

Planning Commission Minutes

Regular Meeting

February 21, 2023 - 4:30 pm

Room 317, City Hall

Members Present: Alyssa Olson (President), Bill Baxley (Commissioner), Becky Alper, Joseph Campbell, and Emily Koski (Quorum: 5)

Members Absent: Abdul Abdi, Angela Conley, Keith Ford, Aneesha Marwah, and Christopher Meyer

Staff : Rachel Blanford

Call To Order

1. Roll Call.

Quorum Present

2. Adoption of the agenda.

Action Taken: Adopted

3. Acceptance of minutes

[Feb 6, 2023 Planning Commission](#)

Action Taken: Accepted

Public Hearing

4. **1011 and 1025 Portland Ave, Ward 7**

City Staff: [Mei-Ling Smith](#), PLAN15870

The City Planning Commission adopt staff findings for the applications by Andrew Hughes, on behalf of RS Eden, for the properties located at 1011 and 1025 Portland Ave:

A. Conditional Use Permit.

Action: The City Planning Commission **approved** the conditional use permit to allow a board and care home, subject to the following conditions:

1. All site improvements shall be completed by February 21, 2025, 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 and landscaping plans before building permits may be issued.
3. The conditional use permit shall be recorded with Hennepin County as required by Minn. Stat. 462.3595, subd. 4 before building permits may be issued or before the use or activity requiring a conditional use permit may commence. Unless extended by the zoning administrator, the conditional use permit shall expire if it is not recorded within two years of approval.

4. The applicant shall submit the tax parcel combination request form to CPED and submit proof of the filing with Hennepin County.
5. The final site plan shall be revised to include a trash enclosure that meets the screening requirements per 5380 of the zoning code, and that also complies with any applicable requirements from the Public Works and Right-of-Way departments.
6. The final site plan shall be revised to show an open and decorative fence not exceeding four (4) feet in height in the parking lot landscaped yard along Portland Ave in order to comply with the parking lot screening requirements in section 530.170 of the zoning code.
7. The board and care home use shall be limited to a maximum of ten (10) beds.

[1025 Portland Ave staff report](#)

Yea: Alper, Baxley, Campbell, Koski, Olson

Nay: None

Absent: Abdi, Conley, Ford, Marwah

5. **818 Dunwoody Blvd and 1120 Wayzata Blvd, Ward 7**
City Staff: [Hilary Dvorak](#), PLAN15877

The City Planning Commission adopted staff findings for the applications by Dunwoody College of Technology for the properties located at 818 Dunwoody Blvd and 1120 Wayzata Blvd:

A. Variance.

Action: The City Planning Commission **approved** the variance to increase the number of freestanding signs along Dunwoody Boulevard from the allowed two to three.

B. Variance.

Action: The City Planning Commission **approved** the variance of the allowed sign type to allow a freestanding gateway sign.

C. Variance.

Action: The City Planning Commission **approved** the variance to increase the height of a freestanding sign from eight feet to 22.5 feet.

D. Variance.

Action: The City Planning Commission **approved** the variance to increase the height of a wall sign from 34 feet to 45.7 feet.

[818 Dunwoody Blvd staff report](#)

Approved on consent.

6. **401 Lake St E & 405 Lake St E, Ward 9 (Future Ward 8)**

City Staff: [Andrew Frenz](#), PLAN14535

The City Planning Commission adopted staff findings for the applications by Grass Roots, LLC for the properties located at 401 Lake St E and 405 Lake St E:

A. Variance.

Action: The City Planning Commission **approved** the variance to reduce the minimum off-street loading requirement from one large space to zero spaces.

B. Site Plan Review.

Action: The City Planning Commission **approved** the site plan review for a new four-story commercial building containing approximately 20,300 square feet of office space and approximately 5,300 square feet of retail space, subject to the following conditions:

1. All site improvements shall be completed by February 21, 2025, 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. The applicant shall submit the tax parcel division, combination, or lot line adjustment request form to CPED and submit proof of the filing with Hennepin County.
4. All signs shall comply with Chapter 543 of the zoning code. All signage requires a separate permit from CPED.
5. Except as allowed by the affordable housing premium, all premiums shall be maintained for the life of the principal structure. The length of compliance with the affordable housing premium shall be as required by the Unified Housing Policy.
6. The applicant shall prepare and submit a lighting plan which demonstrates compliance with MCO 535.590.
7. The area between the building and the east property line shall not be paved and shall be covered with rock mulch, in compliance with MCO 530.180.
8. The applicant shall meet the requirements for a minor Travel Demand Management Plan.

[401-405 Lake St E staff report](#)

Approved on consent.

7. **2912 Bloomington Ave, Ward 9**

City Staff: [Lindsey Silas](#), PLAN15818

The City Planning Commission adopted staff findings for the application by Najma Mohamed with Hikma Adult Daycare Center for the property located at 2912 Bloomington Ave:

A. Conditional Use Permit.

Action: The City Planning Commission **approved** the conditional use permit to allow a development achievement center, subject to the following conditions:

1. The conditional use permit shall be recorded with Hennepin County as required by Minn. Stat. 462.3595, subd. 4 before building permits may be issued or before the use or activity requiring a conditional use permit may commence. Unless extended by the zoning administrator, the conditional use permit shall expire if it is not recorded within two years of approval.
2. All signage must receive sign permits and comply with the standards in Chapter 543 – On-Premises Signs.
3. The area in front of the building along Bloomington Ave shall be kept free of weeds and other debris.

[2912 Bloomington Ave staff report](#)

Approved on consent.

8. **2730, 2734 and 2740 1st Ave S. Ward 10**
City Planner: [Shanna Sether](#), PLAN15761

The City Planning Commission adopted staff findings for the applications by Simpson Housing Services, Inc. for the properties located at 2730, 2734, and 2740 1st Ave S:

A. Rezoning.

Action: The City Planning Commission recommended that the City Council **approve** the petition to rezone 2730, 2734, and 2740 1st Ave S from R2B Multiple-Family District to the R6 Multiple-Family District. The properties located at 2734 and 2740 1st Ave S will retain the BFC6 Corridor 6 Built Form Overlay District.

B. Rezoning.

Action: The City Planning Commission recommended that the City Council **approve** the petition to rezone 2730 1st Ave S from BF13 Interior 3 Built Form Overlay District to BFC6 Corridor 6 Built Form Overlay District.

C. Conditional Use Permit.

Action: The City Planning Commission **approved** the conditional use permit to allow a Planned Unit Development, subject to the following conditions:

1. The conditional use permit shall be recorded with Hennepin County as required by Minn. Stat. 462.3595, subd. 4 before building permits may be issued or before the use or activity requiring a conditional use permit may commence. Unless extended by the zoning administrator, the conditional use permit shall expire if it is not recorded within two years of approval.
2. As required by section 527.120 of the zoning code, the development shall comply with the standards for some combination of the following amenities from Table 527-1, Amenities and those proposed by the applicant totaling a minimum of 15 points: environmental sustainability – climate resiliency, energy efficiency, enhanced landscaping, and a recycling storage area.

D. Site Plan Review.

Action: The City Planning Commission **approved** the site plan review for a new four-story residential building and emergency shelter with 42 dwelling units and 72 beds, respectively, and a clinic, subject to the following conditions:

1. All site improvements shall be completed by February 21, 2025, 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. The applicant shall meet the requirements for a minor Travel Demand Management Plan.

E. Preliminary Plat.

Action: The City Planning Commission **approved** the preliminary plat for a new planned unit development.

[2730-2740 1st Ave S staff report](#)

Approved on consent.

New Business

9. **1823, 1827, 1831, 1835 and 1839 Bryant Ave N, Ward 5**
City Staff: [Hilary Dvorak](#), PLAN15736

A. Site Plan Review.

Action: The City Planning Commission **approved** the addition of the following conditions of approval to the site plan review for a new, five-story, 79-unit residential development with 53 enclosed parking spaces, as approved by the Planning Commission on February 6, 2023:

1. All site improvements shall be completed by February 6, 2025, 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. The applicant shall submit the tax parcel division, combination, or lot line adjustment request form to CPED and submit proof of the filing with Hennepin County.
4. The applicant shall meet the requirements for a minor Travel Demand Management Plan.
5. Except as allowed by the affordable housing premium, all premiums shall be maintained for the life of the principal structure. The length of compliance with the affordable housing premium shall be as required by the Unified Housing Policy.

6. This project is subject to Inclusionary Zoning requirements unless it qualifies for an exemption. A fully executed Inclusionary Zoning Compliance Plan will be required before a commercial building permit will be issued.
7. All signs shall comply with Chapter 543, On-Premise Signs of the zoning code. All signage requires a separate permit from CPED.
8. The final lighting plan shall conform to the standards of Chapter 535, Regulations of General Applicability.

Approved via voice vote.

Election

10. Election of the 2023 Planning Commission Officers

President Olson and Secretary Marwah were re-elected to their previous, respective offices. Bill Baxley was elected Vice-President.

Approved via voice vote.

Adjournment

The meeting adjourned at 5:07 pm.