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## **Planning Commission Agenda**

**January 7, 2016—6:30 P.M.**

**City Council Chambers—Minnetonka Community Center**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes: December 17, 2015**
- 5. Report from Staff**
- 6. Report from Planning Commission Members**
- 7. Public Hearings: Consent Agenda**

No Items

### **8. Public Hearings: Non-Consent Agenda Items**

A. Items Williston Woods West, a four lot subdivision at 5431 Williston Road.

Recommendation: Recommend the city council approve the request (4 votes)

- Recommendation to City Council (Tentative Date: January 25, 2016)
- Project Planner: Jeff Miller, Consulting Planner

### **9. Adjournment**

### Notices

1. Please call the planning division at (952) 939-8274 to confirm meeting dates as they are tentative and subject to change.
2. Applications scheduled for the January 21, 2016 Planning Commission meeting:

Project Description: Yellow Brick Road Early Childhood Development Center, 10401 Bren Road E, is requesting a conditional use permit to operate a licensed day care for up to 135 students. As proposed, the building would be remodeled, and a fenced-in outdoor play area would be constructed on the southwest corner of the site.

Project No.: 15035.15a

Staff: Jeff Miller

Ward/Council Member: 1—Bob Ellingson

Section: 36

Project Description: Ron Clark Construction has added a retaining wall along the private driveway at 315, 319, 3232, & 327 Bellwether Path. The retaining wall requires a floodplain plain alteration permit; and a wetland setback and buffer variances.

Project No.: 11003.15b

Staff: Susan Thomas

Ward/Council Member: 3—Brad Wiersum

Section: 04

## WELCOME TO THE MINNETONKA PLANNING COMMISSION MEETING

This outline has been prepared to help you understand the public meeting process. The review of an item usually takes the following form:

1. The chairperson of the meeting will announce the item to be reviewed and ask for the staff report on the subject.
2. Staff presents their report on the item.
3. The Commission will then ask City staff questions about the proposal.
4. The chairperson will then ask if the applicant wishes to comment.
5. The chairperson will open the public hearing to give an opportunity to anyone present to comment on the proposal.
6. This is the time for the public to make comments or ask questions about the proposal. Please step up to the podium, speak clearly, first giving your name (spelling your last name) and address and then your comments.
7. At larger public hearings, the chair will encourage speakers, including the applicant, to limit their time at the podium to about 8 minutes so everyone has time to speak at least once. Neighborhood representatives will be given more time. Once everyone has spoken, the chair may allow speakers to return for additional comments.
8. After everyone in the audience wishing to speak has given his or her comments, the chairperson will close the public hearing portion of the meeting.
9. The Commission will then discuss the proposal. No further public comments are allowed.
10. The Commission will then make its recommendation or decision.
11. Final decisions by the Planning Commission may be appealed to the City Council. Appeals must be written and filed with the Planning Department within 10 days of the Planning Commission meeting.

It is possible that a quorum of members of the City Council may be present. However, no meeting of the City Council will be convened and no action will be taken by the City Council.