek

From: Kendra Fallon, EIT
Jake Newhall, PE

Date: August 12, 2020

Re: Wentworth Apartments Stormwater Review
WSB Project No. 013770-000

The following documents were submitted on July 27, 2020 by Civil Engineering Group and were reviewed for compliance with the City of West St. Paul (City), Lower Mississippi River Watershed Management Organization (LMRWMO), and MPCA Engineering Guidelines:

- CSG – WEST ST. PAUL APARTMENTS – CITY SUBMITTAL 7-24-20
- CSG WSP APTS. STORMWATER REPORT 7-24-20
- FINAL PLAT-Dakota_7-22-2020

The project will disturb over an acre of land which requires a NPDES permit and triggers water quality and rate control requirements. The following comments should be addressed as the project moves forward:

General

1. A NPDES permit will be required prior to construction.
2. A maintenance agreement including an operations and maintenance plan for the underground filtration basin should be included in future submittals.
3. The drainage report notes that P8 modeling was used to confirm TP removal requirement was being met and the results of the P8 model were included. Applicant should submit P8 inputs to confirm modeling.
 - a. Applicant should confirm that the entire site is being modeled in the P8 model including area that doesn't drain to the underground system.
4. The stormwater narrative notes a geotechnical report is on file at the office of the engineer. The geotechnical report should be submitted to confirm soils are not conducive for infiltration and to confirm separation to groundwater.
5. There is a wetland shown in the northwest corner of the site on the survey. Applicant should confirm all requirement wetland permitting has been completed.

Plans

1. Rational method storm sewer sizing calculations and a catch basin drainage area map should be submitted to confirm storm sewer is being sized for the 10-year storm event.
 - a. Applicant should confirm additional catch basins aren't needed in the main parking lot in the center of the site. If more than 3 cfs is shown to drain to an inlet in the 10-year storm event the applicant should consider adding another inlet or may be required to show how much spread is anticipated.
2. The low floor and low opening elevations for the proposed building should be added to the plans to confirm freeboard requirements.

3. It is recommended the applicant consider adding more rows to the underground system and shortening the length of the filtration system.
 - a. The draitile within the underground filtration basin should be sloped to drain to the outlet so the draitile doesn't sit with water for extended periods of time.
 - b. Applicant should confirm the underground system can be constructed within the construction limits shown. Currently there is ~4.5 feet between the western edge of the underground system and the construction limits.
4. Applicant may want to consider constructing a new manhole over the 60" storm sewer pipe at the proposed connection on Wentworth Avenue rather than directly connecting into the pipe. Applicant should consult with the City and County on their preference.
5. It is assumed the 12" storm sewer stubs are proposed to account for the roof drainage. Applicant should confirm that this is the case. If it is not, applicant should include information on where the roof drainage will be discharged.
6. Applicant should confirm the trench drain is sized to handle the drainage from the ramp at the garage entrance.
7. Any proposed drainage and utility easements should be shown on the plans.
8. RCP is recommended under all driving surfaces.

Modeling

1. The 10-day snowmelt event should be modeled, and the results should be included in future submittals.
2. Applicant should confirm area from the parcels directly adjacent to the west don't drain to the site. If they do, they should be included in both existing and proposed conditions.

We request the applicant respond with how each comment above has been addressed. Please reach out with any questions concerning the comments provided in this memo.



Dakota County Surveyor's Office

Western Service Center • 14955 Galaxie Avenue • Apple Valley, MN 55124
952.891-7087 • Fax 952.891-7127 • www.co.dakota.mn.us

August 7, 2020

City of West St. Paul
1616 Humboldt Ave.
West St. Paul, MN 55118

Re: ROBERT AND WENTWORTH

The Dakota County Plat Commission met on August 5, 2020, to consider the preliminary plat of the above referenced plat. The plat is adjacent to CSAH 8 (Wentworth Ave.) and is therefore subject to the Dakota County Contiguous Plat Ordinance.

The proposed apartment building site is located at the northwest quadrant of CSAH 8 (Wentworth Ave) and Robert Street. The right-of-way needs are 60 feet of half right of way along CSAH 8 for a future 3-lane roadway. As discussed, with existing buildings and right of way in the area, the Plat Commission may require only 40 feet of half right of way with a 10-foot trail, drainage and utility easement. The access spacing guidelines along CSAH 8 are 1/8-mile (660 feet) for a full access location. The proposed site is showing one access location on CSAH 8, immediately east of the existing Carbone's access. The Plat Commission would prefer the accesses to be a shared access; however, this will not work at this time. However, the Plat Commission will require a private cross access easement to the Carbone's site, which would allow for a future shared access with the proposed site access. The triggers to become a shared access include redevelopment of the Carbone's site or if there are safety concerns along Wentworth. The private access/cross easement should be recorded with the plat. Also, a cross access easement should be given to the Granny's Donuts site for the similar concerns.

The distance between Robert Street and Livingston Avenue is only about 450 feet. Due to the limited access spacing and safety, the existing median on CSAH 8 should be extended to Livingston Avenue to prevent full access movements along CSAH 8 (Wentworth Avenue). As discussed, the median should be extended to Livingston Avenue prior to allowing the proposed access to Wentworth Avenue. There should be further discussion with the City, County and developer to plan for extension and construction of the median in 2021.

The County will provide the proper language for the 10-foot Trail, Drainage, and Utility Easement. A quit claim deed is required to Dakota County for the restricted access at the time of recording the plat mylars.

The Plat Commission has approved the preliminary plat provided that the described conditions are met. The Ordinance requires submittal of a final plat for review by the Plat Commission before a recommendation is made to the County Board of Commissioners.

Traffic volumes on CSAH 8 are 8,000 ADT and are anticipated to be 9,600 ADT by the year 2030. These traffic volumes indicate that current Minnesota noise standards for residential units could be exceeded



Dakota County Surveyor's Office

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for the proposed plat. Residential developments along County highways commonly result in noise complaints. In order for noise levels from the highway to meet acceptable levels for adjacent residential units, substantial building setbacks, buffer areas, and other noise mitigation elements should be incorporated into this development.

No work shall commence in the County right of way until a permit is obtained from the County Transportation Department and no permit will be issued until the plat has been filed with the County

Recorder's Office. The Plat Commission does not review or approve the actual engineering design of proposed accesses or other improvements to be made in the right of way. Nothing herein is intended to restrict or limit Dakota County's rights with regards to Dakota County rights of way or property. The Plat Commission highly recommends early contact with the Transportation Department to discuss the permitting process which reviews the design and may require construction of highway improvements, including, but not limited to, turn lanes, drainage features, limitations on intersecting street widths, medians, etc. Please contact Gordon McConnell regarding permitting questions at (952) 891-7115 or Todd Tollefson regarding Plat Commission or Plat Ordinance questions at (952) 891-7070.

Sincerely,

A handwritten signature in black ink that reads "Todd B. Tollefson". The signature is written in a cursive style with a prominent horizontal line at the top.

Todd B. Tollefson
Secretary, Plat Commission

c: Shane LaFave; Dave Knaeble; Alyssa Jagdfeld; Laura Eder; [Bob Loken](#)

August 11, 2020

Melissa Sonnek
City Planner
City of West St. Paul
1616 Humboldt Avenue
West St. Paul, MN 55118

SUBJECT: MnDOT Review # P20-052
Roers West St. Paul Apartments
NW Quad US 952A (South Robert Street) and Wentworth Avenue
West St. Paul, Dakota County

Dear Ms.Sonnek:

Thank you for the opportunity to review the **Roers West St. Paul Apartments** development. MnDOT has reviewed the documents and has the following comments:

Noise:

MnDOT's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities having the authority to regulate land use shall take all reasonable measures to prevent the establishment of land use activities, listed in the MPCA's Noise Area Classification (NAC), anywhere that the establishment of the land use would result in immediate violations of established State noise standards.

MnDOT policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such developed areas. The project proposer is required to assess the existing noise situation and take the action deemed necessary to minimize the impact to the proposed development from any highway noise.

If you have any questions regarding MnDOT's noise policy please contact Natalie Ries in Metro District's Noise and Air Quality Unit at Natalie.Ries@state.mn.us or 651-234-7681.

An equal opportunity employer

Transit:

There is a southbound bus stop on Robert St at Wentworth Ave at the south end of the site. If construction will impact this stop, coordinate with Metro Transit to mitigate impacts. Metro Transit requests the developer contact them at Transit-BusOps-StreetSup-AssistManagers@metc.state.mn.us so they can work together to ensure avoiding possible impacts and disruptions to the stop as well as making sure the stop is up to proper specifications when the project is complete.

If you have any questions regarding this comment, please contact Jason Junge, Multimodal Planning, Jason.Junge@state.mn.us or 651-234-7878.

Bicycle/Pedestrian:

MnDOT Standard Plan 5-297.254 (<https://www.dot.state.mn.us/ada/pdf/driveway-sidewalk-details.pdf>) should be used for driveways off of US 952A (South Robert St) and are recommended for other driveways off of public right-of-way into/out of the development.

Wave/rolling bike racks are not optimal for bicycles because they do not provide two points of contact with the bicycle frame and often place bikes too close to each other. The applicant should instead consider u-racks, post and ring racks, or a similar type of rack that provides two points of contact and space for a u-lock to be secured. Guidance for bike racks can be found in the Association for Pedestrian and Bicycle Professionals Essentials of Bike Parking Guide https://www.apbp.org/assets/docs/EssentialsofBikeParking_FINA.pdf.

Coordinate with the City of West St Paul for hi-visibility crosswalk treatments where the River to River Greenway Trail crosses Livingston Ave.

For questions regards the above comments, contact Jesse Thorsen, Metro Multimodal, at Jesse.Thorsen@state.mn.us or 651-234-7788.

Traffic:

MnDOT recommends an entrance/exit on the west side of the Granny's Donuts parking lot for the north side street as opposed to maintaining access with S Robert Street. It will create less confusion for drivers, pedestrians and bikes regarding vehicles in the right turn for either the side street and access to Granny's Donuts.

Questions regarding this recommendation should be directed to Mathias Dall of MnDOT's Traffic Engineering Section at mathias.dall@state.mn.us or 651-234-7841.

Americans With Disabilities Act Office (ADA):

ADA office comments are attached above as file CSG- West St. Paul Apartments – City Submittal. The comments are shown in red on the second page.

For questions regards these comments, contact Todd Grugel, MnDOT ADA Office, at todd.grugel@state.mn.us or 651-366-3531.

Water Resources:

A MnDOT drainage permit will be required to ensure that current drainage rates to MnDOT right-of-way will not be increased. The drainage permit application, including the information below, should be submitted online to: <https://dotapp7.dot.state.mn.us/OLPA>

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.
- 4) Time of concentration calculations.
- 4) An electronic copy of any computer modeling used for the drainage computations.
- 5) See also the attached Drainage Permits Checklist for more information.

Once a drainage permit application is submitted, a thorough review will be completed and additional information may be requested. Please direct questions concerning drainage issues to Jason Swenson of MnDOT's Water Resources section at Jason.Swenson@state.mn.us or 651-234-7539.

Permits:

In addition to the drainage permit mentioned above, any use of, or work within or affecting, MnDOT right of way will require a permit.

Permits can be applied for at this site: <https://olpa.dot.state.mn.us/OLPA/>.

Please direct questions regarding permit requirements to Buck Craig of MnDOT's Metro Permits Section at Buck.Craig@state.mn.us or 651-234-7911.

Review Submittal Options

MnDOT's goal is to complete reviews within 30 calendar days. Review materials received electronically can be processed more rapidly. Do not submit files via a cloud service or SharePoint link. In order of preference, review materials may be submitted as:

1. Email documents and plans in PDF format to metrodevreviews.dot@state.mn.us. Attachments may not exceed 20 megabytes per email. Documents can be zipped as well. If multiple emails are necessary, number each message.
2. PDF file(s) uploaded to MnDOT's external shared internet workspace site at: <https://mft.dot.state.mn.us>. Contact MnDOT Planning development review staff at metrodevreviews.dot@state.mn.us for uploading instructions, and send an email listing the file name(s) after the document(s) has/have been uploaded.
3. Mailed or hand delivered documents in PDF format on a flash drive or CD-ROM to:
MnDOT – Metro District Planning Section
Development Reviews Coordinator

1500 West County Road B-2
Roseville, MN 55113

4. Printed documents via mail or hand delivery to the address above. Include one set of full-size plans.

If you have any questions concerning this review, please contact me at (651) 234-7797.

Sincerely,



Cameron Muhic
Senior Planner

Copy sent via E-Mail:

Buck Craig, Permits
Chris Chatfield, Water Resources
Molly Kline, Area Engineer
Almin Ramic, Traffic
Casey Crisp, Surveys
Mackenzie Turner Bargaen, Multimodal
Jason Junge, Transit
Russell Owen, Metropolitan Council

Lance Schowalter, Design
Jason Swenson, Water Resources
Mohamoud Mire, Area Coordinator
Natalie Ries, Noise
Benjamin Klismith, Right-of-Way
Jesse Thorsen, Multimodal
Todd Grugel, ADA