

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	SEPTEMBER 21, 2018	PROJECT ADDRESS	5909 167 TH AVE NW
PROJECT. TITLE	REVIEW FOR CUP TO ALLOW RELIGIOUS INSTITUTION (CREES MINISTRIES)		
ESCROW #	116589		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Chris Anderson Email: canderson@cityoframsey.com	Phone: 763-433-9817	

Site Plan Review

General. The purpose of this file is to review the Conditional Use Permit application for the operation of a Religious Institution at 5909 167th Ave NW. There is an existing, vacant building (former Landmark Bank building) on the property that would be converted to a church. There are no proposed significant interior building modifications other than what is required by Fire and Building Codes, based on the change in use.

The property is zoned B-1 General Business District. Presently, Religious Institutions are neither a permitted or conditional use in this zoning district; however, the Planning Commission conducted a Public Hearing on September 6, 2018 concerning a proposed Zoning Amendment that, if approved, would identify Religious Institutions as a conditional use in both the B-1 and B-2 zoning districts. Action on this request will be contingent upon whether the aforementioned Zoning Amendment is adopted by the City Council.

This case is being reviewed per City Code Section 117-114 (B-1 General Business District) and Section 117-356 (Commercial and Industrial Off-Street Parking).

Staff provides the following comments for general review of the application:

Land Use and Zoning: The Property is guided for commercial in the Comprehensive Plan and is zoned B-1 General Business District.

Lot Dimensions: The lot approximately one (1) acre in size.

Surfacing: The Applicant is not proposing any changes to the parking lot, with the exception of striping parking stalls. The parking lot is currently paved. No sidewalks exist onsite.

Building Architecture and Changes: There is a single building on the property that is approximately 4,800 square feet in size. No exterior changes are proposed. There is an existing drive-thru canopy as well as an existing ground sign that are both within the public road right of way for Highway 47. Both encroachments must be removed prior to issuance of a Certificate of Occupancy for this new use.

The applicant has already conducted a walk-through with the Building Official and Fire Marshall. There are some minor interior modifications that will be necessary, mostly dealing with lighting and exiting. A compliance inspection of the septic system will need to be completed. It is likely that the septic system will need to be updated and/or replaced, but that won't be known definitively until the compliance inspection is complete.

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. Additionally, there shall be one (1) parking stall for every 300 square feet of office space.

Per the floor plan submitted, there will be eight-four (84) seats in the assembly area. There will also be approximately 2,400 square feet of office space. Based on the commercial off-street parking requirements, there should be thirty-six (36) parking stalls (28 based on the number of chairs and 8 based on the office area).

The Site Plan indicates a total of thirty-eight (38) parking stalls proposed. The applicant has indicated that there are approximately eighty (80) members, including children. The proposed parking does appear to comply with the minimum parking requirements. There is also the potential for some shared parking with the adjacent business (Total Defense) if the times of service do not conflict with their hours of operation. This would require a shared parking agreement to be executed between the two parties.

Note that this site would really restrict the growth/expansion of the congregation size based on available parking.

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.

There are no striped stalls on site presently. The Site Plan indicates that all proposed parking would consist of 90 degree stalls, which need to be nine (9) feet in width, eighteen (18) feet deep, and have a twenty-four (24) foot wide drive aisle. The proposed parking does appear to meet the minimum standards of City Code.

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.