



# 2016 Application for Special Land Use Action

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 dan.olson@crystalmn.gov  
 4141 Douglas Dr N Crystal MN 55422  
 www.crystalmn.gov

PROPERTY: Address: 6122 42nd Ave N, Crystal MN 55422 Henn. Co. P.I.D. - Henn

PROJECT TITLE: Early Steps Learning Foundation - Preschool Program

APPLICANT: Garshena Stewart Tel: \_\_\_\_\_

Email address: garshena@aol.com Fax: \_\_\_\_\_

U.S. Mail address: 624 3rd Ave NE OSSEO MN 55369

PROPERTY OWNER: Brunswick United Methodist Church Tel: 763-533-1661

Email address: office@Brunswicklife.org Fax: \_\_\_\_\_

U.S. Mail address: 6122 42nd St. N. Crystal, MN 55422

**TYPE OF APPLICATION:**  
(check all that apply)

**APPLICATION FEE (nonrefundable)**

**REQUIRED ATTACHMENTS**  
(See description on page 2)

<input type="checkbox"/> Administrative Appeal	\$200	1 - - - - 6 -
<input type="checkbox"/> Comprehensive Plan Amendment	\$500	- - - - - 6 -
<input checked="" type="checkbox"/> Conditional Use Permit	\$500	① - - - - ⑥ -
<input type="checkbox"/> Lot Division / Realignment of Lot Lines	\$500	- - 3 - - 6 -
<input type="checkbox"/> Plat	\$500 + \$50 per lot over 2	- 2 - - 5 6 7
<input type="checkbox"/> Rezoning or Zoning Text Amendment	\$500	- - - - - 6 -
<input type="checkbox"/> Site Plan Review	\$500	- 2 - 4 - 6 7
<input type="checkbox"/> Vacation of a public street or easement	\$500	- 2 - - - 6 -
<input type="checkbox"/> Variance	\$500	1 - - - - 6 -
<input type="checkbox"/> Planned Development	\$1,000	- 2 - - 5 6 7
<input type="checkbox"/> Telecommunication Tower	\$5,000	- 2 - 4 - 6 7

TOTAL FEE: \$ 500.00 ATTACHMENTS: 5 paper Attachments

**SIGNATURES:** The applicant and property owner certify that:

- I am making application for the described action by the City and am responsible for complying with all requirements with regard to this request. This application should be processed in my name. The City should contact me regarding any matter pertaining to this application.
- I have read and do understand the instructions supplied by the City of Crystal for processing this application, and I will keep myself informed of the deadlines for submission of material and of the progress of this application.
- The documents and information I have submitted are true and correct to the best of my knowledge.

Garshena Stewart 5-17-16  
 APPLICANT (date)

Musa VanBatawa 5/16/16  
 PROPERTY OWNER Leadership Team Chair (date)

FOR OFFICE USE ONLY:	Application # <u>2016-05</u>	Accounting # <u>0100.4418</u>	Receipt # <u>133802</u>	Date Received <u>5-17-2016</u>
Acknowledgement letter sent ___/___/___ If application incomplete, was 60-day rule language included? ___				
Plan Comm hearing ___/___/___ City Council action ___/___/___ Approved? Yes ___ No ___ Other ___				
NOTES: _____				

## CITY OF CRYSTAL

### PROPOSED CONDITIONAL USE PERMIT APPLICATION FOR EARLY STEPS LEARNING FOUNDATION

**PUBLIC HEARING NOTICE**  
**7:00 P.M. ON MONDAY, JUNE 13, 2016**  
**CRYSTAL CITY HALL (4141 DOUGLAS DR N)**

**The Crystal Planning Commission will consider a Conditional Use Permit (CUP) application from Early Steps Learning Foundation to locate at the existing Brunswick United Methodist Church property at 6122 – 42nd Avenue North.**

**General summary of the proposal:**

- Early Steps Learning Foundation is proposing to lease existing classroom space from the church for a day care for 40 pre-school age children. Early Steps is not proposing to add on to the church building or add additional parking spaces.
- Parents will pick up and drop off their children in the parking lot on the north side of the building.
- Early Steps is proposing to operate from 6 am to 6 pm, Monday through Friday. The church business office is open from 10 am to 3 pm, Monday through Friday, with limited church programs taking place during the hours that Early Steps is open. Sunday church services will take place when Early Steps is not open.

The public is invited to view the proposal at Crystal City Hall during normal business hours or on the city website at [www.crystalmn.gov/city\\_departments/land\\_use\\_applications.php](http://www.crystalmn.gov/city_departments/land_use_applications.php). The Planning Commission staff report will be available for viewing after June 10<sup>th</sup> at the same weblink.

**To discuss the proposal or submit written comments for the record**, please contact Dan Olson, City of Crystal, 4141 Douglas Dr. N., Crystal, MN 55422, [dan.olson@crystalmn.gov](mailto:dan.olson@crystalmn.gov) or 763-531-1142.

**To speak directly to the Planning Commission**, please attend the public hearing on Monday, June 13, 2016 at 7 p.m. at Crystal City Hall.

**LEGAL NOTICE:** Notice is hereby given that the Planning Commission of the City of Crystal will meet on June 13, 2016 at 7:00 p.m. at Crystal City Hall, 4141 Douglas Drive North, in said City, to consider a Conditional Use Permit Application for Early Steps Learning Foundation to locate at the existing Brunswick United Methodist Church property (6122 - 42nd Avenue North). After holding the public hearing, the Commission is expected to make a recommendation to the City Council for their meeting on Tuesday, June 21, 2016. Persons desiring to be heard are invited and encouraged to attend the public hearing. Persons unable to attend may submit written comments prior to the date of the hearing to: Dan Olson, City of Crystal, 4141 Douglas Dr N, Crystal MN 55422. Auxiliary aids for handicap persons are available upon request at least 96 hours in advance. Please call the City Clerk at 763-531-1145 to make arrangements. Deaf and Hard of Hearing callers should contact the Minnesota Relay Service at 800-627-3529 V/TTY or call 711 to be connected to a TTY.

**Garshena Stewart**

**624 3<sup>rd</sup> Ave NE Osseo**

**MN 55369**

**Phone: 763-200-2532**

**Email- Garshena@aol.com**

### **Project Narrative**

**Name:** Early Steps Learning Foundation

**Type of use:** Childcare Program

**The approximate amount of students for enrollment** – 40 children between the ages 16 months and 5 years of age

**The approximate number of staff** - 8

**ESL-Foundation hours of operation:** 6am – 6pm /Monday - Friday

**Church business office hours:** 10am – 3pm Monday- Friday -church service Sundays 9am- 1pm

**Parent drop off and pick up hours between** (6am and 10am drop off) – (pick up 5pm- 6pm)

**The existing number of parking spots available in the back of the church is:** 70

Early Steps Learning Foundation parents will need 32 parking spots in Isle D located on the outdoor floor plan C. Parents will not be dropping or picking up at the same time, drop off and pick up will depend on the parent's work schedule and need for childcare. ESL-Foundation staff will use the B parking section located on the outdoor floor plan.

### **Description of Early Steps Learning Foundation Program:**

Early Steps Learning Foundation is registered with the state of MN as a Non-Profit childcare program that will provide childcare with an emphasis of educational curriculum for low income families whom desperately need affordable childcare in the city Crystal MN and surrounding areas.

**The most important goals of E.S.L Foundation are as followed:** The will to fulfill and innovate children to a higher level of education by being their advocate. Ensuring each child is nurtured and treated equally by taking pride in embracing ethnicity and cultural differences. Encouraging families to be a part of their child's learning process through our open door policy where parents are always welcome to come and be a part of their child/children learning process.

### **Early Steps Learning Foundation Mission Statement:**

When your child walks through the doors of Early Steps Learning Foundation they will endure an abundance of love that will nurture their cognitive, social and emotional development. Children's

dreams are supported upon their individual needs, through encouragement and dedication Early Steps Learning Foundation teachers will exalt the minds of our future Einstein's.

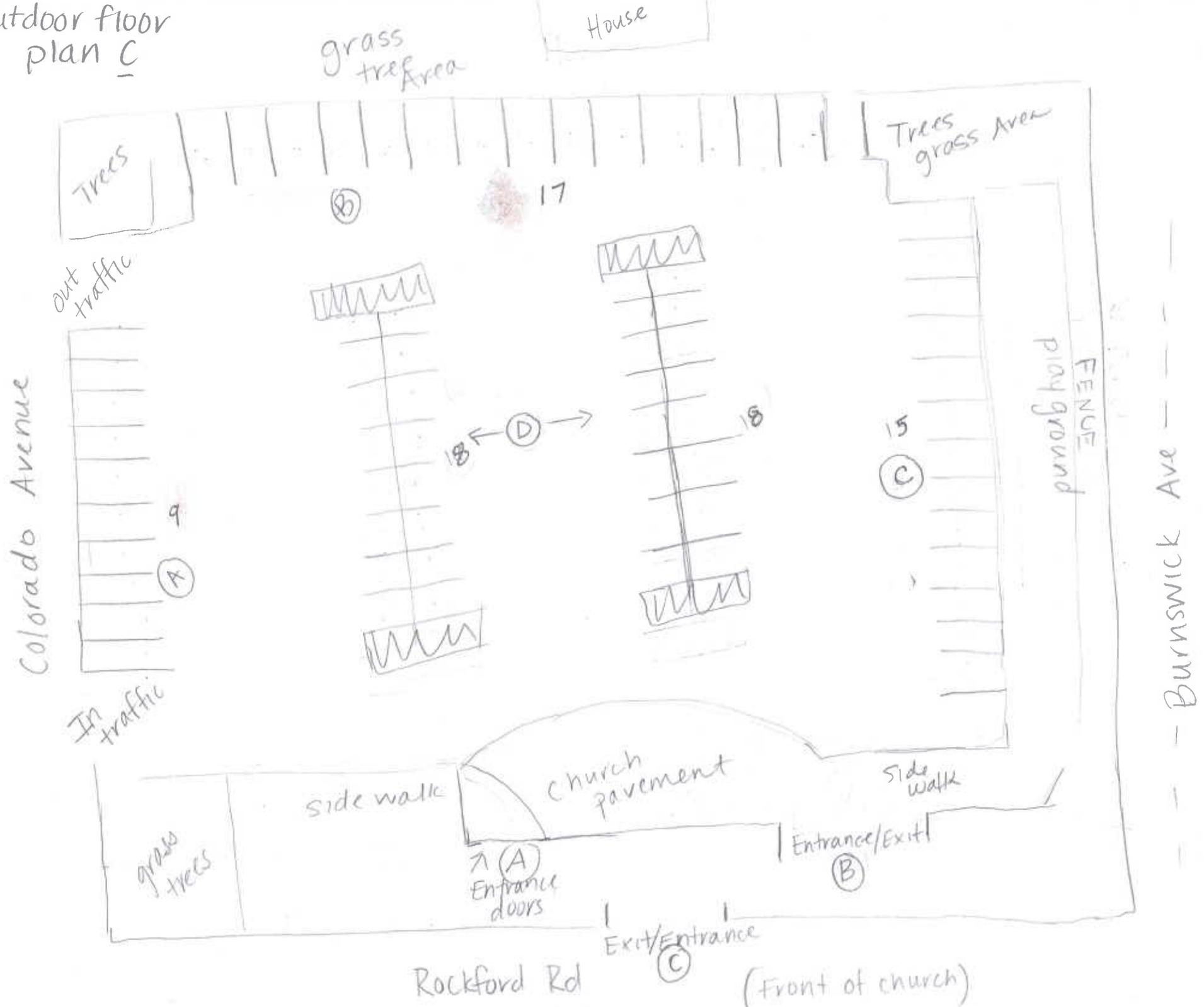
### **E.S.L Foundation Philosophy**

"Each child and family is unique and desires a special service of conduct, Early Steps Learning Foundation embraces the term no child left behind. By scaffolding meaningful educational experiences your children will exceed limitations and obtain the skills they need to be successful." Early Steps Learning Foundation elites the community by providing early childhood educational age appropriate experiences.

In the early 1950's Jerome Bruner introduced his theory of education which strongly emphasizes the importance of teachers modeling desired behavior and practicing positive child guidance techniques. Successful scaffolding strategies are set in place to teach the child the skills he/she needs to continue gathering new knowledge and apply these skills to new experiences.

E.S.L -Foundation embraces the instructional scaffolding theory, this learning process allows children to think on deeper level as they find new ways to problem solve. Cognitive, Social and Emotional Development are the fundamentals introduced to ages 16 months to 5 years of age. E.S.L Foundation provides enhanced lesson plans that has a large emphasizes upon the way curriculum is implemented, an example consists of introducing a learning objective and building upon this foundation over a number of days. The most important goal of Early Steps Learning Foundation: The will to fulfill and innervate children to a higher level of education by being an advocate to children and families we serve.

# Outdoor floor plan C



grass tree Area

House

Trees

Trees grass Area

17

Out traffic

Colorado Avenue

(A)

(D)

18

(C)

playground  
FENCE

Burnswick Ave

In traffic

side walk

church pavement

side walk

grass trees

(A) Entrance doors

(B) Entrance/Exit

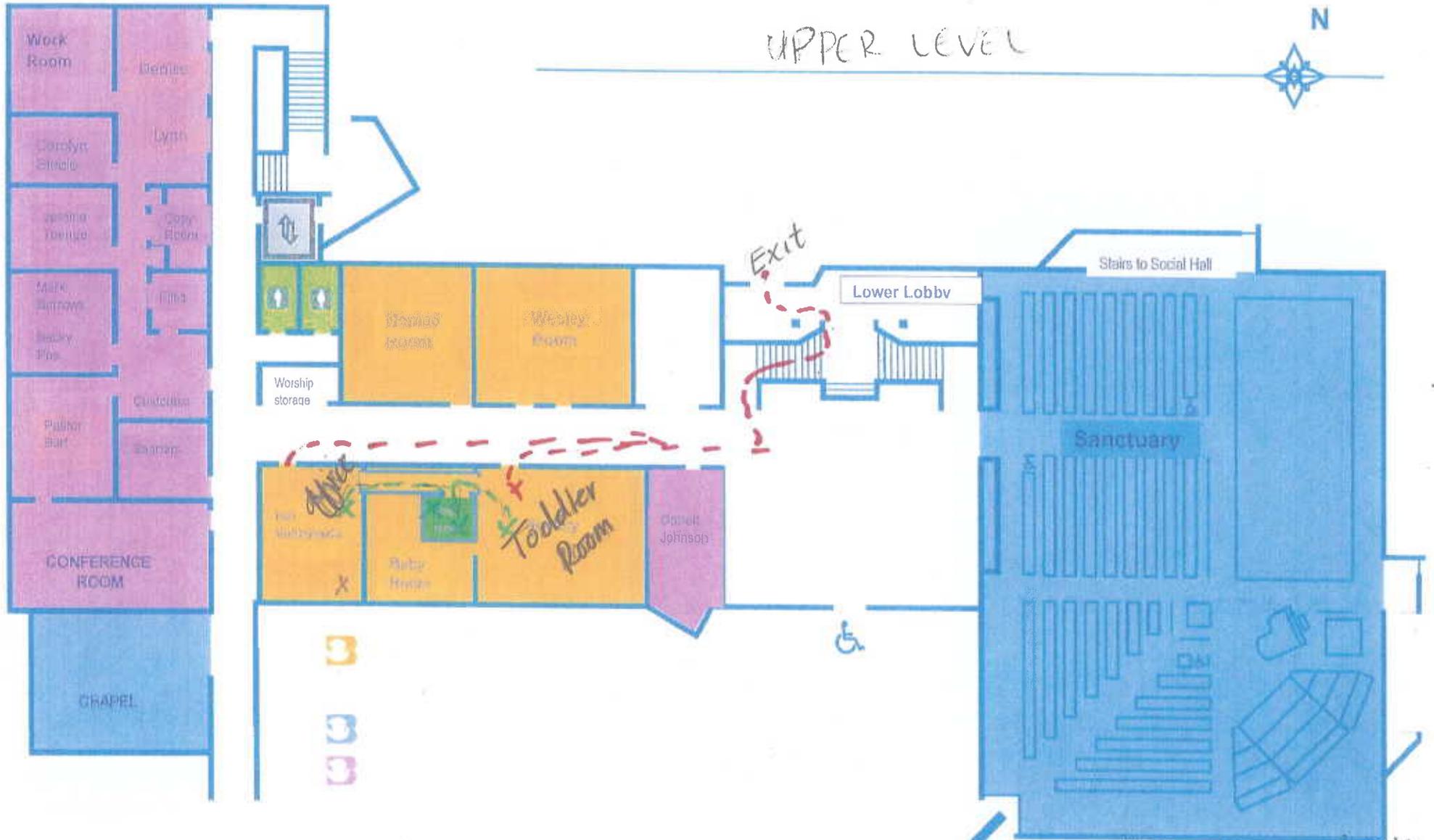
(C) Exit/Entrance

Rockford Rd

(Front of church)

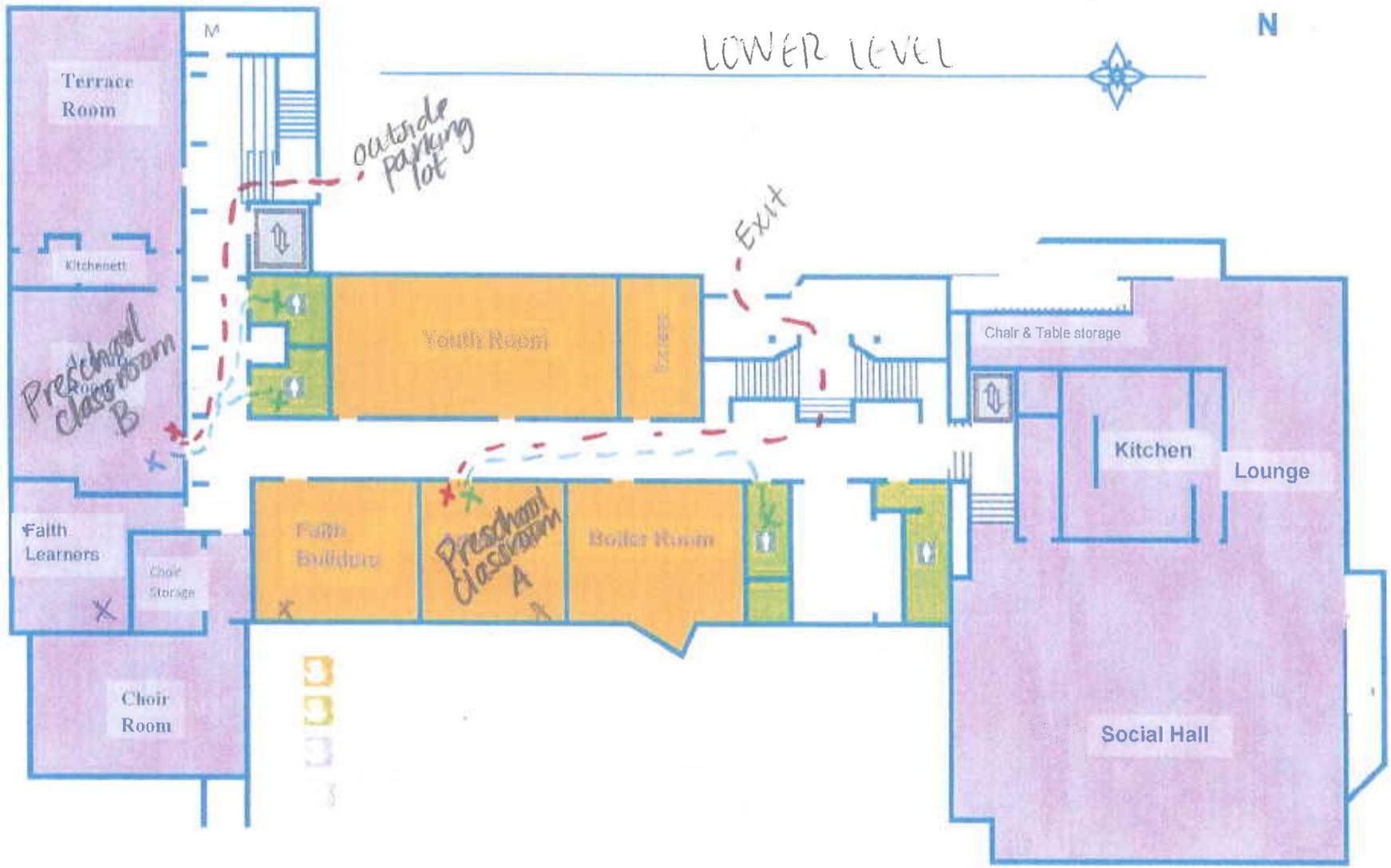
# Indoor Floor Plan

(A)



~~Red - Fire Drill~~ - Will meet in the grass farthest across the parking lot inside the playground gates.  
~~Blue - Tornado Drill~~ will use the bathroom inside the toddler classroom for tornado drills.

# Indoor Floor Plan (B)



~~Red Fire Drill~~ - will go in the grass farthest across the parking lot inside the playground gates

~~Blue Tornado Drill~~ - will use bathroom space for tornado drills