



**DATE:** August 22, 2022

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

**FROM:** Jessica Jagoe, Community Development Director

**SUBJECT: Planning Case #22-014 – Public Hearing Required**  
**Applicant:** Delkor Systems, Inc.  
**Property Location:** 4200 Round Lake Road  
**Request:** Planned Unit Development Amendment

<b>Budgeted Amount:</b>	<b>Actual Amount:</b>	<b>Funding Source:</b>
N/A	N/A	

**Council Should Consider**

Motions to approve, table, or deny the following:

- Planning Case 22-014 for a Planned Unit Development Amendment for signage flexibility for the property located at 4200 Round Lake Road to install additional signage for the tenants, Delkor Systems, Inc. and Colder Products Company, on the southwest elevation of the Gateway Interstate building.

*Approval of an amended PUD requires an affirmative vote of four councilmembers.*

**Background**

The Applicant has submitted a land use application for a Planned Unit Development Amendment, proposing additional wall signage on the southwest elevation of the Gateway Interstate building. The original Preliminary/Final Plat, Planned Unit Development, Conditional Use Permit, and Site Plan Review approvals from October 12, 2020, for the Subject Property did not include signage. It was stated in the approvals that a separate sign permit would be required for all proposed signage and that all proposed signage shall meet the requirements of Sign District 6. In July of 2021, it was determined that Sign District 6 would allow for a single wall sign for each tenant under 60 square feet on each of the corresponding tenant building elevations. The proposal is for flexibility from the City Code on a proposed signage plan for the Gateway Interstate building. Tenants, Delkor

Systems, Inc. and Colder Products Company (CPC), are seeking additional wall signage on the southwest elevation of the building.

### **Findings of Fact**

The Planning Commission reviewed this application at their August 3, 2022 meeting and have offered the following findings of fact for your consideration:

1. The Applicant submitted an application for a Planned Unit Development Amendment.
2. The Subject Property is located within the GB Gateway Business District and is guided as Light Industrial and Office Use on the Land Use Plan.
3. The Subject Property is approximately 26 acres and is owned by Scannell Properties.
4. Adjustments to the requirements and standards for the height, number, type, lighting, area, and/or location of a sign or signs established by this Chapter may be approved with a Site Plan Review or a Planned Unit Development process as described for in Section 1320 and 1355 of the Zoning Code.
5. Flexibility through the PUD process has been requested for the location of the proposed wall signs.
6. The proposed signage plan will not result in a sign that is inconsistent with the purpose of the zoning district in which the property is located or the current land use.
7. A public hearing for a Planned Unit Development Amendment is required before the request can be brought before the City Council.
8. The Planning Commission conducted a public hearing on August 3, 2022.

### **Options and Motion Language**

The Planning Commission reviewed this application at their August 3, 2022 meeting. At that time, they recommended approval with conditions of the Delkor Systems, Inc. application for a Planned Unit Development Amendment by a 6-0 vote. The following are motion language options for the City Council to consider.

1. Approve with Conditions: Motion to *approve* Planning Case 22-014 for a Planned Unit Development Amendment at 4200 Round Lake Road, based on the findings of fact and the submitted plans, as amended by the conditions in the August 22, 2022 Report to the City Council:
  1. All conditions of the original Preliminary/Final Plat, Planned Unit Development, Conditional Use Permit, and Site Plan Review shall remain in full force and effect.
  2. A separate sign permit shall be required for all proposed signage.
  3. All signage shall meet all other requirements of Sign District 6.
  4. The Subject Property is allowed flexibility for wall sign location in accordance with the Master Sign Plan as submitted. Any changes to wall signage in the Master Sign Plan shall require review and approval of the Planning Commission and City Council.

2. Approve as Submitted: Motion to *approve* Planning Case 22-014 for a Planned Unit Development Amendment at 4200 Round Lake Road, based on the findings of fact and the submitted plans in the August 22, 2022 Report to the City Council.
3. Denial: Motion to *deny* Planning Case 22-014 for a Planned Unit Development Amendment at 4200 Round Lake Road, based on the following findings: *findings to deny should specifically reference the reasons for denial and why those reasons cannot be mitigated.*
4. Table: Motion to *table* Planning Case 22-014 for a Planned Unit Development Amendment at 4200 Round Lake Road: *a specific reason and information request should be included with a motion to table.*

### **Deadline for Agency Actions**

The City of Arden Hills received the completed application for this request on July 8, 2022. Pursuant to Minnesota State Statute, the City must act on this request by September 6, 2022 (60 days), unless the City provides the petitioner with written reasons for an additional 60-day review period. With consent of the applicant, the City may extend the review period beyond the initial 120 days.

### **Attachments**

- A. City Council Presentation