

Attachment A



1245 West Highway 96
Arden Hills, Minnesota 55112
Telephone (651) 792-7800
Fax (651) 634-5137
www.cityofardenhills.org

For Office Use Only

Planning Case No.	19-018
Submittal Date	12-16-19
Application Completed Date	
Accepted by	
Receipt Number	
Council Decision	
Council Decision Date	

2019 LAND USE APPLICATION

Applicant Information

Applicant: Lorne Rothbauer / Boston Scientific Corporation

Address: 4100 Hamline Ave N

Telephone No.: (651) 582-2963

Other:

Fax No.:

Email Address: lorne.rothbauer@bsci.com

Property Information

Property Owner: Boston Scientific Corporation

Owner Address: 4100 Hamline Ave N Arden Hills, MN 55112

Owner Telephone No. (651) 582-2963

Other:

Address of Property Involved: 4100 Hamline Ave N

Legal Description: 22-30-33 Guidant First Addn. Subj to Esmts Lot 1 Blk 1

Property ID No.: 22.30.23.43.0008

Type of Use: Industrial / Business

Zone: I-1

Property Acreage:

Type of Request

- Comprehensive Plan Amendment (Fee: \$500 + Escrow: \$1,000)
- Conditional Use or Interim Use Permit/CUP or IUP Amendment (Fee: \$350 + Escrow: \$1,000)
- Preliminary Plat (Fee: \$500 + Escrow: \$1,000)
- Final Plat (Fee: \$500 + Escrow: \$1,000)
- Concept Plan Review (Fee: \$150 + Escrow: \$1,000)
- Master Planned Unit Development or Master Special Development Plan (Fee: \$350 + Escrow: \$1,000)
- Final Planned Unit Development or Final Special Development Plan (Fee: \$350 + Escrow: \$1,000)
- Planned Unit Development Amendment or Special Development Plan Amendment (Fee: \$350 + Escrow: \$1,000)
- Site Plan Review (Fee: \$350 + Escrow: \$1,000)
- Rezoning or TCAAP Regulating Plan Amendment (Fee: \$350 + Escrow: \$1,000)
- Zoning Code or TCAAP Redevelopment Code Amendment (Fee: \$350 + Escrow: \$1,000)
- City Code Amendment (Fee: \$350 + Escrow: \$1,000)
- Lot Split/Minor Subdivision (R-1 and R-2 Districts Only) (Fee: \$350 + Escrow: \$1,000)
- Variance or Permitted Adjustment (Fee: \$350 + Escrow: \$1,000)
- Vacation of Easement or Right-of-Way (Fee: \$150 + Escrow: \$1,000)
- Appeal of Administrative Decision (Fee: \$150 + Escrow: \$1,000)
- Land Use Requests – Not Already Specified (Fee: \$150 + Escrow: \$1,000)

Brief Description of Request (please also include a typed, detailed letter explaining the project):

The project involves an approximate 700 square foot addition to the south side of Building 10, near Innovation Way, for the
delivery of research resources to the RTC facility. There is now interior renovation associated with this project.

IMPORTANT

- Certain applications are subject to review and approval by the Rice Creek Watershed District. Contact RCWD directly at 763-398-3070 for additional information.
- The land use application fees do not cover building, sign, or other permit fees that may be required upon approval of a land use application.
- All applications will be subject to additional fees for reimbursement of consultant costs associated with filing, reviewing, and processing of application in the form of an escrow to the City.

Filing & Information Requirements

The City requests that you make a pre-application meeting with the City Planner to discuss the application process, requirements, and deadlines. Unless waived by the City Planner or Planning Commission, a certified survey of the property is required for all applications. A checklist with additional application requirements can be found at www.cityofardenhills.org/landuseapplications.

Complete/Incomplete Applications

Under Minnesota Statute, Chapter 15.99, cities have 15 business days to review all plans and application materials to ensure they satisfy City requirements. During the 15 day review period, City staff will provide written comments on the application and may request plan revisions. If the application is determined to be complete, Minnesota State Statute then requires the City to approve or deny the application within 60 days, up to 120 days. If not complete, the City may require plan revisions and/or additional information before the application is scheduled for Planning Commission review and/or City Council action.

Payment of Fees and Escrows

The undersigned acknowledges that she/he understands that before a land use application can be deemed complete, all required fees and escrows must be paid to the City. Each separate land use request shall be charged a separate administrative fee and escrow even if submitted on the same application. Costs expended in reviewing and processing an application will be charged against the cash escrow and credited to the City. Charges to the escrow may include planning and engineering staff time, City Attorney and consulting fees, and mailing costs. If, at any time, a required cash escrow is depleted to less than 20 percent of its original amount, the applicant shall deposit additional funds in the cash escrow account as determined by the City. The City may withhold final action on a land use application, withhold building permits, and/or rescind prior action until all fees have been paid. Unused portions of an escrow are returned to the applicant upon successful implementation of an approved plan. The escrow may be reduced or increased by the City Planner on a project by project basis.

Notice of Meeting Attendance

In order for the Planning Commission and the City Council to consider any application, the applicant or a designated representative must be present at the scheduled meeting. If not, the matter may be tabled until the next available agenda.

Agenda Deadline and Meeting Schedule

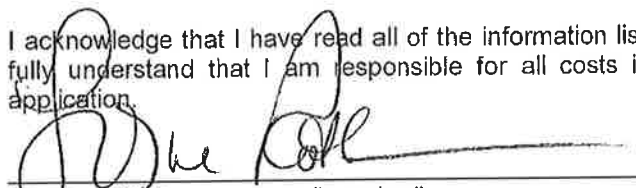
The deadline for submittal of land use applications is required according to the schedule outlined below. There are **no exceptions**. Failure to submit all application materials by the deadline date will delay the review process. Planning Commission meetings are typically held on the first Wednesday after the first Monday of each month at 6:30 PM, though please contact City Hall to verify the meeting date and time. City Council meetings are held typically the last Monday of the same month at 7:00 PM. Meetings are held in the Council Chambers at the City of Arden Hills, 1245 West Highway 96, Arden Hills, Minnesota 55112, unless otherwise stated. Applicants are advised that additional meetings and/or workshops are scheduled when necessary upon approval of the Planning Commission.

2019 SCHEDULE (*subject to change)

APPLICATION DEADLINE DATE*	TENTATIVE PLANNING COMMISSION MEETING DATE* (Generally held on the first Wednesday after the first Monday at 6:30 p.m.)	TENTATIVE CITY COUNCIL MEETING DATE* (Generally held on the fourth Monday at 7:00 p.m.)
December 3 (2018)	January 9	January 28
January 2	February 6	February 25
February 4	March 6	March 25
March 4	April 3	April 22
April 1	May 8	May 28
May 6	June 5	June 24
June 3	July 10	July 22
July 1	August 7	August 26
August 5	September 4	September 23
September 3	October 9	October 28
October 1	November 6	November 25
November 4	December 4	January 14 (2020)
December 2	January 8 (2020)	January 27 (2020)

Acknowledgement and Signature

I acknowledge that I have read all of the information listed in the City of Arden Hills Land Use Application and fully understand that I am responsible for all costs incurred by the City related to the processing of this application.



 Property Owner Signature (Required)

12 Dec 2019

 Date

 Applicant Signature (If different than the property owner)

 Date

Please contact the City Planner at 651-792-7800 if you have any questions regarding this application.

Additional copies of this application form are available on the City's website: www.cityofardenhills.org/landuseapplications

MEMORANDUM

COMM. NO.: 6131.012.18
CLIENT: Boston Scientific
PROJECT: Building 10 RTC Dock Addition

SUBJECT: Land Use Application Narrative
MEMO BY: John Larson, RSP Architects
DATE: December 16, 2019

ATTENTION: Mike Mroska, Community Development Manager/City Planner, City of Arden Hills
COPY: Lorne Rothbauer, Boston Scientific
Matt Ruetten, Boston Scientific

Boston Scientific Corporation proposes to construct a loading dock addition on the south side of Building 10, near the southeast corner of the building, access via Innovation Way. The addition will be used for the transfer of research resources and trash pickup. The existing loading dock is located just to the north of the proposed addition. The existing loading dock does not have adequate maneuvering space to allow delivery vehicles to transfer research resources in a controlled environment.

The addition will allow delivery vehicles to back up to a sealed dock door thus facilitating the transfer of research resources directly into a climate controlled area. The research resources will be moved immediately from the dock into the vivarium in the adjacent existing building.

The project scope includes approximately 700 SF of building addition, there is no appreciable interior renovation associated with the addition. The proposed addition is a single story structure clad with brick intended to match the previous south addition to Bldg 10 completed in 2008. There will be a screen wall provided around the trash bin and additional landscaping to buffer the view of the dock area from Innovation Way.