

**Unapproved  
Minnetonka Planning Commission  
Minutes**

**April 12, 2018**

**1. Call to Order**

Chair Kirk called the meeting to order at 6:30 p.m.

**2. Roll Call**

Commissioners Powers, Schack, Sewall, Hanson, and Kirk were present. Knight and O'Connell were absent.

Staff members present: Planner Loren Gordon, Assistant City Planner Susan Thomas, and Natural Resource Manager Jo Colleran.

**3. Approval of Agenda**

***Sewall moved, second by Schack to approve the agenda as submitted with modifications to the staff reports provided in the change memo dated April 12, 2018.***

***Powers, Schack, Sewall, Hanson, and Kirk voted yes. Knight and O'Connell were absent. Motion carried.***

**4. Approval of Minutes: March 15, 2018**

***Powers moved, second by Hanson, to approve the March 15, 2018 meeting minutes as submitted.***

***Powers, Schack, Sewall, Hanson, and Kirk voted yes. Knight and O'Connell were absent. Motion carried.***

**5. Report from Staff**

Gordon briefed the commission on land use applications considered by the city council at its meeting of April 2, 2018:

- Adopted a resolution approving items for the concession stand at Hopkins High School.
- Adopted a resolution approving items for the Creo Art and Dance Studio.
- Reviewed the concept plan for Morrie's Ford.
- Reviewed public realm guidelines for the Ridgedale area.

The comprehensive guide plan steering committee meeting for April 18<sup>th</sup> was cancelled. The next meeting is scheduled for June 20, 2018.

Gordon congratulated Thomas for receiving the Spirit of Minnetonka Award.

The next planning commission meeting will be April 26, 2018.

**6. Report from Planning Commission Members**

Schack reported on the comprehensive guide plan committee meeting where trails and parks were discussed.

**7. Public Hearings: Consent Agenda**

No item was removed from the consent agenda for discussion or separate action.

***Hanson moved, second by Powers, to approve the item listed on the consent agenda as recommended in the respective staff report as follows:***

**A. Reaffirming an amendment to the sign plan for Minnetonka Corporate Center at 12800 and 12900 Whitewater Drive.**

Adopt the resolution on pages A20-A23 which approves an amendment to the Minnetonka Corporate Center sign plan for wall signs at 12800 and 12900 Whitewater Drive.

***Powers, Schack, Sewall, Hanson, and Kirk voted yes. Knight and O'Connell were absent. Motion carried and the item on the consent agenda was approved as submitted.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

**8. Public Hearings**

**A. Front and side yard setback variance for an addition to the existing home at 3021 Lake Shore Boulevard.**

Chair Kirk introduced the proposal and called for the staff report.

Thomas reported. She recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

Scott Glover, contractor, and Tom Patton, applicant, introduced themselves and stated that they were available for questions. Powers asked if the applicant considered making the proposed garage larger than a two-car garage. Mr. Patton stated that there would not be enough room on the lot.

The public hearing was opened. No testimony was submitted and the hearing was closed.

Chair Kirk asked if there is a minimum driveway requirement. Thomas explained that the minimum parking-stall depth is 18 feet. The driveway would have 22 feet. The Lake Shore Boulevard right of way is pretty wide. It was just redone, so she did not anticipate it being redone again in the near future. Two vehicles have been parking in the proposed garage location. The proposal would allow the vehicles to be enclosed in a garage.

Chair Kirk liked how the living space would be located behind the front face of the garage.

Powers noted that the proposal would not set a precedent and the owners of small lots are continuing to find ways to make them work.

Sewall supported staff's recommendation because the proposal would be following precedent instead of creating a new precedent.

Chair Kirk concurred. The area is unique.

Schack noted that the homeowners are constrained by the lot sizes. She preferred existing structures being improved rather than completely rebuilt.

***Sewall moved, second by Powers, to adopt the resolution that approves front and side yard setback variances for an addition to the existing house at 3021 Lake Shore Boulevard.***

***Powers, Schack, Sewall, Hanson, and Kirk voted yes. Knight and O'Connell were absent. Motion carried.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

**B. Conditional use permit with variances for a daycare center at 14410 Brunsvold Road.**

Chair Kirk introduced the proposal and called for the staff report.

Thomas reported. She recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

Rachel Stavrou, 14410 Brunsvold Road, applicant, stated that Thomas did an excellent job.

Sewall asked for the number of staff that would be at the site. Ms. Stavrou stated that there would five teachers in the morning and four teachers in the afternoon.

The public hearing was opened. No testimony was submitted and the hearing was closed.

***Schack moved, second by Powers, to recommend that the city council adopt the resolution approving a conditional use permit with variance for a daycare facility at 14410 Brunsvold Road.***

***Powers, Schack, Sewall, Hanson, and Kirk voted yes. Knight and O'Connell were absent. Motion carried.***

**C. Site plan review to reconfigure the northern pick-up/drop-off area at Glen Lake Elementary at 4801 Woodridge Road.**

Chair Kirk introduced the proposal and called for the staff report.

Gordon reported. He recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

Neil Tessier, civil engineer with SAFE Engineering, representing the school district, introduced himself and was available for questions.

Schack asked if there is a landscape plan. Mr. Tessier answered in the affirmative. He provided a landscape plan which is being reviewed by staff.

Chair Kirk asked if the sidewalk would be needed. Mr. Tessier explained the pedestrian traffic pattern. The existing driveway is very narrow. The proposal would expand areas to provide drivers with the ability to go around vehicles waiting for someone. The proposal would address a flow problem and a parking problem. All buses would be in a lot separate from the parent pick up and drop off areas.

The public hearing was opened.

Patricia Norquist, 14000 Brandbury Walk, stated that:

- She appreciated receiving the public hearing notice.
- She questioned how many feet the north parking area would extend into the green space.
- Her kids go to Glen Lake. The parking in the ring is limited. To increase the number of parking spots in that area is wonderful. She asked how many more vehicles the area would hold.
- The bigger problem is where the buses park because walking from the parking lot to the school requires walking behind the parked buses.
- She asked if neighbors could still submit suggestions.

No additional testimony was submitted and the hearing was closed.

Gordon explained that the north parking lot would extend a little further north than the existing sidewalk, approximately 30 feet to 40 feet. The parking in the center would double its number of stalls. The plan would be set if approved by the planning commission. An appeal of the planning commission's decision may be made to the city council if notice is given in writing within 10 days to planning staff.

Mr. Tessier explained that pedestrians from the south parking lot should walk north up Woodridge Road and east into the school without cutting through the bus lot. Staff are posted outside directing pedestrians. Students exiting a bus walk on a designated sidewalk into school. He agreed that the north lot would be extended 30 feet further north and the lot would increase from 21 stalls to 39 stalls.

***Powers moved, second by Schack, to adopt the resolution approving the site plan for Glen Lake Elementary at 4801 Woodridge Road.***

***Powers, Schack, Sewall, Hanson, and Kirk voted yes. Knight and O'Connell were absent. Motion carried.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

## 9. Adjournment

***Sewall moved, second by Hanson, to adjourn the meeting at 7:30 p.m. Motion carried unanimously.***

By: \_\_\_\_\_  
Lois T. Mason  
Planning Secretary