



On June 15, the Concert in the Park Series will begin at 7:00 p.m. at the pavilion in the Commons.

**Councilmember Springhorn:**

A reminder of the Northeast Youth and Family Services Second Annual Mayor’s Golf Tournament at Keller Golf Course Monday, June 13, 2016, beginning at 11:00 a.m. The cost is \$150 for the day, including dinner. The cost to only attend the dinner is \$35. Detailed information is at nyfs.org.

Also a reminder that June 15, 2016 is the deadline for nominations to be submitted to the Shoreview Human Rights Commission for the Caring Youth Award.

Echoed Councilmember Johnson in congratulating seniors on their graduation.

Thank you to Councilmembers, staff and members of the community who have sent their expressions of sympathy to his family at the passing of his mother.

**Acting Mayor Quigley:**

June 14th is Flag Day, a good opportunity to display the flag.

**CONSENT AGENDA**

Councilmember Johnson requested that item No. 2 be voted on separately.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to adopt the Consent Agenda for June 6, 2016, and all relevant resolutions for item Nos. 1 and 3 through 14:

1. Approval of May 9, 2016 City Council Workshop Meeting Minutes
3. Receipt of Committee/Commission Minutes—
  - Public Safety Committee, March 17, 2016
  - Economic Development Authority, April 4, 2016
  - Economic Development Commission, April 19, 2016
  - Human Rights Commission, April 25, 2016
  - Planning Commission, April 26, 2016
  - Parks and Recreation Commission, April 28, 2016
  - Environmental Quality Committee, May 23, 2016
  - Human Rights Commission, May 25, 2016
4. Verified Claims
5. Purchases
6. License Applications
7. Adoption of Administrative Penalties for Tobacco Violations—Shoreview Quik Stop and Susan Malone

8. Approval of Contract—Slice of Shoreview Event Coordinator
9. Award Installation Quotes for 2016 Street Light Replacements, CP 16-03, Virginia/Dennison/Lilac, CP 16-01 and Grand Avenue, CP 16-02
10. Developer Escrow Reductions
11. Award 2016 Street Seal Coat Bid—CP 16-04
12. Conditional Use Permit—Matthew and Rachel Karel, 863 Tanglewood Drive
13. Approve Change Order #1—I-694 Water Main Relocation, CP 15-10
14. Call for Public Hearing—Municipal Consent for I-35 Final Layout

VOTE:                   Ayes - 3                   Nays - 0                   Abstain - 1 (Johnson)

MOTION:     by Councilmember Wickstrom, seconded by Councilmember Springhorn to approve No. 2 of the Consent Agenda, May 16, 2016 City Council Meeting Minutes.

VOTE:                   Ayes - 4                   Nays - 0

**PUBLIC HEARINGS**

There were none.

**GENERAL BUSINESS**

**SITE AND BUILDING PLAN REVIEW - STEPHEN LALIBERTE, 1080 WEST COUNTY ROAD E**

**Presentation by City Planner Kathleen Castle**

This proposal is to expand and remodel an existing commercial building in four phases: 1) two additions; 2) add a second floor; 3) remodel; and 4) site work. The property is designated Commercial in the Comprehensive Plan and zoned C2, General Commercial.

The property consists of 30,282 square feet. The existing building is 3,804 square feet with two stories currently being used for retail and office. Access is off County Road E. There is an off-street parking lot with 40 stalls. The parking lot has a setback of 6 feet from County Road E. The proposed new parking lot in front of the building will maintain the non-conforming 6-foot setback and have 41 parking stalls. Landscaping is planned along lot lines for screening and to enhance the property.

There are no storm water management measures on this site. The developer proposes to reduce impervious surface coverage from 79.7% to 73.9% and put in rain gardens along the east lot line.

Property owners within 350 feet were notified of the proposal. Comments received support the project. Rice Creek Watershed District does not require a permit. Ramsey County requires a permit for work to be done in the right-of-way.

The Planning Commission reviewed the proposal at its May 24th meeting and recommended approval by the City Council on a 6 to 0 vote. Staff finds that the proposal complies with Comprehensive Plan guidelines and Development Code requirements.

Councilmember Johnson asked if the existing retail business will remain. Ms. Castle answered yes.

**MOTION:** by Councilmember Johnson, seconded by Councilmember to approve the Site and Building Plan review application, including the Development Agreements, submitted by Stephen Laliberte, 1080 West County Road E, for the expansion and remodeling of the existing commercial building. Said approval is subject to the following:

1. This approval permits the development of the expansion of the commercial building as identified in the approved plans.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The applicant shall explore options for landscape screening along the north side of the parking lot.
6. Prior to the installation of any signs, a sign permit is required by the City. A free-standing sign must be set back a minimum of 5 feet from the road easement.
7. A permit from Ramsey County must be received for any work in the County Road E right-of-way.
8. The trash/recycling receptacle shall be contained in an enclosure that is designed with building materials that complement the building.
9. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The existing and proposed land use is consistent with the designated commercial land use in the Comprehensive Plan.
2. The expansion of the commercial building for office and retail use is compatible with the adjoining land uses and will not have a significant adverse impact on surrounding properties.
3. The reinvestment in the property supports the City's land use and economic development goals.
4. The development plans comply with the standards of the C2, General Commercial District.

VOTE:                      Ayes - 4                      Nays - 0

**SITE AND BUILDING PLAN REVIEW/COMPREHENSIVE SIGN PLAN - NORTH AMERICAN BANKING, 4XX WEST HIGHWAY 96**

**Presentation by City Planner Kathleen Castle**

The application is to develop a new 7,377 square foot commercial building on the property immediately adjacent to 441 Highway 96, the new Kowalski's Market. A Comprehensive Sign Plan for tenants has also been submitted.

The City Council previously approved a Plat that divided the property into two parcels. Easements have been executed to address shared driveway access, signage and private infrastructure between the two lots. The PUD for the two parcels permits C1 land use, Retail Service District. The land use designation in the Comprehensive Plan is C, Commercial. The site is also in Policy Development Area (PDA) #10, which allows a variety of office and retail uses. The proposed tenant use is consistent with the land use policies, zoning and PUD.

The property is 1.5 acres with frontage on Highway 96. A shared driveway will be used for access to the Kowalski's and this new proposed commercial building. The proposed building will be on the east side of the property and one story will be designed for two tenants: 1) a bank, and 2) an insurance agency. Parking will be provided west of the building with 46 stalls, which exceeds the minimum 32 required. The developer proposes to reduce impervious surface coverage from 87% to 68% by removing excess parking between the site and Kowalski's and replacing it with green space. Exterior materials compliment the Kowalski's building with the use of brick, stone, metal and glass.

The free-standing sign will be shared with Kowalski's. Proposed signage includes six wall signs--three for each tenant on the north, south and west sides of the building. Deviations for sign length are requested, which staff finds to be reasonable and not overbearing.

Property owners within 350 feet were notified. No comments were received. No issues were identified by the Lake Johanna Fire Department. A permit may be required by Ramsey Washington Metro Watershed. It is noted that there is a petition on social media for this site to

be developed as a restaurant. Staff has not received the petition but continues to work on attracting a restaurant to Shoreview.

The Planning Commission reviewed the proposal at its May 24th meeting and recommended Council approval on a 6 to 0 vote. A condition was added requiring proof of parking to ensure there is sufficient parking with the Kowalski's use.

Staff finds that the proposal complies with the City's Comprehensive Plan and Development Code and recommends approval.

Councilmember Wickstrom asked if rain gardens are planned. City Manager Schwerm responded that native plants are being used but it is not officially identified as a rain garden.

Councilmember Johnson asked about congestion with the location of the drive-through for a bank and whether there are any concerns about pedestrians where the sidewalk is located. Ms. Castle stated that the bank is primarily for business banking, not private individual banking. Code requires sufficient space for stacking vehicles at the drive-through, which this site provides.

**Mr. Michael Bilski**, CEO, North American Banking Company, Applicant, stated that this would be the bank's fifth location. North American is primarily a commercial bank but has retail customers also. Drive-through bank traffic is envisioned off Highway 96. The drive-through is directed away from the side of the building where the sidewalk is located in order to make the sidewalk easy for pedestrians to use. Landscaping plants are low maintenance with low use of water. An existing catch basin drains to the northwest. To clarify ownership, Sidal Realty is the owner. North American Banking Company will close on its purchase of the property from Sidal once this project is approved.

Councilmember Springhorn asked how it was determined that this location would be good for the proposed use. **Mr. Bilski** stated that the site was chosen for its visibility on Highway 96. A bank building is needed for closing loan transactions, foreign currency transactions, and there are customers who come in to make deposits. Maxfield has done the market study for all North American bank locations including this one. The demographics show support for a bank in this location.

Planning Commissioner Doan stated that the Planning Commission discussed showing proof of parking closer to Highway 96 as an option. Two citizens commented on the use of the site and preference for a sit-down restaurant. Staff responded that a professional financial institution is a permitted use. Commissioners acknowledged residents' desire for a sit-down restaurant but also noted that Kowalski's services will provide a new option for food that is not present in the community.

Acting Mayor Quigley stated that extensive study has been done on this site for a restaurant. The elements needed must not be present because no restaurant has come forward to offer a proposal. The City's Economic Development Authority will be reviewing the feasibility of bringing in a restaurant at its next meeting.

**Mr. Dan Opson** asked if there are specific sites in Shoreview being considered for a restaurant. Acting Mayor Quigley responded that the petition referred to is on change.org. While this location was considered for a restaurant, there are other sites. One is at I-694 and Highway 49.

**MOTION:** by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the Site and Building Plan Review, including the Development Agreements, and Comprehensive Sign Plan applications submitted by Sidal Realty/NABC for 4XX Highway 96. Said approval is subject to the following:

1. This approval permits the development of this parcel with a multi-tenant commercial building as identified in the plan submittal.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. This agreement shall identify proof of parking areas for the establishment of future parking if needed for the PUD. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The exterior of the trash enclosure shall be of a material that complements the commercial building.
6. Prior to submittal of the Building Permit application, the applicant shall revise the landscape plan to include additional plantings along the west side of the parking lot and in the landscape islands.
7. A permit shall be obtained from the Ramsey Washington Metro Watershed District, if required, prior to the issuance of a building permit for this project.
8. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

**Comprehensive Sign Plan**

1. The signs on the property shall comply with the plans submitted for the Comprehensive Sign Plan application.
2. Signage shall be maintained in accordance with the City's Sign Code.

**This approval is based on the following findings of fact:**

1. The proposed land use is consistent with the designated commercial land use in the Comprehensive Plan, the C1 zoning district and approved Planned Unit Development.
2. The redevelopment/re-use of the property for commercial is compatible with the adjoining land uses and will not have a significant adverse impact on surrounding properties.
3. The redevelopment/reuse of the property supports the City's land use and economic development goals.
4. The Sign Plan includes signage that is attractive and compatible with the surrounding development.

**VOTE:**                      Ayes - 4                      Nays - 0



Discussion:

Councilmember Johnson commended staff for the work done on this property. Also, the Council takes these situations seriously and recognizes the additional cost to the property owner.

VOTE:                      Ayes - 4                      Nays - 0

**ADJOURNMENT**

MOTION:      by Councilmember Springhorn, seconded by Councilmember Johnson to adjourn the meeting at 7:54 p.m.

VOTE:                      Ayes - 4                      Nays - 0

Acting Mayor Quigley declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE 20<sup>th</sup> DAY OF JUNE 2016.

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Terry Schwerm  
City Manager