

Commissioners:

Chuck Gitzen
Julie Kimble
Michelle Kruzal
Tammy
McGehee
Michelle Pribyl
Peter Sparby
Karen
Schaffhausen



Planning Commission Agenda
Wednesday, October 7, 2020
6:30pm

Address:
2660 Civic Center Dr.
Roseville, MN 55113

Phone:
651-792-7080

Website:
www.cityofroseville.com/pc

Following guidance from state health officials, Planning Commission Members will participate in upcoming meetings electronically pursuant to Minn. Stat. § 13D.021.

Members of the public who wish speak during public comment or an agenda item during this meeting can do so virtually by registering at www.cityofroseville.com/attendmeeting

1. Call To Order
2. Roll Call
3. Approval Of Agenda
4. Review Of Minutes

Documents:

[SEPTEMBER 2, 2020 MINUTES.PDF](#)

5. Communications And Recognitions
 - 5.A. From The Public:
Public comment pertaining to general land use issues not on this agenda.
 - 5.B. From The Commission Or Staff:
Information about assorted business not already on this agenda.
6. Public Hearing
 - 6.A. Request For Approval Of A Zoning Text Amendment To Allow Drive-Through Facilities As Conditional Uses In The Community Mixed-Use-4 District (PF20-027)

Documents:

[6A REPORT AND ATTACHMENTS.PDF](#)

7. Other Business
 - 7.A. Discussion Regarding Zoning Code Update

Documents:

[7A REPORT AND ATTACHMENT.PDF](#)

8. Adjourn



**Planning Commission Regular Meeting
City Council Chambers, 2660 Civic Center Drive
Draft Minutes – Wednesday, September 2, 2020 – 6:30 p.m.**

Pursuant to Minn. Stat. 13.D.021, Planning Commission members, City Staff, and members of the public participated in this meeting electronically due to the COVID-19 pandemic.

- 1 **1. Call to Order**
2 Chair Gitzen called to order the regular meeting of the Planning Commission meeting at
3 approximately 6:30 p.m. and reviewed the role and purpose of the Planning Commission.
4
- 5 **2. Roll Call**
6 At the request of Chair Gitzen, City Planner Thomas Paschke called the Roll.
7
- 8 **Members Present:** Chair Chuck Gitzen; and Commissioners Julie Kimble, Michelle
9 Kruzel, Tammy McGehee, Michelle Pribyl and Karen
10 Schaffhausen.
11
- 12 **Members Absent:** Commissioner Sparby.
13
- 14 **Staff Present:** City Planner Thomas Paschke, Senior Planner Bryan Lloyd,
15 Community Development Director Janice Gundlach and
16 Community Development Department Assistant Staci Johnson.
17
- 18 **3. Approve Agenda**
19
- 20 **MOTION**
21 **Member McGehee moved, seconded by Member Schaffhausen, to approve the**
22 **agenda as presented.**
23
- 24 **Ayes: 6**
25 **Nays: 0**
26 **Motion carried.**
27
- 28 **4. Review of Minutes**
29
- 30 **a. July 1, 2020 Planning Commission Regular Meeting**
31
- 32 Commissioner McGehee indicated she sent her changes to staff.
33
- 34 **MOTION**
35 **Member Kruzel moved, seconded by Member Kimble, to approve the July 1,**
36 **2020 meeting minutes.**
37

38 Ayes: 6
 39 Nays: 0
 40 Motion carried.

41
 42 **5. Communications and Recognitions:**

43
 44 a. **From the Public:** *Public comment pertaining to general land use issues not on this*
 45 *agenda, including the 2040 Comprehensive Plan Update.*

46
 47 None.

48
 49 b. **From the Commission or Staff:** *Information about assorted business not already on*
 50 *this agenda, including a brief update on the 2040 Comprehensive Plan Update*
 51 *process.*

52
 53 None.

54
 55 **6. Public Hearing**

56
 57 a. **Request by City of Roseville to Rezone Lot 2, Block 1, Fairview Fire Station,**
 58 **from Institutional District to Regional Business District (PF20-006)**

59 Chair Gitzen opened the public hearing for PF20-006 at approximately 6:37 p.m. and
 60 reported on the purpose and process of a public hearing. He advised this item will be
 61 before the City Council September 24th or September 28th Regular meeting.

62
 63 City Planner Paschke summarized the request as detailed in the staff report dated
 64 September 2, 2020.

65
 66 **Public Comment**

67
 68 No one came forward to speak for or against this request.

69
 70 Chair Gitzen closed the public hearing at 6:42 p.m.

71
 72 **Commission Deliberation**

73
 74 None.

75
 76 **MOTION**

77 **Member Pribyl moved, seconded by Member Schaffhausen, to recommend to**
 78 **the City Council approval of the proposed Rezoning from Institutional District**
 79 **to Regional Business-1 District for Lot 2, Block 1, Fairview Fire Station, based**
 80 **on the content of this RPCA, public input, and Planning Commission**
 81 **deliberation (PF20-006).**

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 83 Commissioner Pribyl thought this seemed a reasonable rezoning and was consistent
 84 with the other parcels in the area along Fairview.

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Ayes: 6
Nays: 0
Motion carried.

b. Request by City of Roseville for Approval of an Amendment to Title 11, Subdivisions, to Regulate Subdivision Proposals that Would Locate a New Street Adjacent to the Rear Boundaries of Existing Parcel (PJOJ0042)

Chair Gitzen opened the public hearing for PROJ0042 at approximately 6:45 p.m. and reported on the purpose and process of a public hearing. He advised this item will be before the City Council at either the September 21st or September 28th Regular meeting

Senior Planner Bryan Lloyd summarized the request as detailed in the staff report dated September 2, 2020.

Member Kimble thought the examples are very much appreciated because it helps them to understand this. She wondered if the links will be in the online version of the Code for people to understand this better.

Mr. Lloyd indicated he did not give that any thought and is a subject to some greater discussion.

Member Kimble thought in a couple of instances examples like this would be really helpful and she hoped that could get figured out because it helps to illustrate the language.

Member McGehee asked if this is only related to new plats being developed. She wondered if one added twenty feet behind the existing property then would that be adequate or not ok because the existing lots would back up against a proposed road and in that case are not of sufficient depth on their own.

Mr. Lloyd indicated he did not remember the depth of the lots on the former application but believed those were less than 260 feet.

Member McGehee indicated that was correct.

Mr. Lloyd indicated if there is enough room on the lot for the roadway to be moved far enough away for the provision being discussed than conceivably the existing lots would not be through lots or staff would be attempting to mitigate impacts with the twenty-foot outlot and screening in there.

Member McGehee thought another thing that is vague is the business of topographical things that make it difficult. She indicated she would like this to be a little more defined because it sets up a process that is easy to come forward with a request without really putting a tremendous amount of effort into something else.

132 Member Pribyl asked regarding the definition of through lots, she noticed there is no
133 reference to public street, but it does say street and street right-of-way so does
134 “street” by definition include both unless it distinctly states public or private.
135

136 Mr. Lloyd indicated that was correct and in the Subdivision Code there are
137 regulations for how streets are built. The standards for construction are the same
138 whether public or private.
139

140 Member Pribyl explained in regard to the through lot definition under number two,
141 Mr. Lloyd did a really good explanation of why there is not a number in the minimum
142 required width and that it varies by District. She wondered if there were any
143 residential zoning districts that allow a lot less than 110 feet deep.
144

145 Mr. Lloyd indicated there was not.
146

147 Member Kruzal asked if the language was consistent or similar to adjacent cities or
148 communities.
149

150 Mr. Lloyd did not think so. He explained most of the adjacent cities, eleven
151 surrounding Roseville want to discourage, avoid, or outright prohibit through lots but
152 those that do also have some exceptions. That is consistent with how other
153 communities are regulating them. None of the other communities around Roseville
154 really have this much definition.
155

156 Member Schaffhausen thought staff went above and beyond with the presentation and
157 thought it was really helpful. She thought if this cannot be defined more then it
158 would be nice to see it.
159

160 Chair Gitzen wondered if staff was suggesting prohibiting corner lots.
161

162 Mr. Lloyd indicated the intention was not to prohibit corner lots, today lots which
163 might also be corner lots are defined explicitly as not being through lots. The existing
164 definition does not seem to recognize the situation where there are streets on more
165 than just two sides of the property.
166

167 Mr. Lloyd reviewed some examples with the Commission regarding the proposed
168 amendments.
169

Public Comment

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171
172 Ms. Nancy Nelson asked if a twenty-foot barrier was put between the back of the lot
173 and a private road, is that original residential lot not a through lot because it does not
174 have access to the road behind the property.
175

176 Mr. Lloyd indicated that is one of the reasons why the word “public” was taken out of
177 the definition that is being proposed because by definition “private street” does not
178 give access and does not have access to people who are not party to that private street.

179 The intention is that it is the outlot itself that in the circumstances of a private street,
180 the twenty feet of width, is in a separate parcel all on its own and it is that parcel that
181 is getting in the way of that access but functionally it is created as a through street.
182 There could be a situation where the private street with landscaping and fencing along
183 the adjacent rear yards because those are through lots, is somehow in the future
184 incorporated into that development and may somehow be subdivided or turned
185 around. It is not necessarily always and forever, may not connect, but he appreciated
186 the scrutiny of the language and what it means. The intention is that the outlot and
187 the screening provides more privacy and does not somehow mean that it is no longer
188 a through lot because it went there for the privacy.

189
190 Chair Gitzen closed the public hearing at 7:57 p.m.

191
192 **Commission Deliberation**

193
194 None.

195
196 **MOTION**

197 **Member Kimble moved, seconded by Member Kruzel, to recommend to the City**
198 **Council approval of the Proposed Amendments to Title 10 and Title 11**
199 **Regarding Through Lots, based on the content of this RPCA, public comment**
200 **and Planning Commission deliberation (PROJ0042).**

201
202 Member Kimble thought this was thorough and reasonable. She thought it was hard
203 for anything to be iron clad but at the same time the City does not want something
204 that will be so totally inflexible that it does not work either. She thought the
205 culmination of the way it was defined and the language that was suggested to be
206 changed is reasonable and makes sense.

207
208 Member Kruzel agreed and thought it was nice to tighten up the parameter. She
209 thanked Mr. Lloyd for his thoroughness.

210
211 Member McGehee indicated she would like this to go to the Council showing that the
212 Commission is trying to tighten things up and make it a little bit clearer and she
213 thought there have been some good questions from the public. She asked for a
214 friendly amendment that would state “The Planning Commission would like to have
215 staff and the Council more carefully the question of “how close is too close” with
216 respect to what Member Pribyl brought up about what would be ok for a through lot.

217
218 Community Development Director Gundlach explained Commissioner McGehee’s
219 friendly amendment really is asking questions and a friendly amendment should
220 really be specific to the actual recommendation that is being made. What she would
221 recommend is to take the vote on the motion that was made and then Commissioner
222 McGehee’s comments could be added to the minutes and be presented to the City
223 Council as a part of the overall recommendation. She indicated the City Council
224 reviews the minutes with all of the recommendations that were made.
225

226 Commissioner Pribyl thought Mr. Lloyd did an excellent job of outlining all of the
227 issues and trying to define things as well as he could and still allow some flexibility
228 and understanding that every situation is going to be different and unique. She also
229 shared some of the concerns of Commissioner McGehee about sort of the vagueness
230 of the typographic or other conditions renderings of dividing otherwise unreasonable.
231 She indicated she supported the motion.

232
233 Chair Gitzen agreed and thought the comments are good as far as acceptance. He
234 thought this is putting another tool in the toolbox that the City can use to help protect
235 the privacy of people living in the area of new development. He indicated he would
236 support the motion.

237
238 **Ayes: 6**
239 **Nays: 0**
240 **Motion carried.**

241
242 **7. Adjourn**

243
244 **MOTION**
245 **Member Pribyl, seconded by Member Kruzel, to adjourn the meeting at 8:09**
246 **p.m.**

247
248 **Ayes: 6**
249 **Nays: 0**
250 **Motion carried.**
251



REQUEST FOR PLANNING COMMISSION ACTION

Date: 10/07/2020

Agenda Item: 6a

Department Approval
Janice Gundlach

Agenda Section
Public Hearings

Item Description: Request for approval of a Zoning Text Amendment to allow drive-through facilities as conditional uses in the Community Mixed-Use-4 District (PF20-027)

1

APPLICATION INFORMATION

- Applicant: Heights Venture Architects, LLP
Location: Portion of CMU-4 Zoning District
Property Owner: N/A
Open House Meeting: N/A
Application Submission: Received and considered complete Sept. 3, 2020
City Action Deadline: November 2, 2020, per Minn. Stat. 462.358 subd. 3b

BACKGROUND

The request submitted concerns Roseville's Community Mixed-Use (CMU) Districts for which the City currently has four: CMU-1 through CMU-4. Based on Table 1005-5 (below) of allowable uses, a fast food restaurant is a conditional use in the CMU-1 and CMU-2 districts, while it is permitted in the CMU-3 and CMU-4 districts. However, the affiliated drive-through for a fast food restaurant is prohibited. Additionally, a drive-through associated with a use other than a fast food restaurant is prohibited in the CMU-1 and CMU-2 district, but, is permitted with an approved conditional use in the CMU-3 and CMU-4 district.

Table 1005-5: Commercial Uses table with columns for CMU-1, CMU-2, CMU-3, CMU-4, and Standards. Rows include Bank/financial institution, Restaurants, fast food, Restaurants, fast food w/ drive-through, and Restaurants, traditional.

Accessory Uses, Buildings, and Structures table with columns for CMU-1, CMU-2, CMU-3, CMU-4, and Standards. Row includes Drive-throughs.

The applicant is working on behalf of Panda Express who desires to construct a restaurant with a drive-through on the parcel addressed 2030 Twin Lakes Parkway. This lot lies in front of the Walmart in the northwest corner of the site, with frontage on Cleveland Avenue. Access to the subject property will be provided by the existing joint accesses off Twin Lakes Parkway (2) and County Road C. The applicant seeks support for amending Table 1005-5 to permit fast food drive-throughs as a conditional use.

23 More specifically, the applicant's intent of the zoning text amendment is to provide for conditional
24 use of *Restaurant, Fast Food w/Drive-Through* in a specific and select portion of the CMU-4 zoning
25 district. To address this, the applicant offers three options for the City to consider (Attachment A),
26 which are summarized below:

- 27 a. The first option proposed seeks to amend Table 1005-5 in support of *Restaurant, Fast Food*
28 *w/Drive-Through* as a conditional use. This amendment would change this specific use from
29 the existing NP to a C in only the CMU-4 district. CMU-1 through CMU-3 would remain as
30 NP.
- 31 b. The second option seeks to amend the Official Zoning Map in support of creating an overlay
32 district for specific parcels of land within the CMU-4 district. This option would also require
33 amending Table 1005-5 in support of *Restaurant, Fast Food w/Drive-Through* as a
34 conditional use in the newly created CMU-4 overlay district.
- 35 c. The third option seeks to amend the Official Zoning Map to create a CMU-5 district and to
36 amend Table 1005-5 in support of *Restaurant, Fast Food w/Drive-Through* as a conditional
37 use in only the CMU-5 district. The new CMU-5 district would be exactly the same as the
38 CMU-4 with the inclusion of *Restaurant, Fast Food w/Drive-Through* as a conditional use.

39 Materially, the three options outlined above accomplish the same thing, just under different
40 legislative processes.

41 **ANALYSIS OF ZONING TEXT AMENDMENT**

42 Roseville's Commercial and Mixed-Use Districts regulates drive-through facilities as accessory uses
43 because the principal use on a site might be a restaurant, bank, or retail establishment, and a drive-
44 through is ancillary (or accessory) to that principal use. Because the City has found it useful to give
45 greater scrutiny to the potential impacts of a drive-through facility wherever it might be proposed, all
46 drive-through facilities are allowed as conditional uses. In the case of the CMU districts,
47 *Restaurant, Fast Food w/Drive-Through* is prohibited in all four CMU districts, however, other uses,
48 such as a bank or financial institution, are allowed a drive-through in the CMU-3 and CMU-4 district
49 with an approved conditional use.

50 As stated above, a *Restaurant, Fast Food* is allowed by an approved conditional use in the CMU-1
51 and CMU-2 and permitted in the CMU-3 and CMU-4 districts. When reviewing all of the different
52 uses listed in Table 1005-5, it is worth noting these are primary uses except for the 16 uses listed as
53 accessory and 3 uses listed as temporary. That means a fast food restaurant located in the CMU
54 district is either a stand-alone facility or one of a number of uses in a retail center. It is also worth
55 noting, the Planning Division offers that, practically-speaking, a very small ancillary fast food
56 restaurant, within a large format retail center such as a Target or Walmart, functions as an accessory
57 use and not a principal use. Therefore, it becomes a challenge, and/or potentially impractical, for
58 fast food restaurants to occupy space or construct facilities within larger retail centers as most would
59 have drive-through facilities (like was is being implemented at Rosedale Center).

60 Further, Roseville's Zoning Code only identifies two types of restaurants, *Restaurant, Fast Food* and
61 *Restaurant, Traditional* (defined below). However, there numerous types of restaurants or food-
62 generating establishments in Roseville. For instance, an Internet search located: fine dining
63 (Baldamar), casual dining (Chili's), family style (Buca de Beppo), fast casual (Chipotle Mexican
64 Grill), fast food (Portillo's Hot Dogs), café (Panera), buffet (Golden Corral), food truck/concession
65 stand (Philly Express or Chili Lime), deli (Nelsons Cheese and Deli), and coffee house (Starbucks).

Restaurant, fast food: An establishment where customers are served their food from a counter or in a motor vehicle, mostly in disposable packages prepared to leave the premises or to be taken to a table or booth for consumption on the premises. Fast food can be a café, coffee shop, ice cream shop, and/or deli. Fast food restaurants may or may not serve intoxicating alcoholic beverages to be consumed upon the premises. Food sales shall account for over 50% of the gross receipts at any restaurant serving intoxicating alcoholic beverages. Fast food restaurants may include drive-through facilities, which are regulated separately.

Restaurant, traditional: An establishment in which customers are served their food in or on non-disposable dishes to be consumed primarily while seated at tables or booths within a building, and which may or may not serve intoxicating alcoholic beverages to be consumed upon the premises. Food sales shall account for over 50% of the gross receipts at any restaurant serving intoxicating alcoholic beverages. Traditional restaurants may also be a café, cafeteria or buff et, coffee shop, and/or deli. Customers may take away food, but drive-through facilities are not allowed.

The Planning Division is impartial on this request, however, there may be benefits to amending the Code in support of drive-throughs on select parcels in the current CMU-4 district. Specifically, if we are to support fast food as a conditional or permitted use, it would seem logical to also support the drive-through since a majority of these restaurants will not occupy space or construct facilities without a drive-through. Further, the City Engineer requires a traffic study for all drive-through facilities since traffic tends to be the greatest concern for drive-throughs in commercial areas.

Lastly, in review of the Twin Lakes Area CMU districts, there is little land left to develop or redevelop that is appropriate for fast food with drive-through. The Planning Division considers only the two lots in front of Walmart and possibly the retail portion of the Launch Properties redevelopment of the former Boaters Outlet site to be suitable areas or parcels for drive-throughs associated with a fast food restaurant. It is conceivable the Fireside Corner and the Tile Shop could be redeveloped in the future and seek a CU for a fast food drive-through. However, it is not anticipated the other 12 properties would be redeveloped into a fast food restaurant.

PLANNING DIVISION RECOMMENDATION

If the Planning Commission is inclined to support a change in the allowance of drive-throughs associated with fast food restaurants, the Planning Division would recommend changing the NP to a C for *Restaurant, Fast Food w/Drive-Through* in the CMU-4 district as noted below:

Commercial Uses					
Pawn Shop	NP	NP	NP	NP	
Restaurant, fast food	C	C	P	P	
Restaurant, fast food w/drive-through	NP	NP	NP	NP C	<u>Y</u>
Restaurants, traditional	P	P	P	P	

The Planning Division has also included Attachment B, a highlighted map representing the properties available for development in the CMU-4 district that such a text amendment would affect and Attachment C the zoning map of Twin Lakes and the current CMU district.

SUGGESTED PLANNING COMMISSION ACTION

The Planning Commission should discuss the merits of the three options noted in lines 27-38 of the RPCA, take public input on the proposed amendment, and make a recommendation to either support or deny the application.

104 **ALTERNATIVE ACTIONS**

- 105 **a. Pass a motion to table the item(s) for future action.** An action to table must be based on the
106 need for additional information or further analysis to make a recommendation on the request.
107 Tabling beyond November 2, will require extension of the 60-day action deadline established in
108 Minn. Stat. 15.99 to avoid statutory approval.
- 109 **b. Pass a motion to recommend denial of the request(s).** A recommendation of denial should be
110 supported by specific findings of fact based on the Planning Commission’s review of the
111 application, applicable zoning regulations, and the public record.

112 **Report prepared by: Thomas Paschke, City Planner - 651-792-7074 |**
113 thomas.paschke@cityofroseville.com

- Attachments: A. Applicants proposal/narrative B. CMU-4 developable properties
 C. Twin Lakes CMU zoning

09-01-2020

Community Development
2660 Civil Center Drive
Roseville, MN 55113

RE: ZONING TEXT AMENDMENT CHANGE

Application Item #3: Zoning Change Requested:

- The Intent of the Zoning Change Request is to provide for Conditional Use of Restaurant, Fast Food w/ Drive-thru in a specific and select portion of a CMU-4 Zoned District. I propose (3) separate changes to the Zoning Code for your consideration

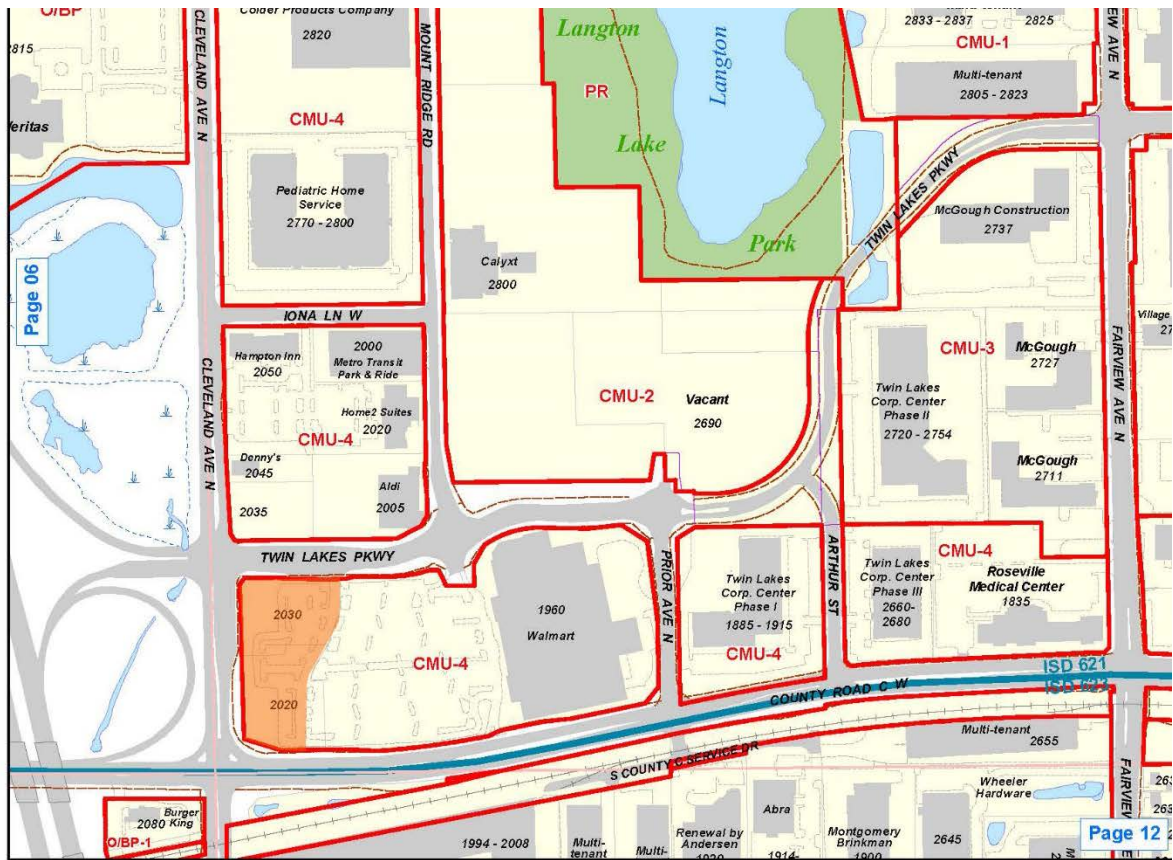
1. Modify Table of Uses

- Chapter 1005, Section 1005.07-F Table of uses, Table 1005-5
 - ◆ Modify the Table of uses @ Restaurant, Fast Food w/ drive-thru from “NP” to “C” at the CMU-4 district only.

2. Establish Development / Redevelopment Overlay

- Chapter 1003, Section 1003.1-B
 - ◆ Establish “D/R Overlay, Development / Redevelopment Overlay”
- Chapter 1005, Section 1005.7-A
 - ◆ Add #5 “D/R Overlay, Development / Redevelopment Overlay”
 - “The D/R Overlay designates areas identified in the 2040 Comprehensive Plan CH 6, Part 4 that can benefit from specific accommodations to address the unique characteristics of the included Properties.
 - The D/R Overlay, when used at the CMU-4 district would allow the Conditional Use of Restaurant, Fast Food w/ Drive-thru
- Chapter 1003.02-A Zoning Map
 - ◆ Update Zoning map to initially include the properties per below:





3. Establish CMU-5 District and Modify Zoning Map

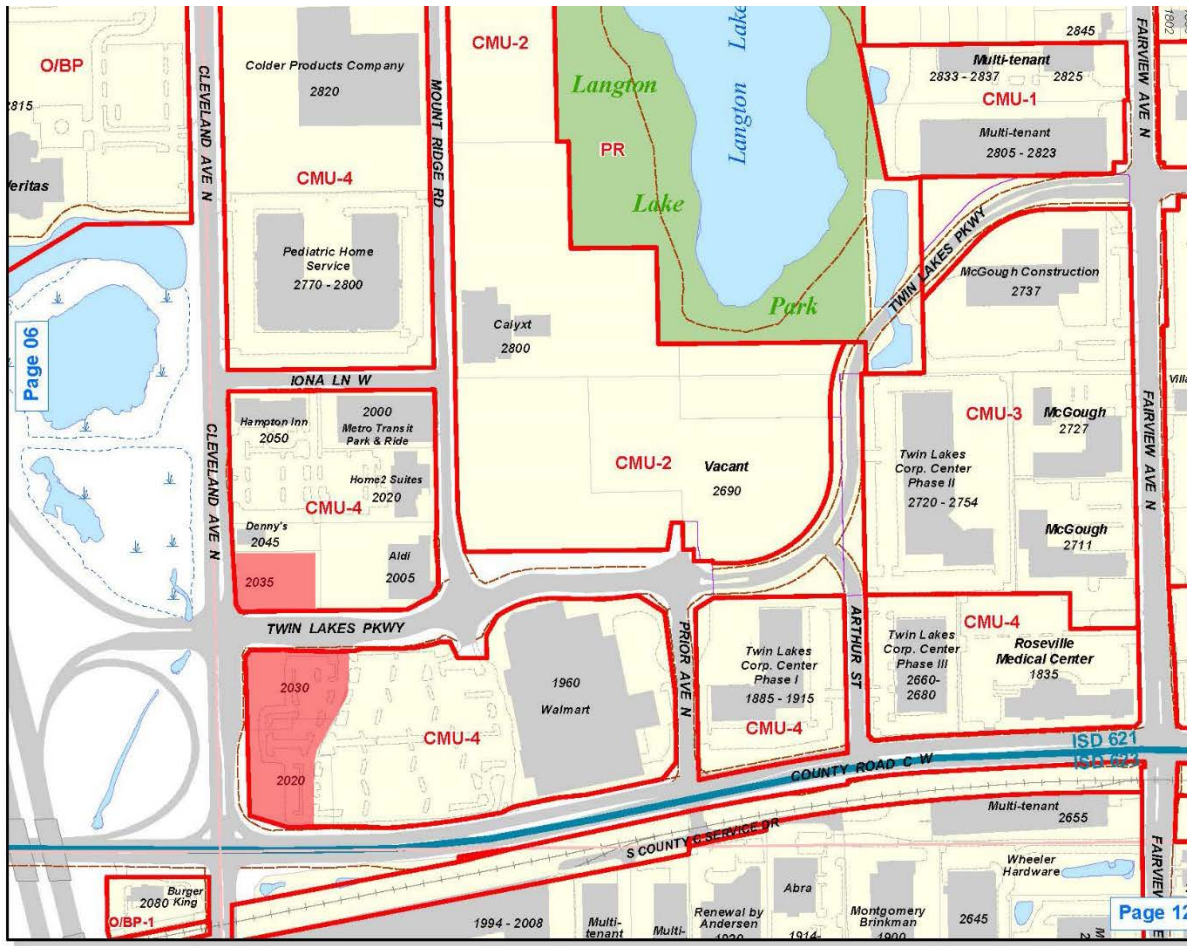
- Chapter 1003, Section 1003.1-B
 - ◆ Establish “CMU-5, Community Mixed Use District - 5”

- Chapter 1005, Section 1005.7-A
 - ◆ Add #5 “CMU-5, Community Mixed Use District - 5”
 - “The CMU-5 District is a more intensive mixed-use district, intended for areas close to high-traffic roadways, including close proximity to access points for the high traffic roadways, and large-scale commercial development”

- Chapter 1005, Section 1005.07-F Table of uses, Table 1005-5
 - ◆ Modify the Table of Uses to include CMU-5 column
 - All Use Designations in CMU-4 column will be replicated in CMU-5 column, with the exception of Restaurant, Fast Food w/ Drive-thru will change from “NP” to “C” use.

- Chapter 1003.02-A Zoning Map
 - ◆ Update Zoning map to initially include the properties per below:





End of Section #3

Applicant:

Eric J. Abeln, AIA, NCARB
Principal

Heights Venture

Architecture + Design
1111 North Loop West, Suite 800
Houston, Texas 77008
Direct: 281.854.6119
Cell: 312.507.1869
Office: 713.869.1103
E-mail: eric.abeln@hva.cc
www.heightsventure.com

REALIZING YOUR VISION...



09-01-2020

Community Development
2660 Civil Center Drive
Roseville, MN 55113

RE: ZONING TEXT AMENDMENT CHANGE

Application Item #4: Zoning Narrative

- The Intent of the Zoning Change Request is to provide for Conditional Use of Restaurant, Fast Food w/ Drive-thru in a specific and select portion of a CMU-4 Zoned District, specifically at Parcel 2030 Twin Lakes Pkwy.

The intended Use of 2030 Twin Lakes Pkwy is the construction of a 2,300 sqft Panda Express Restaurant with drive-thru service. The Restaurant, Fast Food w/ Drive-thru is currently 'Not Permitted' in the CMU-4 district per Table 1005-5. The Proposed Text Amendment would allow the Restaurant, Fast-Food w/ Drive-thru as a Conditional Use. As such, Additional Land Use Application of Conditional Use would be required.

At this specific site, 2030 Twin Lakes Pkwy, a Variance to seek relief of the Urban Build-To line would be requested due to the existing topographic conditions: the likely Finished Floor of the proposed structure is approximately 15' higher than the intersection of Twin Lakes Pkwy and Cleveland Ave N.

At this time we are not submitting a proposed site plan as we would like to keep the focus on the change in Use, and not complicate the conversation. We understand that the Conditional Use and Variance process will afford ample opportunity to discuss the Site Plan upon successful modification of the Zoning Code.

End of Section #4

Applicant:

Eric J. Abeln, AIA, NCARB
Principal

Heights Venture

Architecture + Design

1111 North Loop West, Suite 800
Houston, Texas 77008

Direct: 281.854.6119

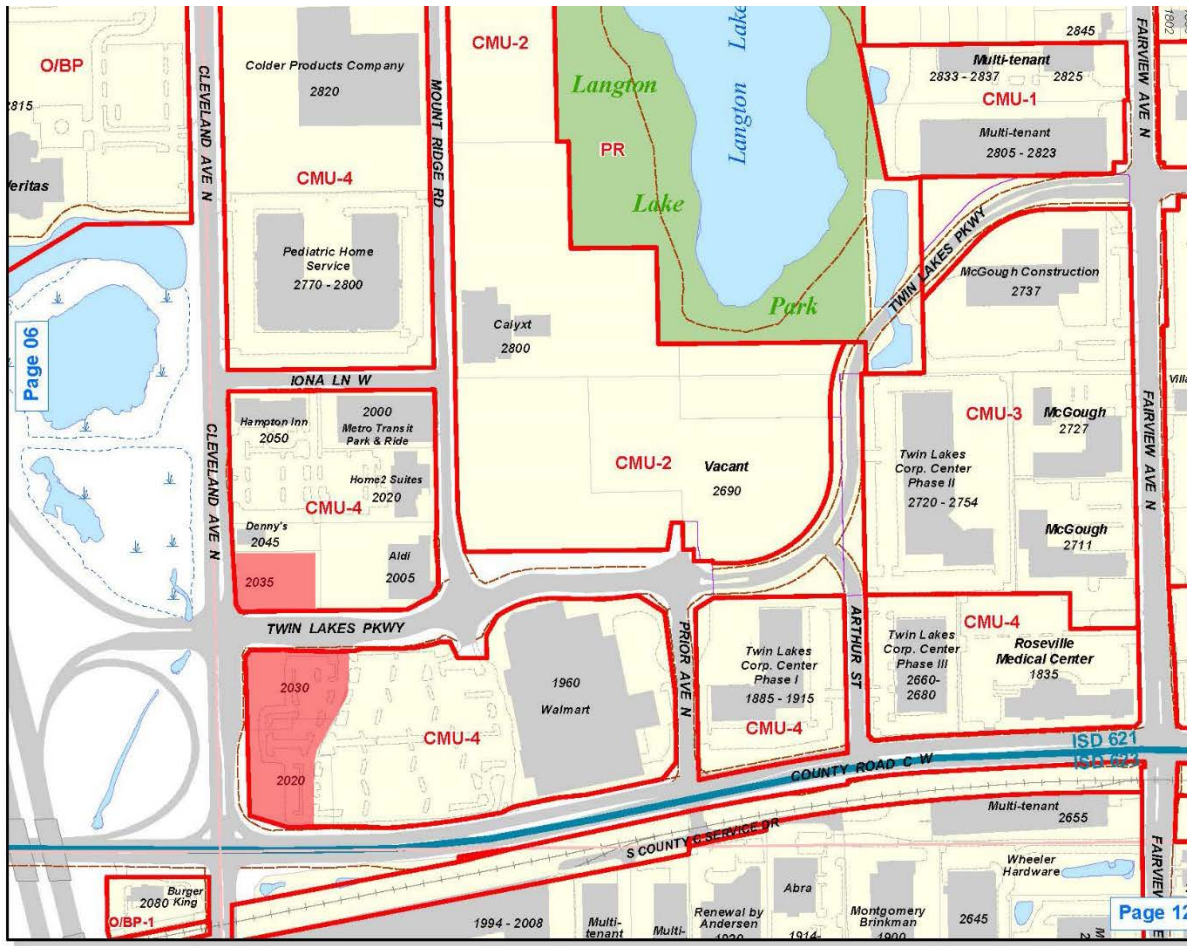
Cell: 312.507.1869

Office: 713.869.1103

E-mail: eric.abeln@hva.cc

www.heightsventure.com





End of Section #3

Applicant:

Eric J. Abeln, AIA, NCARB
Principal

Heights Venture

Architecture + Design

1111 North Loop West, Suite 800
Houston, Texas 77008

Direct: 281.854.6119

Cell: 312.507.1869

Office: 713.869.1103

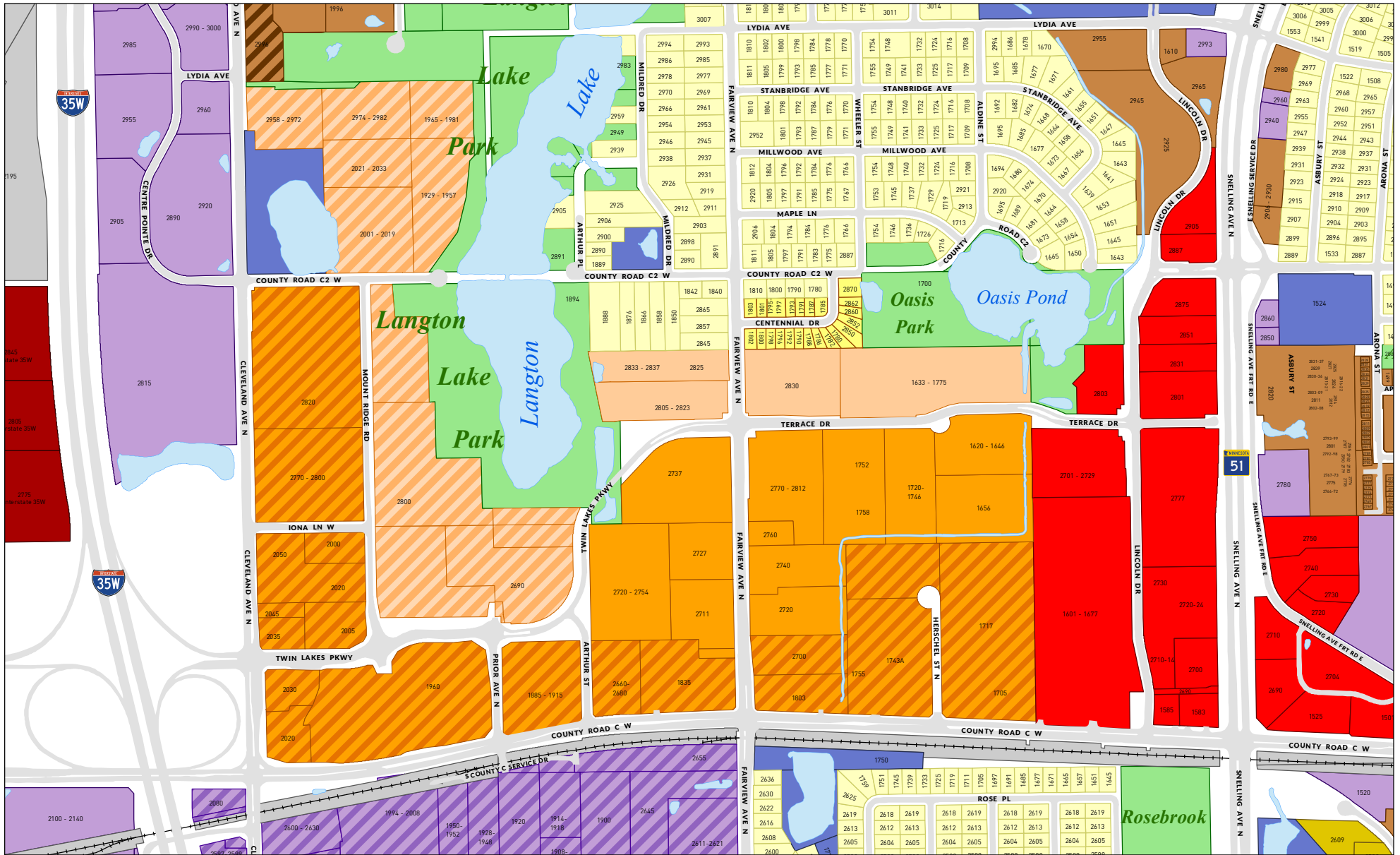
E-mail: eric.abeln@hva.cc

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Attachment C: Twin Lakes CMU Zoning



Residential

- LDR-1 - Low Density (One-Family) Residential-1
- LDR-2 - Low Density Residential-2
- MDR - Medium Density Residential
- HDR-1 - High Density Residential-1
- HDR-2 - High Density Residential-2

Commercial

- NB - Neighborhood Business
- CB - Community Business
- RB - Regional Business
- RB-2 - Regional Business-2

Employment

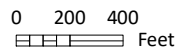
- I - Industrial
- O/BP - Office/Business Park
- O/BP-1 - Office/Business Park-1

Mixed Use

- CMU-1 - Community Mixed Use-1
- CMU-2 - Community Mixed Use-2
- CMU-3 - Community Mixed Use-3
- CMU-4 - Community Mixed Use-4

Public / Institutional

- INST - Institutional
- PR - Park and Recreation



Prepared by:
Community Development Department
Printed: September 2020

Data Sources
* Ramsey County GIS Base Map (7/5/2016)
* City of Roseville Community Development



REQUEST FOR PLANNING COMMISSION ACTION

Date: 10/07/2020

Item No.: 7a

Department Approval

Agenda Section

Other Business

Janice Gundlach

Item Description: Discussion regarding Zoning Code update

1 **BACKGROUND**

2 The City of Roseville’s 2040 Comprehensive Plan was authorized by the Metropolitan Council on
 3 April 22, 2020 and subsequently adopted by the Roseville City Council on May 4, 2020. In order to
 4 ensure consistency across the 2040 Comprehensive Plan, Zoning Code and related official Zoning
 5 Map, the City must now undertake certain amendments to its Zoning Code and official Zoning Map.
 6 Prior to commencing this process, City staff seeks input from the Planning Commission on a draft
 7 Scope of Work. The draft Scope of Work aims to outline all amendments that are already known to
 8 be necessary, with such amendments outlined in two parts: 1) those that are required to ensure
 9 consistency across the 2040 Comprehensive Plan’s Future Land Use Map and the official City Zoning
 10 Map, and 2) various revisions that could and/or should be undertaken to help the City accomplish other
 11 goals unrelated to the Zoning Map, as well as other housekeeping items that have materialized in
 12 recent years. It should be noted, the revisions outlined in Section One of the draft Scope of Work are
 13 associated with the City’s legal obligation to ensure our official Zoning Map does not conflict with
 14 our Future Land Use Plan map, hence these amendments are given greater priority in terms of
 15 completion.

16 Following Planning Commission input, City staff will engage in a similar discussion with the City
 17 Council, before seeking proposals from consultants. The City Council will have to approve any
 18 consultant selection.

19 **STAFF RECOMMENDATION**

20 Staff recommends the Planning Commission discuss the draft Scope of Work provided as Attachment
 21 A and provide feedback to City staff.

Prepared by: Janice Gundlach, Community Development Director, 651-792-7071

Attachments: A. Draft Scope of Work

SCOPE OF WORK: Zoning Code Update – summary of revisions and/or requested actions

The City of Roseville’s 2040 Comprehensive Plan was authorized by the Metropolitan Council on April 22, 2020 and subsequently adopted by the Roseville City Council on May 4, 2020. In order to ensure consistency between its 2040 Comprehensive Plan and Zoning Code, the City must now undertake certain amendments to its Zoning Code. The purpose of this document is to identify the range of Zoning Code actions that are *required* to ensure consistency with the 2040 Comprehensive Plan, as well as various revisions that *could* be undertaken as part of the larger update, but are not necessarily required.

SECTION ONE: The following outlines revisions that are *required* in order to ensure consistency with 2040 Comprehensive Plan:

- Develop a BRT (bus rapid transit) overlay zoning district to allow density increases within one (1) mile of Roseville’s two BRT stations (Rosedale Center & Har Mar Mall).
- Ensure the density ranges (minimum/maximum densities) within residential zoning districts is consistent with the Comprehensive Plan.
- Convert and/or rename several existing zoning districts to 1) comply with the mixed use allowances outlined in the Comprehensive Plan, and 2) to re-describe uses focusing on scale and intensity within employment areas, including:
 - Regional Business 1 & 2 (RB) zoning designation to “Core Mixed Use 1 & 2”.
 - Neighborhood Business (NB) zoning designation to “Neighborhood Mixed Use”.
 - Community Business (CB) zoning designation to “Corridor Mixed Use”.
 - Office/Business Park (O/BP) zoning designation to “Employment”.
 - Office/Business Park – 1 (O/BP) zoning designation to “Employment Center”.
 - Formally rezone all affected parcels to the new Zoning District*

<i>Parcel</i>	<i>Existing Zoning District</i>	<i>Proposed Converted Zoning District</i>
Many	Regional Business (RB 1)	Core Mixed Use 1
Many	Regional Business (RB 2)	Core Mixed Use 2
Many	Community Business (CB)	Corridor Mixed Use
Many	Neighborhood Business (NB)	Neighborhood Mixed Use
Many	Office/Business Park	Employment
Many	Office/Business Park -1	Employment Center

- Beyond the rezonings identified in the preceding table, initiate individual parcel rezonings (identified herein as an Attachment) to ensure consistency between the 2040 Comprehensive Plan and the City’s official Zoning Map.*

* It shall be recognized open house discussions on these rezonings occurred during the comprehensive planning process and will not occur again as part of the rezoning actions identified in this Scope of Work as the City is now obligated to proceed. The customary Planning Commission public hearing will be necessary, including mailed public hearing notifications/invitations.

SECTION TWO: The following outlines revisions that *could* be considered as part of the Zoning Code update but are not necessarily needed to ensure consistency with the 2040 Comprehensive Plan:

- Identify incentives for incorporating sustainability measures
- Identify items related to racial equity and inclusion issues
- Address pronoun use throughout Title 10
- Allow increased MDR density by conditional use, like what is allowed in the HDR districts
- Require covered parking for multi-family housing (For example: .5-1 stall / dwelling unit)
- Landscaping & Screening in All Districts (1011.03) – reduce tree requirements for multi-family residential (one tree/dwelling unit too many – multiple variances granted)
- Chapter 1017 (shoreland, wetland and storm water management)
 - Revise wetland setbacks to align with Rice Creek Watershed District regulations
 - Update shoreland ordinance to comply with state/DNR model ordinance – at a minimum we need to add language concerning Shoreland Alteration & Vegetation Alterations in Shoreland Areas, which was inadvertently deleted some time ago
- Definitions – what’s missing/needs revision? Refer to use tables of all zoning districts. Example: “Bed and Breakfast Establishment” definition needs revision so as not to be confused/conflicted with a rental home and/or rental bedroom that is otherwise governed under Title 9 of the City Code. May also need to add a lodging use and/or revise the lodging definition to address home rentals, including prohibition on commercial events within home rentals.
- Consider revising the Conditional Use requirement in the Community Mixed Use Districts regarding multi-family uses of 3 units/building or greater to a higher density threshold
- From the Council’s list of “Items for Future Scheduling”:
 - Consider increased green space requirements for MDR and HDR (caution: must consider balance between the need for green space, its impact on lower overall densities, density commitments made within the Comprehensive Plan, and the demand and affordability of housing units)
 - Are the current minimum residential lot sizes appropriate in all districts?
 - Screening requirements for solar arrays
 - Institutional zoning district amendments to address existing and potential range of housing types (i.e. convent, rectory, day care/Montessori schools, affordable housing)

PROCESS: The City of Roseville’s Community Development Department seeks interested consultants to work collaboratively with City staff to accomplish the above list of Zoning Code Amendments.

The intent under this Scope of Work is for the consultant to research and prepare the necessary code amendment language, with input and feedback provided by City staff, and for City staff to manage/oversee the process and advance such code amendments through the Planning Commission and City Council approval processes. The estimated cost to complete the work outlined herein should be provided in two parts: 1) Section One, and 2) Section Two. The items outlined in Section One are to be completed first, recognizing there may be some overlap between the amendments in both sections. The timeframe for completion of Section One is April 30, 2021 and Section Two is December 31, 2021.

Questions should be directed to Community Development Director Janice Gundlach at 651-792-7071 or via email to Janice.Gundlach@CityofRoseville.com. Responses to this Scope of Work should be submitted to the City of Roseville, Community Development Department, Attn: Janice Gundlach, 2660 Civic Center Drive, Roseville, MN 55113, **by 4:30pm on Friday, October 30, 2020.**

ATTACHMENTS: Individual Parcel Rezoning
City Code, Title 10, [Zoning](#)
2040 Comprehensive, [Land Use Chapter](#)

DRAFT

Individual Parcel Rezoning
(that are not rezonings solely due to a converted Zoning District)

<i>Parcel</i>	<i>Existing Zoning</i>	<i>Proposed Rezoning</i>
2025 County RD B West	LDR-1	MDR
2533, 2599 & 2609 Snelling Curve	MDR	LDR-1 or LDR-2
1880 Lexington AVE	HDR-1	LDR-1
3040 Old Highway 8	HDR-1	LDR-1
2134 Cleveland AVE N (Midland Gardens Park)	LDR-1	PR
2560 Fry ST	NB	MDR
1480, 1454, 1450, 1430, 1408 County RD C West	HDR-1	Employment (E-1)
2940 & 2960 East Snelling Service DR	Office	Neighborhood Mixed Use (MU-1)
2797 & 2845 Hamline AVE	HDR-1 & NB	Community Mixed Use (CMU-2)
2959 Hamline AVE & PID 13-29-23-24-0025 (unaddressed parcel off N McCarrons)	LDR-1	PR
3205, 3207, 3209, 3211, 3213, 3215, 3217, 3219, 3221, 3223 Old 8 NW	HDR-1	MDR
2417, 2405, 2395, 2373, and unaddressed parcel ID's #'s 05-29-23-23-0064 & 05-29-23-24-0015 County RD C2 West	HDR-1	Corridor Mixed Use (CMU-3)
161 Elmer ST (only that part E of undeveloped Albemarle ROW)	CB	MDR
2237 & 2245 Dale ST	Institutional	MDR
2360 Lexington AVE N	HDR-1	Neighborhood Mixed Use (MU-1)
2112 Dale ST N	LDR-1	Neighborhood Mixed Use (MU-1)
1700 Hamline AVE N	LDR-1	Neighborhood Mixed Use (MU-1)
1716 Marion ST	HDR-1	PR