CITY OF DULUTH
Planning Division
411 W 1st St, Rm 208 * Duluth, Minnesota 55802-1197
Phone: 218/730.5580 Fax: 218/723-3559

STAFF REPORT

File Number	PL 13-022		**Contact**	Steven Robertson	
Application Type	Planning Review		**Planning Commission Date**		March 12, 2013
Deadline for Action	**Application Date**	February 5, 2013	**60 Days**		April 6, 2013
	Date Extension Letter Mailed	February 19, 2013	**120 Days**		June 5, 2013
Location of Subject	Near 801 West Central Entrance				
Applicant	Members Cooperative Credit Union		**Contact**	George Janssen	
Agent	DSGW, Jody Anderson		**Contact**	janderson@dsgw.com	
Legal Description	N/A				
Site Visit Date	February 24, 2013		**Sign Notice Date**		February 25, 2013
Neighbor Letter Date	February 19, 2013		**Number of Letters Sent**		4

Proposal

Applicant intends on creating new 5,000 sq ft one story structure for credit union with 4 drive through lanes. According to the applicant, "the proposed development will provide a modern facility for new-age banking and provide financial services for patrons in a desirable shopping district for ease of access to services...the intent of the design of the building and canopy will be to coordinate with the existing context of building structures and finishes in the immediate area. Exterior mechanical equipment will be located out of sight on the roof of the structure and will be shielded from view by the development of parapets, clerestories, etc within the building design. The trash enclosure will be incorporated into the design of the building..."

	Current Zoning	Existing Land Use	Future Land Use Map Designation
Subject	MU-C	Commerical	Large-Scale Commercial
North	MU-C (R-2 to the NE)	Comm.(Multi Fam. to the NE)	Large-Scale Commercial (Urban Res to R-2)
South	MU-C	Commerical	Large-Scale Commercial
East	MU-C	Commerical	Large-Scale Commercial
West	MU-C	Commerical	Large-Scale Commercial

Summary of Code Requirements (reference section with a brief description):

UDC 50-15.3.D. A planning review by the planning commission, pursuant to the procedures in Article 5, shall be required for all new development, redevelopment and expansions in the MU-C district, including but not limited to construction of driveways or other access from public streets, and construction of off-premises signs, but excluding the following:
1. Building construction or expansion of less than 500 sq. ft. in area;
2. Building renovations that affect the exterior of structures that do not result in an increase in building square footage;
3. Grading and construction of parking areas less than 3,000 sq. ft.

Comprehensive Plan Findings (Governing Principle and/or Policies) and Current History (if applicable):

Future Land Use - Large Scale Commercial. Mall, shopping center and big box retail development, with associated surrounding retail and service uses, but only ancillary office uses and no residential uses. Oriented primarily to the motorist, with planned internal circulation patterns while still accommodating pedestrian movement. Requires access to regional transportation routes. May include regional green infrastructure for watershed protection.

Principle #1 - Reuse previously developed lands
Reuse of previously developed lands, including adaptive reuse of existing building stock and historic resources, directs new investment to sites which have the potential to perform at a higher level than their current state. This strengthens neighborhoods and is preferred to a dispersed development pattern with attendant alteration of natural landscapes and extensions of public services. Site preparation or building modification costs are offset by savings in existing public infrastructure such as streets, utilities, and transit, fire and police services.

Discussion (use numbered or bullet points; summarize and attach department, agency and citizen comments):

1) 50-15.3 Structure meets setbacks (0 lot area, 0 lot frontage, 0 front yard, 0 side yard, 45 feet maximum height).
2) 50-18.1 Property is not in an area regulated by the Natural Resources Overlay. The redevelopment slightly reduces existing impervious surface.
3) 50-23 Connectivity and Circulation. This development is serviced by two private roads, not public right of way, so some of the rules are not applicable. Note, however, had this been a public street, then the UDC would have required that driveways be at least 100 from an intersection of a public street. Access to the property is through private roads at two access points, and through the private Shopko parking lot at one access point.
4) 50-24 Parking and Loading. UDC allows 2.5 spots per 1,000 sq. feet of floor area for a bank (12.5 required, up to a maximum of 150% of requirement, maximum of 18.75). 17 Parking spaces provided on site. Parking lane (25 feet, two way traffic) and parking stalls (9 x 18) meet UDC requirements.
5) 50-25 Landscaping and Tree Preservation. Most of the UDC landscape requirements are predicated on being adjacent to public streets. As this is serviced by two private roads, most of the landscaping is not applicable. The site has less than 25 parking spaces, and is not required to provide interior parking lot landscaping, but does need to provide tree coverage of 30% of the parking lot (required 1,567 sq. ft., provided 1,865 sq. ft.).
6) 50-26 Screening, Walls and Fences. Applicant has not submitted a screening plan, but states that future mechanical equipment will be screened per UDC requirements. The trash enclosures will be screened/designed to look like a part of the structure.
7) 50-27 Signage. Applicant has not submitted a signage plan, but that is not unusual as signage is usually the last thing is established for development projects. It is understood that future signage will need to comply to UDC requirements.
8) 50-29 Sustainability Standards. Not applicable based on size of development (less than 10,000 sq. ft. structure).
9) 50-30 Building Design Standards. Not applicable based on size of development (less than 10,000 sq. ft. structure).
10) 50-31 Exterior Lighting. Proposed new wall mounted lighting complies. Note the existing private street light (as shown in the SE corner of the lot) is not reflected in the light levels.
11) Based on staff comments related to concern with traffic visibility leaving the drive through area, the applicant revised the site plan to provide space for protection of site triangle on both the NW and SW corners of the structure. Note that required protection of site triangles is not required in form districts or private roads.
12) No citizen comments were received on the plan review.

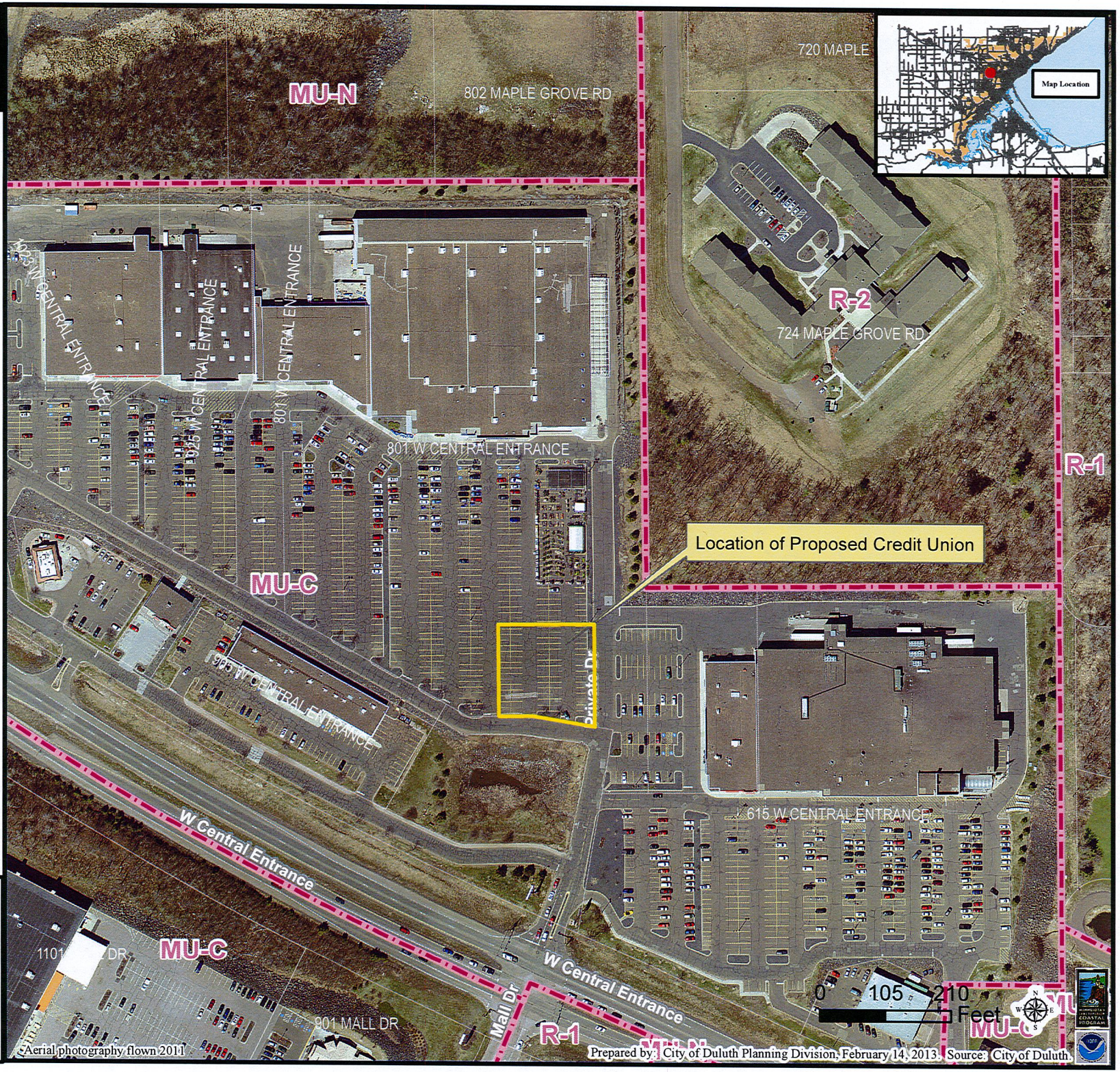
Staff Recommendation (include Planning Commission findings, i.e., recommend to approve):

Staff recommends Planning Commission approve the MU-C Plan Review , subject to the following conditions:
1) Future on-site screening and signage comply with UDC requirements.
2) The project be limited to, constructed, and maintained according to documents: Site Plan and Landscape Plan dated 3-1-13, and Lighting Plan Project Number 13017.
3) The applicant secure all necessary permits required by Federal, State, County or City laws and regulations.
4) Any alterations to the approved plans that do not alter major elements of the plan may be approved by the Land Use Supervisor without further Planning Commission; however, no such administrative approval shall constitute a variance from the provisions of Chapter 50.

Attachments (aerial photo with zoning; future land use map; site plan; copies of correspondence)

City Planning

13-022 MU-C Plan Review
Credit Union



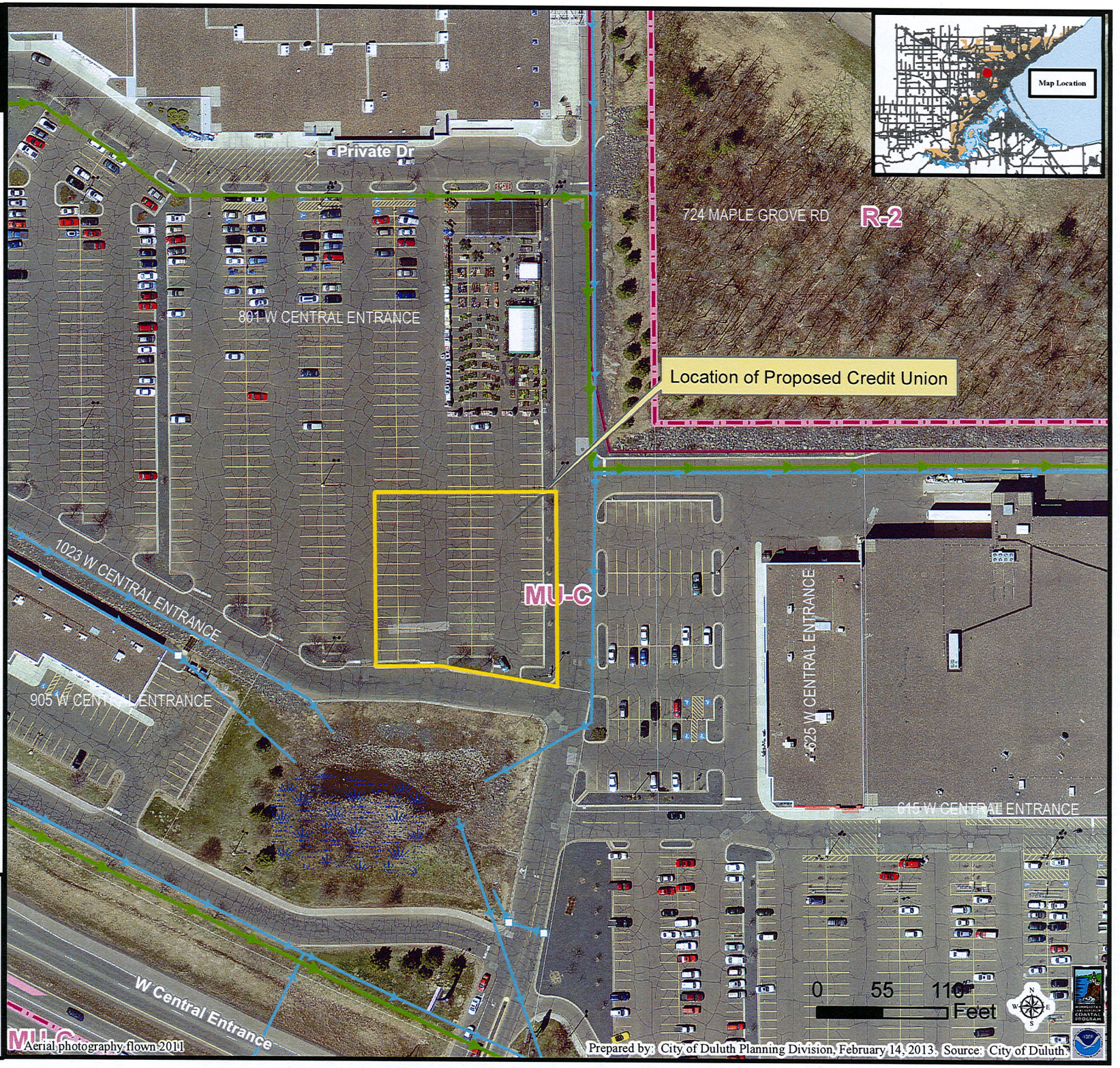
Legend

Zoning (Final)

The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.

City Planning

13-022 MU-C Plan Review
Credit Union



Legend

- Trout Stream (GPS)
- Other Stream (GPS)

Sanitary Sewer Collection System

- Sanitary Sewer Collector
- Sanitary Sewer Interceptor
- Sanitary Sewer Forced Main
- Storage Basin
- Pump Station

Gas Distribution Main

- 8" - 16" Gas Pipes
- 4" - 6" Gas Pipes
- 0" - 4" Gas Pipes

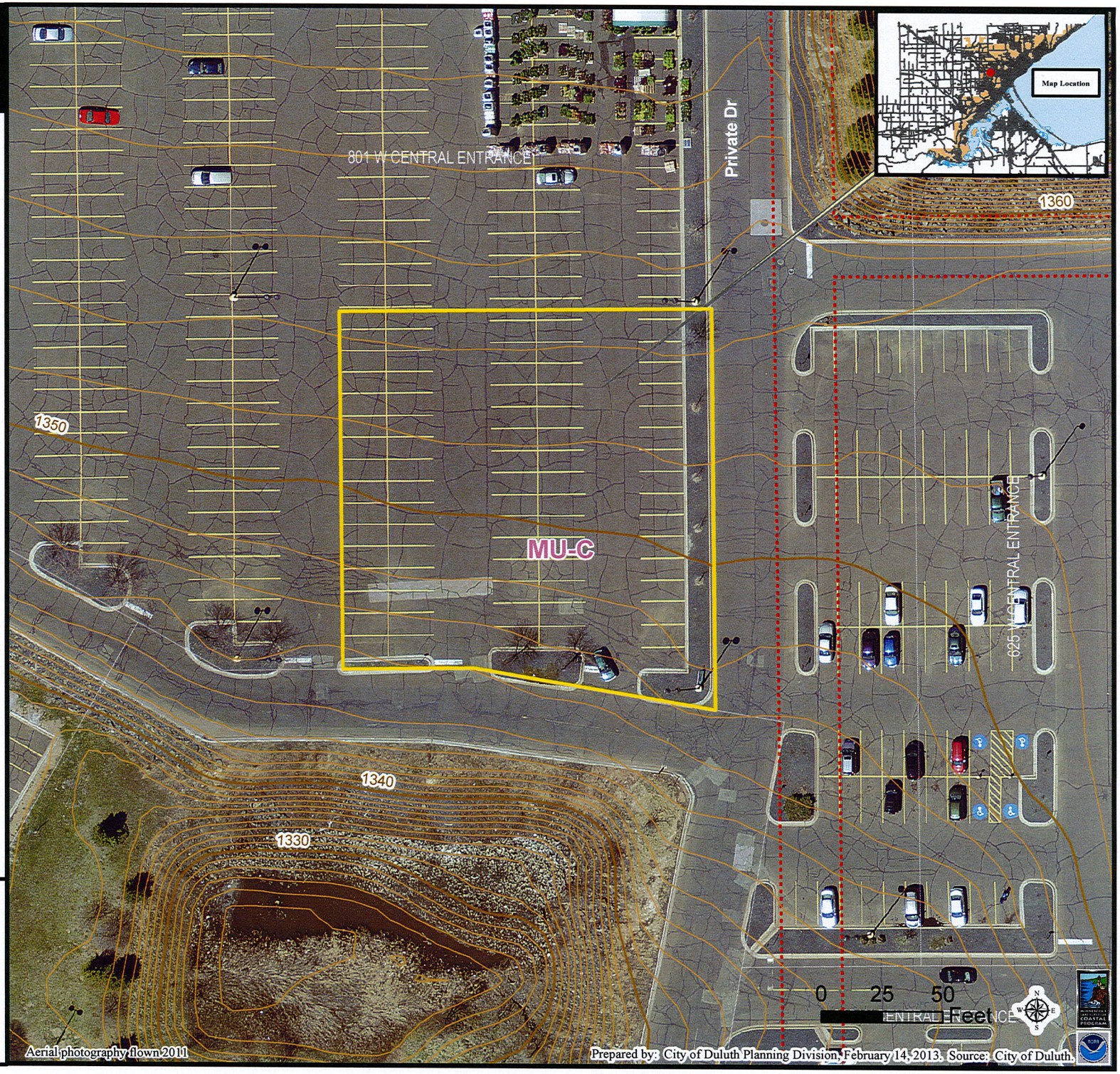
Storm Sewer Collection System

- Storm Sewer Pipe
- Storm Sewer Catch Basin
- Discharge_Points
- Wetlands (NRRI)
- Zoning (Final)

The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.

City Planning

13-022 MU-C Plan Review
Credit Union



Legend

Contours 1 Ft
Index_

- Intermediate
- Index
- Vacated ROW

Easement Type

- Utility Easement
- Other Easement
- Zoning (Final)

The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.

LEGEND

LARGE DECIDUOUS TREE

LARGE CONIFEROUS SHRUB

SMALL DECIDUOUS SHRUB

LARGE DECIDUOUS SHRUB

SMALL DECIDUOUS SHRUB

ALL SHRUB PLANTING AREAS TO INCLUDE 3"-4" HARDWOOD MULCH OVER ENTIRE PLANTING BED

ALL DISTURBED AREAS NOT PLANTED WITH SHRUBS TO BE SEEDED WITH NATIVE SEED MIX

CALCULATIONS

LOT SIZE:	23,581 +/- SF
LINEAR FRONTAGE:	260 FEET (PRIVATE ROADS)
STREET FRONTAGE LANDSCAPING:	SECTION 50-25.3 PRIVATE STREET - EXEMPT
	PROTOCOL: 1 TREE / 35 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 7 TREES
	PROTOCOL: 3 LARGE SHRUBS / 25 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 30 SHRUBS
PARKING LOT LANDSCAPING:	SECTION 50-25.4 A. PERIMETER SCREENING FROM PUBLIC STREETS PRIVATE STREET: EXEMPT
	LINEAR FRONTAGE: 150 FT
	PROTOCOL: 1 TREE / 35 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 4 TREES
	PROTOCOL: 3 LARGE SHRUBS / 25 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 18 SHRUBS
	SECTION 50-25.4 B. INTERIOR LANDSCAPING REQUIREMENTS EXEMPT: ITEM 6 (17 CARS) TREE CANOPY: TOTAL PARKING AREA = 5,157 SF REQ'D: 30% TREE CANOPY = 1,547 SF PROV'D: 36% TREE CANOPY = 1,865 SF

dsgw enriching communities through architecture

SITE PLAN

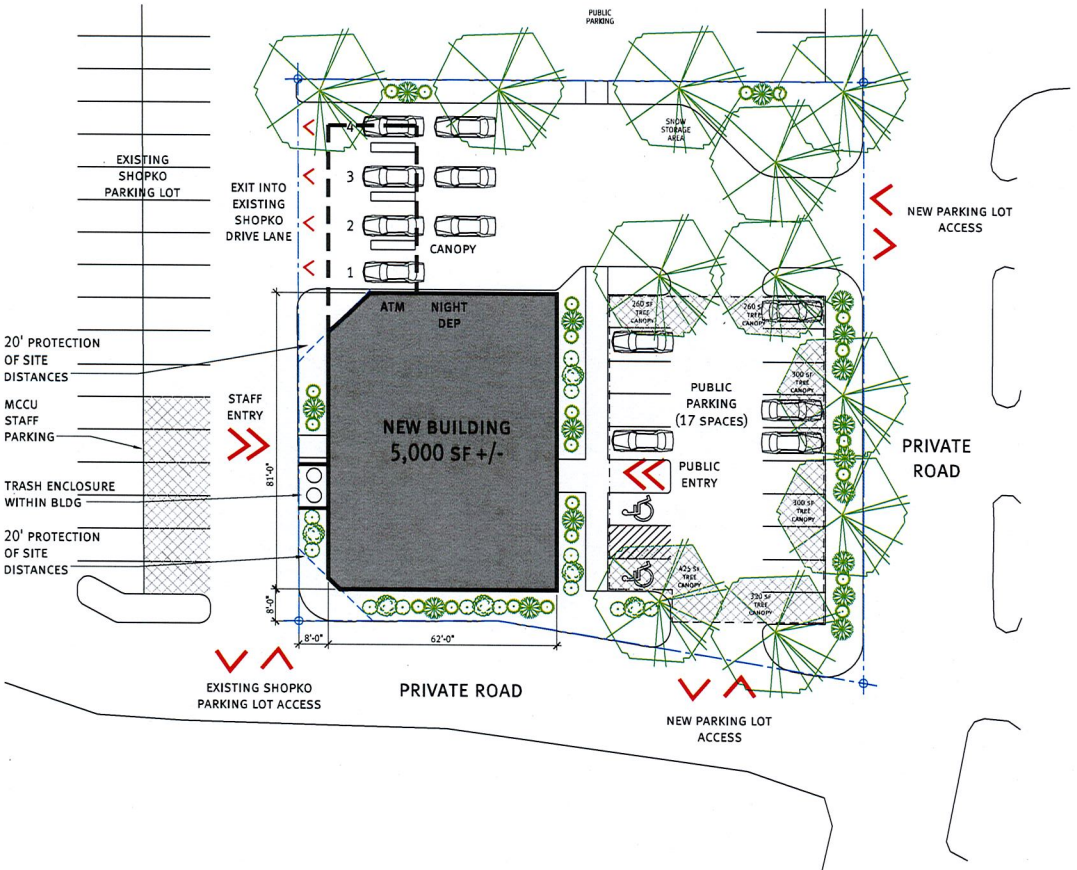
MEMBERS COOPERATIVE CREDIT UNION

DULUTH, MINNESOTA

3-1-13

SCALE: 1"=20'-0"

NORTH



LEGEND

- LARGE DECIDUOUS TREE
- LARGE CONIFEROUS SHRUB
- SMALL DECIDUOUS SHRUB
- LARGE DECIDUOUS SHRUB
- SMALL DECIDUOUS SHRUB

ALL SHRUB PLANTING AREAS TO INCLUDE 3"-4" HARDWOOD MULCH OVER ENTIRE PLANTING BED

ALL DISTURBED AREAS NOT PLANTED WITH SHRUBS TO BE SEEDED WITH NATIVE SEED MIX

CALCULATIONS

LOT SIZE:	23,581 +/- SF
LINEAR FRONTAGE:	260 FEET (PRIVATE ROADS)
STREET FRONTAGE LANDSCAPING:	SECTION 50-25.3 PRIVATE STREET - EXEMPT PROTOCOL: 1 TREE / 35 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 7 TREES PROTOCOL: 3 LARGE SHRUBS / 25 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 30 SHRUBS
PARKING LOT LANDSCAPING:	SECTION 50-25.4 A. PERIMETER SCREENING FROM PUBLIC STREETS PRIVATE STREET: EXEMPT LINEAR FRONTAGE: 150 FT PROTOCOL: 1 TREE / 35 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 4 TREES PROTOCOL: 3 LARGE SHRUBS / 25 FT LINEAR FRONTAGE REQ'D: EXEMPT PROV'D: 18 SHRUBS SECTION 50-25.4 B. INTERIOR LANDSCAPING REQUIREMENTS EXEMPT: ITEM 6 (17 CARS) TREE CANOPY: TOTAL PARKING AREA = 5,157 SF REQ'D: 30% TREE CANOPY = 1,547 SF PROV'D: 36% TREE CANOPY = 1,865 SF

dsgw *enriching communities through architecture*

LANDSCAPE PLAN

3-1-13

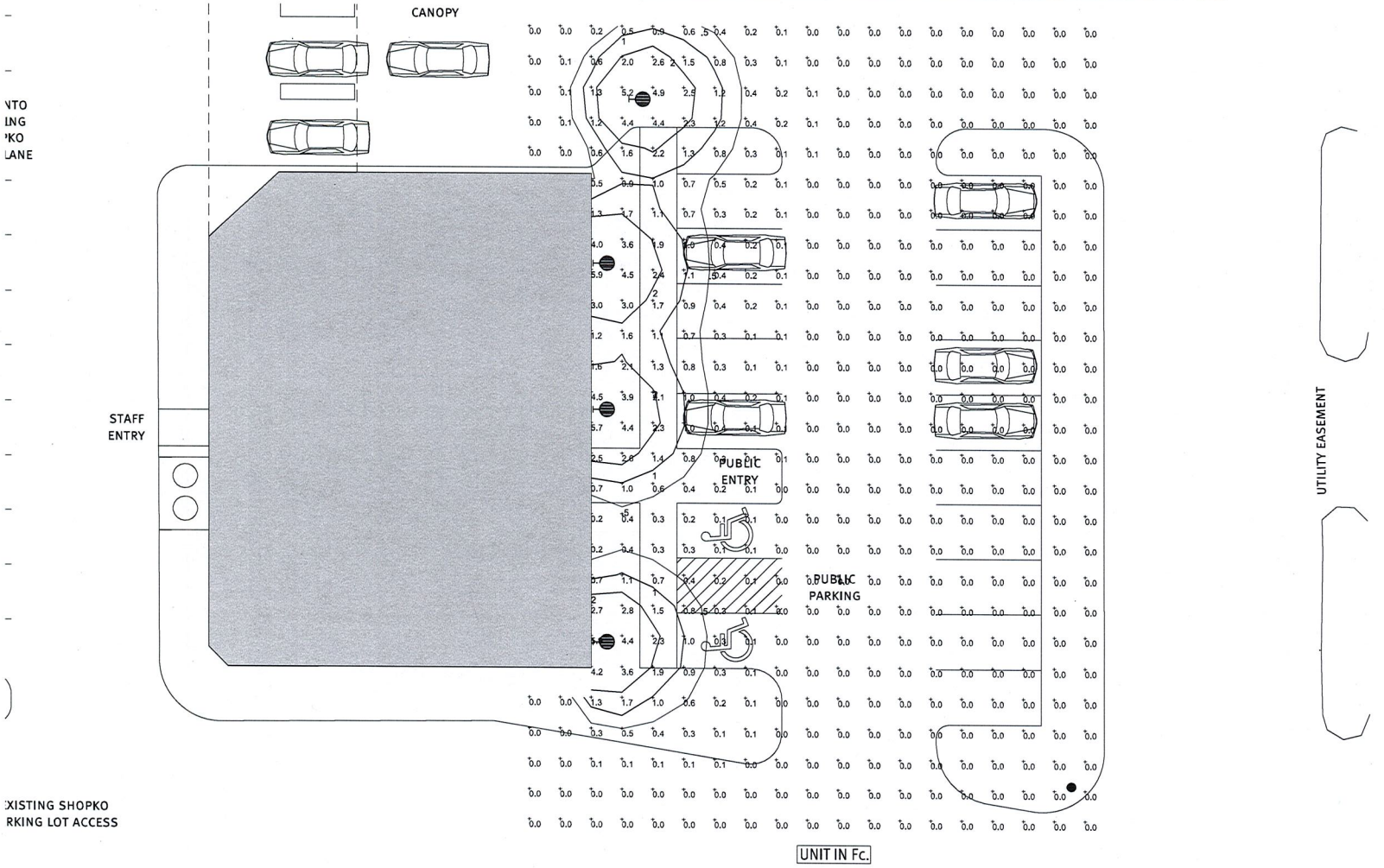
MEMBERS COOPERATIVE CREDIT UNION

DULUTH, MINNESOTA

SCALE: 1"=20'-0"

NORTH

LUMINAIRE SCHEDULE						
TYPE	MANUFACTURER	MODEL	VOLTS	LAMP	DESCRIPTION	NOTES
EXT. WALL PACK	LUMARK	CROSSTOUR XTOR2A	120	20W LED		



1 SITE PLAN
1/8" = 1'-0"

N

dsgw
enriching communities through architecture
duluth • virginia • grand rapids • twin cities
www.dsgw.com

MEMBERS' COOPERATIVE CREDIT UNION

PROJECT ADDRESS
DULUTH, MN

project # 13017
file name 07-13017E1.dwg

drawn by BAR
checked by TRL

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Engineer under the laws of the State of Minnesota.

NOT FOR CONSTRUCTION
XXXX, 2013

signature
typed/printed name Terence R. Larson
reg. # 17136
sign date date

FOSTER, JACOBS, & JOHNSON, INC.
PROFESSIONAL ENGINEERS
345 CANAL PARK DRIVE, SUITE 200, DULUTH, MN 55802
(218) 720-3060
FAX (218) 722-1931
Email: mail@fjj.com

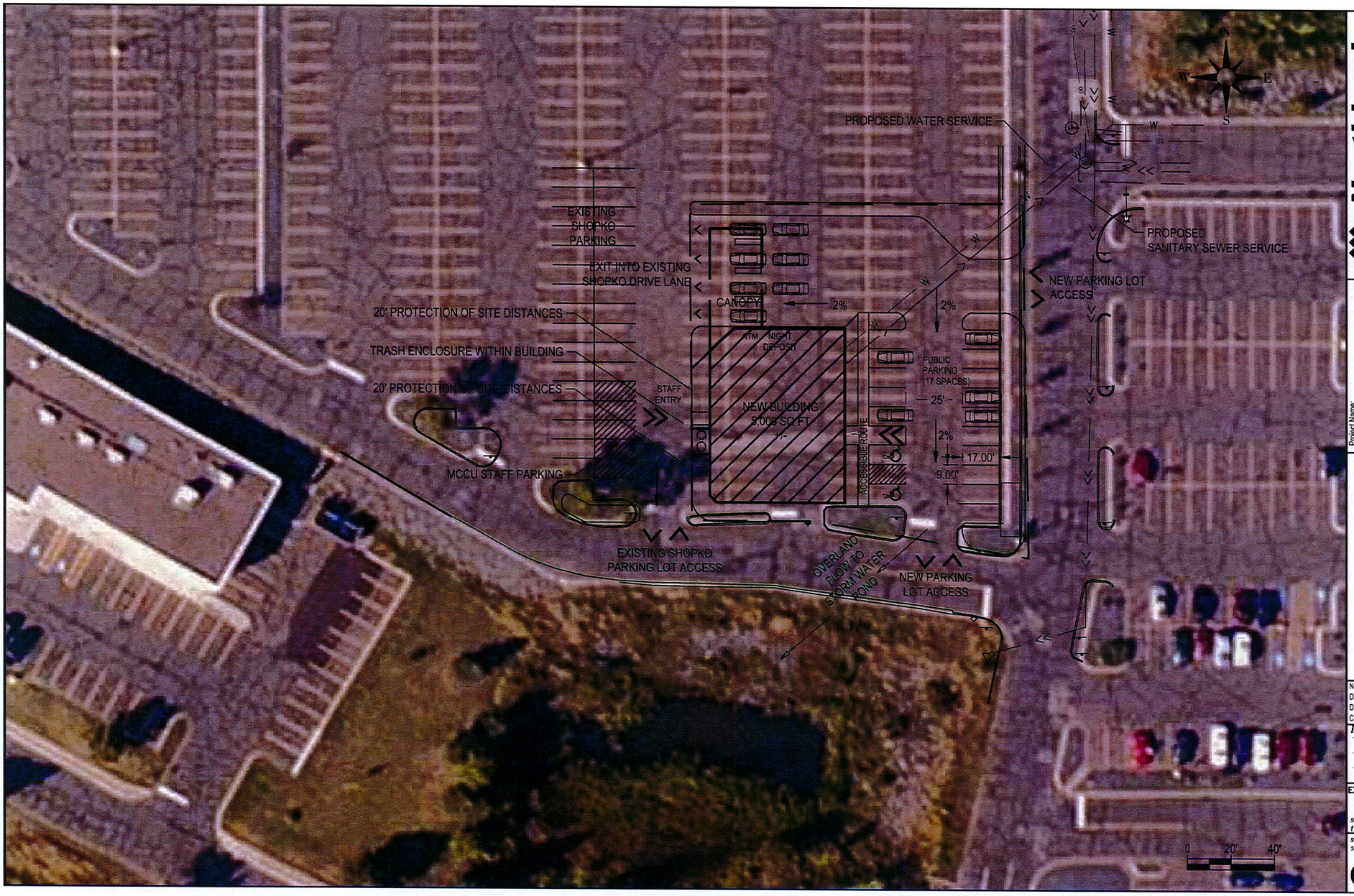
© Copyright 2013
Foster, Jacobs, & Johnson, Inc.
All rights reserved

mark	revision/issue	date
CD	CD COMPLETION	MONTH, DAY, YEAR

ELECTRICAL SITE PLAN

sheet title

sheet number **E1**



Northland
Consulting Engineers L.L.P.
Structural, Civil and Forensic Engineering Services
Voice: (218)727-5995 Fax: (218)727-7779 www.nce-engineers.com

Project Name:
MEMBERS COOPERATIVE CREDIT UNION
Job Address Duluth, MN

NCE Proj. #13-024-C
Date: 3/1/13
Drawn By: REM
Checked By: DGB

Revisions:

EXHIBIT

sheet title

sheet number

C1.0

02/24/2013

02/24/2013

02/24/2013

02/24/2013

02/24/2013

02/24/2013

02/24/2013

Cub
Foods
02/24/2013