



Richfield Planning Commission Agenda

April 27, 2026 -- 7:00 PM

Richfield Municipal Center
Council Chambers
6700 Portland Avenue South

1. Call to Order

2. Roll Call

3. Open Forum

Participants can share their comments in person, by voicemail, or email, and may also request to participate virtually. For more information on submitting comments, refer to the Council Agenda and Minutes page on richfieldmn.gov/citycouncil

- a. Participants can share their comments in person, by voicemail, or email, and may also request to participate virtually. For more information on submitting comments, refer to the Planning Commission Agenda and Minutes page on the [City's Website](#).

4. Approval of the Agenda

5. Approval of Minutes

- a. Approval of the minutes of the regular Planning Commission meeting of February 23, 2026.

6. Presentations

7. Consent Calendar

Consent Calendar contains several separate items, which are acted upon by the Planning Commission in one motion. Once the Consent Calendar has been approved, the individual items and recommended actions have also been approved. No further Planning Commission action on these items is necessary. However, any Planning Commissioner may request that an item be removed from the Consent Calendar and placed on the regular agenda for discussion and action. All items listed on the Consent Calendar are recommended for approval.

8. Consideration of Items, if Any Removed From Consent Calendar

9. Public Hearings

- a. Public Hearing to consider Site Plan Approval for conversion of a retail tenant space to a fitness studio at 6503 Nicollet Avenue South.

10. Resolutions

11. Other Business

12. Liaison Reports

13. City Planner's Report

- a. Lupe Development applied for Sketch Plan Review, which is an optional (but highly encouraged) administrative review of concept plans. They have also initiated a traffic study.

A minor site plan amendment was administratively approved for Les Schwab Tires for a reconfiguration of their parking lot at 3015 66TH ST W.

Planning staff initiated a Metal Detector Rental Program, which can be loaned out to property owners for free. The owner signs an agreement that it will be returned by a certain date. If it is returned late, the property is charged a penalty of \$50.00 per day. If it is not returned at all, the cost of replacement will be charged against the property.

Richfield Bible Church applied for Sketch Plan Review of a building expansion at 6215 Oliver Avenue South.

A multi-departmental team has reviewed the four proposals received for the Comprehensive Plan update, and interviewed two finalists.

14. Next Meeting

- a. May 25, 2026.

15. Adjournment

Includes Materials - Materials relating to these agenda items can be found in the Planning Commission agenda packet located by the entrance. The complete Planning Commission agenda packet is available electronically on the [City of Richfield's website](#).



PLANNING COMMISSION MEETING MINUTES
Richfield, Minnesota
Regular Planning Commission Meeting
February 23, 2026

CALL TO ORDER

The meeting was called to order by Chair Holmwig-Johnson at 7:00 p.m. in the Council Chambers.

Planning Commissioners Present: Eddie Holmwig-Johnson; Brendan Kennealy; Cole Hooey; Matt Taraldsen; Benjamin Surma; Stephanie Kowalkowski and Jeff Walz

Commissioners Excused: None

Staff Present: Sam Crosby, City Planner; and Ruby Villa, Planner I

Others Present: None

OPEN FORUM

There were no speakers.

APPROVAL OF THE AGENDA

M/Taraldsen, S/Kennealy, to move the order of the Planner's report after other business.

Motion carried: 7-0.

APPROVAL OF MINUTES

M/Taraldsen, S/Surma, to approve the minutes of the Regular Planning Commission Meeting of December 8, 2026.

Motion carried: 7-0.

ITEM #9a	ELECTION OF PLANNING COMMISSION CHAIRPERSON, VICE-CHAIRPERSON AND SECRETARY.
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M/Hooley, S/Kennealy, to elect Commissioner Holmwig-Johnson as Chairperson.

Motion carried: 7-0.

M/Surma, S/Hooley, to elect Commissioner Taraldsen as Vice-Chairperson.

Motion carried: 7-0.

M/Holmwig-Johnson, S/Taraldsen, to elect Commissioner Surma as Secretary.

Motion carried: 7-0.

ITEM #9b	APPOINTMENT OF LIAISONS TO THE CITY COUNCIL, COMMUNITY SERVICES ADVISORY COMMISSION, HOUSING AND REDEVELOPMENT AUTHORITY, SCHOOL BOARD, TRANSPORTATION COMMISSION, CHAMBER OF COMMERCE, AND SUSTAINABILITY COMMISSION.
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The Commission discussed and agreed upon the following liaison appointments:

- City Council: Commissioner Kowalkowski
- Community Services Advisory Commission: Vacant
- Housing and Redevelopment Authority (HRA): Commissioner Hooley
- Richfield School Board: Commissioner Walz
- Transportation Commission: Commissioner Surma
- Chamber of Commerce: Commissioner Holmwig-Johnson
- Sustainability Commission: Commissioner Taraldsen

ITEM #9c	REVIEW AND AMEND THE PLANNING COMMISSION BYLAWS.
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Planner Villa presented Staff Report No. 9c.

M/Taraldsen, S/Surma, to amend Part 1, Section 7 of the Planning Commission bylaws to change the format of meetings in order to conduct the Open Forum after the Approval of Agenda and Minutes.

In response to Commissioner Hooley, Planner Villa confirmed that similar bylaw changes were made in 2025.

Motion carried: 7-0.

ITEM #9d	ANNUAL RE-SCHEDULING TASK.
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Planner Villa presented Staff Report No. 9d.

M/Hoey, S/Surma, to (1) approve the rescheduling of the May Planning Commission meeting from Monday, May 25th to Wednesday, May 27th and (2) approve the rescheduling of the December Planning Commission meeting from Monday, December 28th to Monday, December 14th.

Motion carried: 7-0.

LIAISON REPORTS

- Community Services Commission: Commissioner Hoey had no report.
- City Council: Chair Holmwig-Johnson had no report.
- Housing and Redevelopment Authority (HRA): This liaison position is currently vacant.
- Richfield School Board: Commissioner Kennealy had no report.
- Transportation Commission: Commissioner Surma reported that the Commission received and discussed a presentation by Hennepin County regarding the proposed Penn Avenue reconstruction, which is due for 2028. Community engagement for that project is ongoing. Also, Nicollet Avenue is still scheduled to be reconstructed this summer.
- Chamber of Commerce: Commissioner Kowalkowski stated that the Chamber is beginning to discuss 4th of July and Penn Fest.
- Sustainability Commission: Commissioner Taraldsen reported that the Fix-It Hub is continuing each second and fourth Wednesday of the month through February. Also, there are several events coming up this year, including Earth Day, shredding and small appliances, recycling, and garden tools.

ITEM #11	CITY PLANNER’S REPORT
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Planner Crosby reviewed the Planner’s report and gave a presentation regarding land use and Planning along the Penn Avenue Corridor.

ITEM #12	NEXT MEETING TIME AND LOCATION
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The next regular meeting is scheduled for March 30, 2026, at 7:00 p.m. in the Richfield Council Chambers.

ITEM #13	ADJOURNMENT
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M/Kennealy, S/Taraldsen, to adjourn the meeting.

Motion carried: 7-0 and the meeting was adjourned at 7:40 p.m.

Submitted by:

Ruby Villa
Planner I

Benjamin Surma
Planning Commission Secretary



Report Prepared By:

Sam Crosby, City Planner

Department Director:

Melissa Poehlman, Community Development Director

Item for Consideration:

Public Hearing to consider Site Plan Approval for conversion of a retail tenant space to a fitness studio at 6503 Nicollet Avenue South.

EXECUTIVE SUMMARY

Baleo Fitness has requested Site Plan Approval for a change of use for a 3,911 square foot tenant space in the Richfield Shoppes North from retail (formerly an Xfinity store) to a 24-hour fitness studio (Anytime Fitness). Health clubs or fitness centers are a permitted use in the zoning district, but the parking requirement is greater than for a shopping center, and the subject shopping center is already under-parked according to the Zoning Code.

Typically, a parking utilization study would be required. The initial inquiry started in late January. Due to the harsh winter conditions and operation metro surge, staff agreed that a utilization study would produce inaccurate results. Therefore, only a parking analysis was conducted. The analysis concludes that, although the center does not have a parking surplus during its overall peak demand, there is a surplus during the fitness studio's peak hours, which compliment, rather than compete with, the center overall. Therefore, the proposed change of use is not expected to have a negative impact on the parking demand. Also, although they do not count according to the Zoning Code, there are five on-street stalls adjacent to the center on the south side of 65th Street.

Staff finds the analysis and its assumptions to be reasonable and that the proposal meets the intent of the Zoning Code to the extent practicable. Accordingly, staff recommends approval, subject to the conditions listed in the draft resolution, including the installation of bike racks to help off-set vehicle parking demand.

RECOMMENDED ACTION

Conduct and close a public hearing and by motion: Recommend approval of the conversion of 3,911 square foot tenant space from retail to fitness studio.

HISTORICAL CONTEXT

- The subject site was constructed as a shopping center in the 1940s.
- The center is unique; the second and third story office space, which appears to have been added in the 1950s, is an early example of vertical mixed-use development in a suburban community.

- In 2013, a Conditional Use Permit (CUP) was approved for a 4,200 square foot Class I (full service) restaurant (El Tejaban). A professionally prepared parking utilization study at that time demonstrated that off-street parking supply exceeded the demand due to varying peak hours of the tenant mix.
- In 2022, a CUP was approved for a Class III (fast food/convenience) restaurant (La Michoacana Tasty). Parking for food service users within shopping centers need not be calculated separately if certain conditions are met. Therefore, the parking study was not updated at that time.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Equity

Twenty-four-hour fitness facilities increase access (particularly for individuals with non-traditional work hours) which can help reduce disparities in physical activity levels. However, if the membership fees are too high, the gym may be inaccessible to lower-income community members, limiting the benefits to more affluent groups.

Strategic Plan

The Strategic Plan includes desired outcomes of a vibrant downtown and a diversified tax base. It is desirable to have a range of commercial uses and peak hours in downtown, to help maintain vibrancy. A 24-hour fitness center may bring new visitors into downtown, who may stay and support surrounding businesses.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

Parking

Based on zoning requirements of:

- 10 stalls per 1,000 for the 4,200 sq. ft. restaurant,
- 3.33 stalls per 1,000 for the 9,172 sq. ft. of upstairs office, and
- 4 stalls per 1,000 for the rest of the 52,945 sq. ft. shopping center, 285 stalls are required.

Applying the 10% reduction for being within a quarter mile of a frequently operating transit line lowers the total to 257. With 210 parking stalls provided, the site has a deficit of 47 stalls.

The parking code distinguishes between “community” shopping centers (under 50,000 sq. ft., requiring 3.5 stalls per 1,000 sq. ft.) and “regional” centers (over 50,000 sq. ft., requiring 4 stalls per 1,000 sq. ft.). Since the size of the subject center (even without the restaurant and upstairs space) is over 50,000 sq. ft., the regional number applies. While codes do need to draw a line somewhere, the subject shopping center appears to serve the immediate community, rather than drawing clientele from the surrounding region. Therefore, it could be argued that 3.5 stalls per 1,000 is a more accurate application, which would result in a 22 stall deficit.

The submitted parking analysis takes into consideration how the various businesses function throughout the day, including the hours of operation, and peak hours for each tenant. In short, because the peak hours of Anytime Fitness do not overlap with the overall peak hours of the rest of the center, Anytime Fitness is not expected to negatively impact the parking demand.

Finally, if parking becomes an issue, the business could structure its pricing to incentivize customers to visit during off-peak hours.

Traffic

The traffic generated by the change of use mimics the parking demand; as such, traffic is also not expected to be adversely impacted.

Zoning Compliance

Site Plan Approval is required in order to bring exterior improvements into conformance with current Zoning Code to the extent possible. The property currently has only one bike rack that does not meet code requirements for location or type. To reduce vehicle parking demand, staff recommends that the applicant install bicycle parking consistent with zoning requirements. Based on available information, this is 15 racks (30 bike parking “stalls”). Attached is a graphic that shows some areas where bike racks may fit, but an analysis must be done to determine how many can actually be installed given placement and clearance requirements. Also, given the limited space on site, staff recommends the applicant approach the City’s Public Works department, Hennepin County and/or Metro Transit in order to assess the possibility of locating bike racks within the public right-of-way.

The shopping center is nonconforming in regard to more than just vehicle and bike parking. Most notably, in relation to impervious area and hard-surface setbacks. Both the circulation aisle on the east side and the parking stalls on the west side encroach onto the adjacent right-of-way. Unfortunately, there is no practical remedy for these longstanding non-conformities.

Discretion

Site plan approval must be granted if the proposal meets performance standards. The City’s discretion is limited to evaluating compliance with established criteria.

CRITICAL TIMING ISSUES

60-DAY RULE:

- Application deemed complete: March 16, 2026.
- 60-day deadline: May 15, 2026.
- A decision is required by this date, or the City must notify the applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total).

FINANCIAL IMPACT

None; all required application fees have been paid.

LEGAL CONSIDERATIONS

- Notice of the public hearing was published in the *Sun Current* on April 16, 2026, and mailed to properties within 350 feet of the site.
- Council consideration is scheduled for May 12, 2026.

ALTERNATIVE RECOMMENDATION(S)

Recommend approval with additional and/or modified stipulations.

Table the request until a parking utilization analysis has been conducted and the results provided.

Recommend denial with findings that the proposal does not meet City requirements.

ATTACHMENTS

1. 042726 - Anytime Fitness - SPA Reso
2. 042726 - Anytime Fitness - 6503 Nicollet Ave - Findings
3. Anytime Fitness Case Map
4. ATF Bike Parking Suggestions
5. Request for Review and Approval Letter_BaleoFitness
6. Floor Plan
7. Richfield Shoppes_Parking Analysis

RESOLUTION NO. _____

**RESOLUTION APPROVING A SITE PLAN
FOR 6503 NICOLLET AVENUE SOUTH**

WHEREAS, an application has been filed by Baleo Fitness with the City of Richfield which requests site plan approval for a change of use for a 3,911 square foot tenant space in the Richfield Shoppes North from retail (Xfinity store) to a 24-hour (Anytime) fitness studio, property legally described as follows:

LOTS 1 THRU 15 INCLUSIVE EXCEPT THAT PART OF LOT 9 LYING SOUTH OF THE NORTH 49.00 FEET THEREOF AND EAST OF THE WEST 38.00 FEET OF SAID LOT 9 SUBJECT TO HIGHWAY.

WHEREAS, the Zoning Code Section 544.13, Subd.9, states that an applicant may request a modification of the minimum required number of parking spaces by submitting a study of anticipated parking demand; and

WHEREAS, the proposed site plan meets all other requirements necessary for granting site plan approval as specified in Zoning Code Section 547.13, Subd.8, as listed in the Required Finding Statement and as detailed in City Council Staff Report No. ____; and

WHEREAS, Zoning Code section 509.25, Subd.7, requires that non-conforming site improvements be upgraded to comply with current code to the extent practical; and

WHEREAS, notice of the public hearing was mailed to properties within 350 feet of the subject property and published in the Sun Current newspaper on April 16, 2026; and,

WHEREAS, the Planning Commission of the City of Richfield held a public hearing at its April 27, 2026, meeting and recommended approval of the proposed site plan; and

WHEREAS, the City Council has fully considered the request for site plan approval;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Richfield, Minnesota, as follows:

1. The City Council adopts as its Findings of Fact the **WHEREAS** clauses set forth above.
2. The City Council further adopts as its Findings of Fact the findings listed in the Required Findings Statement.

3. The proposed site plan is hereby approved subject to the following conditions:
- a. Separate sign permits are required.
 - b. All required parking spaces must remain available and un-obstructed year-round; they may not be used for snow storage.
 - c. The property owner is responsible for the ongoing maintenance of all exterior improvements in accordance with approved plans.
 - d. The applicant is responsible for obtaining all required permits and compliance with all other City, County, and State regulations.

Prior to the issuance of a building permit, the applicant shall:

- e. Provide final site plan with installation details, showing the location of 15 bike racks (30 bike parking stalls) for staff review and approval.

Prior to the issuance of a Certificate of Occupancy, the applicant shall:

- f. Enter into an escrow agreement for outstanding items and provide a surety equal to 125% of the value of any exterior improvements not yet complete, per Zoning Code Section 547.17.

Prior to the release of the surety:

- g. All exterior improvements shall be installed.
 - h. All requirements of the escrow agreement shall be met.
4. This approval shall expire one year from issuance unless the use for which the permit was granted has commenced, substantial work has been completed or upon written request by the applicant, the Council extends the expiration date for an additional period, as required by the Zoning Ordinance, Section 547.13, Subd. 9.

Adopted by the City Council of the City of Richfield, Minnesota this ____ day of May, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

Required Findings
Anytime Fitness / 6503 Nicollet Avenue South

Site Plan Approval (Subsection 547.13) In evaluating a site plan, the Planning Commission and Council shall consider its compliance with the following:

- a) *Consistency with the various elements and objectives of the City's long range plans including, but not limited to, the Comprehensive Plan.*
 - The proposed site is not included in any small area or other long-range plans separate from the Comp Plan. The use is consistent with the 2040 Comprehensive Plan.
- b) *Consistency with the purposes of the Zoning Code.*
 - The proposed use is allowed in the C-2 zoning district, however the parking does not meet the City's current requirements. Zoning Code Section 544.13, Subd.9, states that an applicant may request a modification of the minimum required number of parking spaces by submitting a study of anticipated parking demand. The request is not a formal variance and therefore the variance review criteria do not apply. The analysis was done by a professional engineer with expertise in traffic and parking analysis, and was based on Institute of Transportation Engineering (ITE) parking research. The analysis indicates that, due to the off-set in peak hours of the various uses within the center, the anytime fitness will not have a negative impact on the parking demand. Therefore, staff finds that the proposed change of use is consistent with the purpose of the Zoning Code.
- c) *Preservation of the site in its natural state, insofar as practicable, by minimizing tree and soil removal, and designing any grade changes so as to be in keeping with the general appearance of neighboring areas.*
 - N/A; no external changes are proposed.
- d) *Creation of a harmonious relationship of buildings and open spaces with the terrain and with existing and future buildings having a visual relationship to the proposed development.*
 - The building is existing and no external changes are proposed.
- e) *Creation of a functional and harmonious design for structures and site features including:*
 - i. *Creation of an internal sense of order for the various functions and buildings on the site and provision of a desirable environment for occupants, visitors, and the general community;*
 - The site layout is existing, no external changes are proposed.
 - ii. *Appropriateness of the amount and arrangement of open space and landscaping to the design and function of the development;*
 - No changes to the site layout are proposed.
 - iii. *Appropriateness of the materials, textures, colors and details of construction as an expression of the design concept of the project and the compatibility of the same with the adjacent and neighboring structures and functions;*
 - The building is existing with no changes.
 - iv. *Adequacy of vehicular, cycling and pedestrian circulation, including walkways, interior drives and parking, in terms of location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian, cycling and vehicular traffic and arrangement and amount of parking so as to be safe, convenient and, insofar as practicable, compatible with the design of proposed buildings, structures and neighboring properties.*

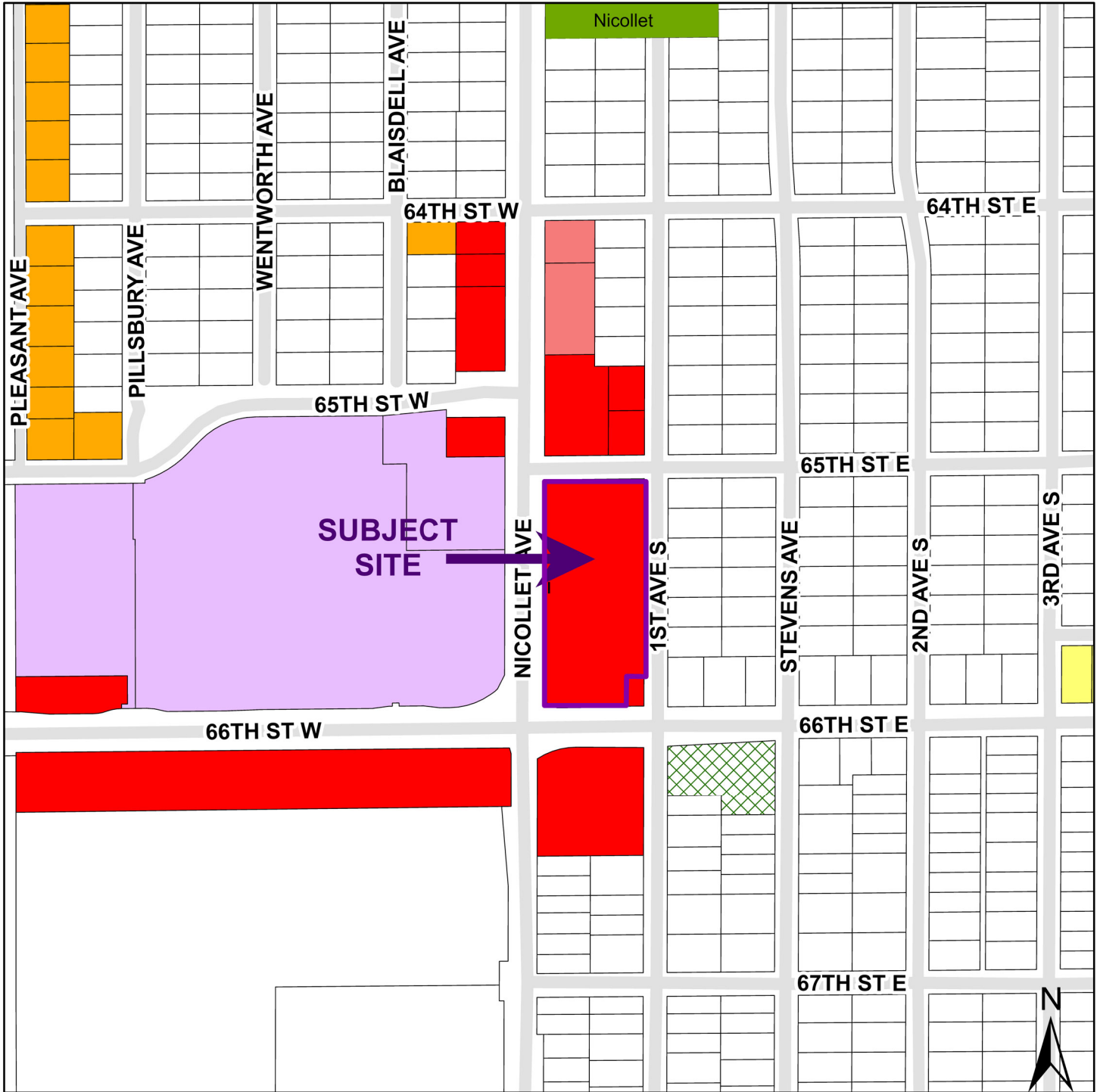
- No external changes are proposed. However, the addition of bike racks will enhance the ease of biking to the shopping center, which will help to alleviate the parking demand.
 - The arrangement of access (both vehicular and non-vehicular) and parking is generally safe, convenient and compatible with surrounding properties.
- f) *Creation of an energy-conserving design through design, location, orientation and elevation of structures, the use and location of glass in structures, and the use of landscape materials and site grading.*
- No external changes are proposed.
- g) *Protection of adjacent and neighboring properties through reasonable provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and those aspects of design, not adequately covered by other regulations, which may have substantial effects on neighboring land uses.*
- No external changes are proposed.



6503 Nicollet Avenue South

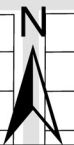
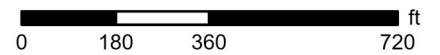
Location and Zoning Map

Richfield Shoppes North - Anytime Fitness



Legend

- | | | |
|-------------------------------|---------------------------------|-----------------------|
| R Low Density Residential | C-1 Neighborhood Business | PMU Planned Mixed Use |
| R-1 Single Family Residential | C-2 General Commercial | Parks |
| MR-2 Multi-Family | PC-2 Planned General Commercial | City Limit |





Expand curb to maximize space.

Would need to remove boulders. Also requires permit from City for ROW feature. Slight risk of removal without compensation if City ever needs to do any work in this area in the future.

6503

Need to maintain 6 foot wide ped path.

Requires approval by Metro Transit.

Requires approval by Hennepin County

16

STAVES

STAVES

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**Request for Review and Approval
Anytime Fitness Relocation to Richfield Shoppes**

Dear City of Richfield Planning Staff,

My name is John Christopher, and I am the CEO of Baleo Fitness, an Anytime Fitness franchise operator. We currently operate 13 Anytime Fitness clubs across the Twin Cities, and we take pride in creating community-based coaching gyms that support the health and wellness of the neighborhoods we serve.

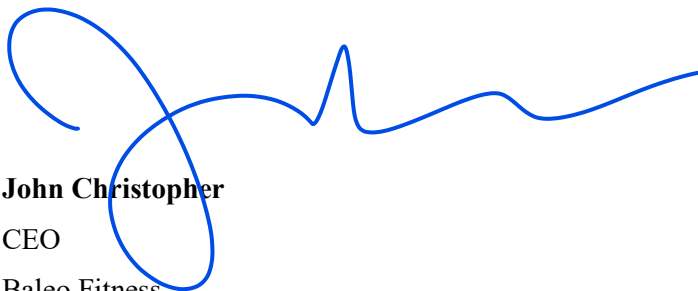
We are submitting this application in connection with the relocation of our existing Richfield Anytime Fitness location. Unfortunately, the lease for our current club located in the Richfield Target Plaza will be ending on June 1, which would otherwise leave approximately 700 local members without a home gym and disrupt the jobs of our local team.

Our goal is to relocate the club to Suite 6503 within Richfield Shoppes, a space previously occupied by Xfinity. The proposal involves no expansion of the building, no parking variance and no changes to the site, simply the replacement of an existing tenant within the shopping center.

We are hopeful to move this process forward as efficiently as possible so we can open the new location by June 1 and provide continuity for both our members and our team. Maintaining that continuity is extremely important to us and to the community we serve.

We appreciate your time and consideration and look forward to working with the City of Richfield throughout the review process.

Warm regards,



John Christopher

CEO

Baleo Fitness

Anytime Fitness Operator

NOTE: This layout/design was created utilizing existing condition/as-built information supplied by the Franchisee and/or their consultant. This document is not intended for permitting or construction. The franchisee is responsible to contract with a licensed architect, a.k.a. Architect of Record (AOR), to create code compliant construction drawings, based on this design. Verify all dimensions in field and notify the AOR of any discrepancies prior to starting construction.

- GENERAL NOTES:**
- Interior door & window frames (excluding storefront) to be painted to match the adjacent wall color.
 - All electrical and low voltage wiring to include MyZone and HDMI cables to be run in wall - no exposed conduit or cables allowed.
 - All new gyp. bd. walls need a level 4 finish before applying paint & other finish materials. No textured walls allowed.
 - All new wall receptacles & switches to have gey devices & cover plates.
 - No outlets, switches, thermostats, emergency lights or other devices to be located on branded walls/elements: member lobby feature wall, face of office, lightbox wall, AF training station and shall be placed as directed on the compliance drawing when specifically shown.
 - Vinyl wall graphics cannot be installed on textured walls. Painted walls receiving graphics must cure for 14 days before the graphics are applied.
 - Wall mounted devices cannot encroach on wall graphics and signage, lights, alarms, cameras, etc.
 - Owner responsible to ensure club meets all applicable requirements and codes.
 - Minimum allowable ceiling height for main club area is 10'-0"; ceiling must be white.
 - Gyp. bd. ceilings are required in all restrooms & tanning rooms. If walls extend to deck, a vinyl wrapped acoustical ceiling system can be used.
 - Contractor and owner are responsible for verifying existing conditions.

This layout is for reference only. Provide the Permit Approved Construction Document set to vendors to ensure the most accurate proposals. Verify all measurements & quantities received on proposals.

DRAWING KEY:

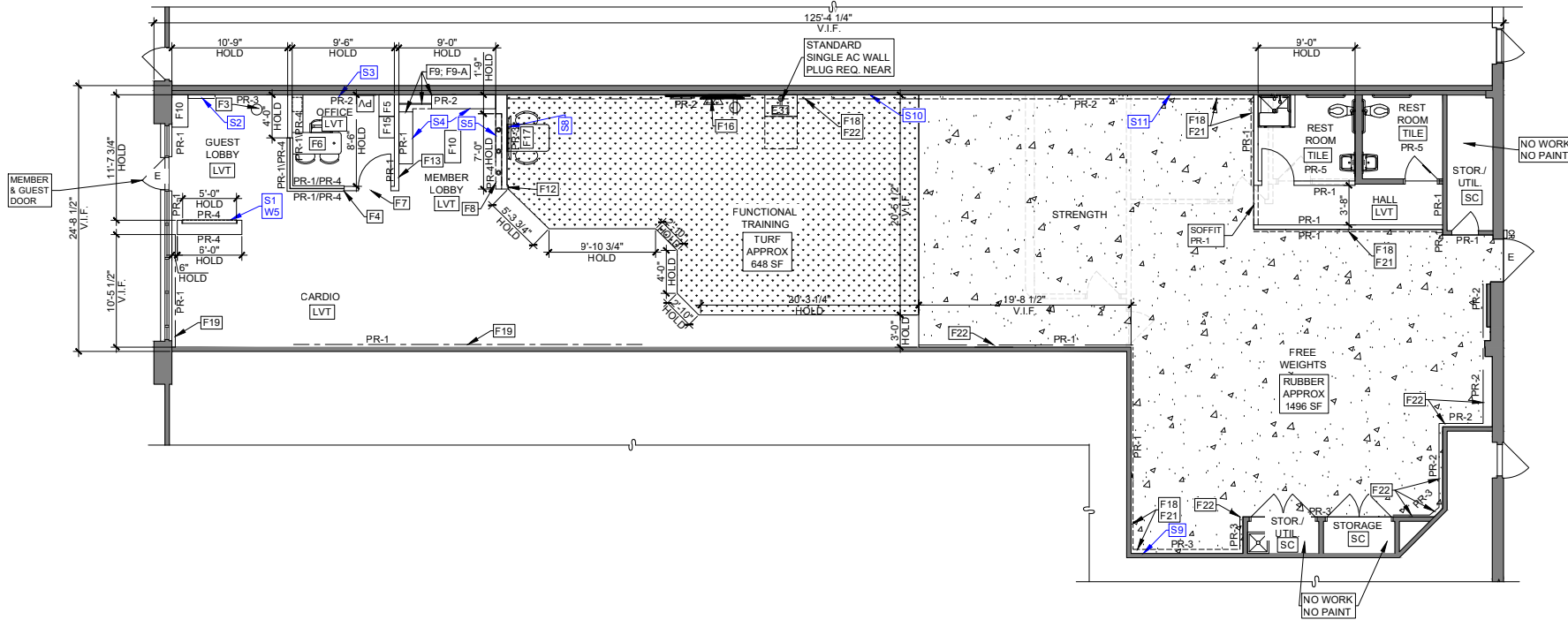
	= EXISTING WALL
	= NEW WALL
	= DEMO WALL
	= EXISTING DOOR
	= EXISTING DOOR; MAY NOT BE REQUIRED
	= NEW DOOR
	= DEMO DOOR
	= FLOOR TRANSITION

FINISH FLOOR KEY:

	RUBBER
	CARPET
	TURF
	OTHER FLOORING AS NOTED

1st Time FZ: Yes No

NEW CLUB COMPLIANCE DRAWING
 B42W00082
 FLOOR PLAN



KEYED NOTES: REFER TO DESIGN COMPLIANCE PACKET (DCP) FOR CONSTRUCTION DETAILS & ADDITIONAL INFORMATION; **CROSSED OUT NOTES ARE NOT USED IN THIS PROJECT**

<p>FIXTURES, FURNISHINGS & EQUIPMENT</p> <p>F1 - GUEST LOBBY DECORATIVE LIGHTING F2 - GREEN WALL F3 - GUEST WAIVER STAND F4 - FRAMELESS OFFICE WINDOW F5 - PRINTER STAND - OPTIONAL F6 - OFFICE DESK & CHAIRS F7 - FULL GLASS DOOR REQUIRED F8 - MEMBER LOBBY FEATURE WALL & DISPLAY PANEL F9 - CUBBIES/CUBBY LEGS F9A - RIVER ROCK BOOT TRAY OR MAT BOOT TRAY F10 - GUEST/MEMBER LOBBY BENCH F11 - MEMBER LOBBY DECORATIVE LIGHTING</p>	<p>FIXTURES, FURNISHINGS & EQUIPMENT CONTINUED</p> <p>F12 - INTENTIONAL BUMP OUT FOR PAINT CHANGE - REQUIRED F13 - LOCATION OF EMERGENCY PHONE/EQUIP; 2'-6" MIN. - REQUIRED F14 - COACHING TABLE & CHAIRS F15 - EVOLT F16 - AF TRAINING COMMUNICATION TELEVISIONS F17 - AF TRAINING STATION TABLE, CHAIRS, & TV F18 - LINE INDICATES RECOMMENDED LOCATION OF MIRRORS F19 - RUN ELECTRICAL FOR CARDIO ALONG STOREFRONT OR IN WALL F20 - LINE INDICATES TO RUN ELECTRICAL FOR SECOND ROW OF GARDIO F21 - FREE WEIGHT WALL PROTECTION (UNDER MIRROR) - RECOMMENDED F22 - OTHER WALL PROTECTION - RECOMMENDED F23 - RECOVERY FURNITURE E31 - HYPERICE PERCUSSION THERAPY - REQUIRED</p>	<p>INTERIOR SIGNAGE & GRAPHICS</p> <p>S1 - LIGHTBOX FEATURE WALL & GRAPHIC S2 - LT/NON-LIT MONOGRAM SIGN S3 - OFFICE LOGO SIGN S4 - CUBBY SIGNS S5 - ERASE BOARD & DOC HOLDERS S6 - COACHING ROOM GRAPHIC S7 - COACHING ROOM POSTERS/HOLDERS S8 - TRAINING STATION GRAPHIC S9 - AF FREE WEIGHT MONOGRAM S10 - YOU'VE GOT THIS GRAPHIC S11 - MUSCLE GRAPHIC S12 - AF GRAPHIC S13 - RECOVERY POSTER S14 - RECOVERY DOOR GRAPHIC</p>	<p>COMMONLY USED ABBREVIATIONS</p> <p>CA = CARPET FLOOR TILE = CERAMIC TILE FLOOR LVT = LUXURY VINYL TILE FLOOR RF = RUBBER FLOOR TURF = ECORE TURF FLOOR LVP = LUXURY VINYL PLANK FLOOR STC = STAINED CONCRETE FLOOR X = EXISTING FLOORING TO REMAIN PR-1 - PR-10 = WALL PAINT COLOR PV - PROVISION EQUIPMENT</p>
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PAINT SCHEDULE

KEY	PAINT NUMBER AND NAME	KEY	PAINT NUMBER AND NAME
PR-1	SW 7662 Evening Shadow		
PR-2	SW 9161 Dustblu	PR-7	SW 9162 African Gray
PR-3	SW 7076 Cyberspace	PR-8	SW 7005 Pure White
PR-4	New AF Purple (Custom)	PR-9	SW 7006 Extra White
PR-5	SW 7649 Silverplate	PR-10	B42W00082 White (Ceiling)



PROJECT LOCATION: RICHFIELD, MN AF3192 - APPROX. SF 3,482
ADDRESS: 6401 RICHFIELD PKWY, RICHFIELD, MN 55423

Square footage shown is a graphic representation based on the data received and may vary from the square footage as defined in the lease.

DESIGN MANUAL - REAL AF DESIGN SCHEME: REAL AF

REV:	DESCRIPTION:	DATE:
-	ORIG. LAYOUT DATE	02/24/2026
	LAYOUT VALID UNTIL	08/24/2026

REV:	DESCRIPTION:	DATE:
-	ORIG. LAYOUT DATE	02/24/2026
	LAYOUT VALID UNTIL	08/24/2026

PARKING ANALYSIS

Richfield Shoppes

Richfield, MN

MARCH 11, 2026

PREPARED FOR:

Baleo Fitness

Chicago, Illinois

PREPARED BY:

Westwood

Parking Analysis

Richfield Shoppes

Richfield, Minnesota

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"I certify that this Parking Analysis has been prepared by me or under my immediate supervision and that I have experience and training in the field of traffic and transportation engineering."

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3/11/2026

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Exp: 6/30/2026

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Revision Notes

Rev No.	Issue Date	Prepared by	Reviewed by	Description
0	2/11/2026	BNS	CRF	Initial Submittal
1	2/13/2026	BNS	CRF	Modification of Leasable Area
2	3/11/2026	BNS	CRF	City Comments

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1.0 Executive Summary

Westwood Professional Services, Inc. (Westwood) has been retained by Baleo Fitness to prepare a Parking Analysis for the Richfield Shoppes located at the northeast quadrant of the intersection of E 66th Street and Nicollet Avenue in Richfield, MN. The Richfield Shoppes project includes Anytime Fitness replacing an existing unit within Richfield Shoppes.

This report includes an analysis of the existing parking needs for Richfield Shoppes.

This analysis was conducted utilizing the Institute of Transportation Engineering (ITE) *Parking Generation Manual, 6th Generation* and following the *City of Richfield Zoning Codes*.

FINDING:

The existing Richfield Shoppes does not meet the minimum parking demand as defined by ITE rates or minimum parking demand as defined by the City of Richfield Zoning Code when analyzing for full occupancy.

The Richfield Shoppes Peak Hour from 1:00 pm – 2:00 pm demands more parking stalls than the 210 stalls currently available for both ITE and City code when analyzing for full occupancy.

Richfield Shoppes Peak Hour (1:00 – 2:00 pm) Parking Stall Demand

Method	Peak Hour Demand	Deficit
City Code	255	45 Stalls
ITE	211	1 Stall

FINDING:

The proposed Anytime Fitness has a weekday peak hour of 5:00 pm – 6:00 pm. During this peak hour, Richfield Shoppes has a surplus of parking stalls when including the Anytime Fitness and using City and ITE rates.

Since the peak hour of Anytime Fitness does not overlap with the overall peak hour of the development, Anytime Fitness is not expected to negatively impact the parking demand at Richfield Shoppes.

Anytime Fitness Peak Hour (5:00 – 6:00 pm) Parking Stall Demand

Method	Peak Hour Demand	Surplus
City Code	200	10 Stalls
ITE	177	33 Stalls

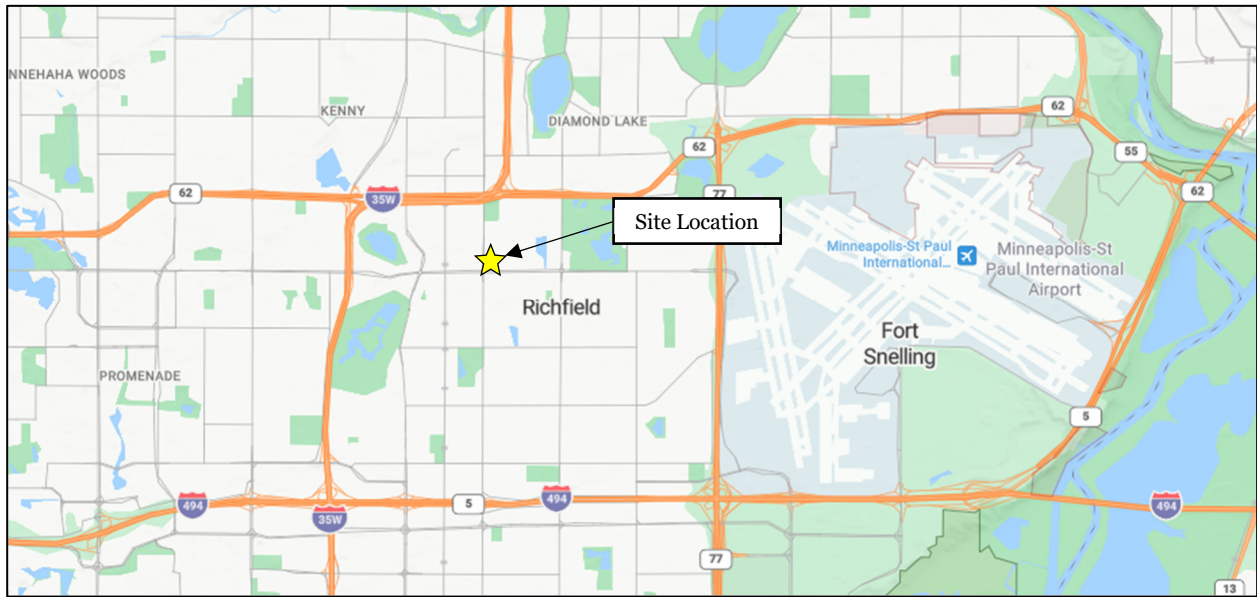
FINDING:

Anytime Fitness does not change the parking demand for Richfield Shoppes at full occupancy compared to the previous Xfinity store.

2.0 Background

The project site is located at the northeast quadrant of the intersection of E 66th Street and Nicollet Avenue. The project is located south and east of IH-35W in Richfield, Minnesota. See **Figure 1** for the site location.

Figure 1 – Site Location



Source: Bing Maps

2.0 Roadway Data

Roadway data is as follows:

Table 2.1: Roadway Data

Roadway	Classification ¹	Speed Limit ²	AADT ³	Bike Lane ⁴	Transit Route ⁵
E 66th St.	Minor Reliever	35 mph	13,323	Offset	Bus
Nicollet Ave.	Minor Augmentor	35 mph	8,577	On Roadway	Bus

- (1) Source: MNDOT Functional Classification System Map: Twin Cities Metropolitan Area 2025.
- (2) Source: Google street view
- (3) AADT = Annual Average Daily Traffic. Source: MNDOT Traffic Mapping Application for 2024 counts.
- (4) Source: City of Richfield Bicycle Map – August 2025 Update
- (5) Source: Twin Cities Metropolitan Area Transit System Map Effective 10/6/25.

2.2 Land Use Data

The existing Richfield Shoppes is a mixed-use development consisting of approximately 57,145 SF of retail and 9,172 SF of second and third floor office space. Currently, approximately 8,000 SF of retail and 3,200 SF of second and third floor office space is vacant. The site also contains a Dairy Queen restaurant in a separate building located in the southeast corner of the property that provides “walk-up” window service and does not have indoor customer seating areas.

The proposed Anytime Fitness is looking to move into 6503 Nicollet Avenue, which was most recently occupied by Xfinity within Richfield Shoppes. The space is 3,911 SF.

2.2.1 Richfield Zoning Code

Subsection 544.13 of the Richfield Zoning Code discusses vehicle parking requirements for off-street parking (**Appendix A**). The number of parking stalls required is categorized by different

land uses. Per discussion with the City of Richfield, the first floor of Richfield Shoppes should be considered the shopping center, while the second and third floor should be considered office space. Within Subsection 544.13 Subd. 6, parking requirements are separated by subcategories for Office, Shopping Center, and Restaurants.

The main floor of Richfield Center is classified as Shopping Center – Regional (over 50,000 SF), with the exception of one restaurant. The restaurant does not meet the requirements described by the City Zoning Code to be included in the Shopping Center land use and is therefore classified as Class I & II Restaurants. The Dairy Queen is included within the Shopping Center.

The second and third floor of Richfield Shoppes is classified as Office – Floor Area of Less than 50,000 Square Feet.

See **Table 2.2** for a summary of the land use.

2.2.2 ITE Land Use Code

ITE describes the Land Use Code (LUC) 821 – Shopping Plaza (40-150k) as “an integrated group of commercial establishments planned, developed, owned, and managed as a unit.” The land use has a subcategory of including or not including a supermarket and “common tenants include office space, a movie theater, restaurants, a post office, banks, a health club, and recreational facilities.” The first, second, and third floors of Richfield Shoppes will be classified as LUC 821 – Shopping Plaza (40-150k) – Without Supermarket.

ITE describes LUC 933 – Fast-Food Restaurant without Drive-Through Window as including “any fast-food restaurant without a drive-through window” and the “limited-service eating establishments do not offer table service.” The Dairy Queen will be classified as LUC 933 – Fast-Food Restaurant without Drive-Through Window.

See **Table 2.2** for a summary of the land use.

2.2.3 Land Use Data Summary

The land uses and associated addresses for Richfield Shoppes described in **Section 2.2.1**, **Section 2.2.2** are summarized in **Table 2.2**. Business names, square footage, and hours of operation were provided by Mid-America Real Estate – Minnesota, LLC.

Table 2.2: Richfield Shoppes Land Use

Suite #	Business	Gross Area	ITE Land Use ¹	City Land Use ¹	Hours of Operation ²		
6501	Aqua Coin Laundromat	3,113 SF	821	SC	24 Hours		
6503	Anytime Fitness	3,911 SF	821	SC	24 Hours		
6505	National Cremation Society	2,200 SF	821	SC	24 Hours		
6507	H&R Block	2,239 SF	821	SC	9:00 AM	-	8:00 PM
6509	Gift Jewelers	1,937 SF	821	SC	1:00 PM	-	7:00 PM
6511	AVAILABLE	2,600 SF	821	SC	8:00 AM	-	5:00 PM
6515	Rong Market	7,304 SF	821	SC	9:00 AM	-	8:00 PM
6517	New Life Family Services	4,796 SF	821	SC	9:00 AM	-	5:00 PM
6519	El Tejaban Mexican Restaurant	4,200 SF	821	R1&2	7:00 AM	-	2:00 PM
6521	Atlas Staffing	2,890 SF	821	SC	6:00 AM	-	5:00 PM
6523	AVAILABLE	2,350 SF	821	SC	8:00 AM	-	5:00 PM
6525	Boost Mobile	1,465 SF	821	SC	10:00 AM	-	8:00 PM
6527	American Pie	1,895 SF	821	SC	10:00 AM	-	2:00 AM
6533	Auto Zone	7,134 SF	821	SC	8:00 AM	-	9:00 PM
6535	AVAILABLE	3,050 SF	821	SC	8:00 AM	-	5:00 PM
4	La Michoacana Tasty	2,816 SF	821	SC	10:00 AM	-	10:00 PM
8	Mary's Glamour Salon	1,276 SF	821	SC	9:00 AM	-	8:00 PM
10	Subway	759 SF	821	SC	9:00 AM	-	8:00 PM
12	V Spa Nails	1,210 SF	821	SC	10:00 AM	-	7:30 PM
16	Dairy Queen	1,000 SF	933	SC	11:00 AM	-	9:00 PM
201	State Farm	1,998 SF	821	Office	9:00 AM	-	5:00 PM
202	AVAILABLE	993 SF	821	Office	8:00 AM	-	5:00 PM
205	AVAILABLE	1,595 SF	821	Office	8:00 AM	-	5:00 PM
300	AVAILABLE	678 SF	821	Office	8:00 AM	-	5:00 PM
301	City Traveler	2,090 SF	821	Office	9:00 AM	-	5:00 PM
303	Murdoch Orthodontics	1,818 SF	821	Office	7:30 AM	-	4:00 PM

(1) See below for the explanation of Land Use

821 ITE LUC 821 – Shopping Plaza (40-150k) – Without Supermarket

933 ITE LUC 933 – Fast Food Restaurant without Drive-Through Window

SC City of Richfield Zoning Code Shopping Center – Regional (50,000 SF or More)

R1&2 City of Richfield Zoning Code Class I & II Restaurants

Office City of Richfield Zoning Code Office – Floor Area of Less than 50,000 Square Feet

(2) Hours of Operation are anticipated to be 8:00 am – 5:00 PM for AVAILABLE suites.

3.0 Shared Parking Analysis

A Shared Parking Analysis should be conducted when a site has a mixture of different land uses to determine if the peak parking demands for the various on-site land uses conflict or complement each other. Shared parking occurs when the same parking area services two or more land uses without conflict. The success of shared parking relies on the variations of parking demands between the site's individual land uses, as well as the relationships between the individual land uses that allow motorists to visit more than one land use during a single visit to the site and/or visit different land uses at different times of the day.

Baleo Fitness provided one year of data for visits to their existing Richfield location. The weekday peak hours for their existing location were calculated to be 6:00 am – 7:00 am and 5:00 pm – 6:00 pm, with the highest visits seen on Tuesday. The weekend peak hour is 9:00 – 10:00 am, where Saturday is more popular than Sunday.

Table 3.1 below shows a time chart for the hours of operation for each business in Richfield Shoppes.

ITE provides time-of-day parking distributions for certain land uses, which is utilized within this report to anticipate the peak hour of each land use.

Understanding the time-of-day parking demand distribution will help to determine if the peak parking demand of the proposed Anytime Fitness overlaps with the peak parking demand of the existing shopping center. The time-of-day distribution for Richfield Shoppes' parking demand was determined by applying the most appropriate ITE parking time-of-day distribution to the land uses associated with the city's parking requirements.

Table 3.1: Richfield Shoppes Hours of Operation

Suite #	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	
6501																									
6503																									
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16																									
201																									
202																									
205																									
300																									
301																									
303																									

Hours of Operation are Assumed
 Hour of Operation Provided by Mid-America Real Estate – Minnesota, LLC.
 Anytime Fitness Peak Hours

3.1 City of Richfield Zoning Code

Richfield, Minnesota's Zoning Code includes parking standards in Subsection 544.13 and can be found in **Appendix A**. Parking rates were calculated for the land uses described in **Section 2.2.1**. The off-street parking requirements for Shopping Center, Class I & II Restaurants, and Office are prescribed within the zoning code. It should be noted that the City Zoning Code allows for a decrease in 10% of the parking required when the location is in close proximity to an active transit line. The reduction applies to this development.

The parking demand was then applied to the most appropriate ITE time-of-day parking distributions to calculate the parking demand of the entire parking lot: Shopping Center utilized ITE LUC 820 – Shopping Center, Class I & II Restaurants utilized ITE LUC 932 – High-Turnover (Sit Down) Restaurant, and Office utilized ITE LUC 710 – General Office Building.

Table 3.2 shows the parking demand based on the City of Richfield's Zoning Code, the demand parking of Richfield Shoppes throughout the day, and the stall surplus/deficit for each hour.

Parking Demand

Based on City Zoning Code, Richfield Shoppes has a demand of 261 parking stalls. Richfield Shoppes currently has 210 parking stalls (**Figure 2**).

Parking Lot Surplus/Deficit

When breaking out the development by land use and associated peak hour:

- the peak parking demand of Richfield Shoppes at full occupancy is 1:00 pm – 2:00 pm at 255 stalls, with a deficit of 45 stalls
- the parking demand for the peak hour of Anytime Fitness, from 5:00 pm – 6:00 pm is 200 stalls, which is a 10-stall surplus.

3.2 ITE Parking Generation

ITE Parking Generation rates were utilized for the two land uses described in **Section 2.2.2**, and the demand was applied to the ITE time-of-day parking distributions to calculate the parking demand of the entire lot: ITE LUC 821 – Shopping Plaza utilized ITE LUC 820 – Shopping Center as there is not available time-of-day data for ITE LUC 821, ITE LUC 933 – Fast-Food Restaurant without Drive-Through Window utilized ITE LUC 934 – Fast-Food Restaurant with Drive-Through Window as there is not available time-of-day data for ITE LUC 933.

Table 3.3 shows the parking demand calculated based on ITE resources, the parking demand of Richfield Shoppes throughout the day, and the stall surplus/deficit for each hour. The peak parking demand of Richfield Shoppes at full occupancy is 1:00 pm – 2:00 pm and does not conflict with the peak hour of Anytime Fitness from 5:00 pm – 6:00 pm.

Parking Demand

Utilizing ITE Parking Generation rates, Richfield Shoppes has a demand of 212 parking stalls. Richfield Shoppes currently has 210 parking stalls (**Figure 2**).

Parking Lot Surplus/Deficit

When breaking out the development by land use and associated peak hour:

- the peak parking demand of Richfield Shoppes at full occupancy is 1:00 pm – 2:00 pm at 211 stalls, with a deficit of 1 stall.
- the parking demand for the peak hour of Anytime Fitness, from 5:00 pm – 6:00 pm is 177 stalls, which is a 33-stall surplus.

Table 3.2: City Parking Requirements Assuming Full Occupancy

Land Use	Area	Existing Parking Stalls	City Requirements		Hourly Shared Parking Demand Based on ITE Standards Average Weekday															
			Rate	Peak Parking Demand	7 AM	8 AM	9 AM	10 AM	11 AM	12 AM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM
Shopping Center – Regional (50,000 SF or More)	53,705 SF	210	4 per 1,000 SF	215	-	32	69	116	153	213	215	194	178	174	181	185	172	135	90	32
Class I & II Restaurant	4,200 SF		10 per 1,000 SF	42	-	-	-	11	18	40	40	20	16	16	26	42	42	36	21	12
Office (Floor Area Less than 50,000 SF)	9,172 SF		1 per 275 SF	33	4	16	29	33	33	28	28	31	28	28	15	7	4	-	-	-
10% Reduction for Close Proximity to Active Transit Line			10% Reduction	-29	0	-5	-10	-16	-20	-28	-28	-25	-22	-22	-22	-23	-22	-17	-11	-4
Totals		210	Per City Requirements	261																
Total Shared Parking Demand					4	43	88	144	184	253	255	220	200	196	200	211	196	154	100	40
Total Shared Supply					210	210	210	210	210	210	210	210	210	210	210	210	210	210	210	210
Total Shared Parking Surplus/(Deficit)					206	167	122	66	26	(43)	(45)	(10)	10	14	10	(1)	14	56	110	170

= Represents the peak parking demand hour of the Richfield Shoppes
 = Represents the peak hour of Anytime Fitness

Table 3.3: ITE Parking Generation Assuming Full Occupancy

Land Use	Area	Existing Parking Stalls	ITE Parking Demand		Hourly Shared Parking Demand Based on ITE Standards Average Weekday															
			Rate	Peak Parking Demand	7 AM	8 AM	9 AM	10 AM	11 AM	12 AM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM
821 - Shopping Plaza (40-150k) - No Supermarket	66,317 SF	210	3.11 per 1,000 SF	206	-	31	66	111	146	204	206	185	171	167	173	177	165	130	87	31
933 - Fast-Food Restaurant without Drive-Through Window	760 SF		7.54 per 1,000 SF	6	-	-	-	2	4	6	5	3	3	3	4	4	1	-	-	-
Totals		210	Per ITE Parking Demand	212																
Total Shared Parking Demand					0	31	66	113	150	210	211	188	174	170	177	181	166	130	87	31
Total Shared Supply					210	210	210	210	210	210	210	210	210	210	210	210	210	210	210	210
Total Shared Parking Surplus/(Deficit)					210	179	144	97	60	0	(1)	22	36	40	33	29	44	80	123	179

= Represents the peak parking demand hour of the Richfield Shoppes
 = Represents the peak hour of Anytime Fitness

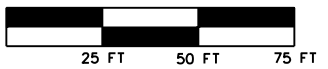
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Revisions:	
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Prepared for:

**BALEO
 FITNESS, INC.**

LEGEND

— RICHFIELD SHOPPES



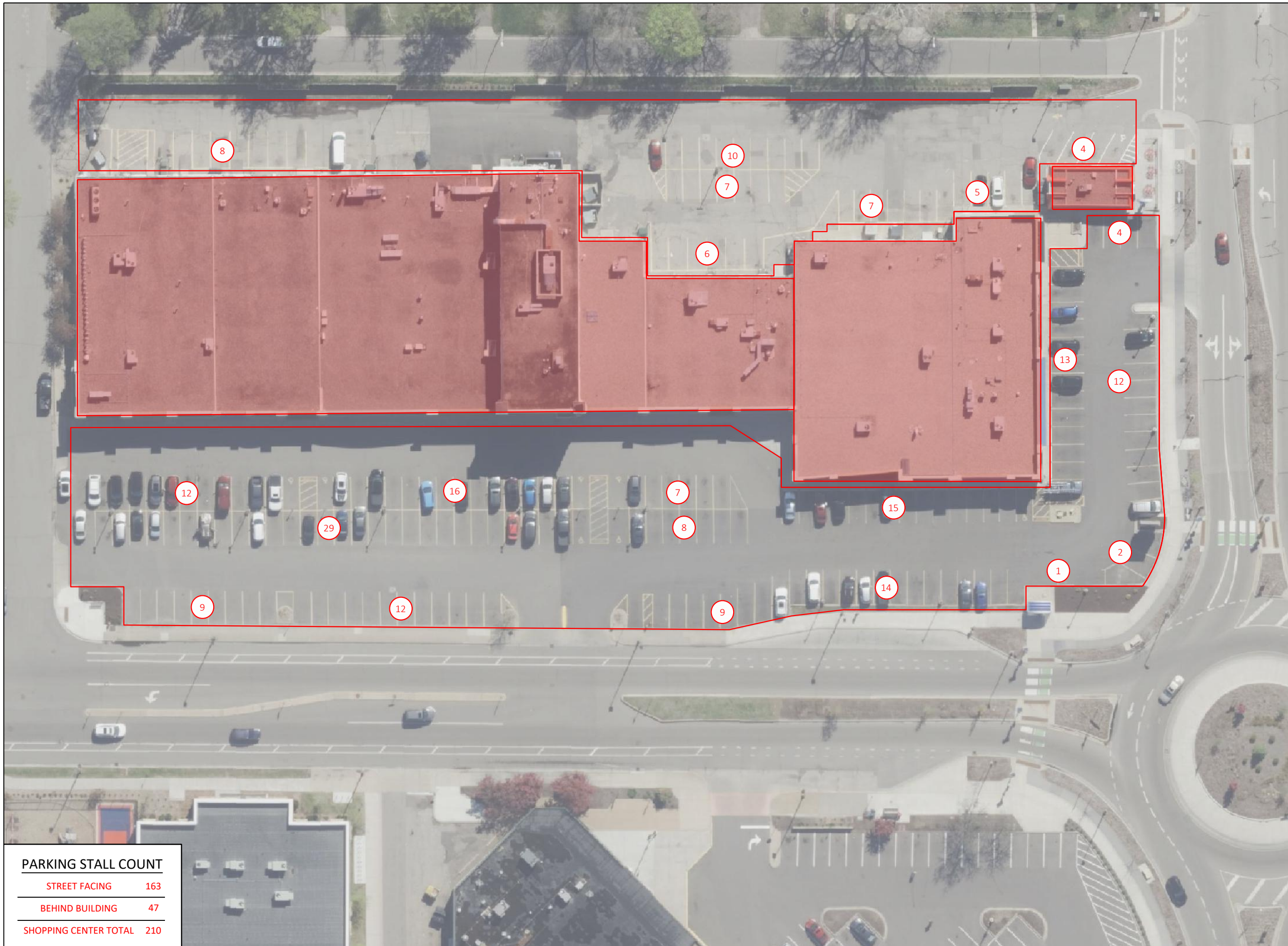
**Richfield
 Shoppes**

Richfield, MN

Figure 2
 Parking Stall Count

Date: 2026-03-04

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PARKING STALL COUNT

STREET FACING	163
BEHIND BUILDING	47
SHOPPING CENTER TOTAL	210

4.0 Conclusion

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FINDING:

The existing Richfield Shoppes does not meet the minimum parking demand as defined by ITE rates or minimum parking demand as defined by the City of Richfield Zoning Code when analyzing for full occupancy.

The Richfield Shoppes Peak Hour from 1:00 pm – 2:00 pm demands more parking stalls than the 210 stalls currently available for both ITE and City code when analyzing for full occupancy.

Richfield Shoppes Peak Hour (1:00 – 2:00 pm) Parking Stall Demand

Method	Peak Hour Demand	Deficit
City Code	255	45 Stalls
ITE	211	1 Stall

FINDING:

The proposed Anytime Fitness has a weekday peak hour of 5:00 pm – 6:00 pm. During this peak hour, Richfield Shoppes has a surplus of parking stalls when including the Anytime Fitness and using City and ITE rates.

Since the peak hour of Anytime Fitness does not overlap with the overall peak hour of the development, Anytime Fitness is not expected to negatively impact the parking demand at Richfield Shoppes.

Anytime Fitness Peak Hour (5:00 – 6:00 pm) Parking Stall Demand

Method	Peak Hour Demand	Surplus
City Code	200	10 Stalls
ITE	177	33 Stalls

Appendix A

City of Richfield, MN Zoning Code Section 544

544.11. - Traffic and parking studies.

Subdivision 1. In review of a project or application, the City may require, at the developer's expense, submission of a traffic and/or parking analysis that is prepared by a traffic engineer. Such analysis shall assess the potential impact of a proposed project on roadways, intersections, and/or on-site parking and circulation.

Subd. 2. If a traffic study indicates that a proposed project or use will have significant impact on the existing service levels of roadways and intersections, the City may require a "traffic management plan" to mitigate traffic impacts. Such plan may include travel demand management strategies, use of transit facilities, or other appropriate measures to reduce traffic congestion. Such plan may also necessitate improvements to road systems. The developer shall be responsible for installation and expense of necessary road system improvements and pedestrian facilities, and any such improvements shall be constructed and installed according to City specifications.

544.13. - Vehicle parking and loading requirements.

Subdivision 1. [Off-street parking and loading areas.] Off-street parking and loading areas shall be permitted only upon approval of a site plan.

Subd 2. Review factors. The Planning Commission and City Council shall consider the following factors when reviewing site plan applications for parking and loading requirements:

- a) The adequacy of available parking relative to anticipated demand;
- b) The adequacy of pedestrian, bicycle and mass transit generation;
- c) The adequacy of traffic control devices and other general safety factors;
- d) The adequacy of loading and unloading areas;
- e) The adequacy of stormwater management, lighting and landscape screening;
- f) The impact on nearby streets and intersections;
- g) The impact on adjacent properties; and
- h) Compliance with the lot and stall design requirements of this Section.

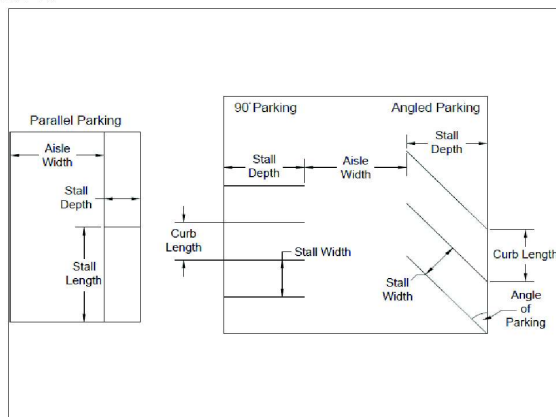
Subd. 3. Parking lot design. Parking lots should be designed and constructed in conformance with the following standards and the accompanying Figure 18. Exceptions to these standards must be approved by the City Engineer.

Angle	Stall Width	Curb Length*	Stall Depth	Aisle Width (one-way/two-way)	
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90 degrees	9'	9'	19'	24'
60 degrees	9'	10.4'	21'	18'/22'
45 degrees	9'	12.7'	19.8'	13.4/22'
Parallel	8.5'	23'	8.5'	13'/22'
Compact (90 degrees)	8'	8'	16'	24'

*An additional 18 inches shall be required when a stall abuts a landscape area.

Figure 18



(Bill No. 2013-3)

Subd. 4. Compact Stalls. Up to 20 percent of the total number of required spaces may be designated for compact cars in conformance with the following standards:

- a) The parking area must have a total size of at least 20 stalls;
- b) Compact stalls must be identified by appropriate signage; and
- c) Compact parking stalls are not permitted for high turnover uses (e.g. fast food).

Subd. 5. Parking Lot Setbacks. Unless otherwise noted parking lots shall be set back in accordance with the following: (Amended, Bill No. 2011-19)

- a) Parking lots must be set back eight (8) feet from the right-of-way.
- b) Parking lots must be set back five (5) feet from adjacent commercial, multifamily residential and mixed use property. (Amended, Bill No. 2011-13; 2011-19)
- c) Parking lots must be set back 15 feet from adjacent single-family and two-family residential property with appropriate screening as required by Subsection 544.03 Subd. 5 for residential sites or Subd. 6 for commercial. (Amended, Bill No. 2011-19)

Subd. 6. Number of Off-Street Spaces Required. Off-street parking spaces shall be provided according to the following minimum standards. Parking for land uses not listed below shall be regulated according to the most similar use and/or authoritative sources as determined by the City Planner.

Land Use	Minimum Number of Off-Street Parking Spaces Required*
COMMERCIAL USES	
Animal hospital	1 for every 200 square feet of gross floor area.
Auto mechanical, body repair shop or gas station	4 plus 2 per service stall and 1 per 150 square feet of retail area
Bakery	1 per 25 square feet of customer floor area.
Bank or similar financial service	1 space per 250 square feet of gross floor area.
Bed and breakfast inn	2 plus 1 per room for rent. No required parking may be located in the front yard nor shall the parking area exceed 50 percent of the rear yard.
Bowling alley	5 per bowling lane plus 1 per 4.5 seats of other related facilities (e.g., restaurant)
Coffee shop	4.5 per 1,000 square feet of gross floor area.
Dance or physical culture studio	3 per 1,000 square feet of gross floor area.
Day care center (adult or child)	1 per 5 enrolled persons based on licensed capacity.
Health club or fitness center	1 per 225 square feet of gross floor area
Hotel	1 per room plus 1 per 4.5 seats of other related facilities (e.g., restaurant)

Libraries, museums or art galleries	3.33 per 1,000 square feet of gross floor area.
Medical or dental office	
Floor area of 2,500 square feet or less	1 for every 250 square feet of floor area.
Floor area greater than 2,500 square feet	1 for every 200 square feet of floor area
Micro-production facilities (micro-breweries & micro-distilleries)	1 per 1,000 square feet of gross floor area
Office	
Floor area of less than 50,000 square feet	1 per 275 square feet of floor area
Floor area of 50,000 to 200,000 square feet	1 per 300 square feet of floor area
Floor area of 200,000 to 400,000 square feet	1 per 325 square feet of floor area
Floor area of more than 400,000 square feet	1 per 350 square feet of floor area
Other businesses or industries, including wholesale	1 per 2 employees plus 1 per vehicle used in conduct of the enterprise OR 1 per 800 square feet of gross floor area, whichever is greater.
Shopping center	
Community (under 50,000 sf)	3.5 per 1,000 square feet of gross floor area
Regional (50,000 sf or more)	4 per 1,000 square feet of gross floor area
Restaurants or food service in shopping centers	Calculated separately unless the restaurant meets all of these requirements:

	<ul style="list-style-type: none"> •The shopping center floor area is over 20,000 square feet
	<ul style="list-style-type: none"> •The restaurant does not have wait staff serving food directly to the customer while seated
	<ul style="list-style-type: none"> •Intoxicating liquor sales at the restaurant shall not exceed five percent of annual revenue
	<ul style="list-style-type: none"> •The restaurant does not have in-vehicle sales or service
	<ul style="list-style-type: none"> •The combined total of all restaurants and food services total less than 25 percent of the gross floor area of the building and shopping center.
Retail (other than shopping center) where more than 25 percent of the gross floor area is customer area	5 per 1,000 square feet of gross floor area
Retail (other than shopping center) where more than 25 percent of the gross floor area is customer area and where the merchandise is large such as furniture, carpeting, large appliances or automobiles	2 per 1,000 square feet of floor area (including outdoor display areas).
Retail (other than shopping center) where less than 25 percent of the gross floor area is customer area and where the product is picked up or delivered by patron.	10 per 1,000 square feet of gross floor area

Restaurants and Related	
Class I and II	10 per 1,000 square feet of gross floor area.
Class III (Fast food/convenience)	7 per 1,000 square feet of gross floor area.
Class IV (Take-out only)	1 per 25 square feet of customer floor area plus 1 per delivery vehicle on the maximum shift.
Taproom/Cocktail Room	10 per 1,000 square feet of gross floor area (to be added to required number for adjacent micro-production facility)
Brewpub	1 per 1,000 square feet of gross floor area of Micro-brewery production floor area and 10 per 1,000 square feet of gross floor area of kitchen, dining and bar floor area.
Theater	1 per 3 seats if part of a shopping center; 1 per 2.5 seats if free standing

RESIDENTIAL USES	
Single and Two Family	For R "Low Density Residential" zones, see Section <u>514.15</u> , Subd.4 For R-1 "Single Family Residential" zones, see Section <u>518.15</u> , Subd.3
Multifamily Dwelling	1.25 per unit.
Group home (state licensed residential facility)	2 per 5 beds offered for residence purposes.

Nursing or convalescent home	5 plus one (1) per 5 beds offered for residence purposes.
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INSTITUTIONAL/PUBLIC USES	
Places of worship and/or assembly	1 parking space per 3 seats based on rated design capacity plus additional parking spaces, as applicable for accessory facilities which are used concurrently.
School	
K-8	1 per employee plus 8 for visitors
High school	1 per employee plus 1 per 8 students
Business or trade school	1 per employee plus 1 per 3 students based on rated design capacity.

*If calculation results in a fraction, traditional rounding applies. For Mixed Use zones, see Section [537.09](#).

(Amended, Bill No. 2011-8; Bill No. 2011-13; Bill No. 2013-22; Bill No. 2015-15; [Bill No. 2024-08](#))

Subd. 7. Electric Vehicle Charger Requirements.

- a) Purpose. Ensuring that electric vehicle (EV) charging serves both short and long-term parking needs throughout the city, while limiting adverse impacts of electric vehicle chargers, to reduce emissions and improve environmental health outcomes in our community.
- b) Level descriptions:
 - i. Level-1 (or "L1") is considered slow charging and includes a range from zero (0) volts to 120 volts.
 - ii. Level-2 (or "L2") is considered medium charging and includes a range from 120 volts to 240 volts.
 - iii.

Level-3 (or "L3") is considered fast or rapid charging and includes a range of greater than 240 volts.

c) EV-ready spaces and EV parking space standards:

- i. EV-ready spaces shall require appropriate electrical capacity and conduits to support future EV chargers, but shall not require an installed charger unit. Adequate electrical service is required to allow for future simultaneous charging of all future installed chargers.
- ii. EV charger installation in excess of any minimum requirements may be substituted for up to five (5) percent of minimum off-street parking requirements. One (1) L2 or L3 charger is equivalent to one (1) parking space. This reduction may not be applied in addition to the parking reduction for excess bicycle parking spaces, as described in subsection 544.17 of the Richfield Zoning Code.
- iii. EV charger locations and standards:
 - 1) EV chargers must be located in a parking island, mounted to an adjacent pedestal or similar structure, or protected by bollards, structures, or curb if located in a parking lot.
 - 2) EV chargers shall be set back at least three (3) feet from any lot line abutting another parcel. However, upon written request from the property owner, the Director may reduce or rescind this setback requirement for shared access agreements or pursuant to a finding of necessity and public convenience.
 - 3) EV chargers located along an alley, or located adjacent to a right-of-way which contains a public sidewalk, shall be set back at least three (3) feet from the nearest edge of such alley or sidewalk. When adjacent to the right-of-way, the location must be approved by the Director of Public Works. EV chargers may be located in the right-of-way, with permission from the Director of Public Works. EV chargers mounted on pedestals, light posts, bollards, or other devices for on-street charging stations shall be designed and located as to not impede pedestrian travel or create hazards within the right-of-way.
 - 4) EV chargers shall be set back at least 24 inches from the face of any adjacent curb.
 - 5) EV chargers shall be mounted in a manner that allows for any cords to be retractable or hung sufficiently above any pedestrian surface.
 - 6) EV chargers must be installed per manufacturer specification and must comply with all applicable building codes and relevant Americans with Disabilities Act (ADA) requirements.
 - 7) When an EV charging station is not operational for 30 consecutive days, it shall be considered to have been removed from service.
 - 8)

EV chargers must be operational during the normal business hours of the use(s) served. EV chargers may be de-energized or otherwise restricted after normal business hours of the use(s) served.

d) Minimum number of electric vehicle chargers required by land use are as follows:

USE	INSTALLED EV CHARGING STATIONS*	EV-READY SPACES*	ADDITIONAL REQUIREMENTS
Residential uses with up to 3 units	At least one (1) space shall support L1 charging.		
Residential uses with 4 to 14 units	Ten (10) percent of parking spaces shall support L1 charging.	Two (2) spaces capable of L2 or L3 charging. A minimum of fifty (50) percent of remaining spaces capable of L1 charging.	
Residential uses with 15 units or more	Ten (10) percent of parking spaces shall support L2 charging.	Twenty (20) percent of spaces capable of L2 or L3 charging. A minimum of fifty (50) percent of remaining spaces capable of L1 charging.	At least one ADA parking space shall have access to an installed EV charger.
Non-residential uses with up to twenty (20) spaces	One (1) space shall support L2 or L3 charging	Ten (10) percent of spaces capable of L2 or L3 charging.	

<p>Non-residential uses with twenty-one (21) or more off-street parking spaces</p>	<p>Five (5) percent of parking spaces shall support L2 or L3 charging.</p>	<p>Twenty (20) percent of spaces capable of L2 charging. At least 1 space capable of L3 charging.</p>	<p>At least one ADA parking space shall have access to an EV charger.</p>
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*If calculation results in a fraction, the next higher whole number shall be used.

- e) This number may be reduced by the Director if proof can be provided that such spaces will not be used.

(Added, Bill No. 2022-3; Amended, Bill No. 2022-14)

Subd. 8. Parking Maximums. The maximum number of parking spaces for any building or use shall not exceed the amount determined as follows: (Amended, Bill No. 2022-3)

- a) Except for Multifamily Residential, parking lots of more than 20 and less than 51 spaces. Parking lots may not have more than 120 percent of the number of spaces identified in the above table, not including accessible spaces.
- b) Except for Multifamily Residential, parking lots of 51 spaces or more. No more than 110 percent of the number of spaces required as identified in the above table, not including accessible spaces, are permitted.
- c) Multifamily Residential parking lots. No more than 1.5 stalls per unit. (Added, Bill No. 2024-08)
- d) Additional parking may be provided if it does not increase impervious surface beyond that which would be provided by meeting the maximum parking required. Examples of additional parking include, but are not limited to, under structure parking, roof top parking, or structured parking above a surface parking lot.
- e) An applicant may request a modification of the maximum allowed number of parking spaces by submitting a study of anticipated parking demand. Parking studies shall be prepared by a professional engineer with expertise in traffic and parking analysis, unless the Director authorizes an equally qualified individual.

Subd. 9. Modification of number of required parking spaces. (Amended, Bill No. 2022-3)

- a) An applicant may request a modification of the minimum required number of parking spaces by submitting a study of anticipated parking demand. Parking studies shall be prepared by a professional engineer with expertise in traffic and parking analysis, unless an equally qualified individual is authorized by the Director.
- b)

Bicycle parking in excess of the minimum requirement may be substituted for up to five (5) percent of minimum off-street parking requirements. Four (4) bicycle spaces is equivalent to one (1) parking space.

(Added, Bill No. 2021-17)

- c) Parking may be reduced by ten (10) percent for development on any parcel which is located within one-fourth ($\frac{1}{4}$) mile of a frequently operating transit line provided that separate pedestrian ways are provided which connect the parcel to a transit stop. A frequently operating transit line is defined as having: (Amended, Bill No. 2021-17)
- i. Weekday frequency of two (2) runs/hour between 7:00 a.m. and 6:30 p.m.;
 - ii. Regularly scheduled service weekdays after 6:30 p.m.; and
 - iii. Some Saturday, Sunday, and holiday service.

This reduction is in addition to reductions by PUD, and for shared parking.

- d) Parking for retail and service uses may be reduced if on-street parking is adjacent to the parcel and where all of the following conditions exist: (Amended, Bill No. 2021-17)
- i. The principal building is located within 20 feet of the front property line;
 - ii. No parking exists between the front face of the principal building and the street;
 - iii. A sidewalk exists along all sides of the lot that abut a public street;
 - iv. A primary building entrance must face the street with parking; and
 - v. If the Director finds that such parking will not be detrimental to the surrounding neighborhood. (Amended Bill No. 2024-08)

(Amended Bill No. 2024-08)

- e) Sites where at least 20 parking spaces are required, and where at least one (1) street lot line abuts a transit street may substitute transit-supportive plazas for required parking as follows. Existing parking areas may be converted to take advantage of these provisions. Adjustments to the regulations of the paragraph are prohibited: (Amended, Bill No. 2021-17)
- i. Transit-supportive plazas may be substituted for up to ten (10) percent of the required parking spaces on the site;
 - ii. The plaza must be adjacent to and visible from the transit street. If there is a bus stop along the site's frontage, the plaza must be adjacent to the bus stop;
 - iii. The plaza must be at least 300 square feet in area and be shaped so that a 10'x10' square will fit entirely in the plaza; and
 - iv. The plaza must include all of the following elements:
 - 1) A plaza open to the public. The owner must record a public access easement that allows public access to the plaza;
 - 2) A bench or other sitting area with at least five (5) linear feet of seating;

- 3) A shelter or other weather protection. The shelter must cover at least 20 square feet. If the plaza is adjacent to the bus stop, Metro Transit may need to approve the shelter; and
- 4) At least ten (10) percent, but not more than 25 percent of the transit-supportive plaza must be landscaped. This landscaping is in addition to any other landscaping or screening required for parking areas by this Code.

Subd. 10. Reduction of Existing Parking. Parking and loading spaces existing upon the effective date of the ordinance from which this section is derived shall not be reduced in number unless their number exceeds the requirements imposed for a similar new use by this section. (Amended, Bill No. 2022-3)

However, if the existing parking meets more than 90 percent of the requirements of this section, the number of parking spaces may be reduced to 90 percent of the requirement for the purpose of establishing landscaping where such a reduction is necessary to construct a landscaping or buffer yard improvement required by this chapter.

Subd. 11. Calculating space for a compound use. Should a structure contain two (2) or more types of uses, the total off-street and minimum EV parking spaces required for each use shall be calculated separately unless requirements for joint parking arrangements can be applied as regulated by Subd. 12 of this Subsection. (Amended, Bill No. 2022-3)

Subd. 12. Joint parking facilities. Off-street parking facilities may be provided collectively in any district for more than one (1) structure or use, if the following conditions are met: (Amended, Bill No. 2022-3)

- a) The applicant demonstrates to the Director that, because of the hours, size, and mode of operation of the respective uses, there will be an adequate amount of parking available to each use during its primary hours of operation to meet the needs of such use.
- b) The joint use of the parking facilities shall be protected by covenants that run with the lots housing all the joint users and the lots on which the parking facility that satisfies the parking requirement of this section is provided. Those covenants shall contain all of the conditions of the joint agreement and shall grant an easement for parking to the joint principal use lots. The manner of execution and content of such covenants shall be in a form approved by the city attorney and the document containing the covenants shall be recorded with the county recorder or the registrar of titles for the county. Parties to the covenant shall reimburse the city for the costs of legal review. Such covenants shall be provided prior to issuance of building or site permits.
- c) Total required parking spaces for the joint use shall be based on the combined peak requirement and shall not be fewer than the minimum requirements for the use which requires the most parking.

Subd. 13. Control of off-site parking facilities. When required parking facilities are provided on a lot other than the lot on which the principal use is located, the following requirements shall be met: (Amended, Bill No. 2022-3)

- a) When feasible a paved pedestrian way with appropriate pedestrian landscaping and lighting leading from the off-site parking facilities to the use being served has been provided and is properly maintained;
- b) The off-site parking area and the lot on which the principal use is located must be in the same ownership, or the use of the parking facilities shall be protected by covenants that run with the land on both the lot on which the parking facility is provided and the lot on which the principal use is located. The manner of execution and content of such covenants shall be written in a form that is approved by the city attorney and the covenant must be recorded with the county recorder or the registrar of titles for the county. Parties to the covenant shall reimburse the City for the costs of legal review. Such covenants shall be provided prior to issuance of building or site permits;
- c) The closest point of the off-site parking area shall be located no more than 500 feet from an entrance to the principal building of the use being served as measured along an established path of travel between the parking lot and such entrance unless shuttle service is provided. If shuttle service is provided, the location of the parking need not satisfy any distance requirement;
- d) The failure to provide on-site parking will not encourage parking on the public streets, on other private property, or in private driveways or other areas not expressly set aside for off-street parking purposes; and
- e) The off-site parking shall be maintained until on-site parking is provided or an alternate off-site parking facility that meets the requirements of this chapter has been approved by the Director.

Subd. 14. Conversion of garage space. No person shall alter a garage to living space or storage space in such a way that prevents the use of the garage for parking vehicles in any residential district including single- and two-family districts, unless other legal provisions are made to provide the required parking for the lot. (Amended, Bill No. 2022-3)