

# Approved Comments

City of Bloomington

## Development Review Committee

10/13/2015

McLeod Conference Room

Bloomington Civic Plaza – 1800 West Old Shakopee Road

### Staff Present

Laura McCarthy (Fire Prev) – Chair 952-563-8965      Nick Johnson (Planning) 952-563-8925  
Kent Smith (Assessing) 952-563-8707                      Liz O’Day (Planning) 952-563-8919  
Duke Johnson (Bldg & Inspection) 952-563-8959      Londell Pease (Planning) 952-563-8926  
Jen Desrude (Engineering) 952-563-4862              Randy Quale (Parks & Rec) 952-563-8876  
Denise Dargan (Engineering) 952-563-4629              Mark Anderson (Assessing) 952-563-8706

<i>Item #1 - Informal</i>	Place of Assembly - Poplar Bridge School
<i>Site address</i>	8401 Palmer Ave S
<i>Application type</i>	Conditional Use Permit
<i>Staff contact</i>	Johnson, Nick M Ext. 8925
<i>Proposal</i>	Conditional Use Permit – 8401 Palmer Avenue. Jesus Celebration Church would like to utilize space in Poplar Bridge Elementary School as a place of assembly for Sunday morning services. A place of assembly is a conditional use in the R-1 zoning district.
<i>Staff comments</i>	Conditional Use Permits for a place of assembly must be acted upon by the City Council.
<i>Plat name</i>	Unplatted
<i>Decision maker</i>	City Council
<i>Replat/Park dedication</i>	Unknown at this time
<i>Reviews</i>	DRC; City Council; Planning Commission
<i>Contact</i>	Doug Langefels - Bloomington Public Schools, 952-681-5282, 952-806-7882, dlangefels@isd271.org

### Guests Present

Doug Langefels, Bloomington Public Schools, 952-681-5282, dlangefels@isd271.org

### Discussion/Comments:

Nick Johnson (Planning):

- Jesus Celebration Church is proposing a place of assembly at Poplar Bridge Elementary School at 8401 Palmer Avenue South. This would be a Conditional Use in the R1 zoning district.

Randy Quale (Parks & Rec):

- No comment.

Kent Smith (Assessing):

- Mentioned that exempt leasing must stay exempt. Make sure it’s an exempt institution.

Duke Johnson (Building & Inspections):

- If the assembly includes 50 or more people, there must be a complete exiting system in place. Must have accessibility to handicap restrooms.

Laura McCarthy (Fire Prevention):

- Building is fully sprinklered and has a fire alarm system that meets the requirement for a church occupancy.
- Asked if the occupant will be using the entire lunch room or will the area be divided in half. Langefels said currently they are planning to use half the space and close the partition. If numbers grow, the partition would open and would have full access.
- Applicant would like to use the kid safari room for children's programs. The teacher's lounge can be used as a mother's nursing room or teenage room. Be sure to have an exiting system for all rooms.
- Asked if the church would hold other events at the school. Langefels confirmed possibly in the future, but nothing beyond Sunday mornings currently. No classrooms would be used for outside rental. McCarthy said that if there will be other events, please work through Planning.

Heidi Miller (Police):

- No comment.

Jen Desrude (Engineering & Traffic): Provided Public Works comments, noting the following:

- Make sure enough parking is available. Additional bike parking may also be needed.

Nick Johnson (Planning):

- The congregation is proposing to use 3 rooms within the school for church activities: the lunchroom, Kids Safari Room and Teacher's Lounge. Should the congregation grow in size, the applicants would like to utilize the gymnasium at the school in place of the cafeteria for main worship area.
- No exterior modifications or expansions of the site are proposed. All activities will occur within the existing school.
- Place of assembly is a conditional use in the R-1 zoning district. The applicant will need to apply for a conditional use permit in order to utilize the school as a place of assembly.
- Parking
  - There are 73 existing legal parking spaces at Poplar Bridge Elementary School. The parking stalls in the northeast parking lot are not legal parking stalls. This area was originally intended and approved as a bus circulation area. These parking stalls cannot be utilized as legal stalls in determining the overall parking capacity of the site.
  - For the purposes of parking, the proposed use was defined as two separate uses: Place of Assembly (cafeteria or gymnasium) and Instructional Center (programming space for youth)
  - Parking for Places of Assembly is 1/3 the occupancy as determined by the fire code. Occupancy is 1 person per 15 square feet.
  - Parking for Instructional Center is 1 space per 200 square feet.
  - Parking was evaluated base on two scenarios described by the applicant. Scenario #1 includes congregation space in the cafeteria only. Scenario #2 includes congregation space in the gymnasium instead of the cafeteria. Parking calculations are based on dimensions provided by the applicant. Parking requirements for each room proposed for use are as follows in Table 1:

**Table 1: Parking Requirements for Jesus Celebration Church**

Room	Lunchroom	Gymnasium	Teacher's Lounge	Kids Safari Room
Size (sq. ft.)	2,400	4,000	630	805
Parking Requirement	53	89	3	4

- Scenario #1, utilizing the cafeteria as the main congregation space, would require 60 parking spaces.
- Scenario #2, utilizing the gymnasium as the main congregation space, would require 96 total parking spaces.
- Given that there are only 73 existing legal parking spaces, only Scenario #1 would be Code compliant from a parking perspective. Thus, it would not be possible to utilize the gymnasium as the main congregation space unless more legal parking was added.
- Concurrent Use
  - Should the congregation utilize the school on Sunday morning from 8am-12pm, that would only leave 13 remaining legal parking spaces (73-60 (Scenario #1)=13).
  - Staff may recommend a non-concurrent use agreement be established and recorded with the deed.
  - The non-concurrent use agreement would restrict use of the school while the place of assembly is utilizing the facility.
- Langefels asked if the school would be considered in non-compliance when parking spaces are being used during assemblies. Pease said that there are events that may cause overflow occasionally and it would be better to have overflow parking, but those would not be required as basic needs to meet code for school. The island required on the side would impede bus flow. There could be multiuse but not required by code and would require minor improvements.
- Nick Johnson to confirm CUP cost.

Staff agreed this item does not need to come back for Formal DRC.