

CRYSTAL PLANNING COMMISSION MINUTES

Monday, June 13, 2016 at 7:00 p.m.

Council Chambers, Crystal City Hall

** Items for which supporting materials are included in the meeting packet*

1. CALL TO ORDER

The regular meeting of the Crystal Planning Commission convened at 7 p.m. with the following members present:

X Commissioner (Ward 1) Sears [Secretary]	X Commissioner (Ward 2) Selton	X Commissioner (Ward 4) Einfeldt-Brown
X Commissioner (Ward 1) Heigel [Chair]	X Commissioner (Ward 3) VonRueden	X Commissioner (Ward 4) Johnson [Vice Chair]
X Commissioner (Ward 2) Strand	X Commissioner (Ward 3) Buck	X Commissioner (At- Large) Daly

Other attendees: City Planner Dan Olson, City Council liaison Jeff Kolb, Garshena Stewart and Tiffany McGee (Early Steps Learning Foundation)

2. APPROVAL OF MINUTES *

Moved by Selton and seconded by Daly to approve the minutes of the May 9, 2016 regular meeting. Ayes all.

Motion carried.

3. PUBLIC HEARING

- a. Conditional Use Permit Application to allow Early Steps Learning Foundation to locate a day care at the existing Brunswick United Methodist Church property at 6122 -42nd Avenue North.

Planner Dan Olson presented a summary of the staff report, and stated that staff is recommending approval of the conditional use permit with the conditions listed in the staff report.

Commissioner Johnson asked for clarification of the sewer availability charge (SAC). Planner Olson explained that it is a fee charged by the Metropolitan Council when there is a change of use and increased sanitary sewer use. The Met Council makes the determination of whether or not this fee is due. Commissioner Sears stated the City should make a statement to the Met Council that this fee should not be required for this project.

Commissioner Sears asked if the maximum number of children could be “about 55” in case they want to enroll a few more children. Planner Olson said he recommends a specific number so it’s clear to the City and the applicant when the threshold is met for a CUP amendment. The Commission could change the condition in the staff report to allow more than 55 children.

Commissioner Daly asked if the enrollment will fluctuate. Garshena Stewart explained the state licensing process and how they are able to enroll more children.

Commissioner Heigel asked if they have more children do they need more teachers. Ms. Stewart said yes they are required to have more teachers based on the ratios of children to teachers required by State licensing. Commissioner Heigel also asked if the playground in the back of the church will be completely fenced in. Ms. Stewart said yes that is something that the State requires.

Commissioner Daly asked if this is a new business. Ms. Stewart said yes, and she further explained some of the fundamental information about the day care and her qualifications. Ms. McGee said she is excited about this new opportunity and encouraged the Commission to recommend approval of the CUP.

Moved by VonRueden and seconded by Buck to recommend approval to the City Council of a Conditional Use Permit Application to allow Early Steps Learning Foundation to locate their day care at Brunswick United Methodist Church at 6122-42nd Avenue North, contingent upon the conditions in the staff report. Ayes all.

Motion carried.

5. OLD BUSINESS – None

6. NEW BUSINESS - None

7. GENERAL INFORMATION

- a. City Council actions on previous Planning Commission item: Conditional Use Permit and Site Plan for Beacon Academy – Planner Olson reported that the City Council approved this CUP and Site Plan on May 17, 2016.
- b. Update from Council Liaison – Council liaison Kolb provided updates to the Commission on various items: two police officers were recognized for notable fulfillment of their duties, the annual financial audit went well, the City Code is being changed to make a clarification about tall grass, Metro Transit is working with several residents to provide screening for the future light rail project, the Council received a refresher on open meeting laws, the City Council is working out issues with Hennepin County for a “quiet zone” at the Douglas Drive and West Broadway crossings of the Canadian Pacific Railroad, and several candidates have filed for Mayor and City Council openings in this Fall’s election.
- c. Update on City Code Review Task Force – As previously noted, the Council is in the process of changing the City’s tall grass requirements.

- d. Staff preview of likely agenda items for Monday, July 11, 2016 meeting – Planner Olson reported that the Commission will be reviewing a new floodplain ordinance, most likely in August.

8. OPEN FORUM

No one from the public spoke at this time.

9. ADJOURNMENT

Moved by Strand and seconded by Buck to adjourn.

Motion carried.

The meeting adjourned at 7:35 p.m.