CITY OF APPLE VALLEY
PLANNING COMMISSION MINUTES
SEPTEMBER 6, 2017

1. CALL TO ORDER

The City of Apple Valley Planning Commission meeting was called to order by Chair Melander at 7:00 p.m.

Members Present: Tom Melander, Ken Alwin, Tim Burke, Keith Diekmann, Jodi Kurtz and David Schindler

Members Absent: Paul Scanlan

Staff Present: City Attorney Sharon Hills, Planner Tom Lovelace, City Engineer Brandon Anderson, Planner Kathy Bodmer, Planner/Economic Development Specialist Alex Sharpe and Department Assistant Joan Murphy.

2. APPROVAL OF AGENDA

Chair Melander asked if there were any changes to the agenda. Hearing none he called for a motion.

MOTION: Commissioner Alwin moved, seconded by Commissioner Burke, approving the agenda. Ayes - 6 - Nays - 0.

3. CONSENT ITEMS

MOTION: Commissioner Burke moved, seconded by Commissioner Alwin, approving the minutes of the meeting of August 16, 2017. Ayes - 4 - Nays - 0. Abstained – 2 (Diekmann and Schindler)

4. PUBLIC HEARINGS

--NONE--

5. LAND USE/ACTION ITEMS

A. Kudrle Front Yard Setback Variance - PC17-27-V

Consider a 5' Setback Variance for a Porch
Location: 15726 Hemlock Ct
Petitioner: Iron River Construction

Planner/Economic Development Specialist Alex Sharpe stated Iron River Construction, on behalf of Kyle Kudrle, the property owner of 15726 Hemlock Ct. has requested consideration of a 5' front setback variance to construct a front porch. City code requires a 30' front setback in the "R-3" (Single Family Residential) zone.

Staff is recommending approval of the variance due to the following practical difficulties:

1. The lot is irregularly shaped, with the curvature of the cul-de-sac being the limiting factor for the setback.
2. If the front porch were constructed without a roof it would be architecturally incompatible with the home and the neighborhood.

Staff reviews variance applications based strictly upon the requirements of the state statutes and the City Code which require that the applicant establish that there are practical difficulties present in order for a variance to be granted, and that logical alternatives are not available.

Discussion followed.

MOTION: Commissioner Diekmann moved, seconded by Commissioner Burke recommending approval of a 5' front yard setback variance to construct a front porch with the following conditions:

1. The variance shall be applicable to the property legally identified as Lot 30, Block 3, Longridge 2nd Addition.
2. If the building permit fee is not paid and not issued or within one (1) year of the date of approval, the variance approval shall lapse.
3. The property owner shall identify and mark the front property line prior to the issuance of a building permit.

Ayes - 6 - Nays - 0.

B. Cedar Park Elementary Improvements – PC17-30-B

Consideration of Site Plan/Building Permit Authorization for 9,880 sq. ft. Building Additions and New Bus Drop-off/Pick-up Lot.
Location: 7500 Whitney Drive (Southwest Corner of Cedar Ave and Whitney Dr.)
Petitioner: Independent School District 196

Planner Kathy Bodmer reviewed the request by ISD 196 for consideration of Site Plan Review/Building Permit Authorization to construct two building additions and parking and circulation improvements. The two additions include a 4-classroom addition of 6,880 sq. ft. on the west side of the building and an office/front entrance addition of approximately 3,000 sq. ft. on the east side of the building. A new bus loop and parking area is proposed to be constructed on the west side of the building to separate bus circulation from parent pick-up and drop-off activities.

Access to the site will be modified by removing the two existing drive entrances off of Whitney Drive and placing a single drive access in the middle of where the existing drives are located today. She said the City Engineer recommends that the driveway be shifted to the location of the west existing driveway, because it will remove a decision point and allow for smoother circulation through the site.

ISD 196 is in the process of upgrading most of the District schools to provide enhanced building and site security. Many of the schools will have the front entrance modified to provide a secure entry to the building. At the same time, in several cases, classrooms are also being added. Lastly, where room is available on the site, the District is separating bus traffic circulation from parent traffic circulation within the parking lot. The Cedar Park Elementary Improvements project involves all three elements.

Discussion followed.

MOTION: Commissioner Diekmann moved, seconded by Commissioner Burke recommending approval of the Site Plan/Building Permit Authorization for 9,880 sq. ft. office and classroom additions and parking lot improvements at Cedar Park Elementary (7500 Whitney Drive), subject to compliance with all City Codes, and the following conditions:

1. The driveway access shall be moved to the west as recommended by the City Engineer.
2. A sidewalk connection shall be made from the sidewalk on the southwest side of the building to Cedar Ave.
3. A sidewalk connection shall be provided from the west parking area around the stormwater retention area to the playfields to the west.
4. The project is subject to review and approval of the final civil plans by the City Engineer at the time of application of the building permit.

Ayes - 6 - Nays - 0.

6. OTHER BUSINESS

A. Communities for a Lifetime - Presentation of Dakota County's Communities for a Lifetime Program and Apple Valley's Communities for a Lifetime Profile

Jess Luce, Program Manager for the Communities for a Lifetime program with Dakota County Communities, provided an update on a profile completed on the City of Apple Valley. Dakota County Public Health is spearheading the Communities for a Lifetime program, which seeks to bring together residents, local businesses, community organizations, cities, and county staff to create networks of vital, accessible communities. Dakota County's Communities for a Lifetime Initiative is in the process of completing city profiles for the 11 major cities in Dakota County. The profiles highlight key components that demonstrate an age-friendly community, including a city's changing population data, housing performance score, types of housing, transit options, land use, walkability score and other indicators. City profiles are intended to be a resource and a strategic planning tool to assist cities in gauging their progress in becoming more age-friendly as they undertake their comprehensive guide planning process.

B. Review of upcoming schedule and other updates.

City Planner Tom Lovelace stated that the next Planning Commission meeting would take place Wednesday, September 20, 2017, at 7:00 p.m.

7. ADJOURNMENT

Hearing no further comments from the Planning Staff or Planning Commission, Chair Melander asked for a motion to adjourn.

MOTION: Commissioner Burke moved, seconded by Commissioner Schindler to adjourn the meeting at 7:46 p.m. Ayes - 6 - Nays - 0.

Respectfully Submitted,

/s/ Joan Murphy
Joan Murphy, Planning Department Assistant

Approved by the Apple Valley Planning Commission on _____.

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Tom Melander, Chair