

**Minnetonka Planning Commission
Minutes**

June 28, 2018

1. Call to Order

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

2. Roll Call

Commissioners Hanson, Knight, Powers, Schack and Sewell were present. Kirk was absent.

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

3. Approval of Agenda: The agenda was approved as submitted.

4. Approval of Minutes: June 14, 2018

Powers moved, second by Sewall, to approve the June 14, 2018 meeting minutes as submitted.

Knight, Powers, Sewell, and Schack voted yes. Kirk was absent. Hanson abstained. Motion carried.

5. Report from Staff

Gordon briefed the commission on land use applications considered by the city council at its meeting of June 18, 2018:

- Reviewed a concept plan for Glen Lake Villas on Eden Prairie Road.
- Introduced an ordinance for items related to a parking ramp at the Minnetonka Corporate Center.

A comprehensive guide plan steering committee meeting is scheduled for July 18, 2018.

The next planning commission meeting is scheduled for July 19, 2018.

6. Report from Planning Commission Members: None

7. Public Hearings: Consent Agenda

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

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

A. Resolution approving an expansion permit for construction of a deck at 11624 Minnetonka Mills Road.

Adopt the resolution approving an expansion permit for construction of a deck at 11624 Minnetonka Mills Road.

Hanson, Knight, Powers, Sewell, and Schack voted yes. Kirk was absent. Motion carried and the item on the consent agenda was approved as submitted.

Acting Chair Schack 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. Conditional use permit with a parking variance to expand an existing medical clinic at 10653 Wayzata Blvd.

Acting Chair Schack introduced the proposal and called for the staff report.

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

Jim Dahlberg, architect for the applicant, stated that Ingvalson did a great job explaining the project. He was available for questions. He did not foresee a parking issue because the applicant would utilize the proof of parking if it would be needed. The building is fully occupied.

Sewall asked if the use would increase the number of vehicle trips. Mr. Dahlberg answered in the negative.

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

Powers felt the use would be appropriate for the space. He supports the proposal.

Acting Chair Schack stated that the project is straight forward.

Hanson moved, second by Powers, to recommend that the city council adopt the resolution which approves a conditional use permit for a medical clinic with a parking variance at 10653 Wayzata Blvd.

Hanson, Knight, Powers, Sewell, and Schack voted yes. Kirk was absent. Motion carried.

Acting Chair Schack announced that this item is tentatively scheduled to be reviewed at the city council meeting on July 9, 2017.

B. Conditional use permit for an educational institution at 18707 Old Excelsior Blvd.

Acting Chair Schack 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.

Sewall asked if there would be busing and a drop-off area. Thomas answered that the students would be high-school age, so students could drive themselves to the site. There would be a shuttle bus operating from the high school. Cross-parking agreements would be in place between the properties. The conditional use permit could be reviewed at any time an issue would become apparent. There would be an easement provision that would allow the city to step in if the property owners could not resolve a problem.

Acting Chair Schack asked how many students would participate in the program. Thomas answered that for the 2018-2019 academic year, 91 students are currently enrolled.

Powers asked if food would be prepared on site. Thomas explained that the program would not last a full day.

Paul Bourgeois, executive director of finance and operations for Minnetonka Public Schools, applicant, stated that the half-day program would not serve food. The students who complete the program would be able to be certified to work in health care positions at nursing homes and assisted-living care centers. Students would arrive after lunch and stay for three hours Monday through Thursday. Fridays would be spent doing labs in the back of the high school. Most students would drive themselves, but there would be a shuttle bus from the high school loading and dropping off at the driveway.

Acting Chair Schack asked for the ages of the students in the program. Mr. Bourgeois answered that only juniors and seniors would participate. Students would be required to dress professionally. There would be a lot of guest lecturers and mentors that meet with students.

Powers asked what the hands-on training would include. Mr. Bourgeois stated that medical mannequins and hospital beds would be used to practice procedures.

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

Powers thought it would be a great use of space and land use. He applauded the school district and Mr. Bourgeois for providing a needed program.

Knight supports the proposal. His biggest concern was the access for students to arrive at the site, but that question was answered. He was comfortable with the proposal.

Sewall suggested directing students to use the west entrance and exit as much as possible as a courtesy to the neighbors.

Acting Chair Schack noted that the school district has been a good neighbor.

Powers moved, second by Hanson, to recommend that the city council adopt the resolution approving a conditional use permit for an educational institution at 18707 Old Excelsior Blvd.

Hanson, Knight, Powers, Sewell, and Schack voted yes. Kirk was absent. Motion carried.

Acting Chair Schack announced that this item is tentatively scheduled to be reviewed at the city council meeting on July 9, 2017.

C. Items concerning the proposed parking ramp addition at 12700 Whitewater Drive.

Acting Chair Schack introduced the proposal and called for the staff report.

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

In response to Sewall's question, Gordon stated that the lite rail Opus Station would be approximately one mile away. Staff likes adding height to the ramp better than surface parking to decrease hard surface coverage.

In response to Acting Chair Schack's question, Ingvalson said that the entrance and exit would be the same. The area is expected to accommodate the increase in traffic.

Acting Chair Schack asked what type of trees would be removed. Colleran explained that nine significant trees and one high-priority tree, which is an 83-inch cottonwood, would be removed. Acting Chair Schack confirmed with Colleran that the priority is protecting the wetland.

Ed Farr, architect for the project, introduced himself and stated that staff did an excellent job presenting the project. He was available for questions.

Kyle Williams, representing RWR, the applicant, stated that RWR is a large asset-management company. He was available for questions.

Mr. Farr explained that sustainable features would be used. There would be a complete retrofit of the entire parking ramp to LED lighting. The additional parking space would be

added vertically and eliminate an increase in hard surface coverage. He appreciated the commission's consideration.

Powers drove the entire ramp. There were open spaces on the top. The stalls are narrow. The plan is a good idea.

Mr. Farr stated that the parking ramp addition is based on the Urban Land Institute's Dimensional Parking Manual.

Knight asked if the foundation would support the addition. Mr. Farr explained that the ramp was constructed to support one additional level. Geotechnical borings determined that the weight of the vehicles and additional levels would be well within safe levels. All building code requirements would be met.

Mr. Williams stated that all of their ramps are inspected annually.

Sewall confirmed with Mr. Farr that the current tenant would remain.

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

Powers supports the proposal. It seems to be well thought out. His safety concerns were satisfied.

Sewall liked the idea of building up instead of adding more hard-surface coverage. He understood the need since the number of employees would be increasing by nearly 50 percent. He supports the proposal.

Acting Chair Schack thought the proposal would be the best way to provide more parking. It is a good plan.

Knight moved, second by Hanson, to recommend that the city council adopt the resolution approving the master development plan amendment and site and building plan review.

Hanson, Knight, Powers, Sewell, and Schack voted yes. Kirk was absent.

Acting Chair Schack announced that this item is tentatively scheduled to be reviewed at the city council meeting on July 9, 2017.

9. Adjournment

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

By: _____
Lois T. Mason
Planning Secretary