1. **Call to Order**

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

2. **Roll Call**

Commissioners Knight, Magney, O’Connell, Powers, Calvert, and Kirk were present. Odland was absent.

Staff members present: Principal Planner Susan Thomas and Planning Technician Ashley Cauley.

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

4. **Approval of Minutes:** November 5, 2015

   Magney moved, second by Knight, to approve the November 5, 2015 meeting minutes as submitted with the following changes:

   - Page 6: Calvert Odland asked where parents would hang out during practice.
   - Page 6: Calvert noted that the applicant never included spectator seating in the proposal. She was concerned that the proposal would use up most of the campus’ limited buildable area.

   Knight, Magney, O’Connell, Powers, Calvert, and Kirk voted yes. Odland was absent. Motion carried.

5. **Report from Staff**

Thomas briefed the commission on land use applications considered by the city council at its meeting of December 7, 2015:

   - Introduced an ordinance regarding construction of a hotel and daycare at 6030 Clearwater Drive.
   - Adopted a resolution approving a final plat for Ridgemount Grove with a maximum floor area established for the proposed houses.
Thomas announced that the December 3, 2015 planning commission meeting has been cancelled. The next regular meeting will be December 17, 2015.

6. **Report from Planning Commission Members**

Calvert reported that she and Chair Kirk attended a Beyond the Basics of Planning and Zoning workshop. They found it very helpful and encouraged others to attend. Minnetonka was recognized many times for its staff and well-written ordinances.

7. **Public Hearings: Consent Agenda:** None

8. **Public Hearings**

   A. **Conditional use permit for accessory structures with gross floor areas of 1,500 square feet.**

Chair Kirk 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.

Jason Olson, 3707 Farmington Road, applicant, stated that the report was well said. He is seeking to make improvements to his garage and create more storage space. He resurfaced, reroofed, and put in new windows to his house a couple years ago and now he is doing the same to the garage.

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

Powers visited the site. The proposal seems sensible. The neighbors have no objection. It seems logical.

Calvert walked around the site and agreed with Powers. The request seems sensible.

*Magney moved, second by O'Connell, to recommend that the city council adopt the resolution on pages A17-A20 of the staff report. This resolution approves a conditional use permit for accessory structures with a gross floor area of 1,500 square feet.*
Knight, Magney, O'Connell, Powers, Calvert, and Kirk voted yes. Odland was absent. Motion carried.

The city council is tentatively scheduled to review this item at its meeting on December 7, 2015.

B. Conditional use permit for a licensed day care facility at 13505 Excelsior Boulevard.

Chair Kirk 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.

Jeremy Striffler, representing the applicant, explained that approval of the conditional use permit is needed prior to marketing the daycare space to providers. He hopes to open the daycare in the spring or fall of 2016.

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

Powers visited the site. The proposal is appropriate.

Magney moved, second by Knight, to recommend that the city council adopt the resolution approving a conditional use permit for a licensed daycare at 13505 Excelsior Boulevard (see pages A11-A15 of the staff report).

Knight, Magney, O'Connell, Powers, Calvert, and Kirk voted yes. Odland was absent. Motion carried.

The city council is tentatively scheduled to review this item on December 7, 2015.

C. Variances for a blade sign at 14525 State Highway 7.

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

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

Chair Kirk asked if it happens very often that a blade sign is on an area of a building that is not leased by the tenant who the sign identifies. Thomas identified
a difference from this application and the applications submitted by Red Stone and Kona Grill. Red Stone and Kona Grill had visibility from the major roads and parking lot without increasing the height of the signs. The Dunn Brothers’ location would not have clear visibility to its location from the frontage road or highway without the proposed sign.

Calvert asked if staff anticipates the applicant would request another sign located closer to the road. Thomas answered in the negative. Only one monument sign is allowed to identify a building itself, not individual tenants. She directed that question to the applicant.

Chair Kirk thought the building was beginning to look a little “billboardish.” He asked if it would get worse or if there is a limit. Thomas explained that all of the existing signs meet current code requirements. She agreed that some of the signs seem out of place for this building, particularly the signs in the windows.

In response to Chair Kirk’s question, Thomas explained that the developer proposed some changes to the exterior of the building which have not been done, but are not required to be done. That would be a good question for the property owner.

Knight asked if there is more floor space available that could be occupied by businesses. There are trees in the front so there is not a lot of space. Thomas answered that there are vacant tenant spaces in the building. The trees were part of the original landscape plan, so they cannot be removed without city approval.

Richard Gunderson, applicant, stated that he appreciated staff’s help to understand the process. He respected the concerns regarding the signage on the building being somewhat of a billboard, so he chose a blade sign so it would be more discreet and add to the ambiance of the building itself. It better represents what a coffee shop is about. Signage is important for a business to be successful and for people to find their way to the business. The blade sign is a good compromise. It would be visible from the street, but not obnoxious. The signage above the property follows city code requirements. None of the Dunn Brothers’ signs would be lighted. He requested the commission’s approval. He appreciated them listening.

Calvert confirmed with Mr. Gunderson that the sign would not be illuminated.

The public hearing was opened. No testimony was submitted and the hearing was closed.
Chair Kirk felt that the request would be appropriate. The flag sign on the corner helps direct traffic to the drive thru. His comments earlier referred to the building and not Dunn Brothers.

Calvert liked the blade sign orientation. It would be tasteful and well placed.

Knight moved, second by Magney, to adopt the resolution approving variances for a blade sign at 14525 State Highway 7 (see pages A8-A11 of the staff report).

Knight, Magney, O’Connell, Powers, Calvert, and Kirk voted yes. Odland was absent. Motion carried.

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

9. Adjournment

Knight moved, second by O’Connell, to adjourn the meeting at 7:04 p.m. Motion carried unanimously.

By: ____________________________
Lois T. Mason
Planning Secretary