

<p>Chair: John Ross Vice-Chair: Ryan Briese Commissioners: Tim Felton Justin Humenik Ruth Krueger Jason Pachi Stephanie Yendell</p>	 <p>City of South St. Paul Planning Commission Agenda</p> <p>Wednesday, December 7, 2016 7:00 p.m.</p>	<p>City of South St. Paul 125 Third Avenue North South St. Paul, MN 55075 Phone: (651) 554-3217 Fax: (651) 554-3211 www.southstpaul.org</p>
<p>Hearing assistance PA system is available – if you need a hearing assistance unit please notify City staff before the meeting. (If you use the hearing assistance PA system, please remove your hearing aid so it does not cause a feedback problem)</p>		
<p>Roll Call</p>		
<p>1. Agenda</p>		
<p>2. Minutes A. November 2, 2016</p>		
<p>3. Public Hearings</p> <p>A. <u>Minnesota Coaches Propane Fueling CUP (570 Hardman Ave.)</u>: An application by Ferrellgas, Inc. on behalf of Minnesota Coaches for a Conditional Use Permit Amendment allowing the installation of a propane fueling station for the property located at 570 Hardman Avenue.</p> <p>B. <u>South St. Paul Rod & Gun Club Temporary Rifle Firing Shed IUP (600 Gun Club Rd.)</u>: Consider a request for an Interim Use Permit for the use of a semi-trailer as a temporary firing enclosure for the rifle range for a 2-year term. <i>(continued from 11/2 meeting)</i></p> <p>C. <u>South St. Paul Rod & Gun Club Temporary Shotgun Firing Shed IUP (600 Gun Club Rd.)</u>: Consider a request for an Interim Use Permit for a temporary shooting enclosure for the shotgun range on the property for a term of 5 years. <i>(continued from 11/2 meeting)</i></p>		
<p>4. New Business A. 2017 Planning Commission meeting dates</p>		
<p>5. Other Business A. Updates</p>		
<p>6. Adjournment</p>		

Next Planning Commission Meeting: January 4, 2017

This meeting is being taped by Town Square Television (NDC4): phone: 651-451-7834 web: www.townsquare.tv
Replays can be viewed on Government Channel 19 on the Thursday following the meeting at 1:00 p.m. & 7:00 p.m.

There were no comments received nor was there anyone in attendance to comment on the application.

Motion to approve as presented - Briese/Humenik (6-0)

B) South St. Paul Rod & Gun Club (600 Gun Club Road): Consider a request for an Interim Use Permit for the use of a semi-trailer as a temporary firing enclosure for the rifle range for a 2-year term.

Mr. Hellegers reported the Gun Club is requesting a 2-year IUP to use a converted semi-trailer as an 8-lane shooting enclosure for the new rifle range. The trailer would have windows on the south side of the trailer for shooters to fire through concrete culvert sections directing bullets to the target area at the berm located at the southern end of the property. The interior of the trailer will contain drop down shooting benches to provide the proper shooting level for users. Benches serve as window covers when not in use.

The 2-year term of the application would allow the firing range to be utilized while the permanent firing shed is being constructed. Upon completion of the first portion of the permanent firing shed building and baffle, the temporary structure would no longer be used and the rifle range users would use the permanent building. The temporary shooting trailer and culverts would be removed in order to construct the remainder of the permanent structure.

Mr. Hellegers reported that a resident queried regarding the direction of firing, noise and the difference between this application and the July application. The City of Inver Grove Heights submitted correspondence requesting the City ensure the Rod and Gun Club follows MN Statute relating to best practices and enforcement of such with any approval.

Applicant Don Deeb, Manager of the SSP Rod and Gun Club, reported the use of a temporary firing shed is cost effective. The use of culverts assists in noise mitigation, keeps bullets on a trajectory and follows best practices.

Chair Ross asked if a portion of the range will be used for law enforcement. The applicant responded that 1,000 members of the Minneapolis PD, West St. Paul, the local SWAT team use the facilities. Chair Ross stated he is more inclined to vote on a 1-year term.

Commissioner Briese asked about financing the permanent structure. The applicant stated the project has been delayed until 2017 to raise the funds to match the \$156,000 grant from the DNR for the permanent structure. The temporary use gives

the organization a way to generate revenue to raise funds to match the DNR grant.

Commissioner Yendell asked the applicant the last time noise testing was done at the property. Mr. Deeb responded the last test was conducted 1 year ago with a rapid fire rifle producing a quieter sound.

Chair Ross opened the public hearing.

Joe McBride – 59th Street E., Inver Grove Heights stated his objection to the system being proposed as it differs from the baffles design approved in the July application.

Chair Ross closed the public hearing.

Mr. Deeb stated a range officer is present during shooting and the culvert system is the best and safest way to conduct shooting and is compliant with state requirements.

Discussion ensued regarding whether a semi-trailer structure is compliant with City code as it doesn't fall within the category of a mobile home and thereby allowing a temporary structure could prove precedent setting.

Commissioner Pachl stated he supports the Gun Club; however, struggles to approve a structure that is not allowed by City Code and opined that the Gun Club may be too far ahead stating they need to know if the structure can meet the building code.

After further discussion a motion was made to continue the matter until the December 7th Planning Commission meeting to provide the applicant additional time to work with staff to determine what is necessary to bring the structure in compliance with City code. Commissioner Yendell stated she wasn't comfortable with letting the trailer remain if the matter is continued for another month. Pachl/Briese (4-2)

C) South St. Paul Rod & Gun Club (600 Gun Club Road): Consider a request for an Interim Use Permit for a temporary shooting enclosure for the shotgun range on the property for a 5 term.

Mr. Hellegers stated the Gun Club is requesting a 5-year IUP to allow the use of a converted semi-trailer for a heated 5-stand structure for the shotgun shooting range. Shooters will shoot out of the trailer to the northeast. The trailer was discovered during an on-site visit and has been in use for 2 years for this purpose. Mr. Hellegers stated staff cannot recommend approval at this time as with the preceding application there is not enough information to determine whether the structure is code compliant.

Don Deeb stated the trailer is used as shooting station that is covered from the elements.

Commissioner Briese asked the applicant if the organization has looked at other cost effective options (i.e., Menards structures) to replace the semi-trailer. The applicant stated the Menards structures are cost prohibitive running upwards of \$15,000. Insulated trailers are cost effective and are being used by other gun clubs.

Commissioner Pachl stated there needs to be a discussion on what the City and Gun Club are up against and what it's going to take to allow a structure of this sort.

Chair Ross opened the public hearing.

Mike Steinmetz – 1338 56th Street, Inver Grove Heights requested the Gun Club be allowed to operate out of the covered structure until the matter gets resolved as it is their lifeblood during the winter months.

Chair Ross closed the public hearing.

Motion to continue the hearing to December 7, 2016 in order for the Gun Club to work with City staff on what steps will need to be taken to bring the structure in compliance with City code – Pachl/Briese (6-0)

D) South St. Paul Rod & Gun Club (600 Gun Club Road): Consider a request for an Interim Use Permit to use 5 trailers/shipping containers for exterior storage on the property for a 5-year term.

Mr. Hellegers reported the organization is requesting a IUP for a term of 5-years to allow 5 trailers/shipping containers on their property. Presently 3 containers and 1 semi-trailer are being utilized to store clay targets for the gun range and equipment. The application would allow for 1 additional container of similar size to store construction materials related to a previous project. The containers/trailers would be located on the interior of the property making them less visible. The applicant intends to submit a PUD in 2017 to further develop the site which would include permanent structures to replace the temporary containers.

Commissioner Yendell commented on items that were stored underneath and beside the current containers. Staff the reported the organization is making efforts to get in compliance and that no exterior storage is allowed.

Chair Ross asked Mr. Deeb if there were plans to store ammunition to which the

applicant responded "no". Chair Ross asked if he was aware of and in agreement with the conditions in the report to which he responded in the affirmative.

No communication was received nor was there anyone present to comment on the application.

Motion to approve the 5-year IUP request for 5 trailers/containers contingent upon meeting conditions #1-6 in the Planner's report – Briese/Krueger (6-0)

4) NEW BUSINESS

There was none.

5) OTHER BUSINESS

There was none.

6) ADJOURNMENT

Motion to adjourn at 8:32 P.M. – Briese/Yendell (7-0)

Planning Commission Meeting Date: Wednesday, December 7, 2016	 City of South St. Paul Planning Commission Report	PC Agenda Item: 3.A
---	---	-----------------------------------

Project Name:	Minnesota Coaches Propane Fueling CUP	
Site Address:	570 Hardman Ave.	PID's: 363190001010, 363190002010
Applicant:	Ferrellgas, Inc. on behalf of Minnesota Coaches/ Monarch Bus	
Request:	Consider the request for a Conditional Use Permit (CUP) for a single propane fueling station	
Proceeding:	Public Hearing / Planning Commission Recommendation	
Tentative City Council Meeting Date:	December 19, 2016	
Deadline:	January 16, 2017* <small>*The City must act on this request by this 60-day review period deadline unless the city provides the applicant with written reasons for why additional time, up to a maximum of 120 days, is required. The City may extend the review period beyond the 120 days but only with the applicant's consent.</small>	
Exhibits:	A. Location map B. Correspondence from neighboring property owners – (none) C. Materials submitted by the applicant	

REQUEST and BACKGROUND

The applicant is requesting a Conditional Use Permit to allow a propane fueling station for the applicant's own use on their property. The proposal would include fueling equipment that would work with a 1,999 gallon above-ground propane fueling tank to allow the applicants to fuel new propane powered buses. The above-ground propane fuel tank itself would be smaller than the current threshold of 2,000 gallons above which a CUP is required for locating an above-ground tank. The current 4,000-gallon diesel fuel tank and fueling equipment would remain as the process of phasing in propane fueled busses would take place over several years. The propane fueling equipment would be located on the interior of the site, approximately 80 feet from the west property line, 110 feet from the south property line, and 50 feet from the building.

The property has previously been approved for the following zoning approvals for the existing use:

- Resolution #2012-13 –CUP for a 4,000 gallon above-ground diesel fuel tank and fueling equipment. Also removed the previous CUP items and incorporated them to have one master CUP.
 - Resolution #2011-62 – Amend CUP for a parking lot on the south parcel (south of Villaume) – *Not constructed within one year of the approval - voided*
 - Resolution #2010-17 – CUP for exterior storage of buses on the property: Maximum of 48 full sized buses, up to 20 of the 48 full-sized spaces could be used for mini-busses, maximum of 68 total buses on the site.

LAND USE SUMMARY:

Surrounding Area			
Direction	Future Land Use Plan	Zoning	Existing Land Use
North	Light Industrial	I: Industrial	Industrial (Sportsman's Guide)
South	<i>Interstate 494 Right-of-Way</i>	<i>Interstate 494 Right-of-Way</i>	<i>Interstate 494 Right-of-Way</i>
East	Light Industrial	I: Industrial	Industrial (Pomp's Tire)
West	Light Industrial	I: Industrial	Industrial (Stockmen's Truck Stop)
Subject Property Site Data			
Future Land Use Plan	Light Industrial ("494 Corridor")		
Existing Land Use	Bus terminal		
Zoning	I: Industrial		
Property Size	3.4 Total acres (148,104 Total square feet) North Lot (N. of Villaume): 2.53 acres (110,207 square feet) South Lot (S. of Villaume): .87 acres (37, 897 square feet)		
Topography	Relatively flat		

EVALUATION OF THE REQUEST

Land Use / Zoning

1. Generally

The proposed tank location would be located on the interior of the property and would not be located in any Industrial District setback areas.

However, the location of above-ground tanks and fueling pumps (service stations) are both regulated by City Code as well. Section 118-247 requires above ground tanks of hazardous liquids to be consistent with federal, state, and city regulations and only allows outside above-ground tanks over 2,000 gallons by CUP for the area east of Concord Street. The fueling pump would be consistent with a service station and the standards for service stations requires a Conditional Use Permit and a surface of concrete 8-feet out from the pump islands. While the proposed propane fueling service station is mentioned as serving just the MN Coaches/Monarch buses a concrete surface around the pump area would be recommended to help with containment and minimize potential for pollution.

The Comprehensive Plan has the subject property guided Light Industrial and within the area focused on light industrial uses and improved site standards and aesthetics for the 494 corridor, termed the "494 Overlay Corridor".

Performance Standards

2. Signage

The applicant has not indicated that they need any additional signage. Any signage would need to be compliant with City Code and a sign permit would be required prior to installation of the new signage.

3. Fence / Screening:
City Code requires that exterior storage areas have to be screened from adjacent properties and public rights of way. Screening should be in place to screen the view of the relocated above-ground fuel tank and fuel pump.
4. Parking / Parking Surfaces:
The proposed tank and fueling equipment cannot decrease the number of approved parking spaces without specific Council approval. The proposed location for the tank / fueling equipment does not appear to decrease the number of parking spaces.
5. Lighting:
Additional lighting may be necessary around the tank area to ensure adequate safety. The applicant should work with the SMFD Fire Marshall and Building Official to ensure that the lighting of the proposed location is adequate.
6. Potential Nuisances: Noise / Smoke / Traffic / Dust / Odor / Vibration
The proposed propane fueling system includes one above ground tank and the one fuel pump which would be sufficient to service the applicant's busses but would not generate the noise or traffic that a typical gasoline service station might. Follow best practices to limit potential for pollution from the proposed tank/fueling system.
7. Correspondence from Nearby Property Owners
None

Conditional Use Permit Findings

The Conditional Use Permit (CUP) is for a land use which is generally compatible with all other uses in the district where it is located but should not be permitted as a matter of right in every area within the district because of special circumstances that the use or location may present. Therefore, the CUP is judged on the basis of standards and criteria specified in the code and the City is allowed to impose appropriate conditions and restrictions on the CUP. The Zoning Code instructs the Planning Commission and City Council to make the following findings when considering a CUP:

Conditional Use Permit Findings:

- ✓ *The proposed conditional use conforms to the general purpose and intent of the zoning code.*
- ✓ *The conditional use will not substantially diminish or impair property values within the neighborhood, and in consideration of this question the comparison of the use shall be with respect to uses that are permitted without a Conditional Use Permit in the district which the use is located.*
- ✓ *The conditional use will not impede the normal and orderly development and improvement of property in the neighborhood for uses permitted in the district affected.*

- ✓ *Adequate utilities, access roads, streets, drainage, and other necessary facilities have been provided.*
- ✓ *Adequate measures have been or will be taken to provide ingress and egress in such a manner as to minimize traffic congestion and hazards in the public streets.*

Staff has reviewed the proposal and determined that the use conforms to the general purpose of the Zoning Code and is consistent with the existing use on the property. The proposed use should not substantially diminish or impair property values within the neighborhood. Additional screening will need to be installed to screen the property consistent with City Code. The use already has adequate utilities, and as an existing use has adequate ingress and egress.

Additional Plan Review Comments

Following are plan review comments from City departments and the South Metro Fire Department that staff has received and that have not been addressed elsewhere in this report:

- The location for the proposed tank/fuel pump is very visible and should be screened.
- Water and sewer service are on the north side of the property and wouldn't be impacted by the proposed location of the tank/fuel pump. If an alternate location is required work with the City to ensure that the location is not over the water and sewer lines.
- The tank will have to comply with the 2015 State Fire Code and 2015 State Fuel Gas Code, will need to bear a design standard, and will also need to be protected from possible vehicle impacts (protect with bollards)

ALTERNATIVES

The Planning Commission has the following actions available on the proposed application:

- A. **Approval.** If the Planning Commission has reviewed the application and determined that the application is consistent with the Conditional Use findings (see p.3-4 of this report), then staff would recommend the following conditions for a recommendation for approval:
- **(Step 1) Findings:** The Planning Commission would need to include findings that the proposed Conditional Use would not have an adverse impact on other properties and the general area or that potential impacts would be mitigated through specific conditions.
 - **(Step 2) Recommendation for Approval:** Approval of the **Conditional Use Permit** to allow a single propane fueling station on the property at 570 Hardman Avenue subject to the following conditions:
 - 1) **Compliance with Plans/Submittals.** The site shall be utilized in substantial conformance, in the reasonable opinion of the City Council, with the application, narratives, and with the following plans on file with the Community Development Department:

- a) **Application/Narrative (Ferrellgas, Inc.)**
- b) **Site Plan (Ferrellgas, Inc.)**

dated 11/17/2016
dated 11/17/2016

- 2) **Building Permits Required.** Building permits are required for any proposed construction. All building plans and specifications are subject to the review and approval of the City Building Official and the South Metro Fire Marshal.
- 3) **Necessary Approvals from Other Agencies.** The applicant shall obtain all necessary approvals/permits from the State of Minnesota, Dakota County and any other applicable regulatory agencies. Approval from the Minnesota Department of Transportation (MnDOT) would be necessary to provide access to the site.
- 4) **Screening for the Fueling Station/Above-Ground Tank.** The tank/fuel pump must be screened from public streets and adjacent properties. Privacy fencing shall of at least 6-feet in height shall be utilized to screen the tank from public streets and adjacent properties.
- 5) **Compliance with Laws and Approvals.** The property must remain compliant with all federal, state, and local laws and ordinances and all prior City approvals. This includes remaining in compliance with previous CUP approvals through Resolutions 2012-13, 2011-62, and 2010-17 unless amended herein.
- 6) **Review of the Conditional Use Permit.** The Conditional Use Permit will be reviewed in approximately 1 year to determine compliance with the Conditional Use Permit.
- 7) **Termination of the Conditional Use Permit.** The Conditional Use Permit will terminate if improvements have not substantially begun within 1-year from the date of approval of the Conditional Use Permit. The violation of a condition of approval shall terminate the Conditional Use Permit. The property must be continually operated for use specified in the Conditional Use Permit to remain valid. If the property is not used for the use listed in this Conditional Use Permit for a period of 1-year then the Conditional Use Permit shall terminate.

B. **Denial.** If the Planning Commission does not favor the proposed application or portions thereof, the above requested should be recommended for denial. If the Planning Commission recommends denial, then findings of the basis for denial should be given.

- (Step 1) Findings: The Planning Commission would need to include findings that the proposed Conditional Use *would* have an adverse impact on other properties and the general area and that potential impacts could not be adequately mitigated through specific conditions for the CUP.
- (Step 2) Recommendation for Denial: Denial of the proposed of the Amended **Conditional Use Permit** for a propane fueling station and associated site plan changes for the following reasons:

1) _____

STAFF RECOMMENDATION

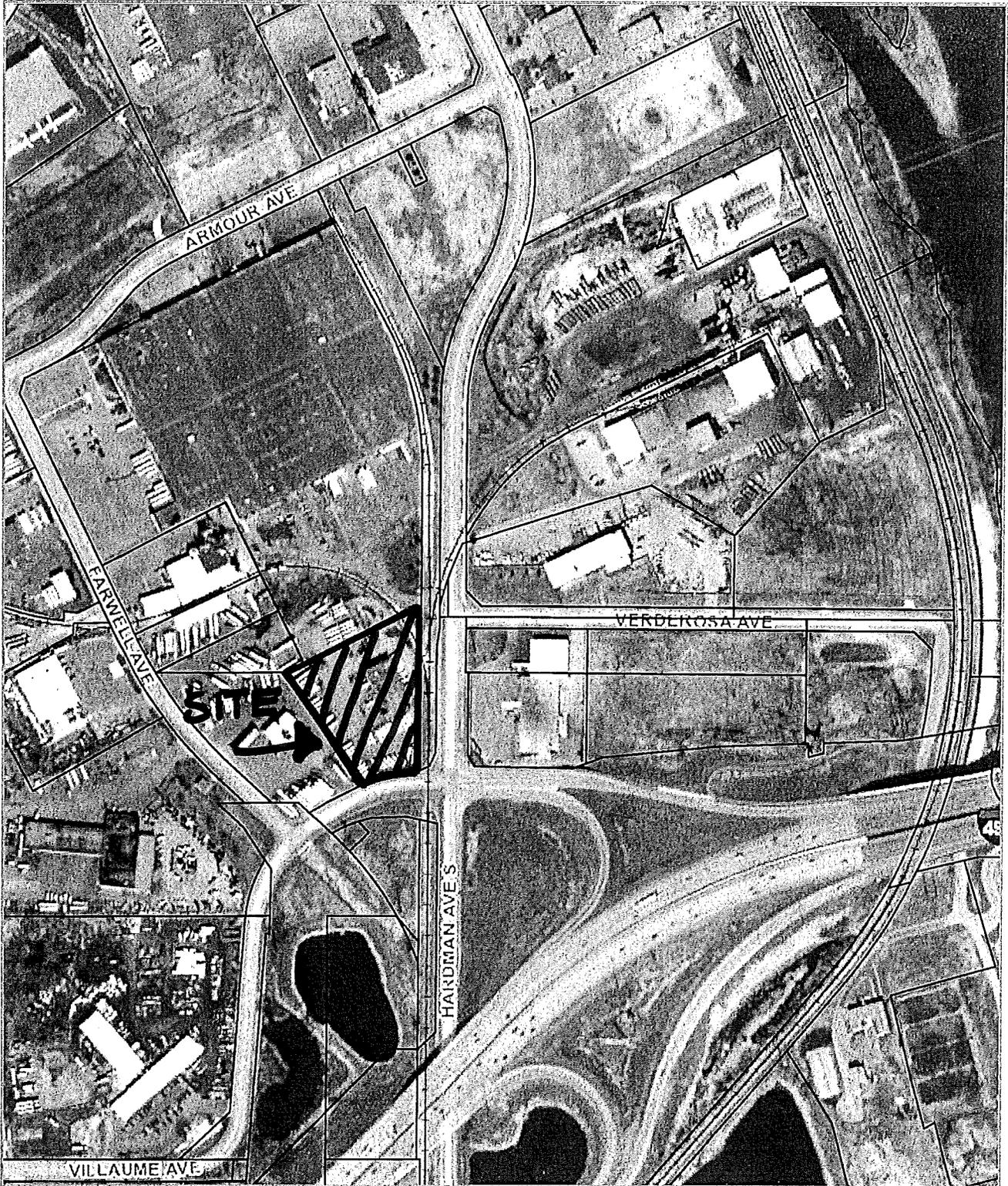
Staff recommends **approval** of the requested amended Conditional Use Permit for the reasons stated in this report.

Respectfully Submitted,

Peter Hellegers

Peter Hellegers, City Planner

570 Hardman Avenue



Dakota

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 400 feet
11/17/2016



Narrative

Monarch Bus Company, is respectfully requesting permission to install a propane auto-fuel dispenser on their site located at 570 Hardman Ave S. Monarch operates a fleet of school buses which are primarily powered by diesel engines today. Monarch starting convert their fleet to propane powered buses in order to be more environmentally friendly and decrease greenhouse gases. The conversion will take numerous years to complete as much of there current fleet is only a few years old.

There are many benefits of operating “propane” powered vehicles:

- Propane produces lower amounts of some harmful air pollutants and greenhouse gases.
 - Propane if spilled, does not pollute underground water sources
 - Propane burns more completely than gasoline
 - Quieter to operate.
 - Faster warmup in cold weather.
- Downside of “propane” powered vehicles is limited fueling sites (currently).

Monarch is asking for a variance to have two types of fuel dispensers on site because there are limited or no propane re-fueling sites operating in the surrounding area . Most if not all propane dispensers installed at local gas stations in the surrounding areas are not equipped for fueling propane powered vehicles. In addition, most of these sites have limited access to accommodate larger vehicles. Also by not have fueling capabilities on site, creates large operational deficiencies resulting in driving more miles and increasing costs.

C2

Narrative continued.

The Monarch Bus Company is located on the corner of Hardman Ave. and Villaume Ave. The property is zoned Commercial Preferred and surround by other industrial/commercial properties. The site has an office/maintenance shop and used for the parking, repairing and dispatching of school buses that service the surrounding areas.

The propane fuel tank will be installed in a location that it would minimal view from much of the local traffic that would be passing by on Hardman and Villaume Ave. (see site pictures).

Ferrellgas, has installed numerous propane auto fuel dispenser for other school bus companies in the surrounding areas (see attached pictures). At all of these locations, the sites have the capability to fuel both propane and diesel powered buses.

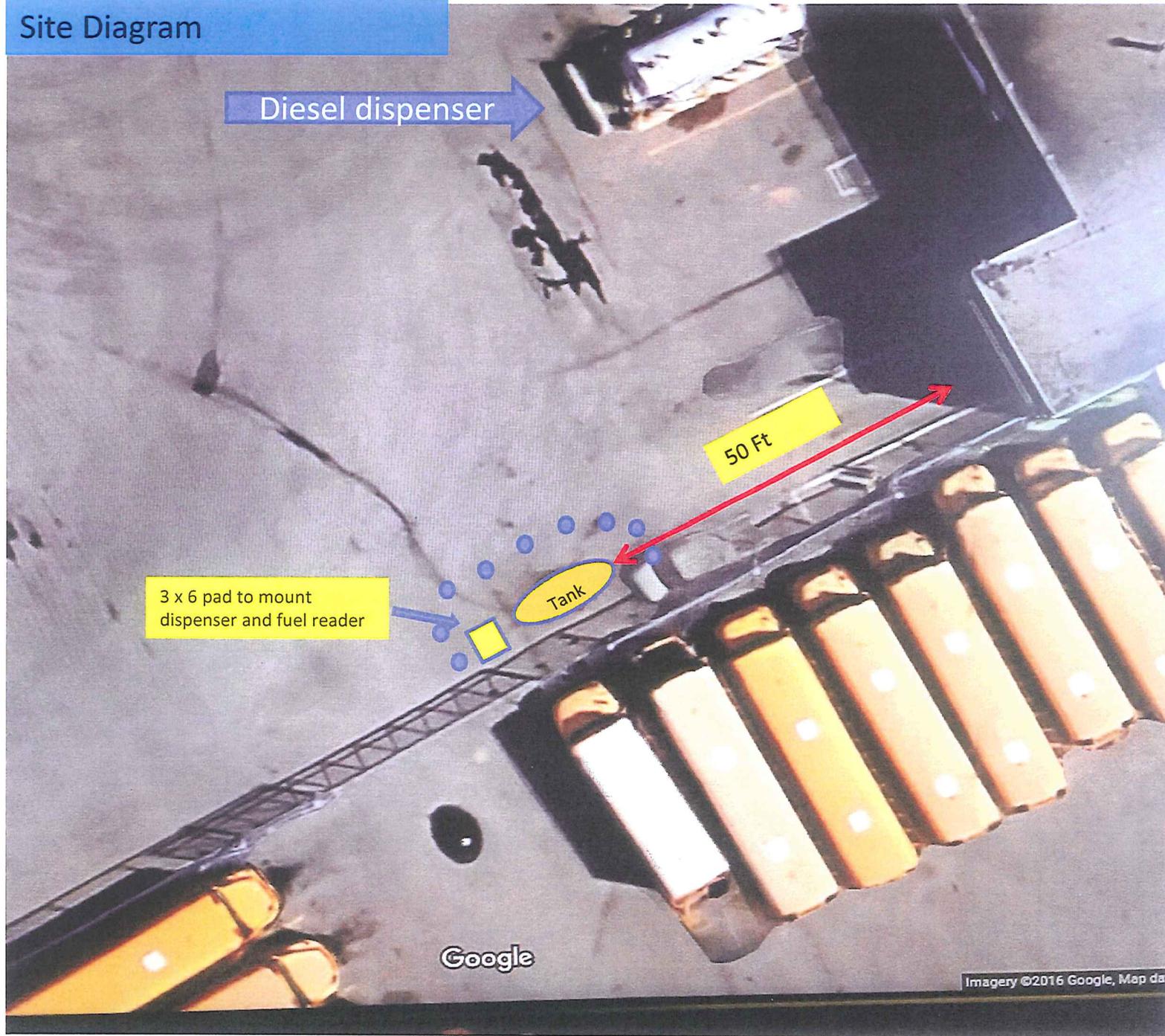
Scope of Work

Ferrellgas is proposing to install one – 1999 gallon propane tank and dispenser for Monarch Bus Company at 570 Hardman Ave S., South St. Paul, MN

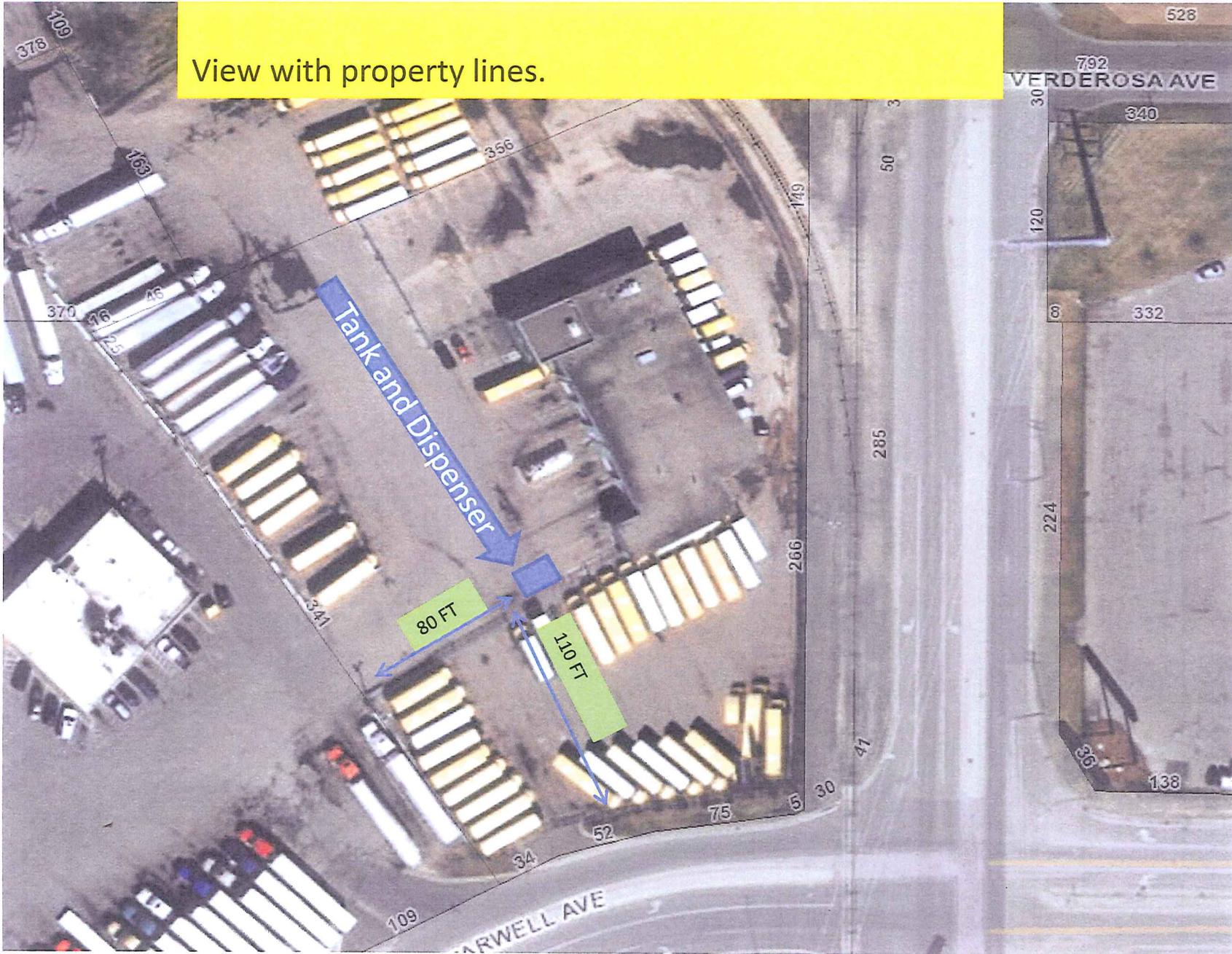
- Tank will be mounted on heavy duty steel skid and placed on the parking lot.
- Bollards/crash protection will be install per NFPA 58 regulations.
- Install one fuel dispenser and fuel card reader.
- All liquid lines will be place above ground and installed per NFPA 58 regulations.
- Electrical power to operate the dispenser will be installed per electrical code. (*Electrical Contractor* will pull required electrical permits)



Site Diagram



View with property lines.



View from the south side of Villaume Ave



View from south-side of Farwell Ave



View from east side of Hardman

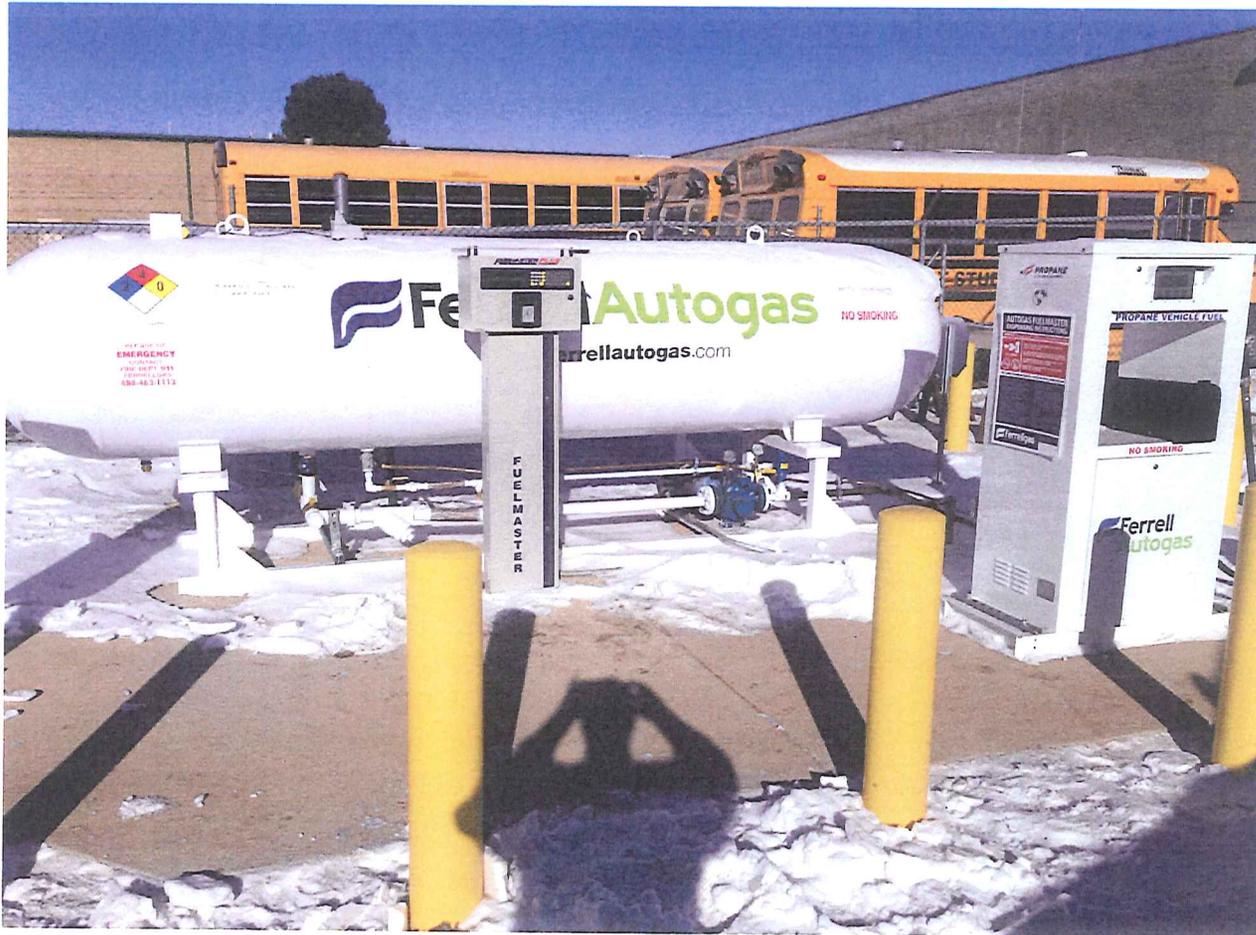
Picture was taken from Pomp's looking North – West. The tank would be on the other side of the buses.



View from South-East corner of Hardman and Farwell



Sample Ferrellgas install (Orono, MN)



Sample Ferrellgas install (Redwing, MN)



Planning Commission Meeting Date: Wednesday, December 7, 2016	 City of South St. Paul Planning Commission Report	PC Agenda Item: 3.B
---	---	-----------------------------------

Project Name:	SSP Rod and Gun Club – IUP for Temporary Rifle Shooting Structure	
Site Address:	600 Gun Club Road	PID: multiple
Applicant:	South St. Paul Rod and Gun Club	
Request:	Consider the request for an Interim Use Permit (IUP) to allow a semi-trailer as a temporary rifle shooting enclosure.	
Proceeding:	Public Hearing / Planning Commission Recommendation	
Tentative City Council Meeting Date:	January 3, 2016 or January 17, 2016	
Deadline:	December 2, 2016 - City extended to January 27, 2017* <small>*The City must act on this request by this 60-day review period deadline unless the city provides the applicant with written reasons for why additional time, up to a maximum of 120 days, is required. The City may extend the review period beyond the 120 days but only with the applicant's consent.</small>	

Update:

This item was extended from the November 2nd meeting to address questions on whether the converted semi-trailer could be allowed as a temporary building and what would need to be done to make the structure compliant with code. No additional materials were submitted by the applicant to include for the Planning Commission's review. However, staff and the applicant have corresponded about architectural standards and the applicant indicated that they had some designs to upgrade the aesthetics of the trailers that might make them more consistent with code. A code analysis from an architect would also be helpful to determine the issues related to building code compliance.

The 60-day review deadline has been extended by the city to January 27th. The Planning Commission still has the option to continue the case to the January 4th Planning Commission meeting and leave time for the case to be heard at a subsequent City Council meeting.

A copy of the staff report and materials submitted for the November 2nd PC meeting is attached.

Planning Commission Meeting Date: Wednesday, November 2, 2016		City of South St. Paul Planning Commission Report	PC Agenda Item: 3.A
---	---	--	---------------------------------------

Project Name:	SSP Rod and Gun Club – IUP for Temporary Rifle Shooting Structure	
Site Address:	600 Gun Club Road	PID: multiple
Applicant:	South St. Paul Rod and Gun Club	
Request:	Consider the request for an Interim Use Permit (IUP) to allow a semi-trailer as a temporary rifle shooting enclosure.	
Proceeding:	Public Hearing / Planning Commission Recommendation	
Tentative City Council Meeting Date:	November 21, 2016	
Deadline:	December 2, 2016*	
	*The City must act on this request by this 60-day review period deadline unless the city provides the applicant with written reasons for why additional time, up to a maximum of 120 days, is required. The City may extend the review period beyond the 120 days but only with the applicant's consent.	
Exhibits:	A. Location map B. Correspondence from neighboring property owners, etc. C. Materials submitted by the applicant	

Surrounding Area			
Direction	Future Land Use Plan	Zoning	Existing Land Use
North	Medium Performance Industrial	I: Industrial	(I) Dakota Bulk Terminal
South	Medium Performance Industrial	I: Industrial / P: Public/Institutional	(I) Gun Club / Park (IGH)
East	Mississippi River	N/A (Mississippi River)	Mississippi River
West	Railroad / Mixed-Use (on Concord St.)	Railroad / General Business	Railroad / Mostly residential / some commercial
Subject Property Site Data			
Future Land Use Plan	Medium Performance Industrial		
Existing Land Use	Industrial – Gun Club		
Zoning	I: Industrial		
Property Size	81.02 acres (3,529,231 square feet)		
Topography	Varies (generally low – floodplain area)		

ZONING SUMMARY:

Other Zoning Considerations	
Floodplain	Yes
Shoreland	Yes
MNRRRA	Yes
Utility easements	No

REQUEST and BACKGROUND

The applicant is requesting an Interim Use Permit (IUP) to use a converted semi-trailer as a 8-lane shooting enclosure for the new rifle range. The semi-trailer has 8 openable windows cut into the southern side of the trailer where the users could shoot out of the trailer and through round concrete culvert sections used as baffles to direct bullets toward the target area at the base of the berm along the southern portion of the property. The windows are covered by a fold-down shooting bench that provides the correct shooting level for users and functions as a cover for the windows when not in use. The concrete culvert structure was previously discussed when the berms around the rifle range were approved however the use of the semi-trailer was not part of that approval. The application states that the proposed semi-trailer and culvert structure would be used for a 2-year term to allow the range to function while the permanent firing shed building is constructed. Once the first portion of the firing shed building and baffle system is complete the temporary structure would stop being used and rifle range users would use that the permanent building. The temporary rifle shooting structure (trailer) and concrete culverts would then be removed so that the remainder of the permanent firing shed building could be built in that area.

EVALUATION OF THE REQUEST

A. INTERIM USE PERMIT

Following are standards from the City's Zoning Code that apply to specifically to the application.

1. Zoning / Land Use

Accessory structures over 200 s.f., such as the proposed rifle shooting structure, require a Conditional Use Permit (CUP) (or IUP for interim uses). In consideration of the CUP/IUP the Planning Commission will also need to make findings that proposed use will not have adverse impacts on adjacent uses or that potential impacts can be mitigated by the addition of conditions. Findings for the Commissions to consider are listed in the following section. Additionally, as an Interim Use Permit the Planning Commission will also need to make findings that the proposed use is consistent with IUP criteria.

While the IUP is the correct type of application for an interim use such as a temporary structure proposed in the application, using a semi-trailer converted into a temporary building is^{*}not allowed under code. Construction trailers are often used at sites for a short period of time and modular trailers have been known to be used at schools as additional classroom space. However, those are built in factories to comply with the Building Code whereas a converted semi-trailer is not necessarily built to those standards. Additionally, if this was a permanent building it would need to be built to meet the floodplain regulations

which could mean having automatic openings to alleviate hydrostatic pressure in the event of a flood. A trailer would have the ability to be removed in the event of a flood and provided there is no heat/electric utilities to the structure that could minimize potential nuisances. Would the concrete culvert baffles be able to be removed as well or do those become a potential hazard? There is also some concern that there is no engineering provided for the concrete culvert baffles and how do they account for potential settling and its impact on trajectory. An enclosure such as the permanent firing shed or proposed temporary firing trailer/culverts should help to mitigate some noise by keeping noise from the firing area enclosed to the structure.

Standards for shooting ranges are outlined Minnesota Statutes Chapter 87A which states that the best practices are to follow the November 1999 revised edition of the National Rifle Associations' Range Source Book: A Guide to Planning and Construction.

2. Interim Use Permit Findings

The applicant is seeking an Interim Use Permit (IUP) for a 2-year term to allow the rifle shooting structure to operate at that location. The Interim Use Permit would terminate at the end of December 2021. City Code Section 118-41, states that the City Council may grant an interim use permit for the interim use of property, if the following criteria can be met:

Interim Use Permit Criteria:

- ✓ *The use conforms to the zoning regulations.*
- ✓ *The date or event that will terminate the use can be identified with certainty.*
- ✓ *Permits for the use will not impose additional costs on the City, if it is deemed necessary for the City to take the property in the future; and.*
- ✓ *The user agrees in writing to any conditions that the City Council deems appropriate for permission of the interim use.*

City staff has determined that the proposed interim use would meet the Interim Use Permit criteria. First, the proposed use of a temporary structure/building can be approved through the Interim Use Permit process under the Zoning Code. As mentioned the use of a semi-trailer converted for the use is a bit unique but the concept of a temporary structure/building can be approved through the IUP process. Second, the proposed Interim Use Permit will terminate at the end of the 2-year period on December 31, 2018. Third, the permit would not impose additional costs should it be necessary to acquire the property. Finally, the conditions are listed in staff's recommendation and would be incorporated into the resolution to approve the Interim Use Permit.

3. Conditional Use Permit Findings:

As a Conditional Use the Planning Commission needs to evaluate the proposal and determine that the proposed use will not cause adverse impacts on adjacent

properties and the area of the proposed use. Accordingly, the Planning Commission will need to make findings as part of the evaluation of the proposed use. The following findings should be made to consider approval of any proposed Conditional Use Permit:

- ✓ *The proposed conditional use conforms to the general purpose and intent of the zoning code.*
- ✓ *The conditional use will not substantially diminish or impair property values within the neighborhood, and in consideration of this question the comparison of the use shall be with respect to uses that are permitted without a Conditional Use Permit in the district which the use is located.*
- ✓ *The conditional use will not impede the normal and orderly development and improvement of property in the neighborhood for uses permitted in the district affected.*
- ✓ *Adequate utilities, access roads, streets, drainage, and other necessary facilities have been provided.*
- ✓ *Adequate measures have been or will be taken to provide ingress and egress in such a manner as to minimize traffic congestion and hazards in the public streets.*

4. Architectural Standards / Building Design / Site Design

Architectural standards for the area of the SSP Gun Club allow up to 75% of the exterior material to be Class I, II or III with no more than 25% of the exterior as Class IV or V. The Code also states that Industrial properties that have visibility from public ways or adjacent parcels should have at least 75 of those walls a Class I or II materials but properties with limited public exposure may use combinations of Class II, III, IV or V materials with no more than 10% of the exterior being a Class V material. The proposed site is isolated from public view and none of the sides is truly visible from public ways or adjacent parcels.

The proposed temporary structure (converted semi-trailer) is not consistent with the architectural standards and therefore cannot be used as a longer term structure. Realistically a temporary structure is unlikely to meet those architectural standards. That said most of the temporary structures are things that are used for storage or occasionally as sales tents but staff doesn't recall having temporary structures replace active use buildings (i.e. not used for manufacturing, etc.). Temporary structures such as construction trailers are typically in place for under 180 days and have been built to meet building code standards and have a placards to prove that. In this case the applicants are requesting use of the trailer to allow them to open the rifle range for use while they build the permanent firing shed and the armored baffles. The application doesn't indicate if any of the interim berms would be installed nor whether the baffles would be added. The letter provided from the site designer indicates that the concrete culvert system is consistent with the "no blue sky" visible design of the permanent structure "...when the top of the earthen berm is not visible from the muzzle location at each firing position." Verification that the top of the earthen berm will not be visible should be required at each firing position.

The installation of the eyebrow would also seem to be important to have in place before the range would begin operation.

If the Planning Commission chooses to recommend approval of the IUP for this temporary structure, then they may want to consider the following related to the building and site design: Requiring some tie downs to secure the structure in high wind conditions (like mobile homes), consider some level of skirting around the bottom of the structure, require additional drawings for the temporary structure and baffle system showing that the design can safely keep projectiles on site (top of the berm is not visible, etc. similar to the permanent design) and the eyebrow is in place before opening the range. There should also be a requirement for scheduled inspection on a specified best practices time bases with a commitment for regular refreshment and replacement of the ballistic sand.

4. Parking Standards

The structure/trailer is located southeast of the clubhouse and south of the shotgun shooting trailer discussed in the next planning case. The existing SSP Gun Club site has a large parking area that would appear to have enough parking to accommodate the proposed use. However, if an expansion of the lot were to become necessary then the parking surface would need to be upgraded to an approved paved surface to meet City requirements. One ADA parking space located at the site was approved in reviewing the permanent firing shed plans. The property owner is also supposed to provide signage at the trail/driveway leading back to the rifle firing shed with the message that parking for that facility is provided from the main parking lot to minimize the amount of traffic that would drive out to the building. In regard to the number of spaces required by Code there is no specific standard for gun clubs but Commercial Recreation would appear to be the most appropriate:

Commercial recreation: one space per each two employees plus one space for each three persons that may be accommodated at any one time based upon maximum design capacity.

5. Floodplain Overlay

The subject property, including the building site, is located in the Flood Fringe District which is one of the floodplain districts (118-171). Structures should be elevated or flood-proofed, exterior storage should be removable in the event of a flood. Also, items that are potentially flammable, explosive, or injurious to humans, animals, or plants during a flood are prohibited. The structure shall be built to be compliant with Floodplain regulations and shall be designed to equalize hydrostatic flood forces on exterior walls.

The property is shown on flood maps as being in the flood fringe area. The western portion of the property has been enclosed within the gun club's private levees which lessens the potential for flooding in that area. Still, a permanent building in the area should be built to comply with Floodplain Regulations,

including things such as automatic openings to minimize hydrostatic pressure on the building in the event of a flood.

6. Correspondence from Neighboring Property Owners

Staff received some questions from property owners in the expanded notice area. Concerns included the number of lanes 5 or 8 (8 was for rifle, 5 for the proposed shotgun trailer – separate application and different part of the property), culvert structures as opposed to the baffle system approved with the permanent firing shed structure, direction of the shooting (rifle range – same direction as previously proposed, shotguns firing east/northeast), lack of sound barriers, questions about what drawings had been submitted.

Additionally, a letter was received from the City of Inver Grove Heights listing concerns with the proposal and requesting that if the Interim Use Permit were to be approved that certain conditions be placed on the use including:

- Require completion of the 25' tall berm prior to the start of operation for the rifle range
- Require firing of rifles and shotguns pointed away from IGH
- No shooting of automatic or semi-automatic rifles
- Require the 7 proposed baffles are installed and function properly, as per the plan for the permanent structure, before the range can open.
- Require that the eyebrow to catch ammunition at the end of the range be installed and functioning properly before the range can open.
- That the eco-block wall be constructed to allow the maximum amount of sound absorption and functions properly before the range can open.
- Require the maximum amount of sound absorption possible in the firing shed.
- Require that the SSPRGC perform an independent noise evaluation and require that the range cannot be used unless they are in compliance with MN SS 871.05

Many of these items were covered by the conditions approved for the permanent structure through Resolution 2016-140. A copy of that resolution has been included as an attachment.

ALTERNATIVES

The Planning Commission has the following actions available on the proposed application:

- A. **Approval.** If the Planning Commission has reviewed the application and determined that the application is consistent with the Conditional Use findings (see p.3-4 of this report), then staff would recommend the following conditions for a recommendation for approval:
- (Step 1) Findings: The Planning Commission would need to include findings (see the sections above) that the proposed Interim Use would not have an adverse impact on other properties and the general area or that potential impacts would be mitigated through specific conditions.

- **(Step 2) Recommendation for Approval:** Approval of the proposed **Interim Use Permit** to allow a temporary rifle firing structure for a period of 2 years, subject to the following conditions:
 - 1) **Compliance with Plans/Submittals.** The site shall be utilized in substantial conformance, in the reasonable opinion of the City Council, with the application, narratives, and with the following plans on file with the Engineering Department:

a) Application/Narrative (SSP Rod and Gun Club)	dated 10/03/2016
b) Designer/Engineer's letter (AECOM)	dated 8/01/2016
c) Site Plan/Survey (Sunde)[appx. location highlighted]	dated 5/18/2015
 - 2) **Compliance with Previous Approvals.** The property shall be utilized in substantial conformance, in the reasonable opinion of the City Council with previous approvals for the property including but not limited to Resolution 2016-140. The following conditions from Resolution 2016-140 including safety measures and noise testing shall be completed before the rifle range is opened:
 - a) Prior to opening the rifle/pistol range for shooting, construction of the proposed firing shed, baffles, and other safety measures detailed on the signed plans by AECOM will need to be completed.
 - b) **Compliance with Plans/Submittals.** The site shall be utilized in substantial conformance, in the reasonable opinion of the City Council, with the application, narratives, and with the following plans on file with the Community Development Department:
 - i. Application/Narrative (SSP Gun Club / Deeb) dated 06/03/2016
 - ii. Range and Firing Shed Plans (AECOM) dated 06/02/2016
 - c) **Noise testing.** The applicants shall have testing performed for current levels to determine compliance with State Statute 87A.05 regarding noise standards for the site. After opening the rifle range the applicant shall have another round of noise level testing performed to verify that the site is still compliant with State Statute. The applicant shall provide the City with the reports detailing the noise testing performed on the site.
 - 3) **Exterior Storage/Maintenance.** There shall be no exterior storage under the temporary structure. The temporary shotgun shooting structure shall be properly maintained to be consistent with City Code.
 - 4) **Building Permits.** Building permits are required for the proposed improvements. All building plans and specifications are subject to the review and approval of the City Building Official and South Metro Fire Marshal.
 - 5) **Building Tie Downs/Skirting.** The structure shall have appropriate building tie-downs as may be necessary to comply with the Building Code and skirting shall be installed around the base of the structure.
 - 6) **Structure compliance with Floodplain Regulations.** The temporary rifle firing structure (accessory structure) shall be built to be compliant with Floodplain regulations including features such as adequately anchoring the structure to prevent floatation and shall be designed to equalize hydrostatic flood forces on exterior walls.

7) **Applicant is Responsible for Obtaining Approvals from other Agencies as**

Applicable. The Applicant is required to secure any required approvals from the State of Minnesota/MPCA, Army Corps of Engineers, and any other applicable governmental and regulatory agencies.

- 8) **Compliance with Laws and Approvals.** The property must remain compliant with all federal, state, and local laws and ordinances and all prior City approvals including Minn. Stat. 87A and the best practices for NRA's shooting range performance standards.
- 9) **Term of the Interim Use Permit.** The Interim Use Permit shall allow for one (1) temporary rifle firing shed structure to be used with the concrete baffling system for and the term of the Interim Use Permit shall be for two (2) years terminating on December 31, 2018.
- 10) **Termination of the Interim Use Permit.** The violation of a condition of approval shall terminate the Interim Use Permit.

B. **Denial.** If the Planning Commission does not favor the proposed application or portions thereof, the above requested should be recommended for denial. If the Planning Commission recommends denial, then findings of the basis for denial should be given.

- **Recommendation for Denial:** Denial of the **Interim Use Permit** to allow a temporary accessory structure, which is larger than 200 s.f., for a temporary rifle shooting trailer for the following reasons:
 - 1) The proposed structure is a modified semi-trailer and is not consistent with the standards for structures/buildings in the Industrial Zoning District.
 - 2) It is not clear that the structure can be allowed through the Building Code for the use it is proposed. The structure is proposed to be in place for more than 180 days and would need to comply with the Building Code standards.
 - 3) No noise testing information has been submitted showing that the site is in compliance with MN Statute 87A.05

STAFF RECOMMENDATION

Staff recommends **denial** of the requested Interim Use Permit for the reasons stated in this report.

Respectfully Submitted,

Peter Hellegers

Peter Hellegers, City Planner

A₁

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-140

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR AN ACCESSORY BUILDING (FIRING SHED)
FOR A RIFLE AND PISTOL RANGE AND ASSOCIATED SITE PLANS**

WHEREAS, the City received an application from the South St. Paul Rod and Gun Club for a Conditional Use Permit to allow for an accessory building (shooting enclosure) for a rifle and pistol range and associated site plans for the rifle range at 600 Gun Club Road, City of South St. Paul, Minnesota and legally described as follows:

See attached Exhibit A

WHEREAS, the Planning Commission held a public hearing on the application at their July 6, 2016 meeting, preceded by notice as required by law; and

WHEREAS, the Planning Commission took action to recommend approval of the CUP and site plans at their July 6, 2016 meeting; and

WHEREAS, the City Council has considered the application at its regular City Council meeting on August 1, 2016, reviewed the recommendation of the Planning Commission and evaluated all other evidence presented for consideration;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota as follows:

1. Facts. The facts found by the Planning Commission as stated in the Planner's report regarding this matter are hereby adopted and included herein by reference.
2. Determination. The City Council determines that the proposed CUP will not be detrimental to the health, safety, or general welfare of the community, nor will it cause serious traffic congestion or hazards, nor will it seriously depreciate surrounding property values, and it is in harmony with the general purpose and intent of the Zoning Code.
3. Conditional Use Permit. The conditional use permit for an accessory building over 200 square feet (firing shed) and associated site plans for the rifle range is hereby *approved* subject to the following conditions:

A₂

Resolution No. 2016-140
August 1, 2016
Page 2 of 4

- A) Compliance with Plans/Submittals. The site shall be utilized in substantial conformance, in the reasonable opinion of the City Council, with the application, narratives, and with the following plans on file with the Engineering Department:
- i) Application/Narrative (SSP Gun Club / Deeb) dated 06/03/2016
 - ii) Range and Firing Shed Plans (AECOM) dated 06/02/2016
- B) Prior to opening the rifle/pistol range for shooting, construction of the proposed firing shed, baffles, and other safety measures detailed on the signed plans by AECOM must be completed.
- C) Noise testing. The applicants shall have testing performed for current levels to determine compliance with State Statute 87A.05 regarding noise standards for the site. After opening the range the applicant shall have another round of noise level testing performed to verify that the site is still compliant with State Statute. The applicant shall provide the City with the reports detailing the noise testing performed on the site.
- D) Building Permits. Building permits are required for the proposed improvements. All building plans and specifications are subject to the review and approval of the City Building Official and South Metro Fire Marshal.
- E) Compliance with Laws and Approvals. The property must remain compliant with all federal, state, and local laws and ordinances and all prior City approvals including Minn. Stat. 87A and the best practices for NRA's shooting range performance standards.
- F) Parking Standards. A handicapped accessible parking sign shall be installed at the beginning point of the paved trail leading back to the rifle range advising users that there is only one ADA parking space at the rifle range and all other parking for the rifle range must use the main Gun Club parking lot.
- G) Bring Property into Compliance with City Code. The following items need to be addressed to bring the property into compliance with City Code.
- a. *A shooting trailer was installed at the rifle range and was located right behind the culvert structures but was not approved by the City Council and needs to be removed. This structure is also not compliant with the architectural standards required for buildings in that district.*
 - i. *The proposed firing shed and baffle system will replace the culvert structure that was previously proposed and installed. Therefore, the culverts that were installed will also need to be removed from the*

property.

- b. Underground electrical was run to the shooting trailer at the rifle range, this electrical work was done without an electrical permit and needs to be corrected.*
 - c. There are several large old culvert pipes that are sitting on the ground near the rifle firing shed site. These culverts need to be removed.*
 - d. The piles of debris, tree limbs/trunks on several piles around the site need to be cleaned up and removed.*
 - e. There are two storage pod units on the site that were not shown on any approved CUP/site plan. The pods need to be removed or the pods would require a CUP/IUP for this exterior storage on the site.*
 - f. Another shooting trailer was found on the site, this one for the 5-stand area and also was not part of an approved CUP/site plan and needs to be removed. In order to have a heated shooting building a more permanent structure, like the propose firing shed at the rifle range, will be needed.*
- H) Grading Plans Subject to City Engineer's Approval. All engineered grading plans and specifications are subject to the review and approval of the City Engineer. Any future filling or raising of berms could not have access through wetland areas. Also any future filling would need to be reviewed and approved by the City Engineer and SWCD and MPCA.
- I) Structure Compliance with Floodplain Regulations. The Firing Shed (accessory structure) shall be built to be compliant with Floodplain regulations including features such as adequately anchoring the structure to prevent floatation and shall be designed to equalize hydrostatic flood forces on exterior walls.
- J) Applicant is Responsible for Obtaining Approvals from other Agencies as Applicable. The Applicant is required to secure any required approvals from the State of Minnesota/MPCA, Army Corps of Engineers, and any other applicable governmental and regulatory agencies.
- K) Termination of the Conditional Use Permit. The Conditional Use Permit will terminate if improvements have not substantially begun within 1-year from the date of approval of the Conditional Use Permit. The violation of a condition of approval shall terminate the Conditional Use Permit. The property must be continually operated for use specified in the Conditional Use Permit to remain valid. If the property is not used for the use listed in this Conditional Use Permit for a period of 1-year then the Conditional Use Permit shall terminate.
- L) Review of the Conditional Use Permit. The Conditional Use Permit will be reviewed in approximately 1 year to determine compliance with the Conditional Use Permit.

Aq

Resolution No. 2016-140
August 1, 2016
Page 4 of 4

Adopted this 1st day of August, 2016

City Clerk

B₁



City of Inver Grove Heights
Parks and Recreation Department
"Discover the Opportunities"

8055 Barbara Avenue • Inver Grove Heights, MN 55077 • Phone: 651-450-2585 • Fax: 651-450-2490 • www.invergroveheights.org

BY EMAIL ONLY

November 2, 2016

City of South St. Paul
Attn: Mayor Beth Baumann
125 Third Ave N
South St. Paul MN 55075

Subject: South St. Paul Rod & Gun Club Interim Use Permit

Honorable Mayor Baumann:

I appreciate you giving the City of Inver Grove Heights an opportunity to comment on the Interim Use Permit for the South St. Paul Rod & Gun Club (SSPRGC) that will be considered by the Planning Commission on Wednesday, November 2, 2016. As you are aware, the Gun Club has noise impacts to residents in the area that live in both Inver Grove Heights and South St. Paul. Additionally, the SSPRGC operations potentially impact two public facilities in the area: Heritage Village Park, owned by the City of Inver Grove Heights, and the Mississippi River Regional Trail, owned by Dakota County.

In August, the S. St. Paul City Council reviewed a CUP for a rifle range and we sent a letter asking for a number of safety considerations, most of which you required the SSPRGC to comply with and we thank you for that. Now the SSPRGC is looking for an IUP and based on the information provided it is unclear if they plan to implement those safety measures before operations. We are generally concerned for the safety and well being of residents and park/trail users and ask that you place conditions on your approval that includes the previously agreed upon safety measure be in place prior to their operation opening.

As we stated in August, under Minnesota State Statue 87A, the SSPRGC operations are required to follow "best practices" established by the National Rifle Association's Range Source Book: A Guide to Planning and Construction. We kindly request that the South St. Paul City Council ensure that all of the necessary "best practices" are being followed and enforced as a part of any approval you may grant the SSPRGC.

Specifically, we request you consider that the following conditions are placed on the Interim Use Permit and that they are in place and functioning properly before the range is allowed to be opened for use:

- We understand that a 25' berm is being constructed to help mitigate noise and to control ammunition from leaving the site. Please ensure this is completed before they are allowed to operate the rifle range.
- For public safety purposes, please require that any and all firing of rifles and shot guns are pointed away from Heritage Village Park and the Mississippi River Regional Trail as the public uses both the trail and park for recreational enjoyment and shouldn't have to be subject to stray ammunition leaving the site
- For public safety purposes, please require that there shall be no shooting of automatic or semi-automatic rifles at any time
- For public safety purposes, please require that the seven (7) proposed baffles are installed and function properly as proposed on the original plan

Bz

- For public safety purposes, please require that the eyebrow, designed to catch ammunition, be installed on the end of the range and functioning properly as proposed on the original plan
- Please require that the eco block wall be constructed to provide the maximum amount of sound absorption possible and functions properly as proposed on the original plan
- Please require that the rifle shed be constructed to provide the maximum amount of sound absorption possible and functions properly as proposed on the plan
- Please require that the SSPRGC perform an independent noise evaluation conducted by a qualified engineering firm to ensure the site is in compliance with MN SS 87A.05 related to noise standards and require that the range cannot be used unless they are in compliance

We hope you will give consideration to our request so that the public that lives in the area, that uses the park and trail, and those that use the gun club are doing it as safely and responsibly as possible. Should you have any questions, please feel free to call me at 651.450.2507 or via email at gtourville@invergroveheights.org.

Sincerely,



Eric Carlson
Parks & Recreation Director
City of Inver Grove Heights

CC Inver Grove Heights City Council
Inver Grove Heights Parks & Recreation Commission
Joe Lynch – City Administrator
Steve Sullivan – Dakota County Parks

OCT 03 2016

10/02/2016

The South St. Paul Rod & Gun Club is requesting an IUP for the use of modified tractor trailer for a temporary firing line enclosure in our rifle range on our premises.

During the site visit by Peter Hellegers, John Sachi, and Chris Hartzell we were made aware that the use of tractor trailer as a structure requires approval by the city. To comply with city ordinances we are requesting an IUP for the use of a tractor trailer as a temporary firing line enclosure. The trailer will be used primarily to help contain the noise from the gunfire. It has eight (8) lanes for shooters to use. The outdoor range hours of operation have not been set yet but should be between 9am to dusk. The design for the permanent structure that will replace this trailer was presented at the August 1st, 2016 city council meeting. After AECOM Engineering plan approval the bullet traps or "eyebrows" will all be constructed. Then we will proceed with constructing the baffles and permanent building. The firing line is 90 feet wide and will be under construction in 2 segments. During the construction of the first thirty (30') feet of the permanent firing line building we will open the trailer/culverts to shooters. After construction is complete of the first section of the building we will remove the trailer and the culverts and continue with the construction of the remaining firing line building and the baffles.

At this time we are requesting an IUP for the use of the shooting enclosure for a term of (2) two years.

As part of this process we have met with Linda McMillan and Steve Wenzel of South Metro Fire to address any concerns with fire safety. We are also arranging a site visit with the building inspector, Joe Heimkes to evaluate any questions with the building code.

The Range Protection Act states we should follow NRA Best Practices. The NRA Best Practices states that an experienced engineer should be hired for range design. We hired AECOM. Accompanying this application is a letter from engineer Scott Kranz of AECOM in which he discusses the culvert method and that the shooting trailer would help mitigate the noise. The methods of maintenance of the range we feel are operation concerns.

This trailer is a temporary structure which we shoot from during daylight hours only. We do not intend to shoot after dusk at this time so we are not installing any exterior lights.

We also do not intend to do any landscaping or tree planting in the direct vicinity. The location and elevation may change as we continue to import fill and develop the site. As we finish grading and construction in other areas of the site we will be planting a mixture of evergreen and deciduous trees for screening and noise mitigation.

Accompanied with this narrative are pictures of the trailer and a site survey with the location of the existing trailer.

Thank you for your consideration.
South St. Paul Rod & Gun Club

South Saint Paul
Rod & Gun Club

600 Cain Club Road
South St. Paul, Minnesota
55075



BKBM
ENGINEERS

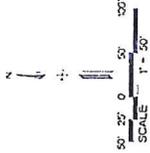
1400 Hennepin Boulevard
Minneapolis, MN 55402-1714
Tel: (612) 834-1000
Fax: (612) 834-1001
www.bkbm.com

NOT FOR
CONSTRUCTION

DATE: 11/11/11
PROJECT: SOUTH SAINT PAUL
DRAWN: J. J. JENSEN
CHECKED: J. J. JENSEN

JUNE 11, 2011
C:\G:\JENSEN\111111

Grading,
Drainage, Erosion
Control and Utility
Plan
C100



NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	11/11/11
2	ISSUED FOR CONSTRUCTION	11/11/11
3	AS BUILT	11/11/11

1. ALL DIMENSIONS ARE IN FEET AND DECIMALS THEREOF.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROAD UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE RAILROAD UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE CANAL UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE DRAINAGE CANAL UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE UTILITY LINE UNLESS OTHERWISE NOTED.
9. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE CURB UNLESS OTHERWISE NOTED.
11. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE SIDEWALK UNLESS OTHERWISE NOTED.
12. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE DRIVEWAY UNLESS OTHERWISE NOTED.
13. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE WALKWAY UNLESS OTHERWISE NOTED.
14. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE BIKEWAY UNLESS OTHERWISE NOTED.
15. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE TRAIL UNLESS OTHERWISE NOTED.

EXISTING CONDITIONS

THE EXISTING CONDITIONS AT THE PROJECT LOCATION ARE AS SHOWN ON THE ATTACHED SURVEY AND PHOTOGRAPHS. THE EXISTING CONDITIONS ARE AS FOLLOWS:

1. THE EXISTING GROUND SURFACE IS AS SHOWN ON THE ATTACHED SURVEY.

2. THE EXISTING DRAINAGE SYSTEM IS AS SHOWN ON THE ATTACHED SURVEY.

3. THE EXISTING UTILITY SYSTEM IS AS SHOWN ON THE ATTACHED SURVEY.

4. THE EXISTING STRUCTURES ARE AS SHOWN ON THE ATTACHED SURVEY.

5. THE EXISTING CURBS AND SIDEWALKS ARE AS SHOWN ON THE ATTACHED SURVEY.

6. THE EXISTING DRIVEWAYS AND WALKWAYS ARE AS SHOWN ON THE ATTACHED SURVEY.

7. THE EXISTING BIKEWAYS AND TRAILS ARE AS SHOWN ON THE ATTACHED SURVEY.

8. THE EXISTING VEGETATION IS AS SHOWN ON THE ATTACHED SURVEY.

9. THE EXISTING TOPOGRAPHY IS AS SHOWN ON THE ATTACHED SURVEY.

10. THE EXISTING SOILS ARE AS SHOWN ON THE ATTACHED SURVEY.

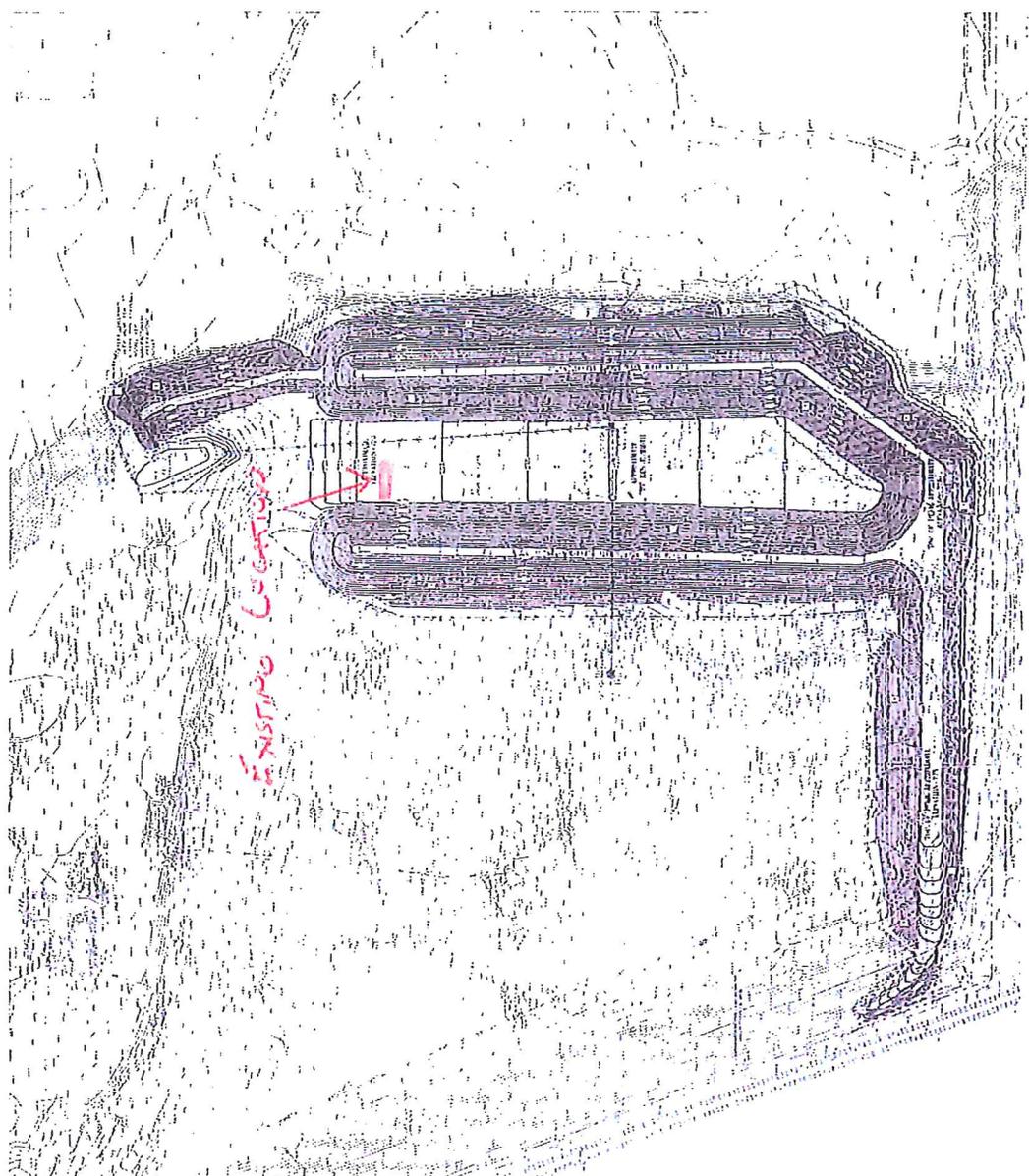
11. THE EXISTING WATER TABLE IS AS SHOWN ON THE ATTACHED SURVEY.

12. THE EXISTING CLIMATE IS AS SHOWN ON THE ATTACHED SURVEY.

13. THE EXISTING AIR QUALITY IS AS SHOWN ON THE ATTACHED SURVEY.

14. THE EXISTING NOISE LEVELS ARE AS SHOWN ON THE ATTACHED SURVEY.

15. THE EXISTING SOCIAL AND ECONOMIC CONDITIONS ARE AS SHOWN ON THE ATTACHED SURVEY.



Grading, Drainage, Erosion Control and Utility Plan



AECOM
111 SW Columbia Street
Suite 1500
Portland OR 97201
www.aecom.com

503 222 7200 tel
503 222 4292 fax

August 1, 2016

George Stockburger
Board Member
South St. Paul Rod & Gun Club
600 Gun Club Road
South St. Paul, Minnesota 55075

Dear Mr. Stockburger:

Re: South Saint Paul Range Earthen Berm Design Parameters and Temporary 200 Yard Range Firing Line Shed Use

AECOM prepared range design drawings for the South St. Paul Rod and Gun Club located at 600 Gun Club Road in South St. Paul, Minnesota. AECOM has extensive architectural and engineering expertise, including small arms range design. The South St. Paul range improvement design drawings were prepared using the engineering requirements of the International Builders Code (IBC), and to satisfy local building code requirements. The NRA Range Source book does not provide small arms ranges design and engineering standards. Section 1.02.4 of the NRA Source Book states "This source book may not be utilized to establish design standards or criteria for ranges".

At the request of South St. Paul Rod and Gun Club, the following additional information is being provided to support temporary use of the existing firing line shed with the existing firing line shed and culvert safety baffles and a description of the bullet impact berm design

Temporary 200 Yard Range Firing Line Shed Use

The existing firing line shed and culvert baffle system used at the rifle range satisfy the "no blue sky" design concept provided by the overhead baffle system included in the range design documents when the top of the earthen berm is not visible from the muzzle location at each firing position. Additionally, the existing firing line shed and culvert baffle system provide sound mitigation by containing the muzzle sound during range use.

Bullet Impact Berm Slope

The range is designed to direct bullets into the bullet impact berms, located at the distal end of the Rifle Range, and is positioned near the bottom of the earthen safety berm. The Rifle Range is surrounded on three sides with an earthen safety berm, with the bullet impact berms located behind the targets. The earthen safety berms have a 2:1 (horizontal:vertical) slope because typical soil will hold a 2:1 slope without engineering controls. The bullet impact berm, which is located behind the targets includes a minimum of 2 feet of ballistic sand. The ballistic sand is ¼-#10 sand from a crushed rock source. Because the ballistic sand is from a crushed rock source it is highly angular and can hold a steep slope compared to typical soil. The ballistic sand typically holds a 1.5:1 (3:2) slope. The ballistic sand is clean, washed of fine materials, and does not compact, which allows the ballistic sand to

AECOM

absorb bullet energy. Additionally storm water drains easily out of the ballistic sand, reducing contact time between the bullet and stormwater.

Sand will not hold a 1:1 slope without adding an amendment (i.e. cement or clay) and compacting, which will prevent the sand from absorbing bullet energy and can cause a safety hazard. The bullet catcher/eyebrow included in the range design is integrated into the firing line shed and overhead baffle design and retains bullets in the bullet impact berm.

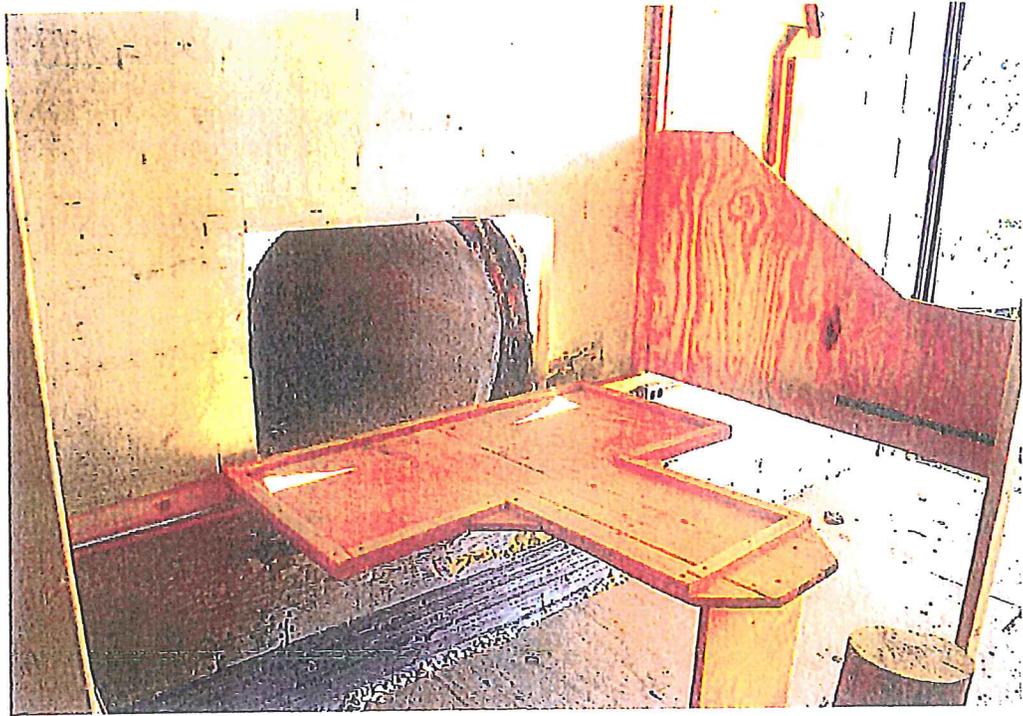
AECOM appreciates the opportunity to provide services South Saint Paul Rod and Gun Club. Please do not hesitate to call if you have any questions.

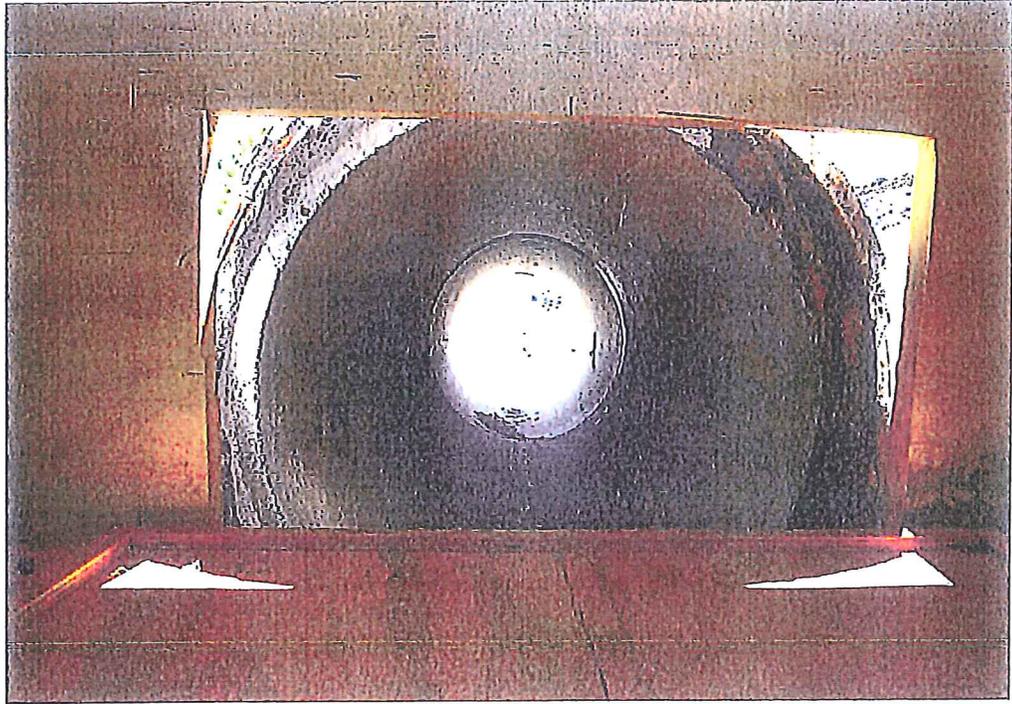
Sincerely,

AECOM

A handwritten signature in black ink, appearing to read "Scott Kranz".

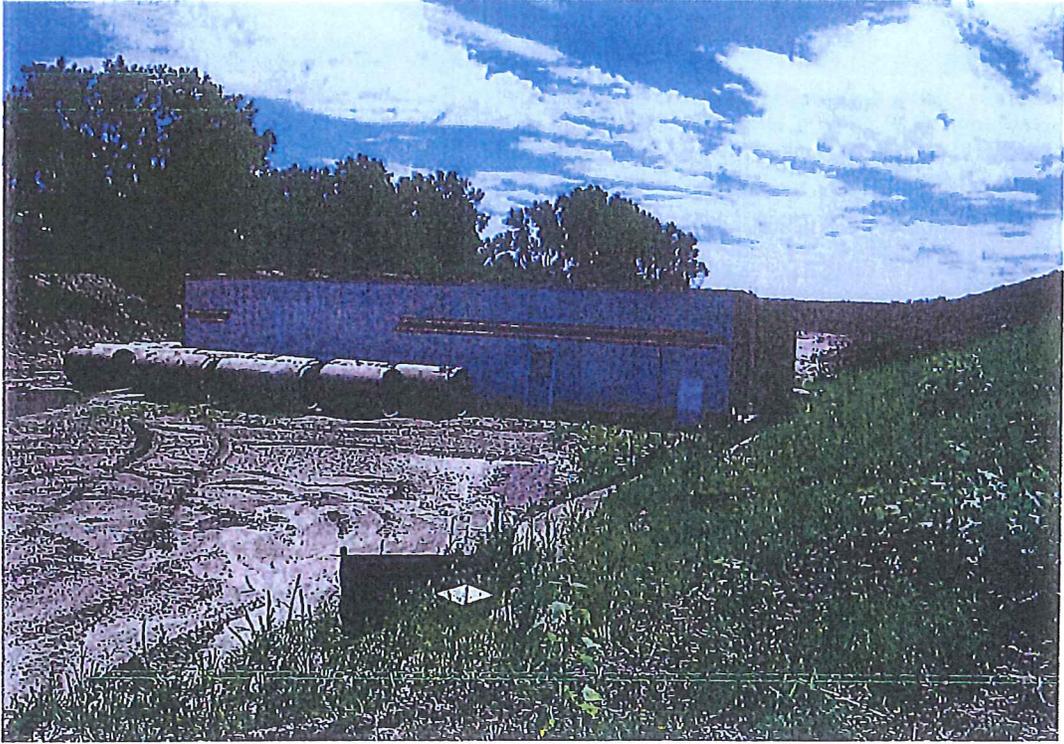
Scott Kranz, RG
Senior Project Manager

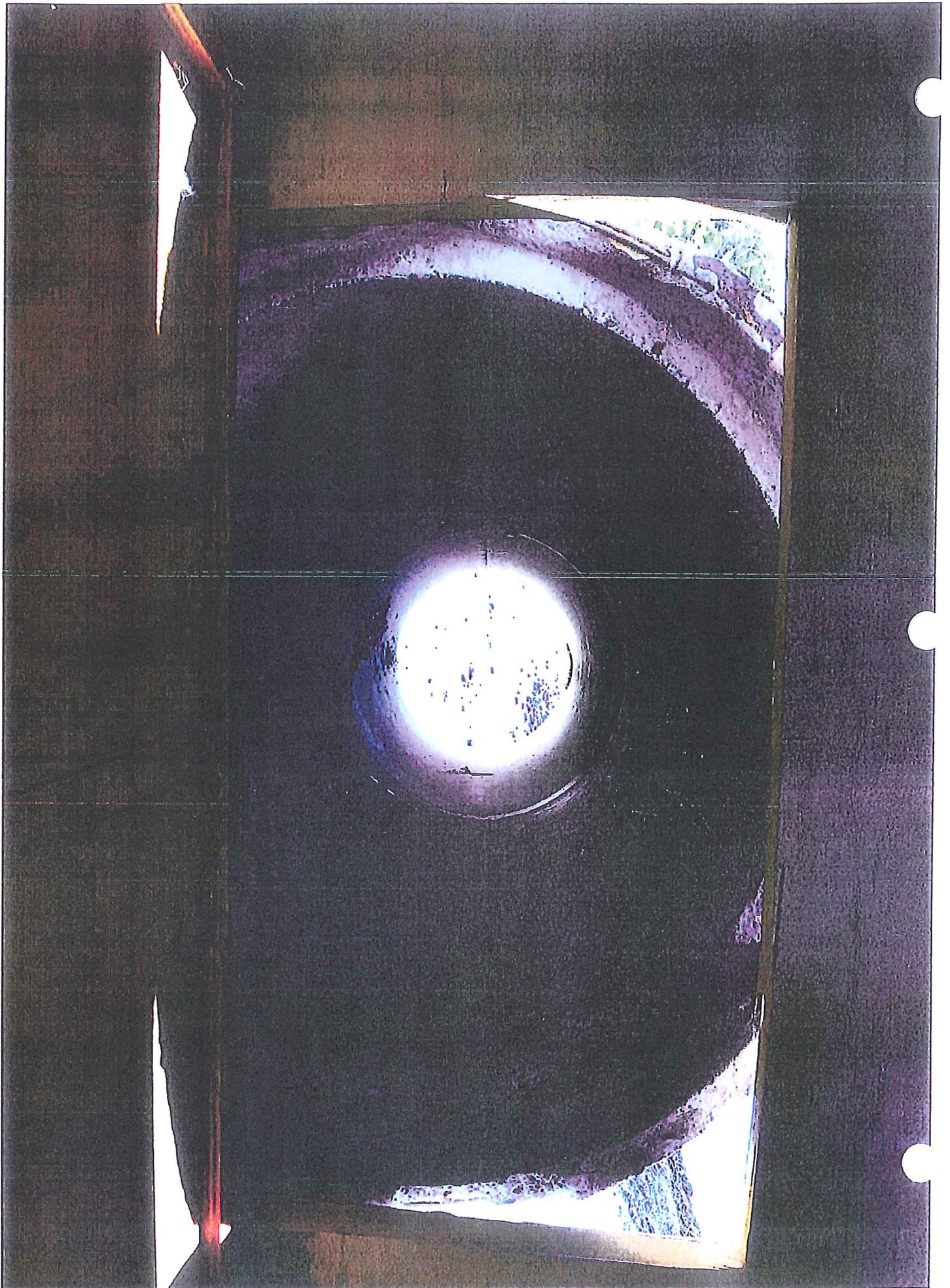


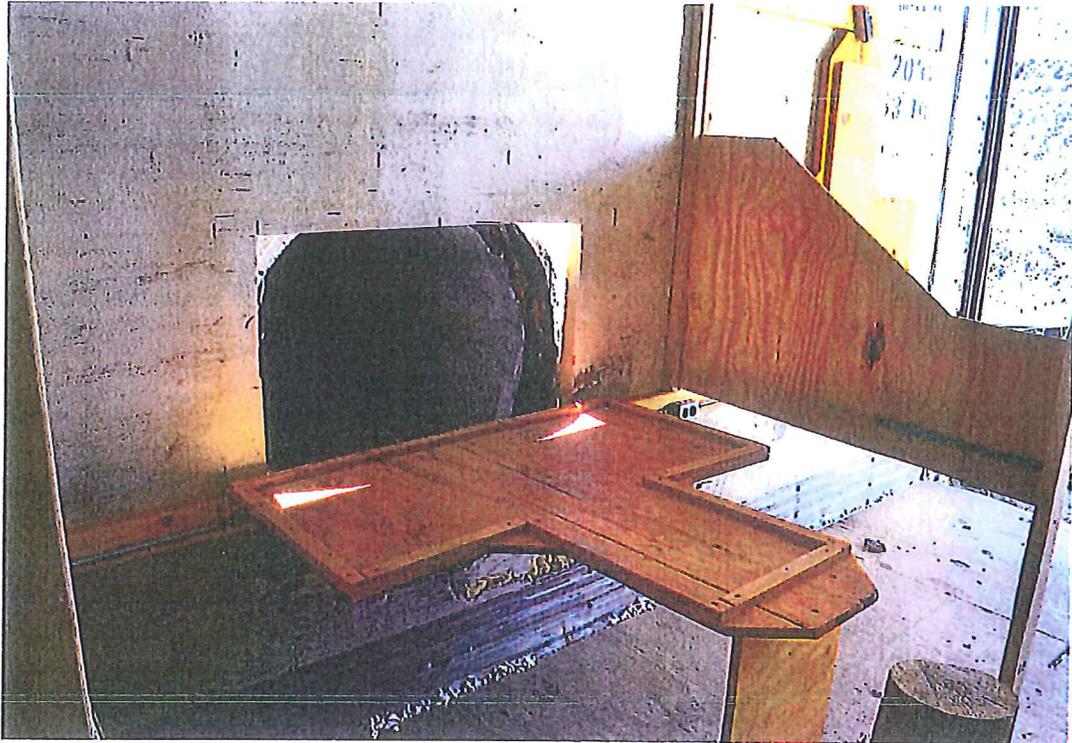












THIS MAP LINES NOT SUBJECT TO BE A BOUNDARY SURVEY.
PROPERTY LINES ARE SHOWN PER DAKOTA COUNTY GIS DATA

1. This map is not to be used as a boundary survey.
It is intended for use as a reference map only.
It is not to be used as a basis for any legal action.
It is not to be used as a basis for any other purpose.
It is not to be used as a basis for any other purpose.
It is not to be used as a basis for any other purpose.

SHEET A-1

Project: **SOUTH ST. PAUL RFD & GUN CLUB**

Location: **TRONSBORO**

Client: **SUNDE LAND SURVEYING**

Scale: **1" = 40'**

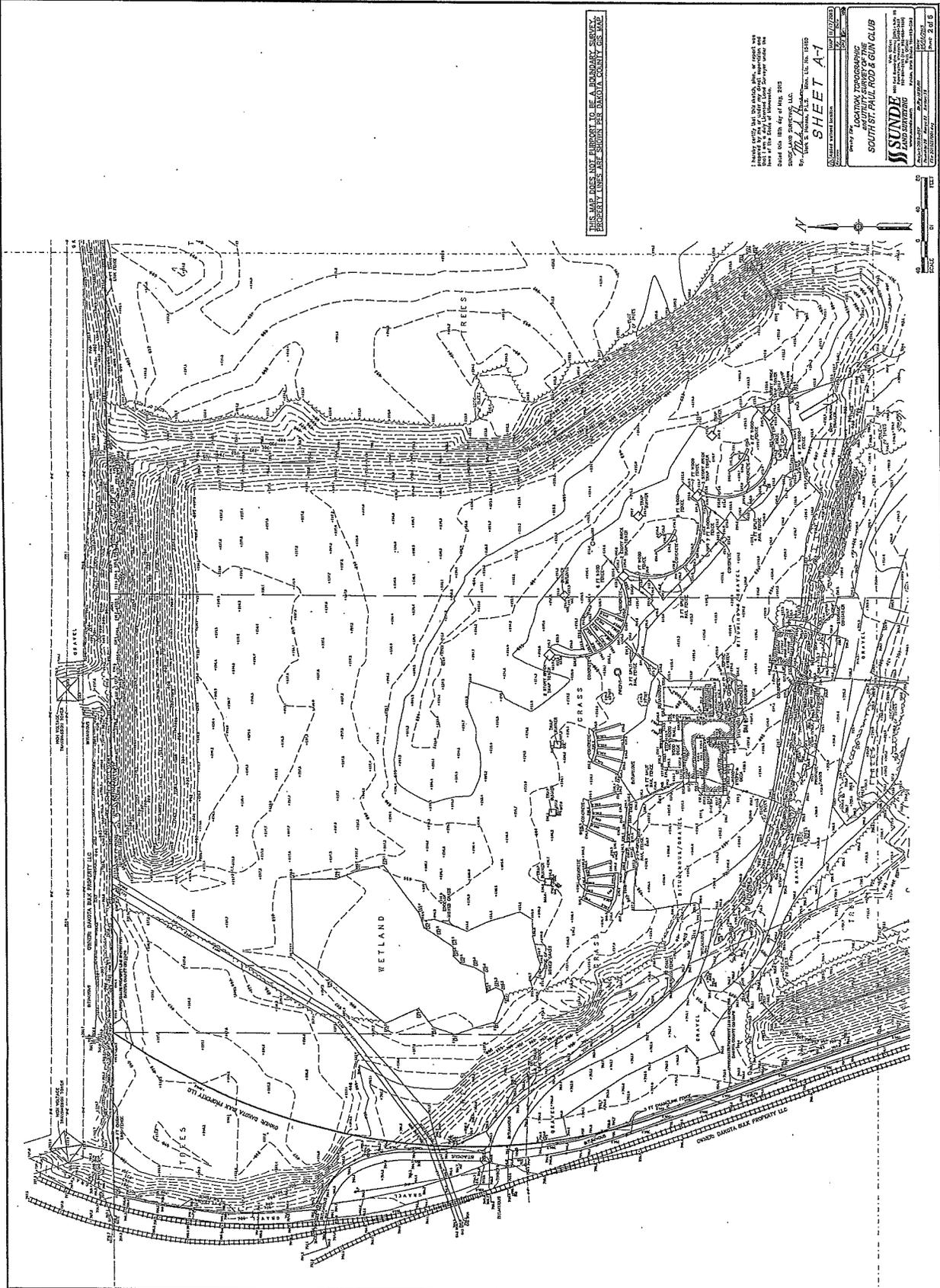
Date: **10/15/2013**

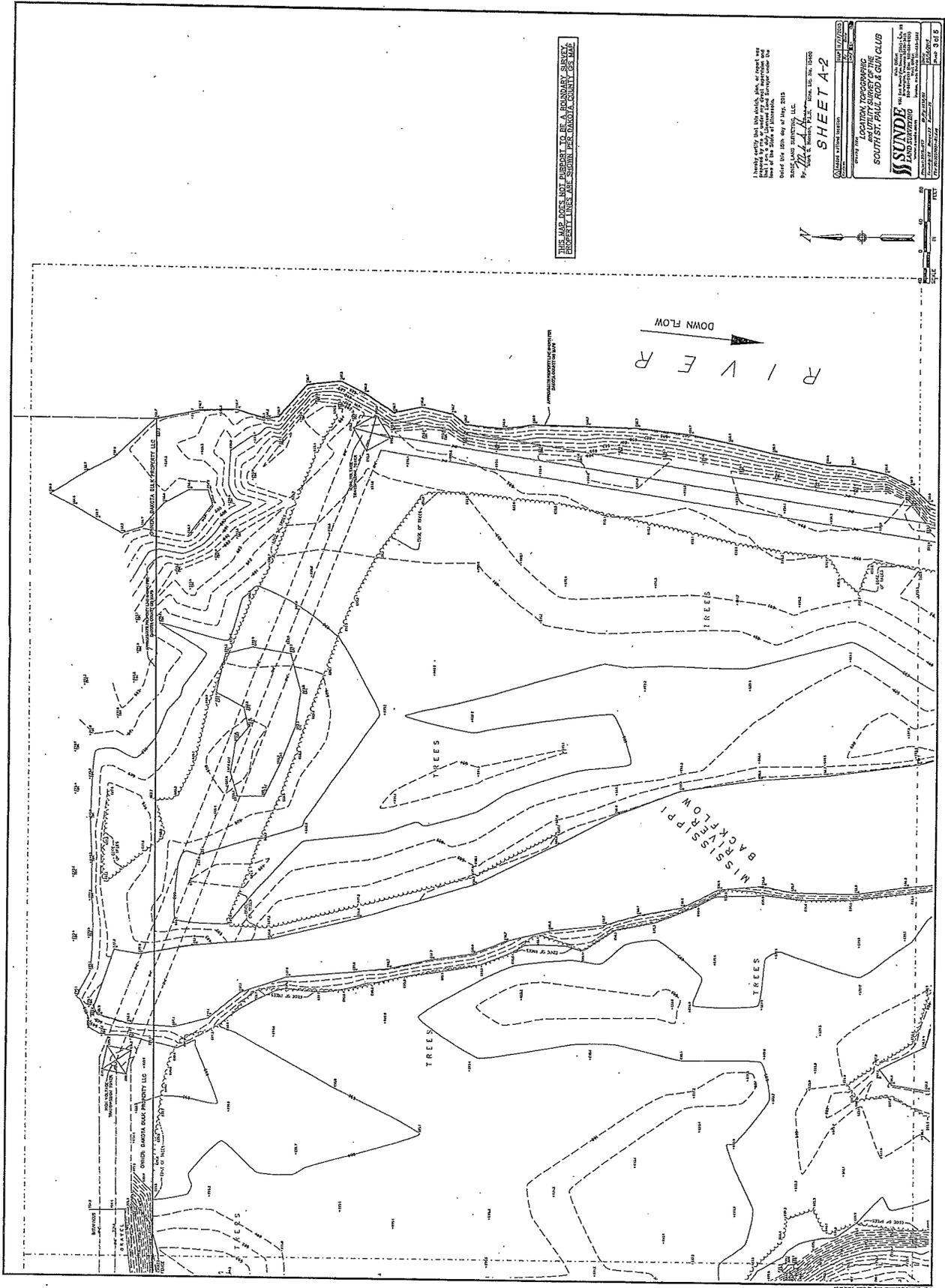
Drawn by: **[Signature]**

Checked by: **[Signature]**

Project No: **13-001**

Sheet No: **2 of 6**





THIS MAP DOES NOT PURPORT TO BE A BOUNDARY SURVEY. PROPERTY LINES ARE SHOWN PER DAKOTA COUNTY GIS MAP.

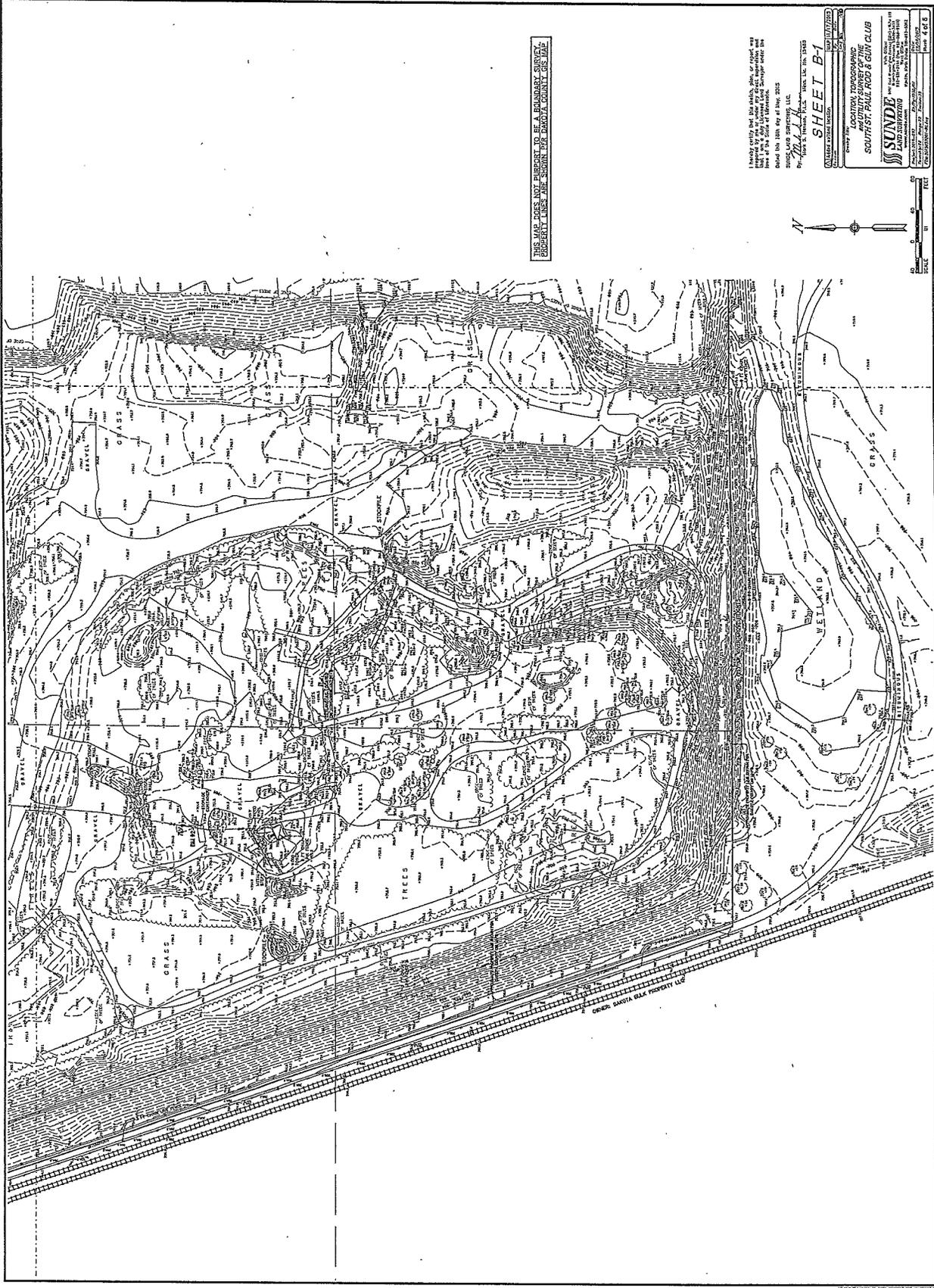
I hereby certify that this map, which, like all maps and surveys made by me, is a true and correct representation of the facts as shown by the field notes and computations made by me, and that I am a duly licensed and qualified surveyor under the laws of the State of Minnesota.

MADE FOR THE CITY OF MINNAPOLIS, MINN. ON MAY 15, 2013.

BY: *[Signature]* S. J. BROWN, P.L.S. License No. 12008

SHEET A-2

LOCATION: TOPOGRAPHIC
 PROJECT: SOUTH ST. PAUL ROAD & GUN CLUB
 SHEET: A-2
 DATE: 5/15/13
 SCALE: AS SHOWN
 DRAWN BY: S. J. BROWN
 CHECKED BY: S. J. BROWN
 APPROVED BY: S. J. BROWN

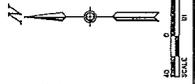


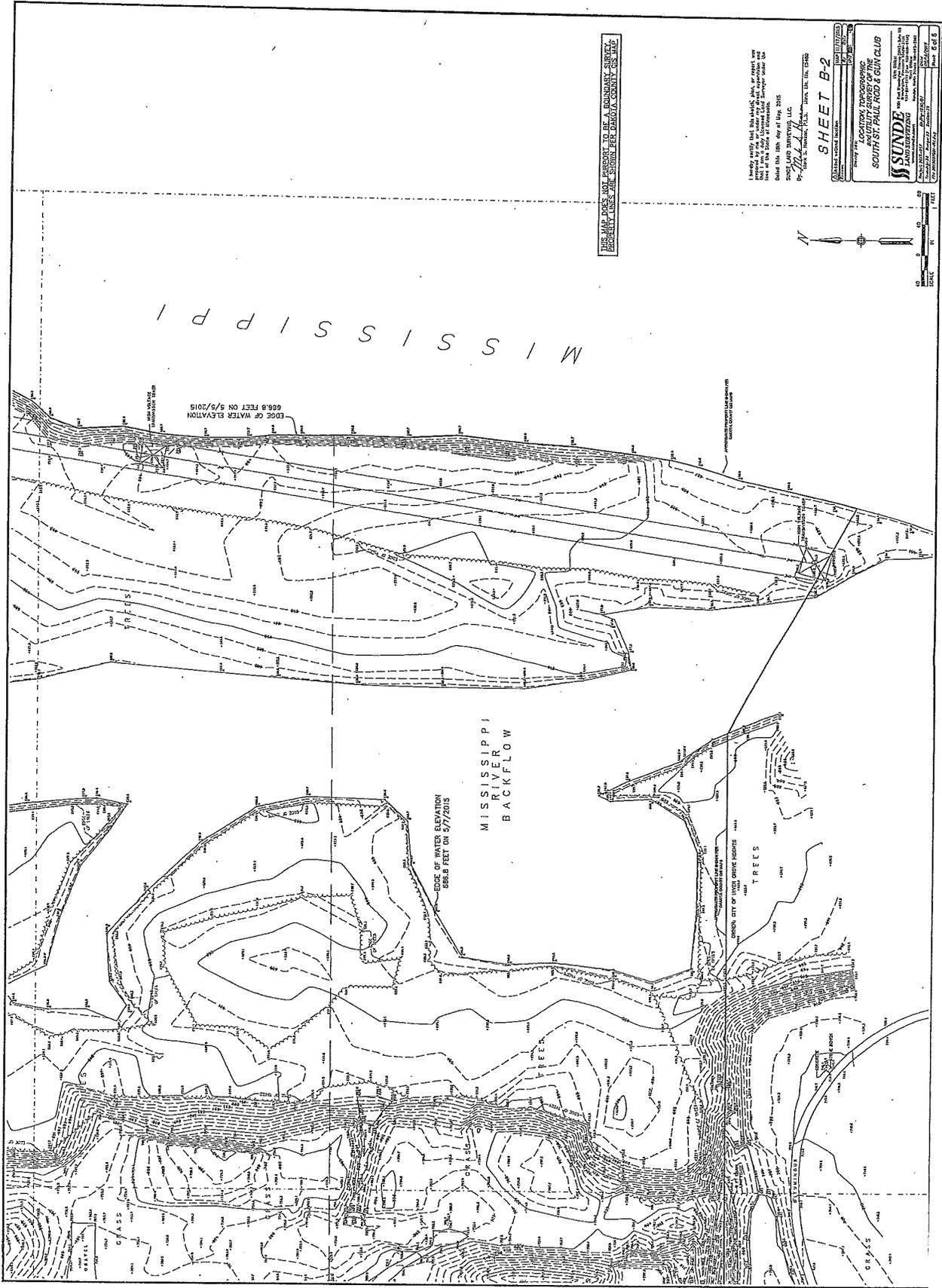
THIS MAP DOES NOT PURPORT TO BE A BOUNDARY SURVEY.
 BOUNDARY LINES ARE SHOWN FOR BOUNDARY CONTROL ONLY.

THIS MAP WAS MADE BY THE U.S. GEOLOGICAL SURVEY
 UNDER CONTRACT TO THE U.S. ARMY CORPS OF ENGINEERS
 AND WAS FIRST PUBLISHED IN 1954. IT WAS REVISED
 AND REISSUED IN 1965. THE DATA ON WHICH THIS
 MAP IS BASED IS THE PROPERTY OF THE U.S. GEOLOGICAL SURVEY.

DATE OF SURVEY: 1954
 SCALE: 1" = 400 FEET
 SHEET B-1

LOCATED, TOPOGRAPHIC
 AND HYDROGRAPHIC
 DATA FOR THE
 SOUTH-FULL-AGE GOLF CLUB
 LAND SURVEYING
 COMPANY, INC.
 1000 W. 10th Street
 Oklahoma City, Oklahoma 73101
 Phone: 246-1111
 Telex: 154444
 Cable: 154444
 FAX: 246-1111





THIS MAP DOES NOT REPRESENT THE BOUNDARY BETWEEN THE SEVERAL TOWNSHIP AND COUNTY LINES. THE BOUNDARY LINES ARE SHOWN PER MISSISSIPPI COUNTY RECORDS.

THIS MAP WAS PREPARED BY SUNDE LAND SURVEYING, L.L.C. FOR THE SOUTH ST. PALL ROD & GUN CLUB. THE DATA WAS COLLECTED ON 5/6/2015 AND 5/7/2015. THE MAP IS BASED ON THE NAD 83 DATUM. THE MAP IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN PERMISSION OF SUNDE LAND SURVEYING, L.L.C.

SHEET B-2

Location: **SOUTH ST. PALL ROD & GUN CLUB**

Project: **SUNDE LAND SURVEYING**

Scale: **1" = 400'**

North Arrow

Graphic Scale

Planning Commission Meeting Date: Wednesday, December 7, 2016	 City of South St. Paul Planning Commission Report	PC Agenda Item: 3.C
---	---	-----------------------------------

Project Name:	SSP Rod and Gun Club – IUP for Temporary Shotgun Firing Structure	
Site Address:	600 Gun Club Road	PID: multiple
Applicant:	South St. Paul Rod and Gun Club	
Request:	Consider the request for an Interim Use Permit (IUP) to allow a semi-trailer as a temporary shotgun firing structure.	
Proceeding:	Public Hearing / Planning Commission Recommendation	
Tentative City Council Meeting Date:	January 3, 2016 or January 17, 2016	
Deadline:	December 2, 2016 - City extended to January 27, 2017* <small>*The City must act on this request by this 60-day review period deadline unless the city provides the applicant with written reasons for why additional time, up to a maximum of 120 days, is required. The City may extend the review period beyond the 120 days but only with the applicant's consent.</small>	

Update:

This item was extended from the November 2nd meeting to address questions on whether the converted semi-trailer could be allowed as a temporary building and what would need to be done to make the structure compliant with code. No additional materials were submitted by the applicant to include for the Planning Commission's review. However, staff and the applicant have corresponded about architectural standards and the applicant indicated that they had some designs to upgrade the aesthetics of the trailers that might make them more consistent with code. A code analysis from an architect would also be helpful to determine the issues related to building code compliance.

The 60-day review deadline has been extended by the city to January 27th. The Planning Commission still has the option to continue the case to the January 4th Planning Commission meeting and leave time for the case to be heard at a subsequent City Council meeting.

A copy of the staff report and materials submitted for the November 2nd PC meeting is attached.

Planning Commission Meeting Date: Wednesday, November 2, 2016		City of South St. Paul Planning Commission Report	PC Agenda Item: 3.B
---	---	--	-----------------------------------

Project Name:	SSP Rod and Gun Club – IUP for Temporary Shotgun Trailer		
Site Address:	600 Gun Club Road	PID:	multiple
Applicant:	South St. Paul Rod and Gun Club		
Request:	Consider the request for an Interim Use Permit (IUP) to allow an existing trailer used for a heated shotgun trailer to remain for a period of 5 years.		
Proceeding:	Public Hearing / Planning Commission Recommendation		
Tentative City Council Meeting Date:	November 21, 2016		
Deadline:	December 2, 2016* <small>*The City must act on this request by this 60-day review period deadline unless the city provides the applicant with written reasons for why additional time, up to a maximum of 120 days, is required. The City may extend the review period beyond the 120 days but only with the applicant's consent.</small>		
Exhibits:	A. Location map B. Correspondence from neighboring property owners— <i>(none)</i> C. Materials submitted by the applicant		

Surrounding Area			
Direction	Future Land Use Plan	Zoning	Existing Land Use
North	Medium Performance Industrial	I: Industrial	(I) Dakota Bulk Terminal
South	Medium Performance Industrial	I: Industrial / P: Public/Institutional	(I) Gun Club / <i>Park (IGH)</i>
East	Mississippi River	N/A (Mississippi River)	Mississippi River
West	Railroad / Mixed-Use <i>(on Concord St.)</i>	Railroad / General Business	Railroad / Mostly residential / some commercial
Subject Property Site Data			
Future Land Use Plan	Medium Performance Industrial		
Existing Land Use	Industrial – Gun Club		
Zoning	I: Industrial		
Property Size	81.02 acres (3,529,231 square feet)		
Topography	Varies (generally low – floodplain area)		

ZONING SUMMARY:

Other Zoning Considerations	
Floodplain	Yes
Shoreland	Yes
MNRRRA	Yes
Utility easements	No

REQUEST and BACKGROUND

The applicant is requesting an Interim Use Permit (IUP) to use a converted semi-trailer as a heated 5-stand structure (for the shotgun shooting range). The semi-trailer has 6 openable windows cut into the eastern side of the trailer including 5 where the users can shoot out of the trailer to the northeast. The structure has an earth bermed up to the south side to provide level access into the trailer. It appears to also have heat and electric connected to the structure. This shotgun shooting enclosed 5-stand is in the line of the other shotgun shooting areas with the line of fire to the northeast toward the berm (additional open space on the SSPRGC property is east of the berm).

EVALUATION OF THE REQUEST

A. INTERIM USE PERMIT

Following are standards from the City's Zoning Code that apply to specifically to the application.

1. Zoning / Land Use

Accessory structures over 200 s.f., such as the proposed shotgun shooting trailer, require a Conditional Use Permit (CUP) (or IUP for interim uses). In consideration of the CUP/IUP the Planning Commission will also need to make findings that proposed use will not have adverse impacts on adjacent uses or that potential impacts can be mitigated by the addition of conditions. Findings for the Commissions to consider are listed in the following section. Additionally, as an Interim Use Permit the Planning Commission will also need to make findings that the proposed use is consistent with IUP criteria.

While the IUP is the correct type of application for an interim use such as proposed in the application, the issue of using a semi-trailer converted into a temporary building is not allowed under code. Construction trailers are often used at sites for a period of time and modular trailers have been known to be used at schools as additional classroom space. However, those are built in factories to comply with the Building Code whereas a converted semi-trailer is not necessarily built to those standards. Additionally, if this was built as a permanent building it would need to be built to meet the floodplain regulations which could mean having automatic openings to alleviate hydrostatic pressure in the event of a flood. A trailer would have the ability to be removed in the event of a flood but if the trailer is connected to heat/electric it raises the question of whether said structure can really be removed in such an instance without creating a potential nuisance.

Standards for shooting ranges are outlined Minnesota Statutes Chapter 87A which states that the best practices are to follow the November 1999 revised edition of the National Rifle Associations' Range Source Book: A Guide to Planning and Construction.

2. Interim Use Permit Findings

The applicant is seeking an Interim Use Permit (IUP) for a 5-year term to allow the shotgun shooting trailer to remain. The Interim Use Permit would terminate at the end of December 2021. City Code Section 118-41, states that the City Council may grant an interim use permit for the interim use of property, if the following criteria can be met:

Interim Use Permit Criteria:

- ✓ *The use conforms to the zoning regulations.*
- ✓ *The date or event that will terminate the use can be identified with certainty.*
- ✓ *Permits for the use will not impose additional costs on the City, if it is deemed necessary for the City to take the property in the future; and.*
- ✓ *The user agrees in writing to any conditions that the City Council deems appropriate for permission of the interim use.*

City staff has determined that the proposed interim use would meet the Interim Use Permit criteria. First, the proposed use of a temporary structure/building can be approved through the Interim Use Permit process under the Zoning Code. As mentioned the use of a semi-trailer converted for the use is a bit unique but the concept of a temporary structure/building can be approved through the IUP process. Second, the proposed Interim Use Permit will terminate at the end of the 5-year period on December 31, 2021. Third, the permit would not impose additional costs should it be necessary to acquire the property. Finally, the conditions are listed in staff's recommendation and would be incorporated into the resolution to approve the Interim Use Permit.

3. Conditional Use Permit Findings:

As a Conditional Use the Planning Commission needs to evaluate the proposal and determine that the proposed use will not cause adverse impacts on adjacent properties and the area of the proposed use. Accordingly, the Planning Commission will need to make findings as part of the evaluation of the proposed use. The following findings should be made to consider approval of any proposed Conditional Use Permit:

- ✓ *The proposed conditional use conforms to the general purpose and intent of the zoning code.*
- ✓ *The conditional use will not substantially diminish or impair property values within the neighborhood, and in consideration of this question the comparison of the use shall be with respect to uses that are permitted without a Conditional Use Permit in the district which the use is located.*

- ✓ *The conditional use will not impede the normal and orderly development and improvement of property in the neighborhood for uses permitted in the district affected.*
- ✓ *Adequate utilities, access roads, streets, drainage, and other necessary facilities have been provided.*
- ✓ *Adequate measures have been or will be taken to provide ingress and egress in such a manner as to minimize traffic congestion and hazards in the public streets.*

4. Architectural Standards / Building Design

Architectural standards for the area of the SSP Gun Club allow up to 75% of the exterior material to be Class I, II or III with no more than 25% of the exterior as Class IV or V. The Code also states that Industrial properties that have visibility from public ways or adjacent parcels should have at least 75 of those walls a Class I or II materials but properties with limited public exposure may use combinations of Class II, III, IV or V materials with no more than 10% of the exterior being a Class V material. The proposed site is isolated from public view and none of the sides is truly visible from public ways or adjacent parcels.

The proposed temporary structure (converted semi-trailer) is not consistent with the architectural standards and therefore cannot be used as a longer term structure. However, a temporary structure is unlikely to meet those standards. The Planning Commission should discuss whether a 5-year term for a temporary structure is a reasonable request.

The other element about the request which is somewhat unique is that the structure is a converted semi-trailer as noted above and is connected to the ground via heat/electric to the site. The applicant reports that no exterior lighting is proposed for the site as this time as the structure is only used during daylight hours. If the Planning Commission chooses to recommend approval of the IUP for this temporary structure, then they may want to consider requiring some tie downs to secure the structure in high wind conditions (like mobile homes) and consider some level of skirting around the bottom of the structure.

4. Parking Standards

The structure/trailer is located next to the rest of the shotgun range shooting areas and is served by the main parking lot adjacent to the clubhouse. It is in an area that was traditionally part of the range and likely would not increase the parking load for the facility. Any need for ADA parking would also likely come from existing ADA parking spaces in that main parking lot.

The existing SSP Gun Club site has a large parking area that would appear to have enough parking to accommodate the proposed use. However, if an expansion of the lot were to become necessary then the parking surface would need to be upgraded to and approved paved surface to meet City requirements. In regard to the number of spaces required by Code there is no specific

standard for gun clubs but Commercial Recreation would appear to be the most appropriate:

Commercial recreation: one space per each two employees plus one space for each three persons that may be accommodated at any one time based upon maximum design capacity.

5. Floodplain Overlay

The subject property, including the building site, is located in the Flood Fringe District which is one of the floodplain districts (118-171). Structures should be elevated or flood-proofed, exterior storage should be removable in the event of a flood. Also, items that are potentially flammable, explosive, or injurious to humans, animals, or plants during a flood are prohibited. The structure shall be built to be compliant with Floodplain regulations and shall be designed to equalize hydrostatic flood forces on exterior walls.

The property is shown on flood maps as being in the flood fringe area. The western portion of the property has been enclosed within the gun club's private levees which lessens the potential for flooding in that area. Still, a permanent building in the area should be built to comply with Floodplain Regulations, including things such as automatic openings to minimize hydrostatic pressure on the building in the event of a flood. The proposed structure is not connected to the ground itself as it is still on wheels but there are utilities connected to the building. There is some potential for concern that were there a flood the structure would need to be removed but the utilities would still be in place and that could be a nuisance.

6. Correspondence from Neighboring Property Owners

Some questions were received from residents with questions about the application. It seems there was some confusion about the nature of the location and nature of the shotgun trailer but most of the questions seem related to the rifle range.

ALTERNATIVES

The Planning Commission has the following actions available on the proposed application:

- A. **Approval.** If the Planning Commission has reviewed the application and determined that the application is consistent with the Conditional Use findings (see p.3-4 of this report), then staff would recommend the following conditions for a recommendation for approval:
- **(Step 1) Findings:** The Planning Commission would need to include findings (see the sections above) that the proposed Interim Use would not have an adverse impact on other properties and the general area or that potential impacts would be mitigated through specific conditions.

- (Step 2) Recommendation for Approval: Approval of the proposed **Interim Use Permit** to allow a temporary shotgun shooting structure for a period of 5 years, subject to the following conditions:

1) **Compliance with Plans/Submittals.** The site shall be utilized in substantial conformance, in the reasonable opinion of the City Council, with the application, narratives, and with the following plans on file with the Engineering Department:

- a) **Application/Narrative (SSP Rod and Gun Club) dated 10/03/2016**
- b) **Site Plan/Survey (Sunde)[structure highlighted] dated 5/18/2015**

2) **Exterior Storage/Maintenance.** There shall be no exterior storage under the temporary structure. The temporary shotgun shooting structure shall be properly maintained to be consistent with City Code.

3) **Building Permits.** Building permits are required for the proposed improvements. All building plans and specifications are subject to the review and approval of the City Building Official and South Metro Fire Marshal.

4) **Building Tie Downs/Skirting.** The structure shall have appropriate building tie-downs as may be necessary to comply with the Building Code and skirting shall be installed around the base of the structure.

5) **Structure compliance with Floodplain Regulations.** The shotgun firing structure (accessory structure) shall be built to be compliant with Floodplain regulations including features such as adequately anchoring the structure to prevent floatation and shall be designed to equalize hydrostatic flood forces on exterior walls.

6) **Applicant is Responsible for Obtaining Approvals from other Agencies as Applicable.** The Applicant is required to secure any required approvals from the State of Minnesota/MPCA, Army Corps of Engineers, and any other applicable governmental and regulatory agencies.

7) **Compliance with Laws and Approvals.** The property must remain compliant with all federal, state, and local laws and ordinances and all prior City approvals.

8) **Term of the Interim Use Permit.** The Interim Use Permit shall allow for one (1) temporary shotgun shooting structure and the term of the Interim Use Permit shall be for five (5) years terminating on December 31, 2021.

9) **Termination of the Interim Use Permit.** The violation of a condition of approval shall terminate the Interim Use Permit.

B. **Denial.** If the Planning Commission does not favor the proposed application or portions thereof, the above requested should be recommended for denial. If the Planning Commission recommends denial, then findings of the basis for denial should be given.

- Recommendation for Denial: Denial of the **Interim Use Permit** to allow a temporary accessory structure, which is larger than 200 s.f., for a temporary shotgun shooting trailer for the following reasons:

- 1) The proposed structure is a modified semi-trailer and is not consistent with the standards for structures/buildings in the Industrial Zoning District.
- 2) It is not clear that the structure can be allowed through the Building Code for the use it is proposed. The structure is proposed to be in place for more than 180 days and would need to comply with the Building Code standards.
- 3) The utilities (heat/electricity, etc.) connected to the site may present an issue if the property were to flood as the structure is not a permanent building designed to meet floodplain standards and the structure would then need to be removed.

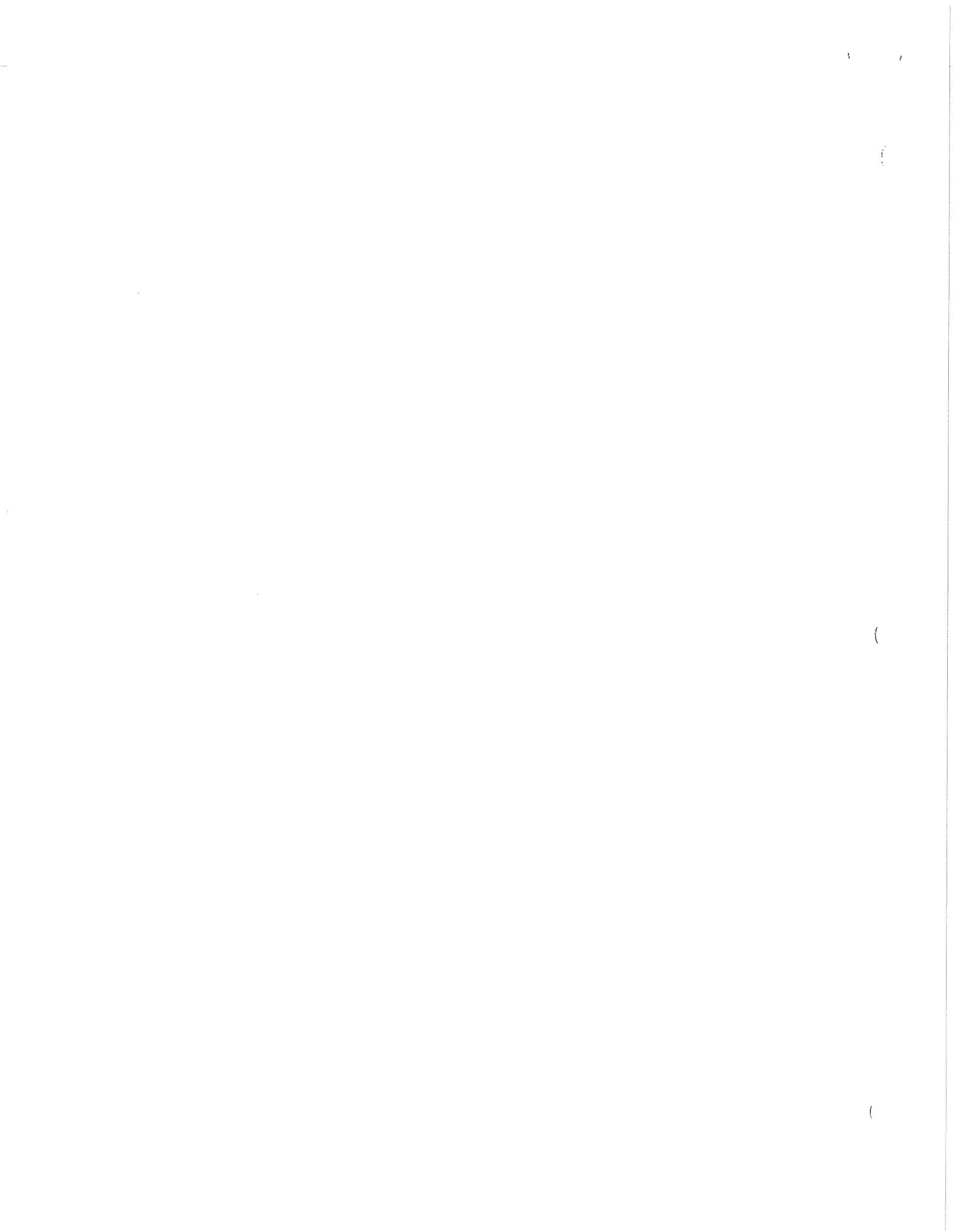
STAFF RECOMMENDATION

Staff recommends **denial** of the requested Interim Use Permit for the reasons stated in this report.

Respectfully Submitted,

Peter Hellegers

Peter Hellegers, City Planner



1001.03 2016

10/02/2016

South St. Paul Rod & Gun Club
600 Gun Club Rd.
South St. Paul, MN 55075

The South St. Paul Rod & Gun Club is requesting an IUP for the use of modified tractor trailer for a temporary firing line enclosure in our shotgun range on our premises.

During the site visit by Peter Hellegers, John Sachi, and Chris Hartzell we were made aware that the use of tractor trailer as a structure requires approval by the city. To comply with city ordinances we are requesting an IUP for the use of a tractor trailer as a temporary firing line enclosure in our shotgun range. The trailer will be used primarily to protect the shooters from the elements. It is used year round but it was designed to let members have a structure to use during the winter months that allows them to get out of the cold. It is currently open during our existing seasonal summer hours which is Tuesday, Thursday from 4pm to dusk, Wednesday 12pm to dusk, Friday 12pm to 4:30, and Saturday and Sunday 9am to 4:30pm. During the winter there is no shooting on Tuesday and Thursday's.

At this time we are requesting an IUP for the use of the shotgun shooting enclosure for a term of (5) five years.

As part of this process we have met with Linda McMillan and Steve Wenzel of South Metro Fire to address any concerns with fire safety. We are also arranging a site visit with the building inspector, Joe Heimkes to evaluate any questions with the building code.

This trailer is a temporary structure which we shoot from during daylight hours only. We do not intend to shoot after dusk at this time so we are not installing any exterior lights.

We also do not intend to do any landscaping or tree planting in the direct vicinity. The location and elevation may change as we continue to import fill and develop the site. As we finish grading and construction in other areas of the site we will be planting a mixture of evergreen and deciduous trees for screening and noise mitigation.

Accompanied with this narrative are pictures of the trailer and a site survey with the location of the existing trailer.

The South St. Paul Rod & Gun Club will be presenting a PUD application next year for continuing site development that would include the addition of a permanent structure to replace the trailer and address location, elevation, and other site improvements.

Thank you for your consideration.
South St. Paul Rod & Gun Club

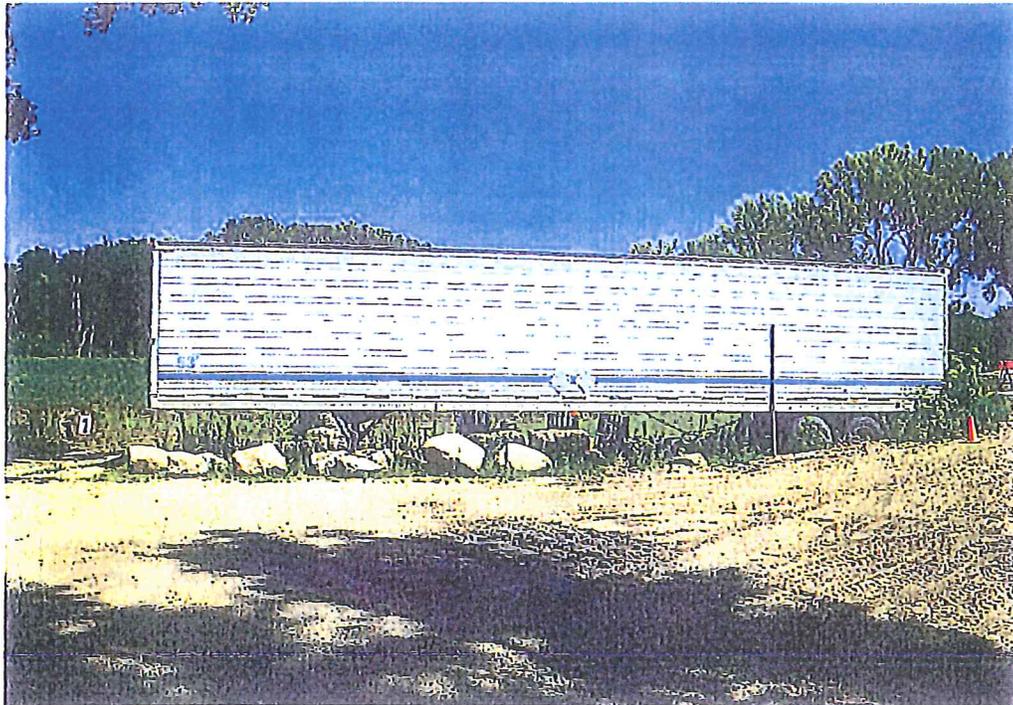


Google earth

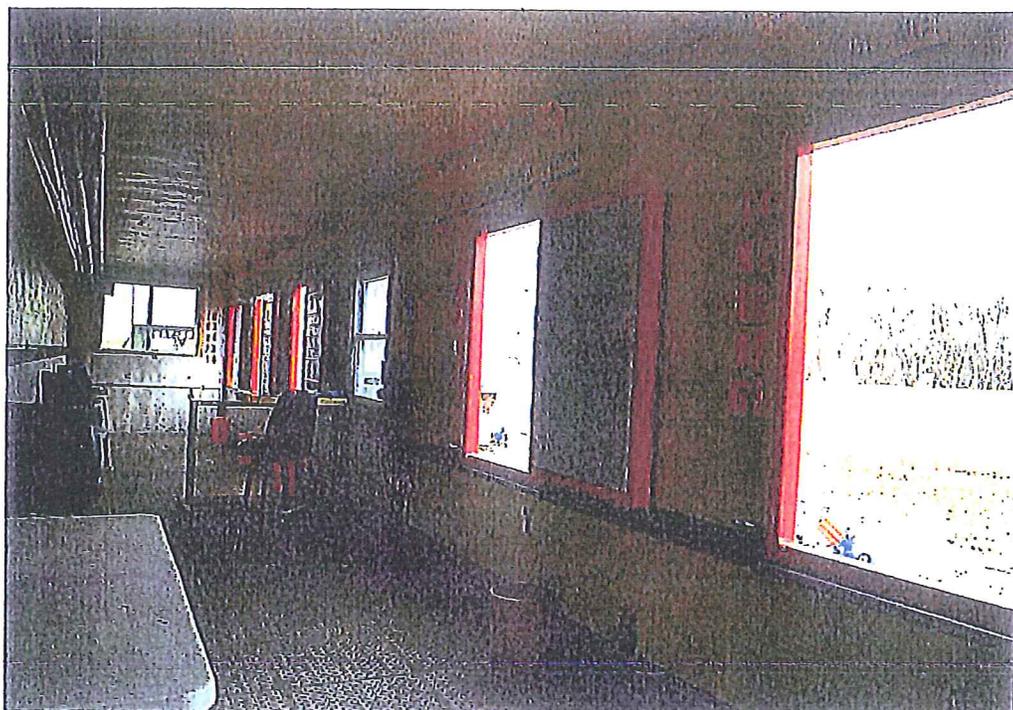


EXISTING SHOTGUN RANGE TRAILER









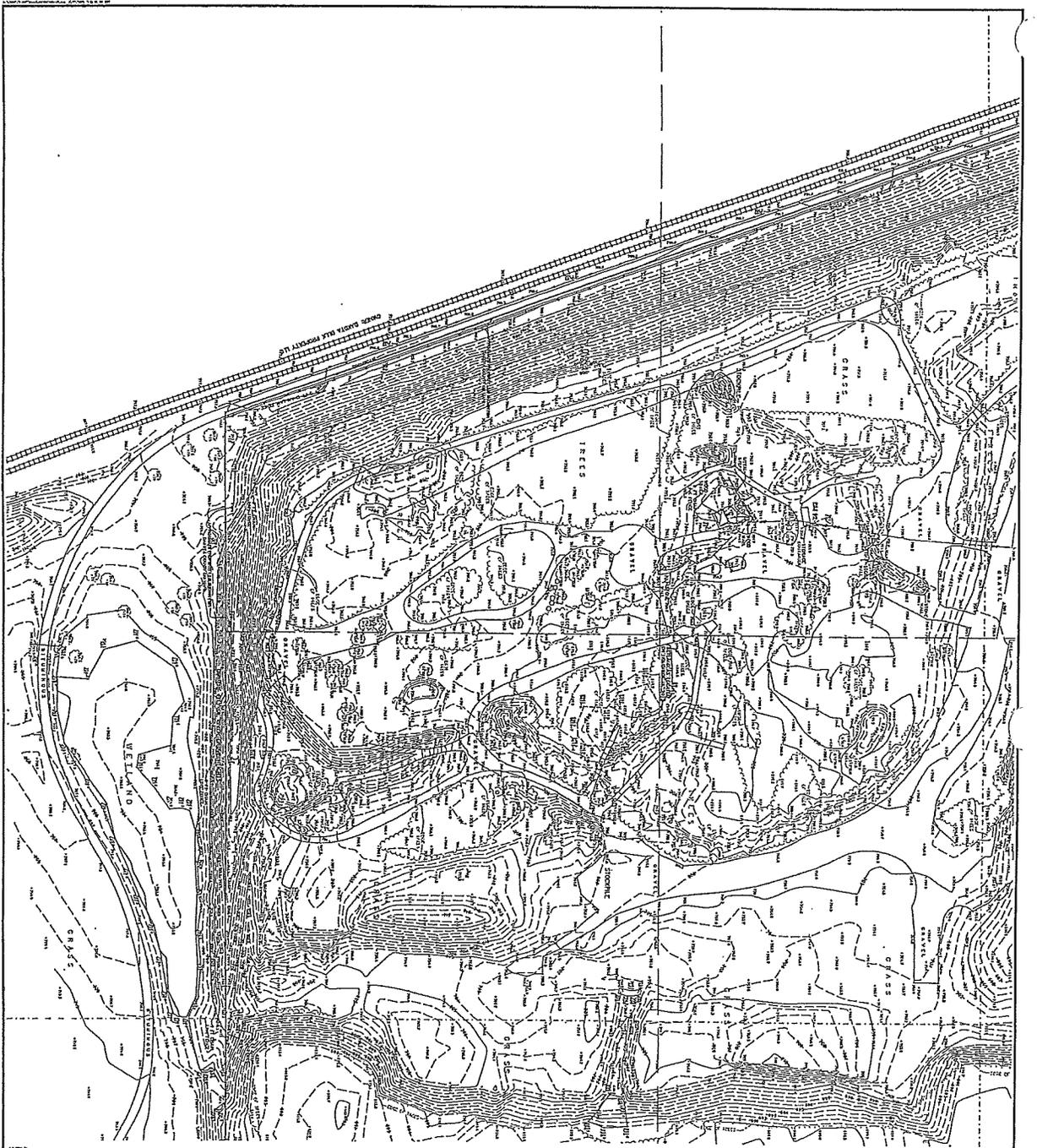
THIS MAP WAS PREPARED BY THE MISSISSIPPI STATE SURVEY, MISSISSIPPI, UNDER THE SUPERVISION OF THE STATE ENGINEER, MISSISSIPPI.

SHEET A-1

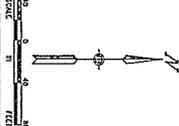
MISSISSIPPI ENGINEERING AND SURVEYING BOARD
SOUTH ST. PAUL ROAD & GUN CLUB
SUNDE
ENGINEERS AND SURVEYORS
1000 N. GULF BLVD., SUITE 100, JACKSON, MISSISSIPPI 39201
PHONE: (601) 353-1111
FAX: (601) 353-1112
WWW.SUNDEENGINEERS.COM

EXISTING LOCATION





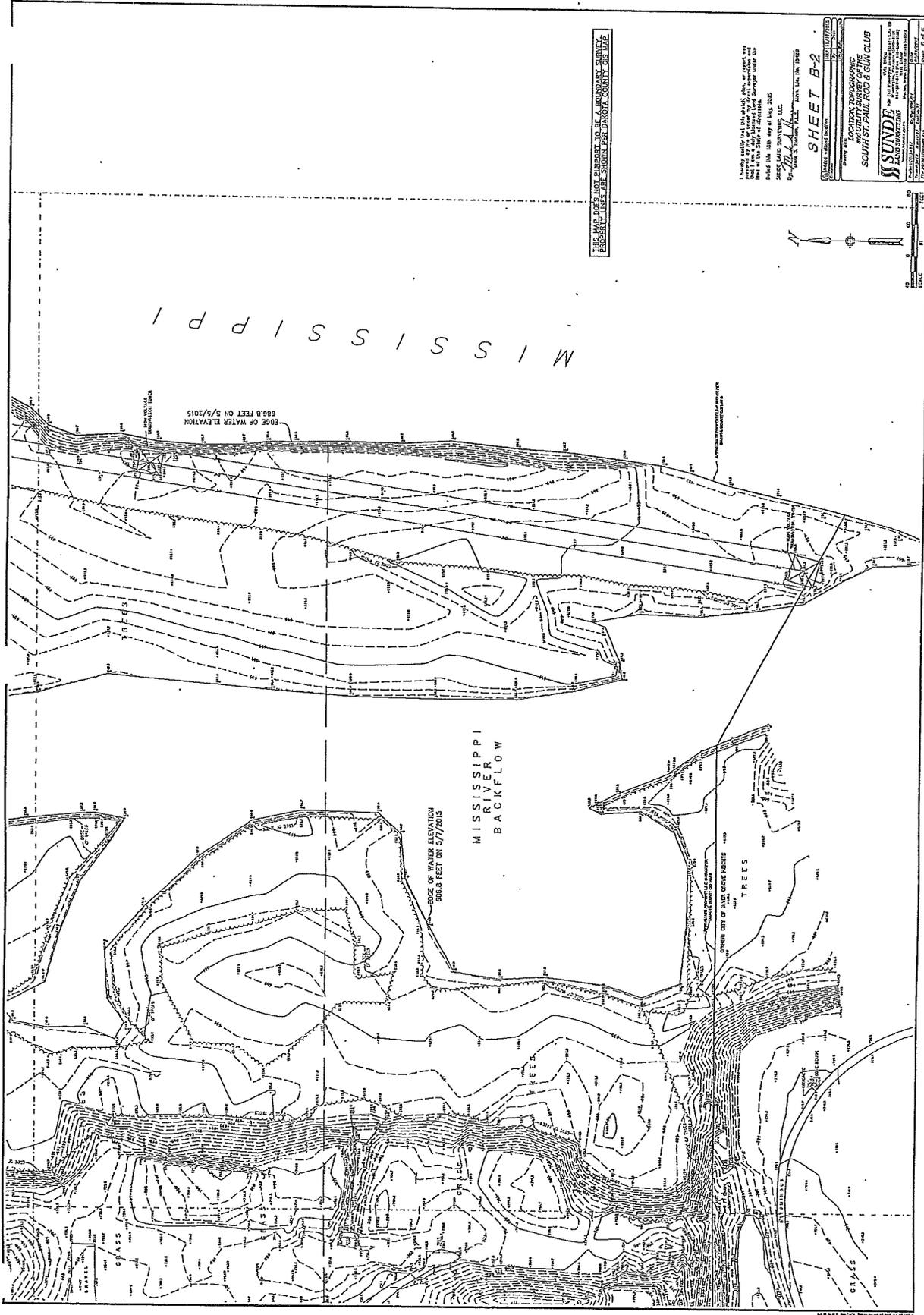
THE LIGHTS ARE PERMANENTLY BEACONED SUBJECTS
 TO THE SOUTH OF THE LIGHTS ARE BEACONED SUBJECTS



I hereby certify that this map, plan, or report was
 made by me or under my direct supervision and
 that I am a duly Licensed Land Surveyor under the
 laws of the State of South Carolina.
 Signed and sworn to this 10th day of June, 2015.
 By: **M. A. HARRIS**
 M. A. HARRIS, LICENSED LAND SURVEYOR, No. 12345
SHEET B-1

OWNER: SUNDY REAL ESTATE DEVELOPMENT, INC.
PROJECT: SUNDY REAL ESTATE DEVELOPMENT, INC.
LOCATION: 10000 SUNDY REAL ESTATE DEVELOPMENT, INC.
DATE: 10/10/15
SCALE: 1" = 400'
PROJECT NO.: 10000

SUNDY REAL ESTATE DEVELOPMENT, INC.
 10000 SUNDY REAL ESTATE DEVELOPMENT, INC.
 10000 SUNDY REAL ESTATE DEVELOPMENT, INC.
 10000 SUNDY REAL ESTATE DEVELOPMENT, INC.
 10000 SUNDY REAL ESTATE DEVELOPMENT, INC.



M I S S I S S I P P I

THIS MAP DOES NOT REPRESENT THE BOUNDARY LINES OF ANY PROPERTY AND SHOULD NOT BE USED FOR THAT PURPOSE.

I hereby certify that this map has been prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Mississippi. I certify that this map was prepared on the 15th day of May, 2014.

[Signature]
 PROFESSIONAL ENGINEER
 STATE OF MISSISSIPPI
 License No. 100,000,000

SHEET B-2

DATE	12/15/2013
PROJECT	PROPERTY SURVEY FOR THE SOUTH ST. PAUL ROD & GUN CLUB
SCALE	AS SHOWN
BY	W. SUNDE
CHECKED BY	W. SUNDE
DATE	12/15/2013
PROJECT	PROPERTY SURVEY FOR THE SOUTH ST. PAUL ROD & GUN CLUB
SCALE	AS SHOWN
BY	W. SUNDE
CHECKED BY	W. SUNDE
DATE	12/15/2013



Planning Commission Meeting Date: Wednesday, December 7, 2016	 City of South St. Paul Planning Commission Report	PC Agenda Item: 4.A
---	--	-----------------------------------

2017 Planning Commission Meeting Schedule

The Planning Commission has the following regular meeting dates scheduled for 2017:

- January 4th
- February 1st
- March 1st
- April 5th
- May 3rd
- June 7th
- * July 5th or 12th ?
- August 2nd
- September 6th
- October 4th
- November 1st
- December 6th

**Due to the Independence Day holiday on July 4th the Planning Commission may wish to have their July meeting on the 12th instead of the 5th. The Commission should discuss which date they would prefer to hold the July meeting.*

The Planning Commission may also hold occasional work session meetings which would typically be held immediately before or after the regular meetings. Special meetings could also be held but staff will typically try to also hold those on Wednesday evenings where possible and in any event would get notice to the Planning Commission as soon as possible to alert of a special meeting date.

Respectfully Submitted,

Peter Hellegers

Peter Hellegers, City Planner