Department of Community Planning and Economic Development – Planning Division
Conditional Use Permit, Variance, Site Plan Review
BZZ-2857

Date: March 27, 2006

Applicant: Irving Companies/James Gray, 2101 Hennepin Avenue South, Suite 107, Minneapolis, MN  55405

Addresses of Property: 3036 Grand Avenue South

Project Name: 3036 Grand Avenue South

Contact Person and Phone: Room Inc., Paul Pavlak, 4706 Nicollet Avenue South, Minneapolis, MN  55405, (612) 203-9824

Planning Staff and Phone: Becca Farrar, (612)673-3594

Date Application Deemed Complete: March 9, 2006

End of 60-Day Decision Period: May 7, 2006

End of 120-Day Decision Period: Not applicable for this application.


Existing Zoning: R5

Proposed Zoning: Not applicable for this application.

Zoning Plate Number: 25

Lot area: 5,900 square feet or .135 acres

Legal Description: Not applicable for this application.

Proposed Use: Three-story, 6-unit residential condominium development.

Concurrent Review:
- Conditional Use Permit to allow 6 residential units.
- Variance of the required interior side yard along the south property line from 9 feet to 5 feet.
- Variance of the required rear yard along the west property line from 9 feet to 6 feet (Application has been withdrawn).
- Site Plan Review.
Applicable zoning code provisions: Chapter 525: Article VII Conditional Use Permits, Article IX, Variances and Chapter 530 Site Plan Review.

Background: Room Inc., on behalf of Irving Companies, proposes to construct a 3-story, 6-unit condominium development on the property located at 3036 Grand Avenue South. Enclosed parking would be provided in a portion of the ground level of the proposed building. Two residential units would also be located at the ground level adjacent to Grand Avenue South. Two additional levels of housing would be located above the ground level. The garage would be accessed via the alley on the west side of the site.

The property is currently zoned R5 which permits multi-family residential developments. A conditional use permit and site plan review are required with residential developments consisting of 5 or more units. The applicant is also requesting a variance of the required interior side yard along the south property line from the required 9 feet to 5 feet for the proposed structure. The applicant had originally applied for a variance of the rear yard requirement as well, however, the proposal has since been modified to meet the requirement; therefore, the variance has been withdrawn.

Staff has received official correspondence from the Lyndale Neighborhood Association, which has endorsed the project. The correspondence has been attached for reference.

CONDITIONAL USE PERMIT - for 6 residential dwelling units

Findings as Required by the Minneapolis Zoning Code:

The Department of Community Planning and Economic Development – Planning Division has analyzed the application and from the findings above concludes that the establishment, maintenance, or operation of the proposed conditional use:

1. **Will not be detrimental to or endanger the public health, safety, comfort or general welfare.**

   Development of a 3-story, 6-unit residential condominium development would likely not have negative impacts on the area. There are several residential developments located within the general area that are multi-family and Staff believes that a residential development of moderate density would be compatible with the uses in the area. The project would likely not be detrimental to or endanger the public health, safety, comfort or general welfare.

2. **Will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal or orderly development and improvement of surrounding property for uses permitted in the district.**
The site is currently occupied by a duplex. Staff would not expect that a three-story, 6-unit owner occupied condominium building in an R5 district would be injurious to the use and enjoyment of other property in the vicinity and would likely not impede the normal or orderly development and improvement of surrounding property for uses permitted in the district. There are several other multi-family developments located within the general vicinity.

3. 
**Adequate utilities, access roads, drainage, necessary facilities or other measures, have been or will be provided.**

The site would be accessed via the alley on the west side of the property. The applicant proposes to locate a driveway on the north side of the site which would enter to the ground level enclosed parking proposed for the development. There is no surface parking proposed with this project. The Public Works Department will review the preliminary and final plan for compliance with standards related to access and circulation, drainage, and sewer/water connections. Staff is concerned with the maneuvering ability in the driveway on the north side of the site. Although the applicant is proposing a fence along the property line, Staff will require that the applicant install a fence as a condition of approval so that maneuvering vehicles do not encroach onto the adjacent property to the north.

4. 
**Adequate measures have been or will be provided to minimize traffic congestion in the public streets.**

The project would comply with the minimum number (5) of required off-street parking spaces, with the installation of a bike rack on site. Staff is concerned that the applicant is neglecting to provide one space per unit which could conceivably result in some additional congestion in the public streets. All parking spaces would be located in a portion of the ground level of the proposed development.

5. 
**Is consistent with the applicable policies of the comprehensive plan.**

The conditional use permit to allow 6 units of housing in a condominium development is consistent with the relevant provisions of the Minneapolis Plan, as follows:

**Relevant policy:** 9.5. Minneapolis will support the development of residential dwellings of appropriate form and density.

**Relevant Implementation Steps:**
- Promote the development of well designed moderate density residential dwellings adjacent to one or more of the following land use features: Growth Centers, Commercial Corridors, Community Corridors and Activity Centers.
The proposed conditional use permit would allow residential development of moderate density adjacent to a Commercial Corridor.

6. And, does in all other respects conform to the applicable regulations of the district in which it is located upon approval of this conditional use permit, the rezoning request, relevant variances, and site plan review.

If all land use/zoning applications are approved including a conditional use permit, variance and site plan review, the proposal would comply with all provisions of the R5 District.

**VARIANCE**

1. **Variance of the required interior side yard along the south property line from 9 feet to 5 feet:** Staff believes that granting the setback variance is reasonable and strict adherence to the regulations of the zoning code could cause an undue hardship. The width of the proposed structure has been designed to accommodate enclosed parking. By requiring the applicant to meet the setback, the development would not be able to accommodate both the parking and adequate maneuvering space for the enclosed spaces. There is an adjacent residential structure along the south property which is located approximately 7 feet from said property line. Additionally, in the R5 district no new single or two-family dwelling could be constructed on the property. The proposed width of the structure at 32 feet is modest for a multi-family structure.

2. **Variance of the required rear yard along the west property line from 9 feet to 6 feet** *(Application has been withdrawn).*

**Findings as Required by the Minneapolis Zoning Code for the Variance:**

1. **The property cannot be put to a reasonable use under the conditions allowed and strict adherence to the regulations of this zoning ordinance would cause undue hardship.**

**Interior side yard along the south property line from 9 feet to 5 feet:** The circumstances could be considered unique to warrant the granting of the variance to allow the building to be constructed within the interior side yard setback in order to provide enclosed parking for the proposed dwelling units.
3. The granting of the variance will be in keeping with the spirit and intent of the ordinance and will not alter the essential character of the locality or be injurious to the use or enjoyment of other property in the vicinity.

**Interior side yard along the south property line from 9 feet to 5 feet:** Granting the setback variance would likely be in keeping with the spirit and the intent of the ordinance. Further, granting a setback variance along the south property line for the proposed development would likely not alter the essential character of the locality or be injurious to the use or enjoyment of other property in the vicinity. The reduced setback would be located on the south side of the property and therefore, would not shadow the property to the south. Additionally, there are several structures of similar size within the general vicinity that are located closer than 5 feet to the property line along the interior lot lines. For example, the property to the north is located 2 feet from the north property line at the closest point.

4. The proposed variance will not substantially increase the congestion of the public streets, or increase the danger of fire, or be detrimental to the public welfare or endanger the public safety.

**Interior side yard along the south property line from 9 feet to 5 feet:** Staff believes that the granting of the variance would likely have little impact on congestion of area streets or fire safety, nor would the proposed setback be detrimental to welfare or public safety.

**SITE PLAN REVIEW:**

**Required Findings for Site Plan Review**

A. The site plan conforms to all applicable standards of Chapter 530, Site Plan Review. (See Section A Below for Evaluation.)

B. The site plan conforms to all applicable regulations of the zoning ordinance and is consistent with applicable policies of the comprehensive plan and applicable small area plans adopted by the city council. (See Section B Below for Evaluation.)

**Section A: Conformance with Chapter 530 of Zoning Code**

**BUILDING PLACEMENT AND FAÇADE:**

- Placement of the building shall reinforce the street wall, maximize natural surveillance and visibility, and facilitate pedestrian access and circulation.
- First floor of the building shall be located not more than eight (8) feet from the front lot line (except in C3S District or where a greater yard is required by the zoning ordinance). If located on corner lot, the building wall abutting each street shall be subject to this requirement.
The area between the building and the lot line shall include amenities.

The building shall be oriented so that at least one (1) principal entrance faces the public street. In the case of a corner lot, the principal entrance shall face the front lot line.

Except in the C3S District, on-site accessory parking facilities shall be located to the rear or interior of the site, within the principal building served, or entirely below grade.

For new construction, the building walls shall provide architectural detail and shall contain windows as required by Chapter 530 in order to create visual interest and to increase security of adjacent outdoor spaces by maximizing natural surveillance and visibility.

In larger buildings, architectural elements, including recesses or projections, windows and entries, shall be emphasized to divide the building into smaller identifiable sections.

Blank, uninterrupted walls that do not include windows, entries, recesses or projections, or other architectural elements, shall not exceed twenty five (25) feet in length.

Exterior materials shall be durable, including but not limited to masonry, brick, stone, stucco, wood, metal, and glass.

The exterior materials and appearance of the rear and side walls of any building shall be similar to and compatible with the front of the building.

The use of plain face concrete block as an exterior material shall be prohibited fronting along a public street, public sidewalk, public pathway, or adjacent to a residence or office residence district.

Entrances and windows:

Residential uses:

- Principal entrances shall be clearly defined and emphasized through the use of architectural features such as porches and roofs or other details that express the importance of the entrance. Multiple entrances shall be encouraged. Twenty (20) percent of the walls on the first floor and ten (10) percent of the walls on each floor above the first that face a public street, public sidewalk, public pathway, or on-site parking lot, shall be windows as follows:
  a. Windows shall be vertical in proportion.
  b. Windows shall be distributed in a more or less even manner.

Nonresidential uses:

Principal entrances shall be clearly defined and emphasized through the use of architectural features such as roofs or other details that express the importance of the entrance. Multiple entrances shall be encouraged. Thirty (30) percent of the walls on the first floor and ten (10) percent of the walls on each floor above the first that face a public street, public sidewalk, public pathway, or on-site parking lot, shall be windows as follows:
  a. Windows shall be vertical in proportion.
  b. Windows shall be distributed in a more or less even manner.
  c. The bottom of any window used to satisfy the ground floor window requirement may not be more than four (4) feet above the adjacent grade.
  d. First floor or ground floor windows shall have clear or lightly tinted glass with a visible light transmittance ratio of 0.6 or higher.
  e. First floor or ground floor windows shall allow views into and out of the building at eye level. Shelving, mechanical equipment or other similar fixtures shall not block views into and out of the building in the area between four (4) and seven (7) feet above the adjacent grade. However, window area in excess of the minimum required area shall not be required to allow views into and out of the building.
  f. Industrial uses in Table 550-1, Principal Industrial Uses in the Industrial Districts, may provide less than thirty (30) percent windows on the walls that face an on-site parking lot, provided the parking lot is not located between the building and a public street, public sidewalk or public pathway.

Minimum window area shall be measured as indicated in section 531.20 of the zoning code.
The form and pitch of roof lines shall be similar to surrounding buildings.

Parking Garages: The exterior design shall ensure that sloped floors do not dominate the appearance of the walls and that vehicles are screened from view. At least thirty (30) percent of the first floor building wall that faces a public street, public sidewalk or public pathway shall be occupied by active uses, or shall be designed with architectural detail or windows, including display windows, that create visual interest.

The proposed structure is located at the required setback line as the proposal is subject to a front yard increase per 546.160. Therefore, the required setback would be 17 feet 9 inches. One principal 6-unit residential structure is proposed for the site. The building is oriented towards the street, reinforcing the street edge with ground level units fronting on to Grand Avenue South.

There are principal entrances that face the public street. The proposed development does incorporate principal entries to the two ground level units as well as a principal building entry into a lobby area along Grand Avenue South. The building reinforces the street wall, maximizes natural surveillance and facilitates pedestrian access. Staff would encourage the applicant to incorporate some architectural feature(s) to articulate or emphasize the principal building entry in order to separate it from the private entrances. The area between the building and the public streets would have new and existing tree plantings, sod and shrubs.

The façade of the proposed residential building located along Grand Avenue South incorporates windows that meet the 20 window requirement on the first floor as there is the principal building entrance as well as two private entrances to the residential units located on the ground floor. The windows proposed between 2 and 10 feet provide natural surveillance and visibility by having active residential uses located along the public street. The proposed development meets the 10% window requirement on each floor above the first floor that faces the public street and public sidewalk. The upper level windows are off-set in location and appearance.

The exterior materials and appearance of the rear and side walls of the proposed buildings are proposed to be similar to and compatible with the front of the building. The proposed materials will be brick, steel/metal siding and burnished block. The proposed building appears to incorporate some architectural elements including recesses and projections, windows and entries. The south ground floor elevation would need to be modified as there are blank uninterrupted walls that exceed 25 feet in width. The north ground floor elevation has a similar issue as large garage doors dominate the elevation. Staff would suggest that the applicant incorporate garage doors that have windows in order to meet the requirement. Alternative compliance would be necessary.

The form and pitch of the roof line would be flat and compatible with surrounding buildings in the general area.
No parking ramp is proposed as part of the development. All parking proposed for the development would be located in a ground level enclosed garage.

ACCESS AND CIRCULATION:

- Clear and well-lighted walkways of at least four (4) feet in width shall connect building entrances to the adjacent public sidewalk and to any parking facilities located on the site.
- Transit shelters shall be well lighted, weather protected and shall be placed in locations that promote security.
- Vehicular access and circulation shall be designed to minimize conflicts with pedestrian traffic and surrounding residential uses.
- Traffic shall be directed to minimize impact upon residential properties and shall be subject to section 530.150 (b) related to alley access.
- Site plans shall minimize the use of impervious surfaces.

The principal entrance of the proposed building is connected via a 5-foot wide concrete walk to the public sidewalk. The parking facilities are located at the rear of the building in the ground level garage. An entry to the lobby is being provided for residents that park in the garage.

There are no transit shelters within the development.

The proposed development has been designed to minimize conflicts with pedestrian traffic and surrounding residential uses. However, the proposed layout of the enclosed garage necessitates that a driveway be located adjacent to the north interior side yard, adjacent to a residential use. The applicant is proposing to install a new 6-foot high wood fence along the north interior side yard for screening purposes.

There would likely be minimal impacts on the adjacent residential properties.

There is a public alley adjacent to the site. The alley would be utilized to access the ground level garage proposed as part of the development.

The site has been designed to minimize the use of impervious surfaces through landscaping, however, Staff believes that the impervious area on site could be further condensed with a reduction in the driveway paving adjacent to the north property line in order to comply with the permitted obstruction requirements of section 541.260 of the zoning code. Further, the applicant’s plan currently indicates that refuse containers would be accessed via a grass area. Any additional pavement in the rear yard must comply with the standards of Table 535-1 of the zoning code and the overall impervious surface standards.
LANDSCAPING AND SCREENING:

- The composition and location of landscaped areas shall complement the scale of the development and its surroundings.
  - Not less than twenty (20) percent of the site not occupied by buildings, including all required landscaped yards, shall be landscaped as specified in section 530.160 (a).
- Required screening shall be six (6) feet in height, unless otherwise specified, except in required front yards where such screening shall be three (3) feet in height.
- Except as otherwise provided, required screening shall be at least ninety-five (95) percent opaque throughout the year. Screening shall be satisfied by one or a combination of the following:
  - A decorative fence.
  - A masonry wall.
  - A hedge.
- Parking and loading facilities located along a public street, public sidewalk or public pathway shall comply with section 530.170 (b), including providing landscape yards along a public street, public sidewalk or public pathway and abutting or across an alley from a residence or office residence district, or any permitted or conditional residential use.
- The corners of parking lots where rows of parking spaces leave areas unavailable for parking or vehicular circulation shall be landscaped as specified for a required landscaped yard. Such spaces may include architectural features such as benches, kiosks or bicycle parking.
- In parking lots of ten (10) spaces or more, no parking space shall be located more than fifty (50) feet from the center of an on-site deciduous tree. Tree islands located within the interior of a parking lot shall have a minimum width of seven (7) feet in any direction.
- All other areas not governed by sections 530.160 and 530.170 and not occupied by buildings, parking and loading facilities or driveways, shall be covered with turf grass, native grasses or other perennial flowering plants, vines, mulch, shrubs or trees.
- Installation and maintenance of all landscape materials shall comply with the standards outlined in section 530.210.
- The city planning commission may approve the substitution or reduction of landscaped plant materials, landscaped area or other landscaping or screening standards, subject to section 530.80, as provided in section 530.220.

The proposal does meet the 20% landscape requirement. The total site area is 5,900 square feet or .135 acres and the proposed building footprint on the site would be 3,012 square feet. A total of 578 square feet of landscaping would be necessary to meet the 20% requirement. The applicant is providing approximately 866 square feet or approximately 30%. The zoning code requires that there be at least 1 tree and 6 shrubs. The applicant is proposing to provide 1 tree and 4 shrubs. Staff would require that the applicant modify the landscape proposal to include the minimum quantities.

ADDITIONAL STANDARDS:

- All parking lots and driveways shall be designed with wheel stops or discontinuous curbing to provide on-site retention and filtration of stormwater. Where on-site retention and filtration is not practical, the parking lot shall be defined by six (6) inch by six (6) inch continuous concrete curb.
- Lighting shall comply with the requirements of Chapter 535 and Chapter 541. A lighting diagram may be required.
• Parking and loading facilities and all other areas upon which vehicles may be located shall be screened to avoid headlights shining onto residential properties.
• To the extent practical, site plans shall minimize the blocking of views of important elements of the city.
• To the extent practical, buildings shall be located and arranged to minimize shadowing on public spaces and adjacent properties.
• To the extent practical, buildings shall be located and arranged to minimize the generation of wind currents at ground level.
• Site plans shall include crime prevention design elements as specified in section 530.260 related to:
  • Natural surveillance and visibility
  • Lighting levels
  • Territorial reinforcement and space delineation
  • Natural access control
• To the extent practical, site plans shall include the rehabilitation and integration of locally designated historic structures or structures that have been determined to be eligible to be locally designated. Where rehabilitation is not feasible, the development shall include the reuse of significant features of historic buildings.

All parking is being proposed in an enclosed garage at the rear of the site. The water as proposed would drain to either the street or alley, not to any adjacent lots.

The applicant is proposing to install decorative, wall mounted light fixtures throughout the site. A photometric plan was not submitted as part of the application. All lighting will need to be downcast and shielded to avoid undue glare. All lighting shall comply with Chapters 535 and 541 and Planning Staff shall review the details of the fixtures in the final review prior to permit issuance.

The City’s CPTED officer has recommended that any additional plantings follow the 3’ – 7’ rule to allow visibility on site. No additional comments were available prior to the printing of this report as the applicant has been unable to submit acceptable documents for the Preliminary Development Review (PDR) meeting.

The parking facilities have been designed to avoid headlights from shining on adjacent properties. There are adjacent residential properties that could be impacted as all vehicular access to and from the site would be off the alley and driveway on the north side of the property. As previously mentioned, the applicant is proposing to install a 6-foot tall wood fence to provide some screening along the north property line.

Staff would not expect the proposal to result in the blocking of views, shadowing of public space or adjacent properties. The proposed building would also not be expected to have significant impacts on light, wind and air in relation to the surrounding area.

Section B: Conformance with All Applicable Zoning Code Provisions and Consistency with the Comprehensive Plan and Applicable Small Area Plans Adopted by the City Council
ZONING CODE - The proposed use is conditional in the R5 District

With the approval of the conditional use permit, variance and site plan review this development would meet the requirements of the R5 zoning district.

Specific Development Standards: Not applicable.

Parking and Loading: Chapter 541 of the zoning code requires one off-street parking space per dwelling unit. The applicant proposes to provide 5 enclosed parking spaces in a ground-level garage for the proposed development which meets the requirement with the installation of a bike rack.

Signs: No signs are proposed at this time. All new signage is required to meet the requirements of the code. Permits are required from the Zoning Office should any signage be included for the development.

Maximum Floor Area: The maximum F.A.R. for multiple-family dwelling units in the R5 District is the gross floor area of the building which is 8,466 square feet divided by the area of the lot which is 5,900 square feet. The outcome is 1.4 which is less than the maximum of 2.0 that is permitted in the R5 District. Additionally, the parking for the proposed development is entirely enclosed which would allow the applicant a 20% density bonus or a maximum F.A.R. of 2.4. As previously mentioned, the applicant is proposing a F.A.R. that is below the district standard without the density bonus.

Minimum Lot Area: The project would meet the minimum lot width and area requirements of the R5 District. Multiple-family developments in the R5 District require 5,000 square feet of lot area or 900 square feet per dwelling unit, whichever is greater and must be situated on a lot at least 40 feet in width. The lot has 5,900 square feet of lot area and is situated on a lot greater than 40 feet in width.

Height: Maximum building height for multiple-family dwelling units in the R5 District is 4 stories, not to exceed 56 feet. The condominium would comply with this limitation as the proposed development is 3 stories or 37 feet.

Yard Requirements: The required yards are as follows:

- **Front:** Typically, the required setback would be 15 feet. However, the proposal is subject to a front yard increase per 546.160. Therefore, the required setback would be 17 feet 9 inches.
- **Rear yard (5+2x):** 9 feet.
- **Interior side yards(5+2x):** 9 feet.

Building coverage: The maximum building coverage in the R5 District is 70 percent. Buildings would cover approximately 51 percent.
Impervious surface area: The maximum impervious surface coverage in the R5 District is 85 percent. Impervious surfaces would cover approximately 70 percent of the site.

MINNEAPOLIS PLAN

See the above listed response to finding #5 in the conditional use permit application.

Section C: Conformance with Applicable Development Plans or Objectives Adopted by the City Council

No small area plans for this area of Minneapolis have been adopted by the City Council.

ALTERNATIVE COMPLIANCE

The Planning Commission may approve alternatives to any site plan review requirement upon finding any of the following:

- The alternative meets the intent of the site plan chapter and the site plan includes amenities or improvements that address any adverse effects of the alternative. Site amenities may include but are not limited to additional open space, additional landscaping and screening, green roof, decorative pavers, ornamental metal fencing, architectural enhancements, transit facilities, bicycle facilities, preservation of natural resources, restoration of previously damaged natural environment, rehabilitation of existing structures that have been locally designated or have been determined to be eligible to be locally designated as historic structures, and design which is similar in form, scale and materials to existing structures on the site and to surrounding development.
- Strict adherence to the requirements is impractical because of site location or conditions and the proposed alternative meets the intent of this chapter.
- The proposed alternative is consistent with applicable development plans or development objectives adopted by the city council and meets the intent of this chapter.

Alternative compliance would not be necessary should the Planning Commission recommend approval with the conditions as written. The south ground floor elevation would need to be modified as there are blank uninterrupted walls that exceed 25 feet in width. The north ground floor elevation has a similar issue as large garage doors dominate the elevation. Staff would suggest that the applicant incorporate garage doors that have windows in order to meet the requirement and thus not require alternative compliance. Staff is also recommending that the applicant comply with the minimum quantities of vegetation to meet the requirements of the zoning code.
RECOMMENDATIONS:

Recommendation of the Department of Community Planning and Economic Development – Planning Division for the conditional use permit:

The Department of Community Planning and Economic Development – Planning Division recommends that the City Planning Commission adopt the above findings and approve the application for a conditional use permit to allow 6 dwelling units on property located at 3036 Grand Avenue South subject to the following condition:

1. Installation of a fence along the north property line.

Recommendation of the Department of Community Planning and Economic Development – Planning Division for the variance:

The Department of Community Planning and Economic Development – Planning Division recommends that the City Planning Commission adopt the above findings and approve the variance of the interior side yard setback for the proposed residential structure along the south property line for property located at 3036 Grand Avenue South from 9 feet to 5 feet.

Recommendation of the Department of Community Planning and Economic Development – Planning Division for the variance:

The application has been withdrawn.

Recommendation of the Department of Community Planning and Economic Development – Planning Division for the site plan review:

The Department of Community Planning and Economic Development – Planning Division recommends that the City Planning Commission adopt the above findings and approve the site plan review application for property located at 3036 Grand Avenue South subject to the following conditions:

1. Planning Staff review and approval of the final site, elevation and landscaping plans.

2. All site improvements shall be completed by March 27, 2007 unless extended by the Zoning Administrator, or the permit may be revoked for non-compliance.

3. The landscape plan must be modified to include the required minimum quantities.

4. Incorporation of windows, entries, recesses, projections or other architectural elements along the interior north and south ground floor elevations to break up the
blank uninterrupted walls that exceed 25 feet in width per Section 530.120. The applicant is encouraged to incorporate garage doors that have windows in order to meet the requirement along the north elevation.

5. Required yards, including paved areas in the north side yard, shall comply with the standards of Table 535-1 and section 541.260 of the zoning code.

**Attachments:**
1. Statement of use and description of project
2. Findings
3. Correspondence
4. Zoning map
5. Plans – site survey, site plan, floor plans, elevations, landscape plans