



Planning Commission Minutes

July 24, 2017

- MEMBERS PRESENT: Chairperson Erin Vrieze Daniels, Commissioners Dan Kitzberger, Sean Hayford Oleary, Bryan Pynn and Allysen Hoberg
- MEMBERS ABSENT: Commissioners Gordon Vizecky and Susan Rosenberg
- STAFF PRESENT: Melissa Poehlman, City Planner
Matt Brillhart, Associate Planner
- OTHERS PRESENT: Ellen & Phillip Egelston, 7222 James Avenue
Rachael & Jay Petersen, 6941 Nicollet Avenue LLC
Carl Schlueter, 1401 76th Street West

Chairperson Vrieze Daniels called the meeting to order at 7:00 p.m.
Commissioner Pynn was appointed Acting Secretary.

APPROVAL OF MINUTES

M/Hayford Oleary, S/Pynn to approve the minutes of the June 26, 2017 meeting.
Motion carried: 5-0

OPEN FORUM

No members of the public spoke.

PUBLIC HEARING(S)

ITEM #1

17-CUP-05, 17-VAR-06 – Continue a public hearing to consider plans for a new quick-service restaurant with drive-thru and site improvements at 6529 Penn Avenue, 6545 Penn Avenue, and 2210 - 66th Street East to August 28, 2017.

M/Hoberg, S/Hayford Oleary to continue the public hearing to August 28, 2017.
Motion carried: 5-0

ITEM #2

17-IUP-02 – Cancel a public hearing to consider an interim use permit for a housing with services establishment at 6808 3rd Avenue.

M/Pynn, S/Hoberg to cancel the public hearing.
Motion carried: 5-0

ITEM #3

17-VAR-05 – Consider a request for a variance to allow a reduced rear building setback for a deck at 7222 James Avenue.

Associate Planner Matt Brillhart presented the staff report.

M/Hayford Oleary, S/Pynn to close the public hearing.
Motion carried: 5-0

M/Pynn, S/Kitzberger to approve the resolution granting a variance.
Motion carried: 5-0

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ITEM #4

17-ASP-03 – Consider a request for a site plan amendment to allow additional parking space at 6941 Nicollet Avenue.

Associate Planner Matt Brillhart presented the staff report.

In response to questions from Chairperson Vrieze Daniels and Commissioner Hayford Oleary, Brillhart clarified that while effectively three parking stalls would be available in this area, only two stalls could be ‘counted’ as legal parking stalls, as the third stall is located within the public right-of-way for Nicollet Avenue.

M/Pynn, S/Kitzberger to close the public hearing.

Motion carried: 5-0

M/Vrieze Daniels, S/Pynn to recommend approval of the site plan amendment.

Motion carried: 5-0

ITEM #5

17-ASP-04, 17-VAR-07 – Consider a request for a site plan amendment and variance to allow a building addition and reconfigured parking lot for a K-8 school at 1401 76th Street West.

Associate Planner Matt Brillhart presented the staff report.

In response to a question from Chairperson Vrieze Daniels, Brillhart noted that the reduced setback for the proposed gymnasium building would be similar to that of the existing building.

Carl Schlueter, Seven Hills Executive Director, made brief remarks introducing the school and the proposed expansion.

M/Pynn, S/Hoberg to close the public hearing.

Motion carried: 5-0

In response to a question from Commissioner Hayford Oleary, Brillhart clarified the stipulation in the resolution regarding the required pedestrian connection and noted that revised site plans were expected prior to Council consideration on August 8.

M/Vrieze Daniels, S/Pynn to recommend approval of the site plan amendment and variance.

Motion carried: 5-0

OTHER BUSINESS

ITEM #6

PC Letter No. 7 – Amend Planning Commission Bylaws to reflect changes in the format of meetings.

City Planner Melissa Poehlman presented the staff report.

M/Vrieze Daniels to amend the bylaws as proposed by staff, with an additional amendment to Part I, Section 7 (Proceedings) as follows:

Add “and stand for questions from the Commission” to #2 under (b) Public Hearing.

M/Vrieze Daniels to amend previous motion to add “Approval of Agenda” to (a) Format of Meeting. Commissioner Pynn seconded the amended motion.

Motion carried: 5-0

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ITEM #7

Cedar Point Commons retail building discussion

Commissioner Hayford Oleary raised concerns regarding the pedestrian access routes, transformer and utility meter locations at the recently completed Cedar Point Commons west retail building.

In response to a question from Commissioner Kitzberger, Poehlman stated that the building had been issued temporary certificates of occupancy, and that the city was holding funds in escrow until all remaining correction items were complete.

In response to a question from Commissioner Hayford Oleary, Poehlman stated that at the time site plans come before the Planning Commission, utility plans are often preliminary and do not show the final location of transformers and utility meters.

LIAISON REPORTS

Community Services Advisory Commission: Chairperson Vrieze Daniels – No report

City Council: Commissioner Rosenberg – No report

HRA: Commissioner Hoberg – Affordable housing strategies

Richfield School Board: Commissioner Kitzberger – No report

Transportation Commission: Commissioner Hayford Oleary – 69th Street update; D Line station plans currently omit 70th Street

Chamber of Commerce: Commissioner Vizecky – No report

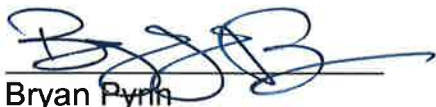
CITY PLANNER'S REPORT

Poehlman noted that The Chamberlain proposal would be on the Planning Commission agenda in August and gave an update on the Comprehensive Plan process. An open house will be held to discuss a market study of the Nicollet & 66th area and the Parks Master Plan.

ADJOURNMENT

M/Pynn, S/Kitzberger to adjourn the meeting.

The meeting was adjourned by unanimous consent at **7:56 p.m.**



Bryan Pynn
Acting Secretary