

**Minnetonka Planning Commission
Minutes**

Jan. 30, 2020

1. Call to Order

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

2. Roll Call

Commissioners Hanson, Luke, Powers, and Sewall were present. Henry was absent.

Staff members present: City Planner Loren Gordon and Senior Planner Ashley Cauley.

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

4. Approval of Minutes: Jan. 16, 2020

Powers moved, second by Luke, to approve the Jan. 16, 2020 meeting minutes as submitted.

Hanson, Luke, Powers, and Sewell voted yes. Henry was absent. Motion carried.

5. Report from Staff

Gordon briefed the commission on land use applications considered by the city council at its meeting of Jan. 27, 2020:

- Adopted a resolution approving a preliminary plat for the Moore subdivision located on Beacon Hill Road.
- Reviewed a report on creating place-making guidelines for the Opus area. A preview is available on the city's website: minnetonkamn.gov.

Gordon announced that:

- A neighborhood meeting is scheduled to be held Feb. 8, 2020 at the Mills Church to discuss housing options for the site.
- The next planning commission meeting is scheduled to be held Feb. 13, 2020. Two new commissioners will join the commission at that meeting.

6. Report from Planning Commission Members

Powers noted that the new sign located near the Original Pancake House that identifies Target and other businesses looks very nice.

Sewall stated that the State of the City address will take place Feb. 5, 2020 from 7:30 a.m. to 9:30 a.m.

7. Public Hearings: Consent Agenda

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

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

A. Minor amendment to the existing master development plan for 10985 Red Circle Drive.

Adopt the resolution approving a minor amendment to the existing master development plan for the property at 10985 Red Circle Drive.

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

Chair Sewall 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. Site plan review for a parking lot expansion at 301 Carlson Pkwy.

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

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

Vicki Vandell, Loucks and Associates Associate Engineer, representing Medica, the applicant, stated that she was available for questions.

In response to Luke's question, Cauley answered that the additional parking area would be used by consultants during healthcare enrollment periods and by contractors working on the building. Ms. Vandell added that employees may also utilize the parking area.

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

Powers felt that the proposed location would be the best spot on the site to add additional parking. He supports staff's recommendation.

Powers moved, second by Hanson, to adopt the resolution approving the site plan for a parking lot expansion at 301 Carlson Pkwy.

Hanson, Luke, Powers, and Sewell voted yes. Henry was absent. Motion carried.

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

9. Adjournment

Luke moved, second by Hanson, to adjourn the meeting at 6:52 p.m. Motion carried unanimously.

By: _____
Lois T. Mason
Planning Secretary