CITY OF JORDAN
PLANNING COMMISSION
Regular Meeting Agenda

Tuesday, March 12, 2019
6:30 P.M. Regular Meeting
City of Jordan Council Chambers
116 First Street East, Jordan MN 55352

1.0 CALL TO ORDER

2.0 ADOPT AGENDA

3.0 APPROVAL OF MINUTES
A. February 12, 2019 Meeting Minutes

4.0 NEW BUSINESS
A. PUBLIC HEARING: Conditional Use Permit for Outdoor Seating and Design Review Approval for 115 1st St E

5.0 OLD BUSINESS

6.0 PLANNERS REPORT
A. General Updates
B. Next Meeting- April 9, 2019

7.0 CITY COUNCIL MEMBER UPDATE

8.0 COMMISSION MEMBER REPORT

9.0 ADJOURNMENT

Contacts:
Addison Lewis, Planner/Economic Development Specialist
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Lucinda Meyers, Planner
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Lauren Walburg, Planning Intern
lwalburg@jordanmn.gov (952) 492-7928

MINUTES OF THE PROCEEDINGS OF THE PLANNING COMMISSION OF THE CITY OF JORDAN IN THE COUNTY OF SCOTT FEBRUARY 12, 2019

1.0 CALL TO ORDER

Present: Tom Sand, Jane Bohlman, Jesse Masloski, Bob Bergquist, Robert Whipps, Jeff Will
Also Present: Addison Lewis, Planner/Economic Development Specialist, Lucinda Meyers, Planner
Absent: Sally Schultz

Meeting called to order at 6:30

2.0 ADOPT AGENDA

Motion Bohlman, second Whipps, to approve agenda. Vote all ayes. Motion approved.

3.0 APPROVAL OF MINUTES

A. January 8, 2019 Meeting Minutes

Motion Bergquist, second Bohlman, to approve minutes as presented. Vote all ayes. Motion approved.

4.0 NEW BUSINESS

A. PUBLIC HEARING: Comp Plan Update

Planner Meyers provided an update regarding the comprehensive plan process. Meyers stated that the 6-month adjacent community review has ended. The city received comments from other organizations which are attached. The city is required to respond to all comments received from the overlapping or adjacent jurisdictions. Meyers indicated that the majority of comments requested clarifying language or expanding content. The city's growth forecasts were increased and needed to be updated.

Meyers said the city is still waiting on data from Scott County that is required for the Transportation chapter. The next step is for the City Council to authorize staff to submit the plan to the Met Council for review. The Metropolitan Council has 120 days to review the comp plan once it is deemed complete. The Metropolitan Council

has 15 days to determine if it is complete. Once the Metropolitan Council approves the plan, the city will need to approve a resolution formally adopting the plan.

Councilmember Whipps inquired whether we know when we'll receive the data from Scott County. Planner Meyers stated that a date has not been provided, but staff can contact the county. Whipps commented that it seems silly to submit the plan when we know it is incomplete.

Councilmember Will inquired about a comment provided by Scott County regarding the construction of pedestrian infrastructure on both sides of county roads. Will stated that the comment seems inconsistent with the county's approach to their road projects.

Chair Sand opened the public hearing at 6:45p.m., and closed public hearing at 6:45p.m. No members of the public were present for the hearing.

Motion Masloski, second Bergquist to recommend submittal of the 2040 comp plan to the Met Council for their review. Vote all ayes. Motion approved.

B. PUBLIC HEARING: Request for Interim Use Permit to Allow for a Gravel Off-street Parking Lot as a Principal Use in the C-2 Central Business District

Planner Lewis presented the request for an interim use permit from James Terwedo, property owner of 101 Broadway St. S, to allow for a temporary gravel off-street parking lot as a principal use in the C-2 district. The parking lot has been in use since 2004 when a house was moved off the property. The parking lot is utilized to meet the demand of weekend services at St. John's church to the north. The permit would be good for two years while the applicant works toward developing the property. At the end of two years, the applicant is eligible to reapply for a new permit if they have not found a developer. Applicant proposes the use of limestone blocks to satisfy the requirement to install a barrier for purposes of preventing the encroachment of vehicles into the right-of-way.

Chair Sand opens public hearing at 6:57p.m.

James Terwedo addressed the commission, requesting their consideration for his proposal to provide the barrier during the winter months only, due to liability concerns and snow plowing issues. He proposed the limestone because of the cost of curb stops, $2,820 for seven, was significantly more expensive than the donated (free) limestone from St. John's. Terwedo informed the commission that he intends to redevelop the property in the future and has recently purchased the property to the east.

Chair Sand closes the public hearing at 7:10p.m.

Commissioner Bergquist asked whether there are any maintenance issues. Planner Lewis indicated that there are none that staff are aware of. The commission discussed the code requirement for barrier installation. Chair Sand inquired whether there is an issue with seasonal installation as opposed to year-round, and the unique material proposed. Lewis responded that the code does not specify duration, or material. Councilmember asked whether the ordinance in discussion was the one that was recently passed. Staff indicated it was. Will asked whether the intent of the barrier was to make the church plant trees. Lewis indicated it was not- the purpose of the requirement is to prevent vehicles from encroaching into the right of way. Commissioner Bohlman objected to the applicant's assertion that people would trip over the limestone barrier during the winter months, as they would be used to its presence come winter. Councilmember Whipps voiced concern over the potential liability the city could face not enforcing its code in this instance by allowing the barrier to be in place for half of the year as opposed to the duration of the permit.

Motion Whipps, second Bohlman to recommend approval of the permit for the two-year period, with the limestone blocks for a barrier, subject to the attorney's review to ensure the city is not creating any liability if permitting property owner to remove the barriers during the winter months. Vote all ayes, motion approved.

5.0 OLD BUSINESS

A. Review Conditional Use and Interim Use Permits

Planner Lewis presented the list of CUP and IUP's to the commission. To the knowledge of staff, all permits on the list are active, and none of the properties have received complaints.

Councilmember Whipps inquired whether the Cedar Auto, located east of County Road 9, is still in business or otherwise active, noting he has not seen many cars there for a number of years. The business likely ceased operations 5-8 years ago. Whipps requested that staff determine the status of the property, and noted that it might be a good site for commercial development.

Motion Whipps, second Bohlman to recommend approval of the CUP and IUP list. Votes all ayes. Motion passed.

6.0 PLANNERS REPORT

Planners provided an update on current projects, developments and construction.

7.0 CITY COUNCIL MEMBER UPDATE

Councilmember Will paid tribute to Dick Ames, who recently passed away.

Councilmember Whipps reported that the council recently held a work session on the future ambulance service, which he is excited about. Will indicated that Belle Plaine may add a second full-time ambulance, which could possibly be located in Jordan instead. Whipps indicated that there is potential for the City to have a full time ambulance down the road. In the meantime, it is likely to be on-call during peak hours.

8.0 COMMISSION MEMBER REPORT

There was no commission member report.

9.0 ADJOURNMENT

Motion by Whipps, second by Bergquist to adjourn at 7:46pm

_____

Tanya Velishek
Mayor

ATTEST:

_____

Tom Nikunen
City Administrator

DATE: March 12, 2019

TO: Chair Sand and Members of the Planning Commission

FROM: Addison Lewis, Planner/Economic Development Specialist

AGENDA ITEM: 4A Conditional Use Permit for Outdoor Seating and Design Review Approval for 115 1st St E

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ACTION REQUESTED: Conduct a public hearing to accept input on a request for a conditional use permit to allow for outdoor seating associated with a winery at 115 1st St E. Consider the requested conditional use permit for outdoor seating and request for design review approval and make a recommendation to the City Council. The Planning Commission should also make a recommendation regarding the number of off-street parking stalls required.

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BACKGROUND

Address: 115 1st St E

Applicant: Josie Boyle & Micah Lennox (Mousse Sparkling Wine Company)

Current Zoning: C-2 Central Business District

Surrounding Land Use:
North: Single-family residential (zoned R-2)
South: Commercial (zoned C-2)
West: Multi-family residential (zoned C-2)
East: Commercial (zoned C-2)

Overview
The applicants are proposing to open a winery at 115 1st St E to be called Mousse Sparkling Wine Co. Per the attached Business Plan, Mousse Sparkling Wine Co. will specialize in sparkling wines and ciders made from Minnesota grapes and fruit. The winery will consist of a wine production area, a tasting room, and an outside patio for customers to gather. The wine production area will include the rear section of the first floor and the basement level. The tasting room will occupy 934 square feet on the front half of the first floor and will include a tasting bar and a variety of seating options for serving guests. The business hours proposed are 2-8pm on Thursdays, 11am-8pm on Fridays, and 10am-7pm on Saturdays and Sundays.

The applicants are proposing a 460 square foot seasonal patio located on the east side of the building. The patio would be surfaced with stamped concrete to mimic brick and enclosed by a 4-foot wrought iron fence. The applicants state that the space would be decorated with greenery and potted plants. The patio would have capacity for 31 occupants. An ADA accessible entrance on the east side of the building would also be installed. The applicants would like to occasionally have live music on the patio or inside the tasting room and have stated the live music will not extend beyond normal tasting room hours. Staff has included a condition in the draft resolution that restricts the hours for use of the patio and for live music.

The applicants are targeting to open in November of this year. A conditional use permit is required for outdoor seating. In addition, design review is required for all projects located in the C-2 that require a conditional use permit.

Design Review
Projects within the Downtown that require design review are required to be consistent with the Central Business District Design Standards Manual, which is attached to this report. The manual addresses a number of topics that are primarily related to the addition or modification of structures. Other than lighting, signage, and replacement of a side door, no changes are proposed to the façade.

The applicants' plan for lighting includes the addition of seven light fixtures: two in front of the building and five on the east side of the building. The fixtures will be black, iron, and downcast. The patio will be surfaced with stamped concrete and will be enclosed with a wrought iron fence. The Design Standards Manual specifically says that rock, brick, and iron rod are encouraged fencing materials in the downtown. The site plan indicates a number of plantings along the perimeter of the patio. A concrete ADA accessible ramp will also be installed adjacent to the east side of the building. The applicants are proposing window signage on the front of the building and a mural type sign on the east side of the building. The code allows window signs up to 50% of the window area. For the mural sign, up to 10% of the wall area or 80 square feet is allowed, whichever is less. Photos of the proposed lighting, patio, and signage are attached. Staff finds that the proposed plans are consistent with the Design Standards Manual and compliant with the standards of the zoning ordinance.

Parking Review
Within the C-2 district, there are many properties that do not have any off-street parking or do not provide the amount of off-street parking required by code. As such, on-street parking stalls are provided throughout the downtown. The ordinance states that required parking for the uses located in the C-2 district shall be determined by the Council following review by the Planning Commission. Review and approval shall be based on:

1. The number of off-street parking spaces to be provided
2. The number and accessibility of on-street parking in the area
3. Provisions made by the owner or tenant for joint or shared parking
4. Assessment or pending assessment for 1 or more parking spaces under state statutes in which case the number of parking spaces forming the basis for such assessment shall constitute an equal number of spaces for computing off-street parking requirements.
5. Other factors affecting the need for off-street parking

The applicants' site plan indicates they can accommodate 7 vehicles on the existing gravel parking area accessed off of the alley.

For the purpose of determining the number of stalls required, "micro-winery" is not specifically listed in the ordinance. "Class I Restaurant" (a sit-down restaurant with on-sale liquor) could be used for determining the parking required for the tasting room and "Manufacturing" could be used for determining the parking required for the wine production area.

The ordinance requires the following for these uses:

- Class I Restaurant: One off-street parking space for each 50 square feet of floor area
- Manufacturing: Ten parking spaces or one space for each 500 square feet of structure, whichever is greater.
- There are also two apartments located above the winery, which require two spaces each.

With 1,615 square feet of production area, 1,394 square feet of tasting room and patio space, and two apartments, 42 parking spaces would be required.

Staff believes that this is far more than is needed for the business and that the seven off-street spaces are sufficient given the abundance of on-street parking in the area. The seven stalls would accommodate the four required for the apartments, as well as three for employees. A parking study was done by Bolton and Menk in 2011 indicating there is not a shortage of parking in the downtown area. Specifically, the study found that the parking west of Rice Street was underutilized. Staff does not believe that the parking situation has changed significantly since then. The Planning Commission should discuss whether the parking available is sufficient.

Conditional Use Permit Review
A conditional use is a land use designated in the zoning ordinance that is specifically allowed in a zoning district so long as certain standards are met. Reasonable conditions relating to the ordinance standards may be attached to a CUP.

City Code Section 154.047 Conditional Use Permits, (A) states that the Planning Commission shall recommend a conditional use permit and the Council may issue conditional use permits if it makes the following findings:

1. *The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.*

   The outdoor seating area should not create an excessive burden on parks, schools, streets and other public facilities and utilities. The outdoor seating area does increase the seating capacity of the winery and could increase the demand for on-street parking. As stated, a parking study was done in 2011, which indicated there is not a shortage of parking in the downtown. Specifically, the study found that the existing parking west of Rice Street is underutilized. Staff does not believe the parking situation is significantly different since then and does not believe the outdoor seating area will create parking issues.

2. *The use will be sufficiently compatible or separated by distance or screening from adjacent agricultural or residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.*

   The outdoor seating area will be located on the east side of the building. The winery building will screen the outdoor seating area from the multi-family building to the west. Adjacent properties to the east and south are used for commercial purposes. The property directly to the north is a single family home. A garage in the rear yard of this property

generally screens the view of the patio from the rear yard. Some additional screening could be incorporated if the Planning Commission finds this to be necessary.

3. *The structure and site shall have an appearance that will not have an adverse effect upon adjacent residential properties.*

   The proposed improvements will enhance the appearance of the property and will not have an adverse effect on any adjacent residential property. The proposed lighting and materials for the patio appear consistent with the Downtown Design Standards.

4. *The use in the opinion of the Council is reasonably related to the overall needs of the city and to the existing land use.*

   The request for an outdoor patio associated with a winery is reasonable. The ability to have outdoor seating provides an added amenity for the business. The outdoor seating area will add to the life and activity on the street within the downtown. The Jordan Downtown Master Vision also identifies "expand active plaza space in downtown, including event space, outdoor patios and child friendly landscapes" as a priority.

5. *The use is consistent with the purposes of this subchapter and the purposes of the zoning district in which the applicant intends to locate the proposed use.*

   The request for outdoor seating associated with a winery is reasonable. The purpose of the C-2 district is to encourage the continuation of a viable downtown by allowing prime retail sales and service uses, office, entertainment facilities, public and semi-public uses, and in special circumstances, residential uses; and to preserve and build on the historic character of the downtown using the historic and natural resources available to create a tourist draw as well as to provide a unique blend of retail and service businesses for the convenience of local residents. Staff finds the proposed outdoor seating area is consistent with the purpose of the C-2 district.

6. *The use is not in conflict with the Comprehensive Plan or Water Resource Management Plan.*

   The proposed use is in compliance with this standard.

7. *The use will not cause traffic hazard or congestion.*

   The proposed use is not anticipated to cause traffic hazards or congestion.

8. *Existing businesses nearby will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.*

   When weather permits for its use, the outdoor seating area should enhance the pedestrian realm and bring more life to the street. The use will bring additional customers to the downtown, which may visit other businesses. The proposed plans for the patio will be attractive and will be a nice addition to the property. Use of the patio within the hours

proposed should not create any noise issues. Lighting is proposed to be downcast.

Attachments:

1. Draft Resolution
2. Location Map
3. Zoning Map
4. Land Use Applications and supporting materials
5. Central Business District Design Standards Manual (link only)
6. Jordan Downtown Parking Study (link only)

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FISCAL IMPACT: None.

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STAFF RECOMMENDATION:

Staff recommends the Planning Commission make a motion to recommend the City Council adopt a resolution approving the design review and a conditional use permit for outdoor seating at 115 1st Street East with the following conditions:

Conditional Use Permit

A. The location and size of the outdoor seating area shall be consistent with the approved site plan included in the April 1, 2019 City Council packet.
B. The outdoor seating area shall be completely enclosed by a minimum 4 foot fence, equipped with a latching gate.
C. Seating shall not obstruct the entrance or any required exits or be located on landscaping or parking areas. Outdoor seating may only be located within the 460 square foot patio area designated on the site plan. At no time shall more than 31 people be on the patio.
D. Use of the patio by customers is only allowed between the hours of 10am and 9pm Sunday through Thursday and between 10am and 10pm Friday and Saturday.
E. Exterior sound producing equipment shall not be allowed. Live music shall be allowed no later than 8pm Sunday through Thursday and 9pm Friday and Saturday.
F. Lighting shall be permitted to the extent that it is directed perpendicular to the ground or directly on the building so that no direct rays are visible.
G. The outdoor seating area shall be kept free of garbage. All garbage shall be stored within the building or the dumpsters, which are to be fully screened.
H. No alcoholic beverages shall be served to persons outside of the designated outdoor seating area. Signage shall be posted that prohibits consumption of alcohol outside of the designated outdoor seating area as approved by the conditional use permit.
I. All required permits shall be obtained prior to starting any work.

Design Review

A. The improvements shall be constructed consistent with the plans and information approved at the April 1, 2019 City Council meeting.
B. All required permits shall be obtained prior to starting any work.

****

COMMISSION ACTION:

Motion: _____ Second: _____

Approved: _____ Disapproved:

Tabled:

Other: _____

_____

CITY OF JORDAN
RESOLUTION 04-XX-2019

RESOLUTION APPROVING DESIGN REVIEW AND A CONDITIONAL USE PERMIT FOR OUTDOOR SEATING AT 115 1ST STREET EAST

WHEREAS, Josie Boyle & Micah Lennox (the Applicants) are seeking Design Review approval and a Conditional Use Permit for outdoor seating at 115 1st Street East, with a PID of 220020990, legally described as:

> All of Lot 9 and Lot 10, Block 9, Jordan City, EXCEPT that portion of Lot 10 commencing at the southwest corner of Lot 10 and running thence East 45 feet; thence North 92 feet; thence West 45 feet; thence South 92 feet to the place of beginning. Also, EXCEPT the following described parcel of Lot 10 beginning at the Northwest corner of said Lot 10 and thence East along the south line of the alley in Block 9, a distance of 20 feet; thence South on a line parallel with the west line of said Lot, a distance of 20 feet to a point; thence West parallel the north line of said Lot 10 a distance of 20 feet to the West line of said Lot and thence North to the place of beginning, all being in Block 9, Jordan City, Scott County, Minnesota

WHEREAS, the property is zoned C-2 Central Business District, where outdoor seating is allowed through the issuance of a conditional use permit; and

WHEREAS, Design Review is required for projects located within the C-2 Central Business District that require a conditional use permit; and

WHEREAS, Notice of a public hearing to accept input on the conditional use permit request was published in the Jordan Independent on Thursday, February 28, 2019 and mailed to property owners within 350 feet of the property; and

WHEREAS, the City of Jordan Planning Commission considered the Applicants' request for Design Review approval and a conditional use permit for outdoor seating as it relates to the Central Business District Design Standards Manual and the Zoning Ordinance at their meeting on March 12, 2019; and

WHEREAS, the City of Jordan City Council, at their April 1, 2019 meeting, considered the application materials on file with the City, and the recommendation from the Planning Commission.

THEREFORE, BE IT FURTHER RESOLVED, by the City Council of Jordan, Scott County, Minnesota, as follows:

1. The City Council hereby adopts the following findings:
   A. The proposed improvements are consistent with the Central Business District Design Standards Manual.

B. The outdoor seating area will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.
C. The outdoor seating area will be sufficiently compatible or separated by distance or screening from adjacent agricultural or residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.
D. The outdoor seating area will have an appearance that will not have an adverse effect upon adjacent residential properties.
E. The outdoor seating area is reasonably related to the overall needs of the city and proposed use as a winery.
F. The outdoor seating area is consistent with the purposes of the zoning ordinance and C-2 Central Business District.
G. The outdoor seating area is not in conflict with the Comprehensive Plan or Water Resources Management Plan
H. The outdoor seating area will not cause traffic hazards or congestion.
I. Existing businesses nearby will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
J. Based on the availability of nearby on-street parking and the findings of the Jordan Downtown Parking Study completed by Bolton and Menk, dated September 30, 2011, no additional off-street parking spaces are necessary.

2. Based on the findings set forth therein, the City Council hereby approves a conditional use permit to allow for outdoor seating at 115 1st Street East, subject to the following conditions:
    A. The location and size of the outdoor seating area shall be consistent with the approved site plan included in the April 1, 2019 City Council packet.
    B. The outdoor seating area shall be completely enclosed by a minimum 4 foot fence, equipped with a latching gate.
    C. Seating shall not obstruct the entrance or any required exits or be located on landscaping or parking areas. Outdoor seating may only be located within the 460 square foot patio area designated on the site plan. At no time shall more than 31 people be on the patio.
    D. Use of the patio by customers is only allowed between the hours of 10am and 9pm Sunday through Thursday and between 10am and 10pm Friday and Saturday.
    E. Exterior sound producing equipment shall not be allowed. Live music shall be allowed no later than 8pm Sunday through Thursday and 9pm Friday and Saturday.
    F. Lighting shall be permitted to the extent that it is directed perpendicular to the ground or directly on the building so that no direct rays are visible.
    G. The outdoor seating area shall be kept free of garbage. All garbage shall be stored within the building or the dumpsters, which are to be fully screened.
    H. No alcoholic beverages shall be served to persons outside of the designated outdoor seating area. Signage shall be posted that prohibits consumption of alcohol outside of the designated outdoor seating area as approved by the conditional use permit.

I. All required permits shall be obtained prior to starting any work.

3. Based on the findings set forth therein, the City Council hereby approves the design review associated with conditional use permit request for outdoor seating at 115 1st Street East, subject to the following conditions:
   A. The improvements shall be constructed consistent with the plans and information approved at the April 1, 2019 City Council meeting.
   B. All required permits shall be obtained prior to starting any work.

DATED THIS 1st DAY OF APRIL, 2019

_____
Tanya Velishek, Mayor

ATTEST:

_____
Tom Nikunen, City Administrator

CITY OF JORDAN

Legend

- City Limits
- Parcels (12/1/2018)
- Lot Lines

Location Map

0 132 Feet

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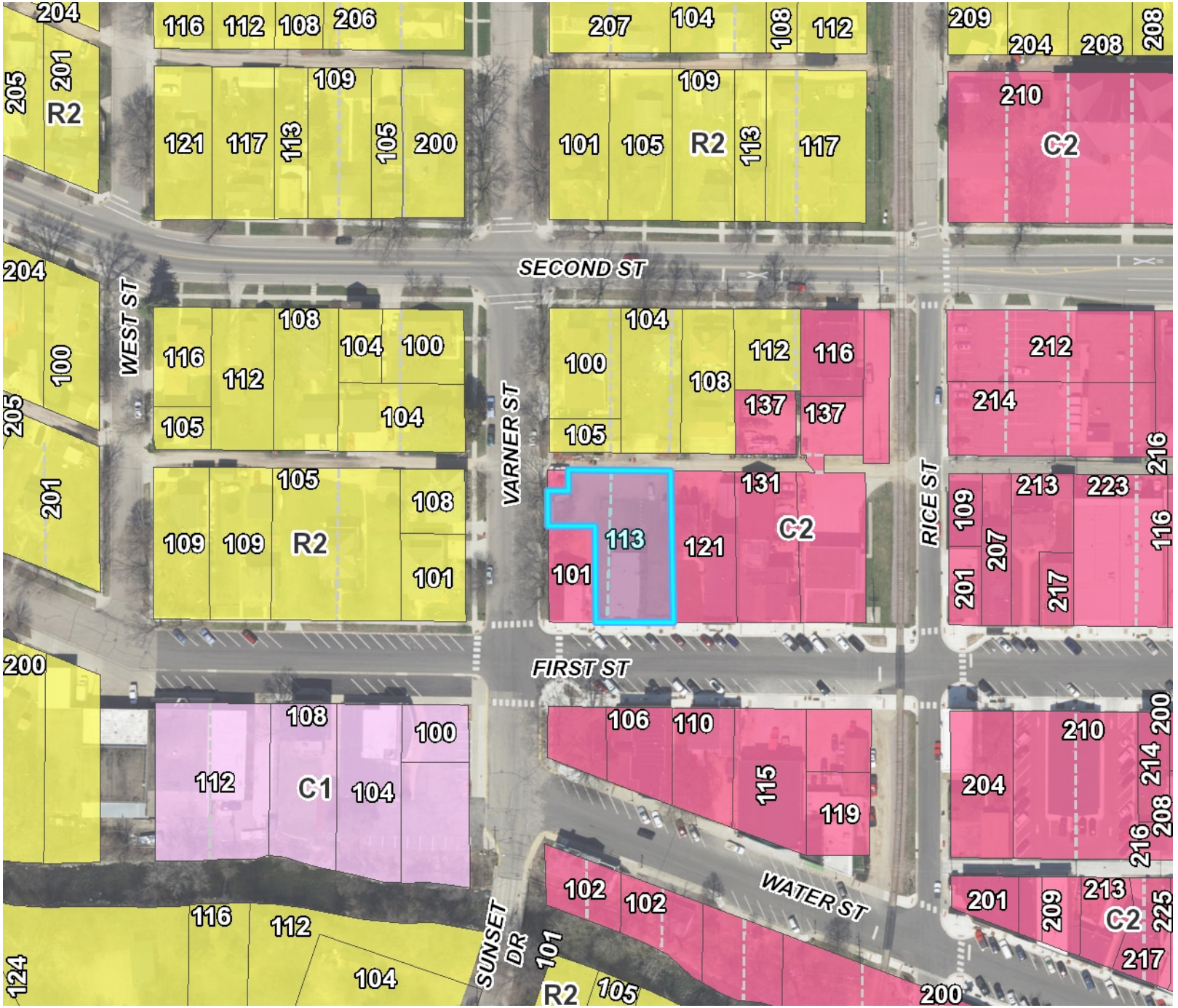
Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Jordan is not responsible for any inaccuracies herein contained.



CITY OF JORDAN

Legend

- City Limits
- Parcels (12/1/2018)
- Lot Lines
- Annexations
- Planned Unit Development

Zoning

- R-1 Single Family
- R-2 Single and Two Family Residential
- R-3 Townhouse and Multiple Family Residential
- R-4 Multiple Family Residential
- R-5 Mobile Home District
- C-1 Neighborhood Business
- C-2 Central Business
- C-3 Highway Commercial
- I-1 Light Industrial
- I-2 General Industrial
- Park

Zoning Map

0 132 Feet

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DESIGN REVIEW APPLICATION

CITY OF JORDAN
210 EAST FIRST STREET
JORDAN, MN 55352
952-492-2535

Date: 2/24/19

Owner(s) Name: Josie Boyle

Applicant Name: Josie Boyle

Mailing Address: [redacted]

Applicant Phone Number: [redacted]

Email Address: [redacted].com

Project Name: Masse Sparkling Wine Co. **Acreage:** 0.25

Location: 115 FIRST ST E JORDAN, MN 55352
(site address or description)

9 (Block) 9 and 10 (Lot) 220020990 (Parcel ID Number)

Current Zoning: C-2 **Proposed Zoning:** C-2

Existing Use of Property: RESIDENTIAL RENTAL / RETAIL

Proposed Use of Property: RESIDENTIAL RENTAL / RETAIL

Applicant's Signature: josie l boyle **Date:** 2/24/19

Items Required for Submittal:

- Concept Design Review Application.
- Preliminary site development plan including:

(a) Site Plan at a scale of 1" =20', illustrating the lot and building, their dimensions and setbacks
(b) Parking lot plan (if on-site) and circulation areas
(c) Entrances and exits, with the primary entrance oriented to a public sidewalk
(d) Open spaces; with proposed vision gates
(e) Location of refuse containers and proposed screening
(f) Adjacent buildings within 300 feet of the site
(g) Grading and drainage plan

(h) Lighting plan

- Preliminary architectural drawings including:

(a) Building elevation drawing with adjacent buildings illustrated

(b) Proposed building height and width

(c) *Preliminary floor plan*

(d) Building relating to proportion including an identifiable base, mid-section and roofline

(e) Window details (if changing), including their size, size of the original opening and transparency of glass

(f) Façade materials and colors

(g) Roof style and cornice detail

(h) Roof top equipment, if applicable, and proposed screening

(i) Proposed overhangs, awnings or canopies and the proposed material and dimensions
(j) Egress stairs for upper level access and the building materials

(k) Other Architectural Detail Drawings as required by the Design Standards manual

- Landscape plan illustrating:

(l) Type, size and quantity of plants

(m) Lawn area

(n) Fences/walls and screening materials

Please Note:
An initial meeting with Planning Staff is required before being heard by the Planning Commission to ensure that the proposed project complies with the development standards in the Zoning Code. All applications for design review will be reviewed for consistency with applicable design guidelines.

I certify that all information submitted is true and correct.

Applicant Signature: Jane L Boyle Date: 2/24/19

Owner's Signature: _____ Date: _____

FOR OFFICE USE ONLY

DATE SUBMITTED: _____ DATE COMPLETE: _____ IF INCOMPLETE, DATE LETTER SENT TO APPLICANT:_____
FEE PAID:_____ DATE FEE PAID:_____ FILE #_____

REVIEW BOARD ACTION:
PLANNING COMMISSION ACTION: ____ RECOMMEND APPROVAL ____ RECOMMEND DENIAL _____
DATE OF ACTION: _____
DATE APPLICANT/PROPERTY OWNER NOTIFIED OF PLANNING COMMISSION ACTION: _____

CITY COUNCIL ACTION: ____ APPROVED ____ DENIED
DATE OF ACTION: _____
DATE APPLICANT/PROPERTY OWNER NOTIFIED OF REVIEW BOARD'S ACTION: _____

DATE FILED IN ADDRESS FILE: _____

APPLICATION FOR CONDITIONAL USE PERMIT

CITY OF JORDAN
210 EAST FIRST STREET
JORDAN, MN 55352
952-492-2535

APPLICANT NAME: Josie Boyle **WORK PHONE:** _____

HOME PHONE: _____ **ADDRESS:** _____

CITY: JORDAN **STATE:** MN **ZIP:** 55352

OWNER NAME: Josie Boyle **WORK PHONE:** _____

HOME PHONE: _____ **ADDRESS:** D-

CITY: JORDAN **STATE:** MN **ZIP:** 55352

I/We, the undersigned, hereby make the following application to the City Council and Planning Commission of the City of Jordan, Scott County, Minnesota. (Applicants have the responsibility of checking all applicable ordinances pertaining to their application and complying with all ordinance requirements):

1. Application is hereby made for Conditional Use Permit to conduct the following: EXTERIOR UPGRADES TO THE J. LANGER BUILDING AT 115 FIRST St E, INCLUDING AN ADA COMPLIANT RAMP, AND AN OUTDOOR PATIO SEATING AREA.

6. Legal description of land to be affected by application, including acreage or square footage of land involved, and street address, if any (attach additional sheet if necessary): SEE ATTACHMENT.

3. Street Location of Property (address): 115 FIRST ST E, JORDAN, MN

4. Present zoning of the above described property is: C-2

5. Title Information: Abstract_____ Torrens X

6. What impact will the granting of the Conditional Use Permit have on:
   a. Existing parks and schools: NONE
   b. Existing streets and other public facilities: NONE
   c. Existing public utilities which serve or are proposed to serve the area: NONE

7. Is the proposed use compatible with present and future land uses of the area? Please explain: _____

   If no, what screening is proposed and what are the setbacks from the adjacent land uses? _____

8. Will the proposed use or appearance of the proposed use have an adverse affect on adjacent properties? Please explain:

9. Is the use related to the overall needs of the City and to the existing land uses? Explain:
Yes, the property is proposed for commercial use.

10. Is the use consistent with the zoning district provisions and other sections of the Zoning Ordinance? Please explain:
154.143(G)

11. Is the proposed use consistent with the Comprehensive Plan? Please explain. Yes, the property is proposed for commercial use.

12. Will existing businesses, nearby, be adversely affected because of curtailment of customer trade brought about by noise, glare or general unsightliness? Please explain. See Attachment.

Attached to this application and made a part thereof are other material submission data requirements, as indicated. Conditional Use Permits in the F-1 and F-2 Districts require additional information and mapping.

I certify that all information submitted is true and correct and I fully understand that all information and a complete *application must be submitted at least 28 days prior to a planning commission meeting to ensure review by the* Planning Commission on that date.

*Applications will not be accepted without a parcel identification number.

Applicant Signature: josue l boyle **Date:** 2/24/19

Owner Signature: _____ **Date:** _____

PROPOSED MEETING DATES:

Planning Commission_____ City Council_____

FOR OFFICE USE ONLY

DATE SUBMITTED: _____ DATE COMPLETE: _____ IF INCOMPLETE, DATE LETTER SENT TO APPLICANT:_____

DATE OF PUBLIC HEARING _____ PUBLICATION DATE: _____
DATE NOTICE SENT TO ADJOINING PROPERTIES: _____

AMOUNT OF FEE PAID:_____ DATE FEE PAID:_____ FILE #_____

PLANNING COMMISSION ACTION: _____ RECOMMEND APPROVAL _____ RECOMMEND DENIAL _____
DATE OF ACTION: _____
DATE APPLICANT/PROPERTY OWNER NOTIFIED OF PLANNING COMMISSION ACTION: _____

CITY COUNCIL ACTION: _____ APPROVED _____ DENIED
DATE OF ACTION: _____
DATE APPLICANT/PROPERTY OWNER NOTIFIED OF CITY COUNCIL ACTION: _____

DATE FILED WITH SCOTT COUNTY RECORDER'S OFFICE: _____

Question #12

The Winery Tasting Room and Patio

The winery building will consist of a tasting room, a patio seating area, and a wine production area. A new ADA-compliant ramp and doorway will be installed as well.

The patio area will be located to the East side of the building, adjacent to the new egress door and ADA-compliant ramp. The space will occupy approximately 460-square-feet, with a capacity of 31 occupants. This will be a seasonal patio with tables and chairs for guests to sit and enjoy their wine and food during normal business hours. We will decorate the space with greenery and potted plants.

The area will be fenced off with a 4-foot wrought-iron fence and a gate. The patio surface will be made of stamped concrete to mimic brickwork.

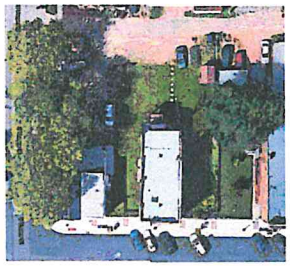
We will hire musicians occasionally to play music either in the tasting bar or on the patio when weather permits. This live music will not extend beyond normal business hours (see last paragraph).

The tasting room will occupy approximately 934 square feet on the front half of the first floor of the Jordan building, which is designed as a commercial retail space. The capacity for this space is 62 occupants.

Wines will be sold by the "flight" (a few samples of wine), by the glass, and by the bottle. The tasting room will require tables and chairs, a tasting bar, wine and keg coolers, and a food prep area. We do not plan to cook food at this time; however we do plan to prep and serve small-bite food plates such as cheese and crackers, nuts, olives, bread, charcuterie, etc. We will install a food storage and preparation area with restaurant equipment in the rear work room area of the main level to prep and store the food items.

The total number of open hours will be 33 per week, and 132 hours per month. The initial hours of operation will be Thursdays from 2pm to 8pm, Fridays from 11am to 8pm, and Saturdays and Sundays from 10am to 7pm.

WINE MAKING / TASTING FACILITY FOR JOSIE BOYLE & MICAH LENNOX
115 FIRST STREET EAST JORDAN, MN 55352



CODE REVIEW

PROJECT DESCRIPTION:
- MAIN FLOOR - RETAIL WINE TASTING AND SALES
- LOWER LEVEL - STOCK, STORAGE AND BOTTLING
- UPPER LEVEL - 2 EXISTING RESIDENTIAL UNITS (NO WORK IN THIS AREA)

OCCUPANCY TYPE: M (MERCANTILE)

CONSTRUCTION TYPE: 5B UNSEPARATED
- BRICK MASONRY EXTERIOR WITH INTERIOR WALLS OF WOOD FRAMING

OCCUPANCY LOAD:

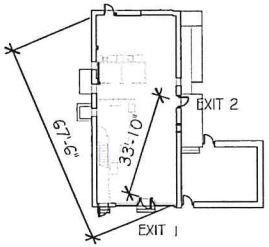
MAIN FLOOR						
		TOTAL SF	TASTING AREA	WORK AREA	HALL & BATHROOMS	PATIO
	AREA	1630 SF	934 SF	409 SF	287 SF	460 SF
	OCC RATIO		15 SF PER PERSON	300 SF PER PERSON	-	15 SF PER PERSON
	OCCUPANTS		62 OCC	2 OCC		31 OCC
LOWER LEVEL						
	AREA	1190 SF		1190 SF		
	OCC RATIO			300 SF PER PERSON		
	OCCUPANTS			4 OCC		

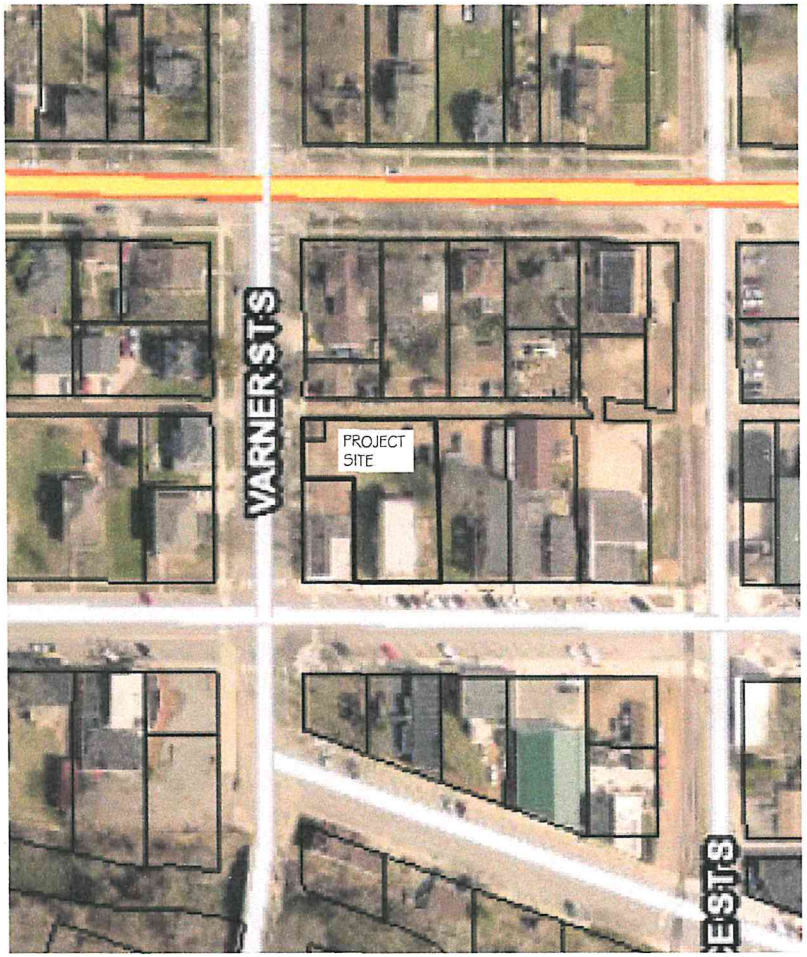
REQ'D PLUMBING FIXTURES

	OCC TYPE	WC RATIO		LAVATORIES		DRINKING FOUNTAIN	SERVICE SINK
	MERCANTILE	M	W	M	W		
REQ'D		1 PER 500 PERSONS		1 PER 750 PERSONS		NOT REQUIRED: TABLE 2902.1 EXCEPTION 1	1
PROVIDED		2 - HOWEVER, SEPARATE FACILITIES NOT REQUIRED, 2902.2, EXCEPTION 3		2 - HOWEVER, SEPARATE FACILITIES NOT REQUIRED, 2902.2, EXCEPTION 3		.	1

EXIT PLAN

EXITING DISTANCE
LONGEST DIAGONAL: 67'-6" / 2 = 33'-9" MIN REQUIRED SEPARATION, 33'-10" PROVIDED





1 / A0 AREA PLAN
SCALE: 1"=100' +/-

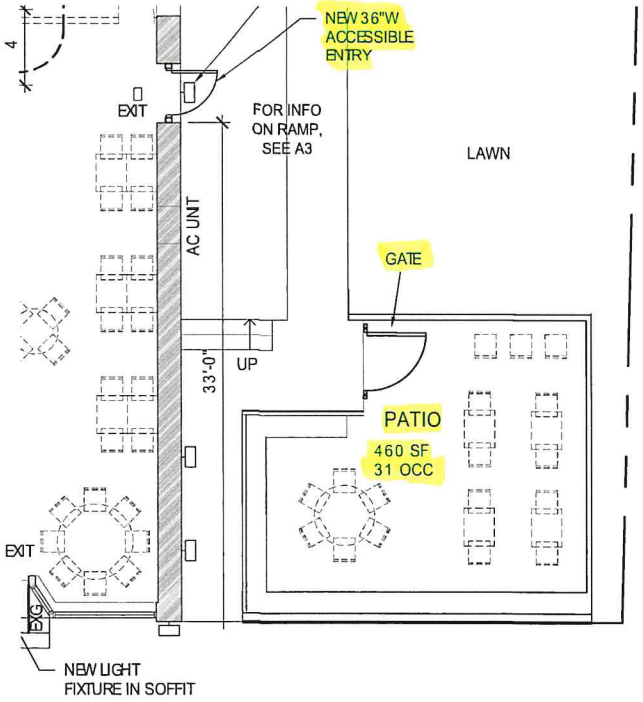
NORTH

BOYLE ARCHITECTS
ARCHITECTURE & INTERIORS
4519 Robin Circle
Minneapolis, MN 55422
612-991-9491
763-772-2752

WINE MAKING / TASTING FACILITY FOR
JOSIE BOYLE & MICAH LENNOX
115 FIRST STREET EAST
JORDAN, MN 55352

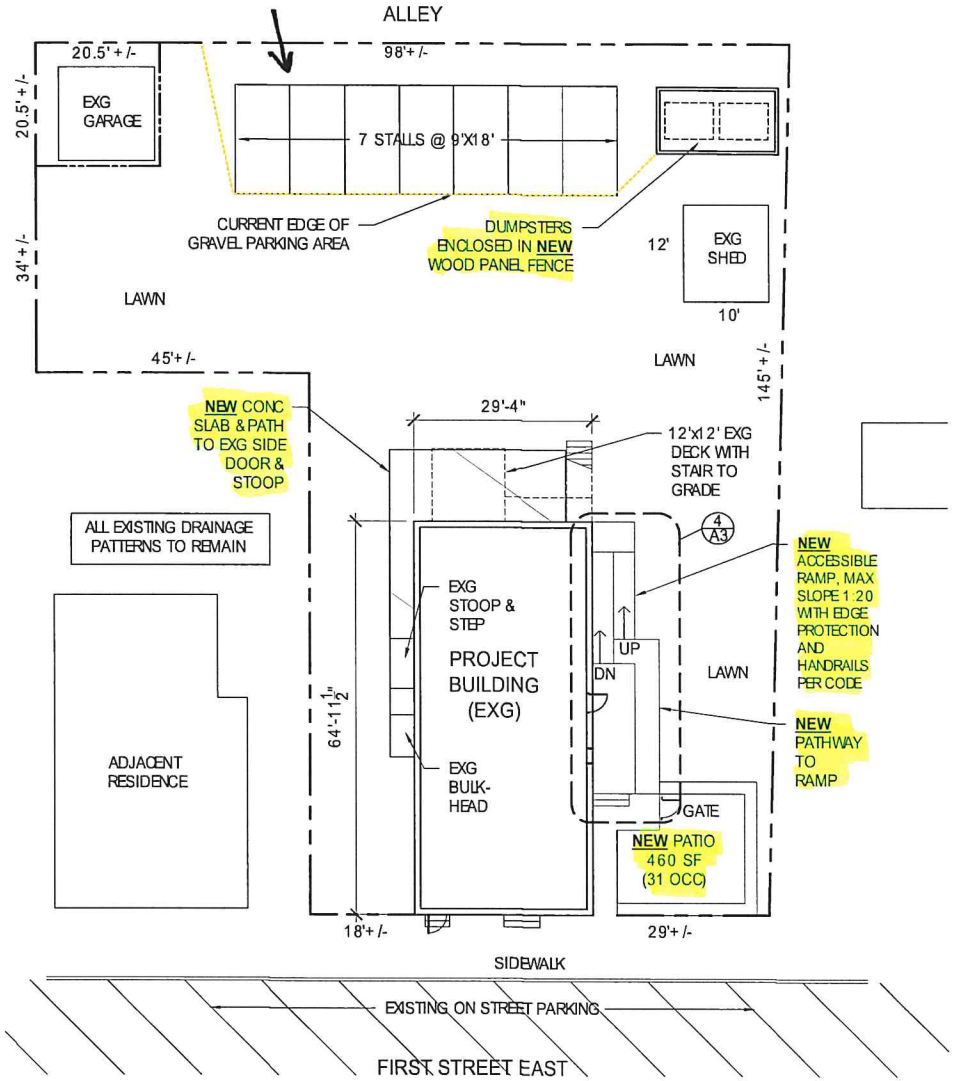
A0

21 JAN 2019



2 / A1 FUTURE PATIO PLAN
SCALE: 1/8"= 1'-0"

PARKING AREA: 7 stalls total
2 stalls per unit = 4 stalls
3 stalls for employees



NORTH

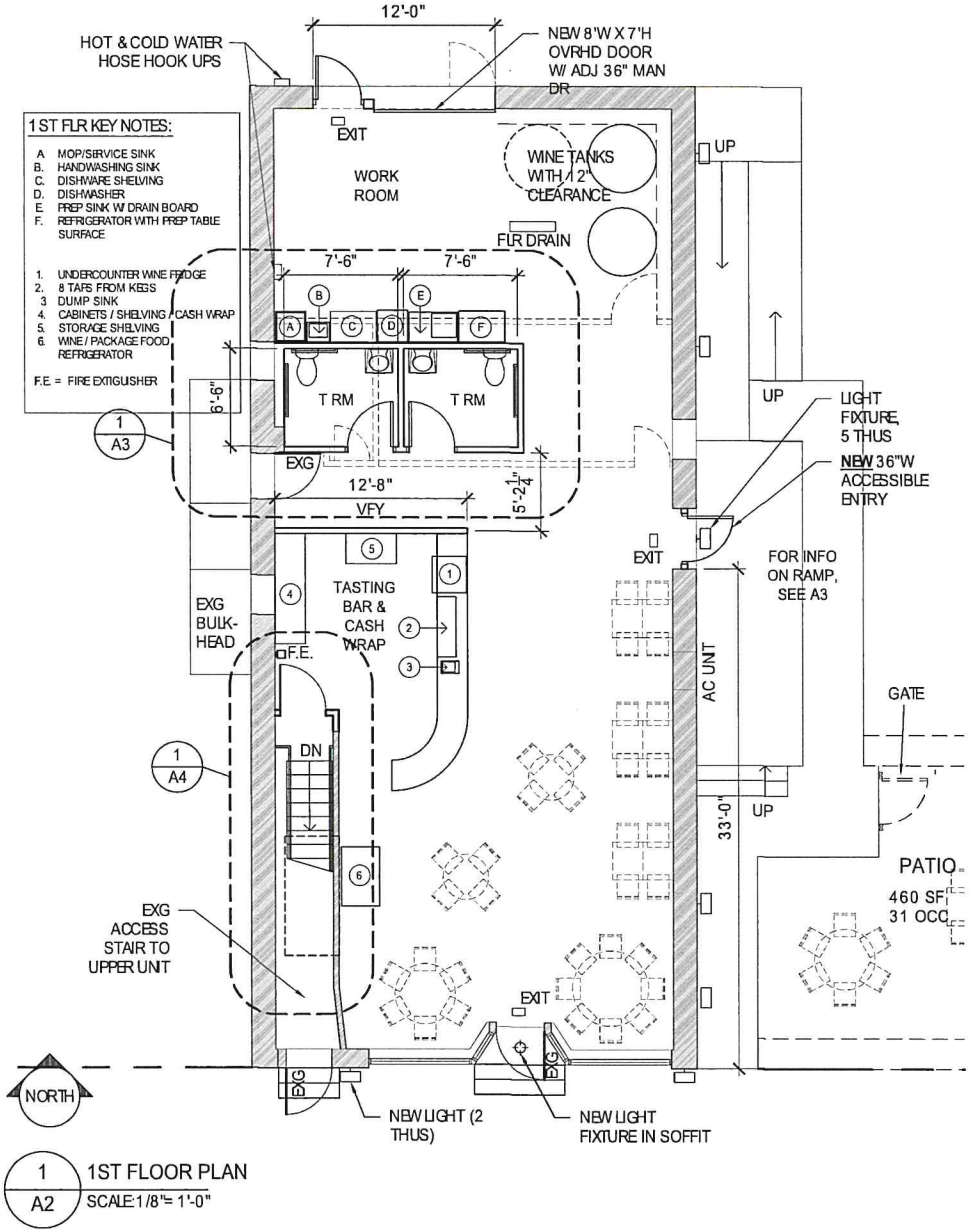
1 / A1 SITE PLAN
SCALE: 1"= 20'

ROBERT A. RUDEEN ARCHITECTS
ARCHITECTURE AND ENGINEERING
429 Robert A. Rudeen Circle
Jordan, MN 55352-9422
(952) 492-2491
FAX: (952) 492-2552

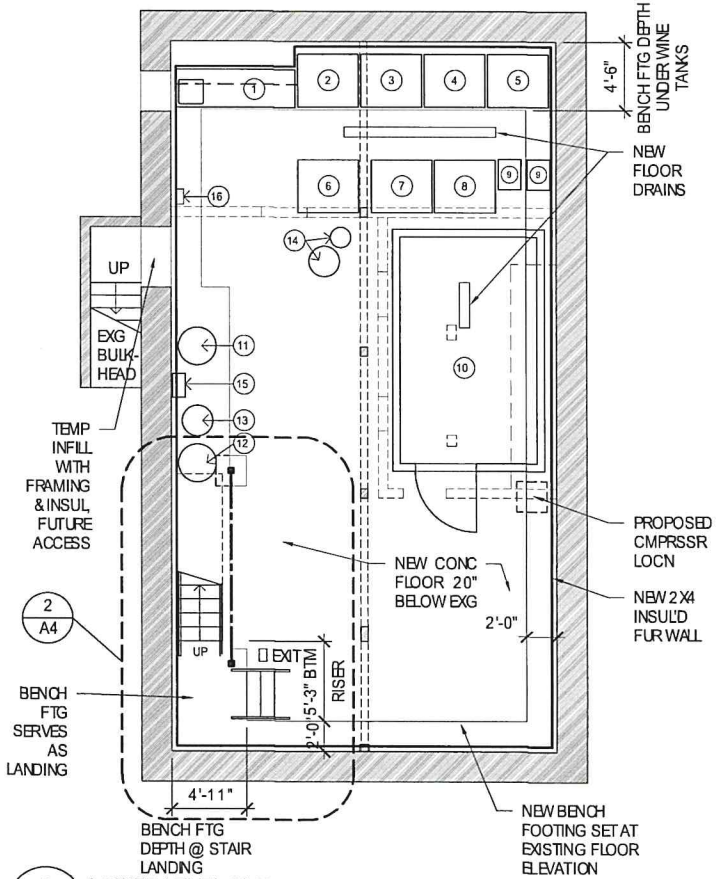
WINE MAKING / TASTING FACILITY FOR
JOSIE BOYLE & MICAH LENNOX
115 FIRST STREET EAST
JORDAN, MN 55352

A1
11 FEB 2019

PRELIMINARY FLOOR PLAN



1 / A2 1ST FLOOR PLAN
SCALE: 1/8"= 1'-0"

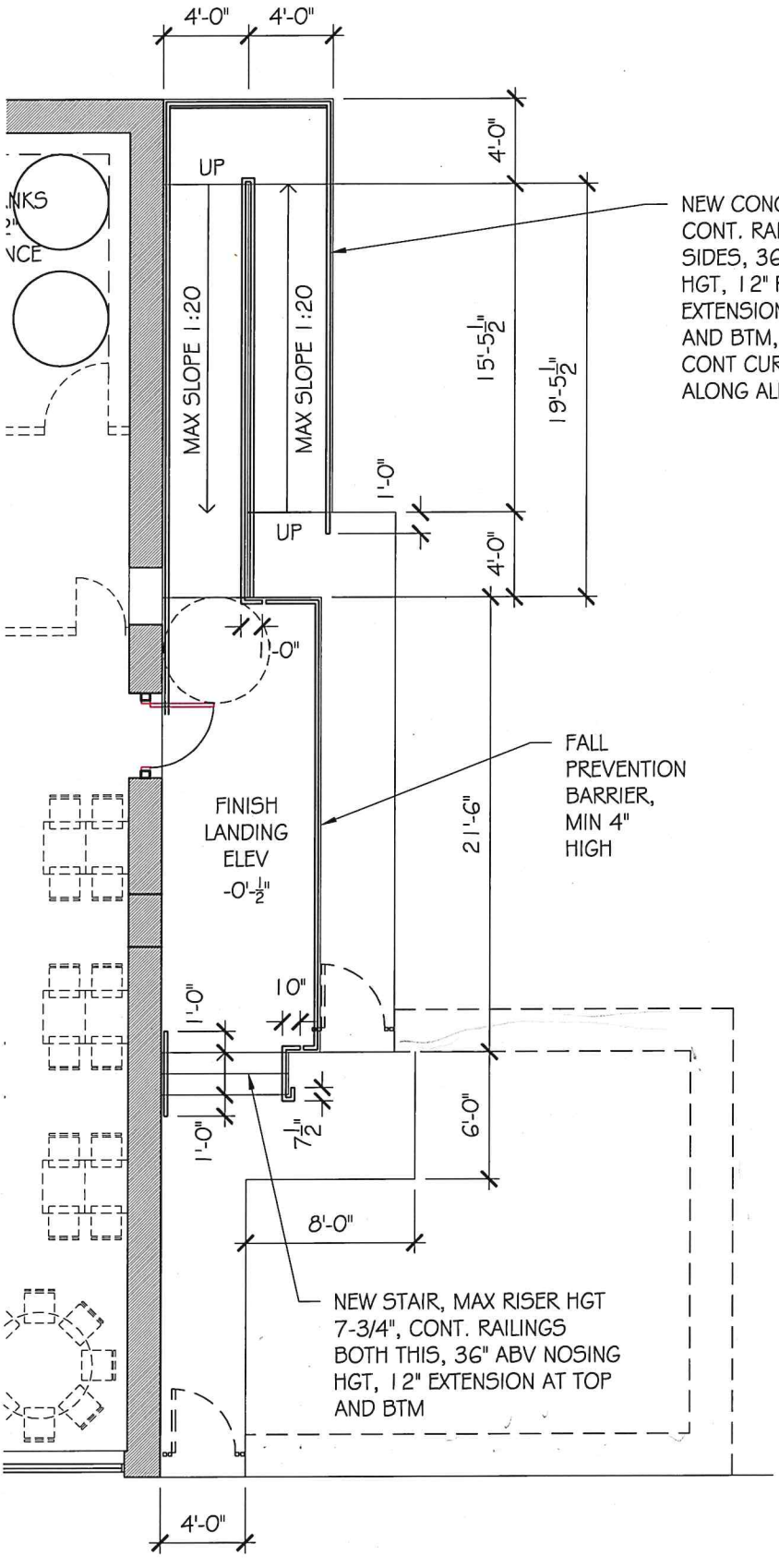


2 / A2 LOWER LEVEL PLAN
SCALE: 1/8"= 1'-0"

ROBILLARD ARCHITECTS
459 Robillard Circle
Redfield, MN 55431
(612) 722-2112

WINE MAKING / TASTING FACILITY FOR
JOSIE BOYLE & MICAH LENNOX
115 FIRST STREET EAST
JORDAN, MN 55352

A2
11 FEB 2019



NORTH

1 / AX RAMP PLAN

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

WINE MAKING / TASTING FACILITY FOR
JOSIE BOYLE & MICAH LENNOX

115 FIRST STREET EAST
JORDAN, MN 55352

BUILDING PERMIT SET

BOYLE ARCHITECTS
ARCHITECTS & DESIGNERS

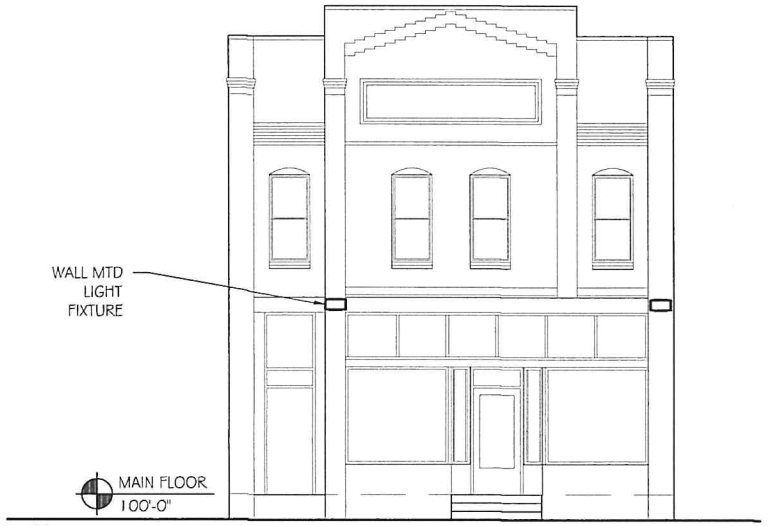
4519 Robin Circle
Robbinsdale, MN 55422
612-991-9491
763-772-2752

AX

XX JAN 2019

OUTSIDE LIGHTING PLAN

1 / A6 EAST ELEVATION
SCALE: 1/8"= 1'-0"



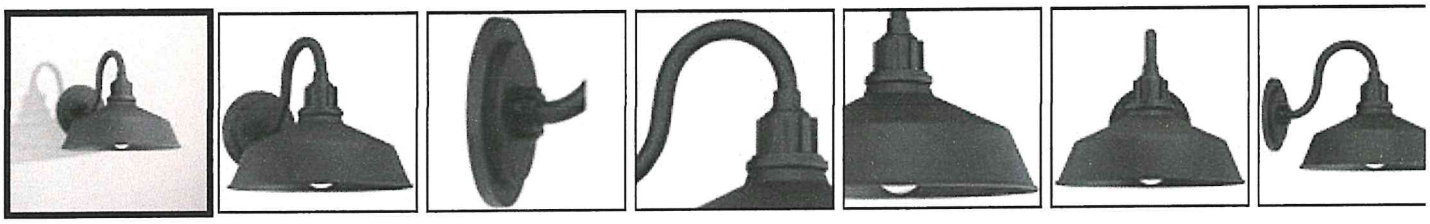
2 / A6 SOUTH ELEVATION
NOT TO SCALE

BOYLE ARCHITECTS
ARCHITECTS & DESIGNERS
4519 Robin Circle
Robbinsdale, MN 55422
612-991-9491
763-772-2752

WINE MAKING / TASTING FACILITY FOR
JOSIE BOYLE & MICAH LENNOX
115 FIRST STREET EAST
JORDAN, MN 55352

A6

11 FEB 2019



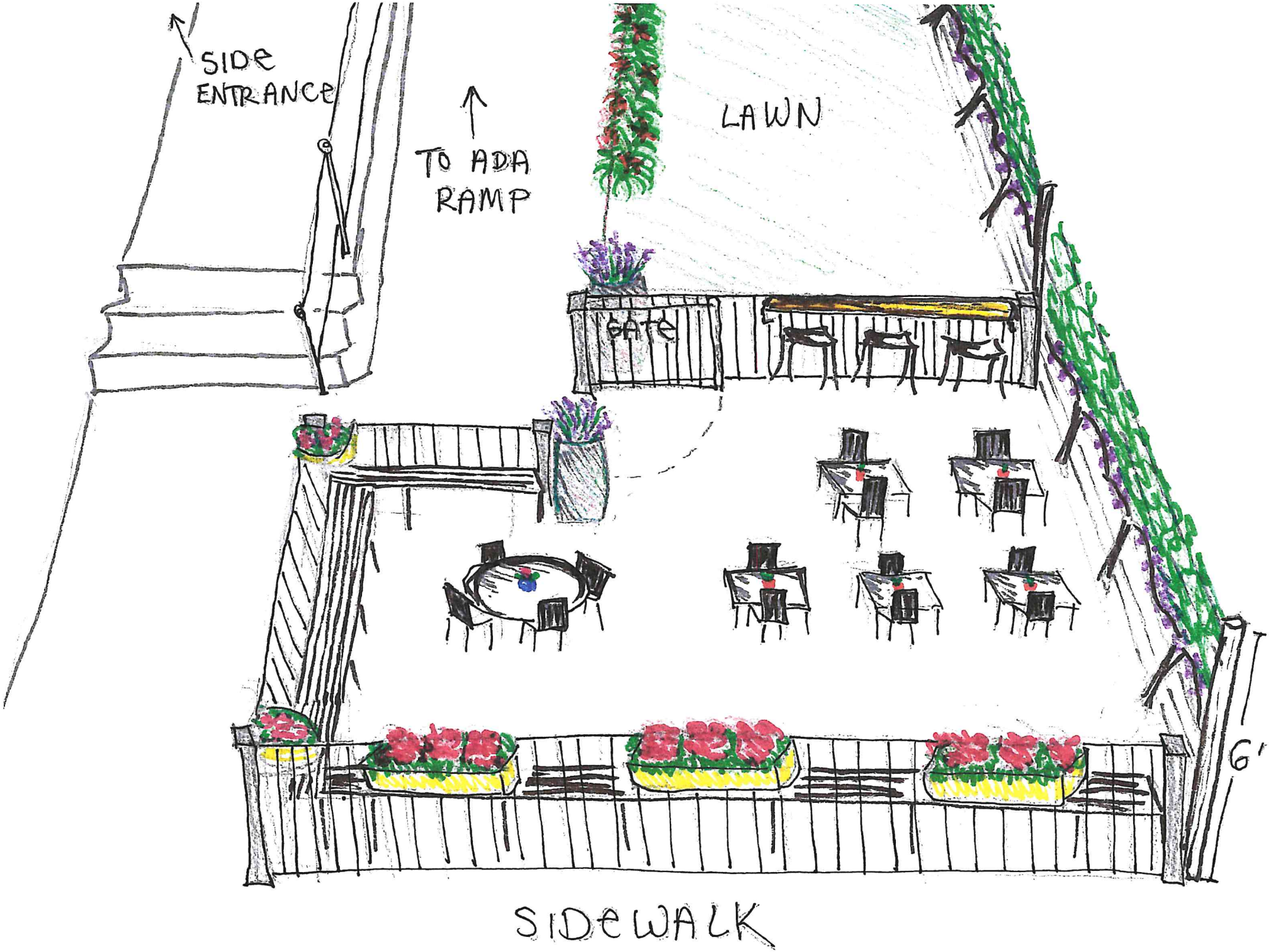
Franklin Iron Works Arnett 10 1/2"H Black Outdoor Wall Light - Style # 42F98

NOT AVAILABLE

Description

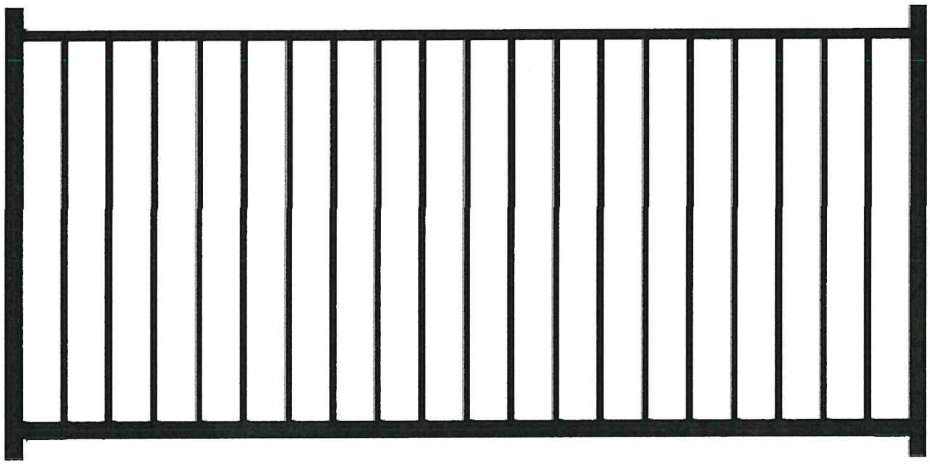
Illuminate a dark outdoor space with this urban barn light from Franklin Iron Works.

A careful balance of rusticity and elegance, this outdoor wall light is the perfect addition to your patio or balcony. In a classic urban barn style with a curving neck, it invokes a charmingly old-fashioned feel. A smooth black finish gives this fixture a clean, almost contemporary touch. Vertical installation only.


SIDE ENTRANCE
TO ADA RAMP
LAWN
GATE
6'
SIDEWALK

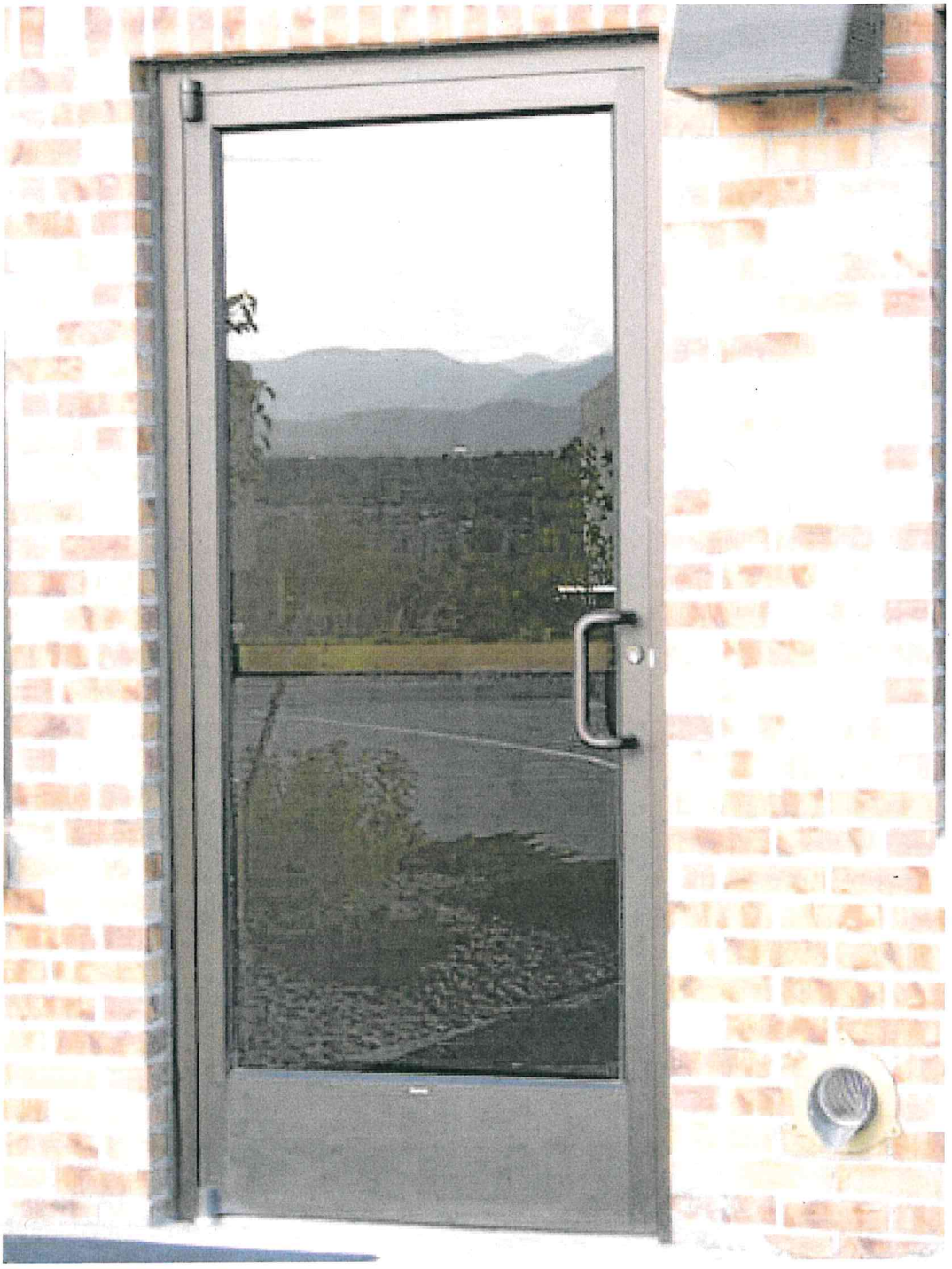
Proposed stamped concrete patio surface

Proposed wrought-iron fencing around patio space



Proposed sample of ADA compliant railing for ramp

Proposed side door



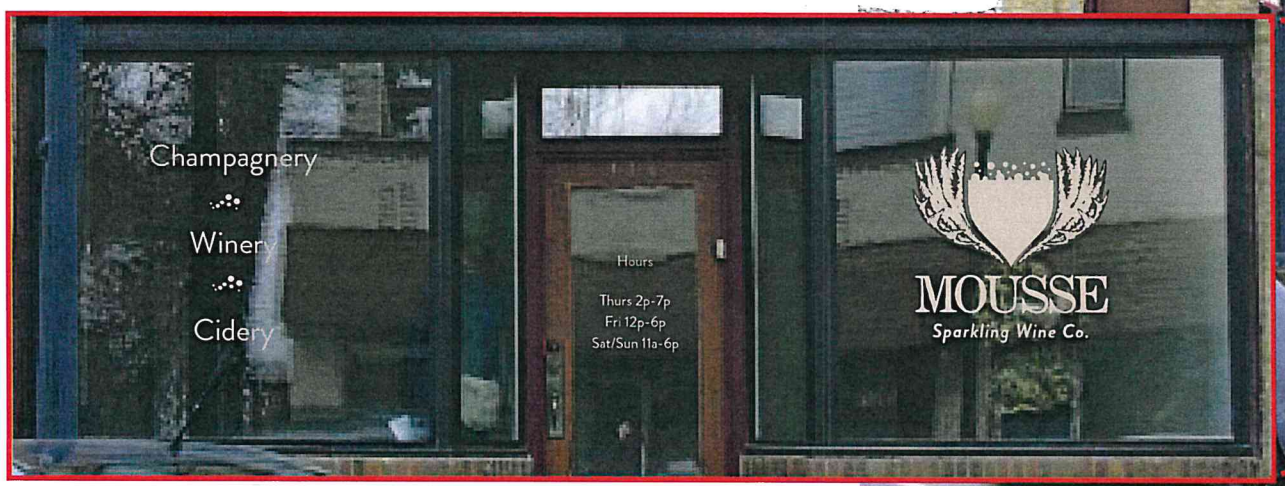
Jordan Winery 115 First St E
Josie Boyle and Micah Lennox

PROPOSED SIGNAGE - FRONT OF BUILDING

Glazing dimensions: 21'4"W x 9'10"H Total sq ft: 209

Signage dimensions: 3.75'x3', 2.25'x1.5', 3'x3' Total sq ft: 23.63

Percentage of windows covered by sign: 11.3%



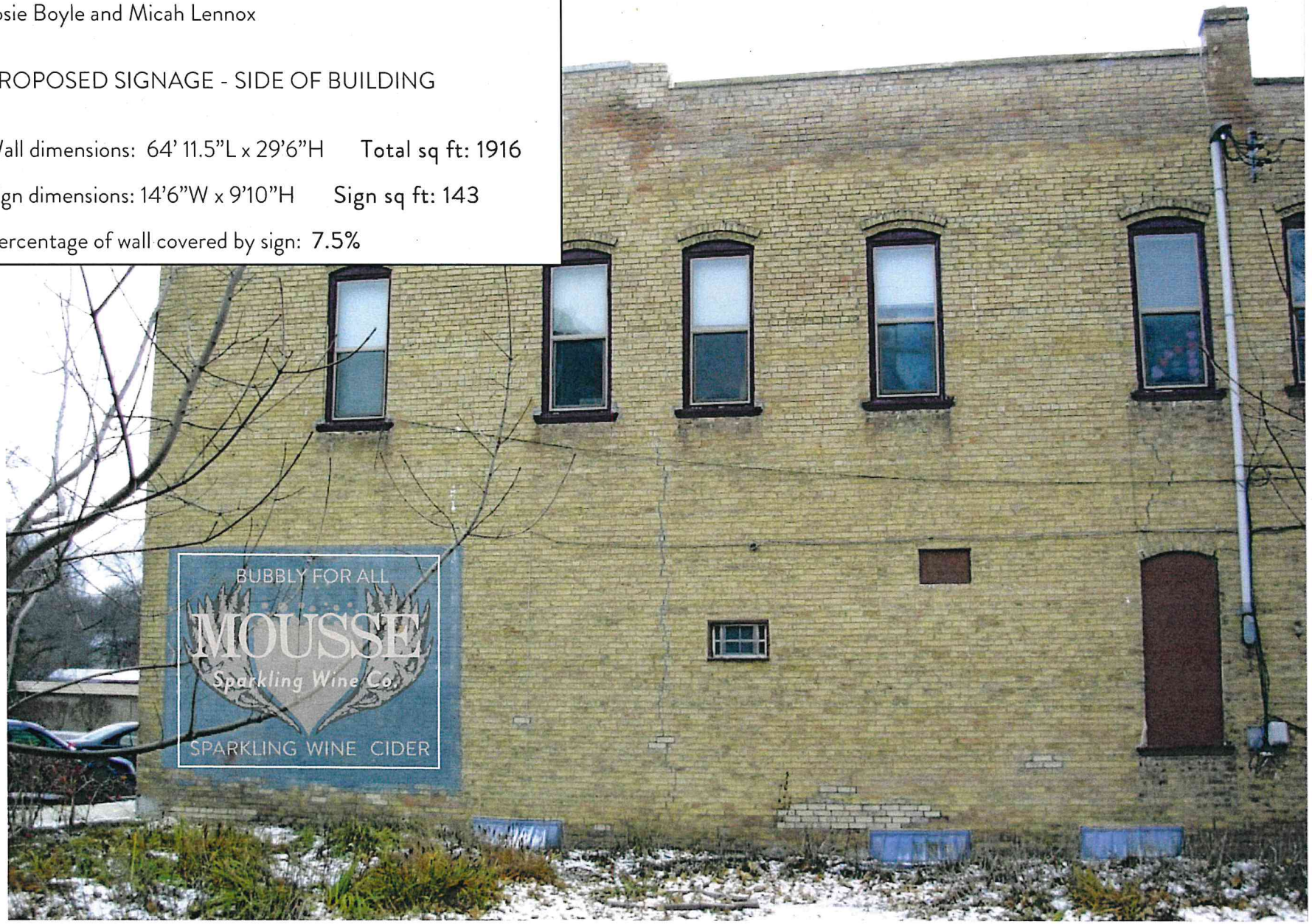
Jordan Winery 115 First St E
Josie Boyle and Micah Lennox

PROPOSED SIGNAGE - SIDE OF BUILDING

Wall dimensions: 64' 11.5"L x 29'6"H **Total sq ft: 1916**

Sign dimensions: 14'6"W x 9'10"H **Sign sq ft: 143**

Percentage of wall covered by sign: **7.5%**



MOUSSE

Sparkling Wine Co.

Bubbly for All.

Business Plan

Prepared November 2018

Contact Information

Josie Boyle, Owner and Manager

Micah Lennox, Owner

moussesparklingwine@gmail.com

(651) 253-5526

COMPANY DESCRIPTION

Concept

Mousse Sparkling Wine Company will be a winery located in Jordan, Minnesota, that will specialize in sparkling wines and ciders made from Minnesota grapes and fruit. The winery will consist of a wine production area, a tasting room, and an outside patio/garden designed for customers to gather with friends and family to enjoy still wines, specialty sparkling wines, and ciders.

Customers will be able to taste samples, enjoy small-bite foods paired with the wines, and buy bottles of wine to enjoy on or off the premise in the tasting room. The wine product line will include a range of styles of sparkling wines in both competitive and premium price points.

The tasting room will be open 29 hours per weekend, or 116 hours per month. Open hours will be 2pm to 7pm on Thursdays, 11am to 7pm on Fridays, and 10am to 6pm on Saturdays and Sundays.

Mission

Bubbly for All.

Sparkling wine isn't only for weddings and New Year's Eve. It's for Thursday night, it's for Sunday brunch, it's for any time. At Mousse Sparkling Wine Company we make Champagne-style wines for regular people using local, Minnesota fruit grown by regular people. We strive to be classy but down to earth. Gather your friends and family, pop a bottle, and celebrate the ordinary and extraordinary moments in life.

Company

Mousse Sparkling Wine Company is a Minnesota limited liability company established in 2018. It is currently owned by Josie Boyle and Micah Lennox. The winery will be located in a historic building in downtown Jordan, which is owned by Josie's and Micah's separate real estate entity. Mousse Sparkling Wine Company, LLC will pay for the renovations on the main and lower levels of the building, which will begin in early 2019. The retail tasting room will be open for business by November, 2019.

THE OPPORTUNITY

Rising Sparkling Wine Sales

Sparkling wine was the fastest growing wine category in the U.S. in 2017[1] In 2016, sales went up 12% over the previous year[2], continuing a 15-year trend of rising sales in the category[3]. In 2017, sales of sparkling wine in the U.S reached approximately $4 Billion (6.4% of total wine sales)[4].

Minnesota Grapes are Ideal for Sparkling Wine

The growth in Minnesota wineries has been fueled by the development of new hybrid wine grapes released by the University of Minnesota over the past 20 years. These new grape varieties have qualities that are ideal for sparkling wine: refreshing acidity, bright minerality, and appealing fruit aromas. Mousse Sparkling Wine Company would be the first Minnesota winery to take advantage of these qualities on a large scale by specializing in sparkling wines.

No Other Minnesota Winery Like It

There are now over 50 wineries open for business across the state, but no current Minnesota winery is making sparkling wine on a large scale. Sparkling wine requires specialized equipment and technical knowledge that most winemakers do not have. We will differentiate our products from the competition by being the first Minnesota winery to dedicate our production to sparkling wines.

Filling a Need in Jordan

Our location in the downtown historic district of Jordan, MN, is growing in population and there are no other wineries within 14 miles of the city. We will be filling a need for a winery/wine bar and event space close to home for the 40,000+ residents over 25 years old in Jordan and the surrounding communities.

[1] https://beveragetradenetwork.com/en/latest-news/sparkling-wines-now-the-fastest-growing-segment-of-the-u-s-wine-industry-4837.htm

[2]https://www.wineinstitute.org/resources/statistics/article121

[3]http://beveragedynamics.com/2017/09/06/wine-sales-trends-2016-u-s-us-america/

[4] https://www.wineinstitute.org/resources/winefactsheets/article92

LOCATION

Historic Downtown Jordan

We have found a suitable place to establish the winery in Jordan, MN. Jordan is located 35 miles southwest of Minneapolis. It is home to an historic downtown commercial district which hosts a mix of shopping, restaurants, professional services, and health-related businesses. The city's location along Highway 169 has brought an increase in commercial expansion and in turn, an increase in residential growth.

Jordan is located in Scott County, which has been the fastest growing county in Minnesota for the last twenty years. The population in 2010 was 129,928 and is expected to increase by 100,000 people by 2030. The region is home to several other nearby tourist destinations, including Canterbury Park, Mystic Lake Casino, ValleyFair Amusement Park, and The Renaissance Festival.

The city's location and potential for population growth makes it an ideal setting for a lifestyle and tourist business such as a winery.

The Winery Building

We plan to establish the winery in the building Micah and Josie purchased at 115 First St East in Jordan. The building was built in 1895 and has three floors. The tasting room will occupy approximately 900 square feet on the front half of the first floor, which is designed as a commercial retail space. The back half of the building will house a portion of the wine production area. The majority of the renovations needed in the building include expanding and finishing the basement level into useable wine production and storage space.

Micah and Josie have set up a separate business entity that owns the building. The winery company will lease the commercial space from the business entity.

MANAGEMENT & PERSONNEL

Josie Boyle, Owner and Manager

- 9 years of commercial winemaking experience
- 7 years of experience making traditional method sparkling wines
- Natural business-minded leader
- Experience in all aspects of winery operation
- Works with growers and suppliers to secure ingredients and materials
- Member of the MN Grape Growers Association since 2012

Micah Lennox, Owner

- Has owned and operated a small construction business since 2002
- 3 years of retail sales management experience in the homebrewing industry
- 5 years of experience homebrewing beer and cider
- Well-versed in marketing, selling, and talking about wines and brews with customers
- Outgoing, client-focused

Additional employees needed: 2-3 part-time Cellar Hands/Tasting Room Servers

Consulting Attorneys for licensing, financing, and other issues: Elliot Ginsburg, Garner & Ginsburg, P.A., Minneapolis

Business Consultant: Dick Eilders, MSU Small Business Development Center, Mankato

OPERATIONS PLAN

Facilities

There are two main areas of operations in the business: the wine production area (the "cellar") where the wine will be made, and the tasting room, where the wine will be sold. Each area will require its own special equipment and staffing.

The Wine Cellar and Crush Pad

The wine production area will be located on the rear half of the first floor, behind the building in the space immediately outside the rear of the building, and in the basement level.

The work area in the rear section of the first floor is approximately 425 square feet, and will house several tanks, barrels, and wine bottling equipment. The basement level, or "Cellar" is approximately 1,190 square feet, and will house most of the wine tanks, additional bottling equipment, bottled wine storage, and dry storage for the tasting room. The total wine production area is approximately 1,615 square feet inside the building. We will reevaluate our space needs on an ongoing basis to maintain adequate warehouse and storage space.

The wine production areas will require winemaking equipment including tanks, barrels, pumps, wine hoses and fittings, a grape press, two pressurized sparkling wine tanks, and bottling equipment. Other requirements for the cellar include a glycol chiller for cooling the wine in tanks, a walk-in cooler for keg and chilled wine storage, appropriate water hookups, and drainage.

Renovations will need to be completed in order to meet the needs of our wine production. These renovations include excavating the basement level and installing drainage and restaurant-quality wall and ceiling finishes. Dedicated water conditioning equipment such as a filter, water softener, and hot water heater will be installed.

Josie will be the Winemaker and will be responsible for carrying out all aspects of wine production. We will require one to two assistants in the first year to assist with harvesting, bottling, labeling, etc. Grapes and fruit will be harvested in September and October each year, and processed into wine in the cellar throughout the remaining months of the year.

The Tasting Room and Patio

The tasting room will occupy approximately 934 square feet on the front half of the first floor of the Jordan building, which is designed as a commercial retail space. This area, along with a 460-square-foot seasonal patio garden to the side of the building, will provide adequate space for our customers to visit and enjoy the winery.

The tasting room will include a tasting bar for serving guests, and a variety of seating options. There will be a patio/garden area with outdoor seating during warm weather. We will hire musicians occasionally to play music either in the tasting bar or on the patio when weather permits. This live music will not extend beyond normal tasting room hours.

Wines will be sold by the "flight" (a few samples of wine), by the glass, and by the bottle. The tasting room will require tables and chairs, a tasting bar, wine and keg coolers, and a food prep area. We do not plan to cook food at this time; however we do plan to serve small-bite food plates so we will install a food storage and preparation area in the rear work room area of the main level.

Josie and Micah will work in the tasting room during the first few months of business. We will hire several additional tasting room employees to assist as needed.

The total number of open hours will be 33 per week, and 132 hours per month. The hours of operation will be Thursdays from 2pm to 8pm, Fridays from 11am to 8pm, and Saturdays and Sundays from 10am to 7pm.