

Commissioners: Julie Kimble Michelle Kruzell Tammy McGehee Michelle Pribyl Karen Schaffhausen Erik Bjorum Pamela Aspnes	Planning Commission Agenda Wednesday, January 4, 2023 6:30pm Members of the public who wish to speak during public comment or on an agenda item may do so in person during this meeting or virtually by registering at www.cityofroseville.com/attendmeeting.	Address: 2660 Civic Center Dr. Roseville, MN 55113 Phone: 651-792-7080 Website: www.cityofroseville.com/pc
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1. Call To Order
2. Roll Call
3. Approval Of Agenda
4. Review Of Minutes

Documents:

[DECEMBER 7, 2022 MINUTES.PDF](#)

5. Communications And Recognitions
 - 5.A. From The Public:
Public comment pertaining to general land use issues not on this agenda.
 - 5.B. From The Commission Or Staff:
Information about assorted business not already on this agenda.
6. Public Hearing
 - 6.A. Consider A Request By AUNI Holdings In Coordination With FedEx For A Conditional Use To Allow A Parking Lot As A Principal Use At 2373 And 2395 County Road C2 (PF22-015)

Documents:

[6A REPORT.PDF](#)
[ATTACHMENT A.PDF](#)
[ATTACHMENT B.PDF](#)
[ATTACHMENT C.PDF](#)

7. Adjourn



**Planning Commission Regular Meeting
City Council Chambers, 2660 Civic Center Drive
Draft Minutes – Wednesday, December 7, 2022 – 6:30 p.m.**

1. Call to Order

Chair Kimble called to order the regular meeting of the Planning Commission meeting at approximately 6:30 p.m. and reviewed the role and purpose of the Planning Commission.

2. Roll Call

At the request of Chair Kimble, City Planner Thomas Paschke called the Roll.

Members Present: Chair Julie Kimble, and Commissioners Tammy McGehee, Karen Schaffhausen, Pamela Aspnes and Erik Bjorum.

Members Absent: Vice Chair Michelle Pribyl and Commissioner Michelle Kruzel

Staff Present: City Planner Thomas Paschke, Community Development Director Janice Gundlach and Senior Planner Bryan Lloyd.

3. Approve Agenda

MOTION

Member McGehee moved, seconded by Member Schaffhausen, to approve the agenda as presented.

Ayes: 5

Nays: 0

Motion carried.

4. Review of Minutes

a. November 2, 2022 Planning Commission Regular Meeting

Chair Kimble indicated there were some changes made that were sent to staff as well as her name was misspelled in a few places.

MOTION

Member McGehee moved, seconded by Member Bjorum, to approve the November 2, 2022 meeting minutes.

Ayes: 5

Nays: 0

Motion carried.

5. Communications and Recognitions:

- 42
43 **a. From the Public:** *Public comment pertaining to general land use issues not on this*
44 *agenda, including the 2040 Comprehensive Plan Update.*

45
46 None.

- 47
48 **b. From the Commission or Staff:** *Information about assorted business not already on*
49 *this agenda, including a brief update on the 2040 Comprehensive Plan Update*
50 *process.*

51
52 None.

53
54 **6. Public Hearing**

- 55
56 **a. Hold a Public Hearing and Make A Recommendation Regarding Phase Two**
57 **Zoning Code Amendments**

58 Chair Kimble opened the public hearing for Phase Two Zoning Code Amendments at
59 approximately 6:34 p.m. and reported on the purpose and process of a public hearing.
60 She advised this item will be before the City Council January 30, 2023.

61
62 Community Development Director Gundlach summarized the request as detailed in
63 the staff report dated December 7, 2022. She introduced the Jeff Miller and Rita
64 Trapp from HKGI Consulting.

65
66 Mr. Miller and Ms. Trapp highlighted the Phase Two Zoning Code Amendments with
67 the Commission.

68
69 Chair Kimble thanked staff, the Commission, and the consultants for everything that
70 has been done and discussed.

71
72 Member McGehee wondered if there could be an addition made to impervious
73 surface because there was a huge issue a while ago that swimming pools are
74 impervious surface, and they are impervious surface and the DNR agreed but it was
75 not in the list of three items. She asked if anything was done with wetlands or was it
76 something separate from this shoreland. She did not see anything regarding DNR
77 regulated wetlands.

78
79 Ms. Gundlach knew there were some wetland regulations in the existing Shoreland
80 Ordinance which is being pulled out and putting into a different section of City Code
81 which is not under the purview of the Planning Commission, which is why it is not
82 being seen in this information.

83
84 Ms. Trapp explained in the Public Works area where all of the ponding and
85 stormwater management is listed there will be a new section added. The best
86 practices from the Watershed District were taken and will continue to be a part of it.
87

88 Member McGehee explained she did not know if the gross square footage of a
89 building was the amount of first floor coverage, or it based on how many floors. She
90 wondered how gross square footage for a building was computed.
91

92 Chair Kimble explained gross square footage is everything and is specific to where it
93 is measured on the exterior of the wall. She indicated there are very specific
94 calculations done to figure it out.
95

96 Member McGehee indicated she would like an example of a building that is built to
97 the current requirements of Roseville, how much open square footage there typically
98 is.
99

100 Ms. Gundlach indicated staff would have to go back to one of the first meetings to get
101 that information because Mr. Paschke did go and do some examples of what the City
102 actually did recently with some of the newer apartment-built sites to see if that made
103 sense based on what was actually happening. This information was previously
104 provided to the Commission.
105

106 Member McGehee explained one other thing was in the table of points, the Shoreland
107 Ordinance, restoring the shoreland only gets one point and it seemed fairly important
108 to her in terms of public waters, unless staff feels it is sufficiently covered in the
109 materials being put in Code. She thought it seemed a little low unless staff felt it is
110 unnecessary because it is so heavily done but if nobody asks for a permit or variance
111 then there is no particular reason for restoration.
112

113 Chair Kimble felt like where the City landed on the chart and points was that because
114 this can be changed, she thought everyone agreed to leave the points as they are and
115 test it. She thought quite a few changes were made prior to what is being presented
116 for approval now.
117

118 Ms. Gundlach explained the number of points assigned; staff tried to correlate to the
119 actual cost that the developer would incur in order to do that. The shoreland
120 restoration, depending on how it is done might not be as costly, but in addition to cost
121 is the ease of being able to do it, and these reasons deserved larger points. She noted
122 that is what she recalled the Commission discussion being surrounding the point
123 values. Obviously, the Planning Commission can make a decision of what that
124 number should be but that was the decision that was made at previous discussions.
125

126 The Commission discussed with staff the definition of swimming pools and thought
127 the definition should include “in ground swimming pools”.
128

129 Member McGehee asked what the City wanted to do as a sustainability effort because
130 a tree has a big definition. There is everything from a Columnar Oak to an actual
131 Savannah Tree and what is it that the City is really aiming for.
132

133 Ms. Gundlach thought what the City was aiming for is a good balance between how
134 many trees are suitable to be planted on a site based on how the Zoning Code allows

that site to be developed. If the Zoning Code allows a multi-family property of a certain number of units and a certain amount of parking stalls once it is put on a site, there is only so much space left to plant trees. Staff was trying to come up with a reasonable standard for how many trees could fit in that space left to be planted. That is where staff came up with what is in the amendment based on review of what other cities had done, based on what the City Forester felt was reasonable, and then just to make sure Mr. Paschke went and looked at some multi-family properties that the City recently developed to see if things were sort of in line and she thought what Mr. Paschke was saying is those sites generally shoved more trees than probably will be able to thrive just because the development needed a variance and were trying to get them as close to compliance as possible so the standard staff came up with was kind of striking the right balance.

Member McGehee wondered if staff wanted to look at the broader sustainability picture, the shade, the canopy of the City and so on and how much impervious surface the City Code actually allows for commercial and multi-family. Apart from this, that is a separate question that she was simply raising as the City moves toward sustainability and environmental issues.

Ms. Gundlach noted on the Phase One amendments the City decreased the amount of improvement area for E-1 zoned properties and one could argue there is a sustainability element to that because they decreased how much a site could be covered. This was done to address the intensity across the commercial/industrial uses.

Member Schaffhausen indicated regarding equitability, she wondered that because this is innovative with not a lot of a benchmark with regard to how the City is going to apply this, how can the City create some sort of a rubric or because it is not included in the Zoning Code, how does the City make sure that the rules are applied equitably and that the changes are made in a way so that if the City decides to change the points available and what sits in the points, that it is clear and there is some degree of consistency to the people that are applying and asking for this. She thought it is an imperfect approach because this is new and she thought it was appropriate to keep it out of the Zoning Code for that exact reason, which means the City needs to be able to be flexible with it and both being flexible as well as equitable. She did not know if there was thought regarding how to apply this so that for each person that shows up it is fair.

Chair Kimble indicated staff has noted that any changes made will come back to the Planning Commission.

Ms. Gundlach indicated if staff were to make changes in the worksheet, because the worksheet is referenced in the Zoning Code the Planning Commission would get to weigh in and the Planning Commission cannot make any decision on its own so the City Council would be involved as well. She thought she understood the concern about making sure the standards are applied equitably across various projects, but every project is unique and almost impossible to achieve. She noted that this is also a

voluntary process, and the developer understands going into it that this is a little bit of a negotiation based on the specific characteristics of their project. What the developer is proposing to do and the incentives that the developer will be unlocking. The other thing she thought was important is the City Manager and City Council funded a full-time sustainability specialist beginning in 2023 and that person will have the primary responsibility, working with the planners, to review what is being proposed to make sure that the City is maximizing whatever it can, and the decisions being made are reasonable based on the specific characteristics of the project, but it is not a perfect system.

Chair Kimble noted when she looked at this it is very quantitative and is not a very subjective list so she did not know how it could be applied inequitably.

Commissioner Aspnes asked how the City will know this is worthwhile or whether it is achieving its purpose. Is there a process in place for this.

Ms. Gundlach explained it is going to take a project or two to see if it is worth their while and if people are not using it then there is no harm in it being in the Code. If people are using it, theoretically the sustainability specialist and the City planners, in working through the worksheet have found value otherwise the worksheet will not be approved.

Public Comment

No one came forward to speak for or against this request.

MOTION

Member McGehee moved, seconded by Member Aspnes, to recommend to the City Council approval of the Shoreland Overlay District, Repeal Chapter 1017 and replace into Chapter 1012, EV Charging Standards, amend Section 1019.04, new and revised definitions. Amend Section 1001.10, revise landscaping standards. Amend Section 1011.03, and add an amendment to create the sustainability incentives, Section 1001.13.

Ayes: 5

Nays: 0

Motion carried.

7. Other Business

- a. Consider 2023 Variance Board and Planning Commission Meeting Calendar**
Community Development Director Janice Gundlach presented the 2023 Variance Board and Planning Commission meeting calendar.

The Commission reviewed the meeting dates.

8. Adjourn

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MOTION

Member McGehee, seconded by Member Bjorum, to adjourn the meeting at 7:26 p.m.

Ayes: 5

Nays: 0

Motion carried.

ROSEVILLE
REQUEST FOR PLANNING COMMISSION ACTION

Agenda Date: **01/04/23**
Agenda Item: **6a**

Department Approval

Janice Gundlach

Agenda Section
Public Hearings

Item Description: Consider a Request by AUNI Holdings in coordination with FedEx for a Conditional Use to allow a parking lot as a principal use at 2373 and 2395 County Road C2 (PF22-015)

APPLICATION INFORMATION

Applicant: AUNI Holdings
Location: 2373 & 2395 County Road C2
Application Submission: 11/28/22; deemed complete 12/08/22
City Action Deadline: January 26, 2023
Zoning: Corridor Mixed-Use (MU-3) District

LEVEL OF DISCRETION IN DECISION MAKING: Action taken on a conditional use proposal is **quasi-judicial**; the City's role is to determine the facts associated with the request, and apply those facts to the legal standards contained in State Statute and City Code.

BACKGROUND

AUNI Holding, owner of 2929 Long Lake Road, recently executed a lease with FedEx to occupy and make substantial improvements to the existing building located at 2929 Long Lake Road. This lease also includes a commitment to improve the parcels immediately west of 2929 Long Lake Road along County Road C2 with surface parking facilities. FedEx's proposed use and employment needs at 2929 Long Lake Road necessitates the need to create additional employee parking and parking for FedEx delivery vans at 2373 and 2395 County Road C2.

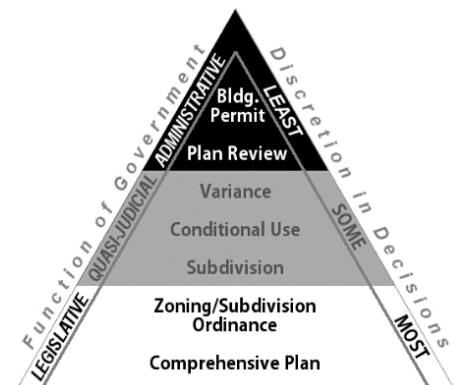


Table 1005-1 for the Mixed-Use Districts includes parking as a principal use and requires an approved Conditional Use (CU) that complies with City Code requirements, including §1009.02.C. The applicant has entered into a purchase agreement with Robert Beugen, owner of the two adjacent residentially-used properties at 2373 and 2395 County Road C2, and seeks approval of a CU to facilitate construction of surface parking lots on these two parcels.

The proposed site plan illustrates two distinct parking areas lying on each of the parcels located at 2373 and 2395 County Road C2. The storm water management facility serving the proposed surface parking areas lies within the unaddressed parcel located between 2929 Long Lake Road and 2373 County Road C2. The 2395 County Road C2 lot includes the secure van parking and the 2373 County Road C2 includes an employee parking lot. As currently proposed, the employee parking lot crosses over the shared lot line between 2395 and 2373 County Road C2.

In order to maintain this design, the property owner must combine 2373 and 2395 County Road C2 into a single property as the MU-3 zoning district requires a minimum 15-foot side yard parking setback. Alternatively, the property owner may elect to revise the proposed site plan to meet the minimum setback requirement.

While the Zoning Code provides little guidance for a parking lot as a principal use, aside from the general criteria found in §1009.02.C, Planning Division staff relies on other specific sections of the Zoning Code to determine overall compliance with other Zoning Code standards. These sections include 1011.03.B, *Buffer Area Screening*, 1011.03.C, *Parking Lot Landscaping*, and 1011.12.E.9, *Outdoor storage, fleet vehicles*. This report, and the associated site plan, only reviews the conditional use for the parking lots and otherwise assumes the project can or will comply with required City and Zoning Code standards prior to release of any necessary building permits, including rectifying the side yard parking lot setback issue.

CONDITIONAL USE ANALYSIS

REVIEW OF GENERAL CONDITIONAL USE CRITERIA: Section 1009.02.C of the Zoning Code establishes general standards and criteria for all conditional uses. When deciding on whether to approve or deny a conditional use, the Planning Commission (and City Council) must review the proposal and determine if compliance can be achieved with the stated findings.

The general code standards of §1009.02.C are as follows:

- a. *The proposed use is not in conflict with the Comprehensive Plan.* While a parking lot doesn't appreciably advance the goals of the Comprehensive Plan aside from facilitating continued investment in a property, Planning Division staff believes it does not conflict with the Comprehensive Plan either. More specifically, the General and Commercial Area Goals and Policies sections of the Comprehensive Plan include a number of policies related to reinvestment, redevelopment, quality development, and scale. The proposed parking lot is one component of a larger investment, which would align with the related goals and policies of the Comprehensive Plan.
- b. *The proposed use is not in conflict with a Regulating Map or other adopted plan.* The proposed use is not in conflict with such plans because none apply to the property.
- c. *The proposed use is not in conflict with any City Code requirements.* Planning Division staff finds the proposed parking can and will meet all applicable City Code requirements; moreover, a CONDITIONAL USE approval can be rescinded if the approved use fails to comply with all applicable Code requirements or any conditions of the approval.
- d. *The proposed use will not create an excessive burden on parks, streets, and other public facilities.* City staff has determined the proposed parking lot improvement will not create an excessive burden on parks, streets, or other public facilities. Specifically, these parking lots are associated with a major package delivery service (FedEx), whereby many employees do not work on-site as they are delivering packages. For those that do work on-site, it is not anticipated their use of the park and/or trail system would result in a burden, nor have City Parks Department staff expressed concerns to Planning Division staff. In fact, implementation of a condition of approval requiring installation of a trail will only improve upon the City's trail amenities.

The City Engineer has also determined there will be no significant traffic issues associated with the parking lot. A formal traffic study is not required. Existing traffic on County Road C2 is 3,300 vehicles per day and has adequate capacity for any increase in traffic. A

conservative estimate of new traffic generated from the parking lot is 752 new trips per day. The existing three-lane design of County Road C2 can accommodate the increased vehicle use.

- e. *The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.* Planning Division staff have determined the proposed parking lot(s) will not be injurious to the surrounding neighborhood; negatively impact traffic or property values; and will not otherwise harm the public health, safety, and general welfare given the existing impact of commercial uses already present and utilizing this corridor of County Road C2. Specifically, the 2040 Roseville Comprehensive Plan guides these parcels and those in direct proximity for Mixed-Use, and a rezoning to Corridor Mixed-Use was accomplished in November of 2021 to ensure consistency between the City's official Zoning Map and Comprehensive Plan. Prior to this change, the 2030 Comprehensive Plan and official City Zoning Map designated these parcels for High Density Residential. This change was made in anticipation of the residential parcels along County Road C2 to someday be redeveloped under more flexible zoning standards than the high-density residential designation offered. County Road C2, with existing traffic of 3,300 vehicles per day and a conservative increase of roughly 752 new vehicle trips, is adequately designed to accommodate this increase in traffic given the three-lane roadway design. Further, County Road C2 is already utilized by numerous industrial uses in the area with no issues. Lastly, although this parking lot will generate new trips within the general area, this use is less impactful than a number of permitted uses that could be redeveloped on the subject parcels.

PLANNING DIVISION RECOMMENDATION

On December 8 the Roseville Development Review Committee (DRC) met to review and consider the submitted parking lot proposal for 2373 & 2395 County Road C2. Although noting specific permit processes are required prior to receiving final approval, the DRC did not have any concerns with the application. The Planning Division recommends approval of the CU request to allow surface parking facilities as a principle use at 2373 & 2395 County Road C2, subject to the following conditions:

1. The installation of an 8-foot wide trail with 5-foot boulevard being installed along County Road C2 the length of the three parcels, per the Roseville Pathway Master Plan.
2. The property owner dedicates a pathway easement to the City for the 8-foot wide pathway prior to release of any permits.
3. Storm water management will be required per watershed and City requirements.
4. The wetland present at 2395 County Road C2 is delineated and the property owner/applicant meet RCWD's requirements to replace any permissible wetland loss either onsite or offsite through credits.
5. The improvements meet all applicable requirements of § 1011.03.B, Buffer Area Screening, §1011.03.C, Parking Lot Landscaping, and §1011.12.E.9, Outdoor storage, fleet vehicles, to the satisfaction of the City Planner, prior to submittal of a building permit.
6. The site plan is modified such that the employee parking includes a minimum 15-foot setback from the west property line or the property owner shall legally combine 2395 and 2373 County Road C2 into a single lot negating the need to meet the side yard setback requirement.

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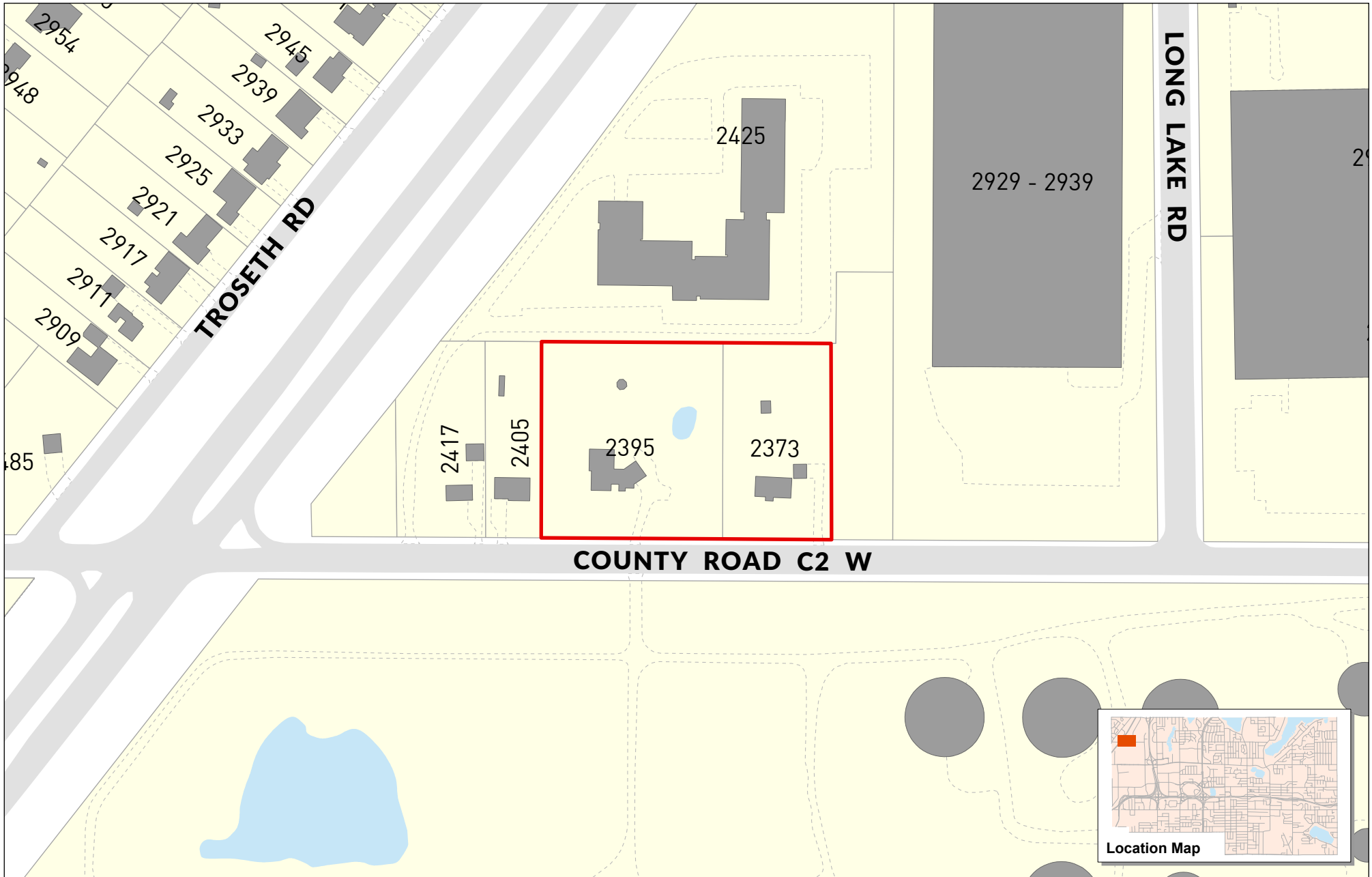
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Report prepared by: Thomas Paschke, City Planner, 651-792-7074 | thomas.paschke@cityofroseville.com

Attachments: A. Location Map B. Aerial photo
 C. Narrative/plans

Attachment A: Planning File 22-015



Prepared by:
Community Development Department
Printed: December 15, 2022



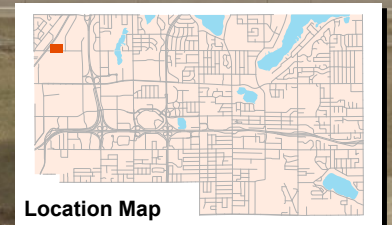
Data Sources
* Ramsey County GIS Base Map (11/29/2022)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

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Attachment B: Planning File 22-015



Prepared by:
Community Development Department
Printed: December 15, 2022

Data Sources

* Ramsey County GIS Base Map (11/29/2022)
* Aerial Data: EagleView (4/2022)
For further information regarding the contents of this map contact:
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November 22nd, 2022

City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Conditional Use Application for:

PID: 052923240015

**SECTION 5 TOWN 29 RANGE 23 FORMER LOTS 9 AND 10 OF BLK 4 VAC
...TO RD) IN SEC 5 TN 29 RN 23**

PID: 052923240014

**SECTION 5 TOWN 29 RANGE 23 SUBJ TO CO RD C 2 AND WITH ESMTS OF
RECORD ...OF NW 1/4 OF SEC 5 TN 29 RN 23**

PID: 052923240016

**SECTION 5 TOWN 29 RANGE 23 SUBJ TO RD, THE E 279 FT OF THE W 1820
FT ...THE NW 1/4 OF SEC 5 TN 29 RN 23**

Introduction:

We are writing to request the City of Roseville to consider a conditional use for the properties neighboring 2929 Long Lake Road.

Background:

2929 Long Lake Road (Parcel ID: 052923240007) is a 172,000 SF industrial facility owned by Scott Pieper in Roseville's industrial park. FedEx recently executed a 5-year lease with 2 3-year renewals effective October 1st, 2022. As part of this new lease, FedEx plans to invest heavily into the building and tap into the employment base of Roseville by hiring additional staff to serve the facility.

As such, the parking for the property is not adequate for their employees and FedEx and the owner of 2929 Long Lake Road have been looking for additional options to help FedEx's long term needs for the property.

In fall of 2022, we approached Robert Beugen who owns 3.91 acres to the west of 2929 Long Lake Road (PIDs: 052923240015, 052923240014, 052923240016) consisting of two single-family dwellings and a retention pond. Robert is interested in selling the properties to Scott Pieper so that FedEx can improve the site and have adequate employee parking adjacent to the 2929 Long Lake Road facility.

The sale of the parcels is contingent upon FedEx being able to use the site for parking, which is why we are making our request to the city for a conditional use.

Please see below explanation for the General Standards and Criteria to make your findings:

1. The proposed use is not in conflict with the Comprehensive Plan;

After review of the Comprehensive Plan, we do not believe the conditional use conflicts with Roseville's Comprehensive Plan. According to Roseville's Comprehensive Plan, "Roseville has high-quality employment opportunities that meet the needs of current and future residents." We believe the addition of this parking lot will allow FedEx to meet their employment needs and be able to draw and retain employees from Roseville and the surrounding areas. Currently, FedEx is running 51 delivery vans from the facility with plan to increase that number to 112 vans. The parking lot will serve to accommodate the additional employees needed as the number of vans in service increases.

The 2040 plan has zoning of Industrial and Utility with a small pocket of MU-3, Corridor Mixed-Use on the south end adjacent to Country Road C. We believe that the parking lot would be an ancillary use to the industrial zoning designation and not negatively impact the other zoning in place.

The Comprehensive plan also involves planning for people and jobs that are not yet here which is another contributing factor to increasing the employment base by making it easier for FedEx to use the property to its highest ability.

2. The proposed use is not in conflict with any Regulating Maps or other adopted plans;

Not applicable.

3. The proposed use is not in conflict with any City Code requirements;

We will work with the City and all government agencies to ensure the parking lot is not in conflict with any City Code requirements.

4. The proposed use will not create an excessive burden on parks, streets, and other public facilities; and

The proposed use will not have any effect on parks, streets, or other public facilities.

5. The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.

The proposed use calls for 183 parking stalls which we do not see as a burden on County Road C. Most traffic will flow at different times of the day and will not cause any congestion to the neighborhood or streets.

