City of Hastings

Planning Commission Memorandum

To: Planning Commission

From: John Hinzman, Community Development Director

Date: April 23, 2012

Item: Hastings Public Schools – Site Plan #2012-12 – Parking Lot and Entrance

Modifications – Hastings Middle School and Pinecrest Elementary.

REQUEST

Hastings Public Schools request site plan approval to make the following modifications to the combined Hastings Middle School\Pinecrest Elementary School campus generally located west of Pine Street between 11th and 13th Streets:

- Eliminate bus traffic from 11th and 12th streets. Existing one-way traffic patterns will remain.
- Designate 13th Street for bus loading only.
- Widen 13th Street 2-3 feet to accommodate the change.
- Construct a new 49 stall parking lot east of the district center.
- Reconstruct and reconfigure the existing main visitor parking lot located between the middle and elementary school.
- Construct a new bus parking lot and west parking lot west of the elementary school.

The modifications are intended to ease existing access and circulation concerns at the school. The volume of parent pickups and drop-offs has increased in the last few years. Safety concerns have arisen with the mixture and volume of bus and car loading.

BACKGROUND INFORMATION

Comprehensive Plan Classification

The 2030 Comprehensive Plan designates the property as Institutional. The proposed use is consistent with the plan.

Zoning Classification

The property is zoned R-1 – Low Density Residence. Schools are classified as a "permitted use" in the R-1 District.

Adjacent Zoning and Land Use

Direction	Property Use	Zoning	Comp Plan
North	Highway 55		
	1-2 Family Residences	R-2	Low Density Residential & Commercial
East	Central Commons Office	O-1	Commercial
	1-2 Family Residences	R-2	Low Density Residential
South	Single Family Residential	R-1	Low Density Residential
West	Office Building	C-3	Commercial
	Apartments	R-4	Medium Density Residential
	Single Family Residential	R-1	Low Density Residential

Existing Condition

The existing 43 acre site contains Hastings Middle School, Pinecrest Elementary School, Hastings Public Schools District Office, athletic fields, and parking lots.

Proposed Improvements

The following improvements are proposed:

- Construct a new 49 stall parking lot east of the district center.
- Reconstruct and reconfigure the existing main visitor parking lot located between the middle and elementary school.
- Construct a new bus parking lot and west parking lot west of the elementary school.
- Widen 13th Street 2-3 feet.

Neighborhood Meeting

The School District conducted a neighborhood meeting on March 12, 2012 to present the plans to the public. Approximately 10-20 attended the meeting. Neighbors expressed displeasure with the current traffic volume of parent pickups and drop offs at the schools.

Notification

Notification of the request was mailed to all property owners within 350 feet of the site. Two residents have contacted the city to express following concerns:

- Concern over any new entrances to the site (Lyn Way). No new entrances are proposed.
- Concern over increase traffic volume on 13th Street.

SITE PLAN REVIEW

Building Setbacks

No improvements are proposed for existing buildings. No new buildings are proposed.

Access and Circulation

Access and Circulation is acceptable. The proposal improves access and circulation. The existing 11th and 12th Street entrances from Pine Street will remain one-way, and available for parent pick-up and drop-off. 13th Street would be widened by 2-3 feet and designated for bus drop off (parent

delivery would be prohibited). A new bus loading area and parking lot would be created between the schools. Busses would both enter and exit on 13th Street. Busses may also continue to use the existing bus drop off area on the north side of the Middle School, accessed from South Frontage Road and River Street.

Parking

Parking is acceptable. Overall parking exceeds minimum requirements. The plan utilizes the new bus turnaround to house additional after hours parking. A new 49 stall parking lot is added to the east of the district office to ease an existing parking shortage. The main parking lot is slightly enlarged from 174 to 190 spaces.

Parking is provided as follows:

Requirement	Required Spaces	Existing Spaces	Proposed Spaces
1 per classroom	263 spaces	332 spaces	387 total spaces
& 2 per 30 students	123 classrooms		318 school day spaces
	2088 students		69 after hour spaces (bus turnaround)

Parking Lot Setback and Screening

Parking lot setback and screening is acceptable. The main central parking lot and new bus turnaround area are distant from existing homes. The 49 stall parking lot located east of the district offices has incorporated coniferous and shrub planting to help screen parking lot activities from adjacent residences. The parking lot is approximately 100 feet from adjacent homes.

Pedestrian Access

Pedestrian Access is acceptable. The site will continue to be served by existing sidewalks along 11th, 12, and 13th streets as well as trail accesses to Lyn Way and 14th Street. Additional crosswalks have been added to allow safer passage entrance areas.

Tree Removal

Tree removal is acceptable. It appears two trees would need to be removed (15" cottonwood, and 6" ash) to facilitate the construction of the loading area. The landscape plans proposes to add trees to compensate for the removal per the tree preservation plan.

Landscape Plan

The landscape plan is acceptable. Improvements do not trigger building landscape requirements (must exceed 25% building expansion). Parking lot landscape requirements are valid on proposed not parking areas. The proposed 38 deciduous trees, 10 coniferous trees, and numerous shrub planting exceed minimum planting requirements.

Lighting Plan

The lighting plan is acceptable. New parking lots would be illuminated. Illumination levels diminish to no more than 0.5 foot candles at the property per city code.

Engineering Review

The Assistant City Engineer has reviewed the plans. Site Plan approval is subject to approval of the Grading, Drainage, Erosion Control, and Stormwater Plans by the Hastings Engineering Department.

Fire Department Review

The Fire Department has reviewed the plans. Site Plan approval is subject to Fire Department approval including joining the two separate alarm systems located within the school.

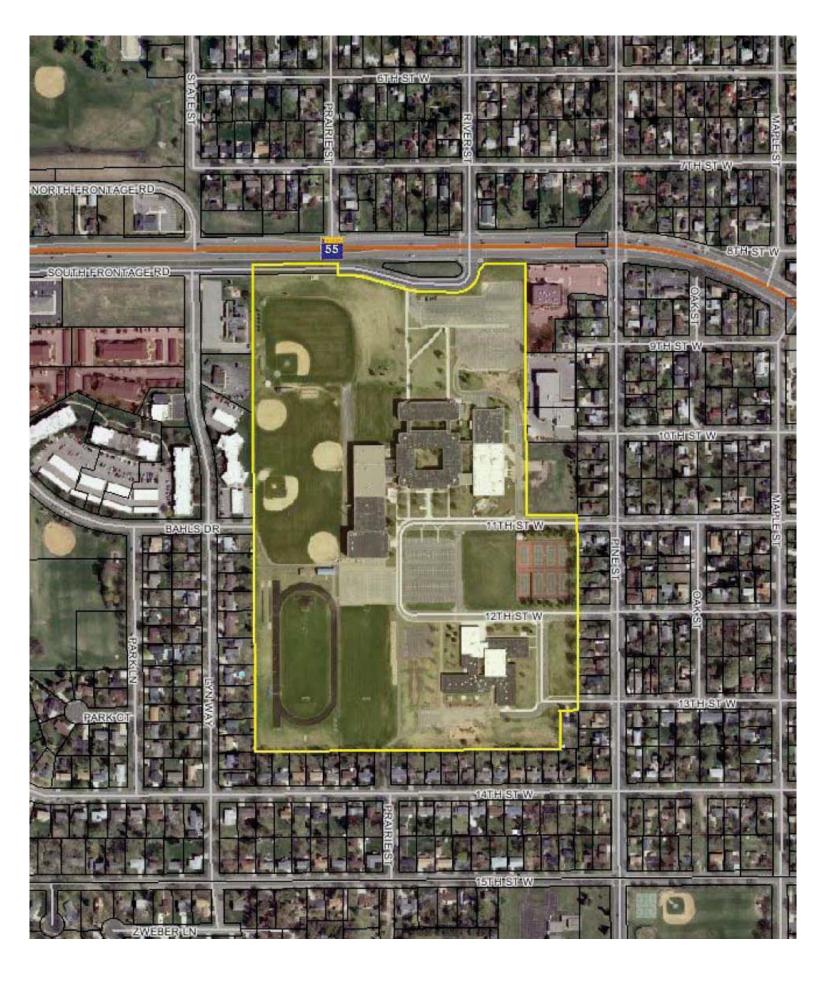
RECOMMENDATION

Approval of the Site Plan is recommended subject to the following conditions:

- 1) Adherence to the approved Plans including Site Plan, Landscape Plan, Grading, Drainage, Erosion Control, and Stormwater Plans.
- 2) All disturbed areas on the property shall be stabilized with rooting vegetative cover to eliminate erosion problems.
- 3) Disturbed areas of the site shall be maintained to the requirements of the City's property maintenance ordinance.
- 4) Final approval of the development grading, storm water and utility plans by the City of Hastings. The applicant shall be liable for any costs involved with project review.
- 5) All parking and drive aisle areas shall be constructed to city standards including concrete curb and bituminous surfacing.
- 6) Irrigation of non drought tolerant landscape areas.
- 7) Any uncompleted site work (including landscaping) must be escrowed at 125 percent of the estimated value prior o issuance of a certificate of occupancy.
- 8) Approval is subject to a one year Sunset Clause; if significant progress is not made towards construction of the proposal within one year of City Council approval, the approval. Is null and void.

ATTACHMENTS

- Location Map
- Site Pictures
- Site Plans
- Application



Proposed Parking Lot – East of District Center









13th Street

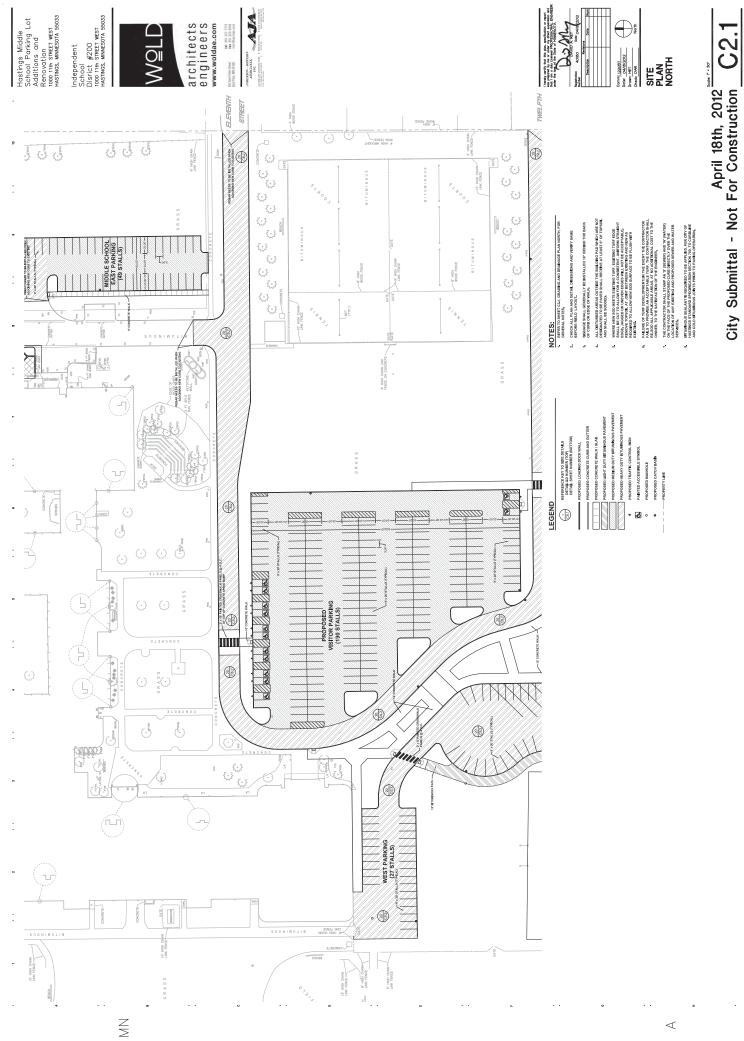




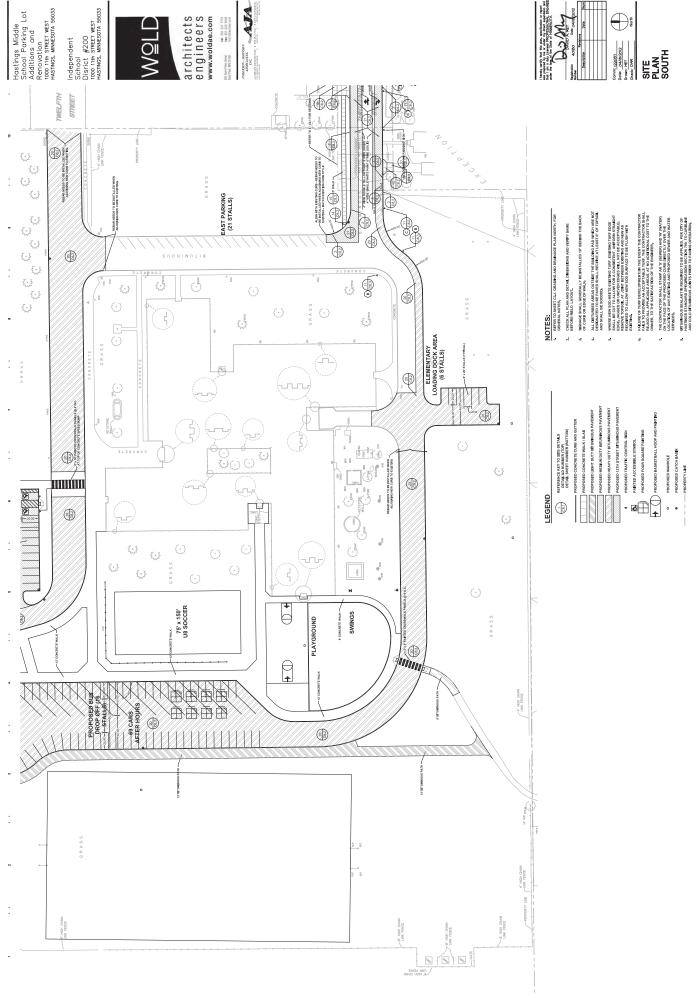
Bus Turnaround

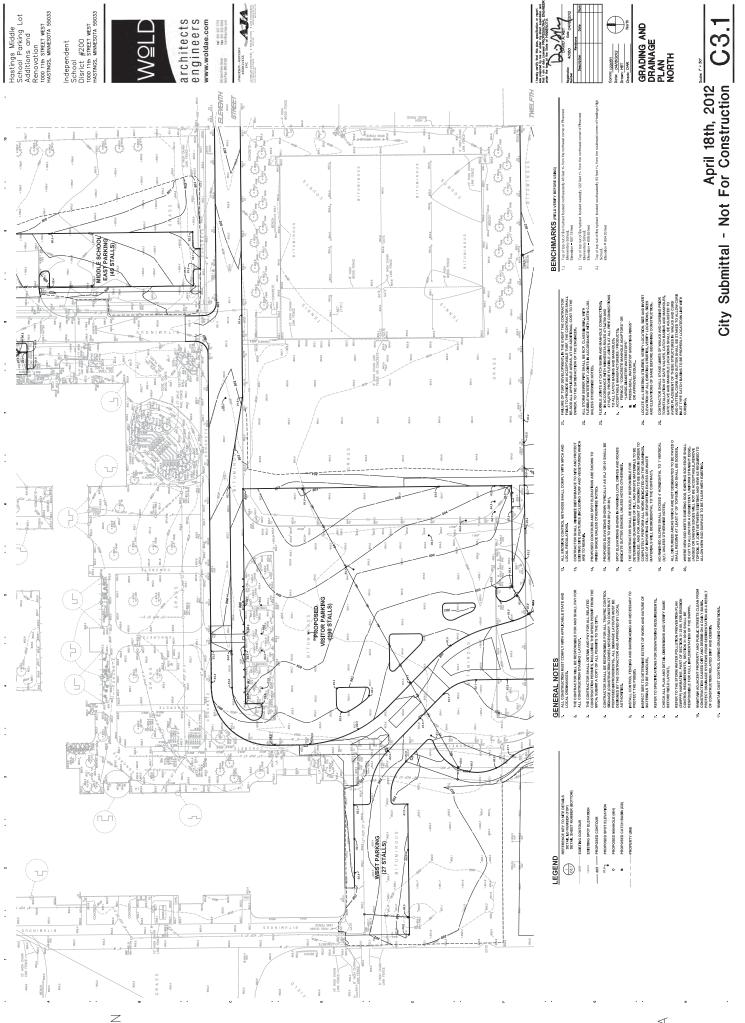


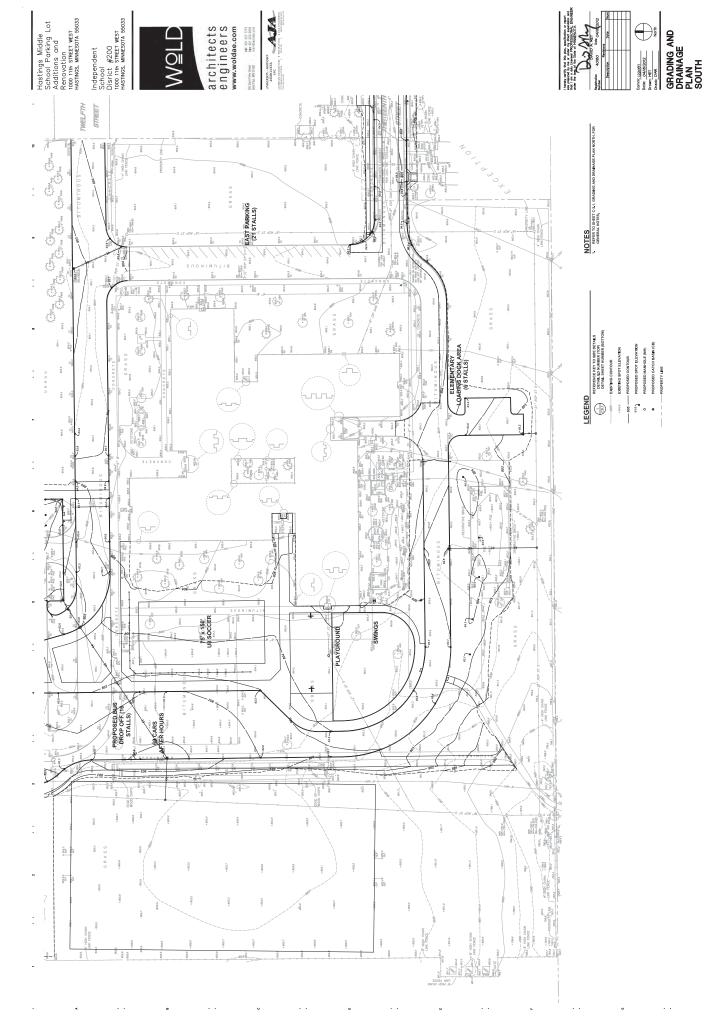








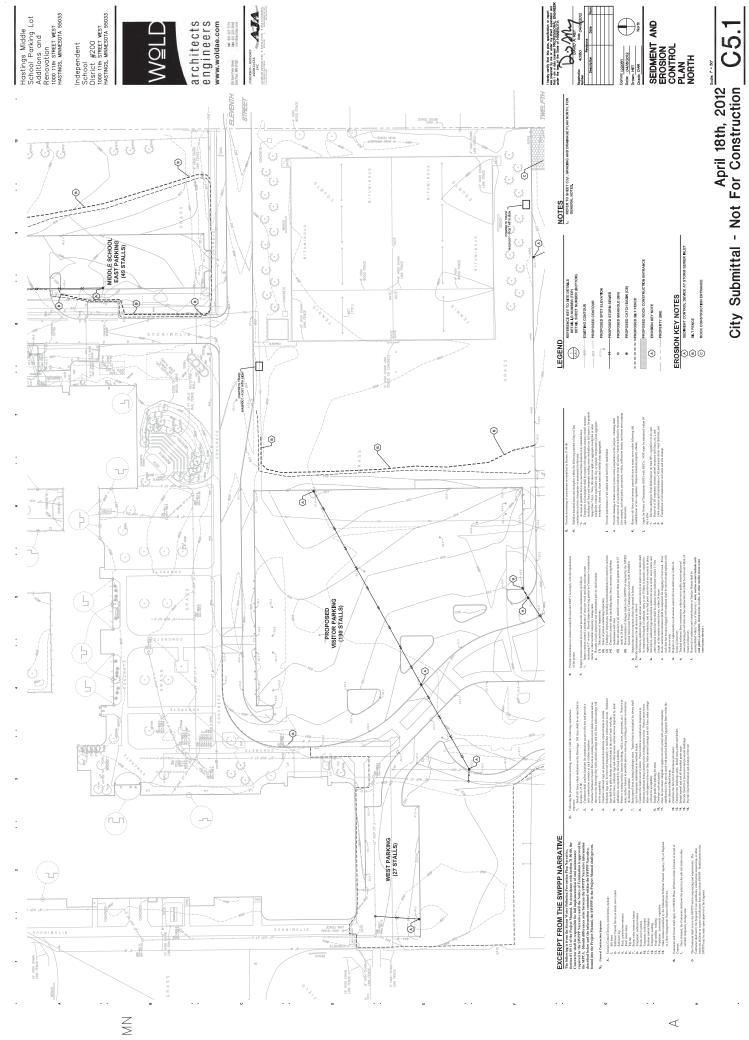


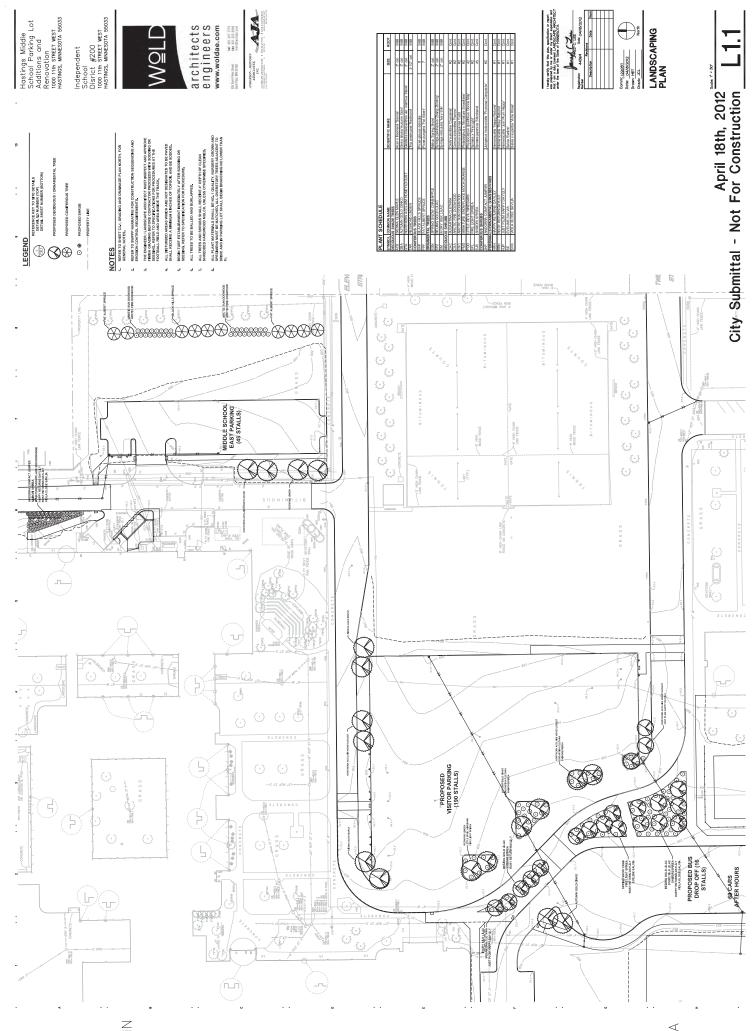


April 18th, 2012 Submittal - Not For Construction $\overline{C3.2}$

April 18th, 2012 City Submittal - Not For Construction 64.1

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Awas Hastings

Department of Planning
101 4th Street East, Hastings, MN
55033

55033 p. 651-480-2350 f. 651-437-7082 www.ci.hastings.mn.us

Land Use Application

	Address or PID of Property: 1000 West 11th St				
Contact &	Applicant Name: HASTINGS Public Schools Property Owner: HASTINGS Public School Address: 1000 West 11th Street Address: 1000 West 11th Street HASTINGS Phone: 651-480-7050 Phone: 651-480-7000 Fax: 651-437-5396 Fax: Email: MIKE @ CESO.US Email: NIKE Brabender Description of Request: Reconstructing Middle School And Pinecrest School DARKING Lots.				
	If requesting site plan review of multi-family units (three or more attached), are the units intended to be for sale or rental units?				
	Check Applicable Line(s) Please Note: All Fees and Escrows are due at time of application. Rezone \$500				
	Total Amount Due: \$ Make checks payable to City of Hastings. Credit cards also accepted.				
-	Please ensure that all copies of required documents are attached.				
	Applicant Signature Date Owner Signature Date				
	Applicant Name and Title - Please Print OFFICIAL USE ONLY File # OOK - O Rec'd By: Show App. Complete Receipt # App. Complete				
	570-000-305-305				

06-130-870-000-305-305 KTLLY 3-7-12