

Planning Commission Minutes

Regular Meeting
October 3, 2022 - 4:30 pm
Room 317, City Hall

Members Present: Alyssa Olson (President), Chloe McGuire (Vice-President), Becky Alper, Bill Baxley, Joseph Campbell, Adriana Cerrillo, Tammy Faiola, Keith Ford, Aneesha Marwah, and Michael Rainville (Quorum: 5)

Staff : Rachel Blanford

Call To Order

1. Roll Call.

Quorum Present

2. Adoption of the agenda.

Action Taken: Adopted

3. Acceptance of minutes
[Sep 19, 2022 Planning Commission](#)

Action Taken: Accepted

Consent

4. **3225 E Minnehaha Pkwy, Ward 11**
City Staff: [Peter Crandall](#) **PLAN15391**

The City Planning Commission adopted staff findings for the applications by 3225 Minnehaha, LLC for the properties located at 3225 E Minnehaha Parkway:

A. Final Plat.

Action: The City Planning Commission **approved** the application for a final plat.

[3225 E Minnehaha Pkwy Staff Report](#)

Approved on consent.

Public Hearing

5. **4816 Nicollet Ave, Ward 11**
City Staff: [Lindsey Silas](#) PLAN15296

The City Planning Commission adopted staff findings for the application by Deirdre Olson Gentolizo for the property located at 4816 Nicollet Ave:

A. Change of a Nonconforming Use.

Action: The City Planning Commission **approved** the change of a nonconforming use application to allow for a massage and bodywork establishment.

[4816 Nicollet Ave Staff Report](#)

Approved on consent.

6. **701 Industrial Blvd, Ward 1**
City Staff: [Shanna Sether](#), PLAN15064

The City Planning Commission adopted staff findings for the applications by Westwood Professional Services for the property located at 701 Industrial Blvd:

A. Variance.

Action: The City Planning Commission **denied** the variance to increase the maximum number of surface parking spaces from 100 to 188.

B. Site Plan Review.

Action: The City Planning Commission **approved** the site plan review for a 182,342 square foot industrial warehouse, wholesale, and distribution building, subject to the following conditions:

1. All site improvements shall be completed by October 3, 2024, unless extended by the Zoning Administrator, or the permit may be revoked for non-compliance.
2. CPED staff shall review and approve the final site, elevation, landscaping, and lighting plans before building permits may be issued.
3. All signs shall comply with Chapter 543 of the zoning code. All signage requires a separate permit from CPED.
4. Mechanical equipment shall be screened per 535.70 of the zoning code.
5. All fencing shall comply with the applicable requirements for fences in Chapter 535 of the zoning code.
6. The applicant shall meet the requirements for a minor Travel Demand Management Plan.

C. Minor Subdivision.

Action: The City Planning Commission **approved** the application for a minor subdivision to create two parcels from one.

[701 Industrial Blvd Staff Report](#)

[701 Industrial Blvd Staff Presentation](#)

Yea: Alper, Baxley, Campbell, Faiola, Ford, Marwah, McGuire, Rainville, Olson

Nay: None

Abstain: Cerillo

Unfinished Business

7. **4352 Zenith Ave S, Ward 13**
City Staff: [Hilary Dvorak](#), PLAN15213

This item was continued from the September 19, 2022 meeting.

A. Rezoning.

Action: The City Planning Commission **continued** the petition to rezone from the R2B Multiple-family District to the R3 Multiple-family District, retaining the BFC3 Corridor 3 Built Form Overlay District, **to the October 17, 2022, City Planning Commission meeting.**

B. Variance.

Action: The City Planning Commission **continued** the variance to reduce the established front yard setback from 32.4 feet to 30 feet for the building and to 26 feet for the awning and **continues** the variance to reduce the established front yard setback from 32.4 feet to 10.5 feet for the decks, **to the October 17, 2022, City Planning Commission meeting.**

C. Variance.

Action: The City Planning Commission **continued** the variance to reduce the required south interior side yard setback from seven feet to three feet for a deck, **to the October 17, 2022, City Planning Commission meeting.**

D. Site Plan Review.

Action: The City Planning Commission **continued** the site plan review for a four-unit residential building, **to the October 17, 2022, City Planning Commission meeting.**

[4352 Zenith Ave S Staff Report](#)

Approved on voice vote.

Announcements

8. Updates

Action Taken: Received and filed

Adjournment

The meeting adjourned at 5:30 pm.