

## ZONING COMMITTEE STAFF REPORT

1. **FILE NAME:** Appeal of Luther Seminary South Campus Improvements **FILE #** 19-106-417
  2. **APPELLANT:** Meri Hauge **HEARING DATE:** January 16, 2020
  3. **TYPE OF APPLICATION:** Appeal of a Zoning Administrator Decision
  4. **LOCATION:** 1490 Fulham St and 2375 Como Ave (parking lot at 1465 Branston Street)
  5. **PINS & LEGAL DESCRIPTION:** 202923130118, St Anthony Park North Vac Alley Adj And Fol; Lots 1 Thru Lot 7 & Lots 11 Thru Lot 16 Blk 11. 202923420126, Mann's Addition To St., Anthony Ex Como Ave And Ex That Pt Of Lots 1 & 2 Blk 1 That Lies N Of A L Drawn 53.99 Ft S Of And Par With N L Of Sd Lot 1 And E Of A L Drawn 132.98 Ft W Of And Par With E L Of Sd Lot 1 And Ex Pt Of Blks 1 & 2 And Vac Branston St An
  6. **PLANNING DISTRICT:** 12 - St. Anthony Park **PRESENT ZONING:** R3
  7. **ZONING CODE REFERENCE:** §61.701, §61.402(c)
  8. **STAFF REPORT DATE:** January 10, 2020 **BY:** Tia Anderson
  9. **DATE RECEIVED:** December 4, 2019
- 

- A. **PURPOSE:** Appeal of a zoning administrator decision to approve a site plan (File #19-015-088) for Luther Seminary south campus site improvements including replacement and expansion of an existing surface parking lot at 1465 Branston Street, south of Hendon Ave.
- B. **PARCEL SIZE:** 468,270 sq ft, ~ 10.75 acres
- C. **EXISTING LAND USE:** Seminary
- D. **SURROUNDING LAND USE:**
  - North: Single-family residential
  - East: Single-family residential
  - South: Institutional, Commercial, Multi-family residential
  - West: Single-family residential
- E. **ZONING CODE CITATION:** § 61.701 specifies standards and procedures for appeal of zoning administrator decisions. § 61.402(c) lists criteria for review and approval of site plans.
- F. **HISTORY/DISCUSSION:**

On March 22, 2019, the Planning Commission passed Resolution 19-11 for a Conditional Use Permit amendment to adjust the Luther Seminary south campus boundary to include lots along the west side of Branston St south of Hendon Ave at 1465-1497 Branston St (PC File #19-014-075). Approval of the adjusted campus boundary was based on an evaluation of criteria including identification of potential parking sites that are generally acceptable in terms of possible access points and anticipated traffic flows on adjacent streets. Demolition of two garages and an existing surface parking lot to be replaced with an expanded parking lot at 1465 Branston St was included in the Planning Commission's review of the Campus Boundary. The Planning Commission also found that Conditional Use standards were met including the use will not be detrimental to the existing character of the development in the immediate neighborhood or endanger the public health, safety and general welfare.

On February 22, 2019, a Site Plan Review application (File #19-015-088) was received for the proposed Luther Seminary project including site modifications to the South Campus for sidewalks, off-street parking (1465 Branston St), stormwater management, and landscaping, as well as remodel of the Olson (1490 Fulham St) and Gullixson (2375 Como Ave) buildings. The site plan was reviewed by the Site Plan Review Committee, receiving Conditional Approval on March 22, 2019, and administrative Final Approval on November 26, 2019.

On December 4, 2019, the appellant filed an appeal of the zoning administrator's decision to approve the site plan for Luther Seminary's south campus site improvements specifically the replacement and expansion of the existing surface parking lot at 1465 Branston Street, south of Hendon Ave.

**G. DISTRICT COUNCIL RECOMMENDATION:**

As of January 10, 2020, the Saint Anthony Park Community Council (DC 12) did not provide a recommendation on the appeal. On March 11, 2019, SAPCC sent a letter of support for the updated campus boundary CUP and site plan. SAPCC requested Luther Seminary manage the Branston St parking lot so as to limit traffic to/from the parking lot and slow traffic on Branston St.

**H. FINDINGS:**

Zoning Code § 61.701 provides that the Planning Commission shall have the power to hear and decide appeals of zoning administrator decisions where it is alleged by the appellant that there is an error in any fact, procedure or finding made by the zoning administrator. In their appeal, the appellant alleges that the site plan is not consistent with Zoning Code § 61.402(c) (7), the site plan review and approval finding regarding "safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets, including traffic circulation features, the locations and design of entrances and exits and parking areas within the site." Specifically, that the expanded Branston Street parking lot should be disapproved due to the safety of pedestrian and vehicular traffic on Branston Street.

Zoning Code § 61.402(c) says that in "order to approve the site plan, the planning commission shall consider and find that the site plan is consistent with" the eleven findings listed below. The issues raised in the appeal and staff's evaluation of the site plan are addressed in the findings. As the appeal's scope focuses on the Branston Street parking lot and excludes the other Luther Seminary south campus site improvements, such as remodel of the Olson (1490 Fulham St) and Gullixson (2375 Como Ave) buildings, only the Branston Street parking lot is described in the findings.

1. *The city's adopted comprehensive plan and development or project plans for sub-areas of the city.*

The site plan meets this finding, as there is no change to the campus condition or operation resulting from the site improvements.

2. *Applicable ordinances of the City of Saint Paul.*

The site plan meets this finding. The site plan meets the standards, specifically for parking requirements and parking facility standards and design.

- §63.207 – Parking requirements by use: The proposed surface parking lot at 1465 Branston Street includes 19 off-street parking spaces (17 standard and 2 accessible spaces). The amount of off-street parking required per Zoning Code is a minimum of one parking space per every 2 employees and one space per every 3 full-time students not on campus or one space for every 3 part-time students, whichever is greater, plus required parking for other uses. Per Sec. 65.220. - College, university, seminary, or similar institution of higher learning standards and conditions, to determine compliance with parking requirements, the

institution must file an annual report with the planning administrator stating the number of employees, staff and students associated with the institution. With the March 22, 2019, CUP amendment, staff confirmed that there is no change to the parking requirements for the seminary as a result of the boundary adjustment and proposed development plans.

- §63.314. - Landscaping. For any parking facility, landscaping shall be provided to buffer the facility from adjacent properties and from the public right-of-way; reduce the visual glare and heat effects of large expanses of pavement; and provide areas for the retention and absorption of stormwater runoff. Required perimeter landscaping, screening from the right-of-way, and tree plantings are included in the parking lot design.

3. *Preservation of unique geologic, geographic or historically significant characteristics of the city and environmentally sensitive areas.*

The site plan meets this finding. The proposed use is typical of the intent of a R3 single-family residential Zoning District, which allows for civic and institutional uses along with single-family dwellings. 1465 Branston Street is not designated as having historical or environmental significance nor inventoried by Heritage Preservation.

4. *Protection of adjacent and neighboring properties through reasonable provision for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and those aspects of design which may have substantial effects on neighboring land uses.*

The site plan meets this finding. The adjoining dwellings to the north and south of the parking lot proposed at 1465 Branston St are part of the Luther Seminary campus. The existing two, three-stall garages and six surface parking spaces will be replaced with a 19 space parking lot. The type of use will remain the same, and Luther Seminary will continue to operate the parking area as an allowed accessory use to the seminary. The parking lot will be buffered by perimeter landscaping and trees with a minimum setback of 12.7' from Branston Street. Stormwater from the site will be managed through permeable surfaces and surface run-off will be captured and piped to an underground infiltration system located under the Branston Street parking lot.

5. *The arrangement of buildings, uses and facilities of the proposed development in order to assure abutting property and/or its occupants will not be unreasonably affected.*

The type of use as accessory off-street parking to the campus will remain the same as it is today. The new, expanded parking lot will be buffered by perimeter landscaping and trees with a minimum setback of 12.7' from Branston Street. All outdoor lighting shall be shielded to reduce glare and shall be so arranged as to reflect lights away from all adjacent residential districts or adjacent residences and not exceed maximum footcandle requirements. Public sidewalks impacted by construction will be replaced on Branston St and internal campus sidewalks and green space will connect the proposed parking lot and public sidewalk to the campus.

6. *Creation of energy-conserving design through landscaping and location, orientation and elevation of structures.*

The site plan meets this finding. The proposed parking lot is located within the approved CUP campus boundary, replacing two, three-stall garages and six surface parking spaces at the site. Required perimeter landscaping, screening from the right-of-way, and tree plantings are proposed, including a minimum 12.7' landscaped area along Branston Street.

7. *Safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets, including traffic circulation features, the locations and design of entrances and exits and parking areas within the site.*

The site plan meets this finding. Branston Street south of Hendon Ave dead-ends just south of the parking lot, and is a one-way loop around Hendon Triangle, which is City of Saint Paul Parks' land. The south Hendon Triangle features a small, public play area with equipment and benches on .23 acres. Branston Street south of Hendon Ave is 33' wide platted right-of-way with one lane of traffic, parking lane, boulevard, and sidewalk on one side.

On residential streets the speed limit is not posted unless it is non-standard. The appellant is requesting big alert and speed signs, though standard residential speed limits apply on Branston Street. The City is evaluating lowering speed limits for all residential streets, with a goal to implement changes by mid-2020. Southbound Branston St is currently signed "dead end," which may be a deterrent for some drivers. Nevertheless, one-way northbound traffic on the east side of Hendon Triangle is facilitated by a turn-around at the end of southbound Branston St or with a wide vehicular turning movement.

On-street parking is unrestricted on southbound Branston St, while one-hour and permit-only parking exists on northbound Branston St. The appellant recommends on-street parking restrictions for the southbound Branston St, which may be pursued by the adjoining property owners through the existing Public Works residential permit parking petition process. Public Works Transportation Planning and Safety staff did not deem restrictions to on-street parking to be warranted as part of the site plan review.

The site plan includes a new, off-street parking lot with 19 parking spaces at 1465 Branston St that replaces two, three-stall garages and an existing 6 space surface parking lot. Based on Traffic Engineering standards and Zoning Ordinance, the size and use of the proposed parking lot did not warrant a traffic memo or study, nor a Travel Demand Management Plan for the campus. The type of use as accessory parking will remain the same, and Luther Seminary will continue to operate the parking area for use by the Seminary's employees, students, and guests. Based on the site plan, Luther Seminary continues to be in compliance with minimum off-street parking requirements and below the parking maximum.

The proposed parking lot adheres to design standards and elements such as parking and driveway dimensions, vehicle maneuvering, a stop sign at the driveway exit, perimeter landscaping, screening from the public right-of-way, and shade tree plantings. Public sidewalks impacted by construction will be replaced on Branston Street. Sidewalks, including driveway crossings, are required to meet ADA standards. Internal campus sidewalks and green space will connect the proposed parking lot and public sidewalk to the campus.

As part of the Site Plan Review, all City staff reviewers signed-off on the site plan as proposed, including department representatives from Parks and Recreation, Department of Safety and Inspections, Public Works Transportation and Safety, and Public Works Street Design and Construction.

8. *The satisfactory availability and capacity of storm and sanitary sewers, including solutions to any drainage problems in the area of the development.*

The site plan meets this finding. The utility connections for Water, Sanitary and Storm sewer services are provided. Stormwater from the site will be managed through permeable surfaces and also piped to underground infiltration systems located under the Branston Street parking lot and a landscaped area in the northwest corner of the site. Drainage maps and HydroCAD modeling to meet the City's stormwater run-off rate control standards were submitted and accepted. The Capitol Region Watershed District has also reviewed the plans and will issue a permit for water quality.

9. *Sufficient landscaping, fences, walls and parking necessary to meet the above objectives.*

The site plan meets this finding. Required perimeter landscaping, screening from the right-of-way, and tree plantings are proposed, including a greater than 12.7' landscaped area along Branston Street. Luther Seminary continues to be in compliance with parking requirements. Bicycle parking will be provided in safe and secure areas convenient to the main entrance of the buildings.

10. *Site accessibility in accordance with the provisions of the Americans with Disabilities Act (ADA), including parking spaces, passenger loading zones and accessible routes.*

The site plan meets this finding. Required ADA parking is distributed across the campus. The plan proposes 2 accessible parking spaces in the Branston Street parking lot. Required accessible entrances and routes shall be provided per accessibility code. The public sidewalks have accessible crossings.

11. *Provision for erosion and sediment control as specified in the "Ramsey Erosion Sediment and Control Handbook."*

The site plan meets this finding. The site plan includes an erosion and sediment control plan that is consistent with this standard.

**I. CONCLUSION AND STAFF RECOMMENDATION:**

Branston Street right-of-way currently allows for one lane of traffic, a parking lane, boulevard, sidewalk on one side, and standard residential speed limits. It is a dead-end street south of Hendon, which limits the amount and speed of traffic at this location. Public Works Transportation Planning and Safety staff did not deem restrictions to on-street parking or other modifications to the use of the right-of-way to be warranted as part of the site plan review.

The proposed off-street parking lot at 1465 Branston St with 19 parking spaces replaces existing garage and surface parking. The type of use as accessory parking will remain the same, and Luther Seminary will continue to operate the parking area for use by the Seminary's employees, students, and guests. Based on the size and use of the proposed parking lot, Traffic Engineering standards did not warrant a traffic memo or study. Luther Seminary is in compliance with off-street parking requirements and the proposed parking lot adheres to parking design and landscape standards.

As part of the Site Plan Review, all City staff reviewers signed-off on the site plan as proposed, including department representatives from Parks and Recreation, Department of Safety and Inspections, Public Works Transportation and Safety, and Public Works Street Design and Construction.

There has not been an error in any fact, procedure or finding made by the zoning administrator pertaining to this case.

Based on the findings above, staff recommends denial of the appeal of the zoning administrator's decision to approve a site plan (File #19-015-088) for Luther Seminary south campus site improvements including replacement and expansion of an existing surface parking lot at 1465 Branston Street, south of Hendon Ave.

RECEIVED IN D.S.I.



ZONING APPEAL APPLICATION

DEC 04 2019

To/From Board of Zoning Appeals
Dept. of Safety & Inspections
Zoning Section
375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806
(651) 266-9008

To / From Planning Commission
Dept. of Planning & Econ. Devt.
Zoning Section
1400 City Hall Annex, 25 W 4th St.
Saint Paul, MN 55102-1634
(651) 266-6583

Zoning Office Use Only
File # 19-106-417
Fee Paid \$ 547-
Received By / Date 12/4/19
Tentative Hearing Date 1.16.20

APPELLANT

Name(s) Meri and Don Hauge
Address 1478 Branston Street City St. Paul State MN Zip 55108
Email merihauge@gmail.com Phone 651-356-1952

PROPERTY LOCATION

Project Name Luther Seminary South Campus Improvements
Address / Location 2375 Como Ave and 1490 Fulham St

TYPE OF APPEAL: Application is hereby made for an appeal to the:

- Board of Zoning Appeals, under provisions of Zoning Code § 61.701(c), of a decision made by the Zoning Administrator.
Planning Commission, under provisions of Zoning Code § 61.701(c), of a decision made by the Planning Administrator or Zoning Administrator.
City Council, under provisions of Zoning Code § 61.702(a), of a decision made by the Board of Zoning Appeals or the Planning Commission.

Date of decision November 26, 2019 File Number 19-015-088

GROUND FOR APPEAL: Explain why you feel there has been an error in any requirement, permit, decision or refusal made by an administrative official, or an error in fact, procedure or finding made by the Planning Commission or Board of Zoning Appeals. Attach additional sheets if necessary.

Please see attached narrative as the form does not permit typing in this space!

If you are a religious institution you may have certain rights under RLUIPA. Please check this box if you identify as a religious institution.

Appellant's Signature Meri E. Hauge / Don V. Hauge Date 12/4/2019

December 4, 2019

Attachment to Zoning Appeal Application  
Project Name: Luther Seminary, South Campus  
File No. 19-015-088

**Grounds for appeal:** The site plan is not consistent with the City's Zoning Ordinance relative to section 61.402. Specifically, it is not consistent with the seventh bullet point: "the **safety** and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets, including traffic circulation features, the locations and design of entrances and exits and parking within the site". We are asking the Planning Commission to disapprove the expansion of the Branston Street parking lot component of the Site Plan for Luther Seminary due to the **SAFETY** of both pedestrian and vehicular traffic on Branston Street (Branston).

**Description:** Site drawings are attached. Following is a description of Branston Street on the south side of Hendon. Given that Luther's drawings/site plan omitted any mention of the immediate neighborhood in which Luther Seminary's Branston Street parking lot is located, we felt that the Commission should know all of the facts.

Branston Street, on the south side of Hendon, is a cul-de-sac. A children's park is located in the center of the cul-de-sac on a hill (see attached photos). To access housing on Branston there is a narrow one-way street going south into the cul-de-sac, and a narrow one-way street going north out of the cul-de-sac. Currently there are six children who live on Branston, ranging in ages from 2-14, three of whom are children of Seminary students. Many more neighborhood children and grandchildren (we have seen as many as 10-12 kids and their parents/grandparents at one time) play at the park on the swings and slide and other equipment. There is also a picnic table in the park.

There are seven Seminary-owned houses and seven Citizen-owned houses who use Branston to access their homes. On the west and south side of the cul-de-sac are the Seminary-owned houses and on the east side of Branston are the Citizen-owned houses, where we live and have lived for 25 years. There is one more Seminary-owned house on the south side of Branston that seems to use the alley east of Branston for parking access. Our side of Branston (east side) has one hour parking during the week unless there is a permit for resident parking. The west side of Branston is unrestricted street parking so U of M students, Augsburg PA program students, as well as Seminary students will park there. There is space for about 12 cars on the west side of Branston.

**Important facts to consider in this appeal:**

Fact 1: On the proposed site plan, Luther Seminary shows 19 open air spaces. There are no garages. Currently there are six garages (two buildings that have three garage spaces each) and six open air spaces. (See attached pictures of garages.) We have lived here for 25 years and we have seldom seen six cars parked in the open air spaces. And most of garages are not used for parking ... it seems like the garages are used for equipment storage. The net increase in the parking space count according to Luther is about seven. However, that is misleading based on historical and current usage of the parking lot. In reality, this change could result in 12 or more additional cars coming onto Branston to park in the new lot, obviously an increased flow of traffic. The number of parking spaces projected will obviously result in an increased flow of traffic and increased **safety** issues for our children. Another way to look at this: the proposed new lot contains 19 spaces. It is reasonable to assume that the Seminary would not

be constructing 19 new spaces and only use 6-8 of them. If the proposed new lot is, on average, 90% full, the traffic flow into the Branston lot will increase almost three times from its current usage level.

Fact 2: Luther is changing the use of this Branston parking lot. This change is not obvious in Luther's proposal. Currently the lot is used by student residents who live on Branston and are usually here for 1-2 years, maybe three years. The students become neighbors and are part of our neighborhood. They understand who lives on the very small, narrow cul-de-sac. They have kids who play at the park and/or the adult students also enjoy the park. Michael Morrow, VP from Luther Seminary, indicated to us that the proposed expanded parking lot will be for staff/faculty and visitors, as well as students. This change means more traffic by people who don't know the neighborhood, likely are on a tight timeline to get to Luther, and will be focused on work and/or meetings and/or classes. Seems like the worst combination: the Kiddos playing at the park and busy people trying to get somewhere on time. And we haven't even mentioned the school bus stop on Hendon and Branston on the north east side of the park (not in the cul-de-sac, but right by the park).

Fact 3: This neighborhood playground with fairly steep side slopes is located about 30 feet from the parking lot entrance. All motorists parking in the lot must enter and leave the lot on Branston Street, driving right past the playground times two (entering and leaving). The playground is busy, designed for Kiddos under the age of 12. The playground is about 250 feet in length so there is a long distance whereby the motorist must exercise extreme vigilance in order to avoid hitting a child who may be chasing a ball, playing in the snow, riding a bike, and just being an excited little kid running to the playground. Motorists in a hurry and/or who are unfamiliar with the neighborhood might not even see the playground as they pass by it to park in the lot. The proposed expansion of parking spaces, along with the change in use of the lot (from residents to workers/visitors), significantly increases the chances of a terrible accident. Anyone who would visit the site (a City official, Council person, etc.) would immediately understand this concern.

**Conclusion:**

We wrote this appeal because we believe it is our civic duty to provide City officials with the facts about a huge **safety** situation. We are hopeful that after learning about the **safety** hazard the proposed change will create, the Planning Commission will step in and halt this portion of Luther's site plan. The lack of **safety** comments in the permit review documents that we have seen indicate that City staff may not have had appropriate information regarding the increase in traffic **safety** hazards. Luther Seminary, along with City permit review staff, seem to have overlooked the **safety** impact of this parking lot expansion. These **safety** hazards created by this proposed parking lot expansion were easily discernible by Branston Street citizens as evidenced by a letter and petition (with 27 signatures of concerned neighborhood people) to Luther Seminary dated October, 2018 (see attachment).

A few other items that don't seem to fit anywhere but should be highlighted:

- 1) This proposed change was brought to the St. Anthony Park Community Council (District 12) during the CUP process. SAPCC supported the CUP "if the parking on Branston and in the lot off Branston can be managed to limit traffic from the lot and slow traffic on Branston" (see attachment). We have heard nothing more about this.
- 2) In the Zoning Committee Staff Report, Zoning File #19-013-075 dated March 6, 2019, on page 2, it states: "there are currently 188 parking spaces on the south campus (including 22 spaces



shared with Zvago/Ecumen and spaces shared with Sunrise Bank)". It also states that the total campus parking requirement to handle the maximum projected enrollment over the next 20 years is 153 spaces. Luther Seminary's facts as stated here just don't fit with the requested increase in parking spaces in the Branston lot. **The safety of our children should not be jeopardized because of perceived needed parking spaces anytime but especially when the facts provided don't support the need for more parking.**

- 3) A compromise may be possible between Luther Seminary, the City and the Citizens on Branston. We have not spoken with all of our neighbors about this update as of the filing of this appeal. However, one solution that we would be willing to take to our neighbors is trifold: Luther agrees to hold the parking lot spaces at or under 14 with the garages removed; the City erects big alert street signs on Branston about speed and children playing, and the City restricts parking on the west side of Branston that matches the one-hour weekday restriction on the east side. We believe this might answer most of the Branston Street Citizens' **safety** concerns.

This appeal is based on errors in facts and/or findings. And, hopefully, this information will support a decision by the Planning Commission to disapprove the Branston Street parking lot section of Luther's Site Plan.

Our **ONLY** concern is **SAFETY FOR OUR KIDDOS!**

Please visit Branston Street soon!

Respectfully submitted,

  
Meri and Don Hauge  
1478 Branston Street  
St. Paul, MN 55108

651-356-1952

[merihauge@gmail.com](mailto:merihauge@gmail.com), [donhauge@gmail.com](mailto:donhauge@gmail.com)

cc: Michael Morrow, VP Finance, Luther Seminary

Attachments: Luther Seminary Site Drawings and CUP boundary map  
March 7, 2019 draft meeting minutes from St. Anthony Park Community Council Land Use Committee  
October 12, 2018 Neighborhood Petition Opposing Luther Seminary Proposed Branston St. Lot Changes  
Photo copy of the Luther Seminary parking garages and lot  
Photo copy of the children's park on Branston Street looking north from south end of cul-de-sac  
Photo copy of west side of Branston Street when entering from Hendon onto one-way  
Photo copy of east side of Branston Street when exiting from the south end of the cul-de-sac heading north

**LEGEND**

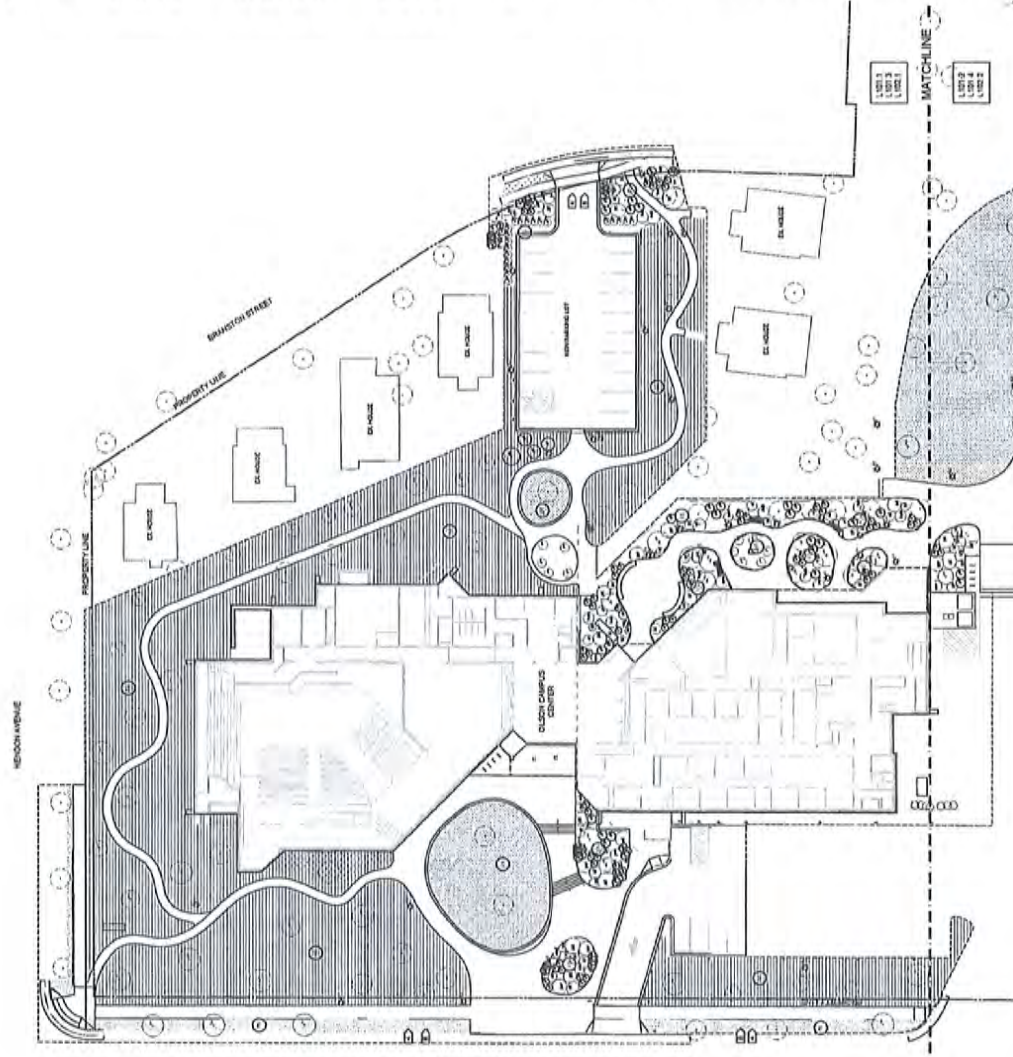
- LANDSCAPE LIMIT OF WORK**  
PROPERTY LINE  
TREES AND SHRUBS  
EXISTING TREES TO REMAIN
- PLANTING ZONE**  
PERMITS REQUIRED  
PERMITS NOT REQUIRED  
PERMITS REQUIRED IN PART  
PERMITS NOT REQUIRED IN PART
- SMART NOTES**  
1. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.  
2. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.  
3. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.  
4. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.  
5. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.

**PLANT ABBREVIATIONS**

- PERMITS**  
1. All plantings shall require a permit from the City of St. Louis.  
2. All plantings shall require a permit from the City of St. Louis.  
3. All plantings shall require a permit from the City of St. Louis.  
4. All plantings shall require a permit from the City of St. Louis.  
5. All plantings shall require a permit from the City of St. Louis.
- TREES**  
1. All trees shall be planted in accordance with the City of St. Louis Planting Specifications.  
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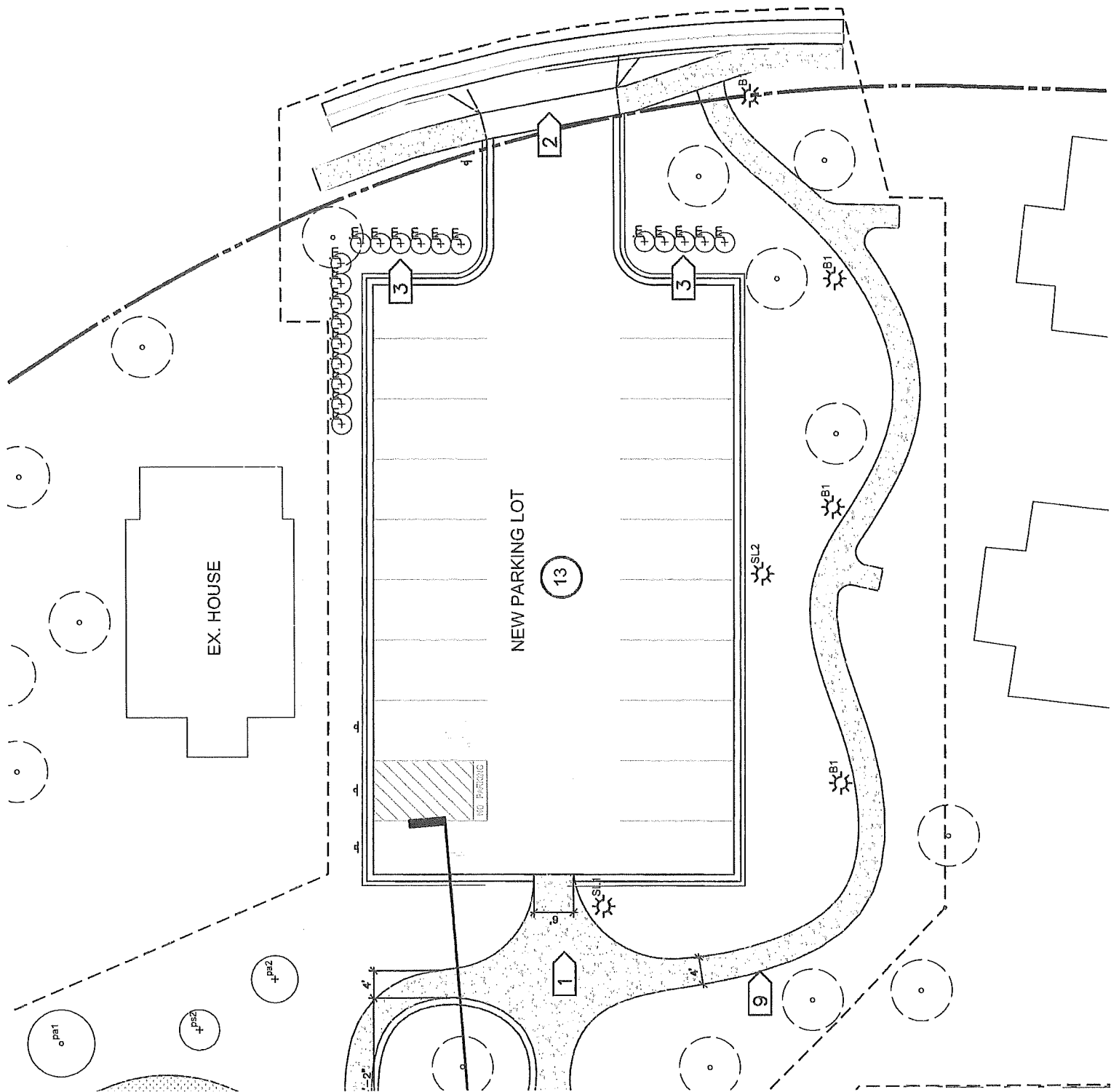
**KEY PLAN** SCALE: 1/8" = 1'-0"

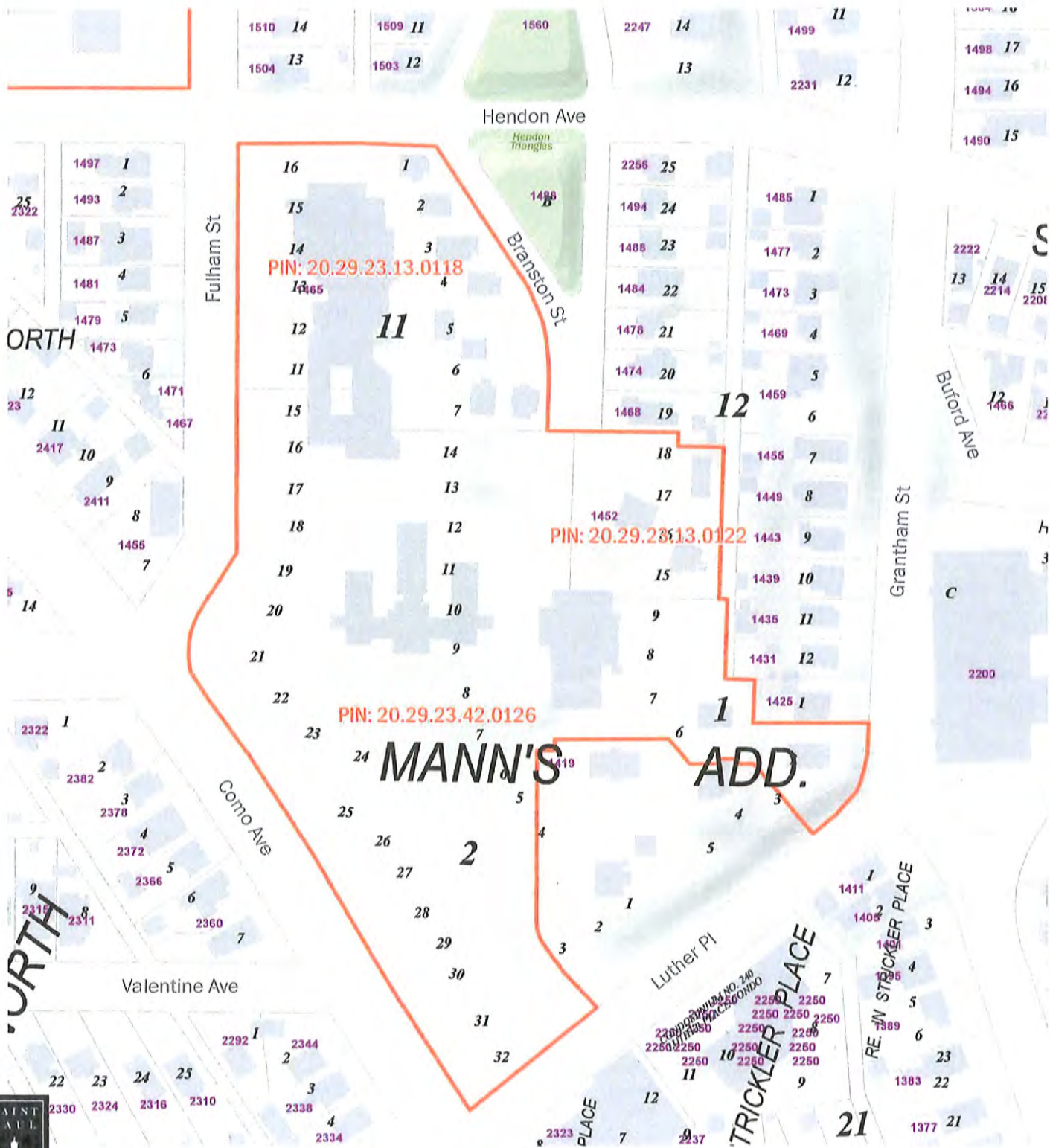


**PLANTING NOTES**

1. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.
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4. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.
5. ALL PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF ST. LOUIS PLANTING SPECIFICATIONS.

1" = 20'-0" 1/8" = 1'-0"





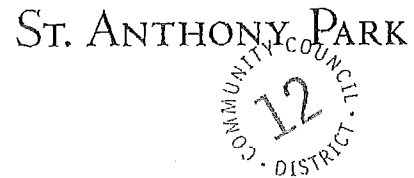
**Luther Seminary South Campus CUP Boundary**  
 March 2019



Campus Boundaries

St. Anthony Park Community Council

2395 University Avenue West, Suite 300E  
Saint Paul, MN 55114



City of Saint Paul  
Dept. of Planning & Economic Development  
Zoning Section – Michael Wade, Planner  
1400 City Hall Annex – 25 West 4<sup>th</sup> Street  
Saint Paul, MN 55102-1634

March 11, 2019

Dear Mr. Wade,

The St. Anthony Park Community Council (SAPCC) supports the conditional use permit revision to adjust the Luther Seminary campus boundary with the caveat that the parking on Branston and in the lot off Branston be managed ~~to limit traffic from the lot and slow traffic on Branston~~. Per the recommendation of our Land Use Committee, the SAPCC Executive Committee voted unanimously to support the site plan and CUP revision at our meeting March 11, 2019.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn Murray".

Kathryn Murray  
Executive Director

cc: Michael Morrow, Luther Seminary

ST. ANTHONY PARK COMMUNITY COUNCIL  
MEETING OF LAND USE COMMITTEE  
JENNINGS COMMUNITY LEARNING CENTER (JCLC)  
2455 University Ave W | ST. PAUL, MINNESOTA  
THURSDAY, MARCH 7, 2019 7PM -9PM

DRAFT Minutes

Present: Karen, Sherman, Ray, Roger, Nate, Carol, Walker, Amanda  
Guests: David Miller, Jayna Paquin, Roger Paquin, Danielle Smith, Misha Dashevsky, Michael Morrow, Tayna Bell, Sara Weiner, Paul Schroeder, Ted Davis, John Carmody, Dick Gilyard, Irene Opsahl, Cathrine Reid Day.

Introductions, approve agenda, minutes of January meeting

Minutes: Walker's and Nate's, names need to be corrected. January minutes approved as corrected.  
Agenda approved with no additions.

Raymond Station development update

- Presented by David Miller – Urbanworks Architecture
- Submitted design to HPC. Hoping to be on agenda on March 25. Will combine 4 parcels for the project. Current buildings do not have historical significance. Plan to have 127 apartment units and 10,000 sq ft commercial space. They expect 2 tenants in the commercial space - one office, one restaurant. There will be 27 surface parking spots behind the commercial space. There will be some residential parking on level one, enclosed. Underground parking is cost prohibited because of high water table and pollution, so one full floor of parking on second level. Small studios at 350 sq ft to 2 bedroom at 1000 sq ft. 60% of units will be at 80% AMI, mostly efficiency and one-bedroom. There will be about 25 2-bedroom units.
- Parking ratio is at 0.7. 86 parking stalls for residents. Tenants will pay utilities. Roof is solar ready but they are not planning to install solar..
- They are not seeking variances, but need CUP for height. Would like a letter of support for the CUP. Karen moved letter of support. Appreciates the commercial. Ray second. Passed 7 yes, 1 no. Opposition was due to not meeting the objective of 30% affordable at 60% AMI or lower. CUP request will probably be next week.

Luther Seminary Upper Campus Plans

- Michael Morrow & Tanya Bell
- CUP revision to adjust campus boundary (hearing 3/14), site plan review for modifications to Olson and Gullixson Halls (SPR 3/12).
- Looking for letters of support. Technically expanding the campus boundary because a mistake was made in 1986 and all of Olson is not included, so needs Planning Commission and City Council approval for the CUP. Amendment to get the boundary lines consistent with the existing boundary. The new CUP will just be the south campus including the area that was missed in 1986. Bockman is included in the campus boundary. Bockman is currently used for temporary housing, if that changes it will be addressed separately.
- Parking. Currently 188 spaces, proposed 177 spaces, required by city 144 spaces. Neighbors have concerns about a new parking lot off Branston if it increases traffic. They believe the parking will be used differently than current parking at that location. Currently has garages

used for resident parking. 12 spaces today including garages, 21 space surface parking lot proposed. There are many children who play at monkey island and in the streets around it. Branston currently has permit parking on one side, but not on the other.

- Roger approved support of the CUP if the parking on Branston and in the lot off Branston can be managed to limit traffic from the lot and slow traffic on Branston. Nate second. Unanimous approval.
- Roger moved support for site plan for changes to the Luther Seminary campus. Karen seconded. Unanimous approval.

#### 1155 Raymond Avenue variance application (hearing date 3/11)

There were no concerns or issues raised regarding the variance request. Roger moved support, Ray second. Unanimous approval..

#### Lot line adjustment, zoning changes between Wycliff and Hampden (hearing is 3/14).

- Minor lot line adjustments due to railroad spur abandonment. Zoning makes the new lots have consistent zoning the same as the previous lots before the lot line adjustments.
- There were no objections. It was not felt that a motion of support was necessary.

#### Liquor license for The Lab.

- We gave general support previously. The license application has the specifics of what they are requesting. Hearing is in April.
- There were no surprises in the license request, it included what they had discussed with us before. Sherm moved we send a letter of support for the license hearing. Nate second. Unanimous approval.

#### Unified Design Standards (2/12 revision)

- Roger Purdy & John Carmody

- Guidelines and standards are at the heart of the values of the neighborhood. These standards have been developed by a group with representatives from Prospect Park Association, Towerside Innovation District, Creative Enterprise Zone and Saint Anthony Park Community Council. Roger Purdy and Bob Straughn were SAPCC representatives on the group.
- John showed a map of the four participating groups and the overlap between them. The standards are unified standards so that projects in overlapping districts have the same standards.
- Discussion was around the proposed technical committee that could help a developer with information on how the standards could be met in a successful development, whether there was any priority implied in the order of the standards, and making a stronger statement of the centrality of equity in the purpose. Responses to questions were that the technical committee is a work in progress and needs more fleshing out, there is no intended priority in the ordering of the standards and while it is important to state the importance of equity, it is more important to build it into the standards in a way that can be measured.
- Action on the draft standards was tabled until the next meeting. Roger stated his hope that we can approve a version of the standards at that meeting.

#### Land Use Committee 2019 Goals.

- Sherm Eagles
- We ran out of time to discuss goals. The committee members were asked to review the 2018 goals and the draft 2019 goals, and come prepared to discuss the draft goals and identify any additional goals that should be included.

#### Agenda items for next month

- Draft unified standards
- Draft 2019 committee goals
- City comments on SAP draft 10-year plan.

Meeting was adjourned at 9:05



October 12, 2018

Dear Branston Street Neighbors, Friends and Interested Persons,

Re: Petition Opposing Preliminary Proposed Luther Seminary Plans for Additional Parking Spaces on Branston Street

On September 26, 2018, Don and I met with Michael Morrow, Vice President, Finance and Administration, Luther Seminary to discuss proposed plans regarding changes that were presented at a community meeting on Wednesday, September 19 at Olson Hall. Don and I couldn't be at the September 19 meeting so Michael agreed to meet with us on the 26th, at our home.

Two concerns have surfaced for Don and me. The selling of Breck Woods is one concern, but this concern has a group of people already looking at alternatives. The concern that is of utmost importance to me is preliminary proposed plans for the parking lot and garages directly across from our home at 1478 Branston Street. While the garages have never been very attractive from our point of view as we walk out of our home, I was hopeful that Luther would be able to mitigate the "ugliness" of those garages with changes being proposed.

While I was initially encouraged when Michael Morrow stated that they were considering removing the garages, my encouragement quickly moved to upset when he stated that they are potentially looking at adding an additional 12-15 surface spaces that would replace the garages (currently it looks like there are 6-7 spaces, so they are talking a total of about 22 spaces). While this change could affect the value of our home, my biggest concern is the SAFETY of our children who use Monkey Island for playing, as well as the safety of several families who bring their children to Branston Street to learn how to ride bikes, etc. I absolutely love seeing these wonderful children and grandchildren on our street. They laugh, play, rough-house and enjoy the safety of being on our cul-de-sac street. We also have had several "Wiffel" ball games at the end of Branston.

My intent is NOT to be an alarmist about the possibility of more surface parking spaces across from my home. Michael Morrow assured me these are "preliminary" ideas. However, I want to alert all of you to this possibility and perhaps "head Luther Seminary off at the pass" and ask them to develop other possible parking solutions. I totally understand that they have some critical financial issues that need addressing. However, the SAFETY of our children comes ahead of any financial issues in my mind. I have contacted both Mitra Jalali Nelson, our City Council representative, and Matthew Graybar, the City of St. Paul person who would provide Luther with the rules on parking (Matthew sent me a link to the parking rules which are not easy for my understanding).

**PETITION TO LUTHER SEMINARY:**

Please, for SAFETY of our children, find an alternative to the preliminary proposal that increases parking spaces in the lot on Branston Street in St. Paul. Please cease and desist with your current thinking! We are confident of your creativity and that there is something else out there that will work for your student and faculty parking.

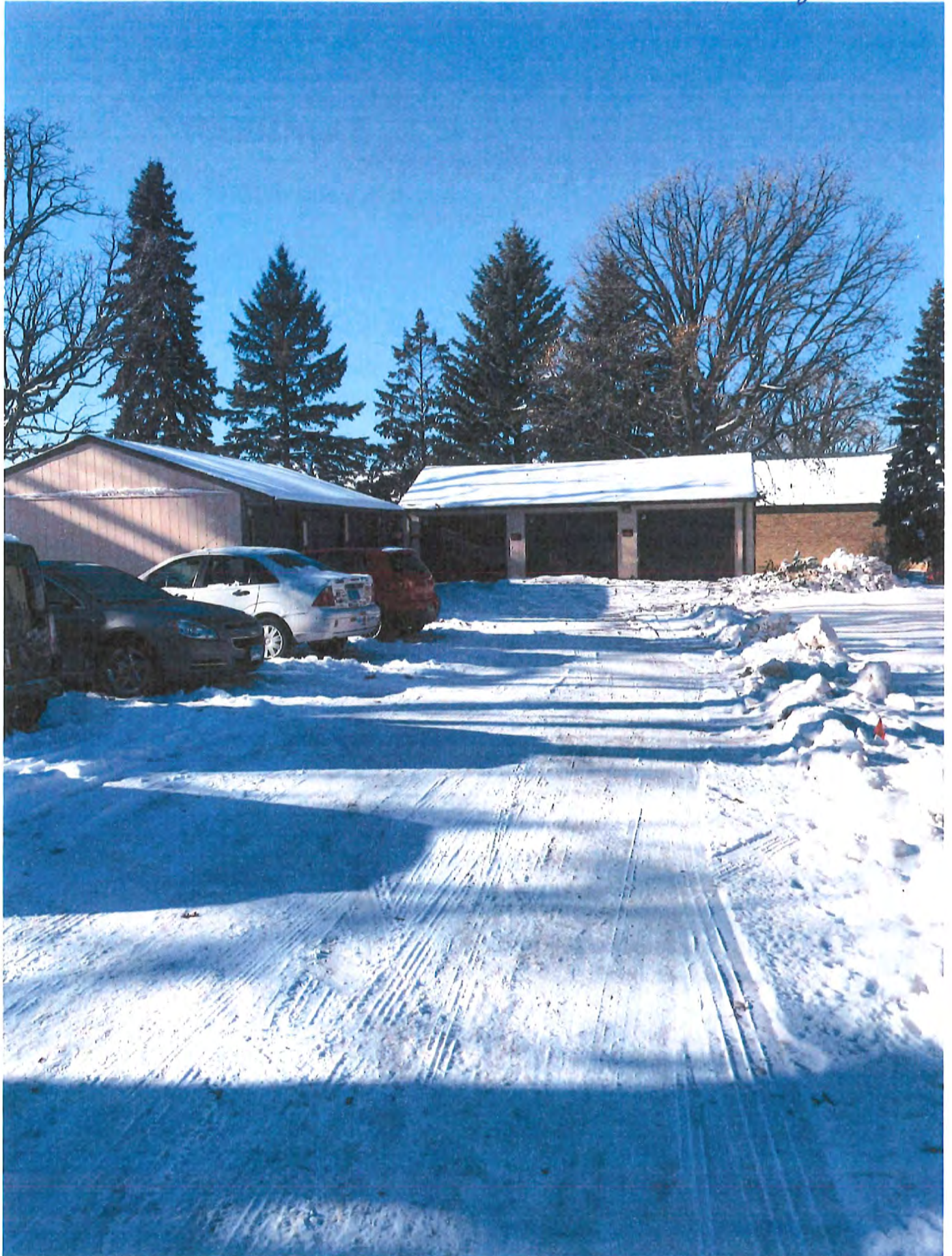
| Name   | Address/Email/Phone Number                                |
|--|---|
| Michael Tounley                                      | 1543 Alantnam St.<br>St. Paul 55108 (Michael Tounley)     |
| Brennan Tounley                                      | 1543 Grantham St.<br>St. Paul, MN 55108 (Brennan Tounley) |
| Susan Webster  | 1463 Grantham<br>St. Paul, MN 55108                       |
| Meredith Stoessel                                    | 1540 Branston St<br>St Paul, MN 55108                     |
| Kelly Sherman-Conroy                                 | 1483 Branston St<br>St Paul, MN 55108                     |
| Jonathan Schroeder                                   | 1545 Branston St<br>St Paul MN 55108                      |
| C. SOPHIA ALBOTT                                     | 1494 BRANSTON<br>ST. PAUL MN 55108                        |
| MICAH<br>EBERMAN                                     | 1467 BRANSTON STREET<br>ST. PAUL, MN 55108                |
| Roger & Jayna Paquin<br><del>1484 Branston St.</del> | 1484 Branston St.<br>St. Paul, MN 55108                   |
| Abigail Gouse  | 1545 Branston St.<br>Saint Paul, MN 55108                 |
| Alexis Lorenz  | 2279 Hoyt Ave W.<br>Falcon Heights, MN 55108              |
| Danielle Westhoff Smith                              | 1510 Fulham St<br>St. Paul MN 55108                       |
| Kristin Madsen                                       | 1558 Fulham St<br>St Paul MN 55108                        |
| Anna Skovholt  | 1473 Grantham<br>St Paul, MN 55108                        |
| Glen Skovholt  | 1473 Grantham St<br>St Paul, MN 55108                     |

**PETITION TO LUTHER SEMINARY:**

Please, for SAFETY of our children, find an alternative to the preliminary proposal that increases parking spaces in the lot on Branston Street in St. Paul. Please cease and desist with your current thinking! We are confident of your creativity and that there is something else out there that will work for your student and faculty parking.

| Name                  | Address/Email/Phone Number   |
|-----------------------|--|
| Kyoko Katayama        | 14174 Branston St., St. Paul, MN 55108<br>Tenshin kyoko@gmail.com    |
| Bob Beck              | 2256 Hendon Ave, St Paul, MN 55108                                   |
| Mary Beck             | 2256 Hendon Ave. St. Paul, MN 55108<br>mbeck@bitlaw.com 651-336-2816 |
| C. SOPHIA AUBOTT      | 1494 BRANSTON ST.<br>ST PAUL, MN 55108                               |
| Mary Lou Fossberg     | 1469 Grantham St.<br>St. Paul MN. 55108                              |
| Robb Duast            | 1469 Grantham St.<br>St. Paul, MN. 55108                             |
| Becky Urdman          | 2222 Hendon, St. Paul MN 55108                                       |
| Amy Eberman           | 1467 Branston St. St. Paul, MN 55108                                 |
| David Christian       | 1468 Branston St. St. Paul, MN 55108                                 |
| Michelle Christiansen | 1468 Branston St. St. Paul 55108                                     |
| Dawn V May            | 1478 Branston St. St. Paul 55108                                     |
| Mei E. Hauge          | 1478 Branston St. 651-356-1952                                       |
|                       |  |
|                       |  |
|                       |  |
|                       |  |

12/1/2019 Current Luther Sem. Branston St. Garages and Parking Lot



12/19/2019 - Branston Street South side of Hendon  
Please note the narrowness of the street -  
Both West and East sides.  
Children's park in the center of cul-de-sac.

North  
Hendon is on North



West

East

South  
(end of cul-de-sac)

12/4/2019

East side of Branston

One way leaving the cul-de-sac

Citizen housing on left

Children's park at top of hill

South



East

Branston

West

North  
Hendon

12/4/2019 West side of Branston St.

Luther Seminary student housing on right

Open street parking

Children's park at top of hill on left

South

East



West

← Branston

North

↓  
Hendon



City of Saint Paul Department of Safety & Inspections, 375 Jackson Street, Suite 220, Saint Paul MN 55101

**SITE PLAN REVIEW APPLICATION**

Date Application Received:

RECEIVED IN D.S.I.

FEB 22 2019

| Staff Use Only      |           |
|---------------------|-----------|
| SPR File #          | 19-015066 |
| Application Fee \$  | 2045.00   |
| Staff Meeting Date: | 3/12/19   |
| City Agent:         | MS        |

|   |  |
|---|--|
| Project Name: Luther Seminary - South Campus  |  |
| Site Address: 2481 Como Avenue, St. Paul, MN 55108  | Property Identification Number: 202923130118, 202923130122, 202923420126 |
| Project Description:<br>Site modifications: pavement(sidewalk/parking), storm, landscape, and minor building improvements. Project also involves a related significant building remodel for the Olson and Gullixson campus buildings. |  |

Provide (5) five Paper Copies 11x17 and an electronic PDF version (11x17 print format) of the complete Site Plan package including certificate of survey, civil site plan, exterior architectural plan, and landscape plan.

**Project Summary**

|   |   |  |
|---|---|--|
| Est. Project Cost: \$15 million total (exclusive of land value) (2+ million for site) | Est. Construction Start May/June 2019           | Proposed Land Use:   |
| Parcel Area [sq. ft.]<br>468,270 sf (10.75 ac)  | Disturbed Area [sq. ft.]<br>130,700 sf (3 ac)   | <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Institutional <input type="checkbox"/> Parking<br><input type="checkbox"/> Commercial <input type="checkbox"/> Industrial Only<br><input type="checkbox"/> Mixed-Use <input type="checkbox"/> Other |
| Floor Area Ratio Ex. Campus Bldgs   | Building Gross Floor Area Existing Campus Bldgs | # Off-Street Parking Spaces 180+ (South Campus)  |
| <input type="checkbox"/> Historic District/Property                                   | <input type="checkbox"/> Flood Plain Property   | <input type="checkbox"/> Steep Slope (>12%)  |

**Residential Project Details**

|                     |              |                      |
|---------------------|--------------|----------------------|
| # Residential Units | # Affordable | % AMI for Affordable |
|---------------------|--------------|----------------------|

**Applicant Information** [Name, company, address, phone, e-mail]

|   |  |   |
|---|--|---|
| Developer or Property Owner<br>Michael Morrow<br>VP Finance and Administration<br>Luther Seminary<br>2481 Como Avenue<br>St. Paul, MN 55108<br>651.523.1660 | Project Contact (PM, architect)<br>Paul Schroeder<br>Senior Associate / PM<br>SRF Consulting Group<br>1 Carlson Parkway N, Suite 150<br>Plymouth, MN 55447<br>763.249.6796 | Construction Contact<br>Patrick Sims<br>Pre-Construction Manager<br>Adolfson & Peterson<br>6701 West 23rd Street<br>Minneapolis, MN 55426<br>952.607.4663 |
|---|--|---|

mmorrow001@luthersem.edu

pschroeder@srfconsulting.com

psims@a-p.com

*Michael J Morrow*  
Signature

1-29-2019  
Date

| Staff Use Only  |  |   |
|---|--|---|
| Zoning District T1                                      | Overlay Zoning District                  | District Council 12-Saint Anthony Park              |
| Ward 4  | Watershed District CPND                  | MnDOT or County Hwy 280                             |
| <input checked="" type="checkbox"/> Parkland Dedication | <input checked="" type="checkbox"/> TDMP | <input type="checkbox"/> CUP Required 1980-Existing |
|   |  | Previous SPR  |





CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
St Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

November 26, 2019

Michael Morrow  
Luther Seminary  
2481 Como Ave  
St Paul, MN 55108

Paul Schroeder  
SRF Consulting Group  
1 Carlson Pkwy N, Ste 150  
Plymouth, MN 55447

RE: **Approval of Site Plan 19-015088** – Luther Seminary South Campus Improvements at 2375 Como Ave and 1490 Fulham St – Civil and Landscape Plans prepared by SRF Consulting Group with revisions through 10/11/2019, and Architectural Elevations prepared by Gensler with revisions through 6/10/2019.

Michael Morrow and Paul Schroeder,

**The site plan referenced above is approved subject to the following conditions:**

1. **Site improvements** – The proposed off-street parking lot, building façade changes to Olson Campus Center and Gullixson Hall, and all other site improvements must be constructed as shown on the approved Site Plan. This includes all paving, grading, driveways, utilities, storm water management facilities, landscaping, lighting, fences and walls.
  - A change to the existing Conditional Use Permit for the campus boundary was approved by Planning Commission on March 22, 2019, to include 1465 Branston Street ((File #19-014-075).
2. **Tree Protection** – Prior to land disturbance for construction of this project, the contractor shall contact Zach Jorgenson (651-632-2437), City Forestry, to inspect and verify that tree protection measures are in place.
3. **Transportation Safety** - A Temporary Pedestrian Access Route (TPAR) and Temporary Traffic Control (TTC) plan are required as part of the Right-of-Way permitting process. The developer shall contact the Right of Way inspector, Dick Rohland (651-485-1688), one week prior to beginning work to discuss traffic control, pedestrian safety and coordination of all work in the public right-of-way.
4. **Erosion and Sediment Control** devices must be installed per the approved site plan. They shall be inspected by the building inspector prior to excavation. Control devices must be maintained until final approval of the project.

5. **Permits and Fees** listed below are required for the work shown on the approved Site Plan:
- **Building permit** is required from the Department of Safety and Inspections (651-266-9007).
  - **NPDES permit** shall be obtained from the MPCA.
  - **Watershed permit** shall be obtained from the Capitol Region Watershed District.
  - **Obstruction or Excavation permit** must be obtained from Public Works (651-266-6151) if trucks/equipment will be driving over curbs or if construction will block City streets, sidewalks or alleys.
  - **Sewer permits** for repair and removal permits from Public Works Sewer Division (651-266-6234) are required. These permits are issued only to licensed house drain contractors. Any sewer revisions to approved plans must be approved by the City before construction. All sewer permits are to be requested before 2:00 pm the day prior to when the work is scheduled to begin. Requests for sewer inspections must be made no later than two hours before installation of the pipe is completed.
  - **Water permit** from Saint Paul Regional Water Service (1900 Rice Street) is required.
  - **Sidewalk permit** is required for work on curbs, driveways and sidewalks in the public right-of-way and must be done by a contractor licensed to work in the City right-of-way under a permit from Public Works Sidewalk Section (651-266-6120).
  - **Tree planting permit** from the City Forester (651-632-2437) is required for planting trees in the boulevard. There is no charge for this permit.
  - **Sign permit** for a business sign is require from the Department of Safety and Inspections. Contact Ashley Skarda of Department of Safety and Inspections at 651-266-9013.
  - **Parkland Dedication Fee** is not required for this project.
6. **Appeals** – A Final Site Plan approval decision may be appealed within ten days after the date of the decision per Leg. Code Sec. 61.701 – Administrative Appeals, to the Planning Commission. An Appeal of a Site Plan shall be filed with the Zoning Administrator.
7. **Time limit** – Work covered by this Site Plan shall be completed no later than December 1, 2021. City staff will conduct a site inspection based on this date. Based on project phasing, the Zoning Administrator may grant an extension.

If you have questions, please contact me at 651-266-9086 or [tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us).



Tia Anderson  
Senior City Planner

cc: File, Site Plan Review Committee, CRWD, City Council Ward 4 Office, District 12 Community Council



CITY OF SAINT PAUL

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St Paul, Minnesota 55101-1806

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Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

July 12, 2019

Michael Morrow  
Luther Seminary  
2481 Como Ave  
St Paul, MN 55108

Paul Schroeder  
SRF Consulting Group  
1 Carlson Pkwy N, Ste 150  
Plymouth, MN 55447

RE: **Updated Site Plan 19- 015088** – Luther Seminary South Campus Improvements at 1490 Fulham St – Site Plans with revisions through 06/10/2019.

Michael Morrow and Paul Schroeder,

Below is a summary of outstanding conditions for the Luther Seminary South Campus Improvements Site Plan:

#### General Comments

1. Please provide a copy of the Final Permit from the Capital Region Watershed District.
2. Please provide a copy of the NPDES Permit from the MPCA.
3. Per Minnesota State Statute 326, the final plans submitted shall be signed by the appropriate licensed Professional, i.e. PE, LA, RLS, etc., responsible for plan development. Also, the final plans should not be marked "preliminary" or "not for construction."

#### Zoning

Tia Anderson/651-266-9086 [tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us)

4. Update C3.0 Site Plan with the setback dimension of the new parking lot on Branston St.
5. Update C3.0 Site Plan and L101.3 Materials & Furniture Plan for consistency in regards to bicycle parking location. The updated Site Plan indicates that bicycle parking is provided in 3 areas; however, it is unclear as to whether one of the bicycle parking locations is near the new Branston St parking lot.
6. Update the Landscape Plan plant abbreviations list to include "jm" and all other plant species represented in the Landscape Plan.

#### Public Works Sewers

Anca Sima/651-266-6237 [anca.sima@ci.stpaul.mn.us](mailto:anca.sima@ci.stpaul.mn.us)

7. Subsequent review by Public Works Sewers is in progress; sign-off is required prior to Final Site Plan Approval.

## Water Utility

Jeff Murphy/ 651-266-6276

[jeffrey.murphy@ci.stpaul.mn.us](mailto:jeffrey.murphy@ci.stpaul.mn.us)

8. Provide profile view of all proposed utility crossings.
9. Show stationing and degree of bends on plan sheet
10. Inspection of water facility work performed by owner's contractor.
11. Provide completed project data sheets to determine meter sizing.
12. Furnish one set of interior fire suppression mechanical plans for review and approval by SPRWS plumbing inspection unit.
13. Provide the following on PLAN SHEET C5.0 under NOTES:
  - Water services to be installed according to SPRWS "Standards for the Installation of Water Mains.
  - Maintain 8 feet of cover over all water mains and services.
  - Pipe material for 8" Ductile Iron Pipe must be Class 52, Pipe material for 6" and 4" Ductile Iron Pipe must be Class 53. The exterior of ductile iron pipe shall be coated with a layer of arc-sprayed zinc per ISO 8179. The interior cement mortar lining shall be applied without asphalt seal coat.
  - Pipe must be wrapped in V-Bio Polywrap encasement.
  - Maintain 3 feet vertical separation between water and sewer pipes or a 12 inch separation with 4 inch high density insulation per SPRWS Standard Plate D-10 for typical water main offsets.
  - Refer to SPRWS "Standards for the Installation of Water Mains" Standard Plate D-11 for restrained pipe requirement.
  - All water service valve boxes within construction area must be exposed and brought to grade upon completion of construction.
  - All pipe work inside of property to be performed by a plumber licensed by the State of Minnesota and Certified by the City of Saint Paul. SPRWS requires separate outside and inside plumbing permits for each new water service.
  - The contractor providing excavation is responsible for obtaining all excavation and obstruction permits required by any governing authority.

## Forestry

Zach Jorgensen/651-632-2437

[zach.jorgensen@ci.stpaul.mn.us](mailto:zach.jorgensen@ci.stpaul.mn.us)

14. Per the team's response to 17c, the transplanting of the three small street trees on Fulham Street may be an option which will require the following:
  - An approved forestry permit.
  - An onsite review with the City Forester prior to transplant to inspect the condition of the trees.
  - Transplanting shall be completed using a tree spade.
  - A watering plan for the duration of the construction project. The watering plan shall be included as a detail in the plan set.
  - A one year replacement agreement. If the trees do not survive or are in marginal condition within one year of transplant they shall be replaced by Luther Seminary at no cost to the City.
  - The trees are to be transplanted north on the Fulham Street boulevard.
  - If transplanting is not an option, four new street trees are to be planted per the initial Site Plan Review comments.
15. Update the Landscape Plan with the following notes:
  - The removal, pruning, and/or planting of trees on the public boulevard requires an approved permit from the City Forester (651-632-2437). Any work must be completed by a licensed tree contractor.

- Boulevard restoration is to include the following:
  - Where driveways, sidewalks or other surface paving are removed all concrete, asphalt and base materials shall be removed.
  - Boulevard soils are to be protected during construction. Soil compaction due to construction activities shall be mitigated and soils loosened prior to final grading.
  - Boulevards shall be restored with a minimum of 6" of topsoil.

If you have questions, please contact me at 651-266-9086 or [tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us).



Tia Anderson  
Senior City Planner

cc: File, Site Plan Review Committee, CRWD

**City of Saint Paul – Department of Safety and Inspections**

**Site Plan Review Report**

**Date of Report:** March 22, 2019

**SPR File #** 19-015088

**Address Location:** 2375 Como Ave, 1490 Fulham St, 1465 Branston St

**Project:** Luther Seminary South Campus Site Modifications



Michael Morrow  
Luther Seminary  
2481 Como Ave  
St Paul, MN 55108

Paul Schroeder  
SRF Consulting Group  
1 Carlson Pkwy N, Ste 150  
Plymouth, MN 55447

On Tuesday, March 12, 2019 you met with City staff to discuss the site plan for the Luther Seminary project including site modifications to the South Campus for sidewalks, off-street parking (1465 Branston St), stormwater management, and landscaping, as well as remodel of the Olson (1490 Fulham St) and Gullixson (2375 Como Ave) buildings. The comments from that meeting are summarized below.

**1. Site Plan Approval Process**

- a) The project's Site Plan is *conditionally approved* pending updates based on the comments summarized in this letter.
- b) Site Plan decisions may be appealed within ten days after the date of the decision per Leg. Code Sec. 61.701 – Administrative Appeals, to the Planning Commission. An Appeal of a Site Plan shall be filed with the Zoning Administrator.
- c) Provide a pdf version of the updated Site Plan package for review by the Site Plan Review Committee.
- d) A Final Site Plan Approval letter will be issued after City Staff sign-off on the updated Site Plan. A Final Site Plan approval decision may be appealed within ten days after the date of the decision per Leg. Code Sec. 61.701 – Administrative Appeals.
- e) Per Minnesota State Statute 326, the final plans submitted shall be signed by the appropriate licensed Professional, i.e. PE, LA, RLS, etc., responsible for plan development.
- f) Building permits will not be issued until the Site Plan has final approval.

**2. Zoning**

Reviewer: Tia Anderson/651-266-9086

[tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us)

Reviewer: Amanda Smith/651-266-6507

[amanda.smith@ci.stpaul.mn.us](mailto:amanda.smith@ci.stpaul.mn.us)

Comments:

- a) The proposed use of the property as a college, university, or seminary is a conditional use at this location in a R3 Single Family Residential (1490 Fulham St and 1465 Branston St) and permitted use in a T1 Traditional Neighborhood Zoning District (2375 Como Ave).
  - There is an existing Conditional Use Permit for the campus boundary approved by Planning Commission on March 22, 2019, to be modified to include 1465 Branston Street where off-street surface parking is proposed.
  - At the March 12, 2019, Site Plan Review Committee meeting, the project team indicated that Luther Seminary's long-term plan is to split the campus and consolidate operations on the current South Campus; the CUP for the campus boundary may be modified in the future to reflect such change.
- b) Applicable Zoning standards and conditions of a college, university, or seminary include:
  - Additional parking spaces shall be provided for each subsequent gain of more than ten (10) percent or three hundred (300) in the total number of employees, staff or students.
  - To determine compliance with parking requirements, the institution must file an annual report with the planning administrator stating the number of employees, staff and students associated with the institution.

- c) At the March 12, 2019, Site Plan Review Committee meeting, the project team confirmed that existing parking agreements are in place with Ecumen for Luther Seminary's use of the parking lot at Zvago Cooperative at 2265 Luther Pl., and Sunrise Bank for their use of off-street parking on Luther Seminary's campus. Copies of the agreements were provided to Saint Paul Planning and Economic Development as part of the annual compliance report for parking.
- d) In the modified parking lots on Fulham St and Branston St, off-street parking spaces shall not be within a required front or side yard and shall be a minimum of 4' from any lot line.
- e) At the March 12, 2019, Site Plan Review Committee meeting, staff and the project team discussed that the ADA parking is distributed across the site. Parking spaces and passenger loading zones for persons with disabilities shall be designed in accordance with the provisions of the Accessibility Guidelines for Buildings and Facilities of the Americans with Disabilities Act (ADA).
- f) *Update the Site Plan to indicate any compact parking spaces and provide a compact parking sign detail.* The new parking spaces in the Fulham St parking lot depict an 8.5' width; standard width is 9'. Accessory parking facilities may designate up to 50% of the spaces for compact cars only, in which case, the minimum layout dimensions may be reduced to 8' in width and 16' in length. Compact spaces shall be designated by signs with a minimum of one sign per every four compact spaces.
- g) *Update the Site Plan to indicate location of existing and proposed bicycle parking.* Bicycle parking shall be provided in a convenient, safe, and secure location. Off-street parking facilities shall provide a minimum of one secure bicycle parking space for every 20 motor vehicle parking spaces, disregarding fractional bicycle spaces.
- h) *Provide a narrative on deliveries, trash and recycling operations. Update the site plan with a detail of the trash/recycling enclosure if the enclosure is on a building exterior.* Garbage dumpsters and trash containers shall be located to the rear of the principal building and enclosed by a visual screen.

### 3. Building Design Standards

- a) *Include architectural elevations and roof plans (for drainage detail and roof top equipment) for Olson Campus Center and Gullixson Hall in the updated Site Plan set.*
- b) The façade modifications for Olson and Gullixson buildings shall comply with building design standards per Leg. Code Sec. 63.110:
  - A primary entrance of principal structures shall be located within the front third of the structure; be delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features; and have a direct pedestrian connection to the street.
  - Building materials and architectural treatments used on sides of buildings facing an abutting public street should be similar to those used on principal facades.
  - *Provide the percentage of window and door openings on new facades on the Site Plan.* For principal buildings, above grade window and door openings shall comprise at least 15% of the total area of exterior walls facing a public street or sidewalk. Windows may be clear, translucent, or opaque.
  - The visual impact of rooftop equipment shall be reduced through such means as location, screening, or integration into the roof design. Screening shall be of durable, permanent materials that are compatible with the primary building materials. Exterior mechanical equipment such as ductwork shall not be located on primary building facades.

### 4. Lighting and Landscaping for the Site and Exterior Parking Lot

The project shall comply with lighting and landscaping design standards, as follows:

- a) *Update the site plan to include proposed parking lot lighting fixtures.* Exterior lighting shall meet Zoning Code Sec. 63.116. - Exterior lighting.
  - All outdoor lighting shall be shielded to reduce glare and shall be so arranged as to reflect lights away from all adjacent residential districts or adjacent residences in such a way as not to exceed three (3) footcandles measured at the residence district boundary.
  - All lighting in all districts used for the external illumination of buildings shall be placed and shielded so as not to interfere with the vision of persons on adjacent highways or adjacent property.

- b) *Update the site plan to include parking lot curbing for grading and drainage.*
- c) All required yards and any underdeveloped space shall be landscaped using materials such as trees, shrubs, sod, groundcover plants, or stormwater landscaping.
- d) For off-street parking facilities that adjoin a residential use a visual screen shall be provided and maintained.
- e) For any parking facility, landscaping shall be provided to buffer the facility from adjacent properties and from the public right-of-way; reduce the visual glare and heat effects of large expanses of pavement; and provide areas for the retention and absorption of stormwater runoff. The standards can be found in Sec. 63.313 and 63.314 of the Zoning Code.
  - A landscaped yard at least four (4) feet wide shall be provided along the public street or sidewalk.
  - *Update the Site Plan to include screening along the Branston St parking lot frontage.* Screening shall be provided consisting of a masonry wall or decorative fence (not including chain link) between 3' and 4.5' tall along public street or sidewalk supplemented a with landscape buffer.
  - Parking facilities with more than 20 parking spaces shall provide 15 square feet of interior landscaped area for every 100 square feet of paving. Interior landscaping may not substitute for perimeter landscaping, but may join perimeter landscaping as long as it extends at least 4 feet into the parking area from the perimeter landscape line.
  - At least 1 shade tree shall be planted for every 5 surface parking spaces.

**5. Signs**

Reviewer: Ashley Skarda/651-266-9013 [ashley.skarda@ci.stpaul.mn.us](mailto:ashley.skarda@ci.stpaul.mn.us)

Comments:

Business signs require a separate review and Sign Permit from the Department of Safety and Inspections. Site plan approval does not constitute approval of signs shown on the site plan. Contact Ashley Skarda of DSI Zoning regarding a new campus sign plan if needed.

**6. Planning**

Reviewer: Michael Wade/651-266-8703 [michael.wade@ci.stpaul.mn.us](mailto:michael.wade@ci.stpaul.mn.us)

Comments:

- a) On March 22, 2019, the Planning Commission approved Luther Seminary's application (File #19-014-075) to amend its conditional use permit to adjust the campus boundary.
- b) No comments on the site plan.

**7. District Council 12**

The site is located in the Saint Anthony Park Community Council. A copy of the site plan was provided to the District Council for comments. SAPCC sent a letter of support for the updated CUP for the campus boundary and site plan. SAPCC requests Luther Seminary manage the Branston St parking lot so as to limit traffic to/from the lot and slow traffic on Branston St. At the March 12, 2019, Site Plan Review Committee meeting, the project team discussed the use of permit parking as a mechanism for limiting the use of the Branston St parking lot.

**8. Public Works Records and Mapping**

Contact Number: 651-266-6150

Comments:

Please file a request for Combination of Contiguous Properties form with Ramsey County, to combine the separate parcels, and provide DSI a copy of the receipt.

**9. Public Works Construction**

Reviewer: Ahmed Omer/651-266-6082 [ahmed.omer@ci.stpaul.mn.us](mailto:ahmed.omer@ci.stpaul.mn.us)

Comments:

No comments.



## 10. Public Works Transportation Planning

Reviewer: David Kuebler/651-266-6217

[david.kuebler@ci.stpaul.mn.us](mailto:david.kuebler@ci.stpaul.mn.us)

Reviewer: Colleen Paavola/651/266-6104

[colleen.paavola@ci.stpaul.mn.us](mailto:colleen.paavola@ci.stpaul.mn.us)

### Comments:

- a) Please be advised that a Temporary Pedestrian Access Route (TPAR) and/or a Temporary Traffic Control (TTC) plan may be required as part of the Right-of-Way (ROW) permitting process. Said TTC or TPAR plans must be approved by the City prior to the ROW Permitting office issuing a permit(s).
- b) Per Minnesota State Statute 326, the final plans submitted must be signed by the appropriate licensed Professional, i.e. PE, LA, PLS, etc., responsible for plan development.
- c) Update the Site Plan with the following notes:
  - INSPECTION CONTACT: The developer shall contact the Right of Way inspector Dick Rohland, 651-485-1688 (one week prior to beginning work) to discuss traffic control, pedestrian safety and coordination of all work in the public right of way. Note: If a one week notice is not provided to the City, any resulting delays shall be the sole responsibility of the Contractor.
  - As part of the ROW permitting process, two weeks before any work begins that impacts the ROW in any way the developer shall provide to the ROW Inspector the name and contact information of the Construction Project Manager or Construction Project Superintendent. If this information is not provided there may be a delay in obtaining permits for the work in the ROW. Said delays will be the sole responsibility of the developer
  - SAFE WORK SITE REQUIREMENTS: The Contractor shall provide a continuous, accessible and safe pedestrian walkway that meets ADA and MN MUTCD standards if working in a sidewalk area, and traffic control per MN MUTCD requirements for work in the public right of way.
  - SIGNING: Signs regulating parking and/or traffic on private property shall be installed by the property owner or contractor outside of the public right-of-way (ROW). Removal of signs within the public ROW shall be completed by the City. New signs or the reinstallation of existing signs, as approved by Public Works Traffic Engineering, regulating parking and/or traffic in the public ROW for this development shall be installed by the City at the expense of the development. Contact Chris Gulden of Public Works 651-266-9778 two weeks in advance of needed sign work.

### CITY OF ST. PAUL PERMIT REQUIREMENTS:

- ORDERING OBSTRUCTION AND EXCAVATION PERMITS: Contact Public Works Right of Way Service Desk at (651) 266-6151. It is strongly recommended that contractors call for cost estimates prior to bidding to obtain accurate cost estimates.
- OBSTRUCTION PERMITS: The contractor must obtain an Obstruction Permit if construction (including silt fences) will block City streets, sidewalks or alleys, or if driving over curbs.
- EXCAVATION PERMITS: All digging in the public right of way requires an Excavation Permit. If the proposed building is close to the right of way, and excavating into the right of way is needed to facilitate construction, contact the utility inspector.
- FAILURE TO SECURE PERMITS: Failure to secure Obstruction Permits or Excavation Permits will result in a double-permit fee and other fees required under City of St. Paul Legislative Codes.

## 11. Public Works Sidewalks

Reviewer: Al Czaia/651-266-6108

[al.czaia@ci.stpaul.mn.us](mailto:al.czaia@ci.stpaul.mn.us)

### Comments:

- a) Contractor is responsible for damage to the mainline sidewalk, curb, drive access and boulevard landscaping cause during the construction. Contractor advised to document pre-existing condition of the right of way prior to commencement of the construction.
- b) Sidewalk grades must be carried across driveways.
- c) Sidewalk on Fulham St. should be 6' wide, not 4'.
- d) Update the Site Plan to remove private encroachments from the Fulham St right-of-way, e.g., depressed planter.

- e) Parking lot curb and gutter needs to end at mainline sidewalk and not cross. Please show on civil and landscape drawings.
- f) Driveway apron to be Standard plate 1206D.
- g) Driveway sidewalk crossings need to meet ADA cross slopes of 2%.
- h) Replace City Standard plates for PED Ramps and add MnDOT Standard plates for PED Ramps.
- i) Update the Site Plan with the following notes:
  - CONSTRUCTION IN RIGHT OF WAY: All work on curbs, driveways, and sidewalks within the public right of way must be done to City Standards and Specifications by a contractor licensed to work in the City right-of-way under a permit from Public Works Sidewalk Section (651-266-6108). Sidewalk grades must be carried across driveways.
  - RIGHT OF WAY RESTORATION: Restoration of asphalt and concrete pavements are performed by the Public Works Street Maintenance Division. The contractor is responsible for payment to the City for the cost of these restorations. The contractor shall contact Public Works Street Maintenance to set up a work order prior to beginning any removals in the street at 651-266-9700. Procedures and unit costs are found in Street Maintenance's "General Requirements - All Restorations" and are available at the permit office.

#### 12. Metro Transit

Reviewer: Berry Farrington [berry.farrington@metrotransit.org](mailto:berry.farrington@metrotransit.org)

##### Comments:

A copy of the Site Plan was provided to Metro Transit for review. Staff reserves the right to provide additional conditions based on subsequent feedback.

#### 13. Public Works Sewers

Reviewer: Anca Sima/651-266-6237 [anca.sima@ci.stpaul.mn.us](mailto:anca.sima@ci.stpaul.mn.us)

##### Comments:

- a) The plan for storm water rate control meets city requirements.
- b) We will check (when weather will allow) to see if the previous storm permits connect into a catch basin as shown or into a man hole as it is on your survey plan.
- c) If the building remodeling requires SAC recalculation, please provide us the SAC calculation, in order to verify the sewer capacity for the upgrade.
- d) Send Public Works Sewers the autoCAD file for utility plan.
- e) Update the Site Plan with the following notes:
  - If the pipe installed has less than 2% slope, laser equipment is required.
  - SEWER REPAIR PERMIT: Plumbing Contractor to obtain "Repair Permits" from Public Works for proposed modification to the existing storm sewer connections. Call St Paul PW permit desk (651-266-6234) for information on obtaining this permit.

#### 14. Water Quality/Erosion Control

Reviewer: Wes Saunders-Pearce/651-266-9112 [wes.saunders-pearce@ci.stpaul.mn.us](mailto:wes.saunders-pearce@ci.stpaul.mn.us)

##### Comments:

Erosion control plan is satisfactory as shown.

#### 15. Water Utility

Reviewer: Jeff Murphy/651-266-6813 [jeffrey.murphy@ci.stpaul.mn.us](mailto:jeffrey.murphy@ci.stpaul.mn.us)

Reviewer: Amanda Leier/651-266-6276 [amanda.leier@ci.stpaul.mn.us](mailto:amanda.leier@ci.stpaul.mn.us)

Reviewer: Brian Galloway/651-266-6265 [brian.galloway@ci.stpaul.mn.us](mailto:brian.galloway@ci.stpaul.mn.us)

##### Comments:

- a) Water services cannot run under proposed storm water system.
- b) Show locations of services inside property on existing conditions page.
- c) Show proposed relocation of water services on utility page.
- d) Plumbing permit applications for work inside private property to be made with SPRWS at 1900 Rice Street, Saint Paul, MN.

- e) Furnish one set of revised site plans for review. Following approval by SPRWS, furnish one set of approved plans.
- f) Additional notes to follow once updates are made.

#### 16. Fire

Reviewer: Ann Blaser/651-266-9140 [ann.blaser@ci.stpaul.mn.us](mailto:ann.blaser@ci.stpaul.mn.us)

##### Comments:

- a) Visibility of the Fire Department connection must be maintained in a visible, accessible location at all times without obstruction by fences, bushes, trees, walls, or other objects for a minimum of 3 feet to the front and each side. This requirement is applicable for the duration of the construction time as well.
- b) Automatic Fire Sprinkler System to be extended into new entrance to Olson Campus Center. Plans and permits required by licensed contractor. Flow test is required to determine adequacy of water service for proposed fire suppression system. The fire prevention section of the Dept. of Safety and Inspections reviews sprinkler plans, issues permits and does the necessary inspections of the installation. Contact Jeff Hemenway 651-266-8952 with questions on obtaining this permit and the procedure for arranging a time to perform this test.
- c) Provide fire truck turning movements showing truck driving through from street to street using the new fire access lane. Also provide turning movements showing a truck making the turn into the West parking lot from the new driveway.
- d) Recommended to provide fire access lane signs at both entrances to the fire lane from both parking lots.
- e) Update the Site Plan with the following notes:
  - Contractor to maintain access to the fire department connection for fire department personnel at all times during the construction period.

#### 17. City Forestry

Reviewer: Zach Jorgensen/651-632-2437 [zach.jorgensen@ci.stpaul.mn.us](mailto:zach.jorgensen@ci.stpaul.mn.us)

##### Comments:

- a) Existing street trees are to be protected at all times. Trees damaged or removed during construction shall be restored or replaced to the satisfaction of, and at no cost to, the City as determined by the Forestry manager.
- b) Sheet C2.0:
  - Indicate all tree removals including street tree removals on the demo plan. It appears three street trees will need to be removed to accommodate the proposed drop off area and driveway.
  - Street trees to remain are to be protected with tree protection fencing placed at the drip line or a minimum of 5' from the trunk, whichever is greater.
    - The location of tree protection fencing is to be shown on the demo plan.
- c) Sheet L102:
  - Four new street trees are to be planted on Fulham St.
    - Tree species to be 'Spring Snow' crabapple, 'Espresso' Kentucky coffeetree, and/or 'New Horizon' elm.
- d) Update the Demo Plan Sheet C2.0 and Landscape Plan Sheet L100 with the following notes:
  - The removal, pruning, and/or planting of trees on the public boulevard requires an approved permit from the City Forester (651-632-2437). Any work must be completed by a licensed tree contractor.
  - Construction supplies, materials, spoils, equipment, and vehicles shall not be stored or operated within the drip line of any public street tree or on turf boulevards without prior written approval from the City Forester. If the boulevard must be used for construction activities, site access routes, material storage or other related activities, protective measures approved by the City Forester shall be taken to reduce soil compaction and protect tree(s) from damage.

- Street trees shall be protected by establishing a tree protection zone using 4' tall fencing installed at the drip line of the tree. Tree protection fencing shall be installed prior to the start of any site work and maintained for the duration of the project. Proposed work within, or changes to the location of tree protection fencing shall be reviewed by the City Forester prior to alteration.
  - Contractor shall contact the City Forester (651-632-2437), prior to demolition or other land disturbance associated with site construction, to verify tree protection measures.
- e) Update the Landscape Plan Sheet L100 with the following note:
- Boulevard restoration is to include the following:
    - Where driveways, sidewalks or other surface paving are removed all concrete, asphalt and base materials shall be removed.
    - Boulevard soils are to be protected during construction. Soil compaction due to construction activities shall be mitigated and soils loosened prior to final grading.
    - Boulevards shall be restored with a minimum of 6" of topsoil.

#### 18. Parks and Recreation

Reviewer: Paul Sawyer/651-266-6417

[paul.sawyer@ci.stpaul.mn.us](mailto:paul.sawyer@ci.stpaul.mn.us)

Comments:

No comments.

#### 19. MPCA Permit

This project will be affecting more than one acre. A General Storm Water Permit for Construction Activity from the Minnesota Pollution Control Agency is required. No land disturbance activity for the project is allowed, until this permit is obtained and is in addition to any City or watershed district permits required. Call the Brian Green MPCA Statewide Compliance Coordinator for the Storm water Program MPCA at 507-206-2610 if you have questions about the process for obtaining this permit.

#### 20. Capitol Region Watershed District

Reviewer: Forrest Kelley/651-644-8888

[forrest@capitolregionwd.org](mailto:forrest@capitolregionwd.org)

Comments:

- a) The project area is an acre or more in size and will require a permit from the Capitol Region Watershed District. A copy of the watershed permit or other written authorization from the district must be provided before the site plan will be approved or any permits are issued, allowing construction to proceed.
- b) Permit application was received at CRWD on February 25, 2019. Review is underway.

#### 21. Plumbing

Reviewer: Rick Jacobs/651-266-9051 [rick.jacobs@ci.stpaul.mn.us](mailto:rick.jacobs@ci.stpaul.mn.us)

Comments:

- c) Contact Saint Paul Regional Water Services (SPRWS) for questions, permits, fees, inspections, specifications, plans, or information that may be required for the water service and/or the water meter.
- d) Sanitary and/or storm sewer service passing within 10 feet of the building are governed by the MN Plumbing Code. Specification for pipe material selection and notes for required air test of the piping, compliant with MN State Plumbing Code 4714 Section 1109.0, must be shown on the plan. This system must be reviewed and approved by Rick Jacobs, Senior Plumbing Inspector (651-266-9051) to ensure that it meets Plumbing Code standards.
- e) Contact the City of Saint Paul Department of Public Works Sewer Division for questions, permits, fees, inspections, specifications, plans, or information that may be required for sewer and storm piping work performed outside the building, including retention systems located outside the building.
- f) Gutters and open down spouts shall be reviewed and approved by DSI's Building Plan Review for compliance.
- g) Provide DSI's Building Plan Review with the provisions made to prevent plumbing piping from freezing. MPC 4714.312.6.

- h) The “grates” that receive the roof open downspout discharge shall be a minimum of the same cross-sectional area of the pipe or downspout and centered under the downspout.
- i) Update the Site Plan with the following notes:
  - Plans indicate roof drainage in the form of gutters to open downspouts discharging into a “grate” at grade, piped underground to the storm sewer. All primary roof discharge shall be connected to the storm sewer. MPC 4714.1101.1.

## 22. Building Code Requirements

Reviewer: James Williamette/651-266-9077 [james.williamette@ci.stpaul.mn.us](mailto:james.williamette@ci.stpaul.mn.us)

### Comments:

- a) This proposal will require a building (grading) permit from this office to proceed with the grading activity.
- b) This proposal will require a building permit to proceed. The building permit is issued only after all necessary city staff have approved and signed off on the proposed design. In addition to the building permit, separate permits are required for any plumbing, electrical and mechanical work, elevator installation and any fire sprinkler modifications. These permits must be obtained and the work performed by city licensed contractors in each of the respective trades.
- c) One PDF and two sets of complete construction documents stamped by public works must be submitted with the building permit application to the DSI Main Office/ Permit Desk.
  - The construction documents shall include architectural, structural, mechanical, electrical and plumbing plans signed and stamped by design professionals registered in the State of Minnesota. The architect shall provide a complete code analysis and a color-coded exit plan showing all fire rated walls and shafts and include exit access and travel distances. The plans shall have the energy code noted on the plans along with the compliance path chosen. The submittal should include compliance documents detailing how the energy code requirements are met.
  - Plans must be dimensioned, drawn to scale and sufficiently detailed to denote the scope of work to be performed and the method of construction.
  - Mechanical ventilation plans will need to be prepared by a mechanical engineer, registered with the State of Minnesota. In some cases, a “Master in the Trade” may prepare plans. The ventilation contractor should contact our senior warm air inspector Gary Reinsberg (651-266-9064) or by e-mail at [Gary.reinsberg@ci.stpaul.mn.us](mailto:Gary.reinsberg@ci.stpaul.mn.us) The Energy code and path must be noted on these plans also.
  - The plumbing and electrical contractors for this project should contact our office if they have questions about whether engineered plans need to be submitted with their permit request. The senior plumbing inspector is Rick Jacobs at 651-266-9051 [Rick.jacobs@ci.stpaul.mn.us](mailto:Rick.jacobs@ci.stpaul.mn.us) and the senior electrical inspector is Dan Moynihan at 651-266-9036 [Dan.monihan@ci.stpaul.mn.us](mailto:Dan.monihan@ci.stpaul.mn.us)

Note: **The building permit will not be issued until all signoffs are received** from Zoning, HPC, HVAC, Public Works, or other departments that are assigned to the project.

## 23. Service Availability Charge (SAC)

The proposed project will need a SAC determination before a building permit can be issued. You must submit a copy of the plans to the Metropolitan Council Environmental Services (MCES) for a SAC determination. Please see their website at <https://metro council.org> for additional information. If MCES determines that a SAC fee is due, the City will collect that payment with the building permit fee.

SAC Questions and Determination Review Submittal Information email:

[SACprogram@metc.state.mn.us](mailto:SACprogram@metc.state.mn.us) or call 651-602-1770 to speak to a SAC representative.

Report Prepared By:



Tia Anderson  
Senior City Planner

cc: File, Site Plan Review Staff, CRWD, Metro Transit, City Council Ward 4 Office, District Council 12

# LUTHER SEMINARY SOUTH CAMPUS OLSON CAMPUS CENTER + GULLIXSON HALL

SAINT PAUL, MN

## CONSTRUCTION DOCUMENTS

### SHEET INDEX

| SHEET NO.   | DESCRIPTION                                  |
|-------------|--|
| C0.0        | TITLE SHEET                                  |
| C0.1        | OVERALL SITE PLAN                            |
| C1.0 - C1.1 | EXISTING CONDITIONS                          |
| C2.0 - C2.1 | REMOVALS PLAN                                |
| C3.0 - C3.1 | SITE PLAN                                    |
| C4.0 - C4.1 | GRADING, DRAINAGE, AND EROSION CONTROL PLAN  |
| C4.2        | STORMWATER POLLUTION PREVENTION PLAN & NOTES |
| C5.0 - C5.1 | UTILITY PLAN                                 |
| C6.0 - C6.3 | CIVIL DETAILS                                |
| C6.4 - C6.5 | DRAINAGE DETAILS                             |

### PROJECT LOCATION



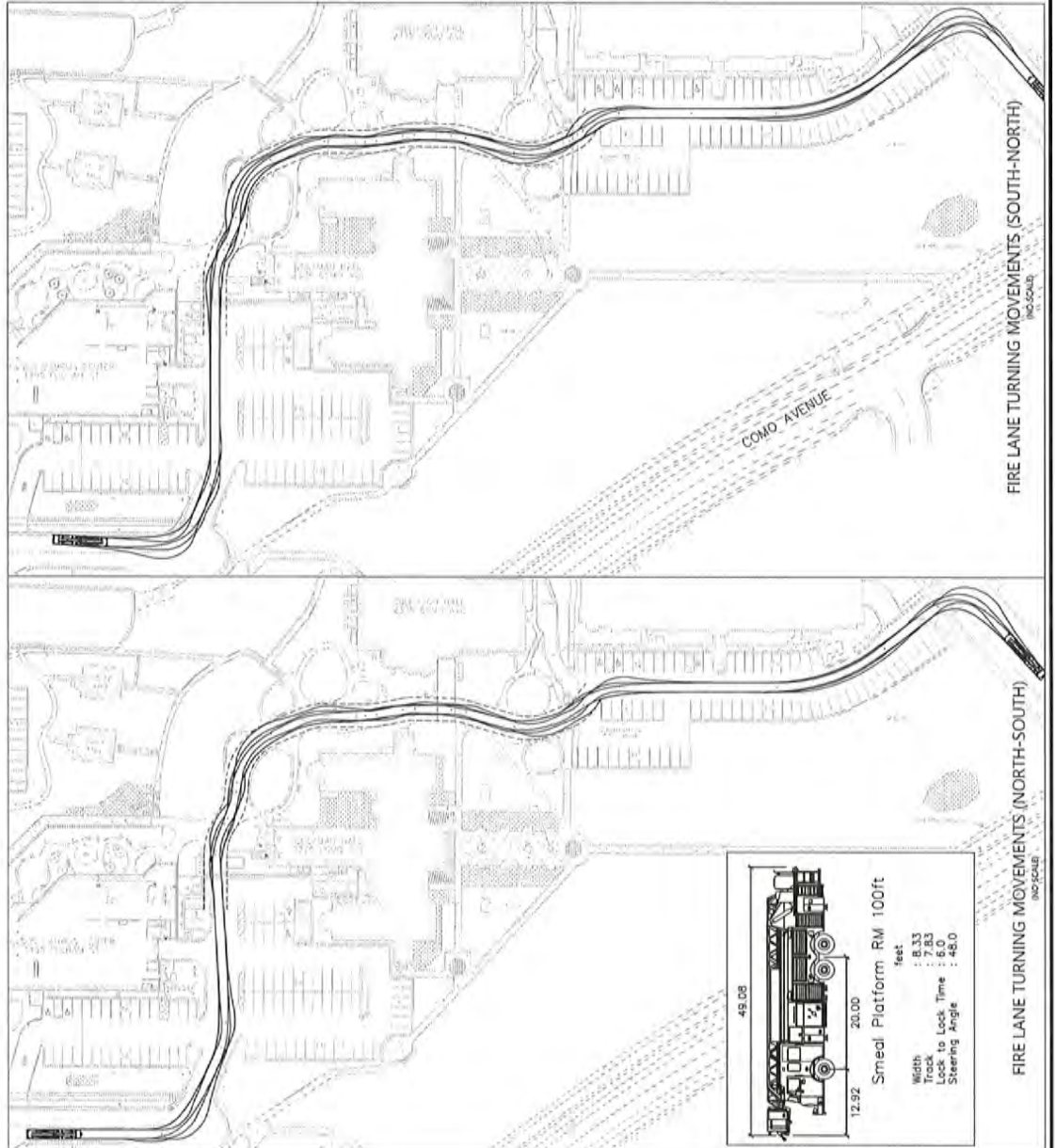
### VICINITY MAP

(NOT SCALED)



### NOTES

- SEE PLAN NOTES REGARDING USE, NUMBER OF THE PROJECT ONLY. SEE SECTION 01 FOR THE WORK FOR OTHER TRADES IS NOT AUTHORIZED BY THE DRAWING.
- THE DESIGN, CONSTRUCTION AND MAINTENANCE OF THESE WORKS AND RELATED IMPROVEMENTS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.
- SEE CONTRACT CONDITIONS FOR DESCRIPTION OF SUBSTANTIALITY MAINTENANCE.



2255 Como Avenue  
St. Paul, MN 55108



2000 Broadway Suite  
New York, NY 10023  
Tel: 212.512.2000  
Fax: 212.512.2001



10000 University Ave.  
Suite 200  
Minneapolis, MN 55425  
Tel: 612.338.1000  
Fax: 612.338.1001



1000 University Ave.  
Suite 200  
Minneapolis, MN 55425  
Tel: 612.338.1000  
Fax: 612.338.1001



1000 University Ave.  
Suite 200  
Minneapolis, MN 55425  
Tel: 612.338.1000  
Fax: 612.338.1001

THIS DRAWING DEVELOPED BY:  
SRH CONSULTING GROUP

- | Rev | Description                                      |
|-----|--|
| 1   | 10/07/18 S/P Pricing                             |
| 2   | 02/15/19 D/P Pricing                             |
| 3   | 10/22/19 Site Plan Review & Reapproved Submittal |
| 4   | 02/26/19 Design Team Review                      |
| 5   | 02/15/19 Construction                            |
| 6   | 02/22/19 Site Plan Review/Reapproved Revisions   |

Lead Engineer:  
Project No.:  
Project Name:  
Project Location:  
Project Number:  
30,794,000, GSP #1104, J03

Scale:  
1" = 20'

Sheet No.:  
C0.0

Sheet Title:  
TITLE SHEET

C0.0



**TEAM LIST**

- Client: Luther Seminary
- Project: Luther Seminary Renovation
- Architect: Gensler
- Structural Engineer: SRM
- MEPE: DLR Group
- Construction Manager: Hillier Construction
- Contractor: The Associated Builders and Contractors

THIS DRAWING DEVELOPED BY:  
SR CONSULTING GROUP

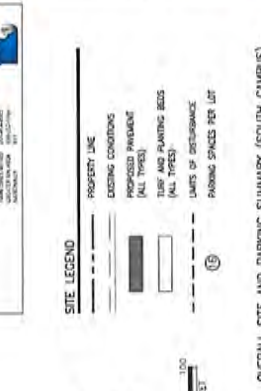
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|----------|----------|-----------------------------------|
| [Symbol] | 11/02/09 | SC Pricing                        |
| [Symbol] | 02/02/09 | DC Pricing                        |
| [Symbol] | 03/02/09 | Site Plan Review & Revised        |
| [Symbol] | 05/02/09 | Design Team Scope                 |
| [Symbol] | 08/02/09 | Issue for Permit and Construction |
| [Symbol] | 09/02/09 | Site Plan Review/Watchlist        |

**Project Information**

- Project Name: LUTHER SEMINARY RENOVATION
- Project Address: 2075 COMO AVENUE, ST. PAUL, MN 55108
- Project Number: 30794400 (RFP #10410)
- Scale: 1" = 20'
- Drawings: OVERALL SITE PLAN

**GOPHER STATE ONE CALL (GSOC)**

FOR ALL UTILITIES AND SERVICES THAT MAY BE AFFECTED BY YOUR PROJECT, YOU MUST CALL 800-445-8829 AT LEAST 48 HOURS BEFORE ANY EXCAVATION OR DRILLING. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS AND TO PROVIDE ALL INFORMATION TO THE CITY OF ST. PAUL TO ENSURE PROPER COORDINATION AND TO AVOID DAMAGE TO EXISTING UTILITIES AND SERVICES.



**OVERALL SITE AND PARKING SUMMARY (SOUTH CAMPUS)**

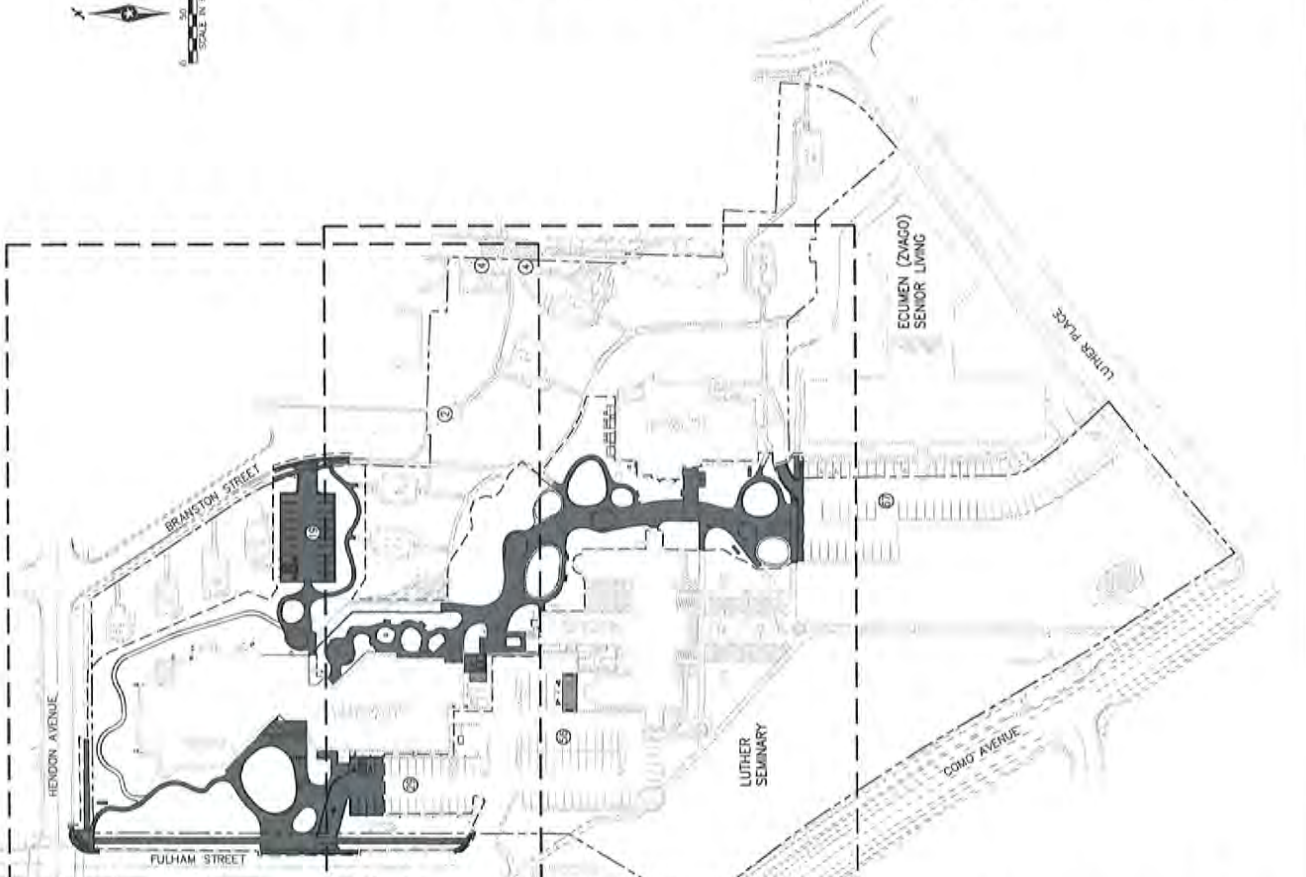
- Total Area: 102,500 SQ. FT.
- Site Area: 102,500 SQ. FT.
- Lot Area: 102,500 SQ. FT.
- Site Coverage: 100%
- Site Density: 100%
- Site Yield: 100%
- Site Intensity: 100%
- Site Intensity: 100%
- Site Intensity: 100%
- Site Intensity: 100%
- Site Intensity: 100%

**ST. PAUL PERMITS:**

- 1 - GRADING
- 1 - UTILITIES
- 1 - DRAINAGE
- 1 - LIGHTING
- 1 - TREE REMOVAL
- 1 - PUBLIC WORKS
- 1 - SIGNAGE
- 1 - SITE PLAN
- 1 - CONSTRUCTION PERMIT

**CITY OF ST. PAUL PERMITS:**

- 1 - GRADING
- 1 - UTILITIES
- 1 - DRAINAGE
- 1 - LIGHTING
- 1 - TREE REMOVAL
- 1 - PUBLIC WORKS
- 1 - SIGNAGE
- 1 - SITE PLAN
- 1 - CONSTRUCTION PERMIT



**CITY OF ST. PAUL PERMIT REQUIREMENTS:**

The City of St. Paul requires the contractor to obtain all necessary permits for the construction of the project. The contractor is responsible for obtaining all permits and for complying with all applicable codes and regulations. The contractor is also responsible for providing all necessary information to the City of St. Paul to obtain the required permits.

CIVIL PLAN SHEET - NORTH  
CIVIL PLAN SHEET - SOUTH



| NO. | DATE     | DESCRIPTION                       |
|-----|----------|-----------------------------------|
| 1   | 12/07/09 | SD Pricing                        |
| 2   | 02/10/10 | DD Pricing                        |
| 3   | 02/22/10 | Site Plan Review & Revisions      |
| 4   | 05/20/10 | Design Team Review                |
| 5   | 09/20/10 | Issue for Permit and Construction |
| 6   | 02/22/10 | Site Plan Review/Revised          |

Leaflet | OpenStreetMap contributors, Imagery © Mapbox

PROJECT: LUTHER SEMINARY OLSON CENTER + CALLISTON HALL  
PROJECT NUMBER: 30.7544.000 (SRP #1104.00)  
DATE: 02/10/10  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
PROJECT MANAGER: [Signature]

Scale: 1" = 20'  
Description: EXISTING CONDITIONS - NORTH  
C1.0

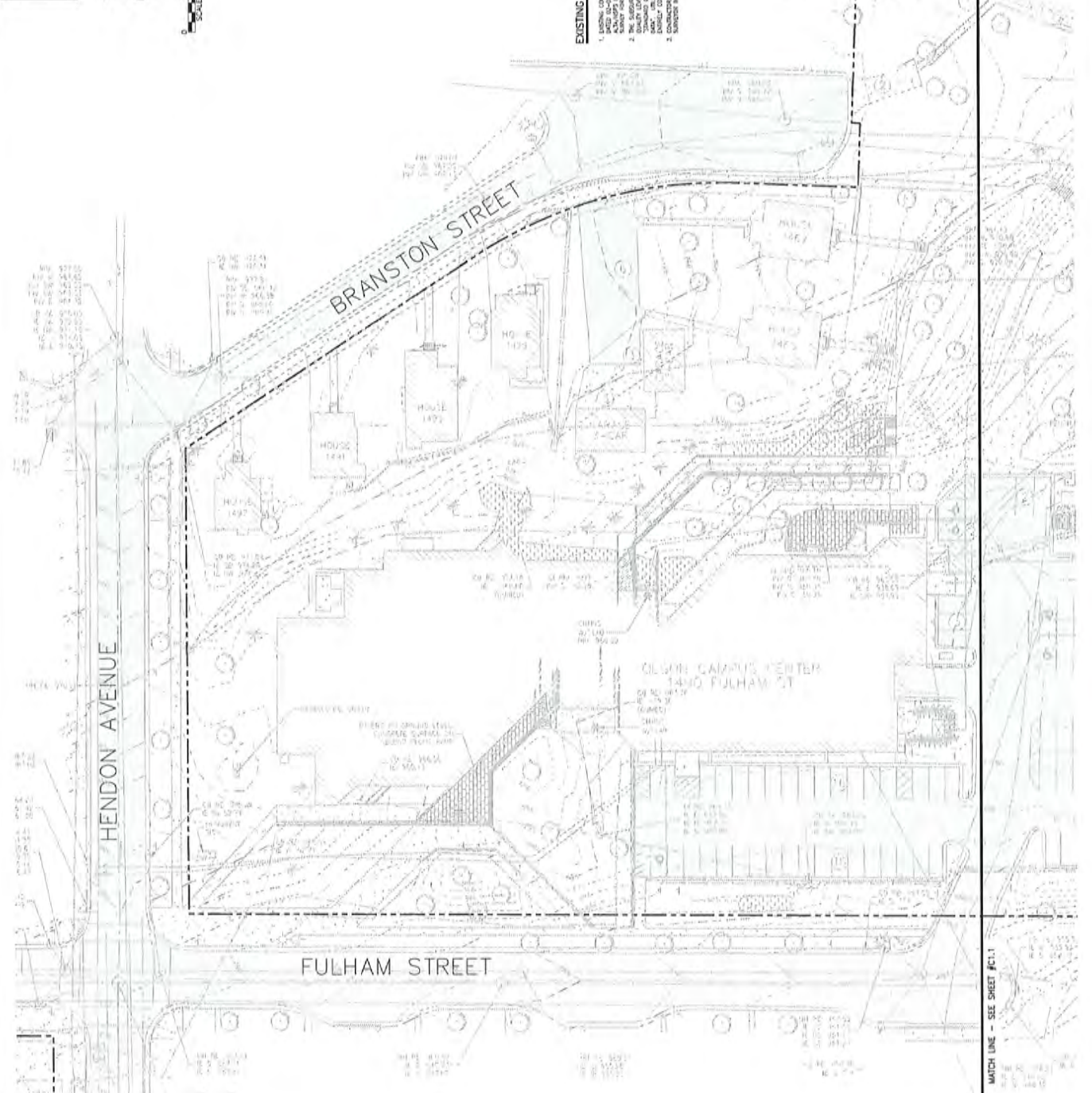
**GOPHER STATE ONE CALL (GSOC)**  
FOR THE INFORMATION OF THE DESIGN PROFESSIONAL AND CONTRACTOR, THE DESIGN PROFESSIONAL HAS OBTAINED A GSOC NUMBER FOR THIS PROJECT. THE GSOC NUMBER IS 1-800-455-4555. THE DESIGN PROFESSIONAL IS RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND THE STATE OF MINNESOTA. THE DESIGN PROFESSIONAL IS NOT RESPONSIBLE FOR THE ACTIONS OF ANY OTHER AGENCIES OR THE STATE OF MINNESOTA. THE DESIGN PROFESSIONAL IS NOT RESPONSIBLE FOR THE ACTIONS OF ANY OTHER AGENCIES OR THE STATE OF MINNESOTA.

**EXISTING CONDITIONS LEGEND**

|                         |       |
|-------------------------|-------|
| PROPERTY LINE           | ----- |
| BOUNDARY LINE           | ----- |
| STORM MAIN              | ----- |
| STORM MANHOLE           | ----- |
| DROP INLET              | ----- |
| STORM CATCHBASIN        | ----- |
| STORM ARISE             | ----- |
| SAFETY MARKING LINE     | ----- |
| GAS LINE BURIED         | ----- |
| ELECTRIC LINE - BURIED  | ----- |
| TELEPHONE LINE - BURIED | ----- |
| FIBER OPTIC - BURIED    | ----- |
| GENERAL COMMUNICATIONS  | ----- |
| COMMUNICATIONS FEEDLINE | ----- |
| POLE                    | ----- |
| ANCHOR                  | ----- |
| STREET LIGHT            | ----- |
| ELECTRIC TRANSFORMER    | ----- |
| WATER MAIN              | ----- |
| WATER VALVE             | ----- |
| SPRINKLER BOX           | ----- |
| POST/POLE               | ----- |
| CHAIN LINK FENCE        | ----- |
| WOOD FENCE              | ----- |
| RETAINING WALL          | ----- |
| TRAIL LINE              | ----- |
| LANDSCAPING             | ----- |
| BITUMINOUS SURFACE      | ----- |
| CONCRETE SURFACE        | ----- |
| PAVING                  | ----- |
| DRIVEWAY                | ----- |
| REFRIG                  | ----- |
| HANDICAP PARKING        | ----- |
| PARKING STALL TOTALS    | ----- |
| PARKING STRIP           | ----- |
| FOUND MONUMENT          | ----- |
| SET MONUMENT (AS SHOWN) | ----- |

**EXISTING CONDITIONS NOTES:**

- EXISTING CONDITIONS ARE SHOWN AS OBTAINED FROM THE FIELD SURVEY AND AS SHOWN ON THE PREVIOUS EDITIONS OF THE SITE PLAN. THE DESIGN PROFESSIONAL HAS CONDUCTED VISUAL VERIFICATION OF THE EXISTING CONDITIONS AND HAS FOUND THEM TO BE AS SHOWN ON THE PREVIOUS EDITIONS OF THE SITE PLAN. THE DESIGN PROFESSIONAL IS NOT RESPONSIBLE FOR THE ACTIONS OF ANY OTHER AGENCIES OR THE STATE OF MINNESOTA.
- THE SURFACE LIGHT INFORMATION IN THIS PLAN IS BASED ON THE DATA IN THE SURFACE LIGHT SCHEDULE. THE SURFACE LIGHT INFORMATION IS BASED ON THE DATA IN THE SURFACE LIGHT SCHEDULE. THE SURFACE LIGHT INFORMATION IS BASED ON THE DATA IN THE SURFACE LIGHT SCHEDULE.
- CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO ANY WORK AND NOTIFY OWNER AND ARCHITECT IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.



MATCH LINE - SEE SHEET #C1.1

MATCH LINE - SEE SHEET #C1.1







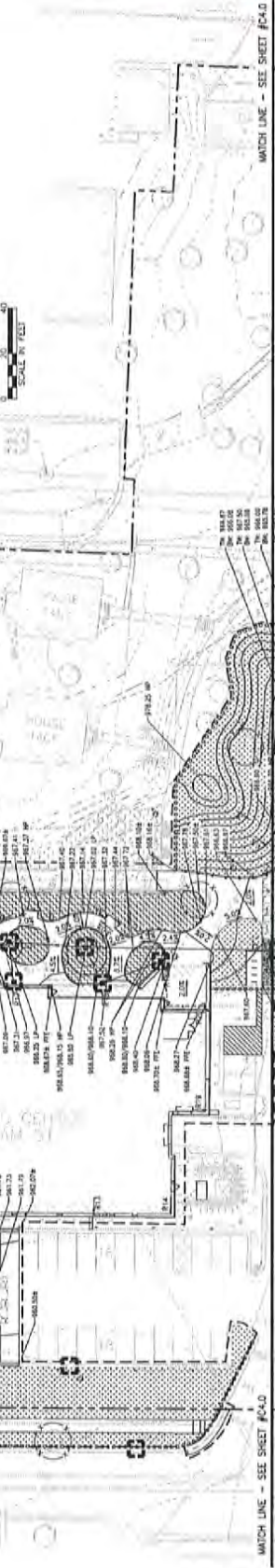




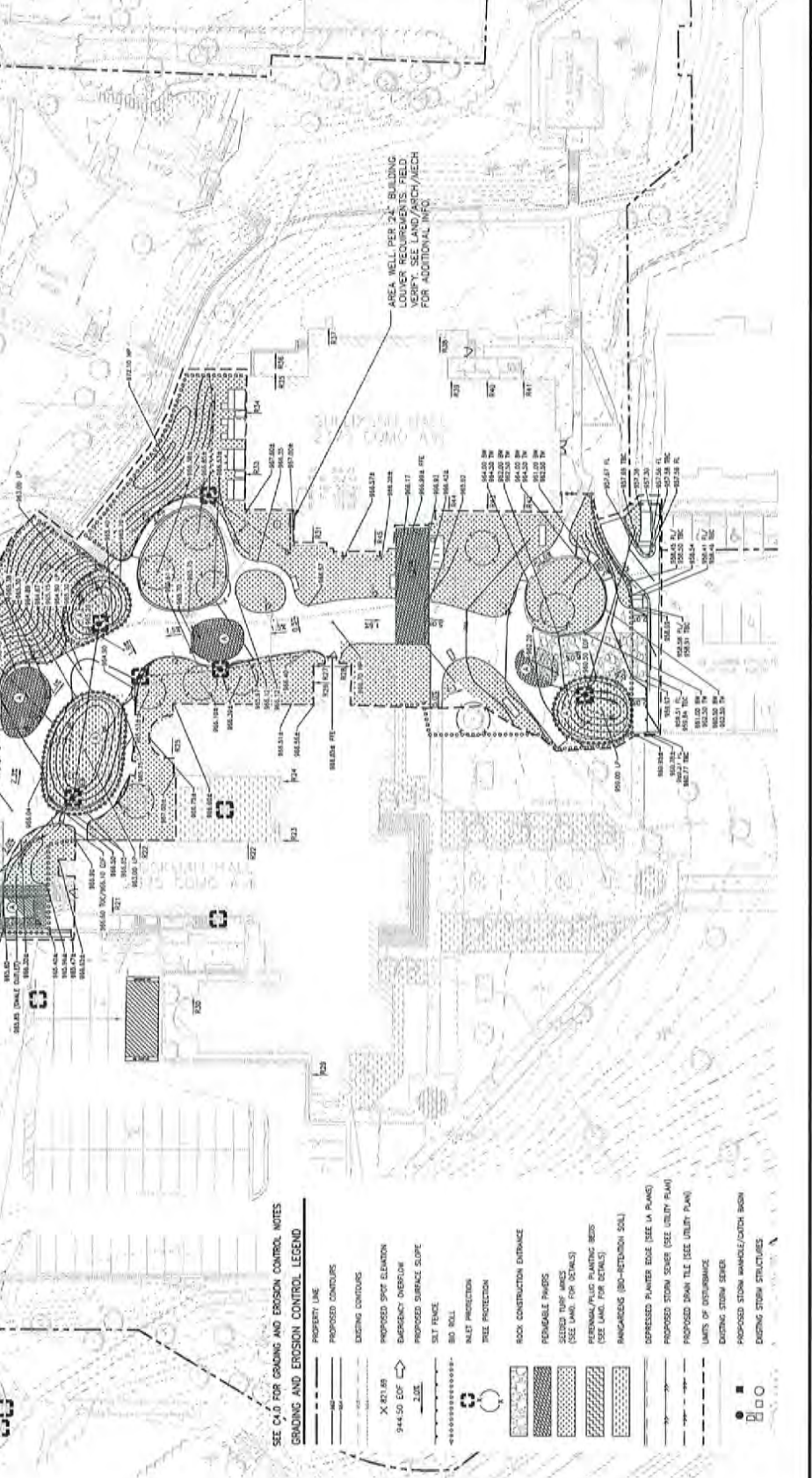


**GOPHER STATE ONE CALL (GSOCC)**  
 CALL 800-455-7529  
 TO REPORT ANY POTENTIAL UNDERGROUND UTILITY LOCATIONS AND TO OBTAIN INFORMATION ON THE LOCATION OF EXISTING UTILITIES. GSOCC IS A SERVICE PROVIDED BY THE NORTH DAKOTA CENTER FOR ENERGY AND INFRASTRUCTURE SERVICES TO ASSIST IN THE IDENTIFICATION OF EXISTING UTILITIES. GSOCC IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.

SCALE IN FEET  
 0 10 20 30 40 50



MATCH LINE - SEE SHEET #C4.0



**SEE C4.0 FOR GRADING AND EROSION CONTROL NOTES**  
**GRADING AND EROSION CONTROL LEGEND**

- PROPERTY LINE
- PROPOSED CONTOURS
- EXISTING CONTOURS
- PROPOSED 50'± ELEVATION
- EMERGENCY OVERTFLOW
- PROPOSED SURFACE SLOPE
- SILT FENCE
- NO ROLL
- RAIL PROTECTION
- TREE PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- PERMEABLE PAVES
- SEDIMENT BASIN (SEE LAND FOR DETAILS)
- SEDIMENT TRAP (SEE LAND FOR DETAILS)
- SEDIMENT TRAP WITH SLOTTED BARS (SEE LAND FOR DETAILS)
- ANCHORAGE (90°-RETURNS SOIL)
- DEPRESSED PAVED EDGE (SEE LA PLANS)
- PROPOSED STORM SEWER (SEE UTILITY PLAN)
- PROPOSED STORM TILE (SEE UTILITY PLAN)
- LIMIT OF DISTURBANCE
- EXISTING STORM SEWER
- PROPOSED STORM MANHOLE/LATCH BOX
- EXISTING STORM STRUCTURES

**LUTHER SEMINARY**  
 2250 Central Avenue  
 S. Paul, MN 55108

**Genster**  
 714 W. 11th Street  
 S. Paul, MN 55102  
 Tel: 612.222.1112  
 Fax: 612.222.1111

**BURMAN**  
 1000 University Avenue  
 S. Paul, MN 55106  
 Tel: 612.222.1111  
 Fax: 612.222.1112

**BKBM**  
 1230 University Avenue  
 S. Paul, MN 55106  
 Tel: 612.222.1111  
 Fax: 612.222.1112

**TEAM SYSTEM**  
 1000 University Avenue  
 S. Paul, MN 55106  
 Tel: 612.222.1111  
 Fax: 612.222.1112

**NSR**  
 1000 University Avenue  
 S. Paul, MN 55106  
 Tel: 612.222.1111  
 Fax: 612.222.1112

THIS DRAWING DEVELOPED BY:  
**SPE CONSULTING GROUP**

- 1. 10/07/18 SD Pricing
- 2. 02/07/19 DD Pricing
- 3. 10/02/19 Site Plan Review & Revisions
- 4. 05/02/20 Design/Constructive
- 5. 05/07/20 Construction
- 6. 08/20/20 Site Plan Revisions/Revisions

**Lead Designer:**  
 [Signature]

**Project Manager:**  
 [Signature]

**Project Number:**  
 2017-04-00 (SPP #17-04-00)

**Project Name:**  
 LUTHER SEMINARY OLSON CENTER - CALLUSCH HALL

**Scale:**  
 1" = 20'

**Description:**  
 GRADING, DRAINAGE AND EROSION CONTROL PLAN - SOUTH

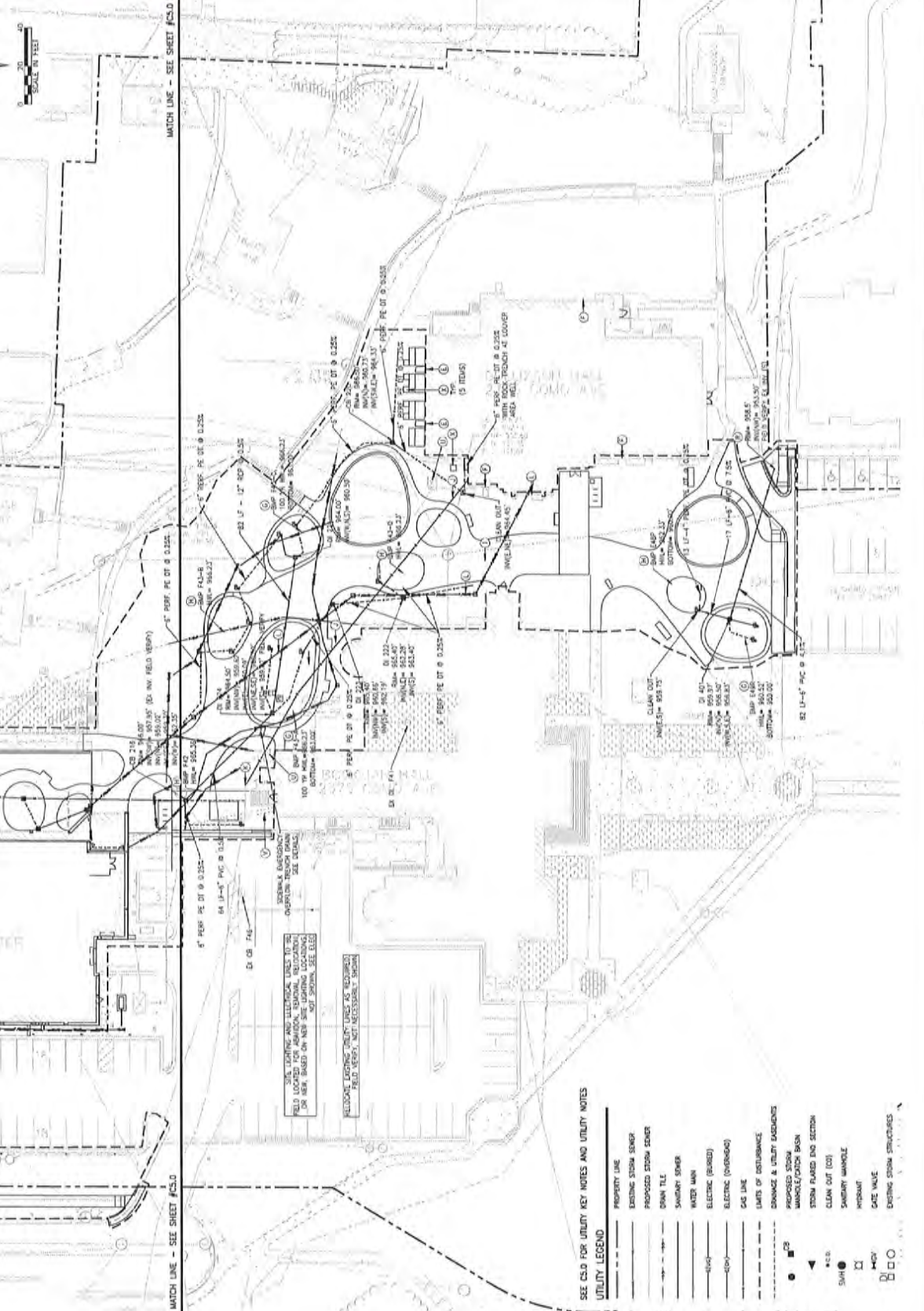
**Sheet Number:**  
 C4.1







**GOPHER STATE ONE CALL (GSOCC)**  
 TO THE INTERSECTION CENTER POINT OF ANY PROPOSED UTILITY LINE TO DETERMINE THE LOCATION OF EXISTING UTILITIES.  
 1-800-455-4555  
 WWW.GSOCC.MN.GOV



- SEE C5.0 FOR UTILITY KEY NOTES AND UTILITY NOTES
- UTILITY LEGEND**
- PROPERTY LINE
  - EXISTING STORM SEWER
  - PROPOSED STORM SEWER
  - SEWER TILE
  - SEWER SINK
  - WATER MAIN
  - ELECTRIC (POLE)
  - ELECTRIC (OVERHEAD)
  - GAS LINE
  - LIMITS OF DISTURBANCE
  - STORMAGE & UTILITY EASEMENTS
  - PROPOSED STORM MANHOLE/CHAMBER BASIN
  - STORM FLARED END SECTION
  - CLEAN OUT (CO)
  - SAFETY MARKER
  - INVERT
  - DATE WAIVE
  - EXISTING STORM STRUCTURES

**LUTHER SEMINARY**  
 2375 Campus Avenue  
 S. PAUL, MN 55108

**Gensler**  
 200 California Street  
 Suite 200  
 St. Paul, MN 55102  
 (612) 224-1000  
 www.gensler.com

**TRISTAR SYSTEMS**  
 1100 University Avenue  
 Suite 100  
 St. Paul, MN 55104  
 (612) 224-1000  
 www.tristar.com

**SP CONSULTING GROUP**  
 1100 University Avenue  
 Suite 100  
 St. Paul, MN 55104  
 (612) 224-1000  
 www.spconsulting.com

- Revisions**
- 1 10/07/18 SD Pricing
  - 2 10/07/18 DD Pricing
  - 3 10/02/18 Site Plan Review & Reauthorized
  - 4 05/02/18 Submit Storm Chamber
  - 5 05/02/18 Issue of Permit Set
  - 6 05/02/18 Site Plan Review/Reauthorized

**Project Name**  
 LUTHER SEMINARY OLSON CENTER -  
 CALLUSON HALL

**Project Number**  
 3017544.000 (SPP #1704.00)

**Scale**  
 1" = 20'

**Description**  
 UTILITY PLAN - SOUTH

**C5.1**

- 1. 02/07/18 SD Pricing
- 2. 02/07/19 DD Pricing
- 3. 02/27/19 Site Plan Review & Revisions
- 4. 02/27/19 Design Team Drawings
- 5. 02/27/19 Issue for Permit and Construction
- 6. 02/27/19 Site Plan Review/Revised

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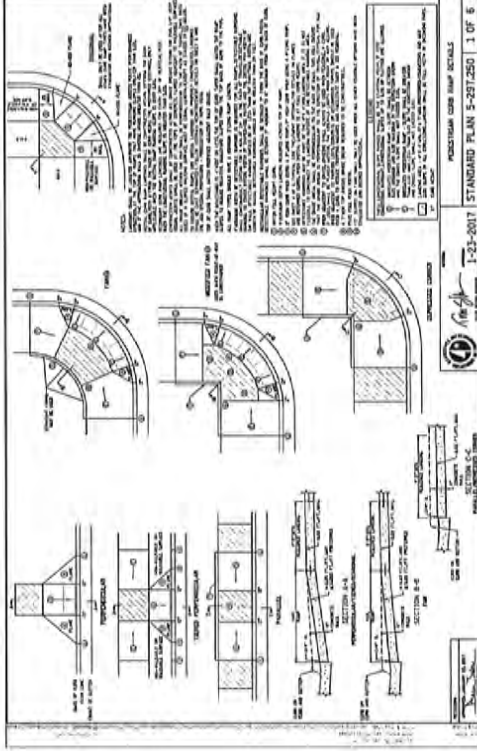
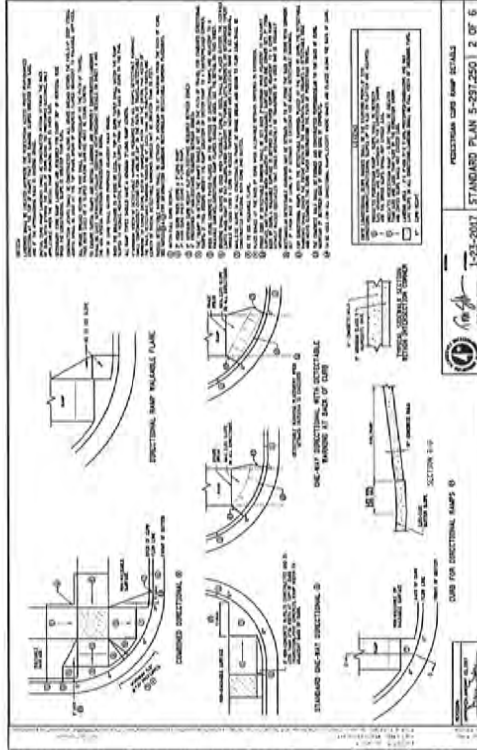
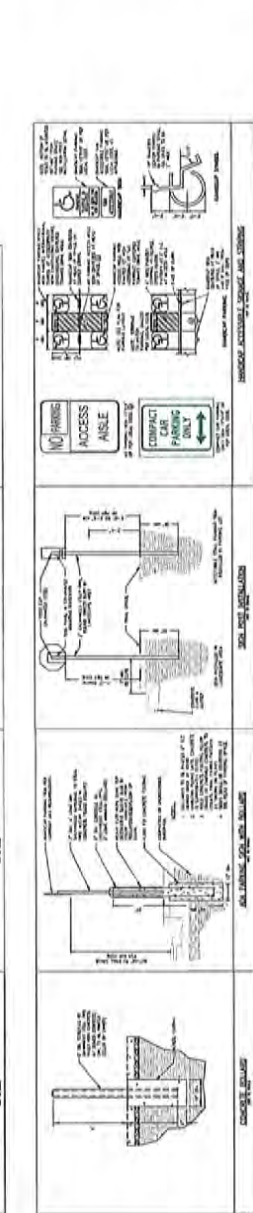
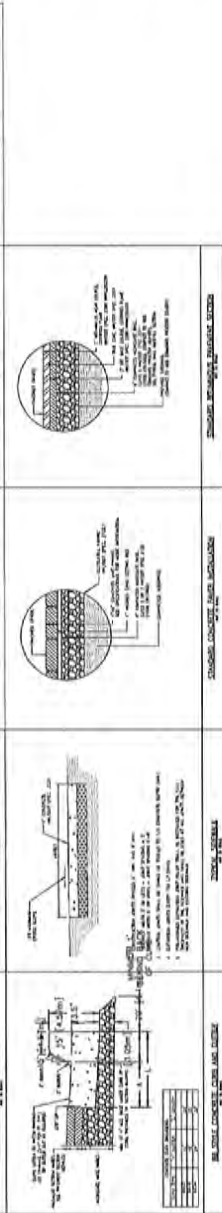
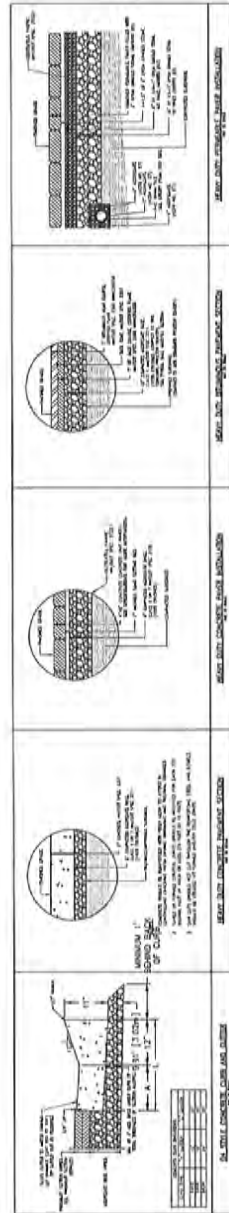
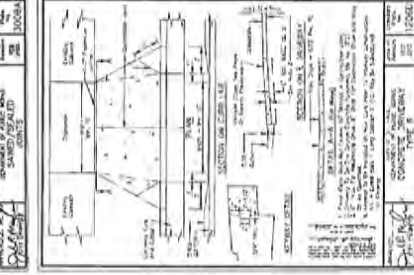
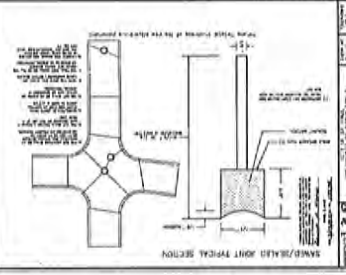
**Project Name**  
LUTHER SEMINARY OLSON CENTER + GALLERSON HALL

**Project Number**  
31.794.000 (SRF #1164.00)

**Scale**  
1" = 20'

**Drawn/Checked**  
CVA, DETAILS

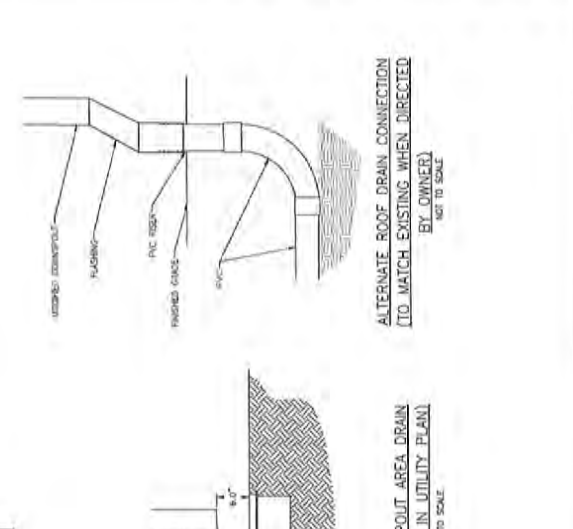
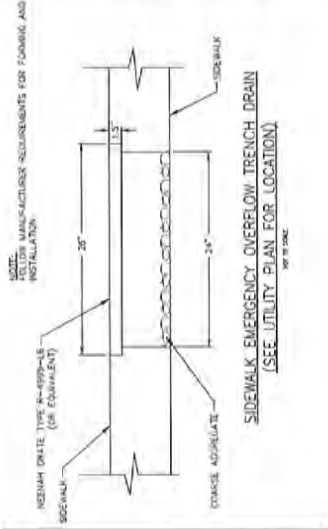
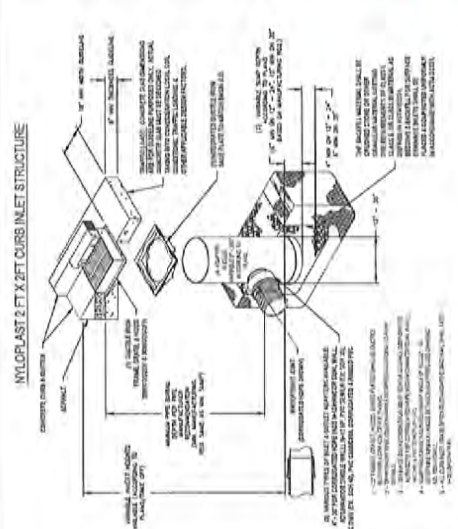
**Sheet Number**  
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- 1** 12/01/18 SD Prelog  
**2** 07/19/19 SD Prelog  
**3** 02/20/20 Site Plan Review & Worksheet  
Submitted  
**4** 02/20/20 Design Team Review  
**5** 02/20/20 Construction  
**6** 02/20/20 Site Plan Review/Worksheet  
Revised



**MANHOLE CASTING 24990CC**  
6" x 1' (1.5m) x 1.18' (1.0m)

**CATCH BASIN CASTING 12990CP**  
13.38" (4.0m) x 6.8" (2.0m)

**DRAIN BASIN**  
17' 4" (5.3m) x 1' 4" (4.3m)

**SECTION A-A**

**PVC DRAINAGE STRUCTURE**  
NOT TO SCALE

**NOTE:** THE SCHEDULE MATERIAL SHALL BE 4" MIN ON 8" x 2" x 2" 6" MIN ON 30"

**NOTE:** DIMENSIONS ARE FOR REFERENCE. VERIFY DIMENSIONS AND INCHES CONFORM TO ASTM A433. DRAINAGE CASTINGS ARE FURNISHED WITH A SAND STRAIN (COMMON) AND A SCREEN (OPTIONAL) REQUEST WITH ASTM D3321.

**LANDSCAPED AREA**

**DRAINAGE CLEANOUT**  
NOT TO SCALE

**DRAINAGE CLEANOUT**  
NOT TO SCALE

**PREPARED DRAINAGE SECTION**  
NOT TO SCALE

**BIO-FILTRATION BASIN TYPICAL SECTION**  
(SEE NOTE B FOR LOCATIONS)  
NOT TO SCALE

**NOTE:** ALL FITTINGS, ASSEMBLIES AND PVC PIPE SHALL AS SHOWN PER PLAN.

**ROOF DOWNSPOUT AREA DRAIN**  
(SEE NOTE B IN UTILITY PLAN)  
NOT TO SCALE

**ALTERNATE ROOF DRAIN CONNECTION**  
(TO MATCH EXISTING WHEN DIRECTED BY OWNER)  
NOT TO SCALE

**SIDEWALK EMERGENCY OVERFLOW TRENCH DRAIN**  
(SEE UTILITY PLAN FOR LOCATION)  
NOT TO SCALE

**NOTE:** DIMENSIONS ARE FOR REFERENCE. VERIFY DIMENSIONS AND INCHES CONFORM TO ASTM A433. DRAINAGE CASTINGS ARE FURNISHED WITH A SAND STRAIN (COMMON) AND A SCREEN (OPTIONAL) REQUEST WITH ASTM D3321.













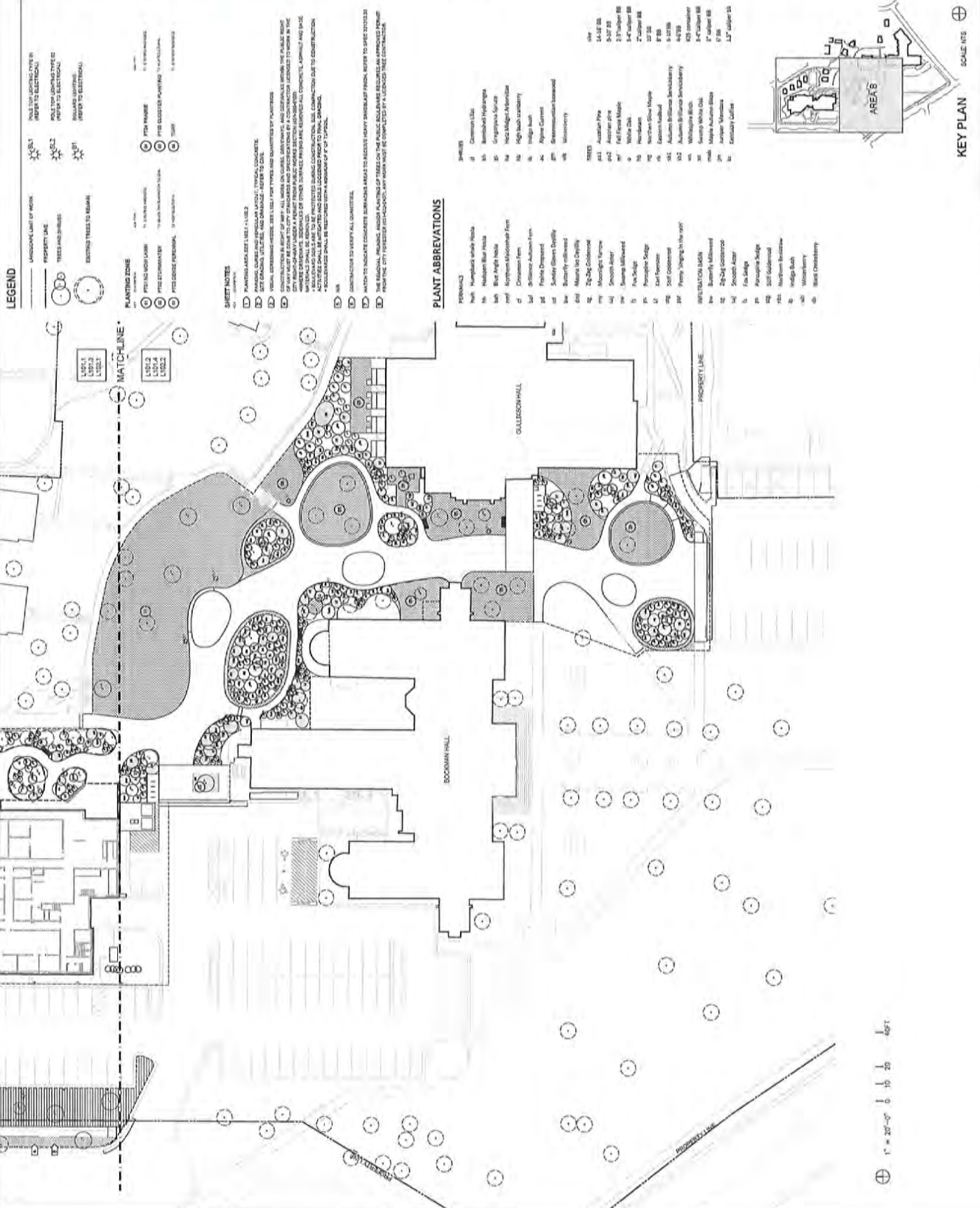












**LEGEND**

- UNSHOWN LIMIT OF WORK
- PROPERTY LINE
- PLANTING ZONE
- TREES AND SHRUBS
- EXISTING TREES TO REMAIN

**PLANTING ZONE**

- 1. PLANTING ZONE
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- 50. PLANTING ZONE

**PLANT ABBREVIATIONS**

**PERENNIALS**

- 1. Common Lily
- 2. Blue Hydrangea
- 3. Black Holly
- 4. Red Holly
- 5. Dogwood
- 6. Red Maple
- 7. White Maple
- 8. Norway Spruce
- 9. Red Pine
- 10. White Pine
- 11. Blue Spruce
- 12. Eastern Red Cedar
- 13. Juniper
- 14. Boxwood
- 15. Yew
- 16. Holly
- 17. Magnolia
- 18. Camellia
- 19. Forsythia
- 20. Lilac
- 21. Rose
- 22. Spirea
- 23. Hydrangea
- 24. Clematis
- 25. Daylily
- 26. Iris
- 27. Tulip
- 28. Daffodil
- 29. Allium
- 30. Hosta
- 31. Begonia
- 32. Impatiens
- 33. Geranium
- 34. Petunia
- 35. Salvia
- 36. Lavender
- 37. Verbena
- 38. Zinnia
- 39. Marigold
- 40. Aster
- 41. Rudbeckia
- 42. Coreopsis
- 43. Black-eyed Susan
- 44. Goldenrod
- 45. Coneflower
- 46. Black Chokeberry
- 47. Red Chokeberry
- 48. White Chokeberry
- 49. Black Dogwood
- 50. White Dogwood
- 51. Black Elder
- 52. White Elder
- 53. Black Hawthorn
- 54. White Hawthorn
- 55. Black Spicebush
- 56. White Spicebush
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- 100. White Spicebush

**SHRUBS**

- 1. Red Maple
- 2. White Maple
- 3. Norway Spruce
- 4. Red Pine
- 5. White Pine
- 6. Blue Spruce
- 7. Eastern Red Cedar
- 8. Juniper
- 9. Boxwood
- 10. Yew
- 11. Holly
- 12. Magnolia
- 13. Camellia
- 14. Forsythia
- 15. Lilac
- 16. Rose
- 17. Spirea
- 18. Hydrangea
- 19. Clematis
- 20. Daylily
- 21. Iris
- 22. Tulip
- 23. Daffodil
- 24. Allium
- 25. Hosta
- 26. Begonia
- 27. Impatiens
- 28. Geranium
- 29. Petunia
- 30. Salvia
- 31. Lavender
- 32. Verbena
- 33. Zinnia
- 34. Marigold
- 35. Aster
- 36. Rudbeckia
- 37. Coreopsis
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- 39. Goldenrod
- 40. Coneflower
- 41. Black Chokeberry
- 42. Red Chokeberry
- 43. White Chokeberry
- 44. Black Dogwood
- 45. White Dogwood
- 46. Black Elder
- 47. White Elder
- 48. Black Hawthorn
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- 100. Black Spicebush

**TREES**

- 1. Common Lily
- 2. Blue Hydrangea
- 3. Black Holly
- 4. Red Holly
- 5. Dogwood
- 6. Red Maple
- 7. White Maple
- 8. Norway Spruce
- 9. Red Pine
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- 11. Blue Spruce
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**NOTES**

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24 1/2" x 36" Sheets  
 24 1/2" x 36" Sheets  
 24 1/2" x 36" Sheets

**Gensler**  
 1400 Broadway, Suite 200  
 New York, NY 10018  
 Tel: 212 677 1000  
 Fax: 212 677 1001  
 www.gensler.com

**DUNHAM**  
 1000 Broadway, Suite 200  
 New York, NY 10018  
 Tel: 212 677 1000  
 Fax: 212 677 1001  
 www.dunham.com

**BKBM**  
 1000 Broadway, Suite 200  
 New York, NY 10018  
 Tel: 212 677 1000  
 Fax: 212 677 1001  
 www.bkbm.com

**SKR**  
 1000 Broadway, Suite 200  
 New York, NY 10018  
 Tel: 212 677 1000  
 Fax: 212 677 1001  
 www.skr.com

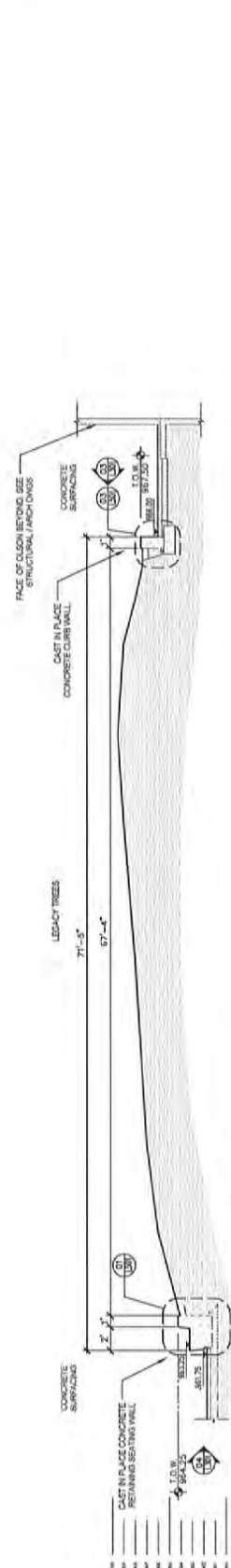
Scale: 1/4" = 1'-0"  
 8/20/19 Issue for Permit & Construction

Architect: Gensler  
 1400 Broadway, Suite 200  
 New York, NY 10018  
 Tel: 212 677 1000  
 Fax: 212 677 1001  
 www.gensler.com

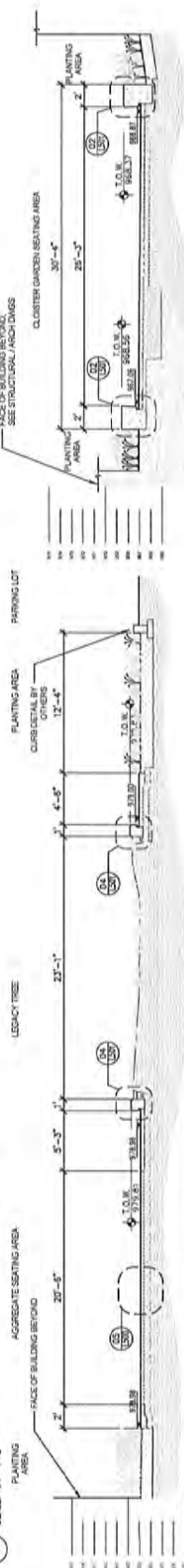
Project Name:  
 LUTHER SEMINARY AND OLSON CENTER  
 GULLIXON HALL  
 Project Number:  
 201941000

Scale:  
 1/4" = 1'-0"  
 Description:  
 SITE SECTIONS

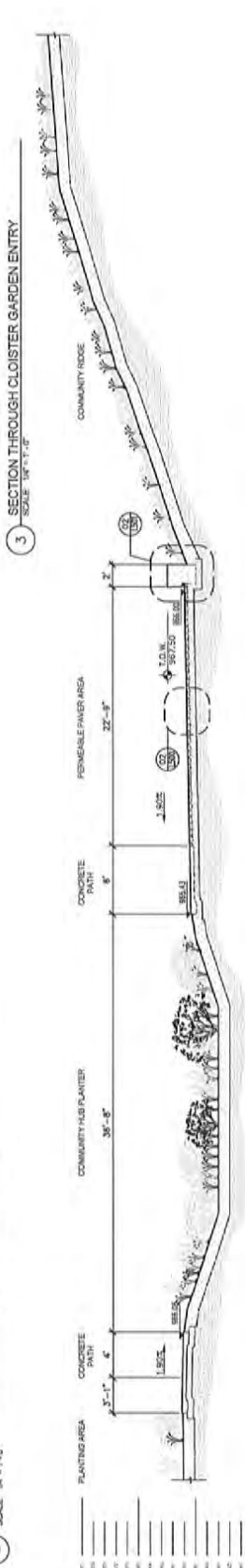
**L 300**



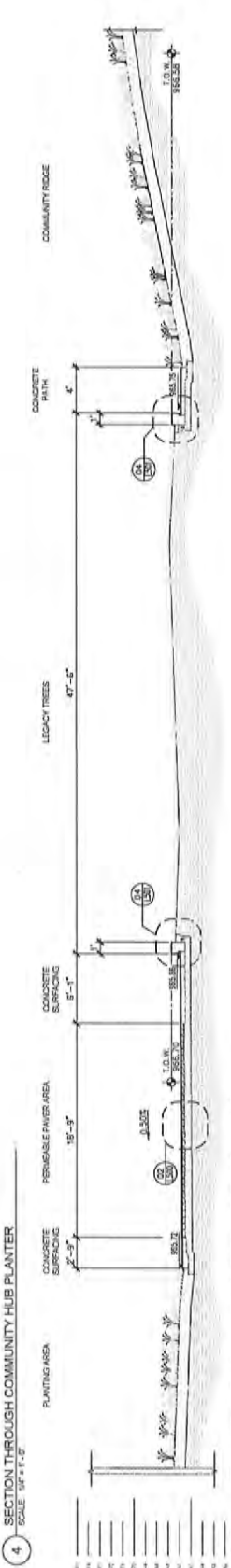
1 OLSON ENTRY PLAZA SECTION THROUGH LEGACY TREES  
 SCALE 1/4" = 1'-0"



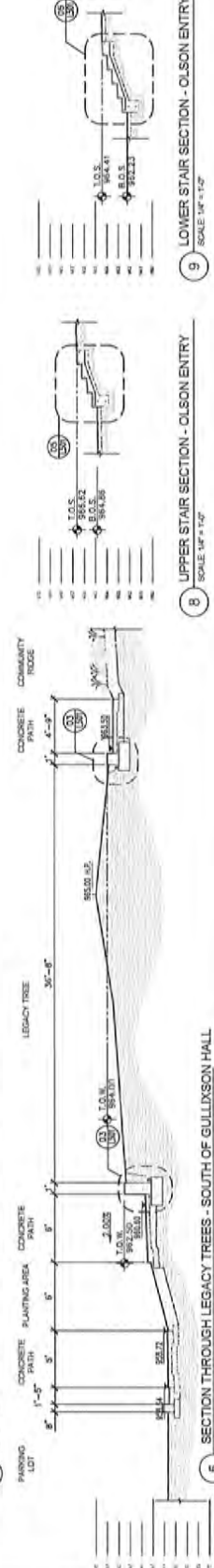
2 SECTION THROUGH OUTDOOR CAFE SEATING WEST OF OLSON  
 SCALE 1/4" = 1'-0"



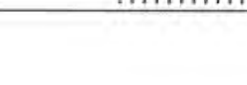
3 SECTION THROUGH CLOISTER GARDEN ENTRY  
 SCALE 1/4" = 1'-0"



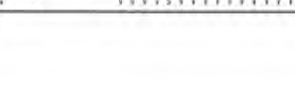
4 SECTION THROUGH COMMUNITY HUB PLANTER  
 SCALE 1/4" = 1'-0"



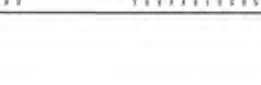
5 SECTION THROUGH LEGACY TREES NORTH OF GULLIXON HALL  
 SCALE 1/4" = 1'-0"



6 SECTION THROUGH LEGACY TREES - SOUTH OF GULLIXON HALL  
 SCALE 1/4" = 1'-0"

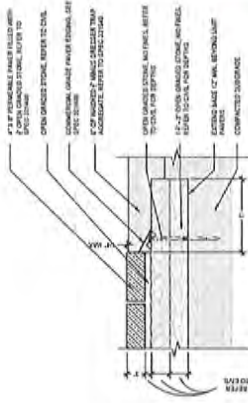


7 UPPER STAIR SECTION - OLSON ENTRY  
 SCALE 1/4" = 1'-0"

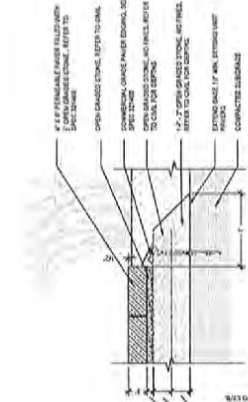


8 LOWER STAIR SECTION - OLSON ENTRY  
 SCALE 1/4" = 1'-0"

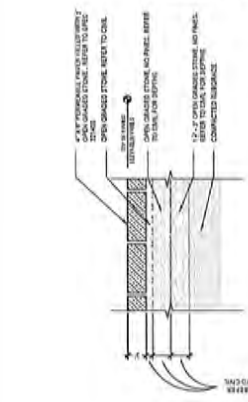




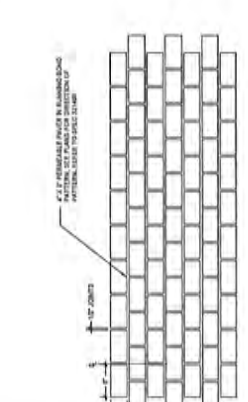
1 PERMEABLE UNIT PAVER PATTERN, TYP.  
SCALE: 1/4" = 1'-0"



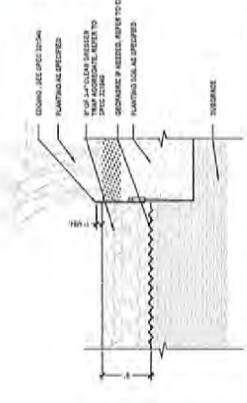
2 PERMEABLE UNIT PAVER @ PLANTING EDGE, TYP.  
SCALE: 1/2" = 1'-0"



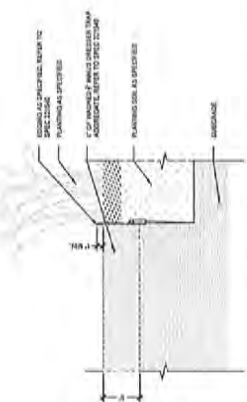
3 PERMEABLE UNIT PAVER @ AGGREGATE EDGE, TYP.  
SCALE: 1/2" = 1'-0"



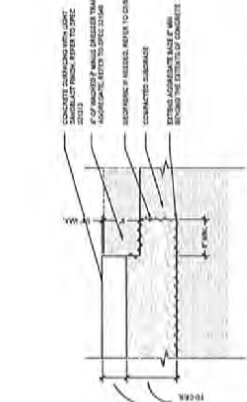
4 AGGREGATE SURFACING TYPE A, TYP.  
SCALE: 3/4" = 1'-0"



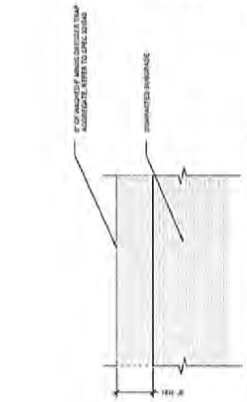
5 AGGREGATE SURFACING TYPE B @ PLANTING EDGE, TYP.  
SCALE: 1/2" = 1'-0"



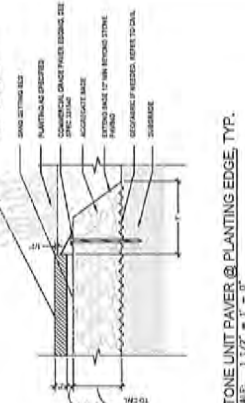
6 AGGREGATE SURFACING TYPE A @ CONCRETE, TYP.  
SCALE: 1/2" = 1'-0"



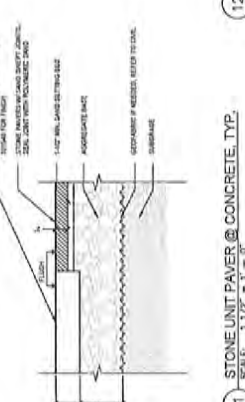
7 AGGREGATE SURFACING TYPE A @ CONCRETE, TYP.  
SCALE: 1/2" = 1'-0"



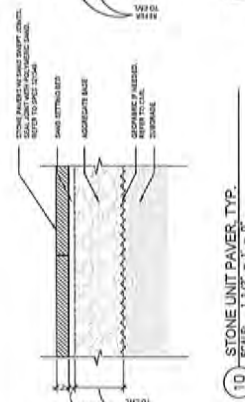
8 STONE UNIT PAVER PATTERN, TYP.  
SCALE: 3/4" = 1'-0"



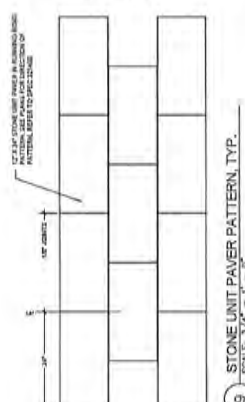
9 STONE UNIT PAVER @ DOOR THRESHOLD, TYP.  
SCALE: 1/2" = 1'-0"



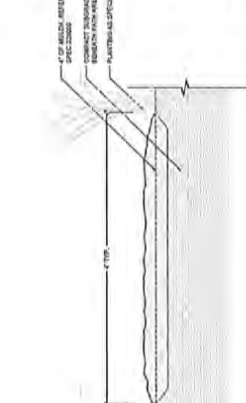
10 STONE UNIT PAVER @ CONCRETE, TYP.  
SCALE: 1/2" = 1'-0"



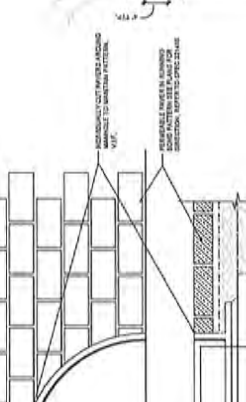
11 STONE UNIT PAVER @ PLANTING EDGE, TYP.  
SCALE: 1/2" = 1'-0"



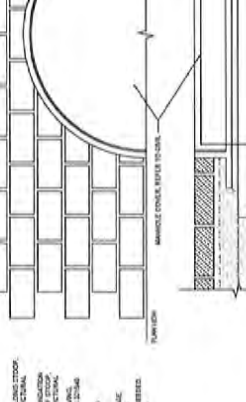
12 STONE UNIT PAVER @ PLANTING EDGE, TYP.  
SCALE: 1/2" = 1'-0"



13 STONE UNIT PAVER @ DOOR THRESHOLD, TYP.  
SCALE: 1/2" = 1'-0"

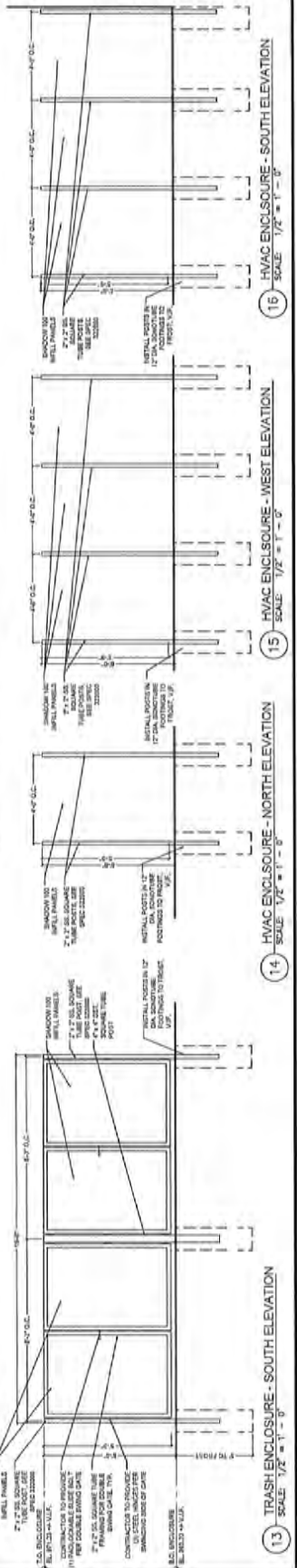
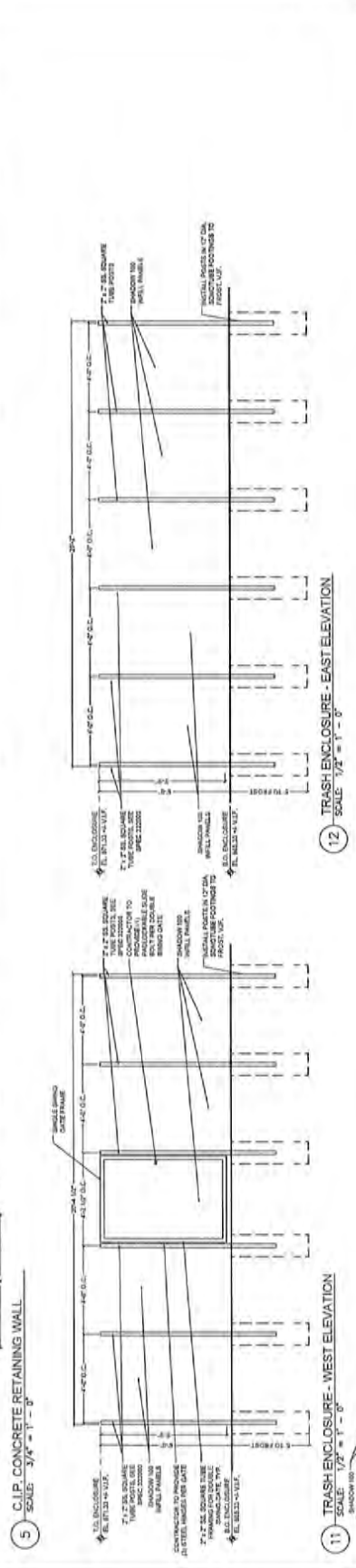
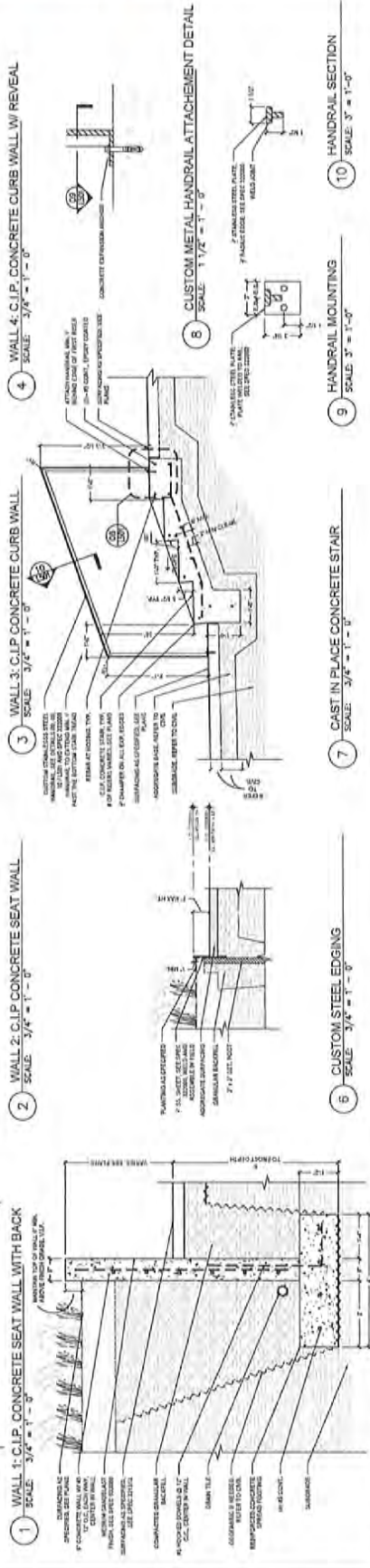
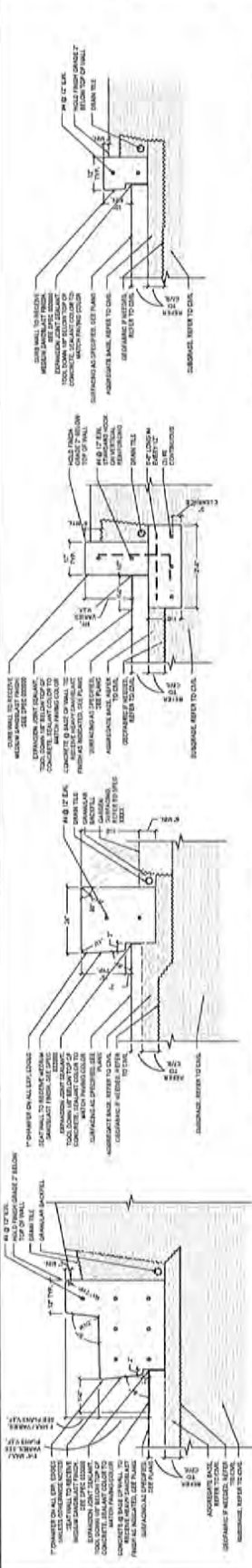


14 MANHOLE COVER AT PAVING, TYP.  
SCALE: 1/2" = 1'-0"



15 MULCH SURFACING, TYP.  
SCALE: 1/2" = 1'-0"

|                |                                  |
|----------------|----------------------------------|
| Project Name   | LUTHER SEMINARY AND CLOON CENTER |
| Project Number | 2017-0000                        |
| Date           | 11/15/2017                       |
| Drawn          | WJW                              |
| Checked        | WJW                              |
| Details        | PAVING                           |







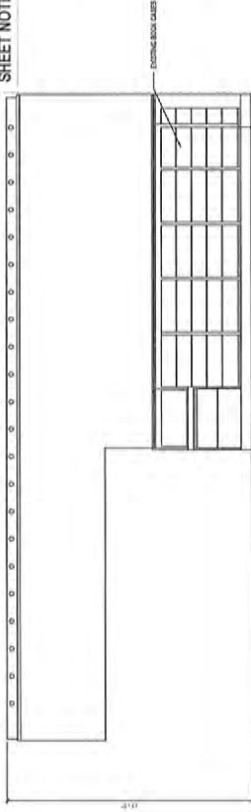




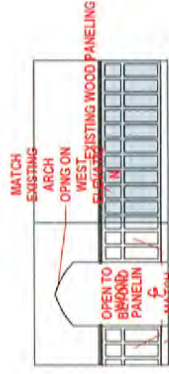




SHEET NOTES



1 ELEVATION - WEST COLLABORATION HUB  
SCALE: 3/8" = 1'-0"



2 ELEVATION - SOUTH LOUNGE  
SCALE: 3/8" = 1'-0"



2215 COLLEGE  
STREET, WASHINGTON, DC 20057

**Genster**

2215 College Street  
Washington, DC 20057  
Phone: 202.331.1234



**BKSBM**  
2215 College Street, Suite 200  
Washington, DC 20057  
Phone: 202.331.1234



**SRH**  
2215 College Street, Suite 200  
Washington, DC 20057  
Phone: 202.331.1234

09/07/19 Issue for Permit & Construction

Project Name: GUSON CAMPUS CENTER - COLLUSION HALL  
Project Number: 301-7544-001  
Scale: As indicated  
Description: ELEVATION PLANS, SECTIONS AND ELEVATIONS

NOT FOR CONSTRUCTION

A5.232G

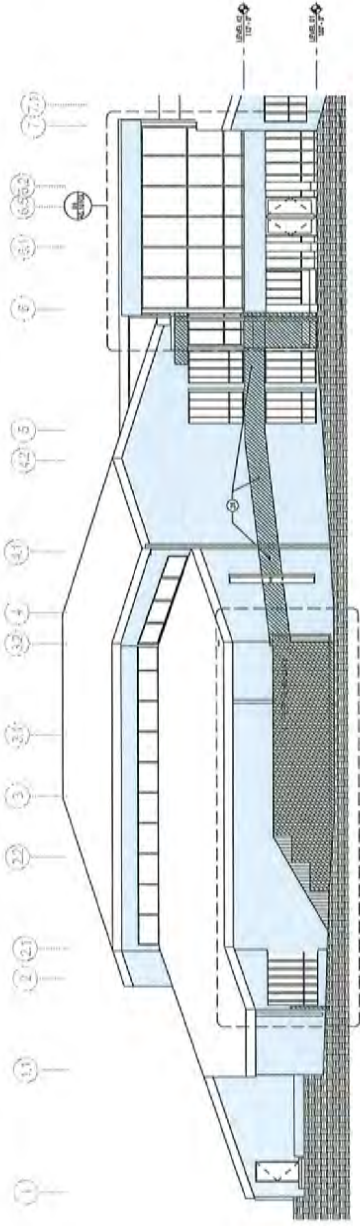




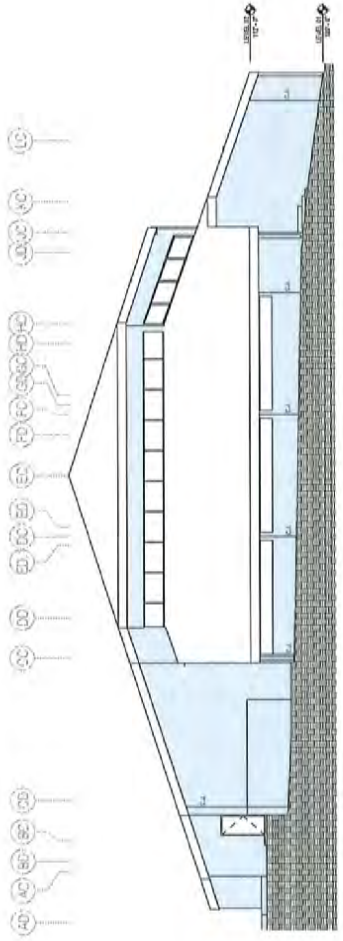


**SHEET NOTES**

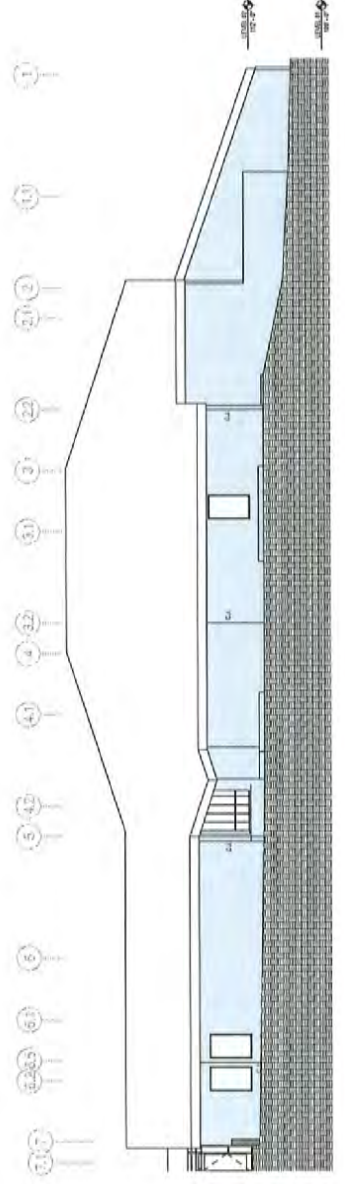
- 1. REFER TO GENERAL NOTES FOR ALL NOTES.
- 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND REGULATIONS.
- 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND REGULATIONS.
- 4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND REGULATIONS.



**01 BUILDING ELEVATION - WEST OLSON N**  
SCALE: 1/8" = 1'-0"



**02 BUILDING ELEVATION - NORTH OLSON N**  
SCALE: 1/8" = 1'-0"



**03 BUILDING ELEVATION - EAST OLSON N**  
SCALE: 1/8" = 1'-0"



**LUTHER SEMINARY**

**Gensler**

700 Massachusetts Ave.  
Boston, MA 02115  
Tel: 617.452.5000  
Fax: 617.452.5000



**BKS&M**  
1000 North 1st Street, Suite 200  
Milwaukee, WI 53233  
Tel: 414.224.1234



**DUNHAM**  
1000 North 1st Street, Suite 200  
Milwaukee, WI 53233  
Tel: 414.224.1234



**SRI**  
1000 North 1st Street, Suite 200  
Milwaukee, WI 53233  
Tel: 414.224.1234



**T&E**  
1000 North 1st Street, Suite 200  
Milwaukee, WI 53233  
Tel: 414.224.1234

201019 Issue for Permit & Construction

Project Name: LUTHER SEMINARY OLSON CENTER • OLSON HALL  
Project Number: 30-7564-000  
Scale: 1/8" = 1'-0"

Sheet: 01 of 03

Project Name: LUTHER SEMINARY OLSON CENTER • OLSON HALL  
Project Number: 30-7564-000

Scale: 1/8" = 1'-0"

Sheet: 01 of 03

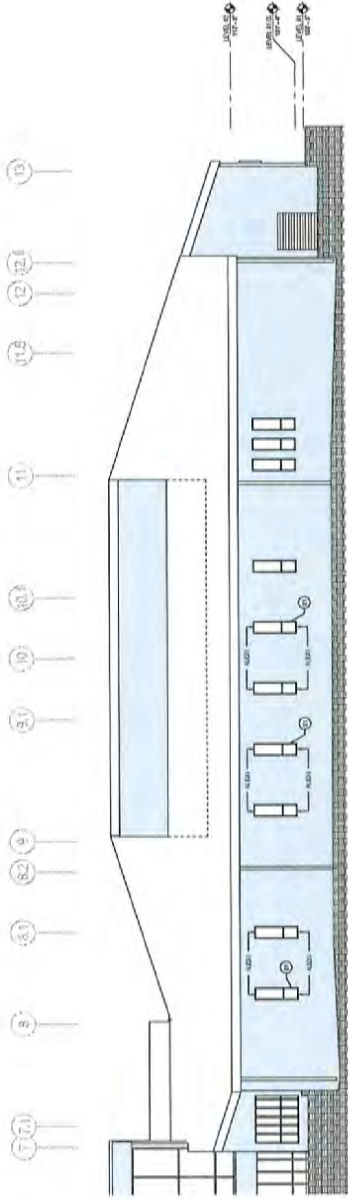
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Project Number: 30-7564-000

**A2.1000L**

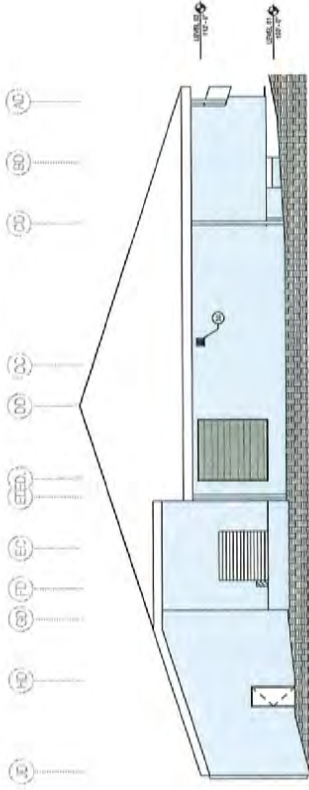
© 2010 Gensler

**SHEET NOTES**

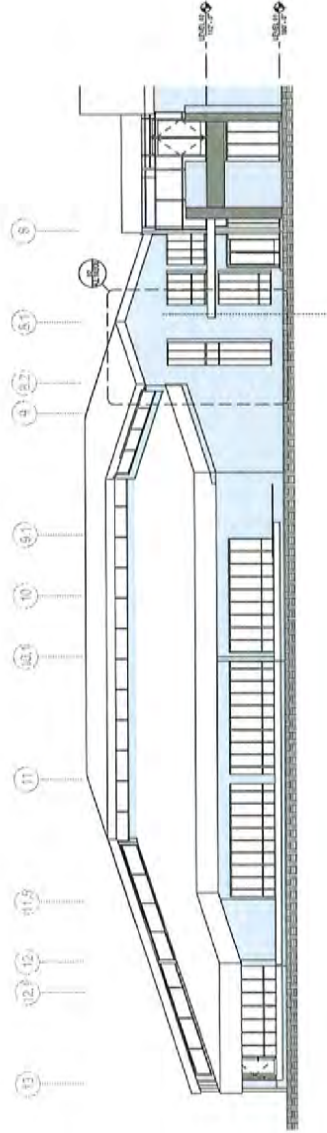
- 1. SEE ALL NOTES AND SPECIFICATIONS TO THIS DRAWING.
- 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODES AND ALL APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS.
- 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODES AND ALL APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS.



**01 BUILDING ELEVATION - WEST OLSON S**



**02 BUILDING ELEVATION - SOUTH OLSON S**



**03 BUILDING ELEVATION - EAST OLSON S**



**LUTHER SEMINARY**

**Genster**

322 2nd Avenue South  
Suite 100  
Minneapolis, MN 55402  
United States



**BKS&M**  
300 1st Avenue South  
Suite 100  
Minneapolis, MN 55402  
United States



**SRI**  
100 1st Avenue South  
Suite 100  
Minneapolis, MN 55402  
United States

Issue for Permit & Construction

Project Name  
LUTHER SEMINARY OLSON CENTER +  
CALLISON HALL  
Project Number  
307541.000  
Date  
10/20/2023  
Revision Number  
000

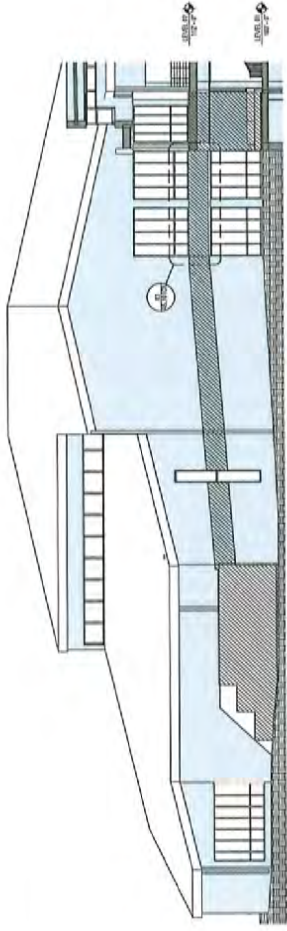
Issue for Permit & Construction

Project Name  
LUTHER SEMINARY OLSON CENTER +  
CALLISON HALL  
Project Number  
307541.000  
Date  
10/20/2023  
Revision Number  
000

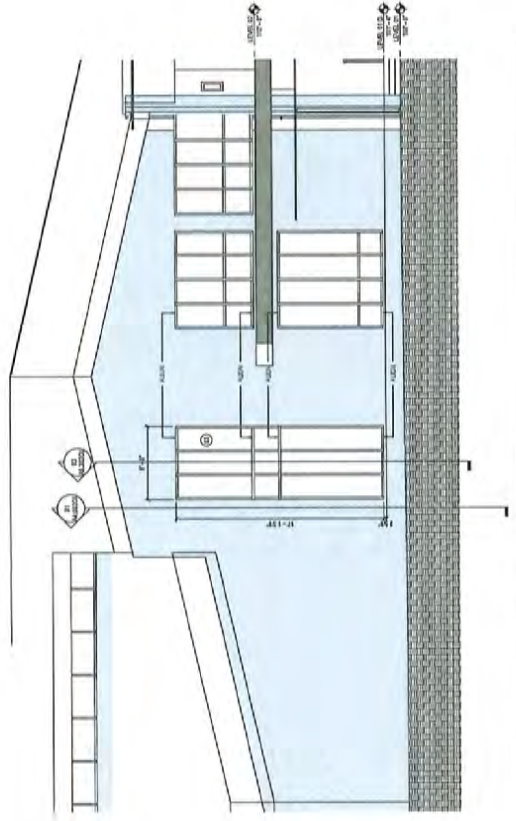
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01 BUILDING ELEVATION - SOUTHWEST OLSON - N  
SCALE: 3/8" = 1'-0"



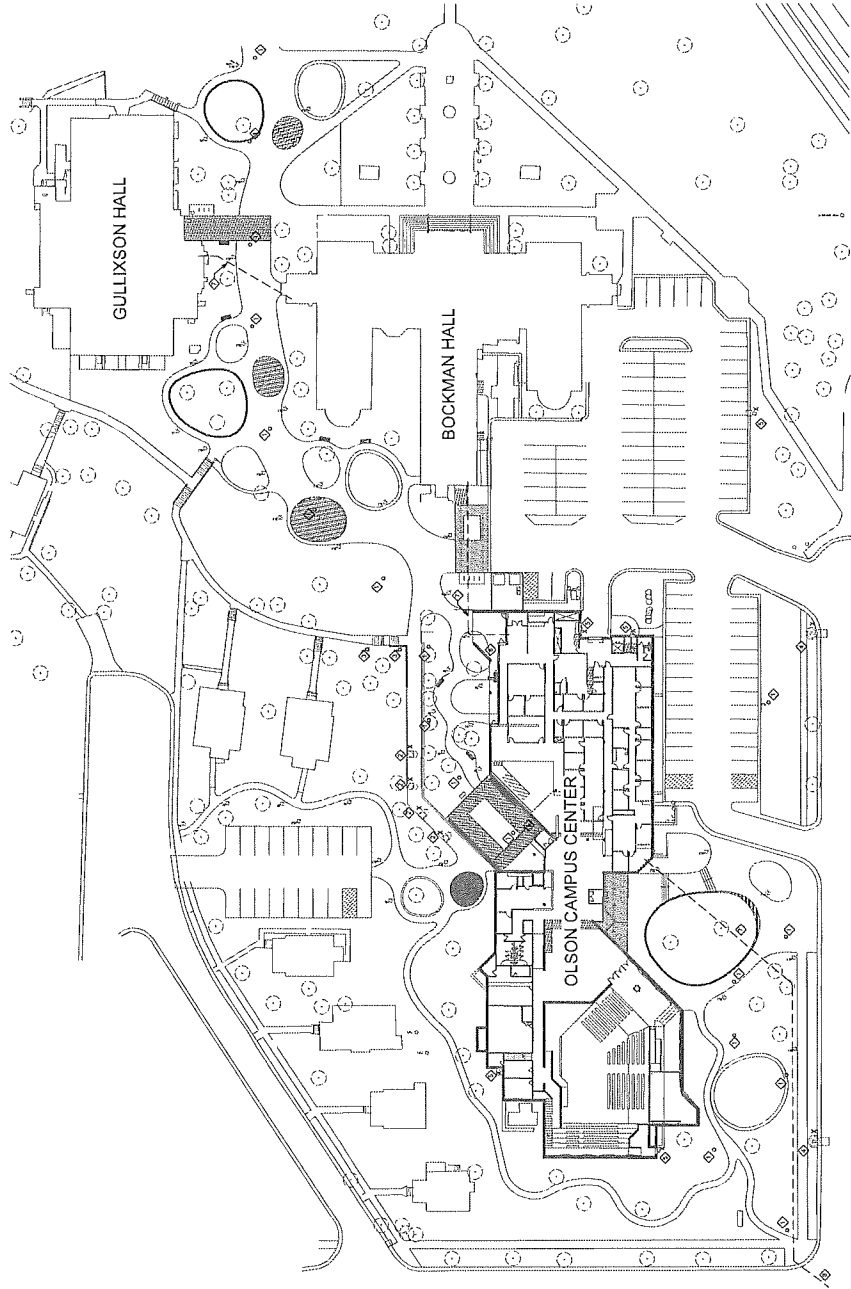
02 ENLARGED BUILDING ELEVATION - EAST FACADE OLSON  
SCALE: 3/8" = 1'-0"

**GENERAL NOTES:**

- A. CONTRACTOR MUST LOCATE AND MARK ALL EXISTING UTILITY LINES AND RECORD THEM ON THE ELECTRICAL SITE PLAN.
- B. LOCATE EXISTING SITE AND ADJACENT ELECTRICAL FEEDS AND MARK TO CORRELATE WITH ELECTRICAL FEEDS.
- C. ELECTRICAL CONTRACTOR RESPONSIBLE FOR ALL EXISTING WORK.
- D. EXISTING SITE LIGHTING SYSTEM SHALL REMAIN OPERATIONAL THROUGHOUT CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS.

**KEY NOTES:**

- 1. DEMOLISH EXISTING SITE LIGHTING FIXTURES, ASSOCIATED CONCRETE BASES AND ELECTRICAL FEEDS. RECONSTRUCT AND REFEED EXISTING THROUGH LIGHTING CONTROL PANELS.
- 2. REMOVE EXISTING SITE LIGHTING FIXTURES AND REPLACE WITH NEW, 150 WATT, 120V, 5000 HOUR, 15000 LUMEN, 15000 LUMEN FOR MOUNTING OF NEW FIXTURES.
- 3. EXISTING BUILDING MOUNTED LIGHTS TO REMAIN. FIXTURES TO BE REFEED THROUGH LIGHTING RELAY PANEL.
- 4. EXISTING BUILDING MOUNTED LIGHTS TO REMAIN. FIXTURES TO BE REFEED THROUGH LIGHTING RELAY PANEL.
- 5. CONDUCTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS.
- 6. DEMOLISH EXISTING SITE LIGHTING FIXTURES, ASSOCIATED CONCRETE BASES AND ELECTRICAL FEEDS. RECONSTRUCT AND REFEED EXISTING THROUGH LIGHTING CONTROL PANELS.
- 7. REMOVE EXISTING SITE LIGHTING FIXTURES AND REPLACE WITH NEW, 150 WATT, 120V, 5000 HOUR, 15000 LUMEN, 15000 LUMEN FOR MOUNTING OF NEW FIXTURES.
- 8. EXISTING BUILDING MOUNTED LIGHTS TO REMAIN. FIXTURES TO BE REFEED THROUGH LIGHTING RELAY PANEL.
- 9. EXISTING BUILDING MOUNTED LIGHTS TO REMAIN. FIXTURES TO BE REFEED THROUGH LIGHTING RELAY PANEL.
- 10. CONDUCTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SITE LIGHTING SYSTEMS.



1" = 30'-0"  
ELECTRICAL SITE PLAN - DEMO



city of saint paul  
planning commission resolution  
file number 19-11  
date March 22, 2019

WHEREAS, Luther Seminary, File # 19-014-075, has applied for a conditional use permit amendment to adjust the campus boundary to include lots along the west side of Branston Street south of Hendon Avenue under the provisions of Saint Paul Legislative Code § 65.220 and § 61.501, on property located at 1479 - 1497 Branston Street, Parcel Identification Number (PIN) 20.29.23.13.0118, legally described as Lots 1 – 4, Block 11, St. Anthony Park North and vacated alley adjoining; and

WHEREAS, the Zoning Committee of the Planning Commission, on March 14, 2019, held a public hearing at which all persons present were given an opportunity to be heard pursuant to said application in accordance with the requirements of § 61.303 of the Saint Paul Legislative Code; and

WHEREAS, the Saint Paul Planning Commission, based on the evidence presented to its Zoning Committee at the public hearing as substantially reflected in the minutes, made the following findings of fact:

1. The application is to amend Luther Seminary's conditional use permit to expand the campus boundary to include Lots 1 through 4, Block 11, Saint Anthony Park North and the adjacent vacated alley, property zoned R3 one-family residential. A seminary is a conditional use in the R3 district, requiring a conditional use permit.
2. Zoning Code § 65.220(f), which applies in all residential districts, requires that the boundaries of the institution shall be as defined in the conditional use permit, *and may not be expanded without the prior approval of the planning commission, as evidenced by an amended conditional use permit. The campus that is defined by the boundaries shall be a minimum of three (3) acres, and all property within the campus boundaries must be contiguous. The applicant shall submit an "anticipated growth and development statement" for approval of a new or expanded campus boundary, which statement shall include but not be limited to the following elements:*
  - (1) *Proposed new boundary or boundary expansion.* The application includes a map showing the existing campus boundary as defined in the current conditional use permit and the proposed campus boundary expansion to include Lots 1 through 4, Block 11, Saint Anthony Park North and the adjacent vacated alley. The map shows the area of the campus south of Hendon Avenue to be 10.72 acres in area. The map shows the proposed campus boundary expansion to include a portion of Olson Campus Center, built in 1985, and four campus houses.
  - (2) *Enrollment growth plans that include planned or anticipated maximum enrollment by major category (full-time, part-time, undergraduate, graduate) over the next ten (10) years and also the anticipated maximum enrollment over the next twenty (20) years.* The enrollment growth plan submitted with the application states that Luther Seminary anticipates following growth in the next 10 to 20 years: staff increase from 100 to 110, full time on-campus students increase from 145 to 184, part time on-campus students increase from 82 to 86, off-campus (intern/On-line) students increase from 273 to 318, and a total student increase from 500 to 588.
  - (3) *Plans for parking facilities over the next ten (10) years, including potential locations and approximate time of development.* The application includes plans for parking facilities on the portion of the campus south of Hendon Avenue (south campus) showing the following, improvements to be completed in 2019-2021:
    - A new drop-off/pick-up area near the Olson Campus Center main entrance from Fulham Street that would reduce the number of parking spaces slightly in that area.
    - Demolition of two 2-car garages on the east side of Olson Campus Center, replacing them with

moved by Edgerton

seconded by \_\_\_\_\_

in favor Unanimous

against \_\_\_\_\_

a parking lot, with a net increase of 8 parking spaces.

The plans include future sale of the portion of the campus north of Hendon Avenue. The total campus parking requirement (currently 143 spaces, 153 spaces required with the maximum enrollment over the next 20 years), would be met on the south campus. There are currently 188 parking spaces on the south campus (including 22 spaces shared with Zvago/Ecumen and 7 spaces shared with Sunrise Bank).

- (4) *Plans for the provision of additional student housing, either on-campus or off-campus in college-controlled housing.* The application states that in general there are no plans for additional student housing beyond better utilization of the 9 campus houses. It states that the seminary intends to sell Bockman Hall, which would continue to be operated for student housing.
- (5) *Plans for use of land and buildings, new construction and changes affecting major open space.* The application states that the Olson and Gullixson buildings are scheduled to be remodeled with some minor exterior modifications, along with some modifications to nearby fire lanes and pedestrian areas. Open space would remain relatively the same, with some new shapes and styles of pavement and landscaping.
- (6) *An analysis of the effect this expansion (or new campus) will have on the economic, social and physical well-being of the surrounding neighborhood, and how the expansion (or new campus) will benefit the broader community.*

*Approval of a new or expanded campus boundary shall be based on an evaluation using the general standards for conditional uses found in section 61.500, and the following criteria:*

- (i) *Anticipated undergraduate student enrollment growth is supported by plans for student housing that can be expected to prevent excessive increase in student housing demand in residential neighborhoods adjacent to the campus.* Luther Seminary does not enroll undergraduate students.
  - (ii) *Potential parking sites identified in the plan are generally acceptable in terms of possible access points and anticipated traffic flows on adjacent streets.* The expansion of the boundary to include Lots 1 – 4, Block 11, St. Anthony Park North will not result in new parking demands.
  - (iii) *Plans for building construction and maintenance of major open space areas indicate a sensitivity to adjacent development by maintaining or providing adequate and appropriately located open space.* Open space would remain relatively the same, with some new shapes and styles of pavement and landscaping.
  - (iv) *The proposed new or expanded boundary and the "anticipated growth and development statement" are not in conflict with the city's comprehensive plan.* This criteria is met.
3. § 51.501 lists five standards that all conditional uses must satisfy:
- (a) *The extent, location and intensity of the use will be in substantial compliance with the Saint Paul Comprehensive Plan and any applicable subarea plans which were approved by the city council.* This condition is met, as there is no change to the campus condition or operation resulting from this boundary expansion.
  - (b) *The use will provide adequate ingress and egress to minimize traffic congestion in the public streets.* This condition is met, as there is no change to campus traffic resulting from this boundary expansion.
  - (c) *The use will not be detrimental to the existing character of the development in the immediate neighborhood or endanger the public health, safety and general welfare.* This condition is met, as there is no change to the character or use of the campus resulting from the proposed campus boundary expansion.
  - (d) *The use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.* This condition is met, as the amended campus boundary will not affect the development and improvement of surrounding property.
  - (e) *The use shall, in all other respects, conform to the applicable regulations of the district in which it is located.* This condition is met.

NOW, THEREFORE, BE IT RESOLVED, by the Saint Paul Planning Commission, under the authority of the City's Legislative Code, that the application of Luther Seminary for a conditional use permit amendment to adjust the campus boundary to include lots along west side of Branston Street south of Hendon Avenue at 1465 - 1497 Branston Street is hereby approved.

St. Anthony Park Community Council  
2395 University Avenue West, Suite 300E  
Saint Paul, MN 55114



City of Saint Paul  
Dept. of Planning & Economic Development  
Zoning Section – Michael Wade, Planner  
1400 City Hall Annex – 25 West 4<sup>th</sup> Street  
Saint Paul, MN 55102-1634

March 11, 2019

Dear Mr. Wade,

The St. Anthony Park Community Council (SAPCC) supports the conditional use permit revision to adjust the Luther Seminary campus boundary with the caveat that the parking on Branston and in the lot off Branston be managed to limit traffic from the lot and slow traffic on Branston. We also support the site plan for modifications to Olson and Gullixson Halls. Per the recommendation of our Land Use Committee, the SAPCC Executive Committee voted unanimously to support the CUP revision and site plan revision at our meeting March 11, 2019.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn Murray".

Kathryn Murray  
Executive Director

cc:

Michael Morrow, Luther Seminary  
Amanda Smith, City of St. Paul, DSI



Finance & Administration  
2481 Como Ave. | St. Paul, MN 55108  
www.luthersem.edu

651-523-1660

January 7, 2020

**By email and US Mail**

Zoning Committee of the St. Paul Planning Commission  
C/o Samantha Langer, Committee Secretary  
Planning and Economic Development  
25 W 4th Street, Suite 1400  
Saint Paul, MN 55102

**RE: Luther Seminary, South Campus, Site Plan 19-015088**

To Whom It May Concern:

I represent Luther Seminary, owner of the subject property above. The Seminary submitted a site plan for the property that was approved on November 26, 2019, which is now being appealed. On behalf of the Seminary, I request that the Zoning Committee deny the appeal and uphold the site plan approval without changes.

Luther Seminary has been a fixture in the St. Anthony Park neighborhood since 1900. We have tried to be good neighbors, allowing community members to use our grounds and facilities for activities ranging from dog walking to community gatherings to serving as the polling place for elections. We look forward to remaining a vital part of the neighborhood for decades to come.

We submitted the above-referenced site plan as part of a larger effort to restructure our campus. Theological education, like higher education in general, has undergone major changes in recent years. We no longer need as large a campus as we once did. Currently, the campus covers 26 acres with 282,000 square feet of building space. Our plan is to consolidate onto roughly 10 acres, with a little over 100,000 square feet of building. The remainder of the campus is being sold to be redeveloped into a range of housing options, including affordable housing, to help ease the housing shortage in St. Paul – as well as adding to the property tax base of the city.

The appeal centers on one small element in the site plan, a 19-space parking lot along Branston Street that replaces two existing garages and surrounding parking area which accommodates up to 12 cars total. A stormwater containment tank will sit beneath the lot, reducing run-off and improving water quality for the entire site. The parking lot is a permitted use within the Conditional Use Permit (CUP) covering the campus and conforms with setback and other requirements established by the City.

The neighbors submitting the appeal cite concerns about safety, due to the increased traffic on Branston street and the adjoining playground. Luther Seminary respectfully disagrees that the design will materially compromise safety. Parking will be restricted to use by Luther Seminary employees, students, and guests, most of whom will use the lot for all or most of the day. As a result, any increase in traffic will be modest, with much of it in the early morning when the playground is less used. Moreover, there is no reason to expect that the Seminary's employees, students and guests will be less attentive than other drivers on Branston Street, despite an implication of such in the appeal letter.

This matter has already been addressed by the Zoning Committee in its consideration of Luther Seminary's amended CUP application in March 2019 (Planning Commission file 19-11). The

Seminary submitted the CUP amendments to correct a drawing error from the 1980s and to position itself for the planned sale of its North Campus parcel. Our application included preliminary site plan drawings that showed the Branston Street parking lot largely as it was presented in the approved site plan, although we have reduced the lot from 21 to 19 spaces in the approved site plan.

The CUP and preliminary site plan were presented at a public meeting of the District 12 Land Use Committee on March 7, 2019; Branston Street residents raised concerns about the lot at that meeting, but the committee and the full St. Anthony Park Community Council (SAPCC) endorsed the proposal. The Zoning Committee held hearings on the CUP on March 14, 2019; again Branston Street residents raised their concerns, but the committee approved the CUP amendments.

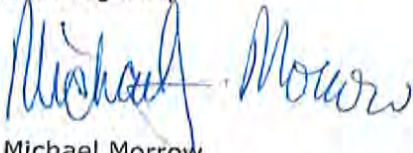
The SAPCC endorsement letter included a caveat concerning efforts to limit traffic volume and speeds on Branston Street. Luther Seminary has taken steps to honor this request. Limiting access to Seminary employees, students, and guests encourages day-long use and hence lowers the number of trips on Branston Street. The City, not Luther Seminary, is responsible for other actions, such as additional street signs and speed limit changes. We support such actions, but it is not appropriate to condition approval of the site plan on such City actions. (Incidentally, the Planning Commission resolution approving the CUP amendments did not include any caveats similar to what was included in the SAPCC letter.)

Luther Seminary's position is that this is a settled matter and the site plan approval should be upheld without changes. The Branston Street parking lot is a permitted use under the CUP. We have designed the lot to comply with all city codes and requirements. City staff have reviewed the plans and agree that the lot complies with both city codes and the CUP.

In closing, I want to emphasize that Luther Seminary shares our neighbors' commitment to pedestrian safety, both on Branston Street and throughout the campus. We have incorporated broad sightlines and clear signage into our design. The plan for our campus entrance off Fulham Street, in particular, enhances safety and access for persons with disabilities.

I plan to attend the Zoning Committee appeal hearing on January 16, 2020. I look forward to answering any additional questions you have regarding our site plan at that time.

Best regards,

A handwritten signature in blue ink that reads "Michael Morrow". The signature is written in a cursive style with a large initial "M".

Michael Morrow

Vice President, Finance and Administration

Cc: Tia Anderson, Senior City Planner

Kathryn Murray, Executive Director, St Anthony Park Community Council

Meri and Don Hauge



**From:** misha dashevsky [<mailto:mishadashevsky@yahoo.com>]  
**Sent:** Tuesday, January 7, 2020 12:50 PM  
**To:** Anderson, Tia (CI-StPaul) <[Tia.Anderson@ci.stpaul.mn.us](mailto:Tia.Anderson@ci.stpaul.mn.us)>  
**Subject:** Luther Seminary parking lot proposal at zoning meeting, 1/16/20

Dear Tia,

I'm writing in support of written testimony submitted by my neighbor Meri Hauge regarding Luther Seminary's Site Improvement appeal to be discussed at the Zoning Committee meeting on January 16<sup>th</sup>. Luther's proposed parking lot on Branston St. is a very poor fit for that location. Of primary concern is the danger of increased automobile traffic given its location directly across the street from a popular playground utilized primarily by children under 10, including my daughter (9) and son (3).

The proposed lot would be situated along a short dead end street not intended for heavy traffic. Because there is no outlet, that stretch of Branston is more like an alley utilized almost exclusively by residents of the block.

Luther's on-campus enrollment has been declining for years. I don't understand why they need the proposed lot given more than ample parking in their main lot on Fulham St.

Regards,

Misha Dashevsky

1494 Branston St.

612-787-5822

**From:** Wayne Sisel [<mailto:sisel001@umn.edu>]

**Sent:** Friday, December 6, 2019 9:37 PM

**To:** Anderson, Tia (CI-StPaul) <[Tia.Anderson@ci.stpaul.mn.us](mailto:Tia.Anderson@ci.stpaul.mn.us)>

**Cc:** [kathryn@sapcc.org](mailto:kathryn@sapcc.org)

**Subject:** Appeal of Zoning Administrator decision on site plan for Luther Seminary parking lot at 1465 Branston St

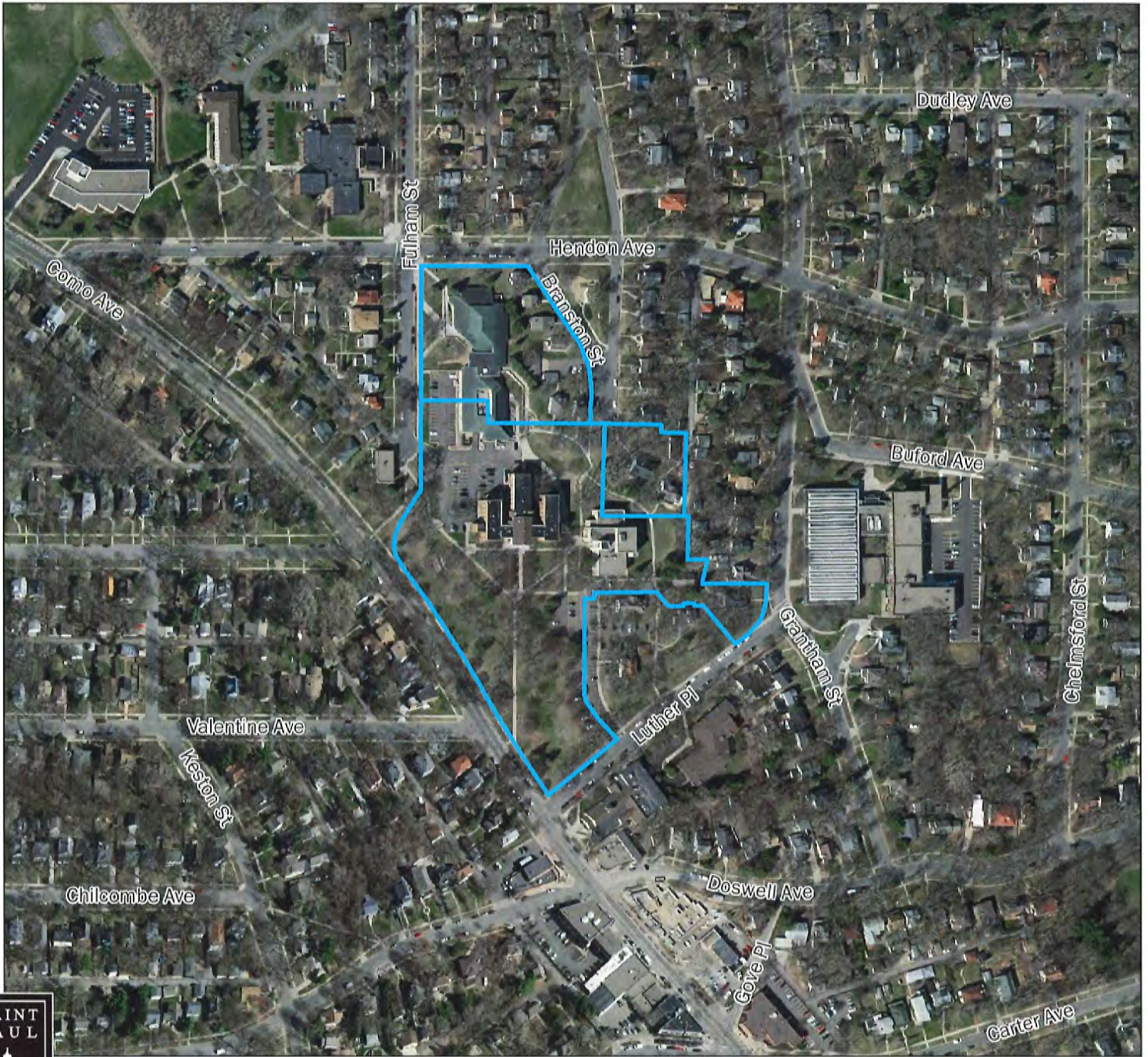
Ms Anderson,

We cannot attend the hearing on January 16, regarding this appeal, but would like to comment.

We are long time residents on Fulham St. Our adult children played in this park as kids. Traffic from a parking lot of the size shown in this location would pose a very serious safety threat for the children playing, or going to or from this triangle park, on both the east and west sides of the park. In addition, the traffic generated by this proposed parking lot could also impact the safety of children on Hendon, Branston north of Hendon, Hoyt, and Fulham. School buses for both St Paul and Roseville travel on, or cross these streets morning and afternoon, coinciding with rush hours for people who would be using this parking lot.

We whole heartedly support this appeal. Putting neighborhood children's safety at risk is not a sensible, viable idea!

Wayne & Ann Sisel  
1567 Fulham St



FILE #19-106-417 | AERIAL MAP

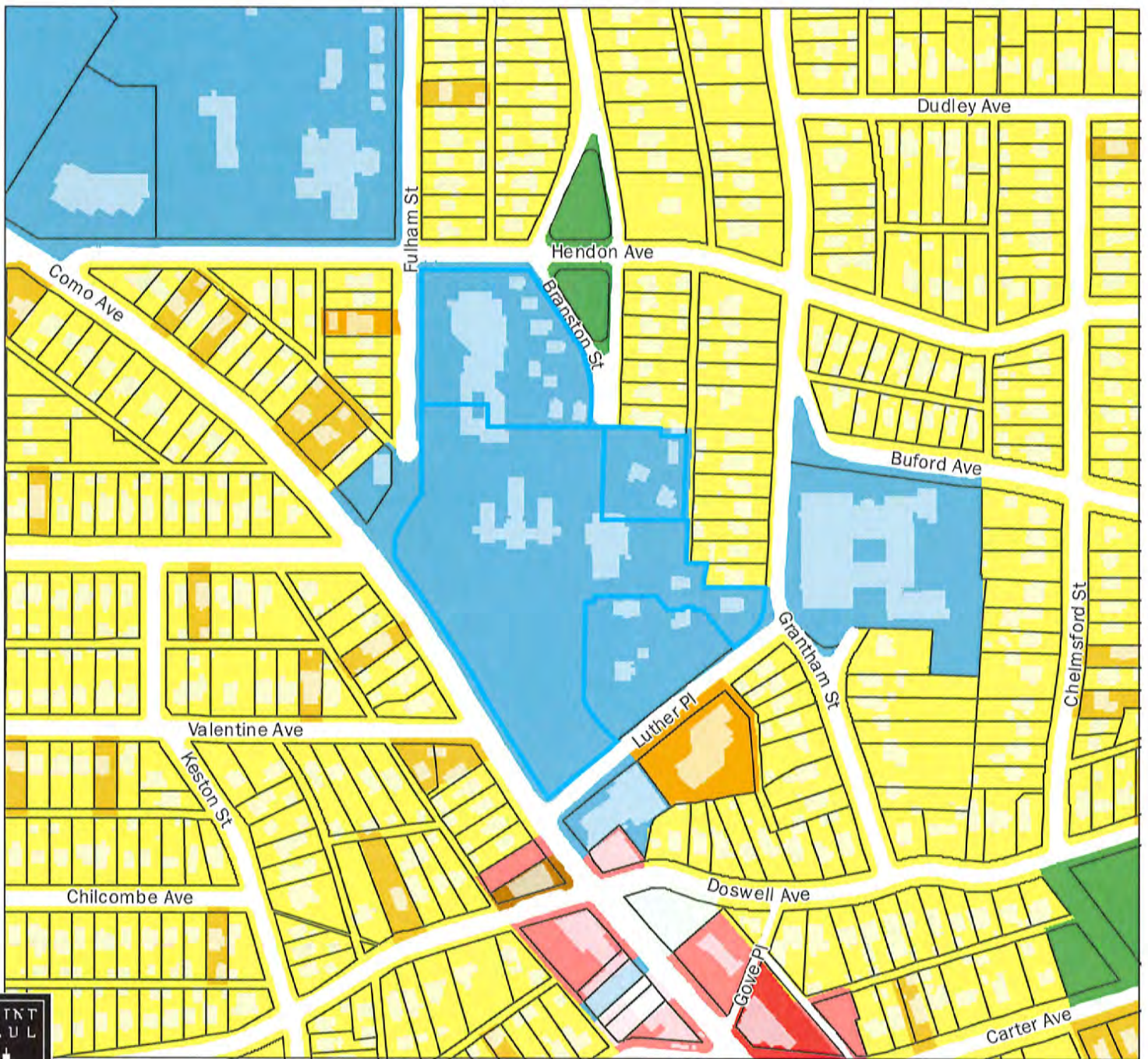
# Application of Hauge

Application Type: Appeal  
Application Date: December 4, 2019  
Planning District: 12

Subject Parcel(s) Outlined in Blue



This document was prepared by the Saint Paul Planning and Economic Development Department and is intended to be used for reference and illustrative purposes only. This drawing is not a legally recorded plan, survey, official tax map or engineering schematic and is not intended to be used as such. Data sources: City of Saint Paul, Ramsey County, Metropolitan Council, State of Minnesota.



**FILE #19-106-417 | EXISTING LAND USE MAP**

**Application of Hauge**

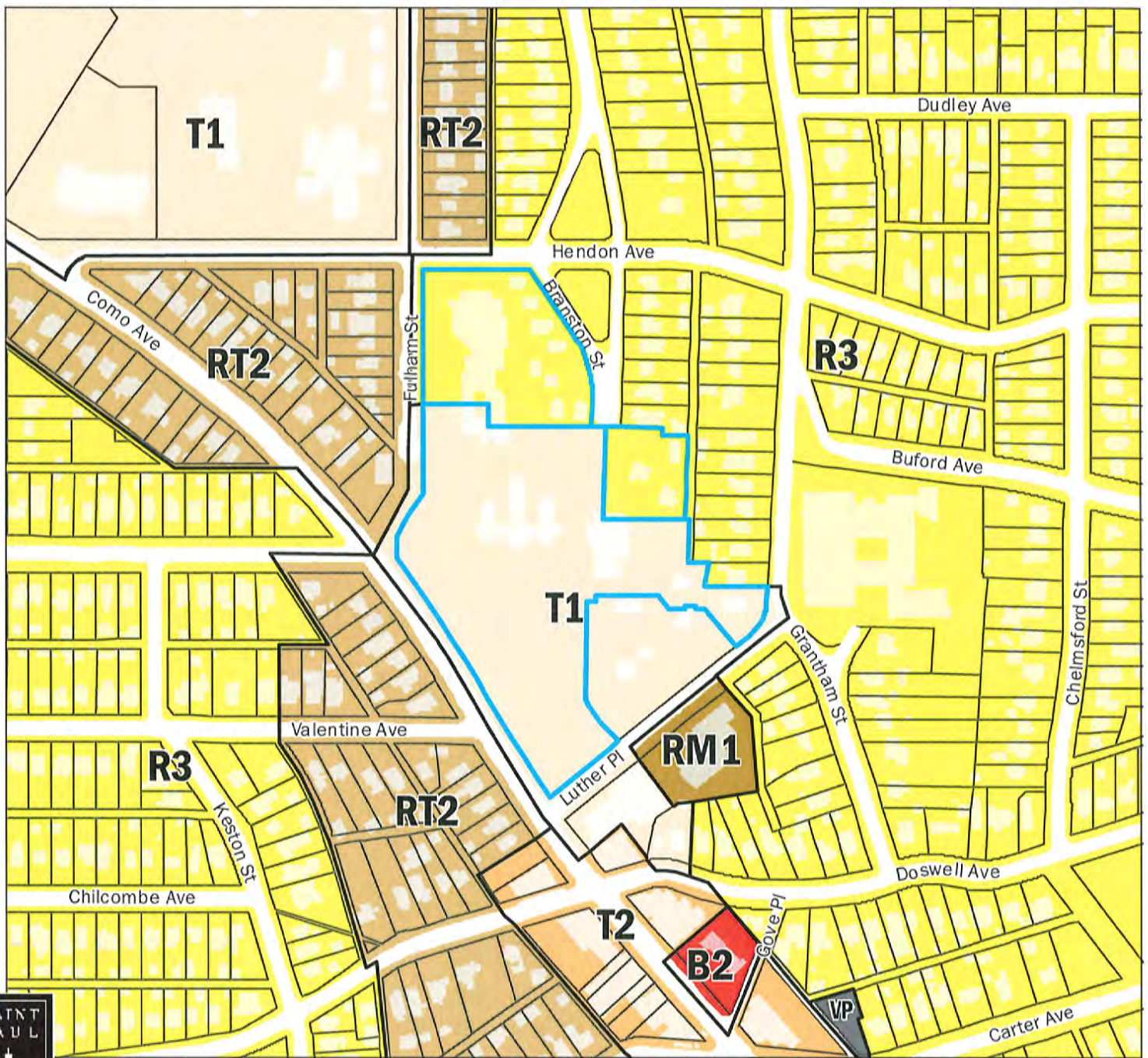
Application Type: Appeal  
 Application Date: December 4, 2019  
 Planning District: 12



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**Subject Parcel(s) Outlined in Blue**

- |                           |                                |                                |              |
|---------------------------|--------------------------------|--------------------------------|--------------|
| InsideRoadEdgesOverlay    | Multifamily                    | Industrial and Utility         | Railway      |
| Farmstead                 | Office                         | Extractive                     | Airport      |
| Seasonal/Vacation         | Retail and Other Commercial    | Institutional                  | Agricultural |
| Single Family Detached    | Mixed Use Residential          | Park, Recreational or Preserve | Undeveloped  |
| Manufactured Housing Park | Mixed Use Industrial           | Golf Course                    | Water        |
| Single Family Attached    | Mixed Use Commercial and Other | Major Highway                  |              |



**FILE #19-106-417 | ZONING MAP**  
**Application of Hauge**

Application Type: Appeal  
 Application Date: December 4, 2019  
 Planning District: 12



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**Subject Parcel(s) Outlined in Blue**

|                         |                                   |                             |                              |
|-------------------------|-----------------------------------|-----------------------------|------------------------------|
| InsideRoadEdgesOverlay  | RM3 Multiple-Family               | B2 Community Business       | F2 Residential Low           |
| RL One-Family Large Lot | T1 Traditional Neighborhood       | B3 General Business         | F3 Residential Mid           |
| R1 One-Family           | T2 Traditional Neighborhood       | B4 Central Business         | F4 Residential High          |
| R2 One-Family           | T3 Traditional Neighborhood       | B5 Central Business Service | F5 Business                  |
| R3 One-Family           | T3M T3 with Master Plan           | IT Transitional Industrial  | F6 Gateway                   |
| R4 One-Family           | T4 Traditional Neighborhood       | ITM IT with Master Plan     | VP Vehicular Parking         |
| RT1 Two-Family          | T4M T4 with Master Plan           | I1 Light Industrial         | PD Planned Development       |
| RT2 Townhouse           | OS Office-Service                 | I2 General Industrial       | CA Capitol Area Jurisdiction |
| RM1 Multiple-Family     | B1 Local Business                 | I3 Restricted Industrial    |                              |
| RM2 Multiple-Family     | BC Community Business (converted) | F1 River Residential        |                              |