

CITY OF CRYSTAL

**PROPOSED CONDITIONAL USE PERMIT TO
EXPAND FOREST ELEMENTARY SCHOOL**

**PUBLIC HEARING NOTICE
7:00 P.M. ON MONDAY, FEBRUARY 8, 2016
CRYSTAL CITY HALL (4141 DOUGLAS DR N)**

The Crystal Planning Commission will consider a Conditional Use Permit (CUP) application from Robbinsdale School District to expand the capacity of Forest Elementary School (6800 - 47th Avenue North) from 568 to 704 students. The project would add 10,835 sq. ft. to the south wing of the building and 965 sq. ft. to the cafeteria on the north side of the building.

Citizens may view the proposal at Crystal City Hall during normal business hours or on the city website at www.crystalmn.gov/city_departments/land_use_applications.php. The Planning Commission staff report will be available for viewing after February 5th at the same weblink.

To discuss the proposal or submit written comments for the record, please contact Dan Olson, City of Crystal, 4141 Douglas Dr. N., Crystal, MN 55422 at dan.olson@crystalmn.gov or 763-531-1142.

To speak directly to the Planning Commission, please attend the public hearing on Monday, February 8, 2016 at 7 p.m. at Crystal City Hall.

LEGAL NOTICE: Notice is hereby given that the Planning Commission of the City of Crystal will meet on February 8, 2016 at 7:00 p.m. at Crystal City Hall, 4141 Douglas Drive North, in said City, to consider a Conditional Use Permit Application at Forest Elementary School (6800-47th Avenue North). After holding the public hearing, the Commission is expected to make a recommendation to the City Council for their meeting on Tuesday, February 16, 2016. Persons desiring to be heard are invited and encouraged to attend the public hearing. Persons unable to attend may submit written comments prior to the date of the hearing to: Dan Olson, City of Crystal, 4141 Douglas Dr N, Crystal MN 55422. Auxiliary aids for handicap persons are available upon request at least 96 hours in advance. Please call the City Clerk at 763-531-1145 to make arrangements. Deaf and Hard of Hearing callers should contact the Minnesota Relay Service at 800-627-3529 V/TTY or call 711 to be connected to a TTY.



2016 Application for Special Land Use Action

Staff contact: Dan Olson
 tel: 763-531-1142 fax: 763-531-1188
dan.olson@crystalmn.gov
 4141 Douglas Dr N Crystal MN 55422
www.crystalmn.gov

PROPERTY: Address: 6800 47th AVE. N. Henn. Co. P.I.D. 08-118-21-42-0001

PROJECT TITLE: FOREST ELEMENTARY SCHOOL CLASSROOM ADDITION

APPLICANT: GREG DEHLER, WOLD ARCHITECTS Tel: 651-227-7773
 Email address: gdehler@woldae.com Fax: 651-223-5040

U.S. Mail address: WOLD ARCHITECTS & ENGINEERS, 332 MINNESOTA ST. SUITE W2000, ST. PAUL, MN. 55102

PROPERTY OWNER: ISD #281-ROBBINSDALE AREA SCHOOLS Tel: 763-504-8000
 Email address: Jim_Gerber@rdale.org Fax: _____

U.S. Mail address: 4148 WINNETKA AVE. N., NEW HOPE, MN 55427

TYPE OF APPLICATION: (check all that apply)	APPLICATION FEE (nonrefundable)	REQUIRED ATTACHMENTS (See description on page 2)
<input type="checkbox"/> Administrative Appeal	\$200	1 - - - - 6 -
<input type="checkbox"/> Comprehensive Plan Amendment	\$500	- - - - - 6 -
<input checked="" type="checkbox"/> Conditional Use Permit	\$500	1 - - - - 6 -
<input type="checkbox"/> Lot Division / Realignment of Lot Lines	\$500	- - 3 - - 6 -
<input type="checkbox"/> Plat	\$500 + \$50 per lot over 2	- 2 - - 5 6 7
<input type="checkbox"/> Rezoning or Zoning Text Amendment	\$500	- - - - - 6 -
<input type="checkbox"/> Site Plan Review	\$500	- 2 - 4 - 6 7
<input type="checkbox"/> Vacation of a public street or easement	\$500	- 2 - - - 6 -
<input type="checkbox"/> Variance	\$500	1 - - - - 6 -
<input type="checkbox"/> Planned Development	\$1,000	- 2 - - 5 6 7
<input type="checkbox"/> Telecommunication Tower	\$5,000	- 2 - 4 - 6 7

TOTAL FEE: \$ 500 ATTACHMENTS: #1 and #6

SIGNATURES: The applicant and property owner certify that:

I am making application for the described action by the City and am responsible for complying with all requirements with regard to this request. This application should be processed in my name. The City should contact me regarding any matter pertaining to this application.

I have read and do understand the instructions supplied by the City of Crystal for processing this application, and I will keep myself informed of the deadlines for submission of material and of the progress of this application.

The documents and information I have submitted are true and correct to the best of my knowledge.

[Signature] 12/10/15 (date) [Signature] 1/11/16 (date)
 APPLICANT (date) PROPERTY OWNER (date)

FOR OFFICE USE ONLY: Application # 2016-02 Accounting # 0100.4418
 Receipt # 130876 Date Received 1/11/2016
 Acknowledgement letter sent ___ / ___ / ___ If application incomplete, was 60-day rule language included? ___
 Plan Comm hearing 2 / 8 / 16 City Council action 2 / 16 / 16 Approved? Yes ___ No ___ Other ___
 NOTES: _____

City of Crystal 2016 Application for Special Land Use Action.

Attachment # 6 (Updated 1/19/16)

For the Forest Elementary School Classroom Addition Project located at 6800 47th Avenue North, Crystal Minnesota

Project description narrative:

The proposed project includes two building additions to the existing Forest elementary School. The addition on the south side will house up to seven educational rooms and a mechanical room. The anticipated area of this addition will be ~~11,263 SF~~ 10,835 SF. The addition to the north will be an expansion to the existing cafeteria and will have an area of ~~936 SF~~ 965 SF.

While the added classrooms will add student capacity to the existing building, there will be no increase to the parking lot size or stalls. *Any additional busses required as a result of the addition(s) will follow current practices on the north end of the building.*

Below is a summary of the onsite parking:

Forest Parking requirements

	# of CR		Parking Spaces Required
Base City required spaces			10
Regular Classrooms (24 students/ CR)	20	1/CR	20
Kindergarten Classrooms (22 Students/CR)	4	1/CR	4
Pre- Kindergarten	0	1/CR	0
Existing Design Capacity (REG CR 20x 24= 480 + Kind CR 4x22= 88) = 568 Students	568	1/40 Students	14.2
Total Spaces Required			48.2
Existing Parking Spaces on Site			125

Proposed (With Pre-K)

Base City required spaces			10
Regular Classrooms (24 students/ CR)	22	1/CR	20 <u>22</u>
Kindergarten Classrooms (22 Students/CR)	6	1/CR	4 <u>6</u>
Pre- Kindergarten	2	1/CR	0 <u>2</u>
Existing Design Capacity (REG CR 22x 24= 528 + Kind CR 6x22=132+ Pre-K CR 2 x22=44) = 704 Students	704	1/40 Students	17.6
Total Spaces Required			51.6 <u>57.6 = 58</u>
Existing Parking Spaces on Site			125

(Attachment #6 Continued)

The existing site size is 15.4 acres and the addition will change the percentage of building footprint, *and parking lots and drives east and north of the existing building* to site from ~~11.09% to 12.91%~~ 23.6% pre construct, to 25.3% post construction. (See attached Civil drawings for additional information)

The materials and finishes that will be included on the project will match the existing building in style color and texture. *No roof top mechanical equipment will be included on the project. All HVAC system equipment will be housed in a mechanical room as part of the addition.*

We have attached some drawings for this city submittal showing the site areas that will be disturb as well as the landscaping information concerning the planted areas disturb and the new proposed species etc., which will be incorporated into the project. *With regard to storm water control, it is anticipated that the existing storm water retention pond will be modified to accommodate the additional storm water due to this project.*

End of attachment.

GENERAL NOTES:

1. SITE DATA OBTAINED FROM TOPOGRAPHIC SURVEY PERFORMED BY BASELINE SURVEYING DATED DECEMBER 4, 2015.
2. LOCATIONS AND ELEVATIONS OF ALL UTILITIES SHOWN ARE APPROXIMATE ONLY. CONTRACTOR RESPONSIBLE FOR LOCATING, VERIFYING AND PROTECTING ALL UTILITIES. CONTACT UTILITY STATE OR LOCAL AGENCIES FOR LOCATION FROM THEIR RECORDS. CONTRACTOR SHALL BE RESPONSIBLE FOR AVOIDING OR REPAIR OF ANY UNDERGROUND UTILITIES SHOWN OR UNKNOWN.
3. ALL CONSTRUCTION MUST COMPLY WITH APPLICABLE ORDINANCES.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY PERMITS FOR ALL CONSTRUCTION WORK.
5. CONTRACTOR SHALL OBTAIN AND PAY FOR ALL CONSTRUCTION UTILITIES.
6. MAINTAIN FUNCTIONALITY OF SITE DRAINAGE SYSTEMS AND/OR SURFACE SYSTEMS THROUGHOUT THE DURATION OF THE PROJECT. DO NOT ALLOW WATER TO ACCUMULATE IN POCKETS.
7. PROTECT EXISTING TREES FROM DAMAGE BY CONSTRUCTING TEMPORARY FENCING SYSTEMS AT PERIMETER OF TREES TO BE REMOVED AND/OR ACCESS AREAS. PLACE FENCING AT PERIMETER OF DISTURBED AREA AND REMOVE UPON COMPLETION OF THE WORK.
8. LIMIT AND CONTROL VEHICLE AND EQUIPMENT ACCESS ON EXISTING BITUMENOUS PAVEMENT SYSTEMS AND CONCRETE DRIVEWAYS. CONTRACTOR IS REQUIRED TO PROTECT ALL BITUMENOUS AND CONCRETE PAVEMENT SYSTEMS AND RESTORE ALL AREAS DAMAGED DURING THE PROJECT TO ORIGINAL CONDITION OR BETTER. DAMAGE INCLUDING REPLACEMENT SHALL INCLUDE, BUT NOT BE LIMITED TO: MAINTENANCE SYSTEMS THAT ARE CRACKED, REPELLED, SCALPED, ETC., FROM CONSTRUCTION ACTIVITIES.
9. RESTORE ALL DISTURBED AREAS INCLUDING PROTECTIVE, LANDSCAPING, AND LAWN AREAS TO ORIGINAL CONDITION. EQUIPPED LOGS AREAS SHALL INCLUDE, BUT NOT BE LIMITED TO: THOSE THAT ARE REPTILES, CONTACTED, ERODED, SCALPED, ETC., FROM CONSTRUCTION ACTIVITIES.

KEYED NOTES:

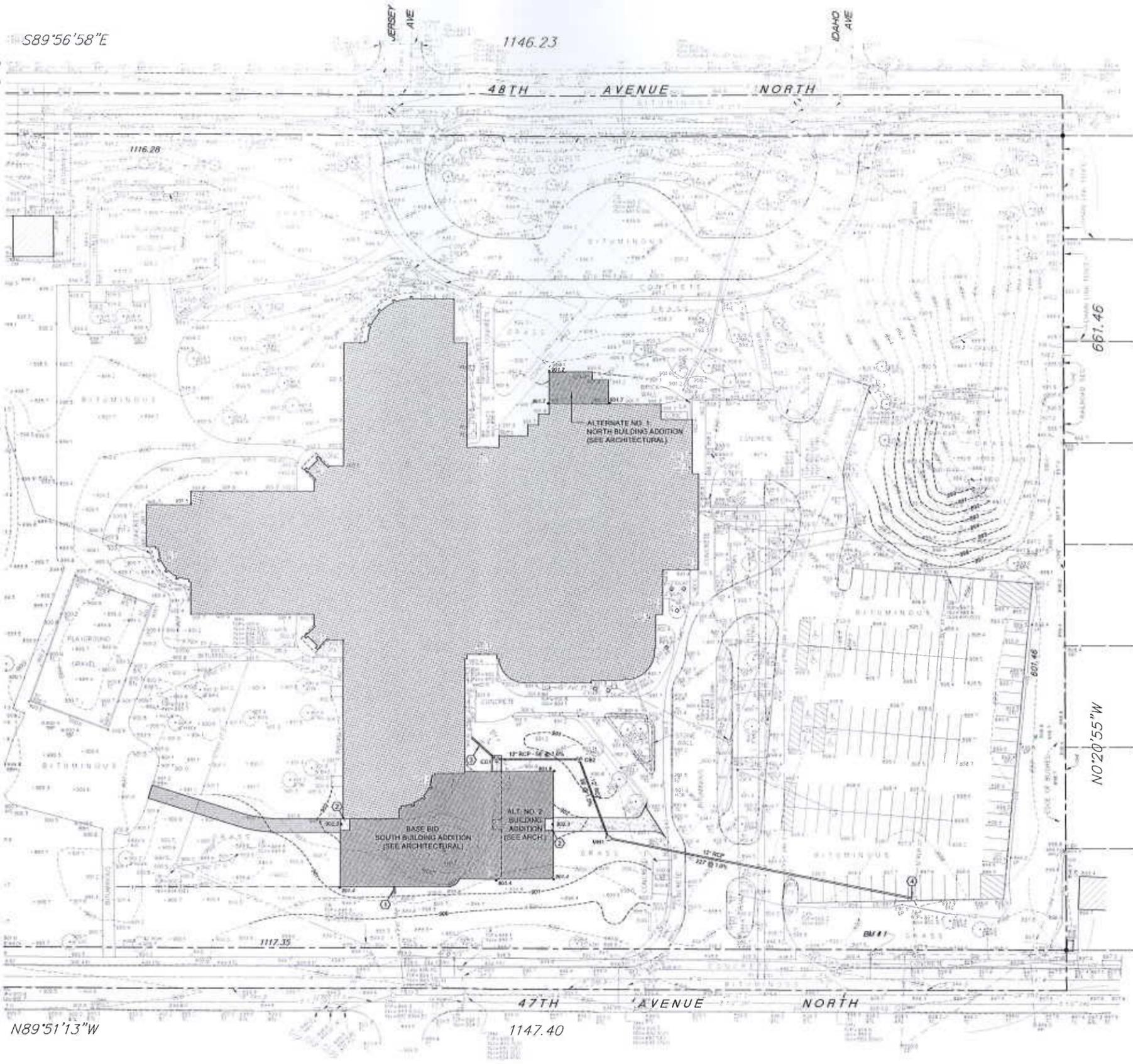
- ① NEW CAST IRON SANITARY SEWER PIPE TO BE CONNECTED TO EXISTING EXTERIOR SANITARY SEWER PIPE BY MECHANICAL CONTRACTOR (SEE MECHANICAL).
- ② NEW CONCRETE STOOP (SEE ARCHITECTURAL).
- ③ EXTEND EXISTING 6" STORM SEWER PIPE (2.0% SLOPE) WITH REQUIRED REMS. TO NEW C81 CORE DRILL NEW STRUCTURE AND CONNECT PIPE WITH WATER TIGHT BOOT ASSEMBLY.
- ④ CONNECT NEW STORM SEWER PIPE TO EXISTING CATCH BASIN WITH WATER TIGHT BOOT ASSEMBLY. NEW INVERT = 892.4.

STORM SEWER SCHEDULE					
STRUCTURE NUMBER	INVERT ELEVATION	DIAM.	INVERT ELEVATIONS	DETAIL	REMARKS
CB1	891.7	48"	E. INV. = 895.3	①	TYPE C-81
CB2	895.5	36"	W. INV. = 895.7 E. INV. = 895.5	②	TYPE C-81
BM11	891.8	48"	NEW INV. = 891.8 E. INV. = 894.7	③	REBAR STAIRCASE "STORM SEWER"

NOTES:
 1. ALL NEW STORM STRUCTURES WITHIN 10 FEET OF THE BUILDING SHALL HAVE MONOLITHIC BASE SLABS AND WATER TIGHT BOOT CONNECTIONS. ALL NEW STORM STRUCTURES AND PIPE SYSTEMS WITHIN 10 FEET OF THE BUILDING SHALL BE INSTALLED ACCORDANCE WITH MINNESOTA PLUMBING CODE 475.0306.
 2. VERIFY INVERT ELEVATIONS OF NEW 6" D.V. DRAIN RAINWATER LEADER AT CB1 WITH MECHANICAL CONTRACTOR PRIOR TO PRODUCTION AND INSTALLATION.

LEGEND:

- NEW CONCRETE PAVEMENT
- NEW BITUMENOUS PAVEMENT
- EXISTING SCHOOL BUILDING
- BUILDING ADDITION



CITY SUBMITTAL
NOT FOR CONSTRUCTION

ROBBINSDALE AREA SCHOOL - ISD 281

FOREST ELEMENTARY SCHOOL

2016 ADDITION

6805 47th AVENUE NORTH
CRYSTAL, MN 55428

SITE GRADING & DRAINAGE PLAN

DATE: 09/15/16
 CLIENT PROJECT No: 213816
 INSPEC PROJECT No: 213816
 PROJECT MGR: BEA
 DRAWN BY: SJT
 CHECKED BY: MGR

GENERAL NOTES:

1. SITE DATA OBTAINED FROM TOPOGRAPHIC SURVEY PERFORMED BY SUNSE LAND SURVEYING DATED DECEMBER 4, 2015.
2. LOCATION AND SIZE OF ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE ONLY. CONTRACTOR RESPONSIBLE FOR LOCATING, VERIFYING AND PROTECTING ALL UTILITIES. CONTACT GUYTON SURVEYING AND PRIVATE LOCATOR PRIOR TO ANY EXCAVATION. CONTRACTOR SHALL BE RESPONSIBLE FOR AND PAY FOR REPAIR OF ANY UNDERGROUND UTILITIES DAMAGED DURING CONSTRUCTION.
3. ALL CONSTRUCTION MUST COMPLY WITH APPLICABLE ORDINANCES.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR AND PAY FOR ALL CONSTRUCTION PERMITS.
5. CONTRACTOR SHALL OBTAIN AND PAY FOR ALL CONSTRUCTION PERMITS.
6. MAINTAIN FUNCTIONALITY OF SITE DRAINAGE SYSTEMS AND GOLF DRAINAGE SYSTEMS THROUGHOUT THE DURATION OF THE PROJECT. DO NOT ALLOW WATER TO ACCUMULATE IN EXCAVATIONS.
7. PROTECT EXISTING TREES FROM DAMAGE BY CONSTRUCTING TEMPORARY FENCING SYSTEMS AT NEAREST OF TREES TO WORK AND SEE ACCESS AREAS. PLACE FENCING AT TRIP LINE OF OUTRIGGER TREE BRANCH AREA AND PREVENT UPON COMPLETION OF THE WORK.
8. LIMIT AND CONTROL WINDS AND EQUIPMENT ACCESS ON EXISTING BITUMINOUS PAVEMENT SYSTEMS AND CONCRETE SIDEWALKS. CONTRACTOR IS REQUIRED TO PROTECT ALL BITUMINOUS AND CONCRETE PAVEMENT SYSTEMS AND RESTORE ALL AREAS DAMAGED DURING THE PROJECT TO ORIGINAL CONDITION OR BETTER. DAMAGE REQUIRING REPLACEMENT SHALL INCLUDE, BUT NOT BE LIMITED TO, PATCHMENT SYSTEMS THAT ARE CRACKED, RIPPED, SCRAFFED, CHIPPED, ETC., FROM CONSTRUCTION ACTIVITIES.
9. RESTORE ALL DISTURBED AREAS, INCLUDING PAVEMENTS, LANDSCAPING AND LAWN AREAS TO ORIGINAL CONDITION. DISTURBED LAWN AREAS SHALL INCLUDE, BUT NOT BE LIMITED TO, THOSE THAT ARE RIPPED, COMPACTED, BURNED, SCRAFFED, ETC., FROM CONSTRUCTION ACTIVITIES.

PROPOSED BUILDING ADDITIONS:

- BASE BID: SOUTH BUILDING ADDITION = 7,750 sq.ft.
- ALTERNATE 1: NORTH BUILDING ADDITION = 965 sq.ft.
- ALTERNATE 2: CLASSROOM ADDITION = 3,085 sq.ft.
- TOTAL ADDITIONS = 11,800 sq.ft.

PROPERTY SUMMARY:

- TOTAL SCHOOL DISTRICT PROPERTY = 15.40 acres
- EXISTING BUILDING & PARKING = 3.63 acres (23.6%)
 (EXISTING BUILDING = 1.73 acres)
 (EXISTING PARKING = 1.90 acres)
- POST-CONSTRUCTION BUILDING & PARKING = 3.90 acres (25.3%)
 (POST-CONSTRUCTION BUILDING = 2.00 acres)
 (POST-CONSTRUCTION PARKING = 1.90 acres)

KEYED NOTES:

1. PLANT NEW TREE (SEE PLANT SCHEDULE).
2. CONSTRUCT NEW PLANTING BED CONSISTING OF 3" SHREDDED CEDAR WOOD MULCH OVER 8" TOPSOIL. PROVIDE HEAVY DUTY POLYETHYLENE EDGING AROUND PERIMETER AND INSTALL PLANTINGS (SEE PLANT SCHEDULE).
3. INSTALL NEW 4" HIGH, BLACK VINYL COATED, CHAIN-LINK FENCE.
4. PLACE NEW 24" DIAMETER BOLLARDS WITH 6" EMBEDEDMENT INTO SOIL. INFILL WITH TOPSOIL, 1/2" MESH TRAP ROCK, AND PLANTINGS (SEE PLANT SCHEDULE).
5. IN ALL DISTURBED LAWN AREAS, INCLUDING CONSTRUCTION ACCESS AND STAGING AREAS, STRIP EXISTING GRASS. PREPARE SUBGRADE SOILS IN ACCORDANCE WITH PROJECT SPECIFICATIONS, GRADE AND PLACE 4" TOPSOIL AND RESEED. SOIL SHALL BE MAINTAINED BY THE CONTRACTOR FOR A MINIMUM OF 90 DAYS OR UNTIL ACCEPTED BY THE OWNER. THE EXISTING WATER PRESSURE AND WATER SUPPLY FROM THE BUILDING MAY NOT BE FULLY SUFFICIENT FOR THE CONTRACTOR'S MAINTENANCE OF THE SOIL. CONTRACTOR SHALL PROVIDE ALL STOPWORK AS FERTILIZER, WATER TRUCKS, TEMPORARY IRRIGATION SYSTEMS, SPRINKLER SYSTEMS, HOSES, ETC., NECESSARY TO ROUTINELY WATER AND MAINTAIN THE SOIL THROUGHOUT THE MAINTENANCE PERIOD.

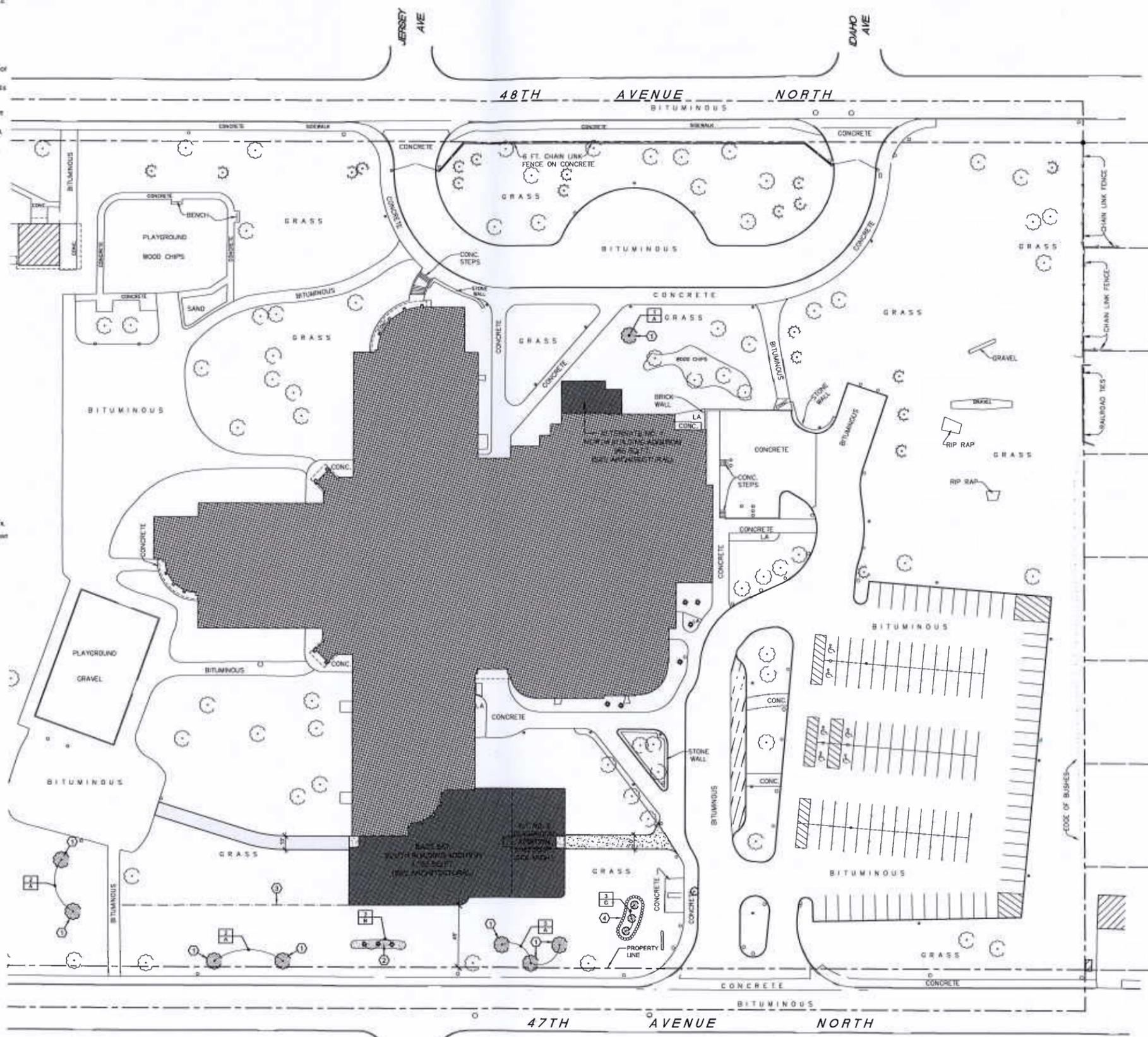
PLANT SCHEDULE

CODE (QTY)	COMMON NAME	BOTANICAL NAME	SIZE
A (50)	AMERICAN BERRY LINDBER	<i>Viburnum acerifolium</i>	2-1/2" x4
B (10)	TECHNY ARBORENTAE	<i>Thuja occidentalis 'Tectony'</i>	8" x6
C (10)	JAPANESE TREE LILAC	<i>Syringa reticulata 'Fuyi 58'</i>	2-1/2" x4

1 = PLANT QUANTITY
 A = PLANT CODE

LEGEND:

- NEW CONCRETE PAVEMENT
- NEW BITUMINOUS PAVEMENT
- EXISTING SCHOOL BUILDING
- BUILDING ADDITION



SCHEMATIC LAYOUT & LANDSCAPING PLAN
 SCALE: 1" = 30'-0"

CITY SUBMITTAL - NOT FOR CONSTRUCTION

Issues and revisions:

ISSUE LEVEL / REVISION	DATE	NO.
TREE MODIFICATIONS	01/18/16	1

ROBBINSDALE AREA SCHOOL - ISD 281

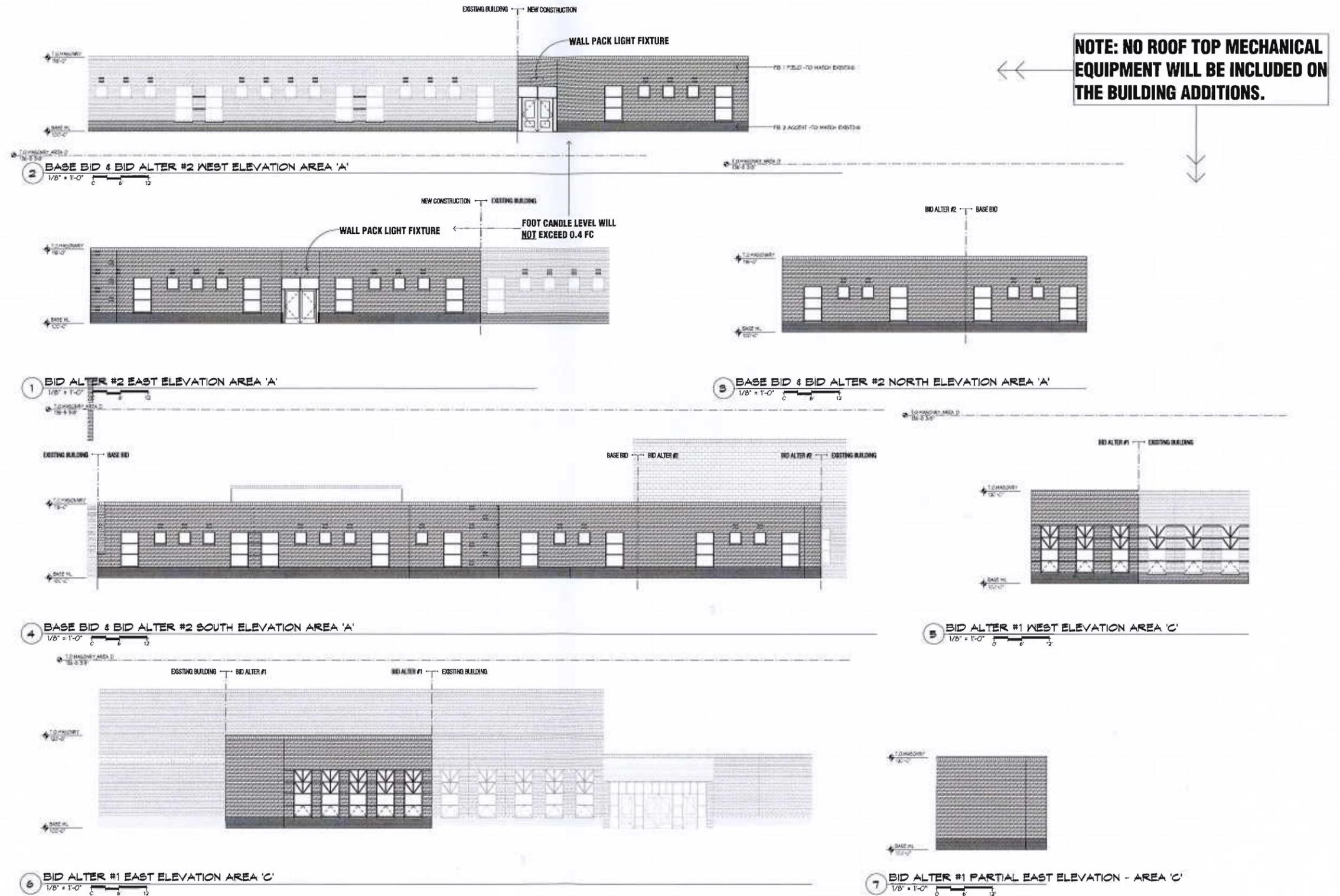
FOREST ELEMENTARY SCHOOL

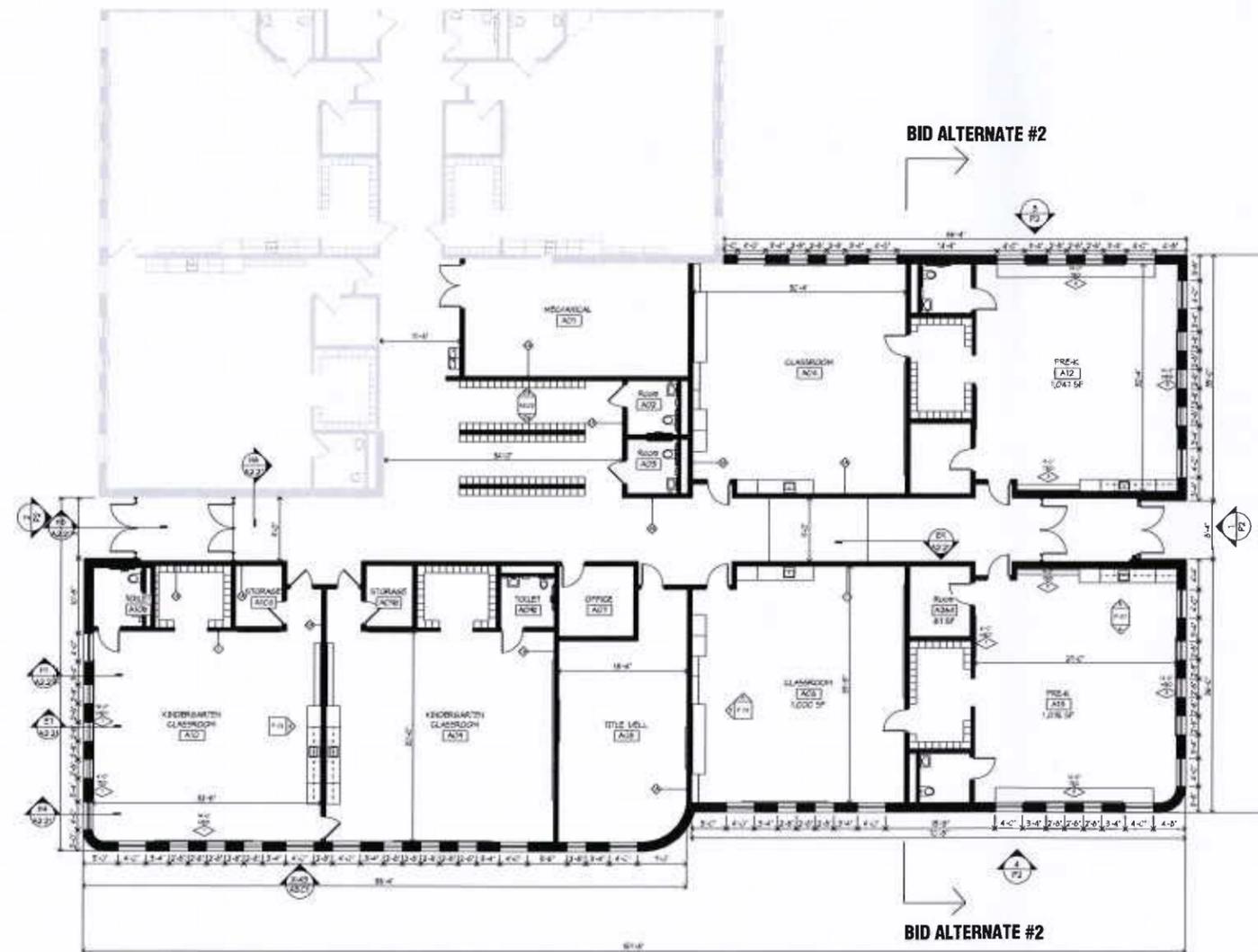
2016 ADDITION

8800 47TH AVENUE NORTH
 CRYSTAL, MN 55428

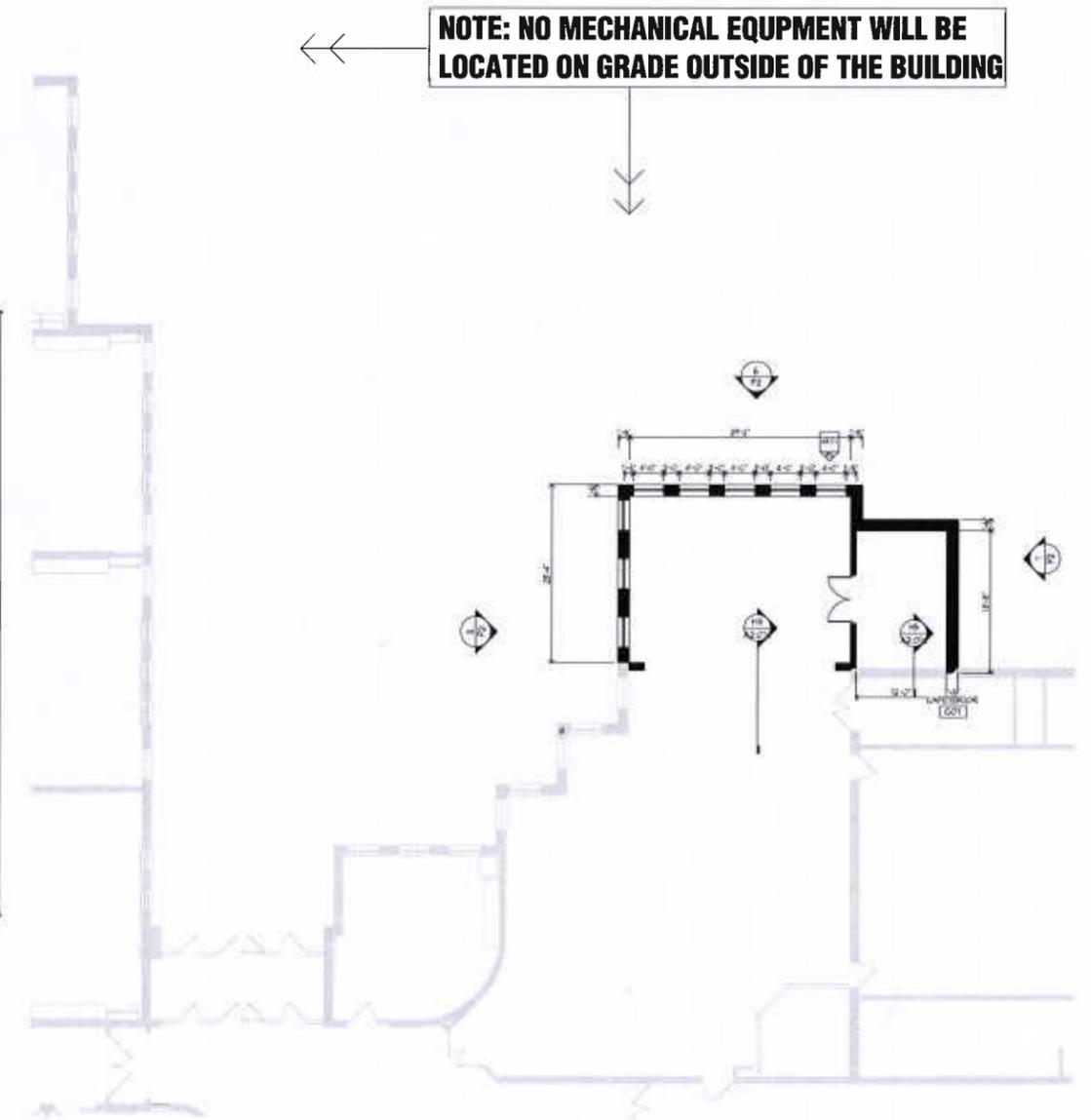
SCHEMATIC LAYOUT & LANDSCAPING PLAN

DATE: 01/11/16
 CLIENT PROJECT No.: 011116
 INSPEC PROJECT No.: 213810
 PROJECT MGR: BER
 DRAWN BY: BJT
 CHECKED BY: MDR





2 BID ALT #2 MAIN LEVEL FLOOR PLAN AREA 'A'
1/8" = 1'-0"



1 BID ALT #1 FLOOR PLAN
1/8" = 1'-0"

←← NOTE: NO MECHANICAL EQUIPMENT WILL BE LOCATED ON GRADE OUTSIDE OF THE BUILDING