

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	AUGUST 24, 2018	PROJECT ADDRESS	6760 HIGHWAY 10
PROJECT. TITLE	SITE PLAN REVIEW FOR CUP TO ALLOW RELIGIOUS INSTITUTION (CREES MINISTRIES)		
ESCROW #	116505		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Chloe McGuire Phone: 763-433-9821 Email: CMcGuire@CityofRamsey.com		

Site Plan Review

General. The purpose of this file is to review the Conditional Use Permit application for CREES Ministries located at 6760 Highway 10. The property is zoned B-2 Highway Business District, and the applicant has also applied for a zoning text amendment to allow religious institutions as a conditional use in this district.

This case is being reviewed per City Code Section 117-115 entitled B-2 Highway Business District.

Staff provides the following comments for general review of applications:

Land Use and Zoning: The Property is guided for commercial in the Comprehensive Plan and is zoned B-2 Highway Business District.

Lot Dimensions: The lot approximately 2 acres in size.

General: The purpose of this file is to review the CUP and Site Plan application made by CREES Ministries.

Surfacing: The Applicant is not proposing any changes to the parking lot. The parking lot is currently bituminous. No sidewalks exist onsite.

Building Architecture and Changes: The site has two buildings. The northern building is approximately 10,500 square feet. The southern building is approximately 12,000 square feet. The two buildings are separated via a paved area. The applicant has proposed to repaint and potentially carpet the space. No exterior changes are proposed.

The north building will be converted to a 5,000 square foot congregation area and a 5,000 square foot space for an office, child care, and greeting area. The space is currently similar to warehouse spaces (exposed ceilings, industrial grade lighting, and cement floors).

The southern building is approximately 12,000 square feet and is proposed to be used for storage, rental space, and future expansion.

Rental Space: The applicant has proposed to use the southern building as rental space for the neighboring property owner, who is currently renting the space now for boat trailers. The space is approximately 12,000 square feet. The applicant has also stated that they will use the space for their own storage.

Motor vehicle implement and recreational indoor storage is only allowed as an accessory use in this district when accessory to sales and service. Since the primary use on the property would be religious institution with no sales or service of automobiles or recreational equipment, this use is not allowed.

Waste Storage: There is no waste storage shown onsite nor existing outside the current building. Any enclosure must match the materials of the principal structure.

Fencing: The Applicant is not proposing any fencing onsite. Any fencing would require a Zoning Permit.

Mobility/Parking:

Number of Stalls

City Code Section 117-356 states that churches and theaters require one space for each three seats auditoriums, mortuaries or for each five feet of pew and other places of length assembly. Crees currently has 110 chairs, which would require 37 parking spaces.

The existing site has 48 exterior parking stalls. CREES Ministries expects 150 people between two services – Saturday and Tuesday. Approximately 45 families attend.

The number of parking stalls meets the minimum requirements. However, Staff believes that the existing parking would be sufficient for typical Saturday or Tuesday services, but it would not be sufficient for holidays and other large gatherings. Staff has not received the number of pews or chairs proposed in the worship space, so cannot do the calculation based on code requirements.

Dimensions

City Code Section 117-356 addresses commercial development off-street parking requirements. That code indicates that for 90 degree parking stalls, that the stall widths be a minimum of 9 feet wide, that the stall depth be a minimum of 18 feet deep, and that the drive aisle between stalls be a minimum of 24 feet deep.

Of the 48 existing parking stalls, 41 parking stalls are 90 degree parking stalls, and 7 are angled parking spaces that could potentially fit two vehicles, but are currently striped for one. Stalls are approximately 9 feet wide and 16.5 feet deep. The drive aisles are approximately 19, 27, and 33 feet wide. The only driving aisle that does not meet current requirements is the southwestern most drive aisle. The parking stalls in the northeastern corner of the site appear to meet the requirements. The other stalls do not.

Any repaving or restriping of the parking lot will require a zoning permit and conformity to existing code requirements at the time.

Signage: The applicant has not proposed any signage onsite. All signage must receive a sign permit.