
MEMORANDUM

DATE: June 8, 2016

TO: Planning Commission (June 13 meeting)

FROM: Dan Olson, City Planner

SUBJECT: Public Hearing: Application 2016-05 for a conditional use permit for Early Steps Learning Foundation at 6122 - 42nd Avenue North (Brunswick United Methodist Church)

A. BACKGROUND

Early Steps Learning Foundation is proposing to lease classroom and office space for their day care from Brunswick United Methodist Church located at 6122 – 42nd Avenue North. Before the lease agreement is finalized, Early Steps is requesting conditional use permit (CUP) approval to allow their day care to locate on the property. The property is zoned Low Density Residential (R-1). According to City Code Section 515.33 Subd. 4 (b), public institutional uses such as the proposed day care are a conditional use within the R-1 zoning district. Notice of the June 13 public hearing was published in the Sun Post on June 2, and notices sent to property owners within 350 feet of the property (see Attachment B). To date no public comments have been received for this proposal.

Attachments:

- A. Site location map
- B. Map showing public hearing notification area
- C. Existing zoning map
- D. 2030 Land Use Comprehensive Plan map
- E. Applicant's project narrative
- F. Floor plans
- G. Existing site layout

B. PROPOSED CONDITIONAL USE

Proposed Use of Property

A church building has existed on this property since the early 1950s. However, the City Council did not grant a CUP to officially allow the church on this property until 1983. Early Steps Learning Foundation is proposing to lease approximately 1,850 SF of space from the church for their day care:

- Nursery – 643 SF
- Activity room – 600 SF

- Rainbow room – 360 SF
- Office – 252 SF

The day care is expected to have 40 children under age 5, with eight staff members, and will be open from 6 AM to 6 PM, Monday through Friday. The applicant has indicated that eventually she may have up to 55 children in this day care. The church, which has eight staff members, will have office hours and limited programming from 10 AM to 3 PM, Monday through Friday, and Sunday church services. Therefore the day care and church will have few overlapping operating hours during their busiest times.

Conditional Use Approval Criteria: City Code Section 515.33, Subd. 4(b) provides requirements for public institutional uses, such as a day care, as a conditional use in the R-1 zoning district. The following are those requirements, followed by staff response.

- 1) Side setbacks shall be double that required for the district.

Response: Since the applicant is not constructing any building additions, this criteria is not applicable.

- 2) The facility is served by arterial, collector or municipal state aid streets and such pedestrian facilities as are necessary to accommodate the traffic generated by the facility.

- ***Response: According to the City's Comprehensive Plan 42nd Avenue North is a minor arterial. The existing building is served by a vehicle entrance and exit on Colorado Avenue North. The City's Public Works Director and the West Metro Fire Rescue District have reviewed this proposal and found it adequate to continue meeting vehicle movement within the site, including fire trucks. There is a public sidewalk on 42nd Avenue North, and there are private sidewalks providing access to the building.***

- 3) The city council determines that all applicable requirements of subsection 515.05, subdivision 3 a) and section 520 are considered and satisfactorily met. Section 515.05: 1) Consistency of the proposed use with the comprehensive plan; 2) Characteristics of the subject property as they relate to the proposed use; and 3) impact of the proposed use on the surrounding area. Section 520 contains the requirements for a site plan.

Response: 1) The 2030 Comprehensive Plan land use designation for this property is "Public Institutional (Low Density Residential)". The proposed day care use is consistent with this designation; 2) The property and existing building are designed for a public institutional use, and the facility will continue to exhibit these characteristics; 3) The property has been an institutional use for many years, and this institutional use will continue with Early Step's co-use of the property. Since the applicant is not proposing to make any alterations to the building footprint or parking lot, the requirements of Section 520 of the

Zoning Code, Site and Building Plan Review, are not applicable to this application.

C. NOTABLE SITE ELEMENTS

The following is a description of the notable site elements proposed for the day care use at 6122- 42nd Avenue North.

- Parking – There is not a specific requirement in the Zoning Code for a minimum number of parking spaces for a day care facility. In 1983 the City Council approved a variance to reduce the required number of parking spaces for the church from 200 spaces to 74. A recent count of the parking spaces on the property found that there are 77 spaces. Therefore the parking requirement is met and the applicant is not proposing to construct additional parking. Since the day care and the church will be operating mostly on different schedules, the existing number of parking spaces is adequate.
- Child pick up and drop off – Early Steps is proposing to have children dropped off and picked up at the building entrance on the north side of the building where the parking lot is located. Child drop off will occur between 6:00 and 10:00 AM, and pick up will occur between 5:00 and 6:00 PM. The City's Public Works Director, the Police Department, and West Metro Fire Rescue District have reviewed this child pick up and drop off plan and found it adequate to meet vehicle movement within the site, including fire trucks. With the low number of children attending this day care, traffic impacts to the area are not expected to be noticeable.
- Pedestrian connections – There are existing public sidewalks on both sides of 42nd Avenue North. There are also private sidewalks on the church property providing access to the building.
- Signs – The applicant is not proposing to add any new exterior signs to the property.

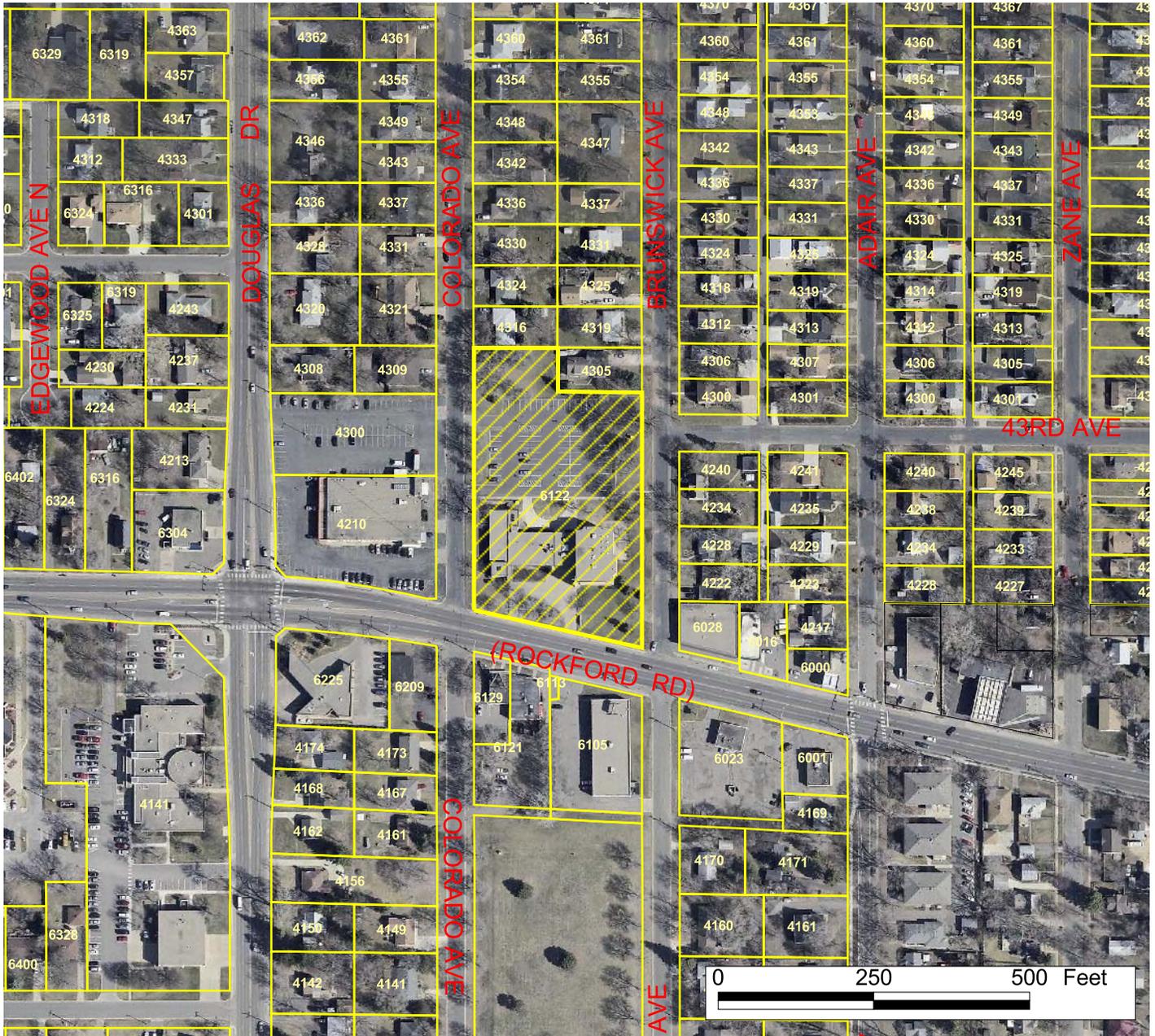
D. REQUESTED ACTION

The Planning Commission is being asked to make a recommendation to the City Council to either deny or approve the CUP to allow Early Steps Learning Foundation to locate at Brunswick United Methodist Church at 6122 – 42nd Avenue North. A recommendation made by the Planning Commission should include findings of fact either for or against the proposal. The Commission may reference the findings for approval in Sections B and C, above. Staff recommends approval of the conditional use permit to allow this day care use, subject to the following conditions of approval:

1. With this CUP approval, First Steps Learning Foundation is limited to 55 children. If additional children are desired, First Steps shall apply to the City for a CUP amendment.
2. Pick up and drop off of children will occur only at the north side building entrance.
3. Early Steps shall submit a request to the Metropolitan Council to determine if a sewer availability charge (SAC) will be assessed for this use.

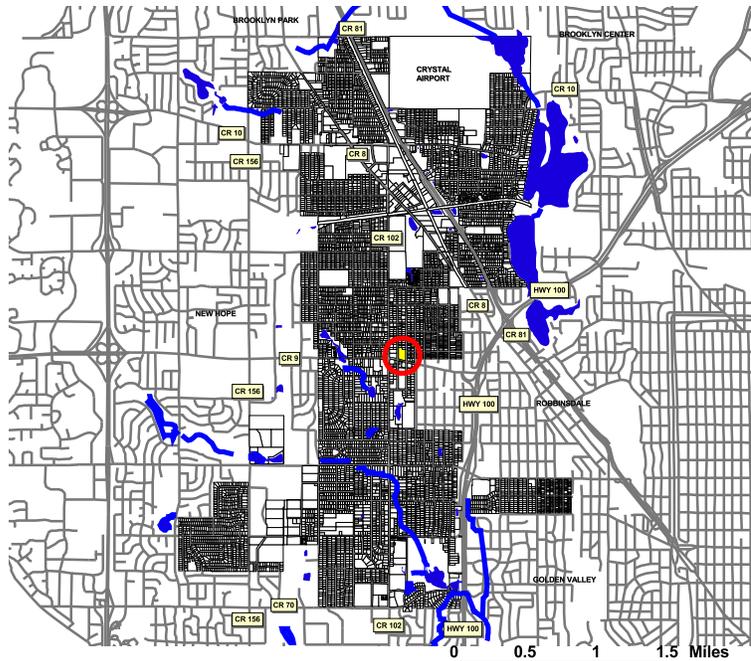
City Council action is anticipated on June 21, 2016.

Site Location - Proposed Early Steps Daycare



**Site Address:
6122 42nd Ave N
Crystal, MN**

Attachment A



Aerial Image Hennepin County 2012



**City of Crystal
4141 Douglas Drive N.
Crystal, MN 55422**

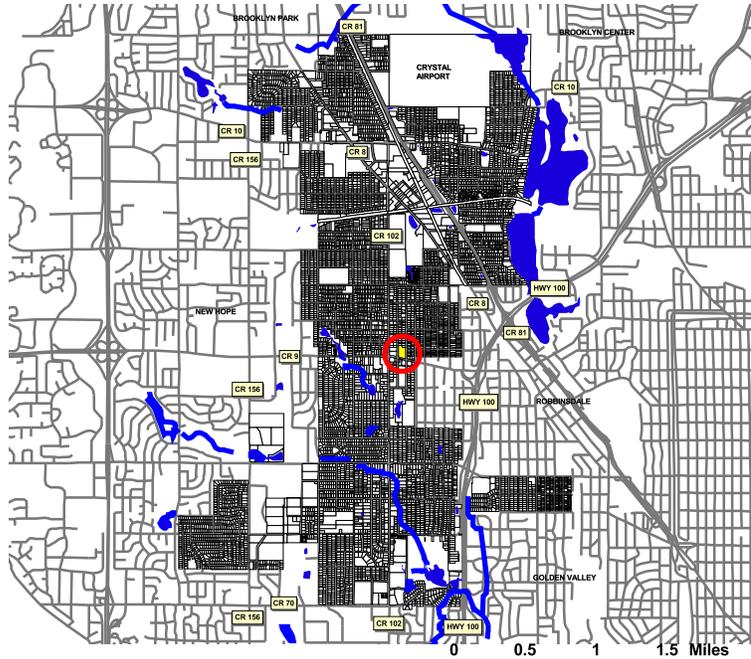


Notification - Proposed Early Steps Daycare



**Site Address:
6122 42nd Ave N
Crystal, MN**

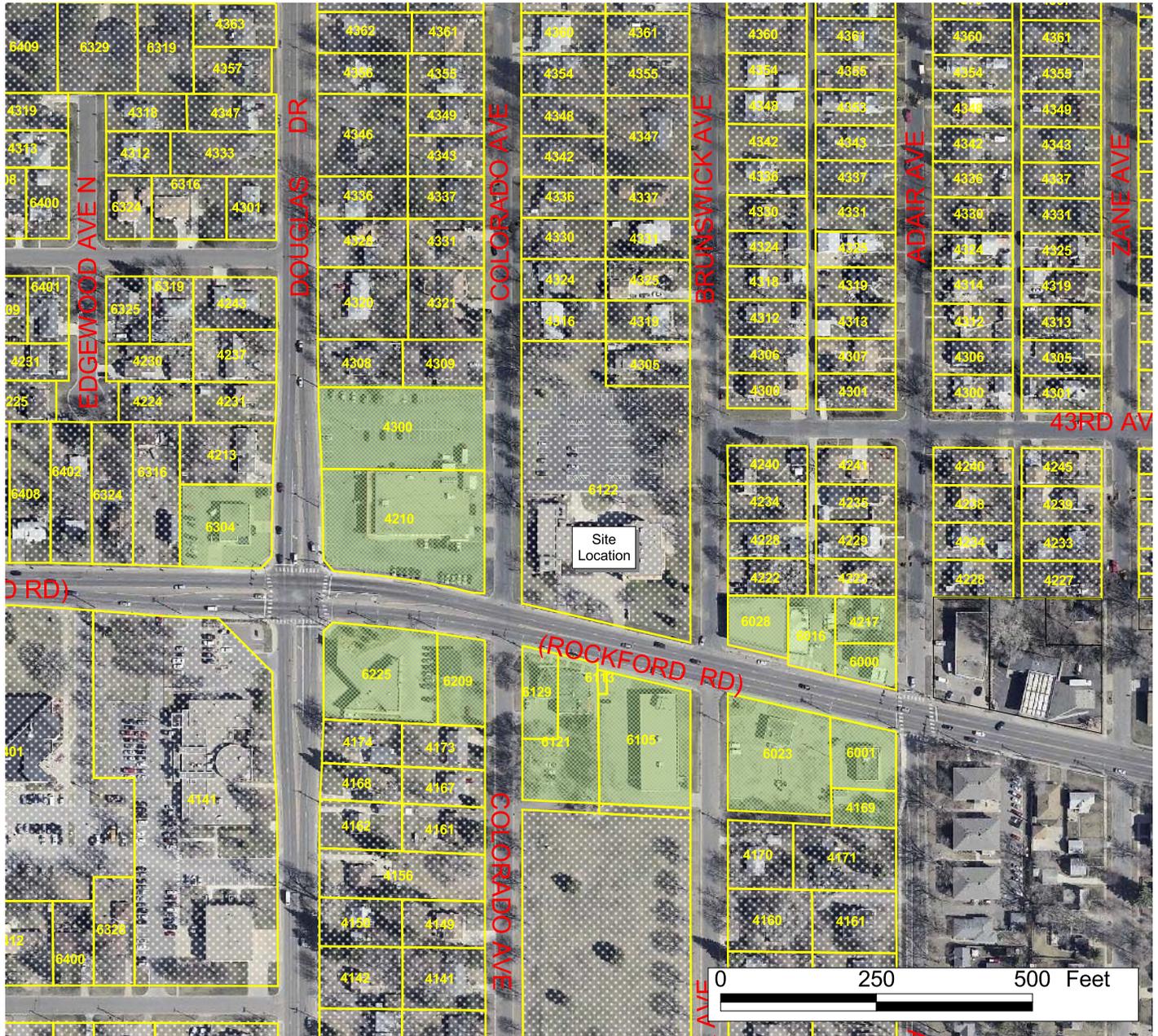
Attachment B



City of Crystal
4141 Douglas Drive N.
Crystal, MN 55422



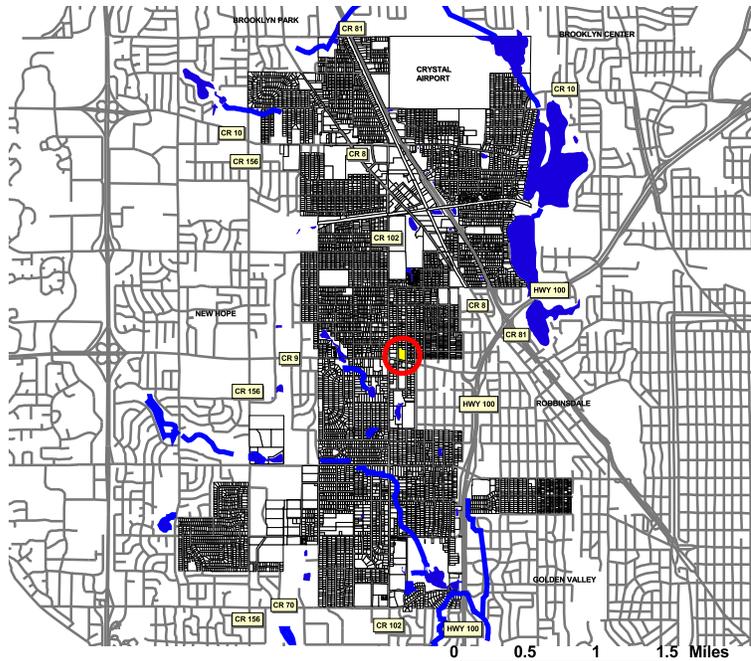
Zoning - Proposed Early Steps Daycare



Attachment C

Site Address:
6122 42nd Ave N
Crystal, MN

-  Parcel Bounds
- Zoning Codes:
-  C-1
-  C-2
-  I-1
-  PUD
-  R-1
-  R-2
-  R-3

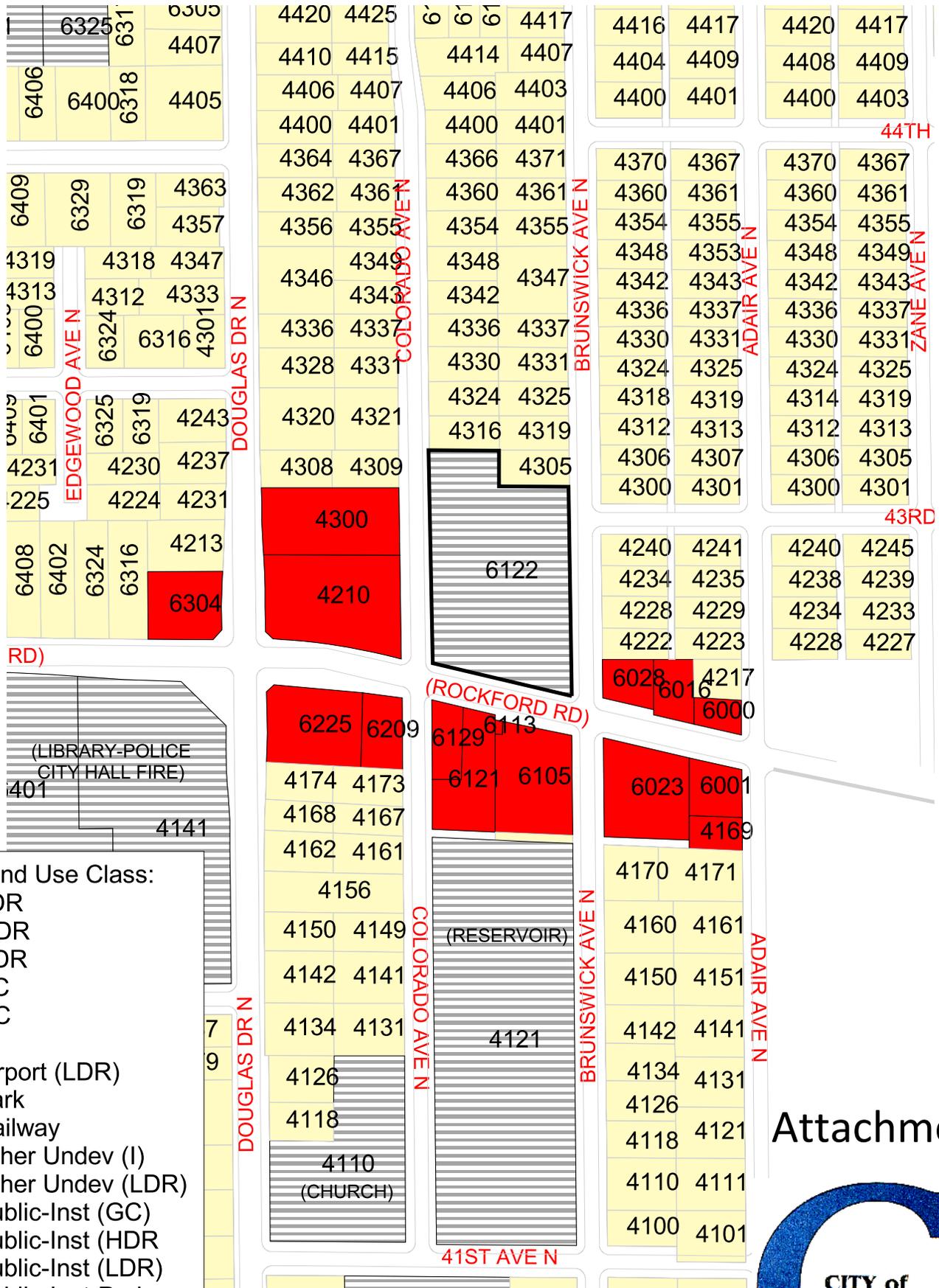



City of Crystal
4141 Douglas Drive N.
Crystal, MN 55422



City of Crystal, 2030 Planned Land Use

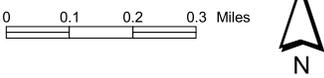
Proposed Early Steps Daycare 6122 42nd Ave N.



2030 Land Use Class:

- LDR
- MDR
- HDR
- NC
- GC
- I
- Airport (LDR)
- Park
- Railway
- Other Undev (I)
- Other Undev (LDR)
- Public-Inst (GC)
- Public-Inst (HDR)
- Public-Inst (LDR)
- Public-Inst-Park
- Road Rights-of-Way

Attachment D



Attachment E

Garshena Stewart

624 3rd 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.

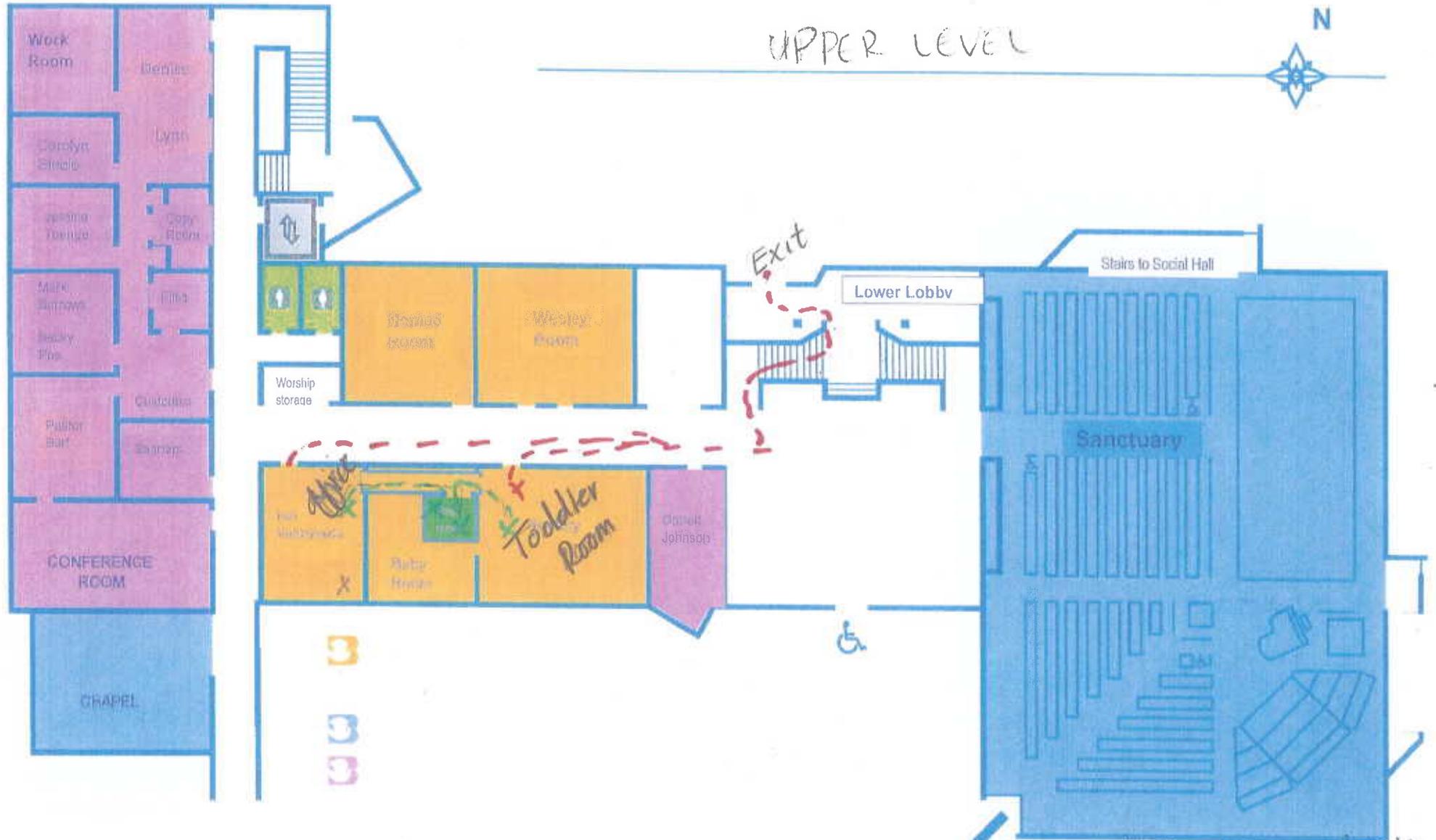
In the early 1950's Jerome Bruner introduced his theory of education which strongly emphasizes the importance of teachers modeling desired behavior and practicing positive child guidance techniques. Successful scaffolding strategies are set in place to teach the child the skills he/she needs to continue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

Attachment F

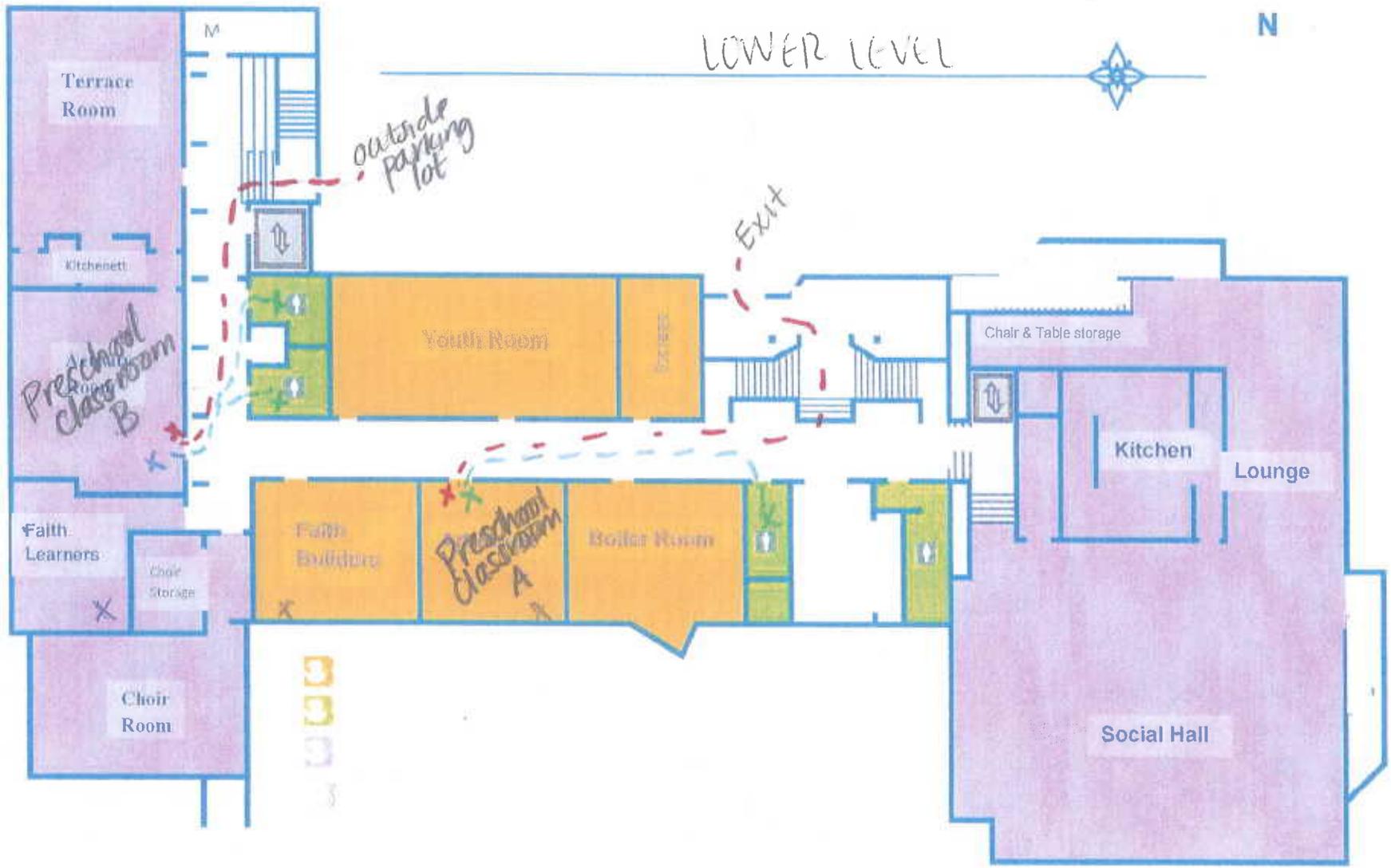
Indoor Floor Plan

(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 play ground gates

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

Outdoor floor plan C

Attachment G

