

Regular Session  
August 29, 2022  
City Council Chambers

- Call to Order The Champlin Planning Commission met in Regular Session and was called to order by Chairperson Tim LaCroix at 7:00 p.m.
- Pledge of Allegiance Chairperson LaCroix led the group in the Pledge of Allegiance.
- Roll Call Present were: Chairperson Lacroix, Commissioners Matt Bolterman, David Bouchard, Chad Darr, Jordan Simon, Bob Streitz, and Ben Uglen. Absent: Commissioner Carl Anderson and Kathy Manemann. Also present were Community Development Director Scott Schulte.
- Role of the Commission Chairperson LaCroix briefly reviewed the role of the Commission.
- Approval of Agenda (August 29, 2022) Motion by Commissioner Streitz and seconded by Commissioner Darr, to approve the agenda of the August 29, 2022 Planning Commission meeting as presented. All voted in favor and the Motion carried.
- Approval of Minutes (June 20, 2022) Motion by Commissioner Bouchard and seconded by Commissioner Darr, to approve the minutes of the June 20, 2022, Planning Commission meeting as presented. All voted in favor and the Motion carried.
- Open Forum No one was present for open forum.
- Public Hearings
- Preliminary Plat and Site Plan for Champlin Mississippi Crossings Fourth Addition (Project No. 2022-14) The Community Development Director stated that the Jensen Family Limited Partnership has submitted planning applications to develop a 5,532 gross square foot deli and bakery market on Outlot C, Champlin Mississippi Crossings Second Addition. The Jensen's have owned and operated a grocery store in Coon Rapids for over 30 years, Jensen's Foods. The proposed market concept will specialize in selling ready-to-go deli items, bakery goods, coffee, fresh meats, and product. The site is located in Mississippi Crossings just east of The Bowline apartment complex. The proposed plan requires the following approvals: preliminary plat converting an outlot to Champlin Mississippi Crossings Fourth Addition, and a site plan for a deli and bakery market on the lot.
- The Community Development Director provided an overview of the proposed preliminary plat and site plan and also provided additional details related to setbacks, pedestrian amenities and access, parking, grading plan, public utilities infrastructure, building design, landscaping, lighting, signage, and the Mississippi River Corridor Critical Area Regulations. She stated that staff recommends approval of the action as presented in the staff report.
- Public Hearing Chairperson LaCroix opened the public hearing at 7:16 p.m.
- No comments.
- Motion Motion by Commissioner Simon and seconded by Commissioner Uglen, to close the public hearing. All voted in favor and the motion carried.
- The public hearing was closed at 7:16 p.m.
- Commissioner Simon stated that it was mentioned that the City would own the parking lot and asked if Lot 1, Block 1 would be owned by the applicant.
- The Community Development Director confirmed that to be true.
- Commissioner Simon asked the other uses that could exist outside of a deli/bakery.

The Community Development Director replied that other retail uses could be allowed. He stated that if the use had externalities, it would be considered a conditional use. He stated that this business would not have indoor seating and therefore is not considered a restaurant.

Commissioner Uglem asked for details on the size of the box truck that would be anticipated for deliveries.

The Community Development Director provided details on the truck shown in the packet and adjustments to the drive aisle widths.

Commissioner Bouchard asked if there would be sufficient space for a firetruck.

The Community Development Director confirmed that a firetruck could circulate but could also park on East River Parkway.

Commissioner Simon commented that the turn looks tight and asked if that includes a margin of error near the trash enclosure.

Kathy Anderson, architect for the project, replied that the turning radius is very conservative.

Commissioner Bouchard commented that this looks like an interesting concept and asked the current hours of the restaurant.

The Community Development Director did not recall the time the restaurant opens. He suspected the restaurant would open at 10 or 11 a.m.

Commissioner Bouchard commented that there are a fixed number of parking spaces counted in different ways. He believed that the evening parking should be reviewed as there could be more demand if there are multiple things occurring within the development. He asked if the Chandler Park project is still going forward.

The Community Development Director replied that the City is reviewing two design scenarios with the City Council for parking at Chandler Park. He stated that at the September 12<sup>th</sup> meeting the Council will select an option that will go forward for further design with anticipated construction in the spring. He noted that the parking lot at the park and mentioned in this case would be constructed prior to the opening of the restaurant.

Commissioner Bouchard commented that he did not believe many people would be interested in the Chandler Park parking, but these spaces could be desired for people going to other events. He asked what would occur if the parking spaces for this use are used by other users.

The Community Development Director stated that many times there are dedicated parking spaces for a certain use. He noted that perhaps certain stalls near the door of the building are marked for this use only.

Commissioner Bouchard asked for details related to handicap parking.

Kathy Anderson replied that they do show one handicap stall and noted that given the size of the building that does meet the requirement. She noted that there would be additional handicap stalls throughout the parking for the development as a whole.

Commissioner Bouchard stated that he would strongly recommend having at least a second handicap parking stall. He asked if the phase II developer is still Greco.

The Community Development Director replied that the phase II developer is MC Developer LLC.

Commissioner Bouchard asked if the same builder would be used.

Kathy Anderson replied that the building would be completely separate, but that contractor would be doing the parking lot.

Commissioner Bouchard stated that this seems to be a good concept that fits in but expressed a concern with traffic. He had a concern with the number of deliveries to this area that would occur daily.

The Community Development Director stated that sometimes the City needs to speak with a business owner related to truck traffic and the business owners are typically very responsive.

Commissioner Bouchard provided input on the experience with the Bowline and trash removal. He stated that he continues to have concerns with traffic and parking issues for the overall development. He suggested a more holistic look at parking when there are multiple events occurring and provided different scenarios that could be reviewed. He asked that traffic data be collected including vehicle speeds. He commented on metro cities that have reduced residential speeds to 25 mph and asked if the City could consider making that change as well. He asked if this property would be included in the overall stormwater system for the development.

The Community Development Director confirmed that this property would be served by that system and provided details on the stormwater district in this area.

Commissioner Bouchard asked where the outdoor seating would be.

Kathy Anderson identified the outdoor seating that would be seasonally available.

Commissioner Bouchard asked the barriers that would be in place between that seating and the highway and/or parking.

The Community Development Director stated that it would be intended to be open area with vegetative screening.

Kathy Anderson stated that people want to be seen on outdoor patio areas as those are meant to be gathering spots.

Chairperson LaCroix provided examples of restaurants that have outdoor seating without defined barriers to the highway.

Commissioner Bouchard referenced the test kitchen shown on the second floor.

Kathy Anderson replied that is for the owner to experiment with recipes and would not be open to the public.

Commissioner Bouchard asked the signage that would be used to direct traffic from TH 169.

The Community Development Director stated that they were not intending to have signage to direct traffic from TH 169. He stated that perhaps it would make sense to have a Mississippi Crossings sign that could direct traffic into the development for those traveling north on TH 169.

Commissioner Bouchard commented that he is unsure of the plan for disposal of older packaged food and suggested that perhaps those could be donated to a food shelf.

Commissioner Darr commented that is so far beyond the scope of the Planning Commission. He stated that the one handicap stall meets City code, and it cannot be required to ask for more. He stated that most of the comments are well beyond the scope of what should be discussed tonight.

Chairperson LaCroix agreed that the Commission has been gracious in allowing the comments of Commissioner Bouchard and has given him ample time to make comments.

Commissioner Bolterman referenced the shared parking stalls and asked how snow storage would be handled.

The Community Development Director stated that hauling the snow offsite may be an option, but he was optimistic that some snow storage in the winter in certain stalls would be an option as well. He noted that during the winter months the demand for parking may be less as the outdoor

activities would not be available. He confirmed that if there were an issue, the City would ask them to remove the snow.

Commissioner Bolferman asked for input on how recent code changes related to the negotiation process between staff and the architect.

The Community Development Director stated that the design conversations had more to do with materials and the look.

Kathy Anderson stated that she was part of the original event center, so they attempted to blend their vision with that design.

The Community Development Director recognized that the original submittal did not meet code and provided details on the process that followed to make adjustments.

Chairperson LaCroix asked if there was any pushback from the applicant related to the engineering comments.

Kathy Anderson confirmed that there were no issues with those comments.

Chairperson LaCroix recognized that this is a tight space in the overall development, and they will attempt to anticipate challenges that may arise as this continues to develop. He agreed that it could make sense to designate a number of stalls for customers of this business during certain hours of the day. He was also glad to see the Chandler Park parking plans moving forward.

Motion

Motion by Commissioner Simon and seconded by Commissioner Darr, to recommend that the City Council approve the preliminary plat converting Outlot C, Champlin Mississippi Crossings Second Addition to Lot 1, Block 1, Champlin Mississippi Crossings Fourth Addition, and Outlot A, Champlin Mississippi Crossings Fourth Addition, subject to the following conditions:

1. Drainage and utility easements shall be identified on the plat over all public utilities.
2. A monetary park dedication shall be made to the City of Champlin for \$3,246.
3. The City's Attorney will make the appropriate amendments to the stormwater and parking agreements at the expense of the applicant.

All voted in favor and the motion carried.

Motion

Motion by Commissioner Darr and seconded by Commissioner Streitz to recommend that the City Council approve the site plan for a deli and bakery market, subject to the following conditions:

1. A proposed fire protection system is required.
2. The applicant is to provide the approved paving plans to the phase II developer for the parking lot construction.
3. The trash enclosure shall be constructed with similar materials to the building and the doors shall be of a maintenance free material. The trash enclosure must be well maintained and clean of litter.
4. The applicant is responsible to create an encroachment agreement for the trash enclosure located on City property.
5. All landscaped areas shall be irrigated.
6. The applicant is required to revise the landscaping plan to include plantings on the east and west sides of the trash enclosure. Revisions to the landscaping plan shall be reviewed and approved by City staff.
7. The applicant shall add accent lighting on the brick facades and security lighting over the back service door, facing the northwest. Revisions to the lighting plan shall be reviewed and approved by City staff.
8. Three wall-mounted signs are allowed. The front façade sign is limited to ten percent of the façade and the other façade signs are limited to five percent. Prior to erecting signage, the owner shall apply for sign permits from the City.
9. The applicant shall revise plans to address engineering comments in the attached memo.
10. Final utility plans and details shall be approved by the City's Engineering Department.

11. The applicant shall obtain an NPDES permit and any other State/Federal permits. Shall be in compliance with the City of Champlin's Manual of Standards for surface water management and erosion control.
12. The owner shall enter into a Site Improvement Performance Agreement with the City and provide all the necessary financial guarantees associated with the site development.

All voted in favor and the motion carried.

This item is tentatively scheduled for City Council consideration on September 12, 2022.

Other Business  
No comments.

Adjourn  
Motion

Motion by Commissioner Streit and seconded by Commissioner Darr, to adjourn the meeting. All voted in favor and the motion carried. The Champlin Planning Commission meeting adjourned at 7:59 p.m.

  
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Tim LaCroix, Chairperson

Attest:

  
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Scott Schulte, Community Development Director

