



# City of Grand Forks

## Staff Report

Planning & Zoning Commission – November 5, 2025

City Council – November 17, 2025

Item 4-2 (Preliminary) - Rezone Request	
<b>Title:</b> Ordinance to amend zoning map to rezone from B-3 General Business District to Leever's PUD to reduce required parking	
<b>Location:</b> 715 South Washington Street	
<b>Current Legal Description:</b> All of Vacant Block 36, And Also Including All of the Vacated Alley Located within Said Block 36, Holes Central Addition & All of Block 7, And Also Including All of the Vacated Alley Located within Said Block 7, And Also Including the Vacated West 6 Feet of South 12 <sup>th</sup> Street Adjacent to the Easterly Side of Said Block 7, McKelvey's Addition	
<b>Proposed Legal Description:</b> No change	
<b>Applicant:</b> Matthew Gilbert, Matt Development Company, LLC	<b>Owner:</b> Leever's Development, LLC
<b>Prepared By:</b> Sierra Johnson, Planner	<b>Submitted By:</b> Ryan Brooks, Director of Planning & Community Development
<b>Purpose:</b> Rezone from B-3 to Leever's PUD to reduce required parking	

Staff Recommendation
<b>Staff recommends denial of the ordinance to amend the zoning map to rezone from B-3 General Business District to Leever's PUD, subject to conditions as shown on PUD map, located at 715 South Washington Street. Recommend City Council not grant approval and set public hearing for December 15, 2025.</b>

Application Status
<b>November 5, 2025 – Planning and Zoning Commission Recommended Action:</b> Motion by Reichert, second by Budke for approval of request. Motion carried 5-2 with Matson and Wasvick dissenting.
<b>November 17, 2025 – City Council Action:</b> Motion by Osowski, second by Berg to uphold staff recommendation to deny the request. Motion passed 5-1 with Lunski dissenting. <b>This is final action on this item.</b>
<b>December 3, 2025 (Public Hearing) - Planning and Zoning Commission Recommended Action: N/A</b>
<b>December 15, 2025 (Public Hearing) – City Council Action: N/A</b>

Existing	Proposed
<b>Land Use:</b> Commercial strip mall & associated parking	<b>Land Use:</b> No change to existing, addition of coffee kiosk
<b>Zoning:</b> B-3 General Business District	<b>Zoning:</b> Leever's PUD

<b>Uses Permitted:</b> All uses permitted in B-3 district	<b>Uses Permitted:</b> No change to uses permitted
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Context
<b>Adjacent Zoning Districts:</b> B-3 General Business District, R-4 Multi-Family Residential, R-2 One and Two Family Residential
<b>Adjacent Streets:</b> S Washington St, 7 <sup>th</sup> Ave S, S 12 <sup>th</sup> St, 8 <sup>th</sup> Ave S
<b>Adjacent Bike/Ped Facilities:</b> None.
<b>Adjacent CAT Routes:</b> Routes 7 & 10

Consistency with 2050 Land Use Plan
<ul style="list-style-type: none"> <li>Existing and proposed land use aligns with LUP.</li> </ul>

Background and Discussion
<ul style="list-style-type: none"> <li>This request is a rezoning to a PUD that would allow for a reduction of the required parking on site at 715 S Washington St. The site is split into two parcels. The south parcel features a commercial strip mall with a restaurant, a daycare, and a gym facility and associated parking. The north parcel features additional parking for the strip mall. Together, the two parcels provide 157 parking stalls for the overall site.</li> <li>7Brew is proposing to add a coffee kiosk location in the northwest corner of the site. This development would eliminate 39 parking stalls from the site. The coffee kiosk use requires 5 stalls which would be provided adjacent to the kiosk.</li> <li>According to the current parking ordinance, the site is required to provide 204 parking stalls for the existing strip mall. Currently, the site does not meet this requirement. Further, with the elimination of 39 stalls from the site and the addition of 5 for the coffee kiosk, the site would be short 79 stalls (123 stalls provided total).</li> <li>Planning staff and the Parking Subcommittee have been working on an update to the current parking ordinance. Under the proposed new ordinance (not yet brought forward), the site would be required to provide approximately 138 stalls in total. Under the proposed new requirements, the site would be still be short at least 15 stalls.</li> <li>Additionally, the 2011 MPO Washington Corridor Study recommends realigning 8<sup>th</sup> Avenue South which would eliminate even more parking from the site. Planning staff estimates that 30 or more stalls could be eliminated with the realignment of 8<sup>th</sup> Avenue South. Funding to carry out this recommendation is currently being sought by the Engineering Department, but the exact timing of this project is unknown and subject to funding availability. It's important to note that specific design and impacts are conceptual at this time; the realignment project will be a future City Council consideration.</li> <li>In sum, staff anticipates the addition of the coffee kiosk will result in 79-109 stalls short under current code requirements and conceptual realignment configurations and 15-45 stalls short under potential new code requirements.</li> <li>The developer's request is further detailed in the attached letter of request.</li> <li>Staff is recommending denial of the request due to the proposed removal of parking that would cause of lack of parking to accommodate the site.</li> </ul>

Findings of Fact
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- Rezone is requested to reduce required parking to enable development of coffee kiosk.
- Rezoning requires two actions by both the Planning and Zoning Commission and the City Council.
- Final Action by City Council requires super majority approval.

#### **Attachments**

- Letter of Request
- Parking Study
- 7Brew Normal Operations Layout
- 7Brew Special Events Layout
- Page from 2011 MPO Washington Corridor Study showing 8<sup>th</sup> Ave S realignment
- Rezoning Ordinance

City of Grand Forks, ND  
Planning and Zoning Commission



RE: Proposed 7Brew Coffee Drive Thru Only Coffee Stand located at 715 S Washington  
Request for PUD to Establish Reduced Parking Criteria for Proposed Subject Tract

Dear Commission:

7Brew Coffee is planning another location within the City of Grand Forks, ND to be located at 715 S Washington Street, Grand Forks, ND. The proposed 530 SQ FT drive thru only building and associated 250 SQ FT walk in cooler is proposed to be located on the northern portion of the two subject tracts, currently developed as a parking area. The adjoining tract of land to the south is an existing commercial building that currently has three operating tenants: Planet Fitness, Sunshine Child Care and Fuji Sushi Steakhouse as well as associated parking for said businesses.

Currently, the site has a total of 157 parking stalls to serve the existing businesses. Based on current adopted City parking code, the required parking spaces for these two tracts of land are 204 spaces (please see attached parking analysis for breakout of required parking per use). With the addition of the Proposed 7Brew Drive Thru Only coffee stand, 39 parking spaces will be eliminated for the building and drive thru lanes with 5 new spaces being constructed, providing a total number of proposed and existing parking spaces to 123 (reducing the existing condition by 34 spaces).

In order to obtain site plan approval for the proposed development, we are respectfully requesting the City of Grand Forks approve a PUD to allow for 123 parking spaces on this proposed development. The development team and current property owners feel as though this parking count will be adequate to serve the proposed development as well as continue to serve the existing businesses, without interruptions, due to the follow circumstances:

- The existing businesses do not utilize the full extent of the existing parking spaces for normal operations, thus resulting in a vacant parking lot on the north side of tract
- Existing Fuji Sushi Steakhouse parking requirement is for entire area and not weighted for dining area versus kitchen, restroom, storage and cleaning areas. This

is causing the amount of parking required for this tenant alone to be well above seating capacity of facility?

- The City of Grand Forks is in the process of reducing on site parking requirements due to site constraints and existing over parked locations in this district
- The hours of operation and peak business hours do not overlap within the existing businesses and proposed 7Brew Coffee stand, therefore, parking spaces will be utilized at different peak times allowing for “dual credit” of parking spaces?
- Proposed 7Brew Coffee stand does not have customer parking, customer entrance into building or areas on site for coffee consumption? This is strictly a drive thru only location, therefore, no surface parking will be required for customers
- Proposed development reduces existing parking conditions by 34 stalls? The northern parking tract currently has 77 spaces alone that are not used by existing business or customers due to demand? After proposed development, 43 of these spaces will still be available to use as needed?
- Proposed development will not impede or impact the existing business operations or parking layout?

In summary, we feel that the approval of the requested parking count will not negatively impact the existing site, roadways or businesses?

Thank you for your time and your consideration! We look forward to expanding our footprint in Grand Forks to better serve the community in alignment with the City!

Sincerely,

Leever’s Development, LLC – Propoerty Owner  
Cold Brew, LLC (7Brew Coffee) – Operator / Tenant  
Matt Development Company, LLC – Development Manager



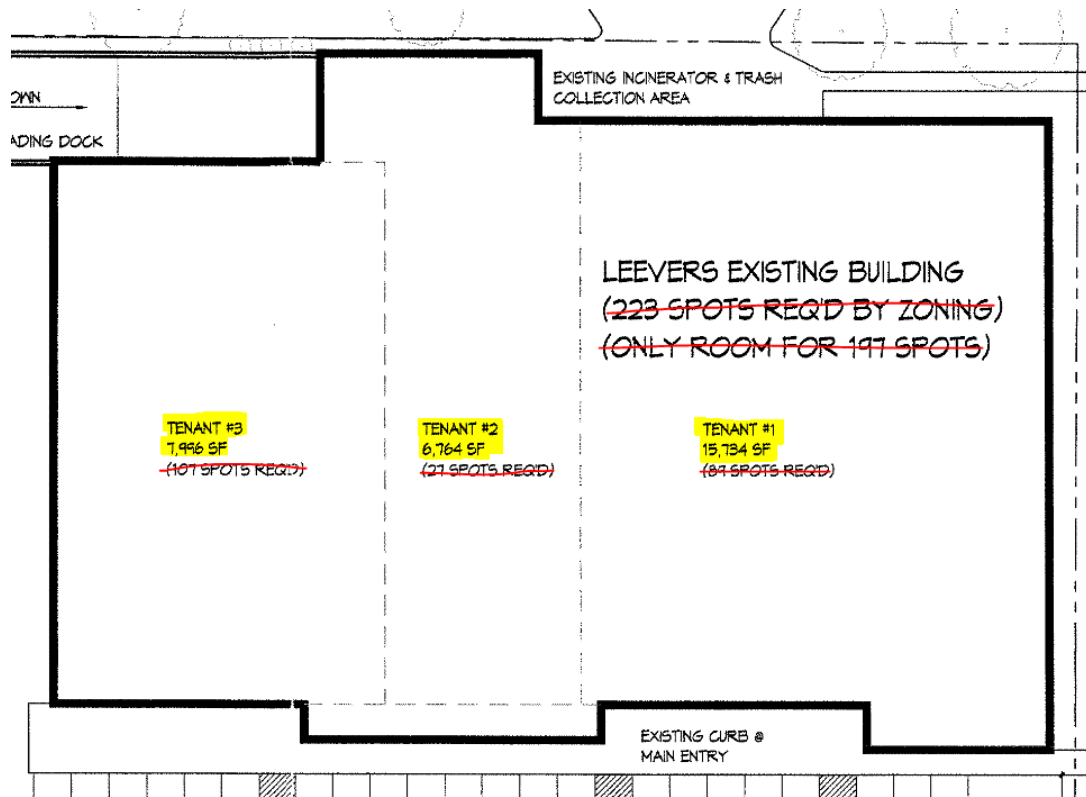
**Parking Study**

Square footage of the existing strip malls 3 stores is below:

Tenant #1 (Planet Fitness): 15,734 sf

Tenant #2 (Sunshine Childcare): 6,764 sf

Tenant #3 (Fuji Steakhouse): 7,996 sf



**City Parking Requirements (per 18-0302)**

*Athletic Club:* One (1) space per two-hundred (200) square feet of gross floor area, plus one (1) space per employee on the largest work shift.

*Day care or nursery school:* One (1) space per teacher/employee on the largest work shift, plus one (1) off-street loading space per six (6) students. (Not including the loading space in the calculations below)

*Restaurants, cafes:* One (1) off-street parking space for each seventy-five (75) square feet of gross floor area.

Parking Breakdown:

Tenant #1 (Planet Fitness): 15,734 sf

Athletic Club:  $(15,734 / 200) + 5 \text{ employees} = \underline{84 \text{ stalls required}}$       **1 per 350 = 45**

Tenant #2 (Sunshine Childcare): 6,764 sf

Daycare: **8 teachers/employees** = 8 stalls required      **??? 1 per 10 kids**

Tenant #3 (Fuji Steakhouse): 7,996 sf

Restaurant:  $(7,996 / 75) = \underline{107 \text{ stalls required}}$       **1 per 100 = 80**

New 7 Brew Building: 781 (with cooler)

5 employees during large shift = 5 stalls required      **1 per 150 = 5**

Total Stalls Required:

$84 + 8 + 107 + 5 = \underline{204 \text{ stalls}}$

**New code requires 138 stalls  
+ accurate daycare count.**

Stalls Provided:

Existing stalls before 7 Brew development: 157

Existing stalls being removed due to 7 Brew development: 39

Stalls added for 7 Brew development: 5

Total Stalls Provided (after 7 Brew development)

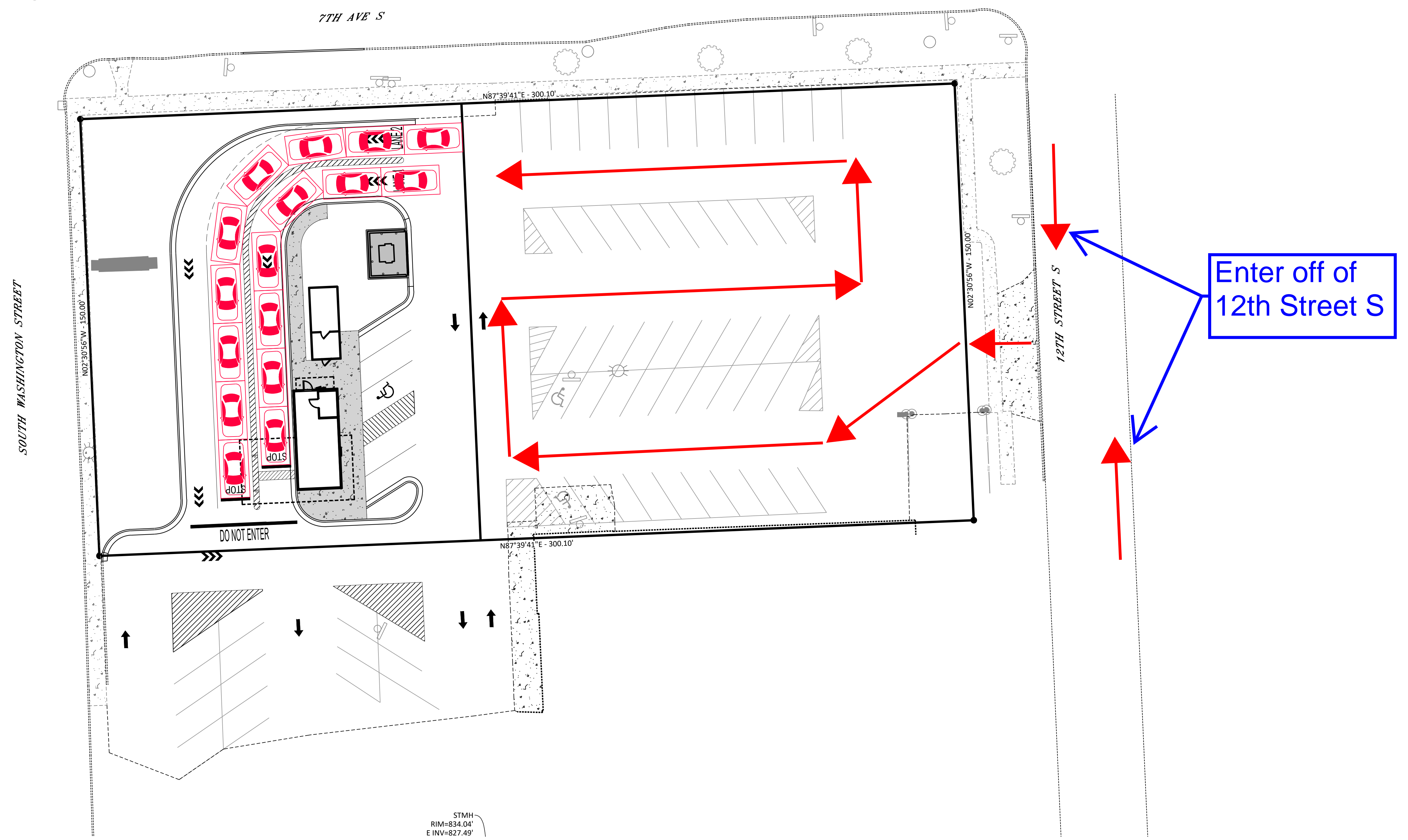
$157 - 39 + 5 = \underline{123 \text{ stalls}}$

**15 Stalls short under new  
code.**

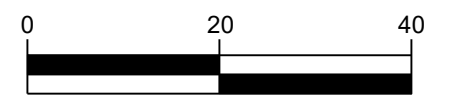
Based on parking requirements, the site is 81 stalls short of meeting the required amount.

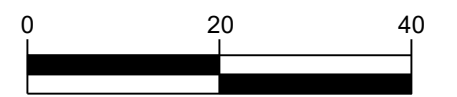
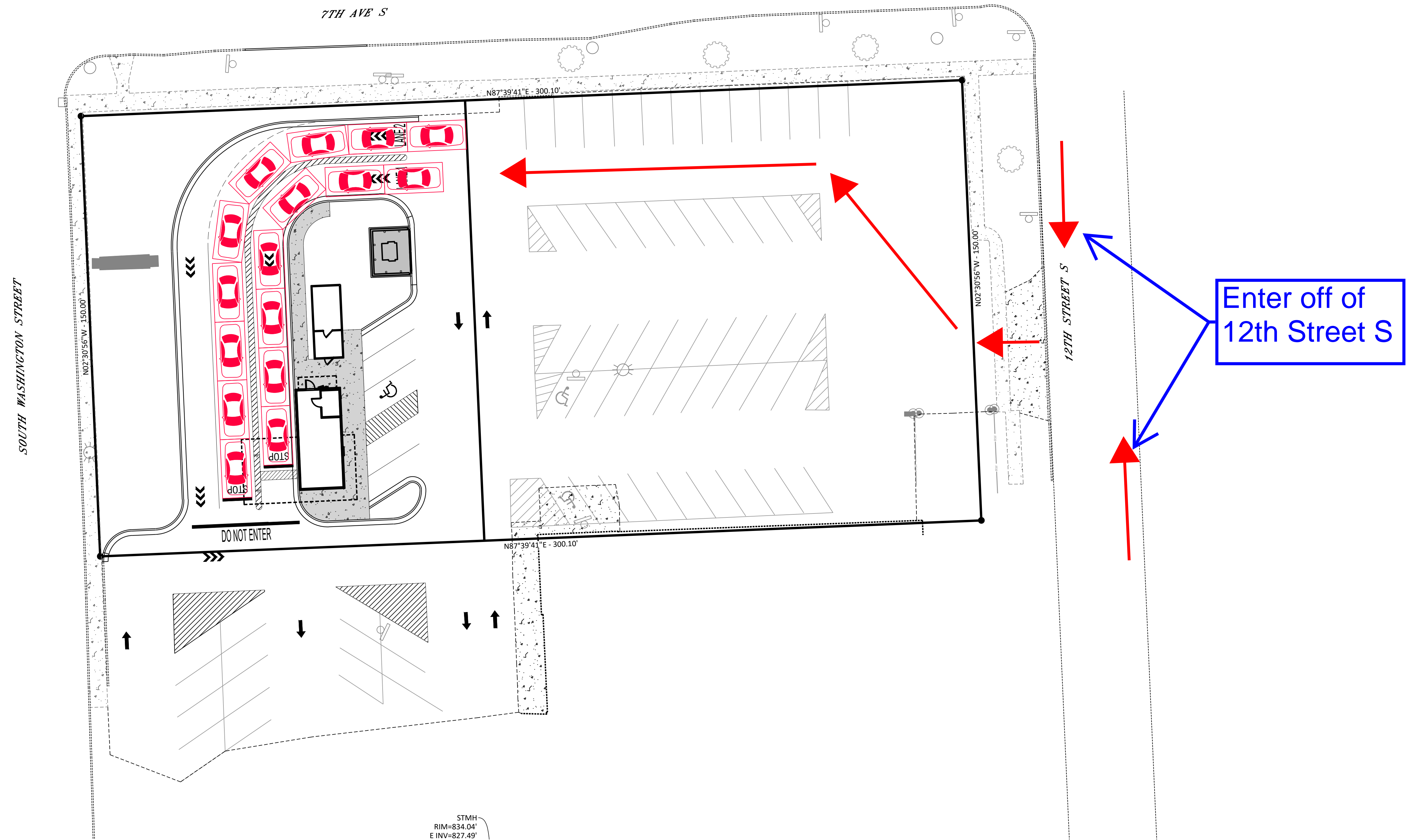
**S Washington access realignment  
removes approximately 30+ stalls.**

**Total site reduction of 45+ stalls.**

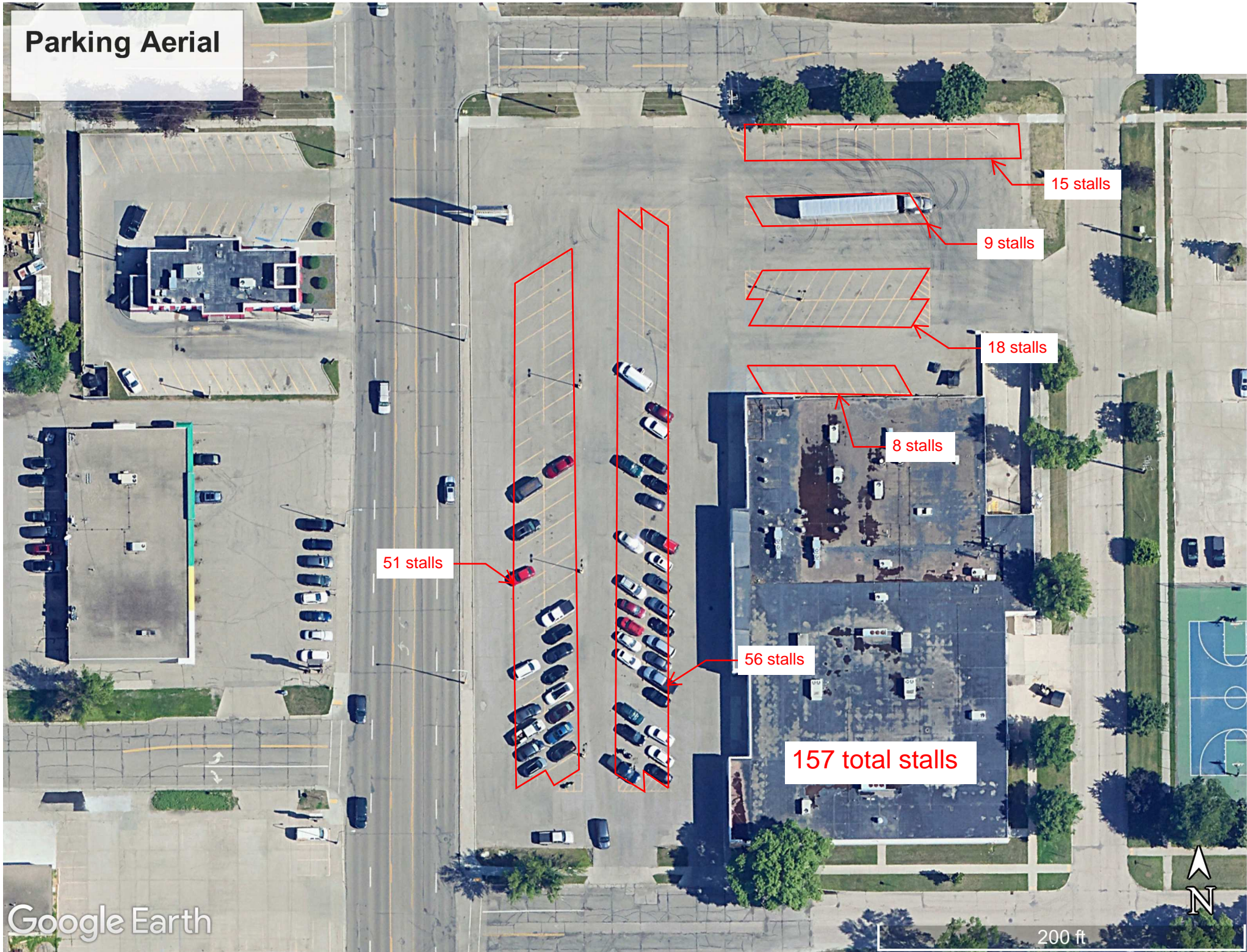


STMH  
RIM=834.04'  
E INV=827.49'





# Parking Aerial



51 stalls

56 stalls

157 total stalls

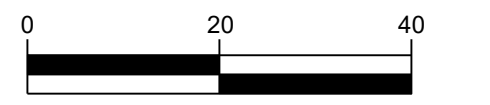
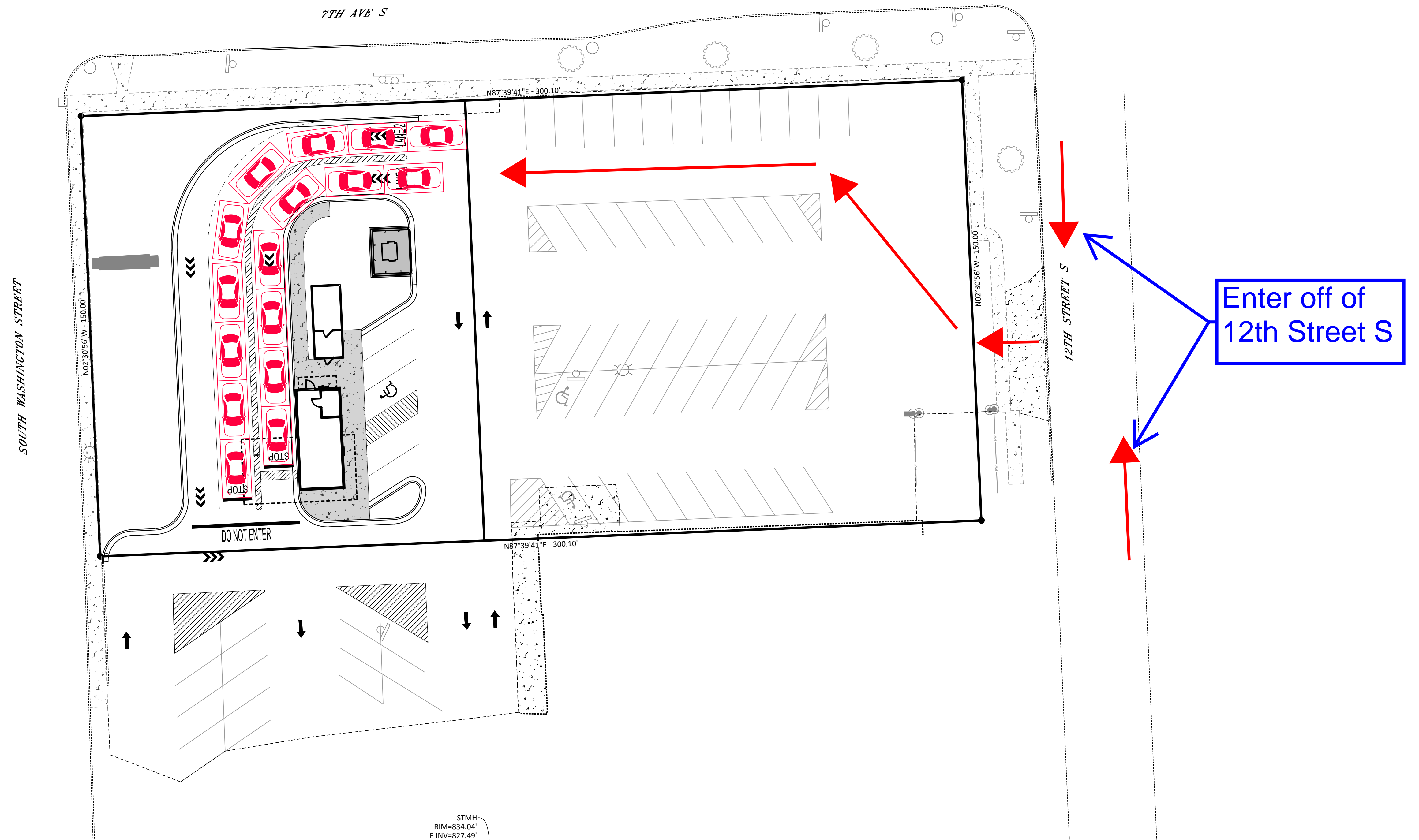
8 stalls

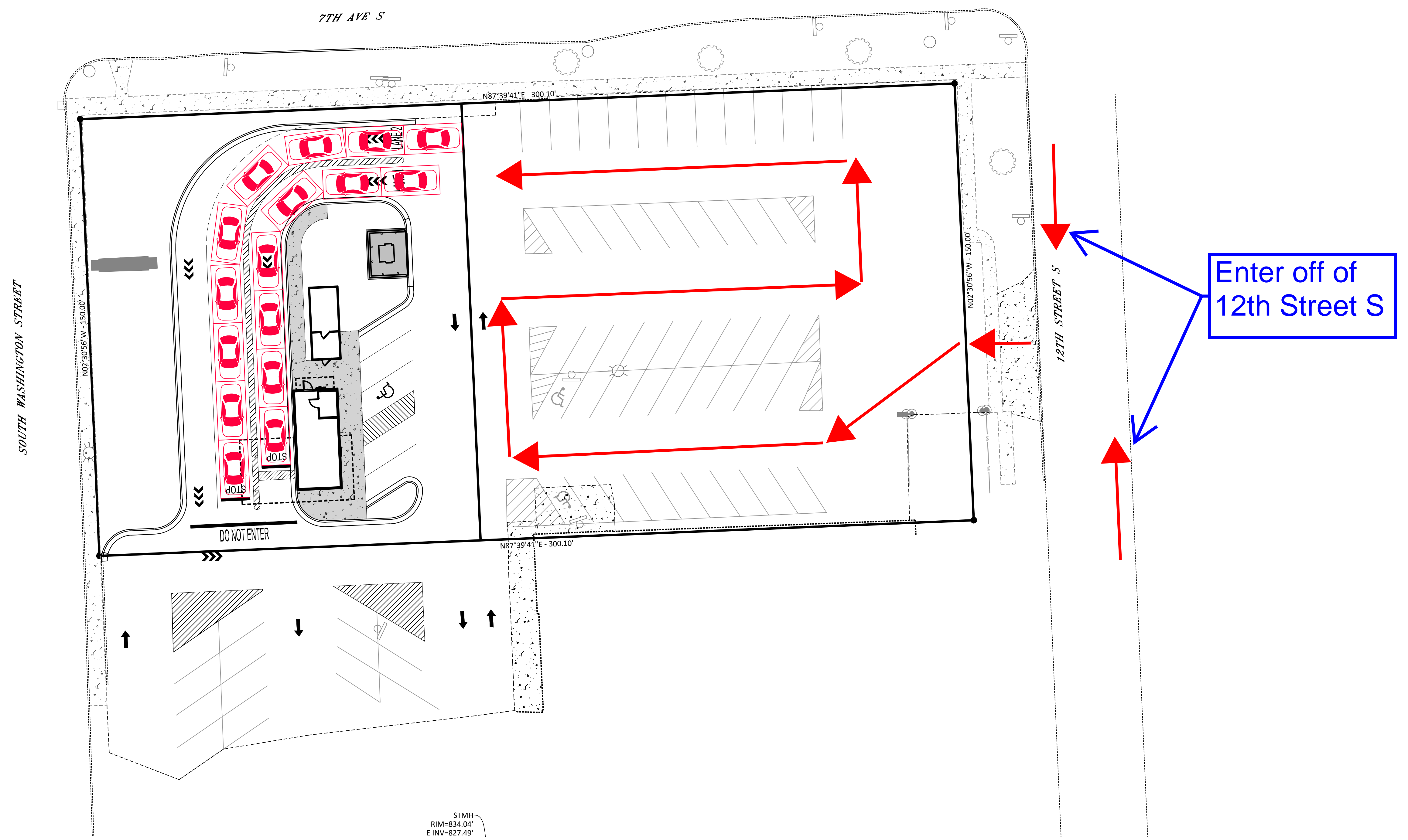
18 stalls

9 stalls

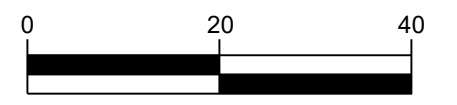
15 stalls

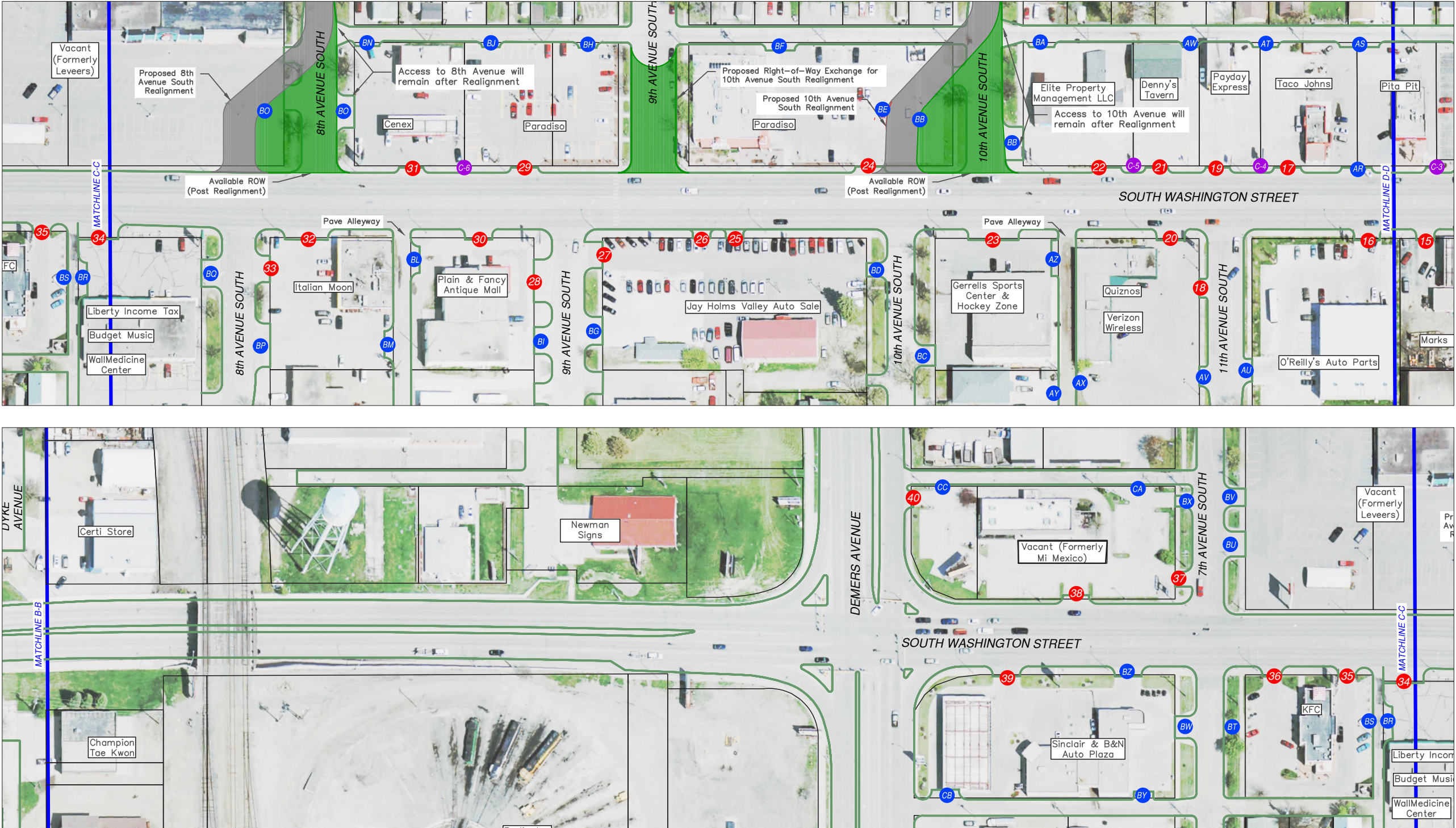






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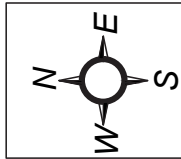




Note: All driveways with access to Washington Street shall be reconfigured to conform to Grand Forks City Code, North Dakota Department of Transportation, and ADA design standards and requirements if not currently in conformance.

**LEGEND**

- Removed Access
- Remaining Access
- Consolidated Access



**Washington St. Corridor Study**  
Grand Forks - East Grand Forks MPO

**Access Management Plan** *Kadmas Lee & Jackson*  
Engineers Surveyors Planners

FIGURE 7.2 B – Access Management Plan

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend the zoning map to rezone and exclude from the B-3 General Business District, and to **include within the Leever's PUD (Planned Unit Development), Concept Plan,** All of Vacant Block 36, And Also Including All of the Vacated Alley Located within Said Block 36, Holes Central Addition & All of Block 7, And Also Including All of the Vacated Alley Located within Said Block 7, And Also Including the Vacated West 6 Feet of South 12th Street Adjacent to the Easterly Side of Said Block 7, McKelvey's Addition.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND FORKS, NORTH DAKOTA, PURSUANT TO ITS HOME RULE CHARTER THAT:

Section 1. Amending Clause

The Zoning Map of the City of Grand Forks, established by Section 18-0205(2), of the Grand Forks City Code of 1987, as amended, is hereby amended as follows:

To rezone and exclude from the B-3 General Business District, and to **include within the Leever's PUD (Planned Unit Development), Concept Plan,** All of Vacant Block 36, And Also Including All of the Vacated Alley Located within Said Block 36, Holes Central Addition & All of Block 7, And Also Including All of the Vacated Alley Located within Said Block 7, And Also Including the Vacated West 6 Feet of South 12th Street Adjacent to the Easterly Side of Said Block 7, McKelvey's Addition.

ALL CONDITIONS AND REGULATIONS RELATING THERETO ARE PRESCRIBED IN 18-0223 OF THE GRAND FORKS CITY CODE AND FUTURE AMENDMENTS THERETO, TOGETHER WITH THE ATTACHED/APPROVED MAP AND CONDITIONS **Leever's PUD OF THE DESCRIBED DISTRICT AREA.**

Section 2. Effectivity

This ordinance shall be in full force and effect after its passage and approval as provided by law.

\_\_\_\_\_  
Brandon Bochenski, Mayor

ATTEST:

\_\_\_\_\_  
Maureen Storstad, City Auditor

Introduction and first reading:

Public Hearing:

Second Reading and final passage:

Approved:

Published: Not required by law.