

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

RESOLUTION 2024-35

**A RESOLUTION APPROVING A SITE PLAN FOR FIRST BAPTIST CHURCH
EXPANSION**

WHEREAS, the applicant, First Baptist Church, has requested site plan approval for the construction of an approximately 6,900 square foot addition onto the existing building; and

WHEREAS, the property is located at 22940 St. Francis Blvd NW and is legally described in Exhibit A;

WHEREAS, the property is zoned R-2 Medium Density Detached and Attached Residential and guided for Public/Institutional use; and

WHEREAS, places of worship and schools are permitted in the R-2 District; and

WHEREAS, on September 18, 2024, the Planning Commission unanimously recommended approval of the requested site plan; and

WHEREAS, on October 7, 2024, the City Council of the City of St. Francis considered the submitted site plan and how it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the requested site plan based on the following findings of fact:

1. The site plan is consistent with the Comprehensive Plan with proposed conditions.
2. The site plan meets the standards listed in the City Zoning Code with proposed conditions.

BE IT FURTHER RESOLVED that approval of the site plan shall be subject to the following conditions:

1. All final plans shall be signed by the appropriate professional.
2. Any future addition(s) to this site will require a formal site plan review process.
3. All comments provided within the City Engineer's memo dated September 11, 2024, and attached as Exhibit B shall be addressed to the Engineer's satisfaction.
4. Improvements to the existing parking lots west and south of the existing building are not included as part of the proposed site plan. At the time these parking lots are reconstructed, they shall be improved to City Code standards, including adding curb and gutter.

5. Specification sheets for each lighting type proposed shall be submitted to the City to demonstrate that each light fixture contains a cutoff which directs the light at an angle of 90 degrees or less.
6. The landscaping plan shall be revised to show the following:
 - a. A total of 10 parking lot perimeter trees are required. Two additional trees are required.
 - b. A total of 5 interior parking lot trees are required. One additional tree is required.
 - c. Applicant shall provide documentation demonstrating that at least 200 SF of space will be provided for each interior parking lot tree.
7. All signage shall meet Code requirements and shall be reviewed through the City's sign permit process.

Approved and adopted by the City Council of the City of St. Francis on the 7th of October, 2024.

Joseph Muehlbauer, Mayor

Attest: Jennifer Wida, City Clerk

Dated

DRAFTED BY:
HKGi
800 Washington Ave N, Suite 103
Minneapolis, MN 55401

EXHIBIT A

Legal Description:

That part of the Southeast quarter of the Southeast quarter of Section 31, Township 34, Range 24, described as follows: Commencing at a point on the East line of said quarter 741.47 feet North of Southeast corner thereof, then West parallel west centerline of County Road 81 along line "A" to its intersection west westerly right of way line of Township Highway Number 47, then continuing westerly parallel west of said line "A" to a point 289.36 feet West of East line of said quarterly quarter(as measured along said line "A") and therefore terminating along said line "A" and also being point of beginning, then North parallel westerly west line of said Township Highway Number 47 100.08 feet, then westerly parallel west of said center line of County Road 81 744.02 feet, then South parallel west of East line of said quarterly quarter 831.70 feet + or – to South line thereof, then East along said South line 781.69 feet + or – to said westerly right of way line of Township Highway Number 47, then North along said westerly right of way line to intersection of a line 497 feet South of and parallel westerly of said center line of County Road Number 81, then West parallel westerly of said center line to a point 247.50 feet West of East line of said quarterly quarter(as measured parallel westerly of said center line), then North parallel westerly of East line to intersection of said line "A", then West along said line "A" to point of beginning, subject to easement of record.

MEMORANDUM

TO: Jessica Rieland, Community Development Director

CC: Beth Richmond, City Planner

FROM: Shane Nelson, Assistant City Engineer

DATE: September 11, 2024

RE: First Baptist Church

We have reviewed the application for the above-referenced project. Civil Site Improvement Plans, dated 8/22/2024, and Stormwater Calculations, dated 5/16/2024, prepared by Larson Engineering, have been submitted with the application. We would offer the following:

1. This project proposes new and/or fully reconstructed impervious surfaces. In accordance with Upper Rum River Watershed Organization standards and City ordinances, the new and/or fully reconstructed impervious surfaces shall be treated to the Maximum Extent Practical prior to discharge to the natural drainage system. The plans shall be revised to add catchbasins in the northeast corner of the parking lot and as far south as practical on the entrance drive such that the stormwater is captured and treated in a stormwater basin prior to discharging to the natural conveyance system.
2. A geotechnical evaluation was included in the appendix of the Stormwater Calculations. The Geotechnical Engineer recommended “Double-ring infiltrometer testing is strongly recommended to provide site specific infiltration values...”. Please perform double-ring infiltrometer testing as strongly recommended by the Geotechnical Engineer to confirm the basis for the design. (note that City staff has observed standing water in the existing basin that is proposed to be expanded and concurs with this recommendation). If necessary, revise the Stormwater Calculations based on test results.
3. The stormwater pond, once constructed, will be a private pond and the property owner will be responsible for the long-term operation and maintenance. In accordance with City ordinances, the Applicant must enter into a Stormwater Maintenance Agreement with the City to ensure the long-term operation and maintenance. (Section 10-93.5.H)
4. This project will disturb more than 1 acre and therefore will require a NPDES Construction Permit from the MPCA.
5. This project proposes grading into the Highway 47 right-of-way, which will require approval from Mn/DOT. Please provide the approval for this work for the City files.

6. The applicant is not proposing to construct curb and gutter along the perimeter of the existing parking lots west of the existing building and south of the existing building. Staff understands that curb and gutter is not proposed at these locations due to these portions of the site being outside of the current construction limits. For areas not affected by the current construction limits, staff is supportive of delaying the construction of curb and gutter as necessary to bring the entire site into compliance with City Code until such time that the parking lots are reconstructed.

In summary, we recommend approval of the Site Plan subject to the Applicant addressing the comments above and meeting the conditions as included herein.