

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on May 26, 2020, at 7:00 PM.

1. CALL TO ORDER

Chairperson Hansen called the meeting to order (virtually) at 7:00 PM.

2. ROLL CALL

PRESENT

Chairperson Hans Hansen
Commissioner Aisha Ali
Commissioner Jeff Bernhagen
Commissioner Rick Cobbs
Commissioner Doug Eischens
Commissioner Eric Julien

STAFF PRESENT

Administrator Buchholtz and City Planner Carlson

VISITOR

Jeremy Larson, Hampton Companies/Suite Living

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes from March 23, 2020 and April 27, 2020

Motion made by Commissioner Eischens, Seconded by Commissioner Bernhagen to approve Minutes of March 23, 2020 and April 27, 2020.

Voting Yea: Chairperson Hansen, Commissioner Ali, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

5. PUBLIC HEARING

A. Public Hearing - Planned Unit Development (PUD) Application for a 1 story, 32-unit Assisted Living/Memory Care Facility at 525 Osborne Road NE -- Hampton Companies

City Planner Carlson reviewed the staff memo regarding an application for a Planned Unit Development and Site Plan Review for 525 Osborne Road NE. He reviewed the site plan and possible site issues. He provided conditions for the recommendation of the approval of the Planned Unit Development and the Site Plan.

Commissioner Ali inquired what type of screening or security would be provided to the residents of the Osborne Apartments open access area. Planner Carlson stated that the recommendations are for visual protection and feels that vegetation or shrubs would be sufficient to add privacy from traffic.

Commissioner Ali inquired if any additional landscaping such as shrubs or vegetation will be added along Osborne Road. Planner Carlson stated that he would recommend a three- or four-foot shrub hedge would be sufficient enough to block the headlight glow from vehicles. He does not feel that a fence is necessary.

Commissioner Eischens inquired if the Osborne Apartment building is included in the new water system and a separate shut off for the apartments. Administrator Buchholtz reported that the City has reached out to the owner of Osborne Apartments as well as the town-home development to make them aware of the project and the ability to connect to the water main at this time. He stated that the town-home development has not responded. He reported that the shut off valves and connections will be added now and, in the future, if the town home development decides to add on at a later date, they would have the ability to do that.

Commissioner Bernhagen inquired if the facility is considered senior living. Mr. Larson reported that the facility will have 32 rooms with 32 residents. He stated that 12 of the residents will be memory care units and 20 of the units will be for residents who need high acuity care. He stated that the memory care residents will have their own secured wing. He reported that most residents will live at the facility for three years.

Commissioner Bernhagen inquired if the fence should be placed around the entire pond rather than only around the west side of the property. He expressed concern with residents from the facility escaping the facility and going near the pond. Mr. Larson stated that the facility is locked down to the residents from the inside and from the outside. He stated that is with the residents at all times outdoors. He noted that the residents are in a wheelchair or use a walker.

Commissioner Cobbs inquired if there were any comments or concerns received from the town-home owners. Administrator Buchholtz reported that no comments were received. He stated that all the residents received the public hearing notice 10 days in advance of the meeting.

Commissioner Bernhagen inquired if there has been any flooding on this site. Administrator Buchholtz stated that he was not aware of any flooding on the site. He stated that there has been flooding concerns on 79th Avenue and Terrace Road however a storm water pipe has been installed.

Administrator Buchholtz stated that this piece of property is very unique and Hampton Companies has done a good job developing the site. He stated that the site fits well into the residential area and will be an asset to the community.

Chairperson Hansen inquired on the pricing of the units at the facility. Mr. Larson stated that there is not a set price point as every resident has different care levels and needs. He stated that prices are associated with care levels. He explained that the facility does allow the Elderly Waiver which allows the elderly affordable care and housing.

Chairperson Hansen opened the public hearing at 7:38 PM.

Hearing no discussion or concerns from the public, Chairperson Hansen closed the public hearing at 7:39 PM.

Motion made by Commissioner Cobbs, Seconded by Commissioner Julien to recommend approval of Planned Unit Development Application for a 1 story, 32-unit Assisted Living/Memory Care Facility at 525 Osborne Road NE - Hampton Companies with the following conditions:

- 1.) Additional landscaping and screening will be provided to the west neighbor in the form of a fence and shrubbery.
- 2.) Additional landscaping will be provided on the south side of the parking lot toward Osborne Road to screen cars and headlights to a height of between 3 and 4 feet, if approved by SPRWS, to be reviewed and approved by the City Planner.
- 3.) Additional landscaping will be provided on the north side of the site to the Osborne Apartments to screen the building and garage.
- 4.) The plans will be revised per the City Engineers comments:
 - a. Grading Plan. Expand stormwater pond to maximize onsite storage
 - b. Grading Plan. Modify grading plan to direct site runoff Emergency Overflow route to southwest corner of site. We are concerned about additional drainage to the north of the site.
 - c. Grading Plan. Show second SPRWS water pipe.
 - d. Utility Plan. Move proposed fire hydrant southward approximately 105 feet to be more accessible. Have valve on hydrant lead within 10-feet of tee.
 - e. Utility Plan. All onsite sanitary sewer, water main, storm sewer, and drainage facilities shall be considered private and shall be maintained by the property owner.
 - f. Utility Plan. Show second SPRWS water pipe.
 - g. Utility Plan. As noted on plans, site sewer and water construction will need to be coordinated with offsite city sewer and water construction.

- h. Drainage and Stormwater. A separate drainage review will be completed when revised information is provided. Site will require a CCWD Permit and maintenance plan.
- i. Landscape Plan. Landscape plan will need to be modified to reflect expanded storm pond size.
- j. Other. Final site infrastructure plans shall be reviewed the by the city Engineer and City Public Works Director prior to construction.
- k. Other. No engineering review of lighting, parking ,sidewalk, or other miscellaneous issues was completed.

Voting Yea: Chairperson Hansen, Commissioner Ali, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

6. OTHER

A. Administrator Report

Administrator Buchholtz reported that staff has been working on finishing approvals for the JP Brooks development. He stated that the sewer permit was received.

Administrator Buchholtz reported that City staff has been working on COVID-19 procedures for City Hall and staff. He reported that City Hall will be open fully to the public on June 1, 2020. He stated that face masks are required to enter into City Hall. He stated that the Parks and Recreation Department is working on programs that could be offered later this summer on a modified basis.

Chairperson Hansen inquired if the county reports the number of COVID-19 cases specifically in Spring Lake Park. Administrator Buchholtz stated that the county releases the number of cases daily. He reported that as of May 26, 2020, there are 25 confirmed cases in Spring Lake Park.

7. ADJOURN

Motion made by Commissioner Julien, second by Hansen to adjourn.
Meeting was adjourned at 7:44 PM.

DRAFT