



MEMORANDUM

DATE: April 30, 2019
TO: Design Committee Members
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 4.2 New Commercial Construction Review – Casey's Retail Company

REQUEST: Design Review Casey's Retail Store

GENERAL INFORMATION

Casey's Retail Company has applied for approval of a convenience store with gas and diesel fueling stations at the northwest quadrant of the Main Street/Hickory Boulevard intersection. The property is zoned I-C Industrial Commercial District.

Attached please find site plans for reference. They include color elevations, site plan, and landscaping plan along with other information. Also attached, please find a review memo included in the Planning Commission/City Council packet pertaining to the request. The review memo will provide substantial background information. Samples of building materials have been requested.

Design principals are to be addressed and considered: regionalism, context, scale & mass, composition, hierarchy, color, transformation, and simplicity. Summary information pertaining to those concepts as reviewed previously by the DC is attached.

Following are specific design elements to be reviewed:

1. Building architecture: buildings to feature 'four sided' architectural, traditional regional building materials are preferred, pleasing views from the street are a priority, and harmony within developments and surrounding locale is required.
2. Landscaping is to (a) emphasize street grid, (b) enhance the pedestrian experience, (c) complement architectural features, and (d) screen utility areas.
3. Parking is to feature (a) driveway location that is efficient and promotes proper circulation and (b) sufficient landscaping.
4. Lighting is to be functional and design oriented.

Applicant representatives are to attend the DC meeting.

REQUEST

Approval of design for new commercial building.

Casey's Retail Company Project Narrative

Casey's Retail Company is proposing the construction of a convenience store with gasoline and diesel sales in Belle Plaine, Minnesota, located at the northwest quadrant of the intersection between Main Street and Hickory Blvd. The proposed development would include a one-store building consisting of 4,512 square feet, 6 double-sided gasoline pumps, a 24' x 164' canopy over the gasoline pumps, 3 double-sided diesel pumps, a 24' x 50' canopy over the diesel pumps, and 3 underground fuel storage tanks.

The operating hours of the proposed Casey's General Store will be either 24 hours, 5 a.m.-12a.m., or 6 a.m.-11p.m. depending on market demand. The store will employ 20-30 employees, both part time and full time, and include management opportunities. There are 24 designated parking spaces and 8 designated truck parking spaces in addition to 12 available spaces at the fuel pumps. Included in the parking is 1 handicap parking space.

The signage for the proposed Casey's General Store will include a 4 Product Pylon sign located in the southeast corner of the property, a 35' Pylon Sign in the southwest corner of the property, and a number of signs on the building and canopies.

The existing site was previously undeveloped with no existing structures. The use of the property will be a convenience store with fuel pumps and should not have a negative effect on the health, safety and general welfare of occupants of surrounding lands.

The proposed use will not be injurious to the use and enjoyment of other properties in the immediate vicinity nor diminish and impair their property values.

The Proposed Casey's General Store will provide adequate utilities, access roads, off-street parking, loading/unloading areas, drainage and other necessary facilities.

Construction is expected to begin in the summer of 2019 or fall of 2019 with construction ending roughly 6 months after.

FUEL SPILLS

Follow the instructions below if a Fuel Spill occurs:

1. If a gas spill occurs at your store, assess the size of the spill. Can it be contained using Casey's Authorized Gas Safety Absorbent? If a fuel spill is too large to be contained or could potentially drain into a sewer or drain call the Fire Department immediately. The Fire Department **should be called if any fuel spill cannot be contained and properly absorbed with Casey's authorized gas absorption material.**
2. If the fuel spill **can be** contained and absorbed properly without assistance from the Fire Department, they **do not** need to be called.

Use only Casey's Authorized Gasoline Safety Absorbent. This product is available through the grocery warehouse, using order code #057550-6.

When a gas spill occurs **that is small enough to be contained and controlled:**

- Take one bucket of Casey's Authorized Gasoline Safety Absorbent material to the point of the spill and using a small Casey's disposable coffee cup, sprinkle absorption material on the fuel. Don't dump the absorption material, sprinkle and try to build the absorption material up around the outside of the spill to help contain the fuel until it is absorbed.
 - Once the Casey's Authorized Gas Safety Absorbent material has absorbed all of the fuel, sweep the area and dispose of the absorption material properly.
3. **Call Casey's EPA/Energy Management IMMEDIATELY.** EPA **must** notify government officials on a timely basis when a fuel spill occurs. Regardless of the time of day or the amount of the fuel spill, you are required to call **515/965-6238**. EPA personnel can be reached at all times via a cell phone and will return your phone call immediately. **DO NOT WAIT TO CALL!!!** The company only has a small time frame in which to report a fuel spill before we are fined. If you call to report a fuel spill, please give the following information:
 - Store #
 - Store location including the state and telephone number
 - Your name
 - The time the fuel spill occurred.
 - The product that spilled (example: Super Unleaded).
 - A brief description of how the spill occurred.
 4. Call your **Area Supervisor**

PUMP DAMAGE

In the event that someone drives off with the nozzle still in their tank:

1. Press the emergency gas island kill switch to disconnect power to the gas island. If you do not have a kill switch, press the red button on the MBSS to stop the flow of gas from the dispenser.
2. Inspect the outside of the pump for damage.
3. Make sure the pump has not been pulled loose from the pump island.
4. Place an **"Out of Order"** sign on the pump where the breakaway hose has been pulled loose.
5. Be sure any gas in the hose has been drained and place the hose in a plastic bag and save for the service technician.
6. Call Support Services to report the problem. This is not an emergency if the only damage is that the breakaway hose has been disconnected. If it happens after 4:30 p.m., on the weekend or a holiday call Support Services the next regular business day to report the problem.
7. Fill out a Property Damage report on the MWS.

In the event that someone runs into a gas dispenser:

1. Press the emergency gas island kill switch to disconnect power to the gas island. If you do not have a kill switch, press the red button on the MBSS to stop the flow of gas from the dispenser.
2. Place **"Out of Order"** bags over all the dispenser nozzles.
3. Call Support Services at (515) 965-6253 **immediately** so they can instruct you on the proper steps to follow. Regardless of the time or day you must call Support Services. They will normally return your call within an hour, even on weekends and holidays. If you have not heard back from Support Services within an hour call them again. We want to get the dispensers inspected and back into service as quickly as possible to avoid inconvenience to our customers.
4. If the damage to the pump is extensive and visible you are authorized to take a disposal camera off the shelf and list it on your store supply list. Once the area is safe proceed to take pictures of the damage. Take as many pictures as you feel is necessary to show all the damage the dispenser has sustained. Label the camera with your store #, location, be sure to include your state, date of the incident, and a contact name. Place the camera in a mailing envelope or small box and mail it to:
Casey's General Stores, Inc.
P.O. Box 3001
One Convenience Blvd.
Ankeny, Iowa 50021
Attn: Bob Truhlsen, Risk Manager
5. There should always be a pump dispenser front panel key labeled and kept in the register drawer or in the Manager's office on the key organizer for emergencies.
6. If there was a fuel spill, follow the normal procedures.
7. Fill out a Property Damage report on the MWS.