



**CITY OF ARDEN HILLS  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-012**

**RESOLUTION APPROVING A SITE PLAN REVIEW AND VARIANCES  
AT 3628 CONNELLY AVENUE**

**WHEREAS**, City Staff received a complete land use application for a Site Plan Review for the property located at 3628 Connelly Avenue (“Subject Property”); and

**WHEREAS**, Bruce Gardner (“The Applicant”) proposes to operate a retail sales use in an existing nonconforming manufacturing and warehousing facility with a lower number of off-street parking spaces than is required by the City Code; and

**WHEREAS**, The Applicant proposes a variance from design standards in Section 1325 of the City Code related to required parking spaces, parking location, parking islands, landscaping, boulevard trees, and windows and door openings; and

**WHEREAS**, the Subject Property is zoned B-2, General Business District and is guided as Community Mixed Use on the Land Use Plan; and

**WHEREAS**, the proposed change in use triggered the Site Plan Review process because the current use has a lower off-street parking requirement from the proposed use; and

**WHEREAS**, pursuant to Minnesota State Statute, the City must act on this request by March 3, 2026 (60 days); unless the City provides the petitioner with written reasons for an additional 60-day review period; and

**WHEREAS**, the City provided the petitioner with written reasons for an additional 60-day review period and extended the review period to May 5, 2026 (120 days) based on the date of the submission for review by the Planning Commission and the City Council during the February and March meeting cycle; and

**WHEREAS**, the City Council directed Staff to prepare a Land Use Application Public Policy Notification to notify all property owners within 500 feet of Subject Property when a request for the Planning Commission is to occur related to a land use application that does not require a public hearing; and

**WHEREAS**, the City’s obligation has been met where the Arden Hills Planning Commission reviewed the application on February 4, 2026. All written comments submitted in advance of the meeting were presented to the Planning Commission; and

**WHEREAS** the Planning Commission considered the Applicant’s request for a Site Plan Review and Variances and, as such, voted 7-0 in favor of recommending approval with conditions.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF ARDEN HILLS:**

Herby adopts Resolution 2026-012 approving Planning Case 2025-016 for a Site Plan Review and Variances for the property located at 3628 Connelly Avenue to establish a retail sales use.

**BE IT FURTHER RESOLVED** that City Council approves Planning Case 25-016 for a Site Plan Review and Variances at 3628 Connelly Avenue, based on the findings of fact and the submitted plans in the March 9, 2026, report to the City Council, as amended by the following conditions:

- 1) The project shall be completed in accordance with the submitted plans as amended by the conditions of approval. Any significant changes to these plans, as determined by the Community Development Director, shall require review and approval by the Planning Commission and City Council.
- 2) The proposed parking area shall conform to all other regulations in the City Code.
- 3) A Building Permit shall be obtained for interior and exterior alterations to the existing principal structure where appropriate.
- 4) Attached security lighting shall be shoebox style, downward directed with flush lenses. In addition, any lighting under canopies (building entries) shall be recessed and use a flush lens.
- 5) A Right-of-Way permit shall be obtained from the City's Engineering Department prior to working in the right-of-way including, but not limited to parking lot resurfacing, driveway apron installation, and installing curb and gutter.
- 6) Curb and gutter must be installed according to the City's standard plate.
- 7) A Grading and Erosion permit shall be obtained from the City's Engineering Department prior to commencing any grading, land disturbance or utility activities greater than 2,500 square feet. The Applicants shall be responsible for obtaining any permits necessary from other agencies, including but not limited to Rice Creek Watershed District and Ramsey County prior to the start of any site activities. Verification of approved permits or documentation from other agencies that a permit is not necessary shall be provided to the City.
- 8) A separate sign permit shall be required for each sign on the site.
- 9) A required future trash enclosure shall use gates and be constructed on three sides using the similar or complementary materials, colors, and patterns used on the building. Locations shall be approved by the Planning Department.
- 10) All disturbed boulevards shall be restored with sod. All areas of the site, where practical, shall be sodded or seeded and maintained. The property owner shall mow and maintain all site boulevards to the curb line of the public streets.
- 11) The requirement for a parking study is waived.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ARDEN HILLS THIS 9TH DAY OF MARCH, 2026.**

By \_\_\_\_\_  
David Grant, Mayor

ATTEST:

\_\_\_\_\_  
Julie Hanson, City Clerk

*To view the final document, access adopted Resolutions via Arden Hills Public Laserfiche Weblink by visiting [cityofardenhills.org](http://cityofardenhills.org) and clicking on Archived Documents under Helpful Links on our main webpage.*

