



## MAYOR AND COUNCIL COMMUNICATION

DATE: 10/18/2016

**REGULAR**

ITEM #: 19

**AGENDA ITEM:** Conditional Use Permit Amendment - Rockpoint Church Overflow Parking Lot – 5825 Kelvin Avenue North

**SUBMITTED BY:** Emily Becker, City Planner

**THROUGH:** Kristina Handt, City Administrator

**REVIEWED BY:** Stephen Wensman, Planning Director

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### **BACKGROUND:**

Rockpoint Church has submitted application for a Conditional Use Permit Amendment to allow the construction of an overflow parking lot on the eastern portion of their property. The proposed parking lot would provide an additional 124 spaces, including 8 accessible parking spaces. A future parking area has been designated that would provide an additional 116 parking spaces.

### **ISSUE BEFORE COUNCIL:**

The Council is respectfully requested to consider a request for a Conditional Use Permit Amendment from Rockpoint Church to allow construction of an overflow parking lot at 5825 Kelvin Avenue North.

### **PROPOSAL DETAILS/ANALYSIS:**

#### **Proposal Details:**

- Rockpoint Church was established within what was formerly known as Deer Glen subdivision, currently platted as Hidden Meadows of Lake Elmo.
- The site is zoned PF – Public and Quasi-Public Open Space and is 19.67 acres in size.
- Places of worship are conditional uses in the PF zoning district.
- The property was granted a Conditional Use Permit for a place of worship in 2005 by Resolution 2005-029.
  - The conditions of approval included approval of a 520 site plan.
- A Conditional Use Permit amendment was granted in 2011 to allow an expanded parking lot, as the proposed expanded parking lot was not part of the approved 520 site plan.
  - Construction on this parking lot never took place.
    - Section 154.106: Conditional Use Permits of the Zoning Code requires that substantial construction take place within 12 months of the CUP being granted.

- Due to the aforementioned, and because the new parking lot currently being proposed is significantly different than the amendment approved in 2011, a new Conditional Use Permit Amendment is being requested.

### Planning and Zoning Issues:

- *Public and Quasi-Public Open Space Conditional Use Permit Provisions for Places of Worship.* All of these provisions are met except for the provision that the place of worship must be provided direct access to a public street classified by the Comprehensive Plan as major collector or arterial.
- *Surrounding Properties.* The property is within the 1<sup>st</sup> Addition of Hidden Meadows Plat. Hidden Meadows 2<sup>nd</sup> Addition, which surrounds the subject property, was granted Preliminary Plat approval for an Open Space Preservation Development in 2006, and a Final Plat application was received for the development recently, though deemed incomplete.
- *Setbacks.* The PF zoning district requires a buffer of 150 feet for a parcel of the subject property's size. The proposed parking lot is setback more than 190 feet from all property lines, meeting requirements.
- *Off-Street Parking Requirements.* The proposed parking lot meets all Off-Street Parking Requirements set forth in the Zoning Code, exceeding the minimum number of required parking spaces.
- *Current and Proposed Number of Parking Spaces.* The current number of parking spaces on the property exceeds minimum requirements, which are determined based on the number of seats and classroom/recreation space. However, the church holds a number of events that necessitate more parking than are currently provided. The table below outlines what currently exists and what is being proposed.

Current # of Parking Spaces	Current <u>Minimum Required</u>	Previously Approved Addition of Parking Spaces	Proposed Addition of Parking Spaces (not including future parking spaces)	Proposed <u>TOTAL Future Addition</u> of Parking Spaces	Proposed Total # of Parking Spaces
295	130	84	124	232 (will require two more handicap-accessible spaces)	527 (will require two more handicap-accessible spaces)

- *Events.* Additional parking is needed due in part to church events. The church holds the following events throughout the year:
  - Corn Maze – conducted in the fall for four to six weekends during the afternoon.
  - Valley Lights – conducted in November and December, nightly.
  - Outdoor Baptism – conducted in the summer of each year on one or two weekends.
  - Outdoor Worship Services – conducted in the summer months.
  - Community Garden – conducted in spring, summer, and fall.
- *Lighting.* Lighting details were not provided but will need to comply with the City's Lighting, Glare Control, and Exterior Lighting Standards.

- *Landscaping Requirements.* The east side of the parking lot is screened by pine and spruce, and the plan proposes interior parking lot landscaping as well. The plan will need to be updated to clarify proposed landscaping of the future parking lot area.
- *Impervious Coverage.* The proposed parking lot will increase the impervious surface to 27.02%, and the future parking lot will further increase it to 31.6%. This does not exceed the maximum-allowed amount of 35%.
- *Engineering Comments.* The applicant shall address comments provided by the Engineer prior to issuance of a permit for construction for the parking lot.
- *Fire Hydrants.* The proposed plans will need to accurately show utilities so that appropriate fire hydrant locations can be determined. The plans will also need to include “No Parking” and “Fire Lane” sign locations and approved by the Fire Chief and Building Official.

**Conditional Use Permit Findings:**

- Conditional Use Permit findings are provided in the attached Resolution.

**Conditions:**

- The recommended conditions of approval are outlined in the attached Resolution.

**FISCAL IMPACT:**

Staff does not foresee a fiscal impact by granting this Conditional Use Permit amendment.

**PLANNING COMMISSION/PUBLIC HEARING:**

A public hearing was held on the proposed Conditional Use Permit at the October 10, 2016 Planning Commission meeting. The meeting minutes are attached to this report. No one from the public spoke at the meeting. The Commission recommended approval with an affirmative vote of 6 - 0.

**OPTIONS:**

The Council may:

- Approve the Conditional Use Permit amendment request, with recommended conditions of approval.
- Amend the recommended conditions of approval and approve the Conditional Use Permit amendment request.
- Deny the Conditional Use Permit amendment request.

**RECOMMENDATION:**

Staff respectfully requests that the Council approve, as recommended by the Planning Commission and Staff, the request made by Rockpoint Church for a Conditional Use Permit Amendment to allow construction of an overflow parking lot for the property located at 5825 Kelvin Avenue North, subject to conditions of approval with the following motion:

***“Move to adopt Resolution 2016-91, granting a Conditional Use Permit Amendment to allow construction of an overflow parking lot on the property located at 5825 Kelvin Avenue North, subject to the outlined conditions of approval.”***

**ATTACHMENTS:**

- Resolution 2016-91
- Conditional Use Permit Amendment application and materials
- Engineering & Fire Chief/Building Official Comments
- Resolution 2005-029 – Approval of Original Conditional Use Permit
- Resolution 2011-041 – Approval of Conditional Use Permit Amendment to Allow Overflow Parking Lot Construction
- Overflow Parking Lot Site Plan Approved in 2011
- Planning Commission meeting minutes (10/10/16)