



AGENDA
Planning Commission
In-Person / Electronic Meeting

New Brighton City Hall; 803 Old Hwy 8 NW
City Council Chambers
March 15, 2022 | 6:30 p.m.

Attend the meeting in Person: Members of the public and the Planning Commission may attend the meeting in person. Attendees are required to wear masks and comply with social distancing parameters regardless of vaccination status.

Watch the meeting electronically: To observe the meeting electronically, visit [the City website](#) or tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast).

Join the meeting electronically: Members of the Planning Commission may attend the meeting remotely pursuant to MN Statutes 13D.021. If you need to interact with our public officials or staff but are not comfortable attending the meeting in person, you may join the meeting electronically. Visit:

<https://us02web.zoom.us/j/89862402361?pwd=MWtPeIRNTGt2RmR2TktwSkM0R1VHdz09>

(no app needed) or use your Zoom app to join by entering: Meeting ID: 898 6240 2361 and Passcode: 867530.

I. Call to Order

II. Roll Call*

- | | |
|--------------------------------|---------------------------------|
| ▪ Chair Erin Nichols-Matkaiti | |
| ▪ Commissioner Liza Allen | ▪ Commissioner Jeanne Frischman |
| ▪ Commissioner Todd Biedenfeld | ▪ Commissioner Tim McQuillan |
| ▪ Commissioner Youssef Enanaa | ▪ Commissioner Eric Nelsen |

III. Approval of Agenda

IV. Approval of Minutes

1. December 21, 2021

V. Report from City Council Liaison

* A quorum of the City Council may be present.

VI. Public Hearings

- 1. Special Use Permit:** Request from Northwest Holding Inc. to authorize outdoor storage screened by an 8-foot fence on the property at 100 9th Avenue SW – PIDs 32-30-23-21-1005 and 32-3023-21-0009.

VII. Business Items

- 1. Site Plan Review:** Request from the City of New Brighton to authorize expansion plans for the existing Public Works facility at 700 5th St NW – PID 29-30-23-13-0224.
- 2. Recommendations for Chair & Vice Chair for 2022-2023**
- 3. Recognition of Outgoing Commission Members**

VIII. Adjournment



**MINUTES
PLANNING COMMISSION
December 21, 2021 City Hall
Council Chambers 6:30 p.m.**

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chairperson Nichols-Matkaiti.

II. Roll Call

Members Present.....Chairperson Erin Nichols-Matkaiti, Commissioners Liza Allen (attending via Zoom), Todd Biedenfeld, Youssef Enanaa, Jeanne Frischman, Tim McQuillan, and Eric Nelsen (arrived at 6:41 p.m.)

Members Absent.....None

Also PresentBen Gozola (Assistant Director of Community Assets and Development), and Councilmember Abdullahi Abdulle (attending via Zoom)

III. Approval of Agenda

Motion by Commissioner McQuillan, seconded by Commissioner Enanaa, to approve the December 21, 2021 agenda as presented.

A roll call vote was taken.

Approved 6-0.

IV. Approval of Minutes

Minutes from November 16, 2021

Motion by Commissioner Biedenfeld, seconded by Commissioner McQuillan, to approve the November 16, 2021 meeting minutes as presented.

A roll call vote was taken.

Approved 6-0.

V. Report from City Council Liaison

Councilmember Abdulle provided the Commission with an update from the City Council. He stated Council recently completed a performance review of the City Manager and all were impressed by his leadership over the past year. He reported the Council held its Truth in Taxation Hearing and approved the budget and tax levy for 2022. He noted DEI interviews were held and members have been appointed for the new Commission. He thanked all of the members of the public that applied for this Commission. He highlighted the items the Council achieved in 2021 and thanked the Commission for all of their efforts on behalf of the community.

VI. Public Hearing

(A) Site Plan and Nonconforming Use Permit Review: Request from Aqseptence Group Inc (Johnson Screens) to construct a car port on the property at 1950 Old Highway 8 – PID 17-30-23-44-0006. The nonconforming use permit will address the absence of a 60-foot landscaped strip along the property's southern boarder following after-the-fact construction of a multi-family residential building to the south of the pre-existing business.

Assistant Director of Community Assets and Development Gozola reported the applicants are seeking to construct a 22' x 24' x 9' carport on the southeast corner of their building to provide protected parking for a truck and trailer. The location will meet all required setbacks and will be outside of the normally required 60' landscaping buffer from adjacent residential uses. By code, all new structures in the I-1 district must be reviewed through the site plan review process. Furthermore, the legal nonconforming lack of a vegetative buffer has never been addressed by a previous application, so a nonconforming use permit review is also being conducted at this time. Staff provided further comment on the request and recommended approval of the Site Plan and Nonconforming Use Permit Review, based on the findings of fact and subject to the following conditions:

1. The applicant shall work with the fire marshal on final location for the carport as it must not impede access to a nearby fire hydrant, nor can it block ingress & egress via the door to the primary building.
2. The applicant shall utilize the remaining winter months to meet with their neighbors regarding outdoor storage, and attempt to identify agreeable win-win solutions moving forward. By the end of July 2022, the applicants shall return to the City with a Special Use Permit application which outlines how all outdoor storage will be handled moving forward. Failure to return with the SUP application by the deadline shall be grounds for the City to require removal of the carport being authorized by this approval.

3. Construction shall be consistent with all plans approved as part of this special use permit amendment except as required to be updated by City Staff to conform to conditions of approval.
4. The applicant shall incorporate all necessary updates to plans as directed by the Planning Commission and/or City Council.

Chair Nichols-Matkaiti asked what triggered the site plan request. Assistant Director of Community Assets and Development Gozola reported the structure itself triggered the site plan request.

Commissioner Frischman understood there have been structures built on this property in the past that did not come before the City. She questioned why the carport was coming before the City. Assistant Director of Community Assets and Development Gozola explained New Brighton was a complaint based City and only responded to matters after receiving a complaint on a property.

Chair Nichols-Matkaiti opened the Public Hearing at 6:55 p.m.

Skip Bolton, Johnson Screens representative, introduced himself to the Commission noting he has worked with Johnson Screens for the past eight years. He stated he was before the Commission in order to have the carport approved in the right matter. He thanked the Commission for considering his request.

Commissioner Frischman requested further information regarding the storage issues on this property. Mr. Bolton indicated Johnson Screens was using the property to its fullest as this business continues to grow. He discussed how the size of screens has grown over time. He anticipated more storage space would be requested in the future.

Commissioner Biedenfeld asked if the applicant supported the conditions as recommended by staff. Mr. Bolton stated he supported the conditions as drafted and noted he has spoken with the neighbors.

Joan Barnes, member and resident of Applewood Pointe, stated she liked the recommendation of Applewood Pointe having a conversation with Johnson Screen.

Motion by Commissioner Biedenfeld, seconded by Commissioner Biedenfeld to close the Public Hearing.

A roll call vote was taken.

Approved 7-0.

Commissioner Biedenfeld indicated he would be willing to grant the applicant more time for the Special Use Permit request.

Commissioner McQuillan supported this recommendation and suggested the applicant be given one year to submit a comprehensive plan.

Commissioner Frischman recommended outdoor storage be reviewed by staff with the new SUP request. Assistant Director of Community Assets and Development Gozola understood this would have to be looked into further.

Motion by Commissioner McQuillan, seconded by Commissioner Nelson, to recommend the City Council approve the proposed site plan based on the findings of fact and conditions listed within the report as may have been amended here tonight.

A roll call vote was taken.

Approved 7-0.

VII. Business Items

- (A) Special Use Permit Amendment: Request from NROCK PROPERTIES LLC (Silver Lake Smiles) to amend the existing SUP and site plan for 2370 Palmer Drive to address the overall plan for exterior aesthetics of the building that was impacted by COVID and the closing of companies initially contracted to provide approved exterior treatments — PID 19-30-23-43-0043.**

Assistant Director of Community Assets and Development Gozola reported in late 2018, Dr. David Ong (Silver Lake Smiles) received approval to construct a new commercial building at 2370 Palmer Drive. Architectural review at the time acknowledged the proposed design was unique, but determined it would still be compatible with the area and bring some needed diversity to the look and feel of the corridor. Building construction in mid/late 2019 ultimately stalled due to winter setting in, and by the Spring everything was shutting down (including the dental clinic) in the face of COVID. Vendors of the proposed false wall either backed out or went out of business, and costs for the remaining project components increased dramatically according to the applicant. Replacement vendors ultimately installed a partial false wall non-consistent with the approved plan. This application seeks to revise the previous SUP approval in light of the circumstances resulting in the present state of the building. It is the applicant's hope that a win-win solution can now be identified through this process. Staff provided further comment on the request and recommended approval of the Special Use Permit Amendment, based on submitted plans and findings of fact.

Brian Carpenter, architect for the applicant, reviewed the updated plans with the Commission. He thanked the Commission for the opportunity to discuss these new plans. He reported all fabric would be utilized within the new plan. He noted he would be printing up a fact sheet on the building that could be shared with visitors to highlight the energy efficiency measures that have been taken within this building.

David Wong, applicant, noted he had heard the recommendations of the Commission and explained more landscape would be added to the site. He indicated he also supported the fence. He stated he could not put any more solar panels on the roof because it was already maxed out.

Chair Nichols-Matkaiti asked if the solar panels should be discussed at this time. Assistant Director of Community Assets and Development Gozola stated this would be appropriate.

Commissioner McQuillan stated the plans were not altered in any manner except for the recommendations the Commission made last month.

Commissioner Biedenfeld explained he appreciated the solar efforts from Mr. Wong, but noted the building looked better without the panels on the side of the building. He indicated the City had already made concessions on the plans and he didn't know if he could support further concessions.

Commissioner Frischman asked if solar panels could be installed across the entire front of the building at the top and not have them down lower by the Clock Tower sign. Mr. Wong stated this was considered in the updated plans.

Commissioner Biedenfeld asked if the panels could be angled on the north side of the building. Mr. Carpenter did not believe this would work because the angle would not be correct and they would be difficult to support. He commented further on the tie backs that were in place to keep the existing solar panels supported and in place.

Commissioner McQuillan asked what the additional eight panels on the front of the structure would provide the building. Mr. Wong estimated this would provide him with 8 to 10 kilowatts. He noted his goal was 40 for the building.

Further discussion ensued regarding the size and placement of the solar panels.

Commissioner Biedenfeld supported the solar panels being moved to the top of the building. Mr. Carpenter stated he could rework the building renditions for the Commission to review at a future meeting. Assistant Director of Community Assets and Development Gozola explained he would like to see this request move on to the City Council and noted the applicant could come forward with a new application for the solar panels.

Chair Nichols-Matkaiti recommended that if the proposal were to move forward that Condition 3 be amended to state any proposal to add photovoltaic to the building must come through the Site Plan Review process.

Commissioner Biedenfeld stated he liked the original false wall plans better than the new plans. He noted he liked the improvements that the applicant came back with for the north and northwest side. He wished the building could have remained as is, but understood this was not going to happen. He reiterated that he appreciated the solar portion of this project and recommended the applicant come back with more detailed plans for the Commission to review.

Chair Nichols-Matkaiti stated she did not like the photovoltaic on the front of the building. She explained she appreciated the work that was done on the screen. She requested the applicant come back to the City with more detailed plans on the photovoltaic plans for the building. Assistant Director of Community Assets and Development Gozola recommended Finding 3 read: Future rooftop solar installation shall not occur across the front of the building or any portions of the fall wall unless otherwise approved through a subsequent review process.

Motion by Commissioner Nelson, seconded by Commissioner Allen, to recommend the City Council approve the requested special use permit amendment based on the findings of fact listed on page 17 amending Finding 3 as discussed.

A roll call vote was taken.

Approved 6-1 (Commissioner McQuillan opposed).

VIII. Adjournment

Motion by Commissioner Frischman, seconded by Commissioner Enanaa, to adjourn the meeting.

A roll call vote was taken.

Approved 7-0.

Meeting adjourned at 7:49 PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ben Gozola", written in a cursive style.

Ben Gozola
Assistant Director of Community Assets and Development

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|---------------------------------|----------------|
| Agenda Section: | VI |
| Item: | 1 |
| Report Date: | 3/10/22 |
| Commission Meeting Date: | 3/15/22 |

REQUEST FOR COMMISISON CONSIDERATION

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| ITEM DESCRIPTION: Special Use Permit Amendment: Request from Northwest Holding Inc. to authorize outdoor storage screened by an 8-foot fence on the property at 100 9 th Avenue SW – PIDs 32-30-23-21-1005 and 32-30-23-21-0009 |
| DEPARTMENT HEAD'S APPROVAL: |
| CITY MANAGER'S APPROVAL: |
| No comments to supplement this report ____ Comments attached ____ |

15.99 Deadline: 4/15/22

- Recommendations:**
- **Approval of the requested SUP with conditions**
 - **Template motions, recommended findings, and suggested conditions can be found on pages 14 through 16.**

- Legislative History:**
- Complete Application received on 2/14/22
 - Planning Commission review scheduled for 3/15/22

Financial Impact: None

Summary: Northwest Holding Inc, on behalf of the Interstate Development Corporation who is purchasing the property, is seeking a Special Use Permit to authorize outdoor storage for the proposed new tenant ABC Supply Company, Inc.

- Attachments:**
- 1) *Staff Report*
 - 2) *Engineering Memo*
 - 3) *Draft Resolution*
 - 4) *City Maps*
 - 5) *Applicant's supporting documentation*

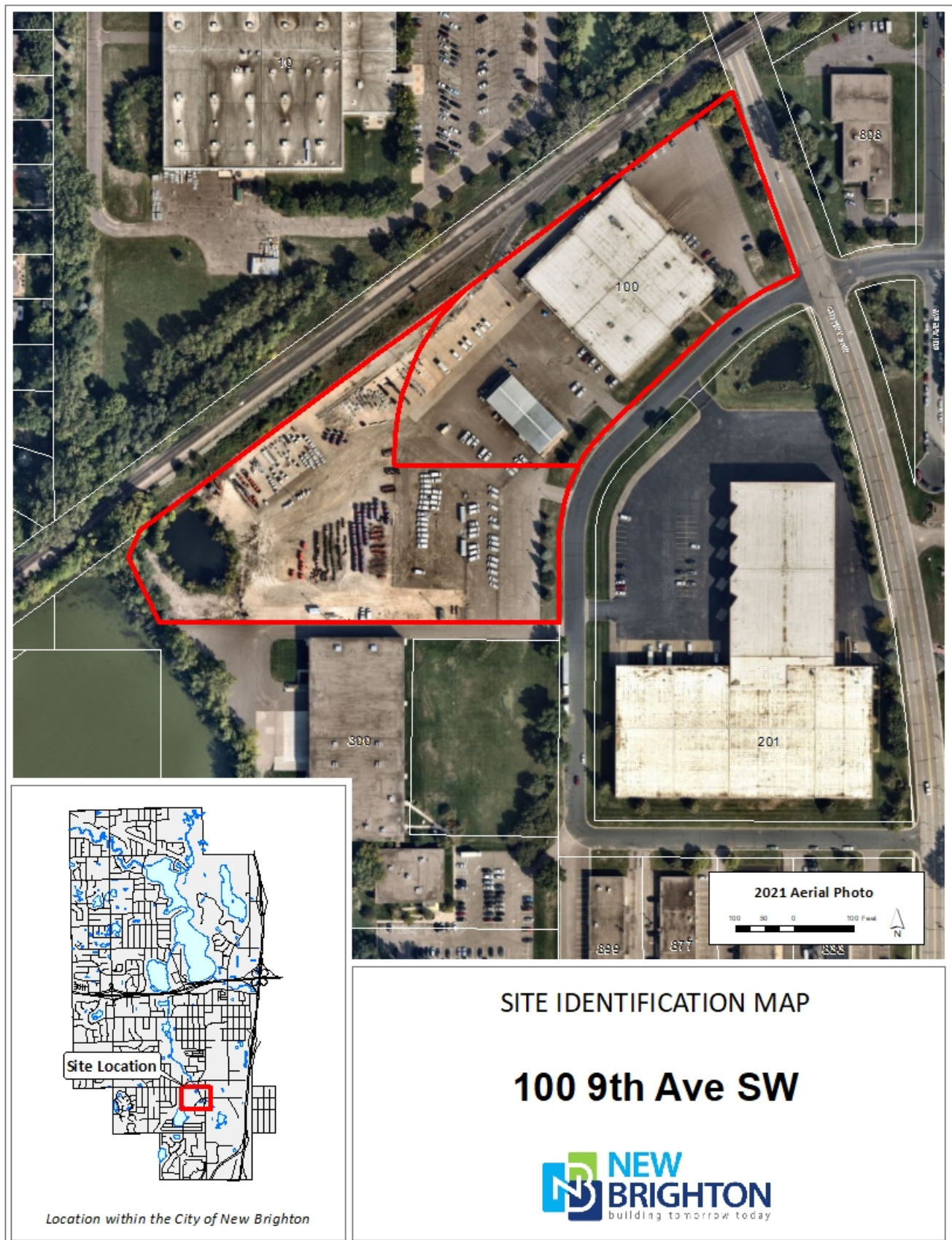


Ben Gozola, AICP
Assistant Director of Community Assets and Development

To: **Planning Commission**
From: Ben Gozola, Assistant Director DCAD
Meeting Date: **3-15-22**
Applicants: **Northwest Holding Inc.**
Main Contacts: Lonnie Provencher, Interstate Development Corporation
Location: 100 9th Avenue SW
Zoning: **I-1 (Light Industrial)**

Introductory Information

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| <i>Project:</i> | Northwest Holding Inc, on behalf of the Interstate Development Corporation who is purchasing the property, is seeking a Special Use Permit to authorize outdoor storage for the proposed new tenant ABC Supply Company, Inc. |
| <i>History:</i> | <ul style="list-style-type: none"> ▪ For decades, this site has been used as a hub for telecommunications service vehicles and operations. Best we can tell in the record, the site was used by Northwestern Bell in the 1970's which later became Qwest then CenturyLink and finally Lumen. While the logo & name on the building has changed over the years, the use has remained consistent. ▪ Lumen informed the landowner of their intent to vacate the property in 2021, and the owner elected to market the property rather than find a new tenant. ▪ Interstate Development Corporation was the selected buyer in early 2022, and is in the process of finalizing the transaction. ▪ Complete application for an SUP for the proposed new tenant was received on 2/14/22 ▪ Planning Commission review & public hearing scheduled for 3/15/22 |
| <i>Request(s):</i> | <ul style="list-style-type: none"> ▪ Special Use Permit amendment to authorize outdoor storage. This SUP review will serve as the City's site plan review for the overall site improvements. |



General Findings

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|----------------------------------|---|
| Site Data: | <ul style="list-style-type: none"> Existing Lot Size ≈ 10.41 acres Existing User – Lumen (formerly known as CenturyLink) Existing Zoning – I-1 Property Identification Numbers (PIDs): 32-30-23-21-0005 and 32-30-23-21-0009 |
| Comp Plan Guidance: | <ul style="list-style-type: none"> The 2040 Comprehensive Plan guides this property for Light Industrial (LI). The proposed outdoor storage, provided it meets code requirements for such, is therefore appropriate. |
| Notable Code Definitions: | <ul style="list-style-type: none"> n/a |
| Applicable Codes: | <ul style="list-style-type: none"> Chapter 6, Article 1, <u>I-1 District</u>. Identifies warehouse, office, and showroom space as permitted uses, and “outside storage” as a specially permitted use. Chapter 8, Article 1, <u>General Conditions</u>. Identifies the process by which site plans are to be reviewed and decided. Chapter 8, Article 2, <u>Special Use Permit</u>. Identifies the process by which a special use requests are to be reviewed and decided. |
| Applicant's Narrative: | <p><i>ABC Supply Co. Inc. has over 800 warehouse locations throughout the USA and is in the business of warehousing and distributing building products (mainly roofing, siding, windows and doors). For a complete listing of the products we sell please refer to ABC's web site (www.Abcsupply.com). In general, our sites consist of a primary warehouse, offices, showroom and exterior outdoor storage. All of our locations have outdoor storage as an accessory use to the main warehouse(s). The outdoor storage areas are used to store palletized shingles stacked two high (approx. 8' in height). Each pallet is approx. 4' by 4' in size and when stacked two high the height is approx. 8 feet. The proposed storage areas have an existing 6' high chain link fence and we propose to replace the existing fence along 9th Avenue SW with a new 8' high chain link fence/gates with vinyl slats to screen the storage from the street view. Additionally, the new fence along 9th Ave will be behind the existing berm and trees to provide additional screening. ABC is also proposing to tidy up the existing landscaping buffer along 9th Avenue SW. All outdoor storage would be contained behind the fence/gates hidden from view of public right of ways.</i></p> |

(cont.) *The property we are proposing to Lease is located in the New Brighton and is zoned I-1, Light Industrial and ABC's main use is permitted under Article 1, I-1 Light Industrial District Section 6-030 Permitted Use (2) "Wholesale and Warehousing". Our proposed accessory use "Outdoor Storage" requires a special use permit. The site is 10.41 acres and consists of a 57,600 sq. ft. primary warehouse building and a 7,500 sq. ft. secondary warehouse building. We will have approx. 7,000 sq. ft. of offices and showroom in the primary building with employee and customer parking adjacent to the entrance. ABC has approx. 30 employees and our hours of operations are Monday thru Friday 7:00 am to 4:00 pm and in the summer and fall on Saturdays from 8:00 am to 12:00 pm.*

Our Business Model: ABC purchases building materials (shingles, siding, windows gutters and commercial roofing materials) direct from the manufacturers and stores / inventories the materials in our warehouses. Materials are delivered to ABC from the manufacturers by semi, flatbed trucks, and enclosed box trucks.

The materials are then placed in racks, floor-stacked in our warehouses, or stored in the yard. We are a wholesaler of these materials and sell and deliver direct to the contractor, who installs the materials at your home or your commercial site. We do not sell retail, only wholesale. Once a contractor orders materials we pull and stage their order(s), place it onto our delivery trucks (ABC currently has 10 trucks planned for this location) and deliver it to their job site. In many respects we are a service delivery company that delivers building products to contractors and or their job sites.

The outside fenced-in areas of the site are used to store materials, stage orders for delivery, unload incoming freight/materials from the manufacturers and loading our trucks for deliveries to job sites. The only noise being created in the outdoor storage areas of the site is from the equipment used in the loading and unloading of incoming and outbound freight / trucks (i.e. truck and forklifts).

Please review this letter and the attachments and if you have any further questions or comments please let us know.

Sincerely,

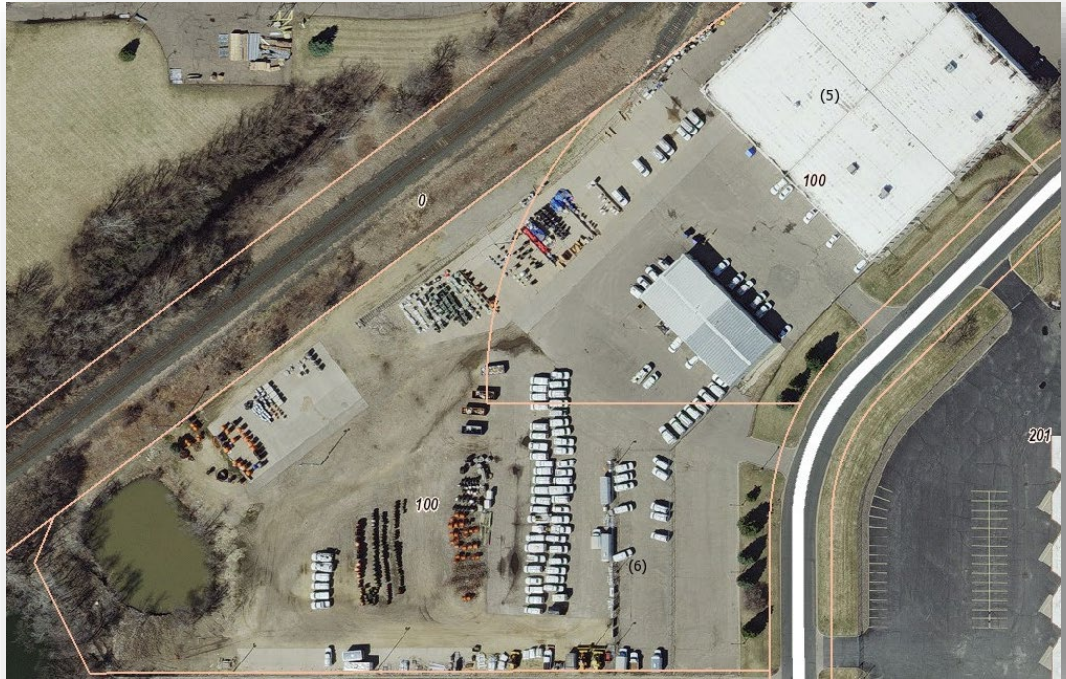
Don Jeziorski
Real Estate Dept.

Site Review

- In General:**
- No new buildings are proposed so a formal site plan review is not required. However, examining the existing characteristics of the site is important to understand what (if any) conditions might be needed to support the new use should the SUP amendment be approved.

**Existing
Conditions:**

- The historic use of the site as a telecommunications servicing hub suits it well for the proposed transition. While not building materials, it was not uncommon to see the outside storage area of the site full of materials and vehicles as seen in this aerial from 2020.

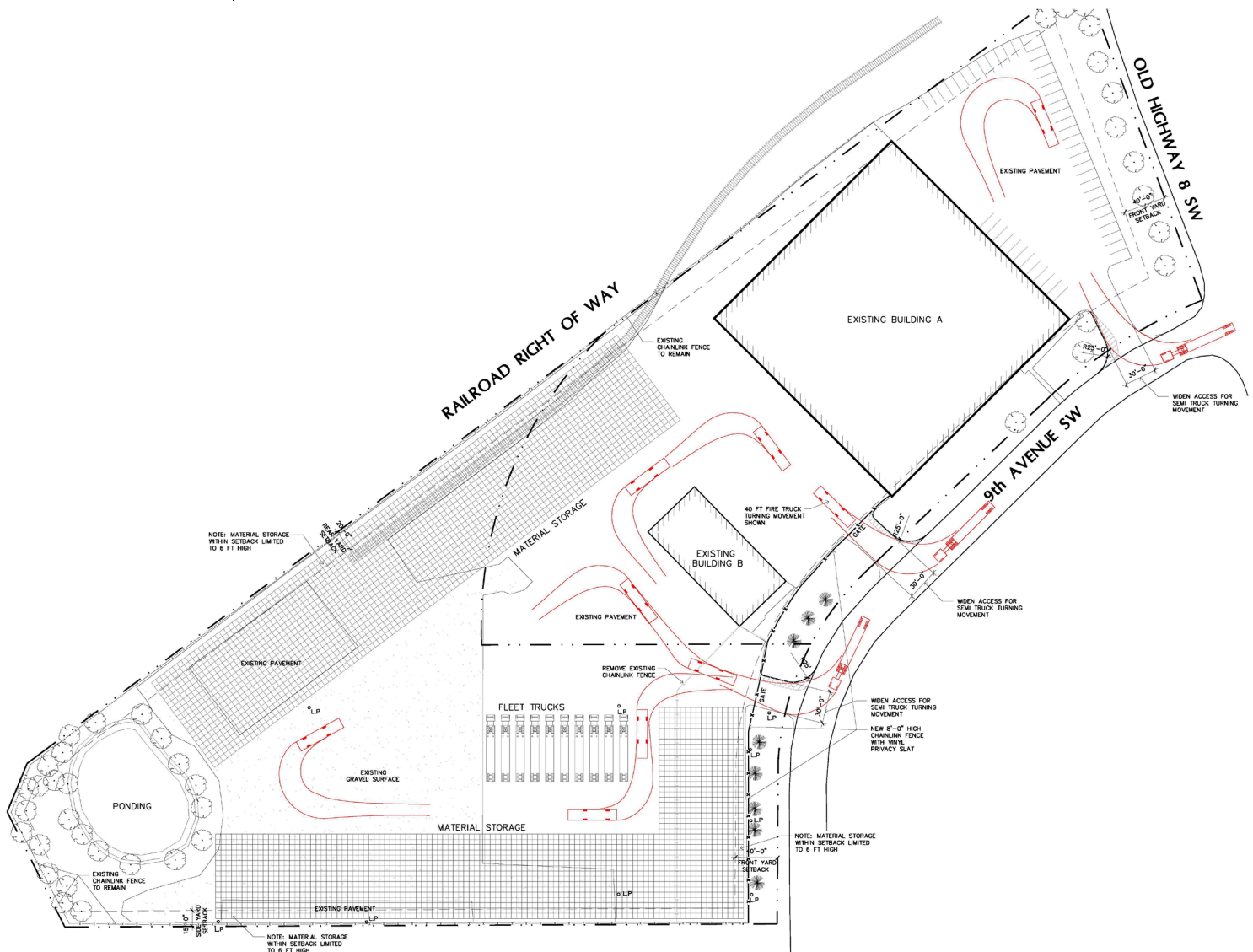


- The proposed use would bring order to the site, and would improve perimeter screening conditions that have not been addressed for decades.
- An existing storm water drainage pond is located in the property's SW corner, and would be retained/cleaned as part of this transition.
- An updated survey for the site is anticipated to be received leading up to the Planning Commission meeting. For the purposes of this review, a site plan based on an old survey was used. Any discrepancies between this report and the new survey will be discussed at the Planning Commission meeting.

**Proposed Site
Plan Updates:**

- Main changes proposed to the site include:
 - Instead of vehicle and equipment parking throughout the surface lot, a majority of the site would be used for materials storage: shingles, siding, windows, gutters, and other commercial roofing materials. An existing paved area would be used for parking of up to 10 fleet trucks used to deliver materials to commercial job sites around the metro.
 - Material stacking areas would primarily line the exterior of the site, and would not exceed 6 feet within required setbacks as required by code.

(cont.)



- New fencing along the eastern and southern borders would provide screening for the proposed outdoor storage area from adjacent right-of-ways. The existing railroad berm and trees already provides screening for the nearby residential area.
- A wholesale showroom would be added in the existing large building for showcasing of materials to contractors (no general public customers would be invited to the showroom).
- Parking entrances would be improved and widened to accommodate semi-truck turning movements. The existing entries have deteriorated over the years from the historic truck traffic and are currently too narrow.

- (cont.)
- Existing Building “B” will largely remain the same, and existing Building “A” will be renovated to accommodate this new use (including the creation of a new wholesale showroom area). As internal improvements have yet to be finalized, the new tenants are reminded to secure a building permit for the proposed interior changes, and a signage permit for exterior signage updates.

- Bldg Materials / Height:**
- We can anticipate the building will be painted to refresh the exterior and match the national branding color scheme of ABC Supply Co. No changes to existing building heights are proposed.

- Landscaping:**
- No new landscaping is required by code as no new buildings are proposed. Changes to site landscaping will occur over time at the discretion of the new property owner.

- Lighting:**
- No new lighting is proposed for the site.
 - Existing lighting has not generated any issues or complaints for years, so inadvertent changes (i.e. a light being hit and redirected) will likely become obvious in the form of complaints to City Hall. Should such issues arise, the applicant shall bring the issue into compliance with code requirements.
 - Should future changes in lighting be proposed, the applicant must ensure that lighting is directed downward and installed so as to ensure light levels at all lot lines are in conformance with code. Lighting is also not to shine directly into the public right-of-way.

- Lot Access:**
- The location of access points will not change from existing conditions.
 - As previously noted, each of the three entry points into the site will be widened to safely accommodate semi-truck access into the site. As shown by existing conditions below, current geometrics have not accommodated semis for some time.



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| (cont.) | <ul style="list-style-type: none"> ▪ The applicant shall work with the City Engineer on the design aspects of new curbing at each of the entryways, and secure a right-of-way permit prior to completion of such work. |
| Water System(s): | <ul style="list-style-type: none"> ▪ The site has access to Municipal water, and there are no engineering or public works concerns regarding the new use and water usage. We have requested that utilities be shown on the updated survey being provided to the City to confirm our present knowledge of the site. Should anything surprising arise, it will be raised at the Planning Commission meeting. |
| Sanitary System(s): | <ul style="list-style-type: none"> ▪ The site has access to Municipal sewer, and there are no engineering or public works concerns regarding the new use and sewer usage. |
| Storm water / Grading / Erosion: | <ul style="list-style-type: none"> ▪ Because all storage will occur outside of the required setbacks from Poplar Lake, the DNR offers no concerns about this application. ▪ Per the RCWD, no permit is required for the proposed screening fence installation, not is one required for the proposed outdoor storage of materials. The lack of land disturbance proposed by this application also avoids triggering an RCWD permit. Finally, no floodplain or wetland concerns were identified. ▪ In general, the City is always concerned about exterior storage and the potential for contaminants & garbage to impact nearby water bodies. Per the applicant: <i>“ABC Supply is a well-known and established national building supply wholesaler – they adhere to the highest standards of safety, cleanliness and operational best practices. ABC Supply is limited to wholesale selling of building materials – as such, materials that are received are not unpackaged, deconstructed or manipulated on site – rather ABC buys it’s product in bulk from the respective manufacturer and delivers/supplies those products to job sites for its contractor customers. There is very little refuse involved in their operation.</i> While we do not anticipate any immediate issues from the use, as a condition of the SUP approval for outdoor storage, we would ask that the applicant agree to install mitigation measures to contain and prevent materials from leaving the site should such issues be identified as a problem in the future. ▪ Because a portion of the site will continue to be unpaved, vehicle tracking of dirt into the ROW is possible. As a condition of approval, the applicant must either make improvements to the site to keep tracking from being a problem, or must agree to paying for street sweeping services whenever directed to do so by the City. ▪ The existing storm water drainage pond in the property’s SW corner must be examined and maintained. The applicant has agreed to enter into a storm water management contract with a 3rd party contractor for the ongoing maintenance and operation of this storm water pond. |

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| Signage | <ul style="list-style-type: none">▪ Sign changes on the building and/or site will need to be reviewed and approved via a separate sign permitting process. |
| Fire/Safety: | <ul style="list-style-type: none">▪ The applicant will be required to hire a fire protection engineer to determine fire suppression needs within the existing building given the change in use, activities, and storage. The existing fire suppression system in the building may or may not need upgrading.▪ To improve public safety response times to this site, the applicant has agreed to officially denote the large/primary structure as “Building A”, and the smaller shop building as “Building B” for the purposes of emergency calls.▪ Knox boxes shall be installed on both buildings, and the applicant shall work directly with the Fire Marshall on entrance gate/fire department access issues. |
| Hours of Operations: | <ul style="list-style-type: none">▪ ABC hours of operations are Monday thru Friday 7:00 am to 4:00 pm, and in the summer and fall on Saturdays from 8:00 am to 12:00 pm. |
| Parking & Traffic: | <ul style="list-style-type: none">▪ While a portion of this property is unpaved, all proposed vehicle parking will occur on paved areas as required by code. Striping shall be required for the ten (10) proposed fleet truck parking spaces to clearly delineate where parking can occur and to ensure emergency truck turning movements will not be inhibited in the event of a fire call.▪ Per the applicant, the majority of deliveries will occur via flatbed truck (shingles) and be unloaded in the yard via forklift. General deliveries would be made to the docks. Staff does not anticipate any parking issues or traffic issues▪ The applicant has been made aware of the low railroad bridge on Old Highway 8 and the implications that may have with vehicle routing. We have also informed them of the upcoming Ramsey County project to reconstruct Old 8 in this area (likely in 2023).▪ Minimum parking requirements for a warehousing operation are as follows:<ul style="list-style-type: none">○ The greater of 1.0 space for each 1000 square feet of floor space, OR 2.0 spaces for every 3 employees.○ 1.0 space for each company vehicle (to be parked and stored on-site)▪ Based on approximately 65,000 square feet of interior building space for this warehousing operation and 30 employees, minimum parking standards would be based on square footage. Given the approximation currently in hand, we anticipate the applicant will need to designate at least 65 permanent parking spaces on this site (located, striped, and paved). The current site plan identifies 47 spaces, so we would |

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| (cont.) | ask the applicants to identify at least 18 additional permanent parking spaces on the plan prior to eventual Council review. Parking space creation shall not inhibit emergency vehicle movements. |
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| Sidewalks & Trails: | <ul style="list-style-type: none"> ▪ There are no sidewalks in this area nor are any planned or needed. |
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| Development Phasing: | <ul style="list-style-type: none"> ▪ The change-over in uses will occur in a single phase if this special use permit is approved. |
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Special Use Permit Review

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| In General: | <ul style="list-style-type: none"> ▪ The need for a Special Use Permit is triggered by the proposed outdoor storage of materials. |
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| SUP Standards Review: | <p>Issuance of an SUP requires analysis of the proposed use against the specific review criteria established in code. Staff has reviewed the City’s criteria for special use permits, and we offer the following analysis for consideration:</p> |
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General review Criteria (Section 8-130):

- 1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

Applicant Comment: Applicant proposes to store non-hazardous building materials, such as shingles. The applicant’s business operations are legal and consistent with zoning code. The applicant intends to ensure that emergency vehicle access is provided to all areas of the site at all times.

Staff Comment: Staff agrees with the applicant’s assessment, and does not find reason to believe there will be any negative impacts to the public provided associated matters identified in the site plan review are addressed and the use as a whole conforms to code. Importantly, getting this new SUP in place will allow both the City and applicant to address long-standing screening issues from rights-of-way for this site. **Criterion met with conditions.**

- (cont.) 2. ***That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.***

Applicant Comment: Applicant proposes to store non-hazardous materials in the exterior yard. Applicant proposes to provide screening of its fence adjacent to 9th Avenue.

Staff Comment: Staff agrees that the proposed use can work provided all code requirements are followed. To that end, staff would suggest the following conditions with regards to **outdoor storage, fencing, and screening:**

- The new screening fence shall be at least 6' tall and shall not exceed 8' tall, and shall provide visual screening of proposed outdoor storage from adjacent rights-of-way. This will require new fencing along the property's SE property line and southern property line (to an extent that will block view of storage from 9th Ave SW).
- If chain link is used, it should be black vinyl covered with slats.
- The City recognizes that gates may require a certain level of opaqueness for safety and security reasons, and we have therefore allowed metal slat fencing with closely aligned slats to address such areas in these circumstances. When viewed straight-on, people on both sides of the fence can see approaching vehicles and people. When viewed at an angle, the desired screening is achieved. The applicant has agreed to work with staff in selecting a mutually agreeable gate of similar quality and characteristic as the one illustrated here.



In addition to screening, the other primary concern that could impact nearby properties is **noise**. Trucks and forklifts operating on the site in a new manner does raise the possibility of noise complaints at some point in the future from the homes that are 350'+ away to the west. While we are not recommending any mitigations at this time, staff would recommend approval be conditioned on the applicant working with the City should sound complaints be received in the future. Following similar situations in the past, the applicant would be asked to conduct a formal sound study to determine if the use is non-compliant with noise standards. If noncompliant, the applicant would need to initiate corrections

(cont.)

potentially including the construction of a sound wall along a portion of the railroad right-of-way to block sound and light from the nearby neighborhood.

Because code limits stacking of outdoor materials to 6' within required setbacks, the applicant's should delineate on the ground the setback location so workers in the field know where stacks can increase from 6' to the proposed max height of 8' per the applicant. Ground markings for setbacks are left to the applicant's discretion.

Finally, dirt has the potential to be an issue on this site given a portion of the storage lot is hard-packed dirt/gravel. The applicant must either take on-site actions to keep tracking of dirt in the right-of-way from being a problem, or must agree to pay for street sweeping services whenever directed to do so by the City.

Criterion met with conditions.

3. *That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*

Applicant Comment: The applicant's operations and outdoor storage are consistent with the zoning code Industrial I-1 district.

Staff Comment: The proposed changes to outdoor storage on this property will not have any impact on the development or use of surrounding lands provided all conditions are followed now and into the future. **Criterion met with conditions.**

4. *That adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.*

Applicant Comment: All utilities and existing facilities are adequate for the Applicant's proposed use.

Staff Comment: As part of the site plan review in this report, staff has identified a handful of site improvements necessary for the new use to comply with code.

Primary issues include but are not limited to:

- Entryways must be widened and reconstructed to accommodate proposed truck traffic;
- Storm water management to be contracted with a 3rd party for the ongoing maintenance and operation of this storm water pond;
- A fire protection engineer must be hired to determine fire suppression needs within the existing building given the change in use, activities, and storage;
- Knox boxes shall be installed on both buildings, and the applicant shall work directly with the Fire Marshall on entrance gate/fire department access issues;

| | |
|---------|---|
| (cont.) | <ul style="list-style-type: none"> ▪ Applicants must identify locations on the plan for the minimum number of permanent parking spaces required by code prior to eventual Council review. Parking space locations shall not inhibit emergency vehicle movements, must be on a paved surface, and must be permanently striped. <p>Provided all such issues are addressed, this criterion is met with conditions.</p> <p>5. <i>That the special use shall in all other respects conform to the applicable regulations of the district in which it is located.</i></p> <p><u>Applicant Comment:</u> The proposed use is consistent with the zoning code Industrial I-1 district in which the property lies.</p> <p><u>Staff Comment:</u> Provided the previously listed conditions are adhered to, staff does believe the use will conform to other applicable regulations of the I-1 district.</p> <p>Criterion met with conditions.</p> |
|---------|---|

Supplementary Review & Public Comment

| | |
|------------------------------------|--|
| <i>Additional Information:</i> | <ul style="list-style-type: none"> ▪ None |
| <i>Engineering Review:</i> | <ul style="list-style-type: none"> ▪ An engineering memo dated 3/10/22 is attached to this report. |
| <i>Public Safety Review:</i> | <ul style="list-style-type: none"> ▪ Public safety concerns have all been identified in the site plan and SUP review portions of this report. |
| <i>Public Comment:</i> | <ul style="list-style-type: none"> ▪ Staff has not received any feedback from surrounding property owners as of 3/8/22. |
| <i>Planning Commission Review:</i> | <ul style="list-style-type: none"> ▪ The Planning Commission is scheduled to review this matter at their 3/15/22 meeting. |

Conclusion:

The application is requesting a Special Use Permit to authorize outdoor storage in conjunction with a new use at 100 9th Avenue SW

Staff Recommendation: Approval with conditions.

| | |
|--|--|
| Commission Options: | <p>The Planning Commission has the following options:</p> <ul style="list-style-type: none"> A) RECOMMEND APPROVAL OF THE REQUESTED SUP based on the applicant’s submittals and findings of fact. B) RECOMMEND DENIAL OF THE REQUESTED SUP based on the applicant’s submittals and findings of fact. C) TABLE THE ITEM and request additional information. <p>Based on an application date of 2/14/22, the 60-day review period for this application would have expired on 4/15/22. This deadline can be extended an additional 60-days if needed.</p> |
| Template Denial Motion: <i>(not recommended)</i> | <ul style="list-style-type: none"> ▪ “I move that we recommend the City Council deny the requested special use permit based on the following findings of fact:” <ul style="list-style-type: none"> ○ <i>(provide findings to support your conclusion)</i> |
| Template Approval Motion: RECOMMENDED | <ul style="list-style-type: none"> ▪ “I move we recommend the City Council approve the requested special use permit and variance based on the findings of fact listed on page 14 of the report subject to the conditions listed on pages 15 & 16 as may have been amended here tonight.” |
| Suggested Findings of Fact: | <ol style="list-style-type: none"> 1. The subject property is guided for light industrial use by the 2030 comprehensive plan, and warehousing is a permitted use in the corresponding I-1 zoning district. 2. The proposed outdoor storage will not be detrimental to the public health or general welfare provided all materials are stored per an approved plan and all conditions are met; 3. The proposed storage will not impact the use of surrounding properties, and will not impact surrounding property values provided all conditions are met; 4. The proposed storage will not have any impact on the normal and ordinary development of surrounding properties; 5. The subject site is adequately served by municipal utilities and infrastructure; 6. The proposed use can conform to all underlying zoning district requirements provided all conditions are met. |

**Recommended
Conditions:**

1. Engineering comments in the 3/10/22 Engineering Memo shall be addressed to the satisfaction of the City Engineer.
2. While lighting changes are not proposed, any lighting issues that arise with this use change over shall be addressed by the applicant in compliance with code requirements.
3. The applicant shall work with the City Engineer on the design aspects of new curbing at each of the entryways to be widened, and secure a right-of-way permit prior to completion of such work.
4. The applicant shall agree to install mitigation measures to contain and prevent materials and garbage from leaving the site should such issues ever be identified as a problem in the future.
5. The applicant agrees to institute mitigation measures as necessary to prevent dirt from leaving the site and tracking into the right-of-way via business related traffic. Should issues arise, the applicant agrees to pay for street sweeping services whenever directed to do so by the City.
6. The applicant shall enter into a storm water management contract with a 3rd party contractor for the ongoing maintenance and operation of the site's storm water pond.
7. Sign changes on the building and/or site shall be reviewed and approved via a separate sign permitting process.
8. The applicant shall hire a fire protection engineer to determine fire suppression needs within the existing building given the change in use, activities, and storage; and shall implement all needed changes to meet code requirements.
9. The applicant shall officially denote the large/primary structure as "Building A", and the smaller shop building as "Building B" for the purposes of emergency calls, and sign each building accordingly.
10. Knox boxes shall be installed on both buildings, and the applicant shall work directly with the Fire Marshall to resolve all entrance gate/fire department access issues.
11. Applicants must identify locations on the plan for the minimum number of permanent parking spaces required by code prior to eventual Council review. Parking space locations shall not inhibit emergency vehicle movements, must be on a paved surface, and must be permanently striped.
12. Setbacks shall be marked in some manner within proposed storage areas to delineate where stacks must not exceed 6' in height.

- (cont.)
13. Should complaints about sound arise in the future, the applicant agrees to work with the City to investigate and address any such issues. This may include funding a formal sound study to determine if the use is non-compliant with noise standards, and if mitigation measures are needed, construction of a sound wall along a portion of the property's perimeter to block sound and light from impacted properties.
 14. Installation of a new screening fence shall be required. The fence shall be at least 6' tall and shall not exceed 8' tall, and shall provide visual screening of proposed outdoor storage from adjacent rights-of-way. If chain link is used, it should be black vinyl covered with slats.
 15. The applicant shall work with staff in selecting a mutually agreeable gate design that successfully addresses both screening and safety/security concerns for the properties vehicular entry points.
 16. Failure to adhere to these conditions of approval shall be grounds for revocation of the special use permit by the City Council.

cc: Lonnie Provencher, Interstate Development Corporation



interoffice

MEMORANDUM

to: Ben Gozola, Assistant Director of Community Assets and Development/City Planner
from: Craig Schlichting, Director of Community Assets and Development
subject: 100 9th Avenue SW
date: March 10, 2022

The Engineering Department has reviewed the preliminary construction plans for 2299 Palmer Drive and we offer the following comments:

General

1. Water and sanitary sewer services are considered private and shall be maintained by the property owner. A permit will be required for any changes to the sewer and water connections and shall be inspected by Public Works.
2. Show fire apparatus turning movements.
3. Show semi-trailer turning movements (WB-67).
4. Provide details showing site lighting, to be reviewed by Assistant Director of Community Assets and Development.
5. Provide survey of pond elevations to determine depth of sediment.
6. Install commercial concrete aprons at driveway entrances to replace damaged entry points and meet turning radius of planned vehicles. This will also allow for a drop down curb vs. the existing surmountable. Apply for curb cut permit.
7. Verify RCWD permit requirements.

RESOLUTION NO. _____
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION MAKING FINDINGS OF FACT AND APPROVING A SPECIAL USE PERMIT,
ALLOWING OUTDOOR STORAGE FOR ABC SUPPLY COMPANY, INC, ON PROPERTY
AT 100 9TH AVENUE SW

WHEREAS, the City of New Brighton is a municipal corporation, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of the New Brighton has adopted a comprehensive plan and corresponding zoning regulations to promote orderly development and utilization of land within the city; and,

WHEREAS, Northwest Holding Inc. owns the property at 100 9th Avenue SW which is legally described as:

<insert legal description here once received>

WHEREAS, Northwest Holding Inc., on behalf of the Interstate Development Corporation who is purchasing the property, is seeking a Special Use Permit to authorize outdoor storage for the proposed new tenant ABC Supply Company, Inc; and,

WHEREAS, staff fully reviewed the requests and prepared a report for consideration by the Planning Commission at their meeting on March 15, 2022; and

WHEREAS, the Planning Commission held a public hearing on the request at the March 15, 2022, meeting and considered input from residents; and recommended approval of the request based on the applicant's submittals and findings of fact; and

WHEREAS, the City Council considered on March 22, 2022, the recommendations of the Planning Commission, Staff, the Applicant's submissions, the contents of the staff report, and other evidence available to the Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of New Brighton hereby approves the requested special use permit based on the following findings of fact:

1. The subject property is guided for light industrial use by the 2030 comprehensive plan, and warehousing is a permitted use in the corresponding I-1 zoning district.

2. The proposed outdoor storage will not be detrimental to the public health or general welfare provided all materials are stored per an approved plan and all conditions are met;
3. The proposed storage will not impact the use of surrounding properties, and will not impact surrounding property values provided all conditions are met;
4. The proposed storage will not have any impact on the normal and ordinary development of surrounding properties;
5. The subject site is adequately served by municipal utilities and infrastructure;
6. The proposed use can conform to all underlying zoning district requirements provided all conditions are met.

BE IT FURTHER RESOLVED, that approval of the special use permit, site plan, and variance shall be subject to the following conditions:

1. Engineering comments in the 3/10/22 Engineering Memo shall be addressed to the satisfaction of the City Engineer.
2. While lighting changes are not proposed, any lighting issues that arise with this use change over shall be addressed by the applicant in compliance with code requirements.
3. The applicant shall work with the City Engineer on the design aspects of new curbing at each of the entryways to be widened, and secure a right-of-way permit prior to completion of such work.
4. The applicant shall agree to install mitigation measures to contain and prevent materials and garbage from leaving the site should such issues ever be identified as a problem in the future.
5. The applicant agrees to institute mitigation measures as necessary to prevent dirt from leaving the site and tracking into the right-of-way via business related traffic. Should issues arise, the applicant agrees to pay for street sweeping services whenever directed to do so by the City.
6. The applicant shall enter into a storm water management contract with a 3rd party contractor for the ongoing maintenance and operation of the site's storm water pond.
7. Sign changes on the building and/or site shall be reviewed and approved via a separate sign permitting process.
8. The applicant shall hire a fire protection engineer to determine fire suppression needs within the existing building given the change in use, activities, and storage; and shall implement all needed changes to meet code requirements.
9. The applicant shall officially denote the large/primary structure as "Building A", and the smaller shop building as "Building B" for the purposes of emergency calls, and sign each building accordingly.

10. Knox boxes shall be installed on both buildings, and the applicant shall work directly with the Fire Marshall to resolve all entrance gate/fire department access issues.
11. Applicants must identify locations on the plan for the minimum number of permanent parking spaces required by code prior to eventual Council review. Parking space locations shall not inhibit emergency vehicle movements, must be on a paved surface, and must be permanently striped.
12. Setbacks shall be marked in some manner within proposed storage areas to delineate where stacks must not exceed 6' in height.
13. Should complaints about sound arise in the future, the applicant agrees to work with the City to investigate and address any such issues. This may include funding a formal sound study to determine if the use is non-compliant with noise standards, and if mitigation measures are needed, construction of a sound wall along a portion of the property's perimeter to block sound and light from impacted properties.
14. Installation of a new screening fence shall be required. The fence shall be at least 6' tall and shall not exceed 8' tall, and shall provide visual screening of proposed outdoor storage from adjacent rights-of-way. If chain link is used, it should be black vinyl covered with slats.
15. The applicant shall work with staff in selecting a mutually agreeable gate design that successfully addresses both screening and safety/security concerns for the properties vehicular entry points.
16. Failure to adhere to these conditions of approval shall be grounds for revocation of the special use permit by the City Council.

ADOPTED this 22nd day of March, 2022 by the New Brighton City Council with a vote of ___ ayes and ___ nays.

Kari Niedfeldt-Thomas, Mayor

Devin Massopust, City Manager

ATTEST:

Terri Spangrud, City Clerk

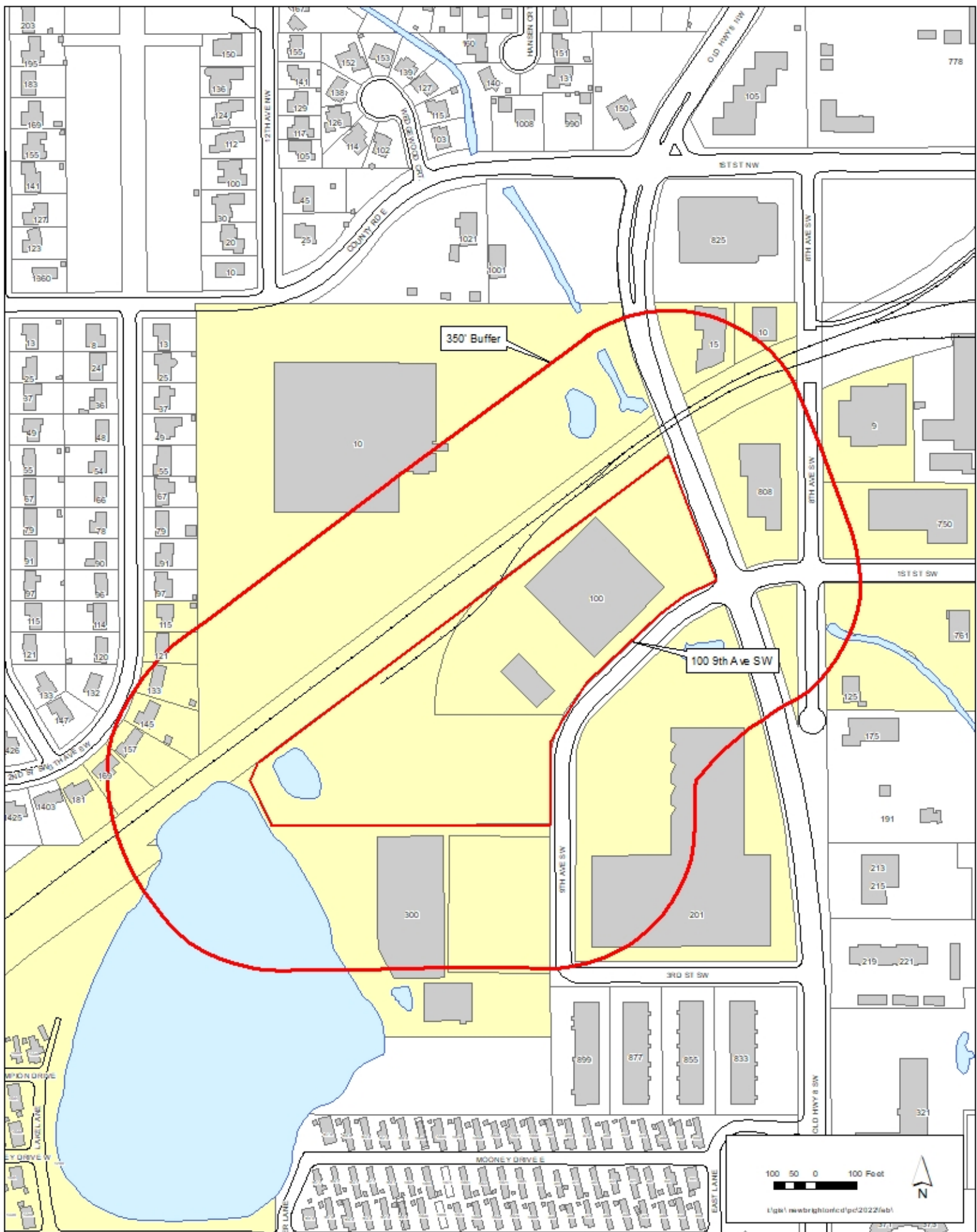
The undersigned Applicants have read, understand and hereby agree to the terms of this resolution and on behalf of himself/herself, his/her heirs, successors and assigns, hereby agree to the conditions set forth above, and to the recording of this resolution and attachments in the chain of title of the property.

Dated _____
_____ <authorized representative>

Subscribed and sworn to before me this _____ day of _____, 2022.

Notary Public

100 9th Ave SW - 350' Mailing List





- I-1, Light Industrial
- I-2, Heavy Industrial
- I-3, Limited Industrial
- R-3B, High Density Residential



Current Zoning

100 9th Ave SW
I-1. Light Industrial



February 10, 2022

RE: ABC Supply Co., Inc. proposed site at 100 9th Ave SW New Brighton MN.
Request for Special Use Permit- Outdoor storage

To: City of New Brighton;

ABC Supply Co. Inc. has over 800 warehouse locations throughout the USA and is in the business of warehousing and distributing building products (mainly roofing, siding, windows and doors). For a complete listing of the products we sell please refer to ABC's web site (www.Abcsupply.com). In general, our sites consist of a primary warehouse, offices, showroom and exterior outdoor storage. All of our locations have outdoor storage as an accessory use to the main warehouse(s). The outdoor storage areas are used to store palletized shingles stacked two high (approx. 8' in height). Each pallet is approx. 4' by 4' in size and when stacked two high the height is approx. 8 feet. The proposed storage areas have an existing 6' high chain link fence and we propose to replace the existing fence along 9th Avenue SW with a new 8' high chain link fence/gates with vinyl slats to screen the storage from the street view. Additionally, the new fence along 9th Ave will be behind the existing berm and trees to provide additional screening. ABC is also proposing to tidy up the existing landscaping buffer along 9th Avenue SW. All outdoor storage would be contained behind the fence/gates hidden from view of public right of ways.

The property we are proposing to Lease is located in the New Brighton and is zoned I-1, Light Industrial and ABC's main use is permitted under Article 1, I-1 Light Industrial District Section 6-030 Permitted Use (2) "Wholesale and Warehousing". Our proposed accessory use "Outdoor Storage" requires a special use permit. The site is 10.41 acres and consists of a 57,600 sq. ft. primary warehouse building and a 7,500 sq. ft. secondary warehouse building. We will have approx. 7,000 sq. ft. of offices and showroom in the primary building with employee and customer parking adjacent to the entrance. ABC has approx. 30 employees and our hours of operations are Monday thru Friday 7:00 am to 4:00 pm and in the summer and fall on Saturdays from 8:00 am to 12:00 pm.

Our Business Model: ABC purchases building materials (shingles, siding, windows gutters and commercial roofing materials) direct from the manufacturers and stores / inventories the materials in our warehouses. Materials are delivered to ABC from the manufacturers by semi, flatbed trucks, and enclosed box trucks. The materials are then placed in racks, floor-stacked in our warehouses, or stored in the yard. We are a wholesaler of these materials and sell and deliver direct to the contractor, who installs the materials at your home or your commercial site. We do not sell retail, only wholesale. Once a contractor orders materials we pull and stage their order(s), place it onto our delivery trucks (ABC currently has 10 trucks planned for this location) and deliver it to their job site. In many respects we are a service delivery company that delivers building products to contractors and or their job sites.

Committed to getting your job done. Easier ®

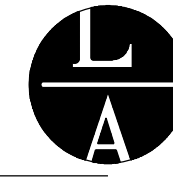
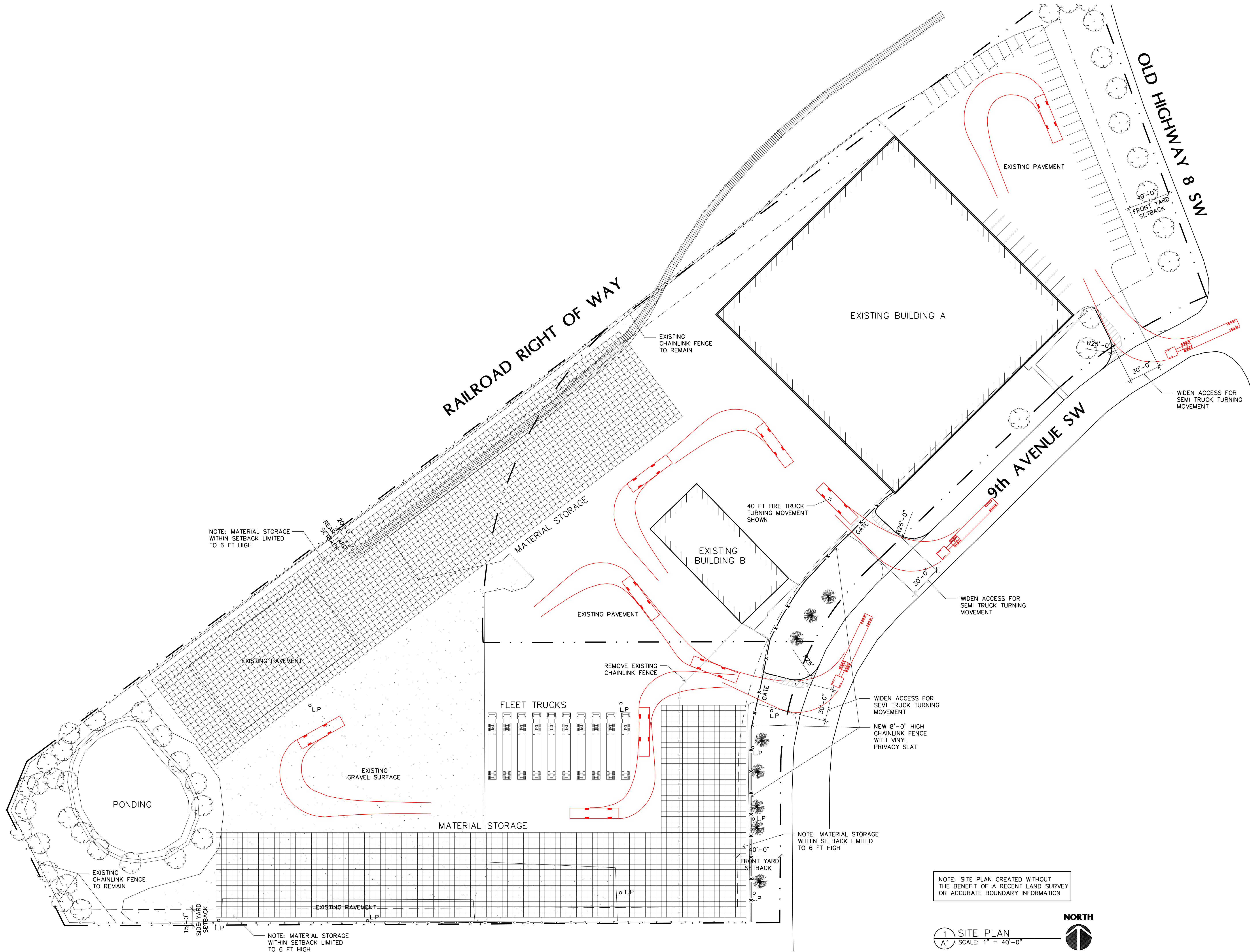


The outside fenced-in areas of the site are used to store materials, stage orders for delivery, unload incoming freight/materials from the manufacturers and loading our trucks for deliveries to job sites. The only noise being created in the outdoor storage areas of the site is from the equipment used in the loading and unloading of incoming and outbound freight / trucks (i.e. truck and forklifts).

Please review this letter and the attachments and if you have any further questions or comments please let us know.

Sincerely,

Don Jeziorski
Real Estate Dept.
815 341-8829 cell

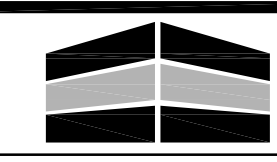


LAMPERT
ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED ARCHITECT UNDER THE
LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY
NOT FOR
CONSTRUCTION



INTERSTATE
DEVELOPMENT
6390 Carlson Drive
Eden Prairie, MN 55346
Ph: 651-466-9050

ABC SUPPLY COMPANY
100 9th Avenue SW, New Brighton, MN

Copyright 2022
Leonard Lampert Architects Inc.

Project Designer: JAMES B

Drawn By: JRB

Checked By: LL

Revisions

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|---------|----------------|
| 2/28/22 | CITY SUBMITTAL |
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SITE PLAN

Sheet Number

A1

Project No. 220208-2

Special Use Permit Criteria Worksheet

A special use permit cannot be approved unless the Planning Commission and City Council find that the following criteria have been met. Please provide a response on how/why your project meets the below stated criteria. Use additional sheets if necessary and consult with the Planning Director at the time of your Pre-Application Meeting as some items may not be applicable for your project.

1) That the establishment, maintenance, or operations of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

Applicant proposes to store non-hazardous building materials, such as shingles. The applicant's business operations are legal and consistent with the zoning code.

The applicant intends to ensure that emergency vehicle access is provided to all areas of the site at all time.

2) That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Applicant proposes to store non-hazardous materials in the exterior yard. Applicant proposes to provide screening of its fence adjacent to 9th Ave.

3) That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

The applicant's operations and outdoor storage are consistent with the zoning code Industrial I-1 district.

4) That adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.

All utilities and existing facilities are adequate for the Applicant's proposed use.

5) That the special use shall in all other respects conform to the applicable regulations of the district in which it is located.

The proposed use is consistent with the zoning code Industrial I-1 district in which the property lies.



| | |
|---------------------------------|----------------|
| Agenda Section: | VII |
| Item: | 1 |
| Report Date: | 3/10/22 |
| Commission Meeting Date: | 3/15/22 |

REQUEST FOR COMMISISON CONSIDERATION

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|--|---|
| ITEM DESCRIPTION: | Site Plan Review: Request from the City of New Brighton to authorize expansion plans for the existing Public Works facility at 700 5 th Street NW |
| DEPARTMENT HEAD'S APPROVAL: | |
| CITY MANAGER'S APPROVAL: | |
| No comments to supplement this report | Comments attached |

15.99 Deadline: none

- Recommendations:**
- Staff believes the site plan can be approved with conditions.
 - Template motions, recommended findings, and suggested conditions can be found on pages 9 & 10.

- Legislative History:**
- In the 1950's much of the area between Old Highway 8 and the railroad tracks was a large drainage pond for surrounding areas.
 - By the 1970's, all land in this area had been transformed into useable ground as surrounding development redirected storm water to new locations, ditches, and a now developed storm sewer system. The public works building now proposed for improvement and expansion was up by 1974.
 - Sometime between 1991 and 2003, the remaining buildings on the site were constructed.
 - In 2019, a portion of the site was used for the affordable housing development to the north (Brighton Oaks). As part of this development, the salt shed was relocated to its present location along the northern lot line.
 - In 2022, years of need finally have built up and require action to update the facility.

Financial Impact: ▪ Cost for this project will be \$4,197,000

▪ Sources for these funds will be as follows:

- TIF\$197,000
- Non-Fleet (HVAC, Roof)\$1,000,000
- PW Fleet (borrow)\$1,000,000
- Capital Projects.....\$700,000
- Water\$350,000
- Storm\$350,000
- Sanitary.....\$350,000
- Pavement Management.....\$250,000

Summary: The City of New Brighton is seeking authorization to expand the existing Public Works Building located at 700 5th Street NW. The proposed design will meet all zoning code requirements.

Attachments: 1) *Staff Report*
 2) *Draft Resolution*
 3) *City Maps*
 4) *Site Plan & Project plans*



Ben Gozola, AICP

Assistant Director of Community Assets and Development



| | |
|---------------------------------|----------------|
| Agenda Section: | VII |
| Item: | 1 |
| Report Date: | 3/10/22 |
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 - Sometime between 1991 and 2003, the remaining buildings on the site were constructed.
 - In 2019, a portion of the site was used for the affordable housing development to the north (Brighton Oaks). As part of this development, the salt shed was relocated to its present location along the northern lot line.
 - In 2022, years of need finally have built up and require action to update the facility.

- Financial Impact:**
- The proposed improvements are accounted for in the 2022 City Budget.

To: Planning Commission

From: Ben Gozola, Assistant Director DCAD

Meeting Date: 3-15-22

Applicants: City of New Brighton

Main Contact: Craig Schlicting, Director of Community Assets & Development

Location: 700 5th Street NW

Zoning: I-2

Introductory Information

Project: The City of New Brighton is seeking authorization to expand the existing Public Works Building located at 700 5th Street NW.

History:

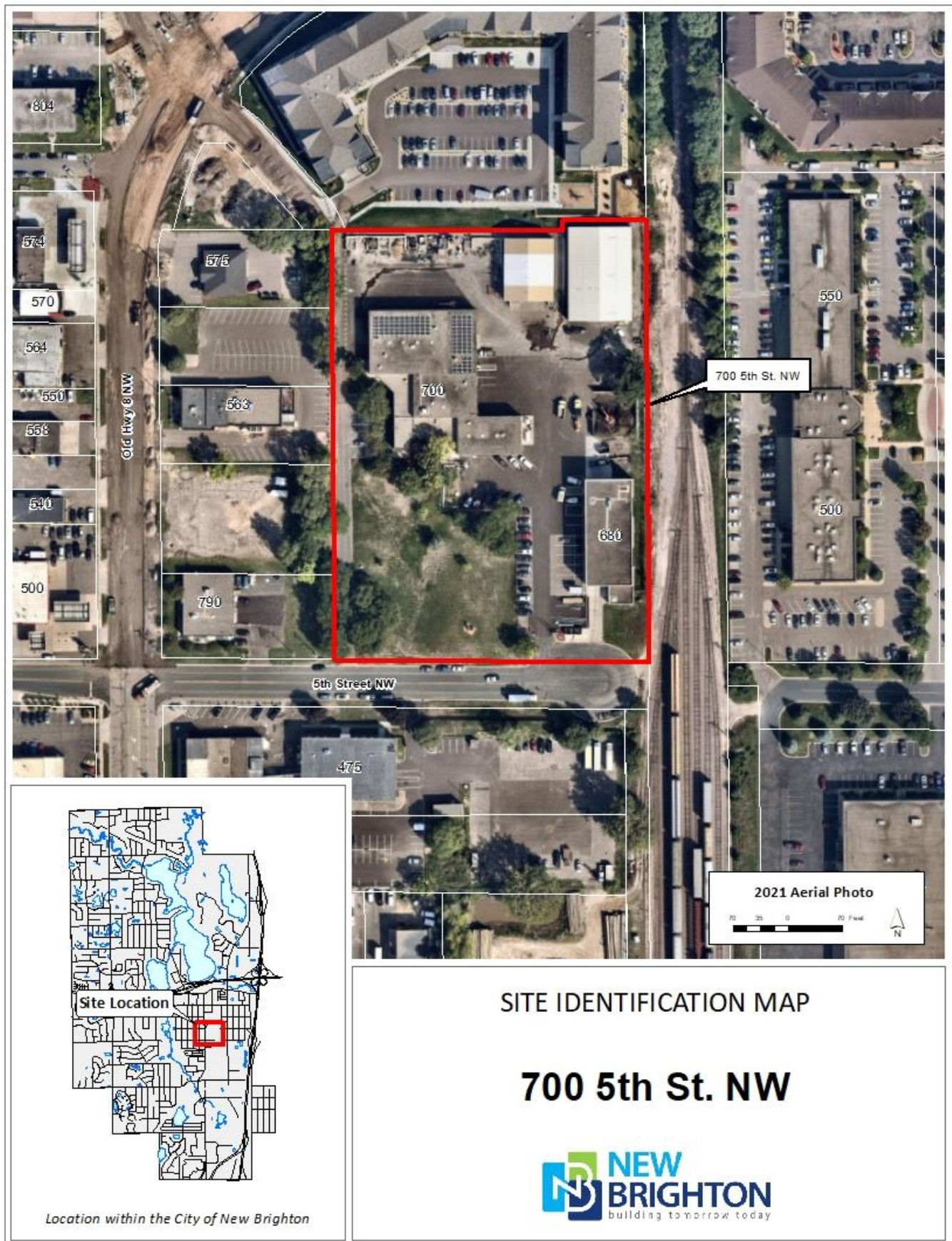
- In the 1950's much of the area between Old Highway 8 and the railroad tracks was a large drainage pond for surrounding areas.
- By the 1970's, all land in this area had been transformed into useable ground as surrounding development redirected storm water to new locations, ditches, and a now developed storm sewer system. The public works building now proposed for improvement and expansion was up by 1974.
- Sometime between 1991 and 2003, the remaining buildings on the site were constructed.
- In 2019, a portion of the site was used for the affordable housing development to the north (Brighton Oaks). As part of this development, the salt shed was relocated to its present location along the northern lot line.

Request(s): **Site plan review for the expansion of the existing public works building.**

General Findings

Site Data:

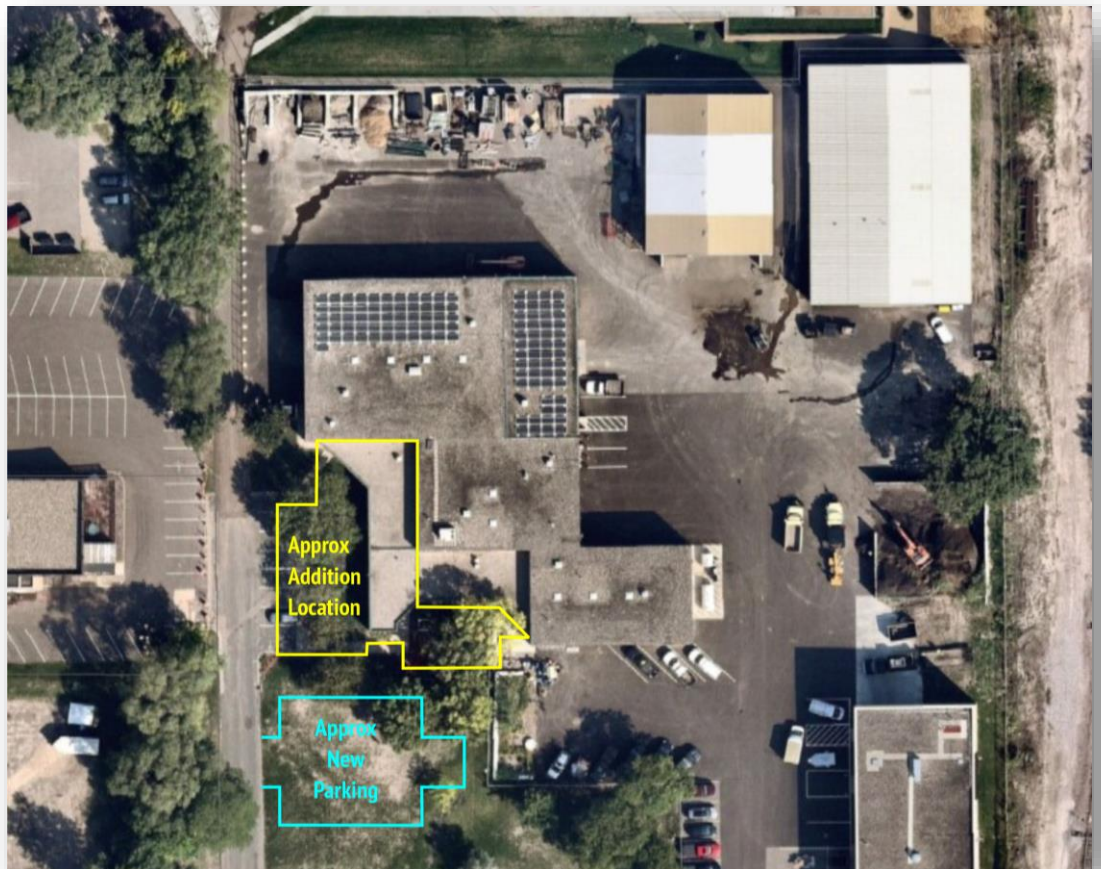
- Existing Lot Size \approx 6.17 acres
- Existing Use – PW Headquarters
- Existing Zoning – I-2
- Property Identification Numbers (PID): 29-30-23-13-0224

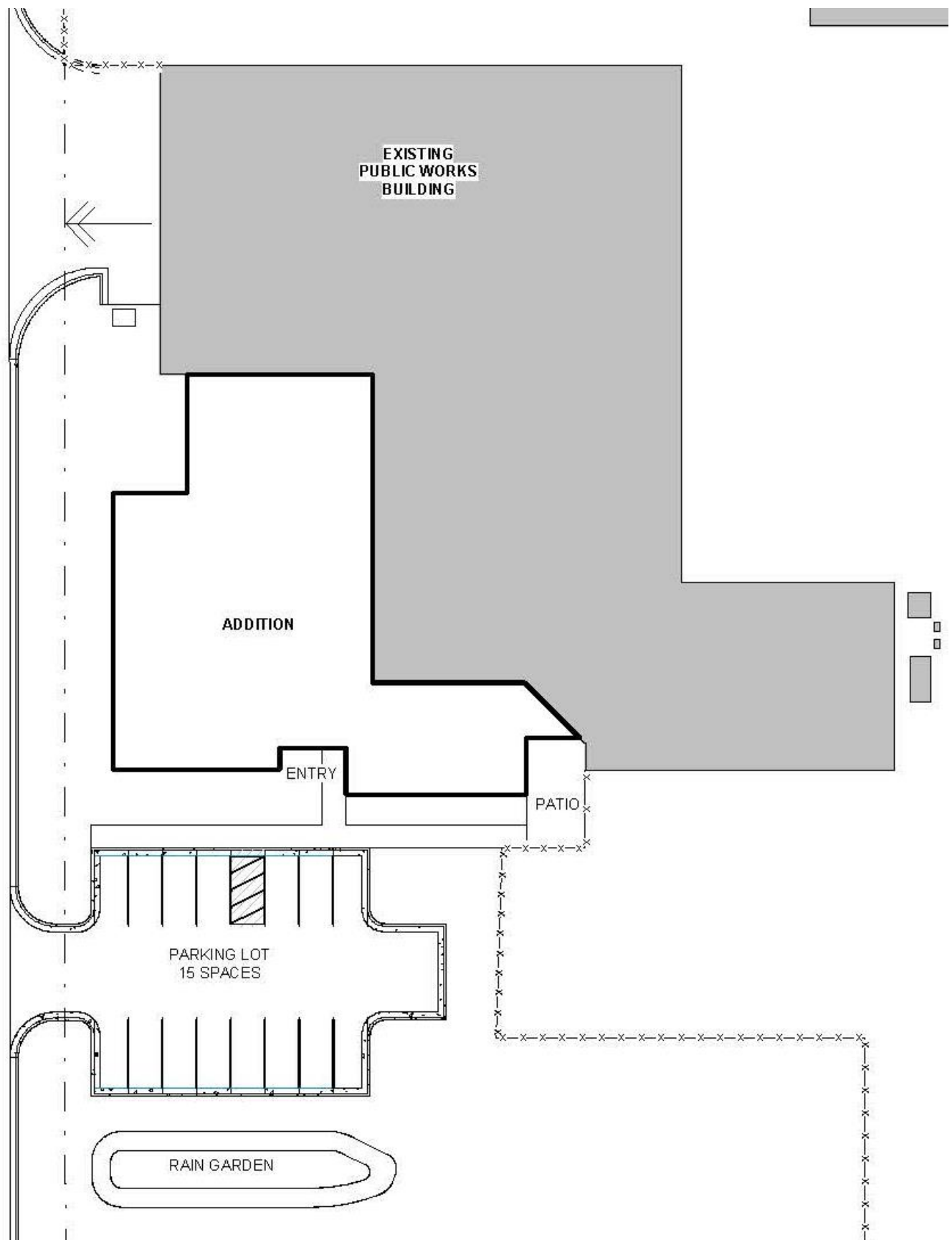


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| Comp Plan Guidance: | <ul style="list-style-type: none"> The 2040 Comprehensive Plan guides this property as Mixed Use Neighborhood Node. The historic use of the property as a Public Works facility will be allowed to continue until such time as the land is redeveloped. |
| Notable Code Definitions: | <ul style="list-style-type: none"> None |
| Applicable Codes: | <ul style="list-style-type: none"> Chapter 6, Article 2, <u>I-2 District.</u> Identifies parameters for development on the subject parcel Chapter 8, Article 1, <u>Section 8-010 Site Plan Approval.</u> Identifies the process by which site plans are to be reviewed and authorized. |

Site Review

| | |
|--------------------|---|
| In General: | <ul style="list-style-type: none"> While the existing building has served the City and our Public Works department well for nearly five decades, it should come as no surprise that aspects of the building are in dire need of updates. Here is the site in its present configuration along with the generalized footprints for building and parking changes: |
|--------------------|---|





**Proposed Site
 Plan Updates:**

- The primary public works building is proposed to be expanded to the west into an area of existing green space and parking, and a new parking lot would be constructed to the south of the addition. Critical improvements being made to the building include:
 - New offices for public works & Parks maintenance staff
 - New lunchroom facilities for both public works and parks maintenance
 - New locker rooms (men’s, women’s, and single-occupancy gender neutral)
 - New building mechanicals & mechanicals room
 - New bathrooms
 - New reception room, waiting area, and entryway
 - New maintenance staff training area and computer stations
 - New personal needs room
 - New overhead door for the wood working area
 - New entrance to the existing sign shop (current entrance has significant exposure to vehicle exhaust, dirt, & dust from the adjacent facility)
 - New roof on the entire building
 - Expanded parking area
 - New storage areas
 - New Maps/Data Room

Setbacks:

- All required setbacks will be met (the 15’ side yard setback would be the only one of concern with this proposed addition).

**Building
 Materials:**

- The existing building materials used on the nearly half-century old Public Works building are no longer worth emulating, and require a refresh & modernization given this buildings prominent role in this corridor targeted for redevelopment. To achieve this goal, the renovation will modernize the public work’s building’s aesthetics to align with the City’s Water Treatment Plan on the western side of the Community: use of natural stone and phenolic panels.

**Building
 Height:**

- The proposed building will conform to the 40-foot height maximum in the I-2 zoning district.

Potential Internal Layout Under Consideration (subject to changes)



- Landscaping:**
- Required landscaping is triggered whenever a site is adding new structure in excess of 15% of the gross floor area on a site¹. In this case, that threshold will not be crossed.
 - Existing PW Building: 21,150 sq ft
 - Salt Storage: 4,800 sq ft
 - Cold Storage: 9,700 sq ft
 - Warm Storage: 8,925 sq ft
 - **Total Square Footage: 44,575 sq ft**
 - 15% Threshold: 6,688 sq ft
 - Square footage being added: 4,497 sq ft
 - Despite not being *required* to add landscaping to the site, the City intends to still add such elements to the site as the plans are finalized. Since there are no minimum standards to meet, the final design is left to the project managers to determine.
- Lighting:**
- Lighting on all sites and buildings shall be directed downward and installed so as to prevent direct light from being detectable at the lot line of the site on which the light source is located. Lighting is also not to shine directly into the public right-of-way.
 - Any plans to add or change lighting on the proposed addition will be required to adhere to minimum code requirements.
- Lot Access:**
- Lot access will still originate off of 5th St NW.
 - Since the existing parking lot would become building & green space as a result of this plan, a new parking lot is proposed to the south of the desired building footprint within a currently undeveloped area of the site.
 - While staff acknowledges a roadway *may* be constructed to the west of this building within right-of-way that *may* be acquired at some point in the future, the fact that neither exists today dictates that neither can nor should factor into this review. Should a north/south road eventually be constructed to the west of the Public Works building, the resulting setback for the building would become legal nonconforming. That said, the resulting setback would be in line with setbacks previously approved for the Brighton Oaks building to the north thereby creating a design continuity along this corridor.

¹ Code is not clear on whether the 15% threshold is for the gross square footage of the *individual building*, or the gross floor square footage of *ALL buildings* on site. Ultimately staff felt the appropriate reading of code was gross floor square footage over the entire site as we'd be hard pressed to argue a 720 square foot addition to the salt storage shed should trigger a significant landscaping requirement on this or any other property in similar circumstances.

| | |
|---|---|
| Water & Sanitary Sewer Systems | <ul style="list-style-type: none"> Service locations for both water and sewer services to the building will be updated as needed to integrate the new plans. |
| Storm water / Grading / Erosion: | <ul style="list-style-type: none"> Given the proposed addition and new parking lot will add hard surface to the site, a permit will be secured from the Rice Creek Watershed District. As part of that permitting process, on-site water quality treatment will be required (currently anticipated to the south of the proposed parking lot). A finalized grading plan will need to be reviewed and approved by engineering prior to issuance of a building permit. |
| Signage | <ul style="list-style-type: none"> Signage updates as may be needed will need to go through the City's standard sign permitting process. |
| Fire/Safety: | <ul style="list-style-type: none"> Public safety has reviewed the initial plans for the proposed addition and does not have any concerns at this time. Any issues that arise as plans may be amended shall be resolved to the satisfaction of the Public Safety department. |
| Hours of Operations: | <ul style="list-style-type: none"> Public works operates 24/7, 365 days a year providing service to the City's residents; however, typical daily operations occur from 7:00 a.m. to 3:00 p.m. |
| Parking & Traffic: | <ul style="list-style-type: none"> By code, parking needs for unique circumstances not listed in code shall be determined on an individual basis. Factors to be included in the analysis include size of buildings, types of uses, number of employees, peak demand, etc. In this case, the City has nearly 50 years' worth of data and knowledge about parking needs on this site to accommodate its Public Works and Parks Maintenance staff. As a fully built out community, dramatic future swings in staffing are not anticipated. In all its time as a public works site, even following the recent 2019 changes to accommodate Brighton Oaks, the City has never had issues with on-site parking or found reason to park off site indicating historic and parking levels are appropriate for this unique use. As parking will increase by 7 spaces as a result of this renovation, staff has no reason to believe the site will not continue to function as well if not better than it historically has from a parking perspective. Importantly, there is addition green space on the southern side of the site that could be activated as parking should issues arise. Staff finds the proposal to be acceptable. |

Sidewalks & Trails: ▪ There are no sidewalks in this area nor are any planned as the Public Works facility is a secured site.

Development Phasing: ▪ Improvements to the Public Works site would occur in a single phase.

Watershed District Review ▪ Staff would recommend any approval be conditioned on an RCWD permit being obtained for the proposed work (if required).

Conclusion:

The applicant is requesting approval of a site plan to authorize an expansion of the City's Public Works building at 700 5th Street NW.

Staff Recommendation: Per the analysis outlined in the report, staff is recommending **APPROVAL** of the proposed site plan with conditions.

Commission Options:

The Planning Commission has the following options:

- A) RECOMMEND APPROVAL OF THE SITE PLAN based on the applicant's submittals and findings of fact.
- B) RECOMMEND DENIAL OF THE SITE PLAN based on the applicant's submittals and findings of fact.
- C) TABLE THE ITEM and request additional information.

As a City initiated application, there is no official deadline for action.

Template Denial Motion: ▪ "I move that we recommend the City Council deny the proposed site plan based on the following findings of fact:"
 (not recommended) ○ (provide findings to support your conclusion)

Template Approval Motion: ▪ "I move we recommend the City Council approve the proposed site plan based on the findings of fact and conditions listed on page 10 of the report as may have been amended here tonight."
RECOMMENDED

***Suggested Findings
of Fact:***

1. The proposed improvements are conforming to all code requirements, and do not require the issuance of a special use permit or variances.
2. Proposed building materials are allowed by code and will match the existing principal structure.
3. The proposed building height will be less than the 40-foot maximum allowed in the I-2 district.
4. No additional landscaping is mandated by code for the proposed renovation, but additional landscaping will be added for general site beautification at the discretion of DCAD.
5. Improvements do not pose a parking or traffic risk.

***Recommended
Conditions:***

1. DCAD staff shall continue to review updates as they occur. Major changes (i.e. significant footprint changes, setback impacts, etc) will be brought back through the process while minor changes will be reviewed and approved administratively.
2. Public safety shall continue to review updates as they occur, and may direct plan updates to deal with safety concerns as plans are finalized.
3. Building materials shall be in line with those anticipated and required by code.
4. All lighting shall be directed downward and installed so as to prevent direct light from being detectable at the lot line; lighting is also not to shine directly into the public right-of-way.
5. The applicants shall obtain authorization from the RCWD for their site plan and the proposed improvements.
6. Signage updates shall be reviewed and approved through the City's standard sign permit process.

RESOLUTION NO. _____
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION MAKING FINDINGS OF FACT AND APPROVING A SITE PLAN
AMENDMENT AUTHORIZING RENOVATION OF THE EXISTING PUBLIC WORKS
BUILDING ON THE PROPERTY AT 700 5TH STREET NW

WHEREAS, the City of New Brighton is a municipal corporation, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of the New Brighton has adopted a comprehensive plan and corresponding zoning regulations to promote orderly development and utilization of land within the city; and,

WHEREAS, the City of New Brighton owns the property located at 700 5th Street NW in New Brighton; and,

WHEREAS, the City of New Brighton (the “Applicants”) have made application for Site Plan approval to authorize renovation of the existing Public Works building on the property at 700 5th Street NW; and

WHEREAS, staff fully reviewed the request and prepared a report for consideration by the Planning Commission at their meeting on March 15, 2022; and

WHEREAS, the Planning Commission recommended approval of the request on March 15, 2022, based on the applicant’s submittals and findings of fact; and

WHEREAS, the City Council considered on March 22nd, 2022, the recommendations of the Planning Commission, Staff, the Applicant's submissions, the contents of the staff report, and other evidence available to the Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of New Brighton hereby approves the requested site plan based on the following findings of fact:

1. The proposed improvements are conforming to all code requirements, and do not require the issuance of a special use permit or variances.
2. Proposed building materials are allowed by code and will match the existing principal structure.
3. The proposed building height will be less than the 40-foot maximum allowed in the I-2 district.

4. No additional landscaping is mandated by code for the proposed renovation, but additional landscaping will be added for general site beautification at the discretion of DCAD.
5. Improvements do not pose a parking or traffic risk.

BE IT FURTHER RESOLVED, that approval of the special use permit amendment shall be subject to the following conditions:

1. DCAD staff shall continue to review updates as they occur. Major changes (i.e. significant footprint changes, setback impacts, etc) will be brought back through the process while minor changes will be reviewed and approved administratively.
2. Public safety shall continue to review updates as they occur, and may direct plan updates to deal with safety concerns as plans are finalized.
3. Building materials shall be in line with those anticipated and required by code.
4. All lighting shall be directed downward and installed so as to prevent direct light from being detectable at the lot line; lighting is also not to shine directly into the public right-of-way.
5. The applicants shall obtain authorization from the RCWD for their site plan and the proposed improvements.
6. Signage updates shall be reviewed and approved through the City's standard sign permit process.

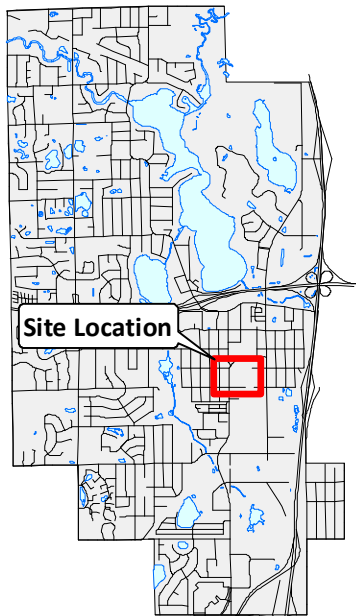
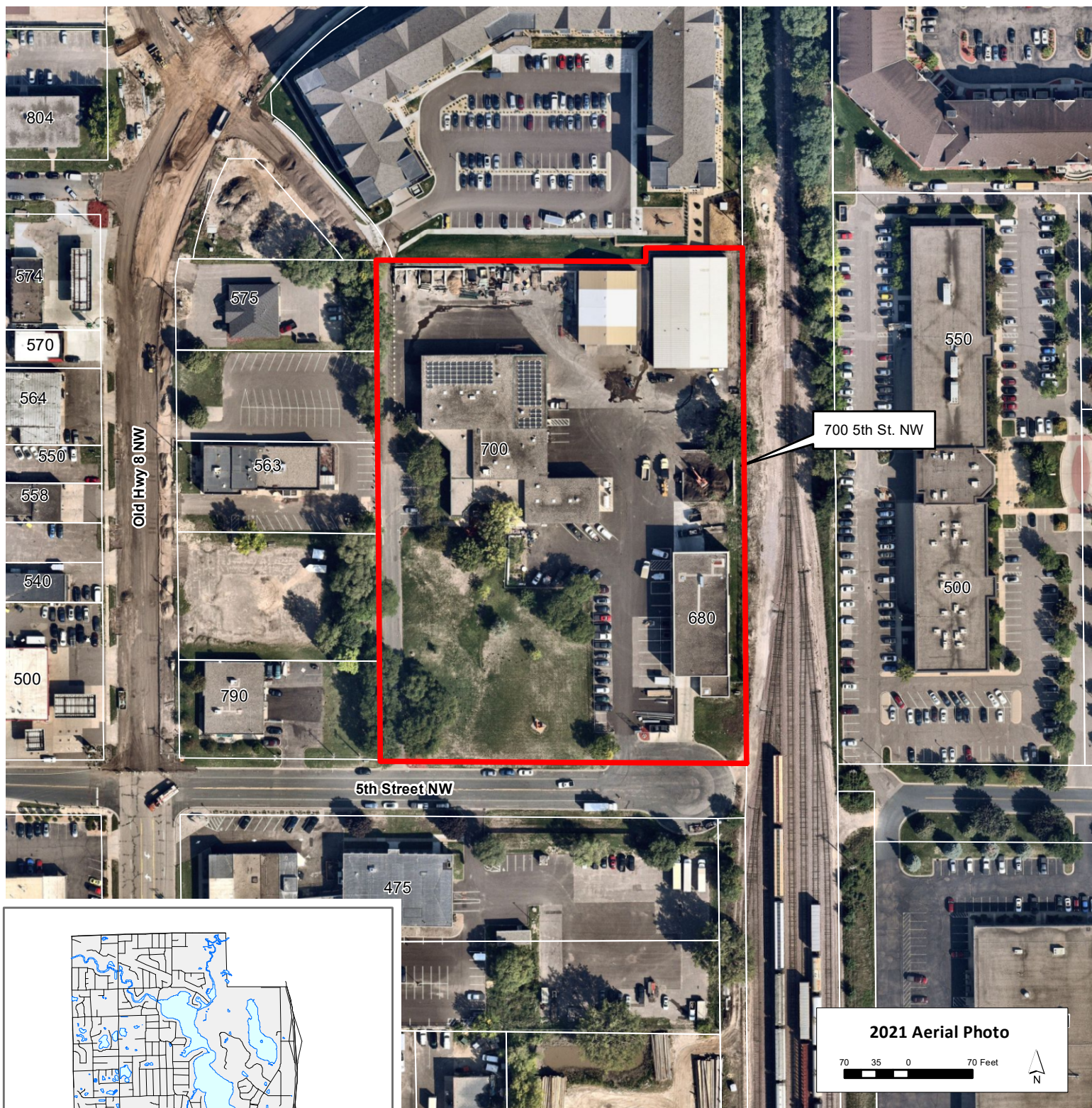
ADOPTED this 22nd day of March, 2022 by the New Brighton City Council with a vote of ___ ayes and ___ nays.

Kari Niedfeldt-Thomas, Mayor

Devin Massopust, City Manager

ATTEST:

Terri Spangrud, City Clerk



Site Location

Location within the City of New Brighton

SITE IDENTIFICATION MAP

700 5th St. NW

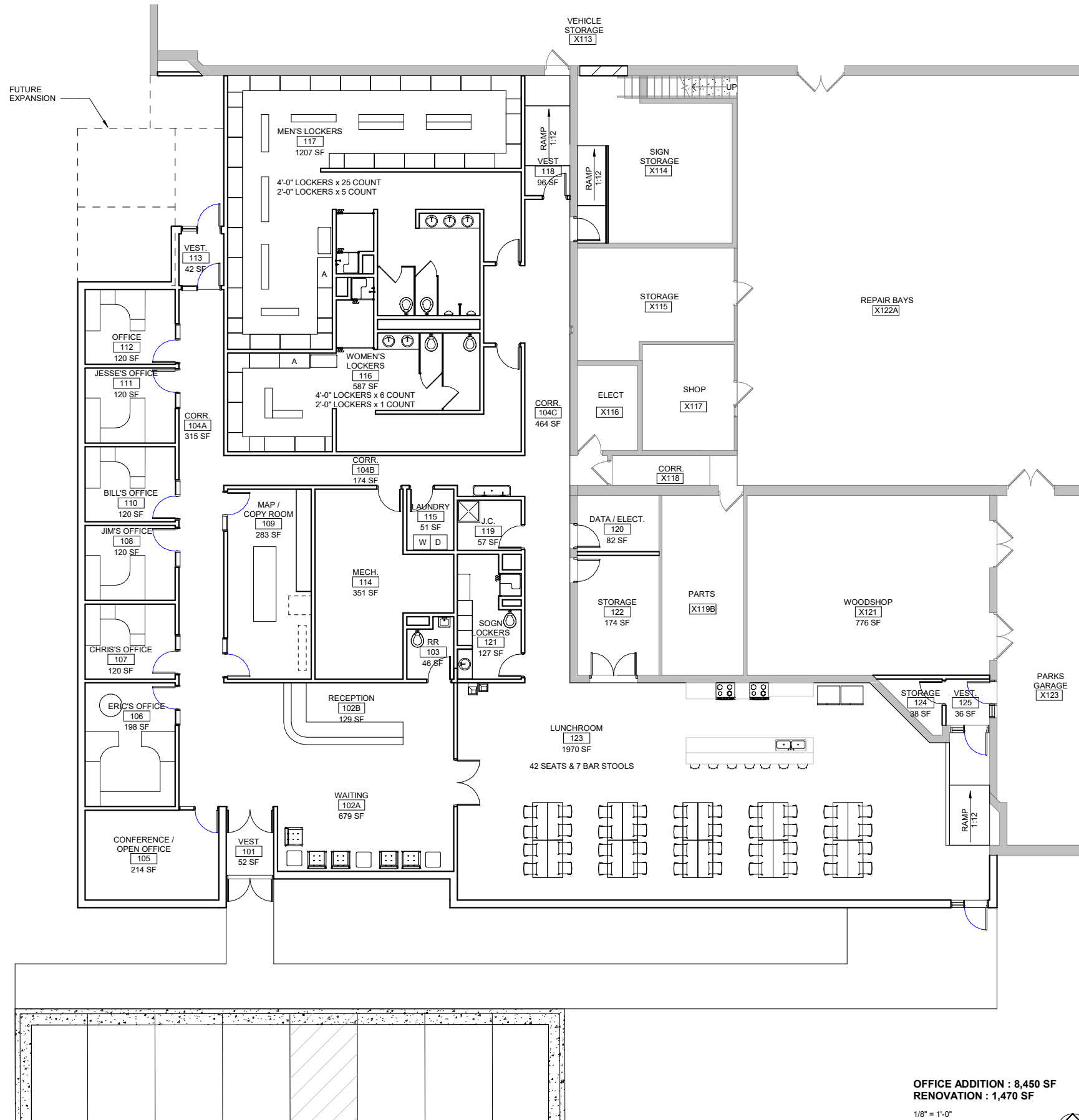


New Brighton Public Works Facility
Addition and Remodel
February 23, 2022 Meeting Agenda
2:00pm to 3:30pm
Via Video-Conference

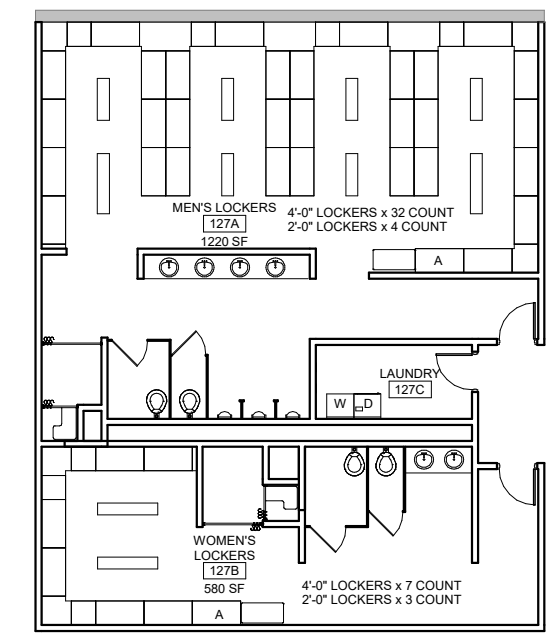
Design Meeting #3

1. Review Program Updates.
2. Review Schematic Design Plan Options.
3. Finalize and Confirm Program.
4. Budget.
5. Project Timeline/Schedule.
 - a. Schedule preliminary meeting with City Planning.
6. Site Plan Review Process.
7. Closing items.
 - a. Update on street project – civil work.
 - b. Update on survey and soil borings.
 - c. Questions / Follow up items.
 - d. Proposed next Meeting – Wednesday March 9, 2022 – Zoom 2:00 – 3:30 pm.

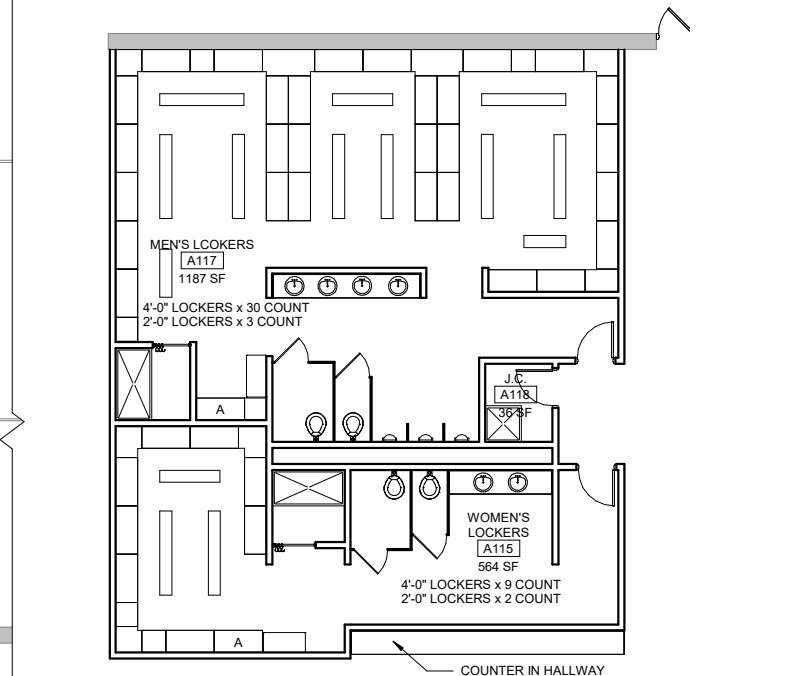
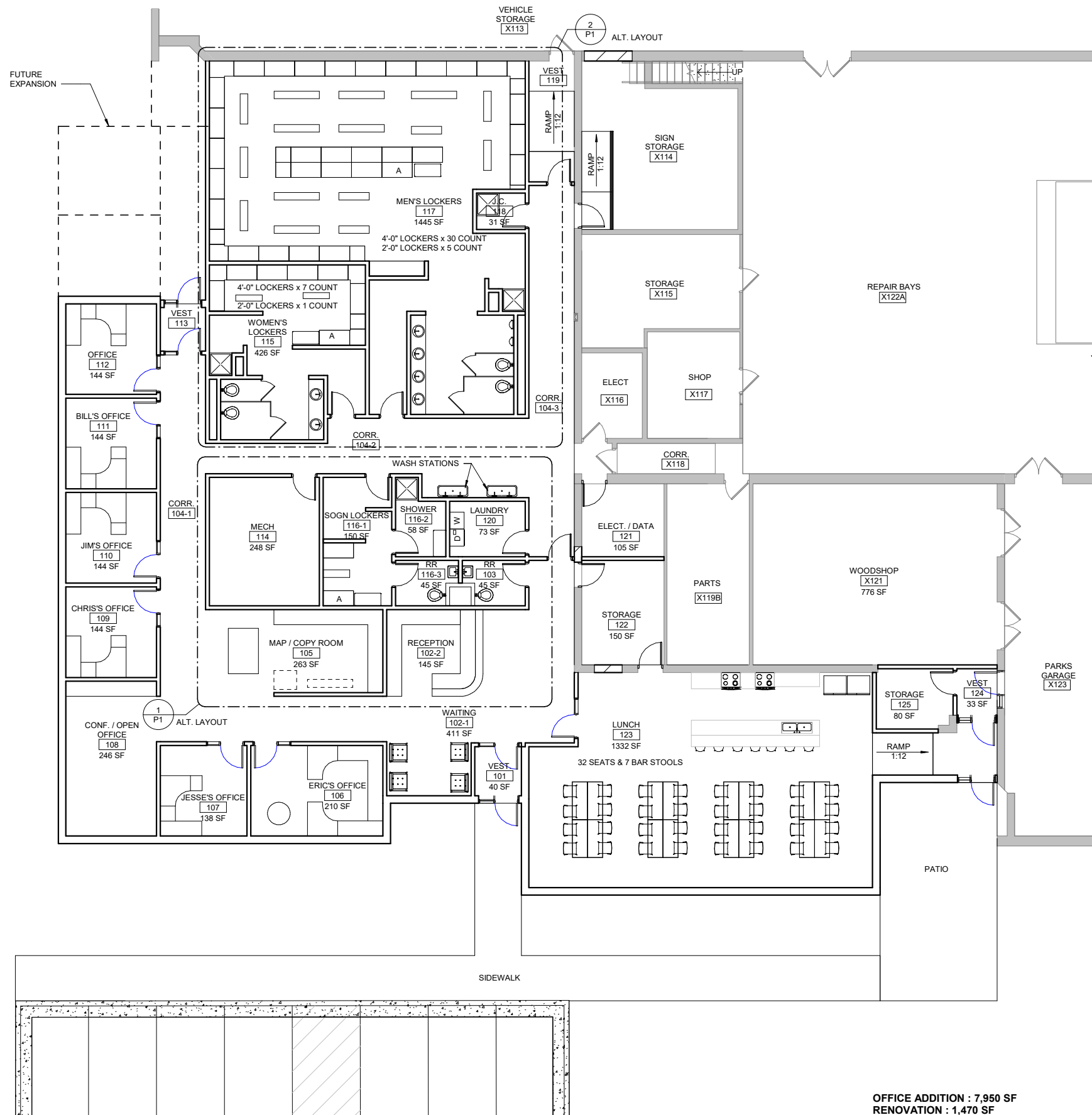




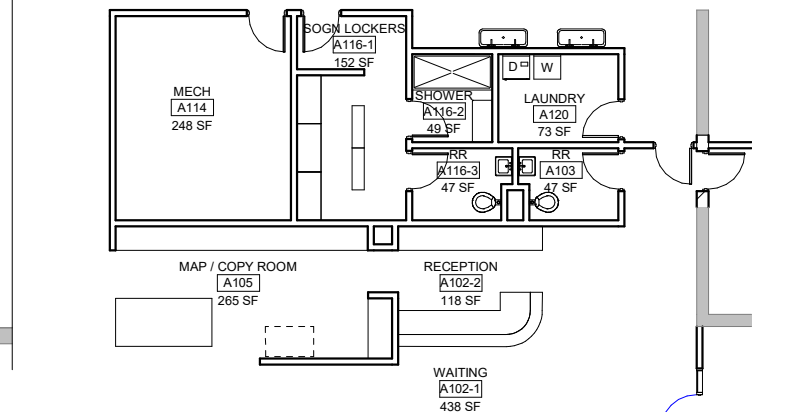
① LOCKER ROOM ALTERNATE
1/8" = 1'-0"



OFFICE ADDITION : 8,450 SF
 RENOVATION : 1,470 SF
 1/8" = 1'-0"
 0' 4' 8' 16'



② ALTERNATE LOCKER ROOM LAYOUT
1/8" = 1'-0"



① ALTERNATE BUILDING CORE LAYOUT
1/8" = 1'-0"

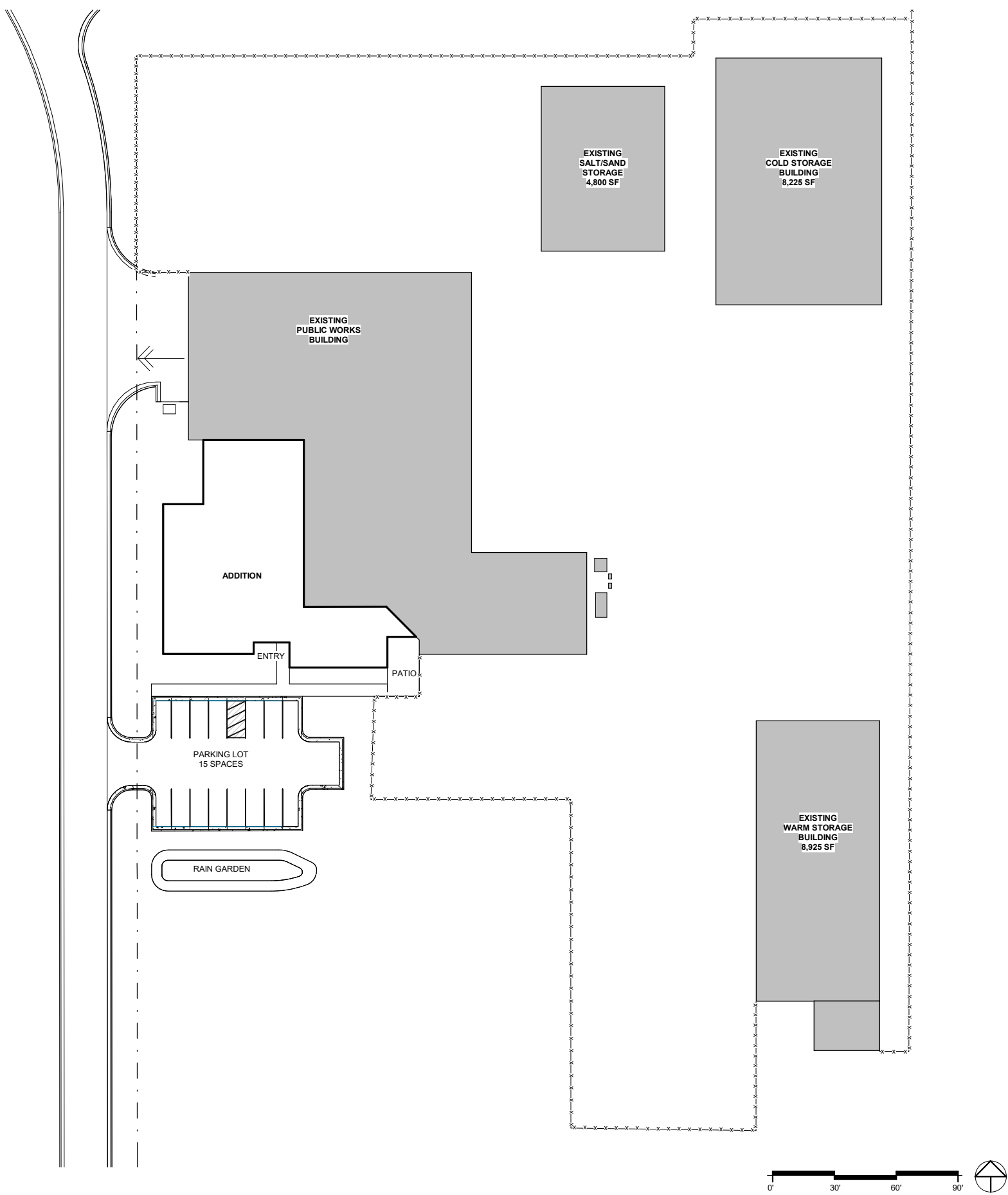
New Brighton Public Works

Addition and Remodeling

Design Option #2

02/23/2022

DRAFT



New Brighton Public Works

Addition and Remodeling

Design Option #2 - Site Plan

02/23/2022

DRAFT



New Brighton Public Works

Addition and Remodeling

Perspective Option #1

02/23/2022

DRAFT



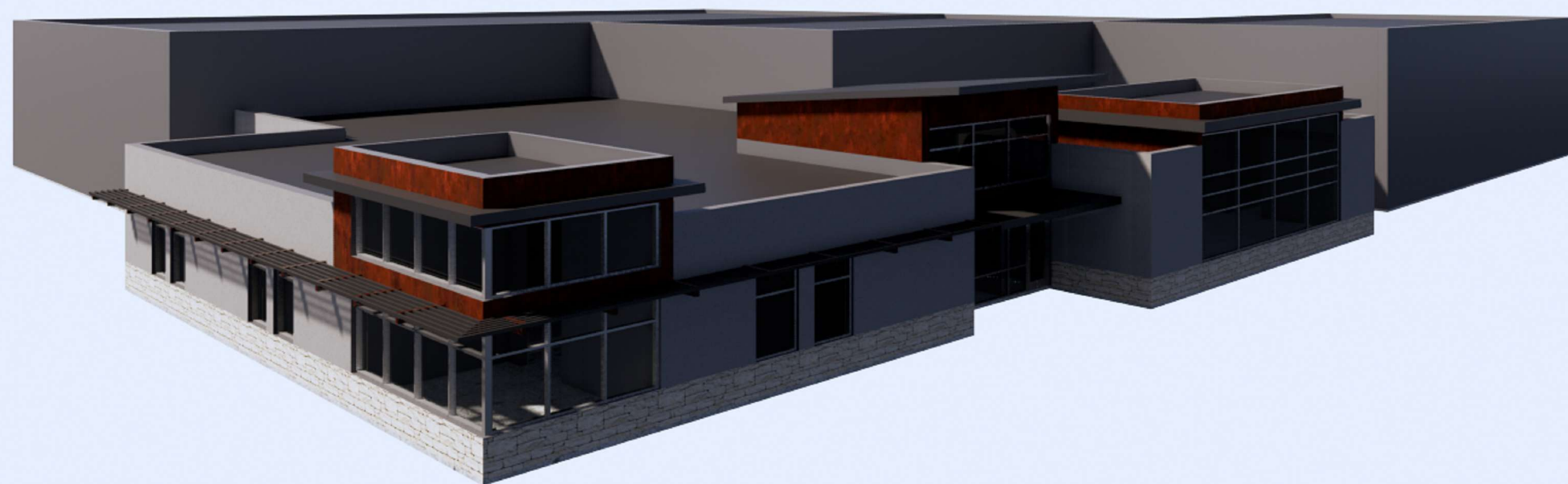
New Brighton Public Works

Addition and Remodeling

Perspective Option #2

02/23/2022

DRAFT



New Brighton Public Works

Addition and Remodeling

Perspective Option #3

02/23/2022

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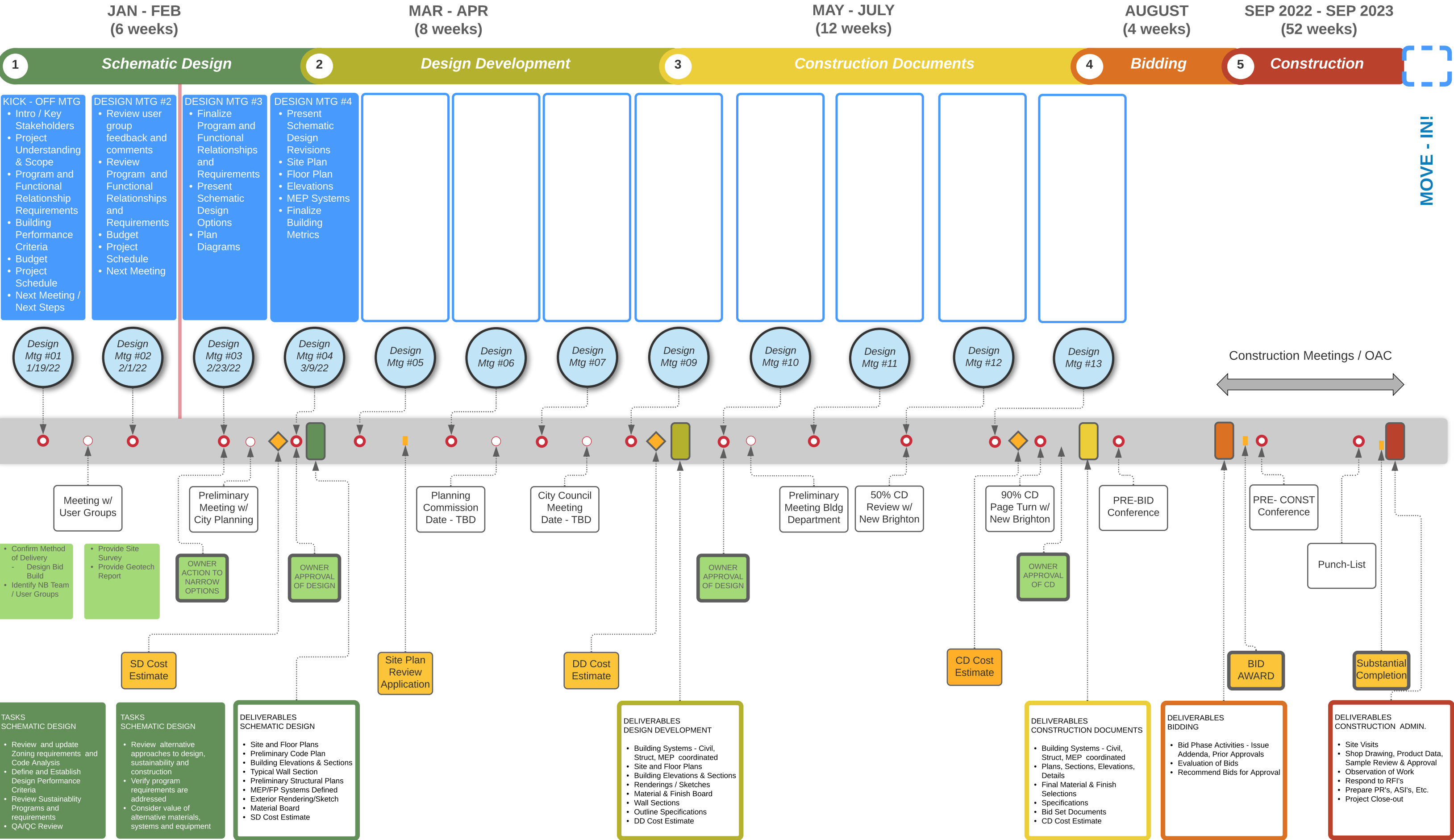


KODET ARCHITECTURAL GROUP
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Project Workflow Schedule

New Brighton Public Works Facility

Revised February 23, 2022



| New Brighton Public Works Facility | | | | |
|------------------------------------|-----------------------------------|-------------------------------|-------------------------------------|-------------------------------------|
| Existing Drawing Room Number | Room Name | Option "A" (SF) dated 1/19/22 | Design Option #1 (SF) dated 2/23/22 | Design Option #2 (SF) dated 2/23/22 |
| 101 | Vestibule | 157 | 52 | 40 |
| | Waiting | 669 | 679 | 411/438 |
| 102 | Open Reception Office | 157 | 129 | 145/118 |
| | Corridor - Circulation | 596 | | |
| 103 | Office (PW Superintendent - Eric) | 267 | 198 | 210 |
| | Office (Water - Jesse) | 196 | 120 | 138 |
| | Mechanical | 211 | 351 | 248 |
| | Map / Copy Room | 196 | 283 | 263 |
| | Office (Sewer - Bill) | 196 | 120 | 144 |
| | Office (Parks - Chris) | 196 | 120 | 144 |
| | Office (Parks - Jim) | 196 | 120 | 144 |
| | Office (extra) | | 120 | 144 |
| | Vestibule | 48 | | |
| | Women's Locker Room | 364 | 587 | 426/564 |
| | SOGN Lockers | | 127 | 253/248 |
| | Janitor Closet | 49 | 57 | 31/36 |
| | Laundry | | 51 | 73 |
| | Women's Restroom | 259 | delete | delete |
| | Men's Restroom | 262 | delete | delete |
| | Data / Electric Room | 79 | 82 | 105 |
| | Storage | 49 | 38 | 80 |
| | Vestibule | 44 | | |
| | Conference Room / Open office | 338 | 214 | 246 |
| 104 | Family Restroom | 67 | 46 | 45 |
| 105 | Corridor - Circulation | 171 | | |
| 107 | Lunch Room | 2,460 | 1970 | 1332 |
| 108 | Corridor - Circulation | 336 | | |
| 110 | Men 's Locker Room | 903 | 1207/1220 | 1445/1187 |
| 112 | Vestibule | 61 | | |
| 113 | Vehicle Storage | 10,462 | | |
| 114 | Storage | 418 | | |
| 115 | Storage | 293 | | |
| 116 | Electrical | 91 | | |
| 117 | Shop | 176 | | |
| 119b | Parts | 84 | | |
| 121 | Wood Shop | 793 | | |
| 122a | Repair Bays | 3,099 | | |
| 122b | Storage | 29 | | |
| 118 | Corridor - Circulation | 68 | | |
| 123 | Parks Garage | 3,588 | | |
| 201 | Mezzanine Storage at Garage | 1,371 | | |
| 203 | Mezzanine Storage at Parks | 490 | | |
| 204 | Mezzanine Storage at Parks | 664 | | |
| | | | | |
| | Visitor Parking spaces | 15 | 15 | 15 |
| | Rain Garden | 1 | | |
| TOTAL AREA OF ADDITION AND REMODEL | | 9,404 | 8,450 | 7,950 |
| | | | | |
| TOTAL AREA OF BUILDING | | 30,153 | | |

SF numbers represent net area take offs

All items above in red represents a new room or revised square footage

| | |
|---------------------------------|----------------|
| Agenda Section: | VII |
| Item: | 2 |
| Report Date: | 3/10/22 |
| Commission Meeting Date: | 3/15/22 |

REQUEST FOR COMMISISON CONSIDERATION

| |
|---|
| ITEM DESCRIPTION: Nomination of 2022/23 Chair & Vice Chair |
| DEPARTMENT HEAD'S APPROVAL: |
| CITY MANAGER'S APPROVAL: |
| No comments to supplement this report ____ Comments attached ____ |

- Recommendations:**
- **Nominate yourself or a fellow commission member for the role of Chair or Vice Chair**
 - **Vote on a commission recommendation for each position.**

History: On a yearly basis, all City commissions are asked to recommend which of its members should fill the role of Chair and Vice Chair for the coming year. The Commission's recommendation will be presented to the City Council in late March, and Council may elect to follow the recommendation or go with their own selections. Commission members selected by Council will then head up our meetings from April 2022 through March 2023.

Financial Impact: none

Summary: Heading into the meeting, each member should consider whom they'd like to nominate for leadership roles with the Commission. It is known that all of you bring significant talents to your positions, so no member should feel slighted if they are not nominated. Maintaining the same leadership each year is not required, but is also not prohibited (and is actually not possible this year with Erin stepping away from her Commissioner role). Ultimately, the purpose of this exercise is to identify the individuals you would like to lead meetings over the course of the next year.

Attachments: none



Ben Gozola, AICP
Assistant Director of Community Assets and Development



| | |
|---------------------------------|----------------|
| Agenda Section: | VII |
| Item: | 3 |
| Report Date: | 3/10/22 |
| Commission Meeting Date: | 3/15/22 |

REQUEST FOR COMMISISON CONSIDERATION

| | |
|--|--|
| ITEM DESCRIPTION: | Recognition of Outgoing Commission Members |
| DEPARTMENT HEAD'S APPROVAL: | |
| CITY MANAGER'S APPROVAL: | |
| No comments to supplement this report | Comments attached |

Recommendations: ▪ Provide thanks to Erin Nichols-Matkaiti for her years of service!

History: ▪ Commission years come to an end every March which brings the potential for membership turnover starting in April.

Financial Impact: none

Summary: In the past, City Commissioners have been thanked for their service at an annual volunteer recognition dinner; however, the pandemic (at least for now) has put an end to that practice. Starting in 2022, all outgoing commissioners will be formally recognized for their service via Resolution and an official City letter thanking them for their service.

On March 8th, Erin Nichols-Matkaiti was recognized for her 12 years of service to the Planning Commission and was named an honorary ambassador of the City by the City Council. To conclude the meeting on the 15th, staff will take time to recognize Erin's contributions to the Commission and City.

Attachments: ▪ Approved Resolution Recognizing Outgoing Commissioners

Ben Gozola, AICP

Assistant Director of Community Assets and Development

RESOLUTION NO. 2022-

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION RECOGNIZING OUTGOING COMMISSIONERS

WHEREAS, the City of New Brighton's advisory commissions play an integral role in reviewing and making recommendations to the City Council regarding matters of public policy; and

WHEREAS, each individual appointed to the City's commission spend hours each month researching, reading and participating in discussions to advise the City Council on:

- matters concerning industrial and commercial development for the city,
- matters concerning diversity, equity and inclusion,
- the proper use of and care for parks and the natural environment as well as recreational activities in the City,
- all land use planning matters; and matters related to the goals, and
- policies and operations of public safety functions; and

WHEREAS, each individual appointed to the City's advisory commissions volunteers their time as a way to give back to their community and make the City of New Brighton a better place to live;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of New Brighton recognizes significant contributions and appreciates the service of the following individuals as they leave the service of the City:

- Dan Judd – 1 year (Public Safety Commission)
- Amelia Kuiper – 3 Years (Parks, Recreation and Environmental Commission)
- Bret Fynewever – 3 years (Economic Development Commission)
- Charlie Warner – 3 Years (Parks, Recreation, and Environmental Commission)
- Max Nundahl – 3 years (Economic Development Commission)
- Stephanie Kitzhaber – 3 years (Public Safety Commission)
- Amina Ghouse – 5 years (Public Safety Commission)
- Erin Nichols Matkaiti – 12 years (Planning Commission)

ADOPTED this 8th day of March, 2022 by the New Brighton City Council with a vote of _____ ayes and _____ nays.

Kari Niedfeldt-Thomas, Mayor

ATTEST:

Devin Massopust, City Manager

Terri Spangrud, City Clerk