



MEMORANDUM

DATE: October 28, 2019

TO: Honorable Mayor and City Councilmembers
Dave Perrault, City Administrator

FROM: Mike Mrosla, Community Development Manager/City Planner
Jane Kansier, AICP, Planning Consultant

SUBJECT: Planning Case #19-014 – Public Hearing Required
Applicant: ISD #621: Mounds View Public Schools
Property Location: 1901 Lake Valentine Road
Request: Interim Use Permit

Budgeted Amount:
NA

Actual Amount:
NA

Funding Source:
NA

Council Should Consider

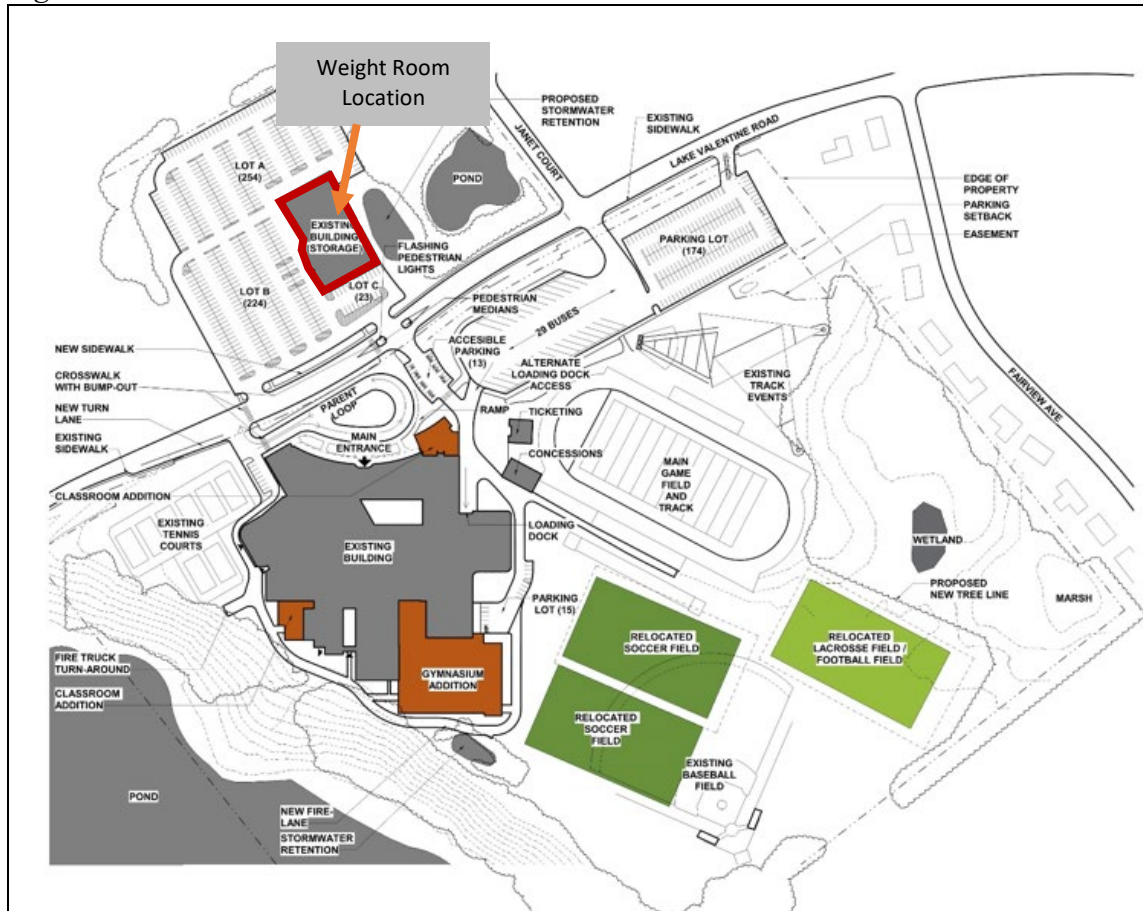
Hold the required public hearing for the proposed Interim Use Permit. The City Council will be asked to make a formal decision regarding the application under Agenda Item 9A.

Background

Mounds View Public Schools has applied for an Interim Use Permit (IUP) to allow the existing building on the property at 1901 Lake Valentine Road to be temporarily used as the weight room/fitness center for Mounds View High School. This property is zoned R-1, Single Family Residential and is part of the Mounds View High School Planned Unit Development.

When construction of the high school improvements began, the School District realized they did not have an interim location for the weight room/fitness center. This room is generally used for fitness and weight training as part of the overall health and wellness curriculum. The school officials looked for a temporary location and decided to use the existing building at 1901 Lake Valentine Road. The School District worked with the Fire Marshall and building inspections staff to bring the space into conformance with building and life safety codes. During that time school and planning staff met to discuss approval options. As a result, the school district has submitted this application for an IUP. A temporary certificate of occupancy has been issued, pending City Council approval of the IUP.

Figure 1



Proposed Use:

At this time, the applicant is applying for an IUP to allow the use of the existing building at 1901 Lake Valentine Road for a weight room/fitness center until October 1, 2020 (see Attachment A). The weight room is approximately 40' by 80' and is located in the southwest corner of the existing building. The remaining portion of the building is used for storage. Fire-rated sheetrock walls have been constructed around the weight room to meet building and fire code requirements. The room functions as part of Mounds View High School, so no additional parking spaces are required (see Figure 2 and Attachment B). No external changes to the building are proposed.

The Applicant has provided a general statement of the future use of the building once the IUP has expired (see Attachment C). This use includes storage of vehicles and equipment. The School District will review and prioritize upgrades to the building and grounds as part of their long-term facility planning process.

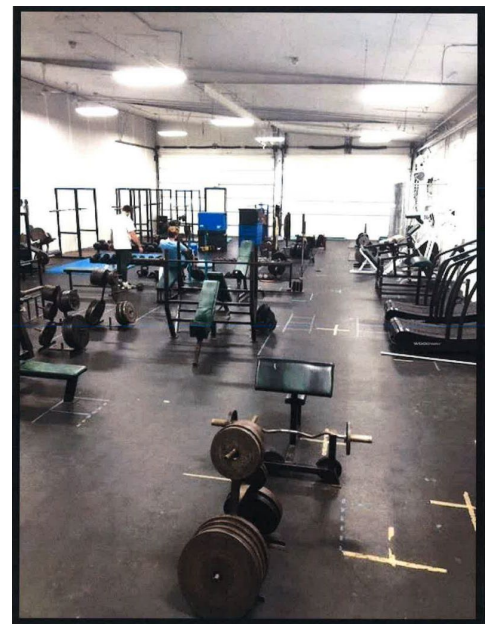


Figure 2

Interim Use Permit (IUP) Process:

Interim Use Permits are intended to allow uses that may be appropriate in a zoning district on a temporary basis, provided specific conditions are met. The IUP process is dictated by Section 1355.04, Subd. 7, of the City Code. According to this section, the purpose and intent of an IUP is:

1. *To allow a use that is presently acceptable, but that with anticipated development or redevelopment, will not be acceptable in the future or will be replaced by a permitted or conditional use allowed within the respective zoning district.*
2. *To allow a use which is reflective of anticipated long range change to an area and which is in compliance with the Comprehensive Plan provided that said use maintains harmony and compatibility with surrounding uses and is in keeping with the architectural character and design standards of existing uses and development.*

IUP Permit Evaluation – Section 1355.04, Subd. 7

Section 1355.04, Subd. 7, D lists the criteria to be used to evaluate an IUP. The City Council must make findings of fact for the 12 criteria listed below. The applicant has addressed these finding in Attachment D.

1. The use is allowed as an interim use in the underlying zoning district and conforms to the zoning regulations;
2. Permission of the interim use will not impose additional costs on the public if it is necessary for the public to take the property in the future;
3. The use will not adversely impact nearby properties through nuisance, noise, dust, glare, or unsightliness, and will not otherwise adversely impact the health, safety, and welfare of the community;
4. The use will not adversely impact traffic and parking;
5. The use will not adversely impact implementation of future amendment to the City's Comprehensive Plan;
6. The date or event that will terminate the use is identified with certainty;
7. The applicant has signed a consent agreement agreeing that the applicant, owner, operator, tenant, and/or user has no entitlement to an extension of the Interim Use Permit;
8. The user agrees to all conditions that the City Council deems appropriate for permission of the use including the requirement of appropriate financial surety to cover the cost of removing the interim use and any interim structures upon expiration of the interim use permit;
9. There are no delinquent property taxes, special assessments, interest, or City utility fees due upon the subject parcel;
10. The term of the interim use does not exceed three (3) years;
11. The property has not been a recipient of a previous interim use permit. A property that has received an interim use permit for an interim use listed in [1320.05](#), Land Use Chart, shall not be eligible for another interim use permit of the same use;
12. Any special requirements in [Section 1320](#) for a particular interim use are met.

Public Notice and Comments

Notice was published in the *Arden Hills-Shoreview Bulletin* on October 15, 2019. Notice was prepared by the City and mailed to property owners within 500 feet of the subject property. Staff

has not received any letters, e-mails, or telephone calls from property owners or residents in regard to this planning case.

Attachments

- A. Application
- B. Building Plans
- C. Future Building Plans
- D. Applicant's Findings of Fact
- E. October 9, 2019 - Planning Commission Memo
- F. October 9, 2019 – Draft Planning Commission Meeting Minutes