



## DESIGN REVIEW AND PARKING WAIVER RESOLUTION

BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

### Section 1. Background.

1.01 Seven Brews Coffee has requested approval of a design review to construct a drive-thru coffee stand on the property at 2982 White Bear Avenue North.

1.02 The property located at 2982 White Bear Avenue North is legally described as:

That part of the Southeast Quarter of the Northwest Quarter of Section 2, Township 29, Range 22, lying Easterly of the center line of White Bear Avenue and lying Northerly of the following described line and its Easterly and Westerly extensions: Commencing at said Northeast corner of the Southeast Quarter of the Northwest Quarter; thence South 00 degrees 56 minutes 16 seconds East, along said East line of the Southeast Quarter of the Northwest Quarter, a distance of 174.51 feet to the point of beginning of said line; thence South 89 degrees 03 minutes 44 seconds West, a distance of 711.79 feet to the center line of White Bear Avenue as described in Document No. 1813704 and there terminating. Together with the benefit of the easements created pursuant to Operation and Easement Agreement dated August 23, 1999, recorded August 26, 1999 as Document Number 3265663 and First Amendment filed May 25, 2011 as Document Number 4281218.

PIN: 022922240019

### Section 2. Site and Building Plan Standards and Findings.

2.01 City ordinance requires that the community design review board make the following findings to approve plans:

1. That the design and location of the proposed development and its relationship to neighboring, existing, or proposed developments and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.
2. That the design and location of the proposed development are in keeping with the character of the surrounding neighborhood and are not detrimental to the harmonious, orderly, and attractive development contemplated by this article and the city's comprehensive municipal plan.
3. That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures, and colors.

2.02 The community design review board reviewed this request on October 21, 2025, and voted to approve it.

2.03 The proposal meets the specific findings for design review approval.

### Section 3. City Council Action.

3.01 On November 10, 2025, the City Council discussed this resolution. They considered reports and recommendations from the community design review board and City staff.

3.02 The above-described site and design plans are hereby \_\_\_\_\_ based on the findings outlined in Section 2 of this resolution. Subject to staff approval, the site must be developed and maintained in substantial conformance with the design plans. Approval is subject to the applicant doing the following:

1. If the city has not issued a building permit for this project, repeat this review in two years.
2. The applicant must provide additional details and updated plans as outlined in the building review comments. The project must meet all requirements of the building official and fire marshal.
3. The applicant must submit a plan review application to the environmental health official and obtain an annual food license.
4. The applicant must satisfy the requirements in the engineering review memo by Jon Jarosch, dated October 10, 2025.
5. Per city ordinance standards, all mechanical equipment and trash receptacles shall be screened from the view of all residential properties and adjacent public streets.
6. Before the issuance of a building permit, the applicant shall submit for staff approval the following items:
  - a. The applicant shall provide the city with a cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
  - b. The applicant must provide a tree preservation plan and an updated landscape plan as outlined in the environmental review comments.
  - c. The applicant must submit for review a lot division application addressing the encroachment over the south property line. The canopy structure cannot extend over the property line. The applicant can prepare an easement for the encroachment, which must be provided to the city for review, or apply to adjust the lot line.
  - d. The property must have a cross-access and shared parking agreement in place with the adjacent properties. A copy of all shared agreements for the property and the neighboring properties must be provided to the city.
  - e. The lighting plan must identify the type and location of all lighting. The elevations must show the location of any wall-mounted lighting. An updated lighting plan, which includes site and architectural plans, a detailed description of each luminaire, and a plan showing the light spread and footcandle levels, must be submitted to the city for review before a building permit can be issued.
7. The applicant shall complete the following before occupying the building:
  - a. Replace any property irons that were removed because of this construction.
  - b. Provide continuous concrete curb and gutter around the parking lot and driveways.

- c. Install all required landscaping and an in-ground lawn irrigation system for all landscaped areas.
  - d. Install all required outdoor lighting.
  - e. Install all required sidewalks and trails.
8. If any required work is not done, the city may allow temporary occupancy if:
- a. The city determines that the work is not essential to public health, safety, or welfare.
  - b. The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 of the following year if occupancy of the building is in the fall or winter or within six weeks of occupancy of the building if occupancy is in the spring or summer.
  - c. All work shall follow the approved plans. The director of community development may approve minor changes.

Seconded by Chairperson Kempe

Ayes – All (via roll call)

The motion passed.

This item will go to the city council on November 10, 2025.

## **2. Design Review Resolution, Church of Pentecost, 1701 Gervais Avenue East**

Elizabeth Hammond, Planner, gave the presentation. Joseph Oppong, Church of Pentecost, and Brian Tempas, LSE Architects, addressed the board and answered questions.

Chairperson Kempe moved to approve a design review resolution for a building addition and parking lot expansion at 1701 Gervais Avenue East, subject to certain conditions of approval, and with the friendly amendment that the applicant have a discussion with staff, planning commission, and city council on phasing in parking to reduce immediate encroachment on the wetland in the northern portion of the parking lot.

### **DESIGN REVIEW RESOLUTION**

BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

Section 1. Background.

- 1.01 The Church of Pentecost has requested approval of a design review to construct a building and parking lot addition on the property at 1701 Gervais Avenue East.
- 1.02 The property located at 1701 Gervais Avenue East is legally described as:

The South Half of the West Half of Lot 3, E.G. Roger's Garden Lots, Ramsey County, Minnesota, according to the recorded plat thereof. Except: The East 30.00 feet and the North 180.00 feet thereof.

PIN: 102922140047

Section 2. Site and Building Plan Standards and Findings.

2.01 City ordinance requires that the community design review board make the following findings to approve plans:

1. That the design and location of the proposed development and its relationship to neighboring, existing, or proposed developments and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.
2. That the design and location of the proposed development are in keeping with the character of the surrounding neighborhood and are not detrimental to the harmonious, orderly, and attractive development contemplated by this article and the city's comprehensive municipal plan.
3. That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures, and colors.

2.02 The community design review board reviewed this request on October 21, 2025, and voted to approve it.

2.03 The proposal meets the specific findings for design review approval.

Section 3. City Council Action.

3.01 On November 24, 2025, the City Council discussed this resolution. They considered reports and recommendations from the community design review board and City staff.

3.02 The above-described site and design plans are hereby \_\_\_\_\_ based on the findings outlined in Section 2 of this resolution. Subject to staff approval, the site must be developed and maintained in substantial conformance with the design plans. Approval is subject to the applicant doing the following:

1. If the city has not issued a building permit for this project, repeat this review in two years.
2. All fire marshal and building official requirements must be met.
3. Satisfy the requirements in the engineering review by Jon Jarosch, dated September 9, 2025.
4. Satisfy the requirements in the environmental review by Shann Finwall, dated September 5, 2025.
5. The applicant shall obtain all required permits from the Ramsey-Washington Metro Watershed District.
6. The applicant shall install a stop sign at the property exits on Gervais Avenue and Flandrau Avenue.
7. Per city ordinance standards, all mechanical equipment and trash receptacles shall be screened from the view of all nearby residential properties or adjacent public streets. The location and type of screening must always meet city ordinance requirements.

8. The applicant shall install and maintain a landscaped and screened area not less than 20 feet in width along the north property line. Screening may be satisfied with landscaping or a combination of landscaping and a screening fence per ordinance requirements.
9. The applicant shall install and maintain a landscaped area on the east side of the property between the edge of the parking lot and within the city right-of-way along Flandrau Street. The applicant must work with the city engineering staff to obtain a ROW permit. The applicant shall ensure that the trees are at least six feet in height at the time of planting. The planting screen shall consist of evergreen plantings. Trees shall be a minimum of 2½ inches in trunk diameter, two feet above grade. Shrubs may be used in combination with a berm and shall be a minimum of two feet in height. Spacing of trees and shrubs shall be designed to create an 80-percent opaque screening at least six feet in height.
10. Before the issuance of a building permit, the applicant shall submit for staff approval the following items:
  - a. The applicant shall provide the city with a cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
  - b. An updated tree and landscape plan as outlined in the environmental review.
11. The applicant shall complete the following before occupying the building:
  - a. Replace any property irons that were removed because of this construction.
  - b. Provide continuous concrete curb and gutter around the parking lot and driveways.
  - c. Install all required landscaping and an in-ground lawn irrigation system for all landscaped areas.
  - d. Install all required outdoor lighting.
  - e. Install all required sidewalks and trails.
12. If any required work is not done, the city may allow temporary occupancy if:
  - a. The city determines that the work is not essential to public health, safety, or welfare.
  - b. The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 of the following year if occupancy of the building is in the fall or winter or within six weeks of occupancy of the building if occupancy is in the spring or summer.
  - c. All work shall follow the approved plans. The director of community development may approve minor changes.

Seconded by Vice Chairperson Oszman

Ayes – All (via roll call)

The motion passed.

This item will go to the city council on November 24, 2025.

**F. UNFINISHED BUSINESS**

None

**G. BOARD PRESENTATIONS**

None

**H. STAFF PRESENTATIONS**

None

**I. VISITOR PRESENTATIONS**

None

**J. ADJOURNMENT**

Vice Chairperson Oszman moved to adjourn the meeting at 6:37 p.m.

Seconded by Chairperson Kempe

Ayes – All (via roll call)

The motion passed.