

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, a Spring Lake Park City Council Work Session was held on April 07, 2025 at Spring Lake Park City Hall, 1301 81st Avenue NE, at 5:30 PM.

1. CALL TO ORDER

Mayor Nelson called the work session to order at 5:30pm.

MEMBERS PRESENT

Councilmember Ken Wendling
Councilmember Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran
Mayor Robert Nelson

STAFF PRESENT

Planner Phil Carlson, Phil Gravel, Building Official Jeff Baker, Deputy City Clerk Wanda Brown

VISITORS

Abby Rehberger, Optimize Physical Therapy and Elite Sports Performance
Kate Gillette, Avison Young

2. DISCUSSION ITEMS

A. Potential Use and Zoning Consideration for 8406 Sunset Road NE (former RISE PROPERTY)

Planner Carlson introduced the item by providing an overview of the proposed project. He noted that the proposal falls within a tolerable range in terms of scale and impact. He highlighted that the site includes 97 parking spaces, which would adequately accommodate the proposed use of the building. Planner Carlson further explained that he and Administrator Buchholtz wished to present the concept to the City Council to gauge interest in potentially amending the zoning code to allow for clinics or athletic/sports performance training facilities.

Mayor Nelson asked Ms. Rehberger about the number of basketball tournaments held annually and the potential impact on parking. Ms. Rehberger responded that only three tournaments are held each year, typically on Saturdays. She noted that the tournament schedules are staggered to minimize traffic congestion and reduce any impact on available parking.

Building Official Baker stated that the Conditional Use Permit and the zoning code amendment could be coordinated concurrently. He provided an overview of the Certificate of Occupancy process and noted that the certificate could be issued at any time, depending on the completion of required procedures.

Ms. Gillette requested clarification regarding the anticipated timeline for approval. She explained that the building is currently under contract and that they are operating within a defined due diligence period. As such, she expressed a need to provide the seller with a clear timeline moving forward.

The City Council reached a consensus directing the City Administrator and the City Planner to prepare amendments to the code to permit clinics and athletic or sports performance training facilities.

B. Discussion on Planning Consultant Options

Planner Carlson provided an overview of his upcoming retirement and suggested that now would be an appropriate time to begin exploring options for continued planning services. He noted that Stantec has a robust team of planning professionals and indicated that, should the City choose to continue its partnership with Stantec, he would facilitate a smooth transition by introducing the new planners and ensuring they become well-acquainted with the specific needs and operations of Spring Lake Park. Engineer Gravel stated that they would like to see Planner Carlson and Administrator Buchholtz set down and work on a transition plan.

Councilmember Dircks inquired about the process of coordination when the City's planner and engineer are from different firms. Planner Carlson and Engineer Gravel responded that, while it is generally more seamless when both professionals are from the same firm, effective collaboration is still achievable when working with two separate companies, provided there is clear communication and cooperation.

Councilmember Moran expressed interest in exploring proposals from other firms, noting that it is beneficial to review alternative options and understand what additional services or perspectives may be available

The City Council reached a consensus to direct the City Administrator to issue a Request for Proposals (RFP) to explore options for planning consultant service.

3. REPORT

A. City Council/Staff Reports

None

4. ADJOURN

With no further discussion, the meeting was declared adjourned at 6:01pm.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer