

**SHOREVIEW PLANNING COMMISSION  
MEETING MINUTES**

**December 18, 2007**

**CALL TO ORDER**

Chair Feldsien called the meeting of the December 18, 2007 Shoreview Planning Commission meeting to order at 7:00 p.m.

**ROLL CALL**

The following members were present: Chair Feldsien, Commissioners Ferrington, Mons, Proud, Schumer, Solomonson and Wenner.

**APPROVAL OF AGENDA**

MOTION: by Commissioner Schumer, seconded by Commissioner Wenner to approve the agenda as submitted.

ROLL CALL: Ayes - 7 Nays - 0

**APPROVAL OF MINUTES**

MOTION: by Commissioner Wenner, seconded by Commissioner Proud to approve the November 27, 2007 Planning Commission meeting minutes as submitted.

ROLL CALL: Ayes - 6 Nays - 0 Abstain - 1 (Schumer)

Commissioner Schumer abstained, as he was not present at the November 27<sup>th</sup> meeting.

**REPORT ON CITY COUNCIL ACTIONS:**

**Presentation by City Planner Kathleen Nordine**

At the December 3<sup>rd</sup> meeting, the City Council approved the text amendment for the Development Stage PUD.

## NEW BUSINESS

### SITE & BUILDING PLAN REVIEW

**FILE NO.:** 2303-07-45  
**APPLICANT:** PAR SYSTEMS, INC.  
**LOCATION:** 707 WEST COUNTY ROAD E

#### **Presentation by City Planner Kathleen Nordine**

The proposal is to modify the existing building (formerly Curtis 1000 building) which consists of approximately 20,400 square feet. The roof would be raised to accommodate operation of cranes needed for their business. One section would be raised to an exterior height of 49 feet, another section would be raised to an exterior height of 29 feet. PAR plans to relocate to this site and has been working with through the City Council to purchase the adjacent Sheriff's site for future expansion. PAR also plans architectural enhancements to the entryway on County Road E by extending it from the building about 12 feet and enhancing the appearance with EIFS and glass.

The property is zoned Industrial I. PAR's operation fits this zoning district. The Development Code permits structures exceeding 35 feet in height if the structure setback is increased one foot for every foot of additional height. The building exceeds all minimum required setbacks to accommodate the 49-foot roof.

Property owners within 350 feet were notified of the project. No comments were received. Fire Chief Boehlke has no concerns about the additional height and building use due to the sprinkling system requirements. Staff is recommending the Planning Commission recommend approval to the City Council with the two conditions listed in the staff report.

Chair Feldsien asked about parking and if any outside storage is planned. Ms. Nordine stated that the number of parking spaces complies with the City's requirement. PAR has indicated a need for 130 spaces; there are 149 on the site. No outside storage is planned.

Commissioner Mons asked what is proposed for the Sheriff's site.

**Mr. Mark Weightsman**, President/CEO of PAR Systems, stated that he is exceptionally pleased with the work by the City to help with this move. As there are some employees who travel, generally 120 parking spaces are needed for the company. The primary purpose for acquiring the Sheriff's building is to have expansion space if the company continues to grow at its present rate. It would support additional office and assembly work. Leasing might also be an option. If the purchase can be coordinated with the Curtis building, the office area in both buildings would be renovated at the same time because it would be cost effective. There will be no outside storage.

Chair Feldsien asked about delivery schedules for the company. **Mr. Weightsman** stated that almost all deliveries are made to the manufacturing area in back. Some small packages may

delivered to offices.

**MOTION:** by Commissioner Schumer, seconded by Commissioner Ferrington to recommend the City Council approve the Site and Building Plan Review request submitted by PAR Systems, Inc. to modify the building at 707 West County Road E, for their business operations, subject to the following conditions:

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. The Building Official is authorized to issue a building permit for the project.

**ROLL CALL:**                      Ayes - 7                      Nays - 0

## **MISCELLANEOUS**

### **City Council Meeting Assignments**

Commissioners Schumer and Ferrington will respectively attend the January 7<sup>th</sup> and January 22<sup>nd</sup> City Council meetings.

### **2008 Calendar and Meeting Assignments**

The regular Planning Commission meeting in January is on January 22, the same night as a City Council meeting. It was the consensus of Commissioners to change the Planning Commission meeting to January 29, 2008.

## **ADJOURNMENT**

**MOTION:** by Commissioner Schumer, seconded by Commissioner Solomonson to adjourn the December 18, 2007 Planning Commission meeting at 7:27 p.m.

**ROLL CALL:**                      Ayes - 7                      Nays - 0

**ATTEST:**

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Kathleen Nordine  
City Planner