



MEMORANDUM

DATE: June 27, 2022

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

FROM: Jessica Jagoe, City Planner

SUBJECT: Planning Case #22-011 – Public Hearing Required
Applicant: City of Arden Hills
Request: Zoning Code Amendments – Chapter 13, Special Regulations for Drive-Up Windows and Drive Lanes

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

Council Should Consider

- Hold the required public hearing for Planning Case 22-011, an application for an amendment to the language in Sections 1320.08 - Subd. 3, 1320.09 - Subd. 3, 1320.10 – Subd. 4, 1325.04 – Subd. 1.B of the Arden Hills City Code for the business zoning districts that would strike language requiring a distance of separation between establishments such as drive-up businesses, drive-up windows, fast food restaurants, and automobile service stations. Ordinance language would be added to allow for review based on site suitability and compatibility with the area through the Planned Unit Development process. The City Council will be asked to make a formal decision regarding the application under Agenda Item 9B.

Background

At their April 18th work session, the City Council discussed possible topics that could be considered for holding a Joint Meeting with the Planning Commission. Reviewing potential topics in advance would allow planning staff an opportunity to research content and flexibility for scheduling the joint meeting at a later date based on planning case submissions. From this discussion, the Council decided that fences, drive-thru commercial districts and home occupation deliveries would be worked on by staff. Topics for a future joint meeting would be signage and infill items.

Staff was directed to bring forward the proposed ordinance to the Planning Commission for the first review and to hold a public hearing. Following the public hearing, the draft ordinance language with recommendation of the Planning Commission would be brought to the City Council for subsequent discussion and adoption.

Overview of Ordinance Amendments

Staff has prepared a draft ordinance showing language to be removed and added in red font for your review (Attachment A). The general consensus of the Council was that the consumer preference for drive-up, drive-thru, and curbside pickup for restaurants and retail markets has changed dramatically over the past couple of years. The City in a number of instances has approved flexibility to the city code requirements for proximity to other establishments under the Planned Unit Development process to allow drive-thru windows and businesses within a closer distance of each other. Therefore, the Council directed the review of our current ordinance language which requires a separation of 1,320 feet (i.e. 0.25 miles) between these types of businesses.

The proposed amendments would strike language in the business zoning districts which has a requirement of 1,320 feet between establishments such as drive-up businesses, drive-up windows, fast food restaurants, and automobile service stations and adds language to allow the City to review and add conditions for approval based on site suitability and compatibility with the area through the Planned Unit Development process.

The applicable Sections are as follows:

- Section 1320.085, Subd. 3 Special Regulations for Drive-up Windows in the B-2, General Business District
- Section 1320.09, Subd. 3 Special Regulations for Drive-up Windows in the B-3, Service Business District
- Section 1320.10, Subd. 4 Special Requirements for Drive-up Windows in the B-4, Retail Business District
- Section 1325.04, Subd. 1.B, Proximity to Other Establishments

Public Notice and Comments

A Zoning Code Amendment requires a public hearing. A public hearing notice for this planning case was published in the Pioneer Press and posted on the City's website on June 16, 2022. The City has not received any public comments regarding this case.

Attachments

- A. Draft Ordinance – Redlined Version
- B. Planning Commission Memo
- C. Draft Planning Commission Minutes
- D. Presentation