

**PLANNING COMMISSION MEETING
AGENDA
CITY OF WHITE BEAR LAKE, MINNESOTA**

The City of White Bear Lake Planning Commission will hold its regular monthly meeting on Monday, July 26, 2021 beginning at 7:00 p.m. in the White Bear Lake City Hall Council Chambers, 4701 Highway 61.

1. Call to order and roll call.
2. Approval of the July 26, 2021 agenda.
3. Approval of the June 28, 2021 Planning Commission meeting minutes.
4. **CASE ITEMS:**
Unless continued, these cases will go to the City Council meeting on Tuesday, August 10, 2021. Case C will also be heard on Tuesday, September 14, 2021
 - A. **Case No. 21-2-Z & 21-5-CUP:** A request by **Division 25, LLC** for a text amendment to the Sign Code Section 1202.040, Subd.2, to allow billboards; and a Conditional Use Permit, per the amended code, to allow installation of a two-sided V-shaped dynamic billboard at the property located at 4650 Centerville Road. **(Continued)**.
 - B. **Case No. 20-2-SHOPa:** A request by **Paula Frost** for a three-year extension to an existing Special Home Occupation Permit, per Code Section 1302.120, in order to operate a massage therapy business out of her residence located at 1904 4th Street.
 - C. **Case No. 21-7-CUP & 21-3-Z:** A request by **Level Up Academy** for a Conditional Use Permit, per Code Section 1301.050, to allow two building additions totaling 15,450 square feet, and a rezoning of two parcels, per Code Section 1301.040, to facilitate the combination of these parcels with the “parent parcel” of 2600 County Road E: 35XX Rolling View Drive (PID # 363022110026) from B-2 – Limited Business, to R-3 – Single Family Residential, and 35XX Rolling View Drive (PID # 363022110025) from RB – Residential Business Transition, to R-3 Single Family Residential at the property at 2600 County Road E.
 - D. **Case No. 21-8-CUP:** A request by **Tjernlund Products** for a Conditional Use Permit for vehicle rental, per Code Section 1303.180, Subd.4.b, in order to operate a U-Haul Dealership on the property located at 1601 9th Street.
5. **DISCUSSION ITEMS:**
 - A. Renewal of Special Home Occupations by Administrative Variance (neighbor consent) process.
 - B. 10% Deviation by Administrative Variance – not for height limitations & not on top of other A/V's already provided for.
 - C. City Council Meeting Summary from July 13, 2021.
 - D. Park Advisory Commission Meeting Minutes from May 20, 2021.

6. ADJOURNMENT

Next Regular City Council Meeting July 27, 2021

Next Regular Planning Commission Meeting..... August 30, 2021

**MINUTES
PLANNING COMMISSION MEETING
CITY OF WHITE BEAR LAKE
JUNE 28, 2021**

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, June 28, 2021, beginning at 7:00 p.m. in the White Bear Lake City Hall Council Chambers, 4701 Highway 61, White Bear Lake, Minnesota by Chair Ken Baltzer.

1. CALL TO ORDER/ROLL CALL:

MEMBERS PRESENT: Michael Amundsen, Ken Baltzer, Jim Berry, Pamela Enz, Mark Lynch, and Peter Reis.

MEMBERS EXCUSED: Erich Reinhardt.

MEMBERS UNEXCUSED: None.

STAFF PRESENT: Anne Kane, Community Development Director, Samantha Crosby, Planning & Zoning Coordinator, and Ashton Miller, Planning Technician.

OTHERS PRESENT: Richard Nirdsard, Arlene Ryan, Marcia & John Faurneelee, Ann Duke, Dee Engebretson, Donna Huisenga, Al Mensureem, Brooke & Garrett Boesch, Paula Lobinsky, John Stickney, Gretchen Peterson, Allison Besser, Rick & Sharon Prokosch, John Johannson, Chris Simmons, Jim Trusten, Pam Preiser, Joe Morris, Tim Wald, and Paul Aplikowski .

2. APPROVAL OF THE JUNE 28, 2021 AGENDA:

Kane proposed to add approval of an interim use permit to item 4.H of the agenda. Member Berry moved for approval of the agenda, as amended. Member Lynch seconded the motion, and the agenda was approved (6-0).

3. APPROVAL OF THE MAY 24, 2021 PLANNING COMMISSION MEETING MINUTES:

Member Reis moved for approval of the minutes. Member Enz seconded the motion, and the minutes were approved (6-0).

4. CASE ITEMS:

A. **Case No. 15-2-SHOPa:** A request by Pam Preisler for a six year extension to an existing Special Home Occupation Permit, per Code Section 1302.120, in order to operate a beauty salon out of her residence at the property located at 3862 Crestwood Place.

Miller discussed the case. Staff recommended approval.

Member Berry asked if any comments were submitted by the public regarding the business. Miller confirmed there were two letters written in support.

Member Baltzer opened the public hearing. As no one spoke to the matter, Member Baltzer closed the public hearing.

Member Reis moved to recommend approval of Case No. 15-2-SHOPa. Member Lynch seconded the motion. The motion passed by a vote of 6-0.

- B. **Case No. 21-14-V:** A request by **James Trusten** for a 25.5 foot variance from the 30.5 foot front yard average setback, per Code Section 1302.030, Subd.4.d, and a 2.5 foot variance from the five foot side yard setback, per Code Section 1302.030, Subd.4.e, in order to construct a garage in front of the home at 1783 Eugene Street.

Miller discussed the case. Staff recommended approval subject to the conditions listed in the report.

Member Baltzer opened the public hearing. As no one spoke to the matter, Member Baltzer closed the public hearing.

Member Lynch clarified the options for the shed; either it is moved now or sometime in the future if work in the utility easement is required. He stated that he would support allowing the shed to remain if the homeowner signs an agreement acknowledging the shed may need to be removed if the City ever needs to access the easement. Member Enz suggested that the condition be recorded against the property so that future owners know.

Member Lynch moved to recommend approval with the change to condition #6 as recommended by Member Enz of Case No. 21-14-V. Member Reis seconded the motion. The motion passed by a vote of 6-0.

- C. **Case No. 21-15-V:** A request by **Brooke & Garrett Boesch** for a two foot variance from the four foot height limit, per Code Section 1302.030, Subd.6.4.3, in order to construct a six foot tall fence along the west property line of the property located at 2514 Oak Court.

Crosby discussed the case. Staff recommended denial of the request.

Member Baltzer opened the public hearing.

Brooke and Garrett Boesch, 2514 Oak Court, applicants, explained that the lilac bushes will be on the outside of the fence, which will provide camouflage, softening the look of the fence and the 30 foot setback from the road will prevent the “gated community” feel. They are concerned that traffic will increase in the area considering they are close to the County Road E and Bellaire Avenue intersection and the six-foot fence will grant more privacy and safety for their children without taking away a portion of their yard.

Member Amundsen stated that he drove along Bellaire Avenue and only saw one privacy fence along the way. He asked if the applicants could expand upon the need for a six-foot fence, because a four-foot fence would be just as capable as a six-foot fence at keeping children in the yard.

Garrett Boesch reiterated that the taller fence would provide more privacy from the vehicle traffic along Bellaire Avenue. Moving the fence back twelve feet would not be aesthetically pleasing.

Member Baltzer closed the public hearing.

Member Enz agreed that a four-foot fence would be sufficient in keeping children safe within the yard.

Member Reis explained that he visited the area during the noon hour of the day and there was not much traffic on the road.

Member Reis moved to recommend denial of Case No. 21-15-V. Member Enz seconded the motion. The motion passed by a vote of 6-0.

- D. **Case No. 21-16-V:** A request by **Joe Morris** for a two-foot variance from the four foot height limit, per Code Section 1302.030, Subd.6.4.3, in order to construct a six-foot tall fence along the west property line of the property located at 4926 Johnson Avenue.

Crosby discussed the case. Staff recommended denial of the request.

Member Reis referenced one of the neighbor's comments that implied danger of pulling out of the alley onto Johnson Avenue. He tested it out and agreed that the six-foot tall fence would impair the sight lines of exiting vehicles.

Member Baltzer opened the public hearing.

Joe Morris, 4926 Johnson Avenue, applicant, stated that he is a new community member having purchased the home recently. His wife is a lifelong White Bear Lake resident. The taller fence was proposed in order to block traffic and offer a little more privacy. He did not know that the fence request would create a skirmish in the neighborhood. He stated that he will not argue against the denial, but asked for his money back. He feels duped by the process. He was told that when he submitted the variance application, there was a 90% chance that the variance would not pass. He did not understand it meant he had no real opportunity to plead his case.

Mr. Morris described how they elected not to tear down the home and have been extremely thoughtful throughout the renovation process. He is not opposing the recommendation, but would like his money back.

Member Baltzer closed the public hearing.

Member Baltzer asked staff if there was a procedure for the refunding of fees.

Kane suggested that something be put in writing to present to the City Council for consideration. She noted that there have been notices published in the newspaper and sent to residents as well as staff time that has been put towards working on the report and permit application.

Member Reis asked how much a variance costs and how much staff time is put towards each case. Kane replied that it is \$310 for the residential variance and address list and that there is a significant amount of staff time dedicated to each request.

Member Reis moved to recommend denial of Case No. 21-16-V. Member Amundsen seconded the motion. The motion passed by a vote of 6-0.

- E. **Case No. 21-11-V:** A request by **Paula & Mike Lobinsky** for four variances: a 10.5 foot variance from the 15 foot side yard setback on the south side and a 10 foot variance from the same on the

north side, both per Code Section 1303.040, Subd.5.c; a 29 foot variance from the 35 foot street side setback for an attached garage and living area above it, per Code Section 1313.040, Subd.5.c.1; and a three foot variance from the 53 foot average lakeside setback for a deck, per Code Section 1302.040, Subd.4.c, all in order to demolish the existing home and reconstruct a new single family residence on the property located at 4372 Cottage Park Road.

Member Baltzer recused himself and Member Lynch chaired the case.

Crosby discussed the case. Staff recommended approval of a lesser variance on the south side, approval of the north and street side variances with design modifications, and approval of the lakeside variance as requested only when subjected to the conditions listed in the report.

Member Lynch asked if it would be better suited to wait for a different design to be submitted by the applicant that is less likely to be recommended for denial. Crosby replied that the applicants have gone through several design changes already and at this point, she believes they are looking for direction.

Member Lynch opened the public hearing.

Paula Lobinsky, applicant, stated that originally they wanted to renovate the home, but found that the foundation is unusable. The next plan was to rebuild what is there plus a little larger to accommodate their family needs. The four stall garage is proposed because they want to alleviate the parking on the street and accommodate the need for storage.

Ms. Lobinsky clarified that the current house on the site is actually 22 feet to the peak as opposed to the 15 feet stated in staff's report. She acknowledged that they are flexible on the height and plan on modifying the design.

Ms. Lobinsky explained that the wider staircase is part of their plan to be able to age in place. She thinks they will be able to pull it back a little to accommodate staff's recommended reduced setback variance.

Member Berry asked how the applicant felt about staff's recommendations. Ms. Lobinsky replied that, in general, they mostly make sense. She stated that the variance being recommended for denial is tough because the neighbor's home is on the other side of the lot, and right now there is access to the lake on both sides of the property. They designed the home to have a larger access on one side as opposed to smaller access everywhere.

Ms. Lobinsky acknowledged that the hip roof is not necessarily the style the applicants want, but is confident she can come up with an alternative style.

Crosby explained that if design modifications other than a hip style roof that met the intent of the code were proposed, the changes could be approved administratively.

Ms. Lobinsky stated that they are conscious of the impervious surface, which is why the tandem garage style is proposed rather than a side-loading garage.

Sharon Prokosch, 4376 Cottage Park Road. She expressed enthusiasm for the proposal, stating that she thinks the view of the lake will be improved since the new home will be pulled back from

the lake. She believes that the applicants have been thoughtful in their design and have proposed something that will blend with the surrounding neighborhood.

Member Baltzer closed the public hearing.

Member Enz stated that she is worried that at its current height, the new residence will tower over the rest of the neighborhood, especially since the road is narrower than other streets. She appreciates the desired design, but thinks there are many other solutions that would make the home less obstructive and be more in line with the other homes in the neighborhood.

Member Amundsen stated that he is supportive of the variances as long as the height is reduced and the hip style is adopted on the front. He can relate to the amount of stuff having kids and recreating on the lake generates, so he thinks that the size of the garage is reasonable, especially considering there is no other shed or storage space.

Member Lynch expressed support of staff's recommendations.

Member Amundsen asked if it made sense to approve or table the request until other designs are submitted.

Crosby explained that they are not approving the layout of the home, just the parameters and conditions of the variance, which provides for flexibility.

Kane added that, if desired, the Commissioners could include a condition allowing flexibility should a new variance pop out during the redesign that waives the six-month waiting period after a variance is denied.

Member Amundsen moved to recommend approval of Case No. 21-11-V as recommended by staff and including a condition that waives the six-month waiting period after a variance has been denied. Member Berry seconded the motion. The motion passed by a vote of 5-0, with one abstention.

- F. **Case No. 21-6-CUP:** A request by **Independent School District #624** for a Conditional Use Permit Amendment, per Code Section 1303.245, to allow two building additions to the existing South Campus building to facilitate conversion of the existing high school to a middle school at 3551 McKnight Road.

Kane discussed the case. Staff recommended approval of the request with the conditions in the staff report.

Member Baltzer opened the public hearing.

Member Lynch sought clarification on the black dots that appeared on the site plan.

Paul Aplikowski, Architect, explained the dots are how they count teaching stations and have no bearing on the design of the project.

Member Enz asked about the restrooms because there did not appear to be doors on the plans. Mr. Aplikowski replied that the design is newer and similar to what has been approved on other school district projects. The school district is interested in providing privacy toilets, which are

not required to be designated as either male or female. The State building code does not explicitly allow this, stating that the bathrooms must be signed for boys and girls, so as a part of the exception to allow it to happen, more supervision of the sink area is required. This is why there are not doors on the front area. The doors are located on the stalls themselves.

Kane added that the Building Official has been working with the State Building Code Official on the “exceptional review” that the restroom area requires.

Member Amundsen asked if the eight new classrooms are based on the projected number of future students and which door is considered the main entrance.

Mr. Aplikowski stated that they are projecting 1,350 students in this middle school, so the additional classrooms are needed to accommodate that growth. At the time of construction of the original building, it was not a priority to have a “main entrance” and the offices were located in the center of the school. In the age of more security in schools, the south is designated as the main entrance. This proposal will cure any issues and security will be able to be handled in the main office.

Tim Wald, Assistant Superintendent, reiterated that the atrium will now provide for a secure entrance that was not a concern when the school was initially built.

Member Baltzer closed the public hearing.

Member Berry commented that he appreciates the new traffic pattern.

Member Lynch moved to recommend approval of Case No. 21-6-CUP. Member Enz seconded the motion. The motion passed by a vote of 6-0.

- G. **Case No. 21-2-Z & 21-5-CUP:** A request by **Division 25, LLC** for a text amendment to the Sign Code Section 1202.040, Subd.2, to allow billboards; and a Conditional Use Permit, per the amended code, to allow installation of a two sided V-shaped dynamic billboard at the property located at 4650 Centerville Road.

Kane discussed the case. Kane explained that staff is looking for direction from the Commissioners on the text amendment itself. The Conditional Use Permit for the billboard will not be considered at this meeting. She gave an overview of the previous ordinance that regulated billboards and highlighted a number of proposed regulations that staff would like the Planning Commission to provide feedback on.

Member Lynch asked if the amendment would allow for billboards on Highway 96. He thinks it would be appropriate to focus only on the interstate highways. Kane confirmed that what is being proposed reads ten feet from a trunk highway, which would include Highway 61 and 96 and raises a little bit of concern.

Member Lynch concurred with staff’s recommendation that there should be some language regarding a buffer to prevent billboards over buildings or parking areas.

Kane touched on the message duration explaining that the proposal is quite different from what was previously allowed in the code. A study was completed and found that twenty minute

durations were very safe. The applicants are proposing eight seconds. When dynamic display was proposed for other signs within the City, a compromise of five minutes was agreed upon.

Member Enz wondered what other communities have adopted and if the safety studies are available. Kane stated that the neighboring communities have adopted the eight second duration and that she can provide that information for the Commissioners at the next meeting.

Member Lynch opined that the five minutes may be too long and the eight seconds may be too short, although he could be convinced of other time lengths.

Member Amundsen asked what communities in other parts of the Twin Cities have adopted. He suggested the Metropolitan Council may have guidance on billboard regulations. Kane offered to look into it and provide that information before the next meeting.

Member Berry summarized that the balance is between safety and profit in terms of number of messages shown.

Kane explained the maximum brightness is something that the neighboring residents are concerned with. The applicants have provided a more detailed plan that demonstrates what a 0.3 footcandle projection looks like.

Member Enz asked if the brightness is measured in the day or evening. Kane replied that it changes based on time of day through the use of an automatic dimmer.

Member Lynch wondered if there are things that can be attached to shield the billboard lighting away from neighboring properties, like parking lot lights. Kane was not sure if anything like that existed.

Kane agreed to provide the information Member Berry requested regarding the billboard in White Bear Township.

Kane described the linear spacing of billboards. In 2007, the minimum spacing was required to be no more than 2,600 linear feet to the nearest billboard or 1,300 feet to any residentially zoned property. She measured distances to the existing billboards in the area. The billboard in the Township is 1,600 feet from the proposed location and the static billboard to the south is 3,300 feet.

In response to an inquiry from Member Lynch, Crosby speculated that there are possibly six or seven billboards currently in the City.

Member Amundsen asked if the proposed 750 foot spacing would allow more signs to fill between the current signs. Kane explained that there is a proposed maximum number of billboards to limit that infill. The language would encourage moving and updating current billboards to more appropriate locations.

Member Lynch asked if current billboards that did not meet the standards wanted to upgrade would be considered grandfathered in. Kane responded no, there will be a difference between static and dynamic signs and each will be conditional use permits.

Member Lynch asked if the code could say “X number of feet within the City” because he thinks it may become problematic if other cities adopt codes that are different from White Bear Lake. Kane agreed that a clarification that the code only applies within corporate limits is appropriate.

Member Amundsen asked about the proposed size increase. Kane explained that surrounding communities have a 700 square foot limit. She was cautious about creating language so unique to White Bear Lake that billboard companies do not want to work in the City.

Kane requested that the Commission continue the case to next month to give staff time to work with the applicants on the specifics of the proposed billboard.

Member Baltzer opened the public hearing.

John Johannson, Division 25 LLC, applicant, explained that they started the billboard process eight years ago. They have been patient. They did not know what they were stepping into when they purchased the property, but they have cleaned up the environmental issues, closed wells, and paid for the road and traffic control improvements in the area.

He stated that City staff originally asked that residential be constructed first. The commercial came second and they are lucky to have local grocer in that space. The billboard has been contemplated since day one. There is a reciprocal easement between his company, the senior residence facility, and the City, which has a future sign built in. He thinks that they will be able to meet the residents’ concerns regarding the sign.

Mr. Johannson continued that electronic billboards are a tremendous improvement over the static billboards. The static signs had gooseneck lights that shine back, hitting the sign and bouncing the light everywhere. The new billboards have innovative technology, are internally lit with dimming technology. If there is a malfunction, the camera will shut the billboard down. The proposed billboard has 0.3 footcandle, which is very low. For reference, one footcandle is needed to create a shadow. He explained that a cutoff feature is generally not needed because the cone of the light is so minimal. After 0.3 footcandles, the cone reduces quickly to zero. There is more light emanating from Lunds & Byerly’s.

Mr. Johannson explained that the industry standard billboard is 14 feet by 40 feet. The signs can be bigger, but legibility is lost if they are smaller. The eight second flip is the standard time change. If there is a longer duration, the dynamic sign probably will not be built because it is not economically viable. Drive time on the freeway means a person will probably only see one sign before driving past, so will not be distracting.

He noted that generally, five hours a month are given to community hours, which equates to 2000 flips and dispersed throughout the day.

Member Lynch suggested that the residents of the apartment may be more concerned with the changing of the sign every eight seconds as opposed to the light.

Mr. Johannson stated that he will work to educate the residents about the sign to eliminate any worries they may have. The pole will be decorative. The boards will be oriented toward the highway, not the residential building. The images will not move, the message will be static and changes will be immediate, with no dynamics in between.

He stated that initially the text amendment would allow no new signs, only move or upgrade what is existing. He thinks the signs should be limited to 35 E and 694, but that it would be okay if a sign is visible from a trunk highway. He described other billboards that he has worked on, including a recent one in Vadnais Heights that is 60 feet tall. They build attractive, decorative signs and this one will be no different.

Member Baltzer closed the public hearing.

Member Lynch moved to continue Case No. 21-2-Z & 21-5-CUP. Member Amundsen seconded the motion. The motion passed by a vote of 6-0.

H. **Case No. 21-1-Z & 21-1-IUP: A City-Initiated** text amendment to Zoning Code Section 1303.160 to allow interim use permits in the B-5 zoning district.

Kane discussed the case. The City Council has expressed the desire to allow for interim use permits, but specified that it should be limited to the B-5 Central Business District and only to exceed the 30% square footage limit for non-retail uses. Staff recommended approval of the text amendment and of a subsequent interim use permit for 4701 Banning Avenue.

Member Baltzer asked if the IUP would be specific to the downtown area. He believes there may be a loophole that would allow other businesses to receive an IUP and then two years later be allowed to stay because the business is so well established.

Kane stated that the ordinance is so narrowly tailored to apply only to the downtown, so it is not a great concern that it will be used often.

Member Lynch asked if a business would be able to apply for a variance or extension of the IUP. He wonders if this ends up being a really strict conditional use permit.

Member Berry added that this is just a first step at getting what the business ultimately wants. He thinks that the comments submitted by Dale Grambush are valid. He does not think the City should change what makes the downtown area unique. It was hard to bring retail back after it died in the 1970s and this proposed text amendment moves away from retail.

Member Lynch compared the situation to a gazebo being built before a permit is obtained. The question becomes “do we make them tear the gazebo down, as temporary as it may be”? He asked if the IUP can be applied only to this parcel because he does not want to make a habit of granting interim use permits.

Member Enz concurred, noting that it feels like do now, ask for forgiveness later, which does not work out for the residents.

Member Baltzer wondered if the code can be changed temporarily.

Kane replied that through the recodification process that the City is undergoing, this text amendment could be rescinded. She reiterated that the change in occupancy would trigger a sprinkler requirement. For example, the owner of the building next door may want to turn the eye clinic to a real estate office, but would need to sprinkle the building, which is not without a great cost. She does not think it will be used often because of the significant investment needed for a two-year lease.

Member Baltzer suggested that the text amendment be reconsidered in two years if the Commissioners do not like how IUPs are being used.

Member Baltzer opened the public hearing.

Gretchen Peterson, Bree LLC, applicant, expressed her support for the amendment. She stated that they recognize that it is a short-term agreement and the tenants are aware as well. She thinks this provides for flexibility, especially when faced with unique circumstances, such as the Covid-19 pandemic. She commented that the current tenants are bringing many people into the area, are very lively, and are a great addition to the downtown area. The amendment allows for a mix in use as we learn what the next phase of retail will look like.

Member Baltzer closed the public hearing.

In response to a question from Member Lynch, Kane stated that the code update will be worked on over the winter.

Member Amundsen moved to recommend approval of Case No. 21-1-Z. Member Enz seconded the motion. The motion passed by a vote of 5-1, Member Berry opposed.

Member Amundsen moved to recommend approval of 21-1-IUP. Member Lynch seconded the motion. The motion passed by a vote of 5-1, Member Berry opposed.

5. DISCUSSION ITEMS:

A. City Council Meeting Summary of June 8, 2021.

Referencing the comments concerning the conservation of water, Member Amundsen wondered how close the City came to implementing stricter watering bans. Kane was unsure, but noted the ban on watering between 10 am and 5 pm every day. Member Baltzer provided a history on why the City moved away from odd/even watering days.

Member Enz asked how Boatworks Commons is permitted to water the courtyard every day. Kane explained that system uses the stormwater that is captured on site.

B. Park Advisory Commission Meeting Minutes of April 15, 2021.

Member Enz asked for an update on the gazebo. Kane answered that the project will not be complete in time for Fourth of July, but it will be done this year.

Member Enz appreciated that the Park Commissioners visited each of the parks.

Member Berry stated that he is concerned that the erosion at McCarty Park was not addressed. He also thinks a recycle bin should be provided. Kane replied that the comments will be forwarded to the Parks Commission.

Member Baltzer was pleased to see Lions Park lot was recently striped.

6. ADJOURNMENT:

Member Enz moved to adjourn, seconded by Member Reis. The motion passed unanimously (6-0), and the June 28, 2021 Planning Commission meeting was adjourned at 9:44 p.m.

DRAFT



City of White Bear Lake
COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Anne Kane, Community Development Director

DATE: July 22, 2021 for the July 26th Planning Commission Meeting

SUBJECT: **TOWER CROSSINGS Text Amendment and CUP for a Dynamic Billboard
(Case No. 21-2-Z & 21-5-CUP)**

Staff requests that the Planning Commission continue the Public Hearing regarding this request. Staff and the developer have not yet met with the Tower Crossings residents; that meeting is scheduled to happen on August 3rd.



City of White Bear Lake
COMMUNITY DEVELOPMENT
DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Ashton Miller, Planning Technician

DATE: July 15, 2021 for the July 26, 2021 Planning Commission Meeting

SUBJECT: Paula Frost, 1904 Fourth Street - Case No. 20-2-SHOPa

REQUEST

The applicant, Paula Frost, is requesting approval of a three-year extension of a Special Home Occupation Permit (SHOP) to conduct a massage therapy business in the basement of her single-family residence.

SITE CHARACTERISTICS

The property is located on the southeast corner of the intersection between 4th Street and Wood Avenue. There is an attached two-car garage and a 30-foot long driveway.

ZONING / BACKGROUND

The property is zoned R-3 – Single Family Residential. The surrounding properties are also zoned R-3.

Section 1302.120 of the Zoning Code states that certain types of home occupations are considered Special Home Occupations and require Conditional Use Permit approval. Like barber and beauty services, massage therapy is one such home occupation that requires this type of approval.

ANALYSIS

Ms. Frost continues to be the only employee. She works primarily from 10 am to 3 pm, and never past 6:30 pm. She sees one client at a time and no more than three clients in a single day. As stated in the narrative, Ms. Frost has had roughly ten clients a month this past year, but plans on increasing to around 24 clients a month in the future.

No changes have been made to either the inside or the outside of the residence. As Ms. Frost states in her narrative, the business generates one additional vehicle at a time, which is parked in the driveway, minimizing the impact on the surrounding neighborhood.

The first issuance of a home occupation permit is a trial period. Prior to the public hearing last year, a neighbor expressed concern over the noise that the applicant's dogs may generate while clients visit the home. Ms. Frost agreed to keep her dogs in a different part of the home while seeing

clients. The City has not received any additional correspondence regarding this matter or any other in relation to the operation of the business, so it appears that the business has not had a detrimental effect on the neighborhood. Ms. Frost has continued to maintain a massage therapy license with the City.

Because it continues to be incidental and secondary to the residential use of the property, staff recommends approval of the three-year extension.

SUMMARY/ RECOMMENDATION

Staff recommends approval of the Special Home Occupation extension, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. This permit is issued for a three-year period with the expiration date being **August 10, 2024**, before which the permit may be renewed, in accordance with the procedural requirement of the initial home occupation.
3. The applicant shall not have the vested right to a permit by reason of having obtained a previous permit. In applying for and accepting a permit, the permit holder agrees that her monetary investment in the home occupation will be fully amortized over the life of the permit and that a permit renewal will not be needed to amortize the investment. Each application for the renewal of a permit will be considered *de novo* without taking into consideration that a previous permit has been granted. The previous granting of renewal of a permit shall not constitute a precedent or basis for the renewal of a permit.
4. Permits shall not run with the land and shall not be transferable.
5. The business shall comply with all provisions of the Home Occupation Section of the Zoning Code (Section 1302.125).
6. The applicant shall comply with applicable building, fire and health department codes and regulations.
7. The applicant shall maintain a Massage Therapist License and Massage Therapy Establishment License with the City for the duration of the home occupation.

Attachments:

1. Draft Resolution of Approval
2. Location/Zoning Map
3. Applicant's Narrative – 2 pages
4. Site Plan & Floor Plan – 4 pages
5. Massage Therapy Certificate – 1 page

RESOLUTION NO. _____

**RESOLUTION APPROVING
A SPECIAL HOME OCCUPATION PERMIT FOR PAULA FROST
AT 1904 4th STREET
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (20-2-SHOPa) has been submitted by Paula Frost to the City Council requesting a Special Home Occupation Permit of the City of White Bear Lake for the following location:

LOCATION: 1904 4th Street

LEGAL DESCRIPTION: The north 139 feet of Lot 50 except the east 90 feet thereof and except the west 30 feet thereof for Wood Avenue, Oakhurst Acres. (PID # 143022310030)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF: A three year Special Home Occupation Permit extension to allow a massage therapy business out of a single-family home, per Code Section 1302.120, Subd.4; and

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on July 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. Traffic generation will be within the capabilities of the streets serving the site.
7. That the special conditions attached in the form of a conditional use permit are hereby approved.

FUTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approved the request, subject to the following conditions.

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. This permit is issued for a three-year period with the expiration date being **August 10, 2024**, before which the permit may be renewed, in accordance with the procedural requirement of the initial home occupation.
3. The applicant shall not have the vested right to a permit by reason of having obtained a previous permit. In applying for and accepting a permit, the permit holder agrees that her monetary investment in the home occupation will be fully amortized over the life of the permit and that a permit renewal will not be needed to amortize the investment. Each application for the renewal of a permit will be considered *de novo* without taking into consideration that a previous permit has been granted. The previous granting of renewal of a permit shall not constitute a precedent or basis for the renewal of a permit.
4. Permits shall not run with the land and shall not be transferable.
5. The business shall comply with all provisions of the Home Occupation Section of the Zoning Code (Section 1302.125).
6. The applicant shall comply with applicable building, fire and health department codes and regulations.
7. The applicant shall maintain a Massage Therapist License and Massage Therapy Establishment License with the City for the duration of the home occupation.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

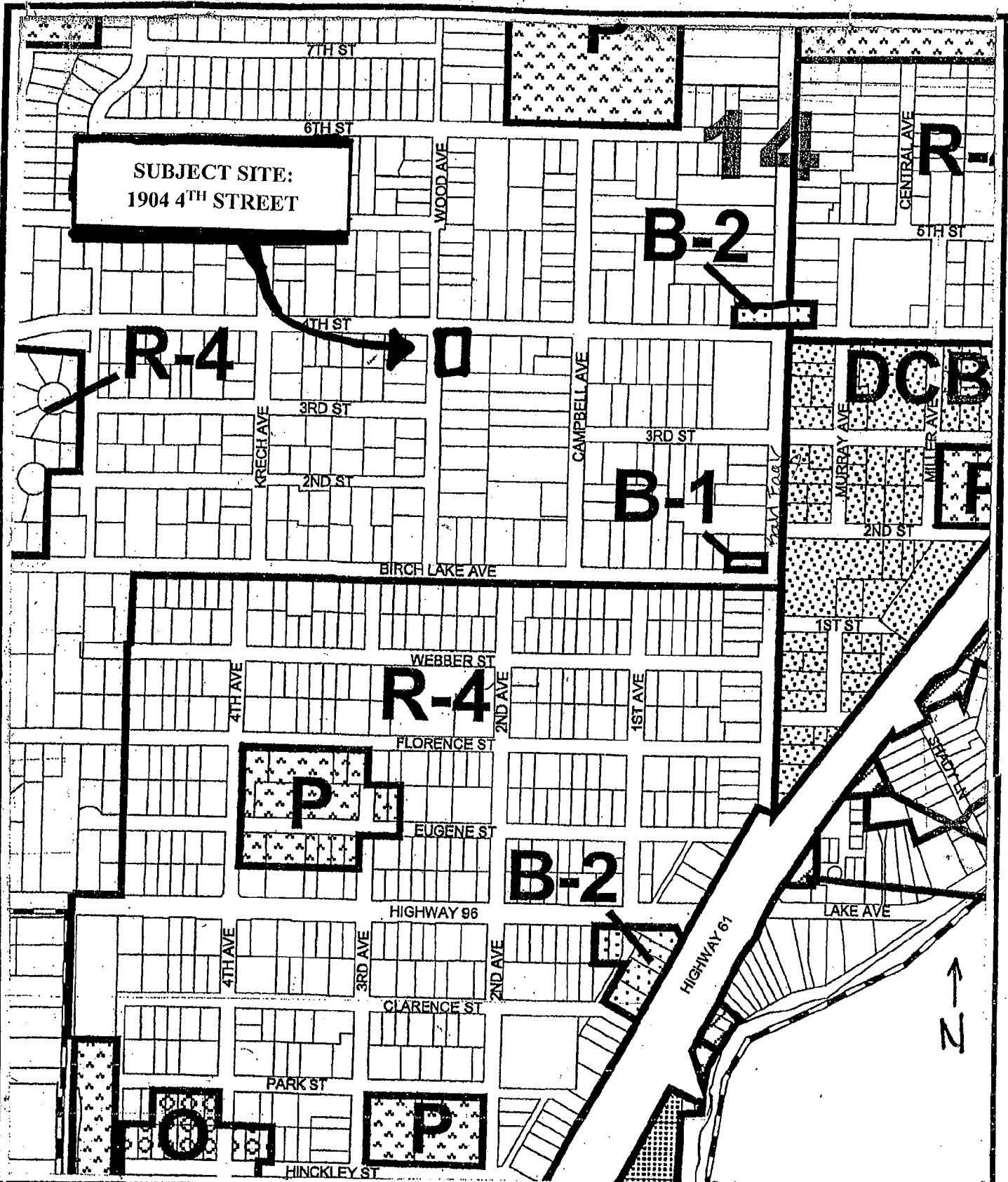
Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

Paula Frost

Date



**SUBJECT SITE:
1904 4TH STREET**

R-4

B-2

R-

DCB

B-1

R-4

P

B-2

HO

P

City of
White Bear Lake
Planning and Zoning Office
(612)-429-8561

CASE NO. : 20-2-SHOPa
CASE NAME : Frost
DATE : July 26, 2021

Dear members of the Planning Commission,

I am Paula Frost and I have been a massage therapist for 30 years. I have had my home occupation permit for one year now and my clients have been so happy to be able to see me at a location that is closer to home for them. It has been a slower start than planned but I am so glad I have had a space for my clients that are worried about being in a larger space with more people. I have only been seeing around 10 clients a month at my home and in this next year I am hoping to add a few more but I will only be inviting my regular clients that live in the area and I would never exceed 24 clients in a month.

I am including my original letter that gives more detail about my home office and I would be happy to answer any questions that you might have.

It has been a pleasure to have my business in White Bear Lake and I look forward to keeping more of my energy in this community.

Thank you for time.

Paula Frost CMT

763-300-8247

Dear members of the Planning Commission,

I am Paula Frost and I have been a massage therapist for 29 years. I currently have a therapy office at North Suburban Healthcare and 365 Fitness Center in Coon Rapids. I absolutely love what I do, and I am blessed to have many wonderful clients that have followed me through the years. I have had some physical challenges, due to an accident many years ago, that have required some surgeries over the last few years. This has made me evaluate my business and how I can keep serving my clients while caring for my own health and wellbeing. I have recently taken on an apprentice and am enjoying mentoring her and she has been able to help me with my clients at my office. Since this is going well, I have made a 5-year plan to slowly cut back my office hours and start teaching and mentoring more therapists. I am planning to slowly transition some of my regular clients to a home office and focus my attention in Coon Rapids on teaching and mentoring. It is my hope that the Planning Commission will feel that my business will be a good fit for White Bear Lake and that my neighbors will feel comfortable with my clients coming to my house.

If this permit is approved I will be mindful to only have one car at a time at my home with plenty of room in my driveway for them to park. I will never display a business sign and will not have clients before 9am or after 6:30pm with the bulk of my appointments being between 10am and 3pm. My business does not require deliveries or other professionals and I do not have more than 3 clients in one day. I will instruct my clients to park in the driveway and they will enter through the front door. I have a bench, boot tray and coat closet available. I will escort my client through the kitchen to the stairs to the basement, once in the basement we will turn left and go 8 feet to a room on the south west corner of the house. My treatment room is 12' x 15' with a walk-in closet in the corner and an egress window on the west wall.

If the stairs ever become an issue, I am able to move my treatment room upstairs to the room closest to the front door it is just not as big or quiet of a space. I have just recently taken on the business name of Rehab Massage Specialists but am also still using my original business name of Paula Frost CMT. If you would like to learn more about my business you can check out my website at www.paulafrostcmt.com.

I hope this letter answers all of your questions and I look forward to meeting all of you at your monthly meeting.

Thank you for your time and consideration.

Paula Frost CMT

763-300-8247



First Financial Title Agency Of Minnesota, Inc.

1904 4th Street, White Bear Lake
Except East 90' Of North 139' Of Lot 50, Oakhurst Acres
Ramsey County

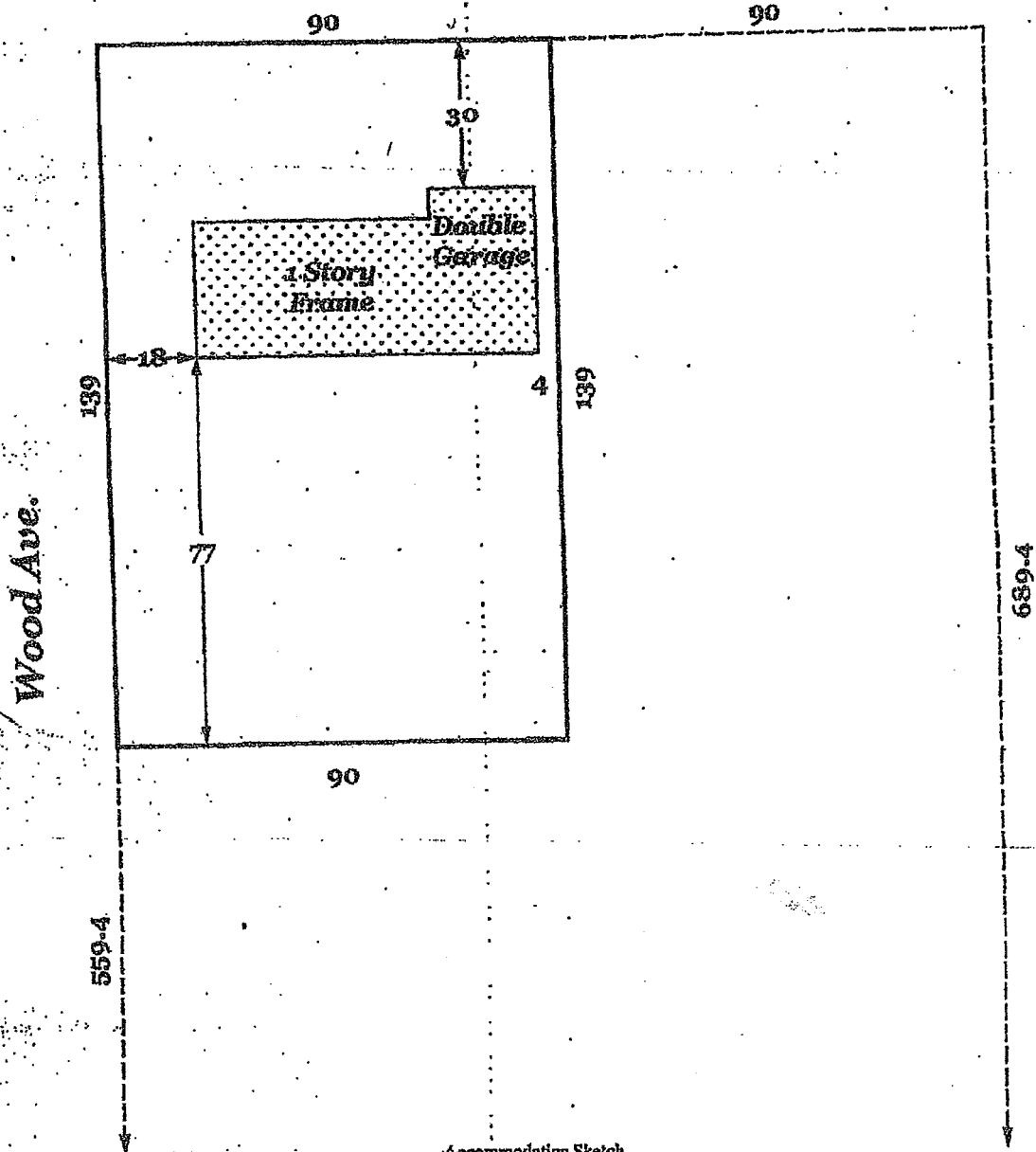
File # 12-35244T



1" = 30'

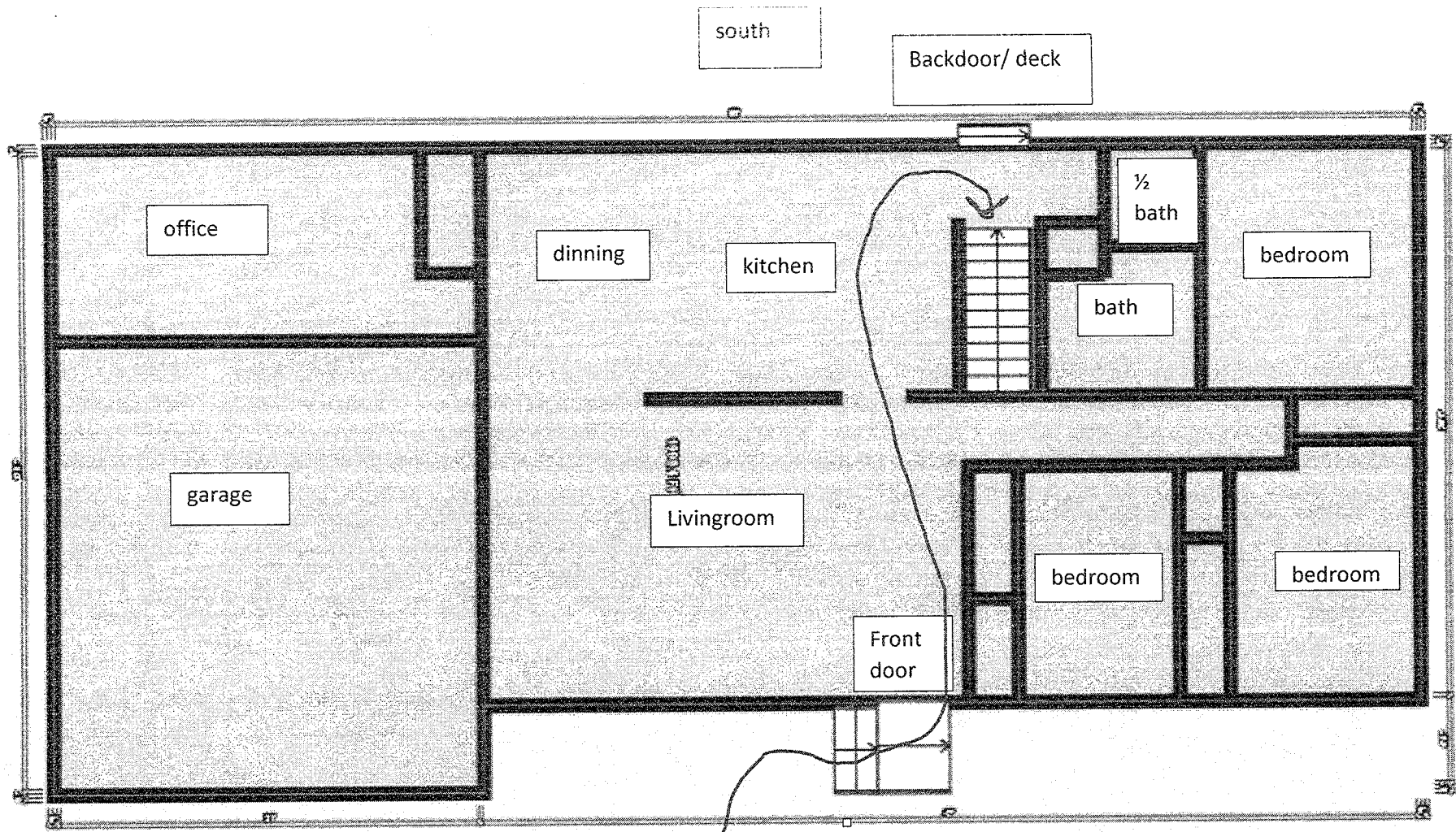
Wood

4th Street



Accommodation Sketch
Plat Drawing Not a Survey

"The location of the improvements shown on this drawing are approximate and are based on visual inspection of the premises. The lot dimensions are taken from the record plat or county records. This drawing is for informational purposes and should not be used as a survey. It does not constitute a liability of the company and is intended for mortgage purposes only."

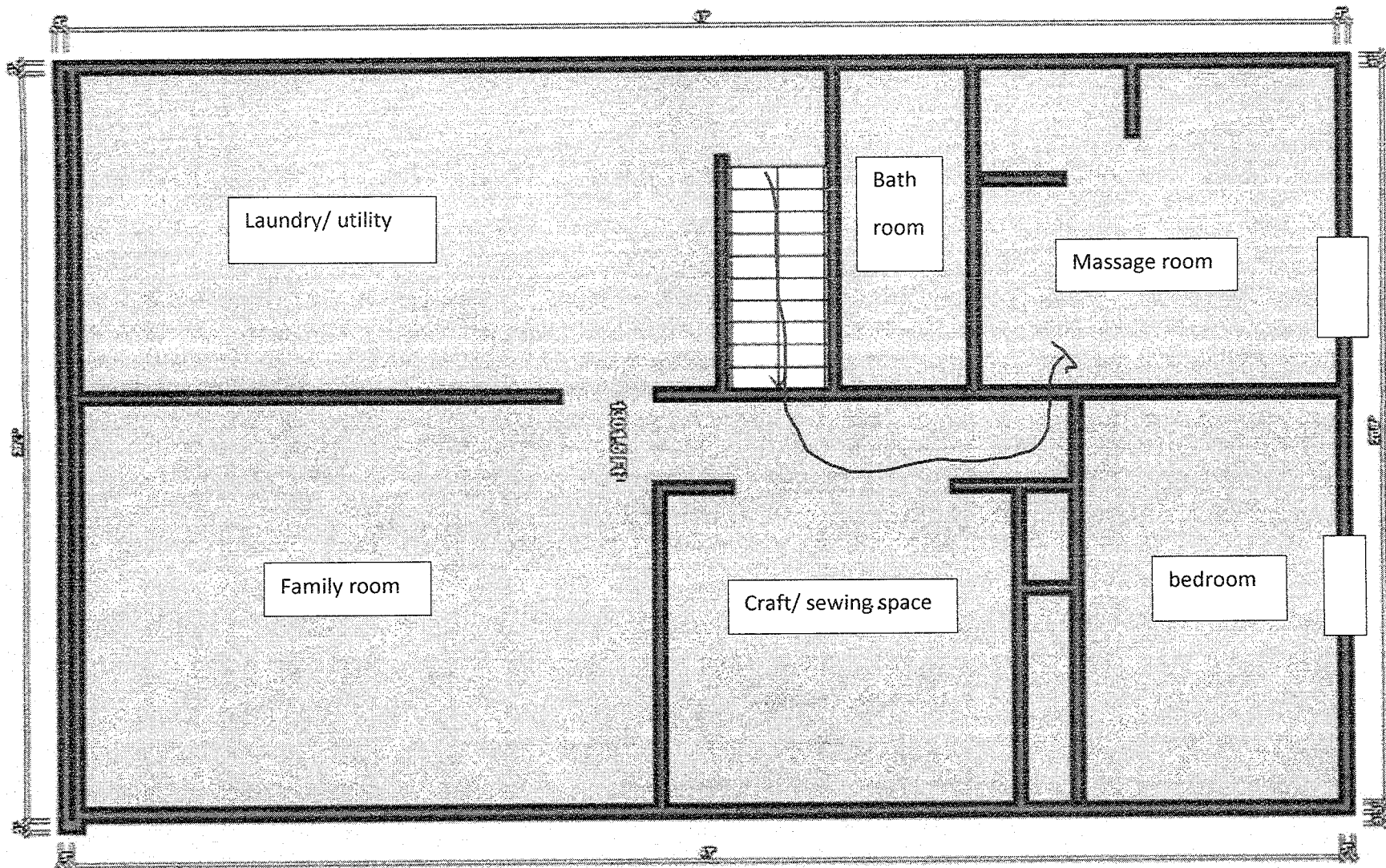


Parking in driveway

Client will park in driveway and come into the house via the front door. I have a bench and boot tray for wet or snowy shoes. I will then escort my client through the kitchen to the stairs to access the basement.

4th street

north



Once down the stairs we will turn left to the bedroom on the south west corner of the basement. My massage room is 12' x 15' with a 3' x 4' walk in closet in the corner. There is an egress window on the west wall and a fire detector in the room.



Certificate of Insurance

OCCURRENCE COVERAGE ABMP In-Dues Liability Program

ABMP MAILING ADDRESS:

Associated Bodywork & Massage Professionals
25188 Genesee Trail Road
Suite 200
Golden, CO 80401

MASTER POLICY HOLDER

Allied Professionals Insurance RPG

AGENT/BROKER

Allied Professionals Insurance Services

ISSUED BY:

Allied Professionals Insurance Company, A
Risk Retention Group, Inc.

POLICY #: API-ABMP-21**LIABILITY LIMITS***(per member)***COMMERCIAL GENERAL LIABILITY**

ANNUAL AGGREGATE	\$6,000,000
PER OCCURRENCE LIMIT	\$2,000,000
PRODUCTS-COMP/OP	included
PROFESSIONAL LIABILITY	included
GENERAL LIABILITY	included
FIRE LIABILITY LIMIT	\$100,000

To verify information, contact ABMP. Tel: 303-674-8478 Fax: 303-674-0859

This Policy is issued by your risk retention group. Your risk retention group may not be subject to all of the insurance laws and regulations of your State. State insurance insolvency guaranty funds are not available for your risk retention group. Coverage is afforded to person(s) named herein as Named Insureds according to the terms and conditions of the Policy to which this Certificate refers, subject to limitation by any applicable state licensing laws. No other rights or conditions, except as specifically stated herein, are granted or inferred.

COVERAGES

THIS IS TO CERTIFY THAT THE POLICY OF INSURANCE LISTED ABOVE HAS BEEN ISSUED TO THE INSURED NAMED BELOW. THE INSURED ACTIVE DATE LISTED BELOW APPLIES ONLY TO ELEMENTS OF COVERAGE CONTINUOUSLY IN PLACE SINCE THE INCEPTION OF THE NAMED INSURED'S POLICY. CHANGES TO COVERAGE ARE EFFECTIVE RETROACTIVELY ONLY TO THE DATE THE CHANGE WAS MADE. REPORT IN WRITING WITHIN 48 HOURS ANY & ALL CLAIMS, OR INCIDENTS THAT YOU BELIEVE MAY RESULT IN A CLAIM, EVEN IF GROUNDLESS.

This Certificate, along with the Policy to which it refers, is valid evidence of coverage extended to the Certificate Holder listed below.

CERTIFICATE HOLDER

(Active Registered Members are on file with the ABMP Membership Director.)

Member/Named Insured:	Paula Frost
Membership I.D. #:	120322
Member/Policy Term Active:	Jul-02-2021
Member/Policy Term Expires:	Jul-01-2022
Total Member Cost:	\$ 199 <small>(ABMP Membership, including Member Liability Coverage)</small>

Authorized Representative

CANCELLATION: Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 10 days written notice for non-payment or 90 days written notice for any other reason to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

ADDITIONAL INSURED:*(with inception date)*

North Suburban Healthcare	Jul 02, 2021
Steve Mark & Dan Powell	Jul 02, 2021
Harrison Properties, LLC	Jul 02, 2021
G365 Fitness	Jul 02, 2021

Coverage is extended subject to all terms and conditions of the Policy.



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Planning Commission

From: Anne Kane, Community Development Director

Date: July 16, 2021 for the July 26, 2021 Planning Commission Meeting

Subject: **Tjernlund Products – CUP for Accessory Outdoor Truck Rental /Case. No 21-8-CUP**

REQUEST

Andrew Tjernlund, on behalf of Tjernlund Products, is requesting a Conditional Use Permit for outdoor service and rental in order to allow establishment and operation of a U-Haul truck rental facility in conjunction with the existing office, manufacturing and warehouse operations from its corporate headquarters located at 1601 9th Street. See applicant's narrative, attached.

SITE CHARACTERISTICS

The property is located on the north side of 9th Street and east of Otter Lake Road. The original building was built in 1969 as a 6,000 SF warehouse facility for Anderson Prom and Party Supplies. Subsequent building additions were completed in 1971 and 1973 (an additional 11,800 SF), prior to acquisition of the property by Tjernlund Products. The building and parcel underwent incremental expansion over the years, resulting in the current state of a 9 acre site with a 70,000 square foot office, manufacturing and warehousing facility. Two curb cuts access 9th Street and provide entry to the parking lot which provides loading docks and a total of 82 parking stalls.

ZONING

The subject property is zoned I-2 – General Industry, as are the properties to the east and west. The properties south of 9th Street are zoned R-3 – Single Family Residential. Outdoor sales, service, and rental is identified as a Conditional Use in the I-2 district.

ANALYSIS

As detailed in the applicant's narrative, the existing business is looking to maximize its warehousing capabilities and wishes to partner with U-Haul in a recent initiative to offer off-site rental of storage containers. The containers, called U-Boxes, are approximately 5' x 8' x 7' which allow customers the convenience of loading/unloading the boxes on-site themselves for either transfer to a new location or storage at a U-Haul/U-Box affiliate partner. Tjernlund Products has approximately 40,000 square feet of warehouse space at their 9th Street headquarters location and is looking to expand opportunities to use this existing space to diversify the company's revenue stream with minimal increased investment.

U-Haul requires warehouse partners to provide truck rental operations. The City's Zoning Code identifies "outdoor service, sale and rental" as an allowable accessory use as in the I-2 General Industry district. The Zoning Code places the following conditions on the exterior operations:

1. Outside service, sales and equipment rental is limited to 30 percent of the gross floor area of the principle use.

The space devoted to the trunk rental is limited to 12 parking spaces situated along the western edge of the parking lot and comprises approximately 4,000 square feet of the parking lot. The principle use of the property as a manufacturing headquarters comprises 30,000 square feet of the 70,000 square foot facility. The exterior space devoted to the accessory truck rental is approximately 13 percent of the gross floor area of the principle use – well within the 30 percent rule.

2. Outside sales areas shall be fenced or screened from view of neighboring residential uses or an abutting Residential District. .

The parking spaces designated for U-Haul truck rental parking are fully screened from view of neighboring residential properties by the dense landscape screening along the western edge of the parking and the existing accessory storage building directly south of the designated area.

3. All lighting shall be hooded and so directed that the light source shall not be visible from the public right-of-way or from neighboring residences.

No new lighting is proposed for the property in conjunction with the proposed addition of the U-Haul truck rental facility. The City does not have record of any issues or complaints from abutting property owners with regards to glare or light spillage onto their properties.

4. The use does not take up a parking space as required for conformity to this Code.

The existing site provides 82 parking spaces – 12 of which are proposed for designated for U-haul truck rental parking. The As detailed in the applicant's narrative, the site has space for approximately 150 additional parking spaces (landbanked or proof of parking spaces) north of the existing lot which ensures ability to conform to minimum parking requirements should the need arise.

5. Sales area is grassed or surfaced to control dust.

The existing parking lot is asphalt surfaced and well-maintained and managed by the property owner. It was last resurfaced and re-stripped in 2018 and satisfies this code requirement.

SUMMARY

The City’s discretion in reviewing a conditional use permit is limited to whether or not the changes meet the standards outlined in the Zoning Ordinance. Staff has reviewed the proposal for the establishment of an exterior truck rental operation in addition to the office, manufacturing and warehouse facility and finds that the standards will be satisfied.

RECOMMENDATION

Staff recommends approval of the conditional use permit, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after granting the conditional use permit, the use as allowed by the permit shall not have been completed or utilized, the permit shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council.
3. This conditional use permit shall become effective upon the applicant tendering proof (i.e. a receipt) to the City of having filed a certified copy of this permit with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. The existing parking lot shall provide a total of four on-site handicap accessible parking spaces.
5. A sign permit will be required for any additional exterior signage associated with the proposed U-Haul truck rental facility.

ATTACHMENTS

1. Draft Resolution of Approval
2. Location/Zoning Map
3. Applicant’s narrative, CUP responses, operational details, community benefits and parking analysis

RESOLUTION NO. _____

**RESOLUTION APPROVING
A CONDITIONAL USE PERMIT FOR
OUTSIDE RENTAL AND STORAGE
FOR U-HAUL TRUCK RENTAL FACILITY AT 1601 9TH STREET
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-8-cup) has been submitted by Tjernlund Products requesting approval of a Conditional Use Permit from the City of White Bear Lake at the following site:

ADDRESS: 1601 9th Street

LEGAL DESCRIPTION: Lot 3 of Auditor's Subdivision 83. (PID # 153022120031)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING: A Conditional Use Permit for outdoor storage and rental area, per Code Section 1303.180, Subd.4.b, in order to allow establishment and operation of a U-Haul Truck Rental facility and the use of up to 12 parking spaces;

WHEREAS, the Planning Commission has held a public hearing as required by the City Zoning Code on July 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed conditional use permit amendment upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the City Council accepts and adopts the following findings of the Planning Commission in relation to the conditional use permit amendment:

1. The proposal is consistent with the City's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the request subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.

- 2. Per Section 1301.050, Subd.4, if within one (1) year after granting the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the permit shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council.
- 3. This Conditional Use Permit shall become effective upon the applicant rendering proof to the City of filing a certified copy of this Conditional Use Permit with the County Recorder pursuant to Minn. Stat. § 462.3595.
- 4. The existing parking lot shall provide a total of four on-site handicap accessible parking spaces.
- 5. A sign permit will be required for any additional exterior signage associated with the proposed U-Haul truck rental facility.

The foregoing resolution, offered by Council member _____ and supported by Council member _____, was declared carried on the following vote:

Ayes:
 Nays:
 Passed:

 Jo Emerson, Mayor

ATTEST:

 Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

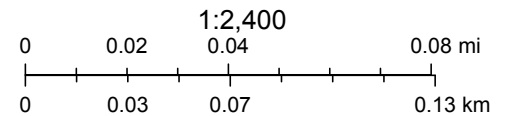
 Andrew Tjernlund Date

Tjerlund Properties - 1601 9th St.



7/14/2021, 3:21:27 PM

- Override 1
- Tax Parcels
- Cities
- Personal Property
- County Offices
- 2018 Aerial
- Red: Band_1
- Green: Band_2
- Blue: Band_3



Ashton Miller

From: Dean Elwell <deane73@icloud.com>
Sent: Monday, July 19, 2021 1:28 PM
To: Ashton Miller
Subject: Proposed Conditional Permit for U-Haul Dealership at 1601 9th Street

To whom it may concern,

We received your notice of public hearing this Saturday through the mail. As president of the Ninth Street Homeowners Association I strongly suggest that you slow this process down. The way the residents feel in the neighborhood is that a U-Haul dealership does not add value and could adversely affect our property values. We think this proposed application deserves explanation and deliberate consideration before a vote on a major change in the use of a business space. Our HOA is directly across the street so we are most affected by this change. We see no upside and we have major concerns for how this will hurt our neighborhood.

Tjernlund has been a good neighbor but this change needs more consideration and explanation. As we see it the conditional permit is being rammed through without adequate hearing. We urge that it be tabled until you speak to residents in the area.

Thank you,
Dean Elwell
President of 9th Street Homeowners Association
612-715-3989

Memorandum

To: City of White Bear Lake

CC: Ann Kane, Ashton Miller

From: Andrew Tjernlund, Tjernlund Products, Inc.

Date: May 30, 2021

Subject: Narrative for CUP Regarding UHaul Dealership at 1601 9th Street

Tjernlund Products and the company's related property holding company, T and O Properties, is requesting a CUP related to their property at 1601 9th Street, zoned I-2, to establish a vehicle rental facility (UHaul Dealership) under Section 1303.180 Subd. 4.b.

Narrative Background

Tjernlund Products is an 83-year-old family business that has been located at this address in White Bear Lake since 1972. Zoned as I-2, Tjernlund manufactures sheetmetal HVAC equipment and distributes HVAC equipment from their warehouse.

UHaul, a renter of moving trucks and trailers, also has a growing business renting storage units (UBoxes). These miniature containers can be sent to a home or business, filled on location, and then transported for storage at a local warehouse for short or long-term storage.

Tjernlund Products wishes to enhance its warehousing activities by storing UBoxes in their warehouse. To access this warehousing opportunity with UHaul, Tjernlund must also maintain a UHaul vehicle "dealership." This includes receiving and dispatching vehicles as local clientele request.

CUP Factors

Tjernlund seeks a CUP which allows the business to offer vehicle rental facilities on the premises under Section 1303.180 Subd. 4b.

- 1) The area for which vehicles would be stored would be screened by existing buildings or never disturbed thick, foliage and at least 400 feet from the closest residence (See Images in Appendix A and B).
- 2) The area for which vehicles would be stored would be screened by existing buildings or never disturbed thick, foliage and at least 350 feet from the closest public right of way (9th street).
- 3) Storage area is surfaced with last resurfacing in 2018.
- 4) Area is surveilled, lighted and lighting meets non-disturbance requirements.
- 5) The existing building is roughly 70000 square feet with 20000 dedicated to manufacturing, 40000 dedicated to warehousing and 10000 dedicated to offices. The applicant requests a zone of no more than 1800 square feet of parking space. This would equate to roughly 12 parking spots as a self-imposed maximum allowable use under this CUP application. The existing building has 122 parking spots with proof of parking established by the undeveloped property behind the building. At maximum, the number of vehicles in the parking lot has not exceeded 45 vehicles (See Tjernlund Parking Analysis).

Tjernlund's Operational Details

Vehicles vary from standard pickup trucks to 26-foot box trucks and this offering changes based on customer trade-ins and trade-outs. UBox deliveries/pickups occur via semi-trucks consistent with Tjernlund's existing warehousing business. Tjernlund expects most UHaul-related activities to be warehousing related with less than 0.1% of business revenue generated by vehicle rental.

Tjernlund Existing Operational Hours: 5:30-4:00 M-F

UHaul Operational Hours: 7-3:30 M-F. Note: After Hours Drop-Off of Vehicles is Allowed.

Below is the listing for the UHaul listing at Tjernlund's Hugo location, as an example.

Tjernlund Products

U-Haul Neighborhood Dealer



5564 152nd St N
Hugo, MN 55038
(612) 213-3210

[Driving directions](#)

[View Photos](#)

Standard Hours [Show All](#) ^

Mon-Fri: 7 am - 3:30 pm

Sat-Sun: Closed

Closed Today

Special Operating Hours [Show All](#) ^

5/31/2021: Closed

24 hour customer return

Services

[Moving Trucks](#) | [Trailers & Towing](#) | [U-Box Containers](#) |

[Moving Supplies](#)

Max Vehicles at One Time: 12 Vehicles or Trailers (10% of Current Spots). Current Operation in Hugo averages less than 2 vehicle on premises per day since exception.

UHaul for White Bear Lake

Tjernlund's UHaul dealership will serve Do-It-Yourself movers and their households by providing easy neighborhood access to transport vehicles, storage and moving materials. The average person moves 11 times in their lifetime. One out of five people will move this year with two-thirds of those being local moves.

Tjernlund's UHaul dealership will prevent White Bear Lake from continuing to be a "UHaul Desert." Currently, the closest UHaul dealership to most White Bear Lake residents is either in Oakdale or Tjernlund's other dealership in Hugo. With vehicle availability always changing and periodic surges in demand (e.g. end of the month, summer) having a nearby dealership allows White Bear Lake residents to get the vehicles they want when they need them.



Closest UHaul Dealerships to White Bear Lake, according to UHaul.com.

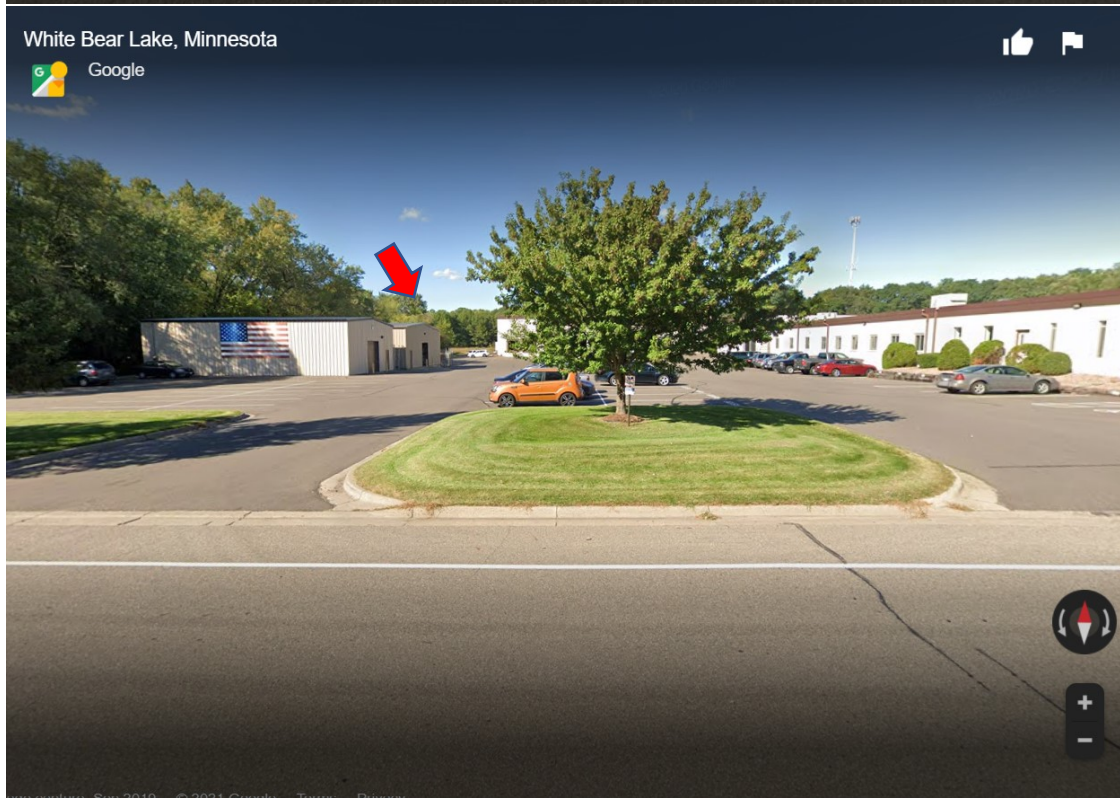
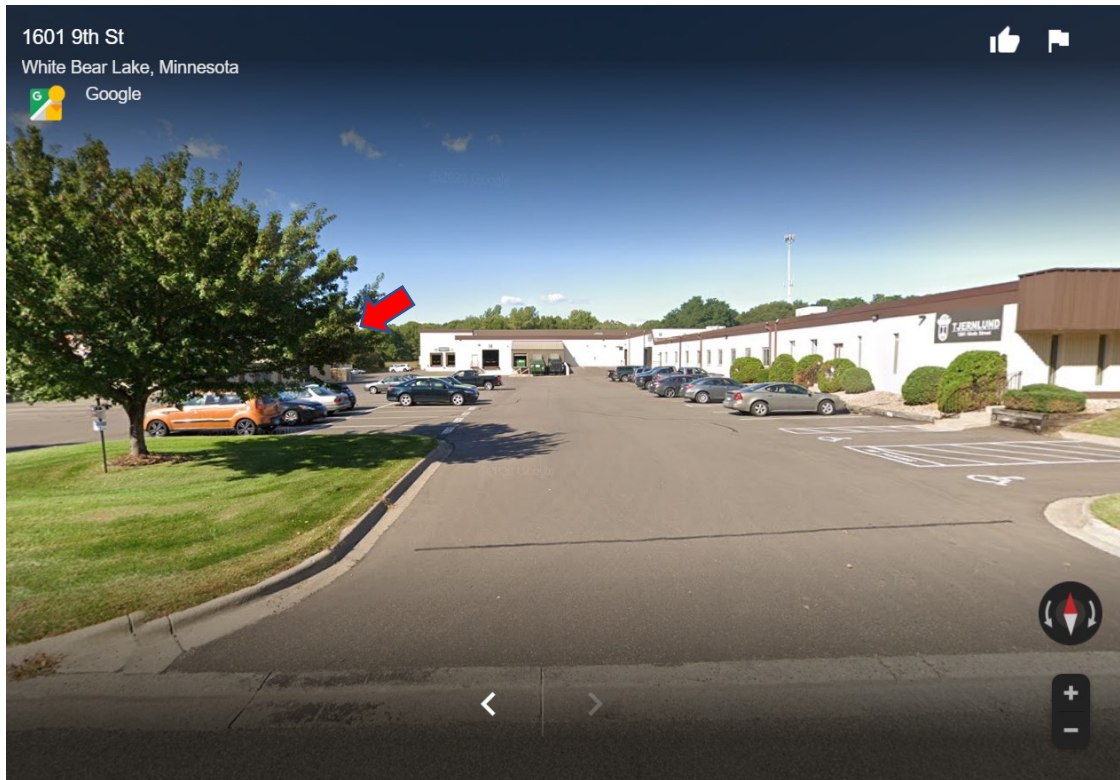
For Reference: Location 1 is in Oakdale (Near Fleet Farm).

Location 6 Tjernlund's Hugo location, 8 Miles from 1601 9th St.

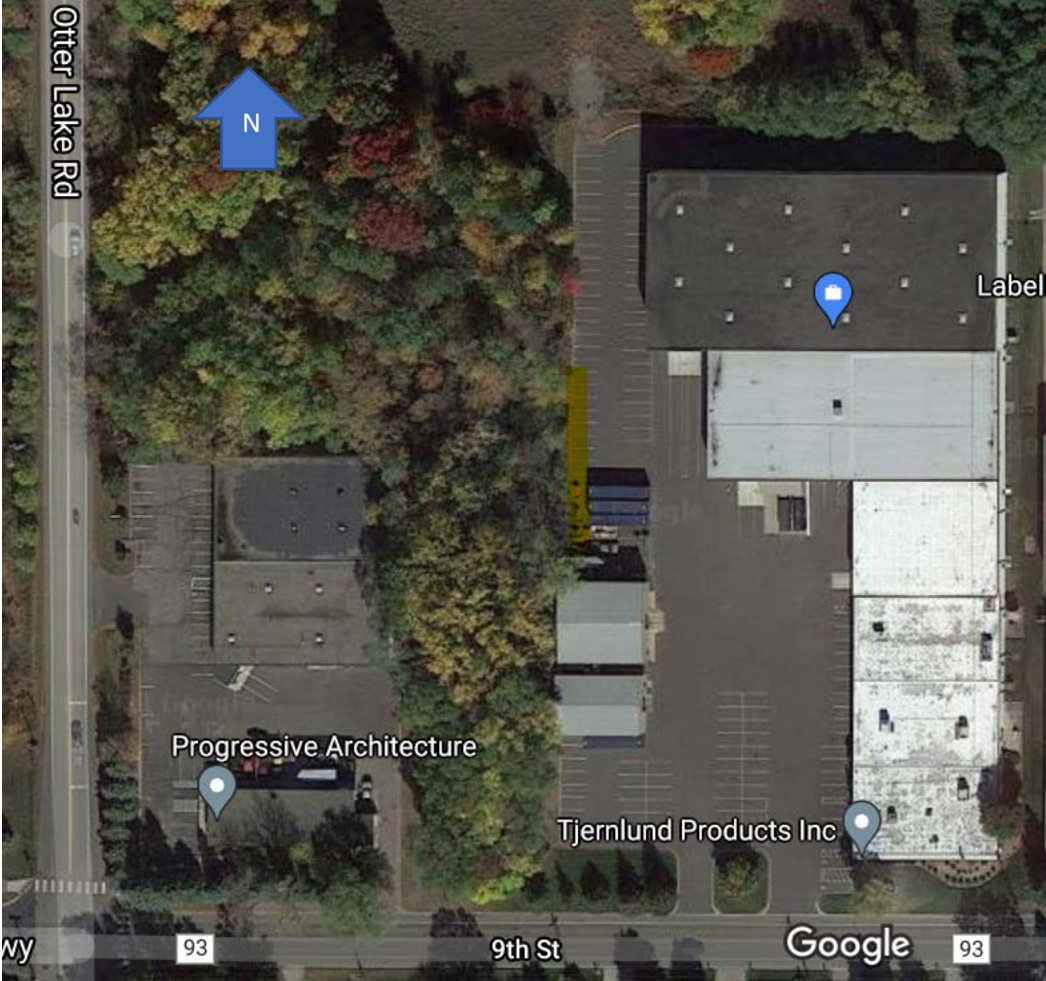
UHaul for Our Community

- UHaul allows frequent movers, like apartment tenants, a more affordable way to move.
- UHauls added services, like Moving Help and UBox, make moving for those with difficulty performing the physical requirements of moving (elderly, disabled).
- UHaul is popular for local moves and would serve residents moving within White Bear Lake.
- Tjernlund's ability to store hundreds of UBoxes indoors and out of site replaces the need for the future developments of unsightly standalone storage facilities in White Bear Lake.

Appendix A: Street View of UHaul Vehicle Parking Zone (Behind Existing Structures)

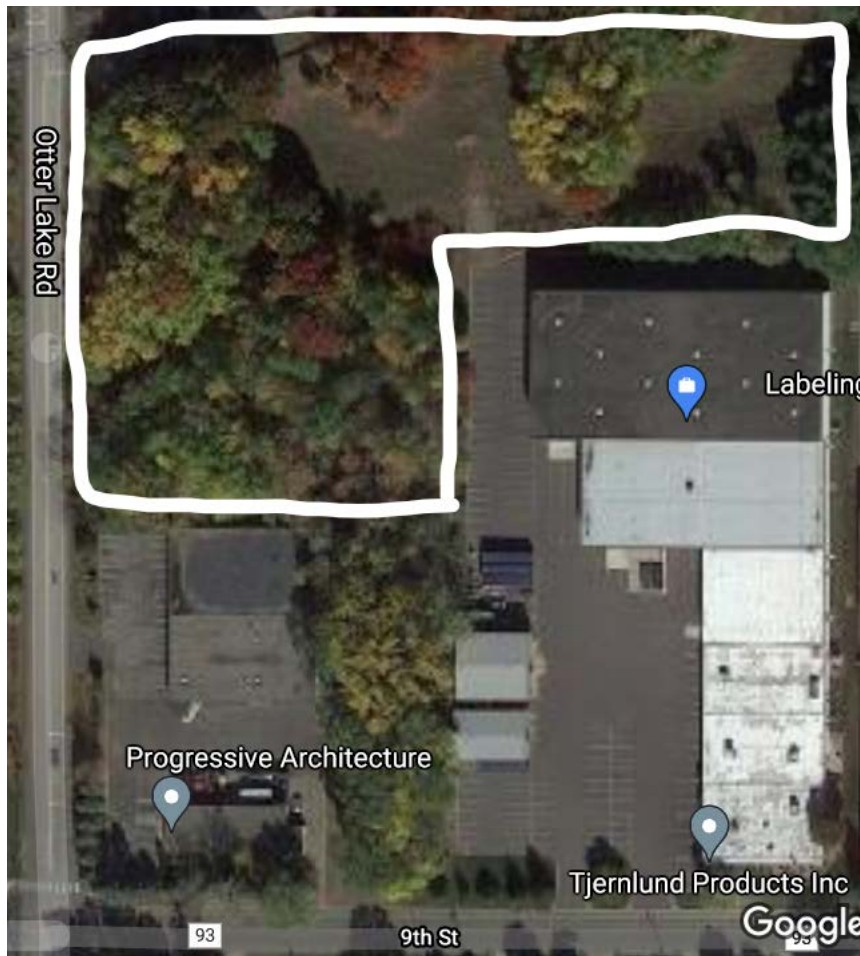


Appendix B: Satellite View of UHaul Vehicle Parking Zone (Red Highlight)



Parking Analysis

<i>Use</i>	<i>Area</i>	<i>Parking Ratio</i>	<i>Parking Requirement</i>
Manufacturing	20,000 SF	1 space per 350 SF + 1 per truck	59
Warehouse	40,000 SF	1 space per 1000 SF + 1 per employee and 1 per truck	43
Office	10,000 SF	1 space per 200 SF	50
		Parking Required	162
		Parking Provided	122
		Parking Deficit/Excess	(40)
Actual, In Use		40 Employees	45 (Including Visitors)
		Parking Excess (Actual)	82
Proof of Parking		Property Behind Building	150+





City of White Bear Lake
COMMUNITY DEVELOPMENT
DEPARTMENT

M E M O R A N D U M

TO: The Planning Commission

FROM: Samantha Crosby, Planning & Zoning Coordinator

DATE: July 21, 2021 for the July 26, 2021 Planning Commission Meeting

SUBJECT: Level Up Academy, 2600 County Road E Case No. 21-7-CUP & 21-3-Z

REQUEST

Level Up Academy is under contract to purchase the property from Rockpoint Church. The contract is contingent upon zoning approval of the proposed Rezoning and building expansion. The property is comprised of 4 parcels with three different zoning districts. The applicant is requesting a rezoning of two of the four parcels in order to facilitate the combination of all 4 parcels into one. The expansion will add 15,470 square feet of space, including a 7,970 square foot, 1 story classroom addition on the north side of the building with a 1,700 square foot entry area, and a 5,800 square foot, 3-story gymnasium addition on the south side of the building. The parking lot will also be reconfigured, with a new curb cut onto Rolling View Drive, and the playground relocated.

SITE CHARACTERISTICS

The subject site is located on the southwest corner of County Road E and Rolling View Drive. The site is roughly 5.3 acres in size. The site contains a 17,010 square foot, two story brick building and 106 parking stalls. Where the two parking lots are separated, the site has a change in grade with the higher ground on the north side lot and the lower ground on the south side lot. There is a large open area for fields and play space on the south half of the property.

ZONING

The property is comprised of 3 different zoning districts: R-3 - Single Family Residential, B-2 - Limited Business, and R-B - Residential Business Transition. See the last page of the applicant's narrative for a zoning depiction graphic. The properties to the north, west and south are zoned R-3. The properties to the east are zoned B-2 - Limited Business.

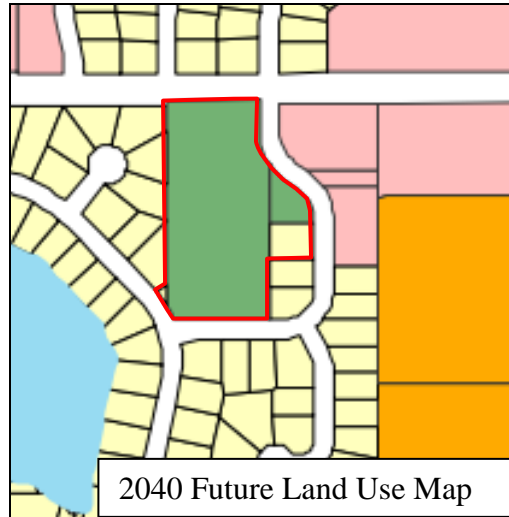
BACKGROUND

The main parcel is not platted. In 1972, shortly after annexation of the property from White Bear Township, the City approved a Special Use Permit for a new church building. A large building addition including a new auditorium was constructed in 1986 along with a parking lot expansion. A small building addition was constructed in 1998. In 2015, the property was granted a CUP to allow the operation of a public charter school, grades K-8.

ANALYSIS

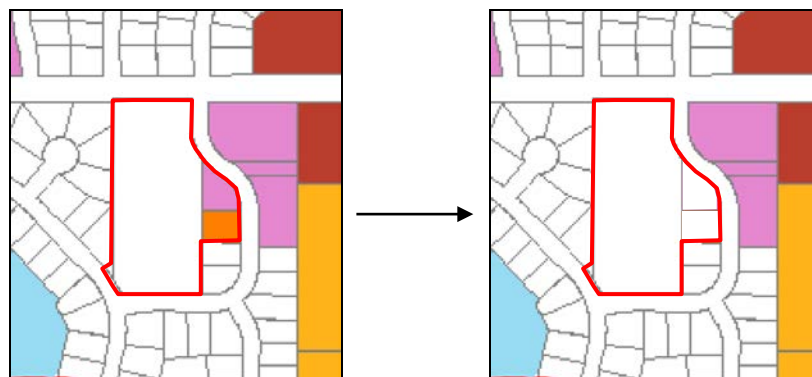
Comprehensive Plan:

The property has two land use designations. The main parcel and the northern half of the Rolling View lot are both guided Public/Semi-Public (shown in green, below). The tiny triangle in the southwest corner of the site and the south half of the Rolling View lot are both guided Low Density Residential (shaded light yellow). The R-3 zoning district is compatible with both of these land use designations; therefore, the proposed re-zoning does not trigger a comprehensive plan amendment.



Rezoning:

The largest parcel is zoned R-3 - Single Family Residential, as is the tiny triangular parcel. The third and fourth parcels front along Rolling View Drive. They are the subjects of the rezoning request. The north one, zoned B-2, (pink in the zoning map graphic below) is already part of the development in that part of the lower parking lot is located on this parcel. Therefore, it makes a sense to rezone this piece so it can be combined with the main parcel. The southern of the two parcels, zoned R-B, (colored orange) is currently vacant. Since it is guided Low Density Residential, the proposed R-3 zoning is more compatible with the guiding than the existing zoning. Staff supports both parts of the rezoning as requested.



Conditional Use Permit

First allowed in the R1-I district, public and private educational institutions, (limited to elementary, junior high and senior high schools) require a conditional use permit in all residential districts. The code lists the following conditions:

- Side yards are double that required (but not greater than 40 feet)
- Adequate screening from abutting residential is provided
- Adequate off-street parking is provided and amply screened

Setbacks

When all the properties are combined into one parcel, the proposed layout complies with all parking and building setbacks. Staff has included the combination of the parcels as a condition of approval.

Circulation

As outlined in the applicant's narrative, the layout of the site is being revised to accommodate a bus drop-off/pick-up area where the north side parking lot is currently located. The south side parking lot will be reserved for parent drop-off/pick-up. Another change to traffic flow is the addition of a second curb cut onto Rolling View Drive approximately 80 feet south of the existing access opening. The code requires at least 40 feet between curb cuts. The code also allows one curb cut access for each 125 feet of street frontage and this property has roughly 530 feet of frontage along Rolling View Drive. Finally, staff agrees that separating the bus traffic from the parent traffic will be advantageous. Consequently, staff supports the new curb cut.

There are two gaps in the perimeter fence – one on the south side and one on the west side - that staff assumes are used as cut-throughs by the neighborhood residents. The fence is in need of replacement, which is included in this project. Staff has included a condition that the openings remain.

Parking

“School, Elementary and Junior High (Public or Private)” are required to provide 1 parking space for each classroom plus one additional space for each 50 student capacity. With 20 classrooms and a full enrollment of 245 students just 25 stalls are required and 62 stalls have been provided. The proposed layout reduces the number of stalls by quite a bit (44) in order to accommodate the bus area, but the proposed parking exceeds the code requirement by such a large amount staff supports the reduction.

The code requires bicycle parking at the rate of bicycle space for every 30 motor vehicles spaces. That would be only two bike spots. Staff encourages the Academy to provide a lot more. Staff will be looking to see that the racks provided meet the code requirements for locking a frame, rather than just a tire.

Traffic

County Road E is a minor arterial under County jurisdiction. The road has adequate capacity to handle the additional weekday traffic, however, left turn exits from the site (or Rolling View Drive) are sometimes difficult. The Academy should continue to direct parents and bus drivers to turn right when exiting the site. One neighbor mentioned a long cue that forms on the shoulder of County Road E as parents wait to pick up their children in the afternoon. The relocation and expansion of the parent drop-off/pick-up area should resolve this issue. The applicant did not provide a breakdown of students that bus versus parent drop off, therefore it is unknown exactly how many additional trips per day the expansion will generate. But assuming half bus, then it would be an overall increase of 230 trips – 115 in the am and 115 in the afternoon, well within Rolling View's capacity.

Drainage

The site does not currently have any stormwater management. Two new infiltration basins are proposed. A smaller one in the northeast corner of the site would collect drainage from the northern building addition and a portion of the bus drop off area, overflowing to County Road E. The larger basin in the southwest corner of the site would collect runoff from the remaining areas of new or reconstructed impervious and overflow to Rolling View Drive. The concept appears adequate. Final design subject to approval of the Engineering Department.

Landscaping

The landscape plan is very preliminary. Foundation plantings are not shown, perimeter parking lot plantings area not shown. The code must be met and staff is recommending additional trees to fill in the gaps along the south side of the property as well as at least 3 additional evergreens to the west of the gymnasium. See attached "additional tree" graphic.

Architecture

The existing building is constructed of brick. The classroom addition is proposed to be a precast concrete panel in a complimentary color with a cast-in-place thin brick pattern. The proposed gym addition is a 74 foot long, 28 foot tall structure; the majority of which would be pre-cast concrete panels with exposed aggregate finish and some reveals. An un-adorned structure of such a size and mass was not supported by staff. Staff asked for windows, comparable to both the South Campus gym and the Lincoln Elementary gym. Instead, the elevations now include grey metal accent panels where windows might otherwise be located – 5 on the east side, 2 on the south side and 3 on the west side. This is an improvement, but the panels are up high and do not impact the ground level experience. In order to dress up and soften the base of the building, but not drastically increase the budget, staff recommends enhanced foundation plantings. The key element would be trellises underneath, the width of, and up to the bottom of, the metal accent panels. Those trellises would have vining plants so as to create a green wall in these areas. Other vertical landscape elements could compliment these trellis areas. Final foundation planting plan subject to staff review and approval.

DISCRETION

The City's discretion in approving or denying a conditional use permit is limited to whether or not the changes meet the standards outlined in the Zoning Ordinance. If it meets these standards, the City must approve the Conditional Use Permit. Additional conditions may be imposed as the Council deems fit.

The City has a relatively high level of discretion with a rezoning request. The proposed zoning for a property must be consistent with the City's Comprehensive Plan because the Zoning Ordinance and Map are the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.

RECOMMENDATION

The proposed building remodel and expansion is a welcomed investment in the neighborhood. Staff has reviewed the rezoning for compliance with the Comprehensive Plan's goals and objectives and finds that it complies. Likewise, the CUP meets the required standards. Consequently, staff recommends approval of both the conditional use permit and rezoning,

subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after approving the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the CUP shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
3. This Conditional Use Permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of approval with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. Separate sign permit required, no signage approved herein.
5. The applicant shall combine all 4 parcels into one.
6. The openings in the perimeter fence shall be preserved in roughly the same locations.
7. The applicant shall obtain a building permit prior to beginning any work.

Prior to the issuance of a building permit:

8. Tree protection fencing shall pass inspection – to be installed around the dripline of all existing trees to remain.
9. Any rooftop mechanical equipment must be positioned far enough away from the edge of the building so that it is not visible from the public right-of-ways or adjacent residential, or it shall be screened from view.
10. Metal must be ACM architectural panels. Building material samples to be approved by staff.
11. Submit lighting details and a photometric plan for staff review and approval. All new or relocated lights shall be shielded from the back and sides so that the light source is not visible from surrounding residences or public right-of-way. Lighting shall comply with the “Business Abutting Residential” requirements of Section 1303.130, Subd.4.e and the “Glare” limitations of Section 1302.030, Subd.9. Kelvins shall not exceed 3,500 and foot candles shall not exceed 10. Plan and details subject to staff approval.
12. Provide a bike rack detail (or photo of existing to be reused) as required by code.
13. Submit a final landscaping plan, including:
 - a. a tree survey listing the size, type and location of existing trees to remain and existing

- trees to be removed with totals for each column and the tree replacement calculation;
 - b. foundation plantings to enhance the base of the building;
 - c. internal parking lot landscaping as required by code, with a data chart;
 - d. perimeter parking lot landscaping as required by code, with a data chart;
 - e. a few additional evergreen trees west of the gymnasium addition;
 - f. some additional trees along the south side of the property – overstory or evergreen trees where possible;
- Final landscaping plan subject to review and approval.

14. Provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.
15. Obtain permits as necessary from relevant agencies (such as Ramsey County and Ramsey-Washington Metro Watershed District) and provide a copy of each to the City.
16. Enter into a Stormwater Operation and Maintenance Agreement for the new on-site stormwater features.

Prior to the issuance of a certificate of occupancy, the applicant shall:

17. Provide an as-built plan that complies with the City's Record Drawing Requirements.
18. All exterior improvements must be installed.
19. All landscaping must have survived at least one full growing season.
20. The applicant shall provide proof of having recorded the Resolution of Approval and the Stormwater Operation and Maintenance Agreement with the County Recorder's Office.

ATTACHMENTS

1. Draft Resolution of Approval
2. Draft Ordinance
3. Location/Zoning Map
4. Staff's Additional Trees Graphic
5. Applicant's Narrative 5 pages
6. Preliminary Development Plans 14 pages
7. Kolesar email, dated July 19, 2021
8. Johnson letter, dated July 21, 2021

RESOLUTION NO. _____

**RESOLUTION GRANTING A
CONDITIONAL USE PERMIT
FOR 2600 COUNTY ROAD E
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-7-CUP) has been submitted by Level Up Academy, on behalf of Rockpoint Church, to the City Council requesting approval of a conditional use permit from the Zoning Code of the City of White Bear Lake for the following location:

LOCATION: 2600 County Road E

LEGAL DESCRIPTION: Attached as Exhibit A (PID # 363022120001, 363022110026, 363022110025, and 363022120012);

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING: A Conditional Use Permit, per Code Section 1301.050, to allow two building additions totaling 15,470 square feet – a classroom addition and a gymnasium addition; and

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on July 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. Traffic generation will be within the capabilities of the streets serving the site.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the requested conditional use permit, subject to following conditions:

- 1) All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.

- 2) Per Section 1301.050, Subd.4, if within one (1) year after approving the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the CUP shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
- 3) This Conditional Use Permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of approval with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
- 4) Separate sign permit required, no signage approved herein.
- 5) The applicant shall combine all 4 parcels into one.
- 6) The openings in the perimeter fence shall be preserved in roughly the same locations.
- 7) The applicant shall obtain a building permit prior to beginning any work.

Prior to the issuance of a building permit:

- 8) Tree protection fencing shall pass inspection – to be installed around the dripline of all existing trees to remain.
- 9) Any rooftop mechanical equipment must be positioned far enough away from the edge of the building so that it is not visible from the public right-of-ways or adjacent residential, or it shall be screened from view.
- 10) Metal must be ACM architectural panels. Building material samples to be approved by staff.
- 11) Submit lighting details and a photometric plan for staff review and approval. All new or relocated lights shall be shielded from the back and sides so that the light source is not visible from surrounding residences or public right-of-way. Lighting shall comply with the “Business Abutting Residential” requirements of Section 1303.130, Subd.4.e and the “Glare” limitations of Section 1302.030, Subd.9. Kelvins shall not exceed 3,500 and foot candles shall not exceed 10. Plan and details subject to staff approval.
- 12) Provide a bike rack detail (or photo of existing to be reused) as required by code.
- 13) Submit a final landscaping plan, including:
 - a) a tree survey listing the size, type and location of existing trees to remain and existing trees to be removed with totals for each column and the tree replacement calculation;
 - b) foundation plantings to enhance the base of the building;
 - c) internal parking lot landscaping as required by code, with a data chart;

- d) perimeter parking lot landscaping as required by code, with a data chart;
 - e) a few additional evergreen trees west of the gymnasium addition;
 - f) additional trees along the south side of the property – overstory or evergreen trees where possible;
- Final landscaping plan subject to review and approval.

- 14) Extend a letter of credit consisting of 125% of the exterior improvements, which renews automatically every six months. The amount of the letter shall be based on a cost estimate of the outside improvements, to be approved by the City prior to the issuance of the letter of credit.
- 15) Provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.
- 16) Obtain permits as necessary from relevant agencies (such as Ramsey County and Ramsey-Washington Metro Watershed District) and provide a copy of each to the City.
- 17) Enter into a Stormwater Operation and Maintenance Agreement for the new on-site stormwater features.

Prior to issuance of a final certificate of occupancy, the applicant shall:

- 18) Provide an as-built plan that complies with the City’s Record Drawing Requirements.
- 19) All exterior improvements must be installed.
- 20) All landscaping must have survived at least one full growing season.
- 21) The applicant shall provide proof of having recorded the Resolution of Approval and the Stormwater Operation and Maintenance Agreement with the County Recorder’s Office.

The foregoing resolution, offered by Councilmember and supported by Councilmember, was declared carried on the following vote:

Ayes:
 Nays:
 Passed:

 Jo Emerson, Mayor

ATTEST:

 Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.
I have read and agree to the conditions of this resolution as outlined above.

Property Owner / Applicant

Date

**EXHIBIT A
LEGAL DESCRIPTION**

Parcel 1:

The Northwest Quarter of the Northeast Quarter of Section 36, Township 30, Range 22, Ramsey County, Minnesota, beginning at the Northeast corner of said property thence West along the Northerly line to a point at the middle line of a Southerly extension of Glen Oaks Avenue, (approximately 310 feet), thence South on a line parallel to the East line of said section 702 feet, thence East on a line parallel to the North line of said section to the East line of said section (approximately 310 feet), thence North 702 feet to the point of beginning.

Except that part thereof shown as Parcel 80 on Minnesota Department of Transportation Right of Way Plat Numbered 62-9 as the same is on file and of record in the office of the County Recorder in and for Ramsey County, Minnesota.

(Abstract Property)

Parcel 2:

Lot 1, Block 1, Bruggeman Addition, according to the recorded plat thereof, Ramsey County, Minnesota.

(Abstract Property)

Parcel 3

Outlot B, Lakewood North Third Addition, according to the recorded plat thereof, Ramsey County, Minnesota.

(Abstract Property)

ORDINANCE NO. _____

**REZONING 35XX ROLLING VIEW DRIVE (PID # 363022110026)
FROM B-2, LIMITED BUSINESS
TO R-3, SINGLE FAMILY RESIDENTIAL
AND 35XX ROLLING VIEW DRIVE (PID # 363022110025)
FROM RB, RESIDENTIAL BUSINESS TRANSITION
TO R-3, SINGLE FAMILY RESIDENTIAL
(CASE NO. 21-3-Z)**

THE CITY OF WHITE BEAR LAKE CITY COUNCIL DOES HEREBY ORDAIN:

SECTION I. The White Bear Lake Zoning Map is hereby amended as follows:

By changing the zoning district classification from B-2 – Limited Business to R-3 - Single Family Residential, with respect to the 0.25 acre parcel known as 35XX Rolling View Drive, legally described as follows:

Lot 1, Block 1, Bruggeman Addition, according to the recorded plat thereof, Ramsey County, MN except the south 111.88 feet

AND

By changing the zoning district classification from R-B – Residential Business Transition to R-3 - Single Family Residential, with respect to the 0.34 acre parcel known as 35XX Rolling View Drive, legally described as follows:

The South 111.88 feet of Lot 1, Block 1, Bruggeman Addition, according to the recorded plat thereof, Ramsey County, MN

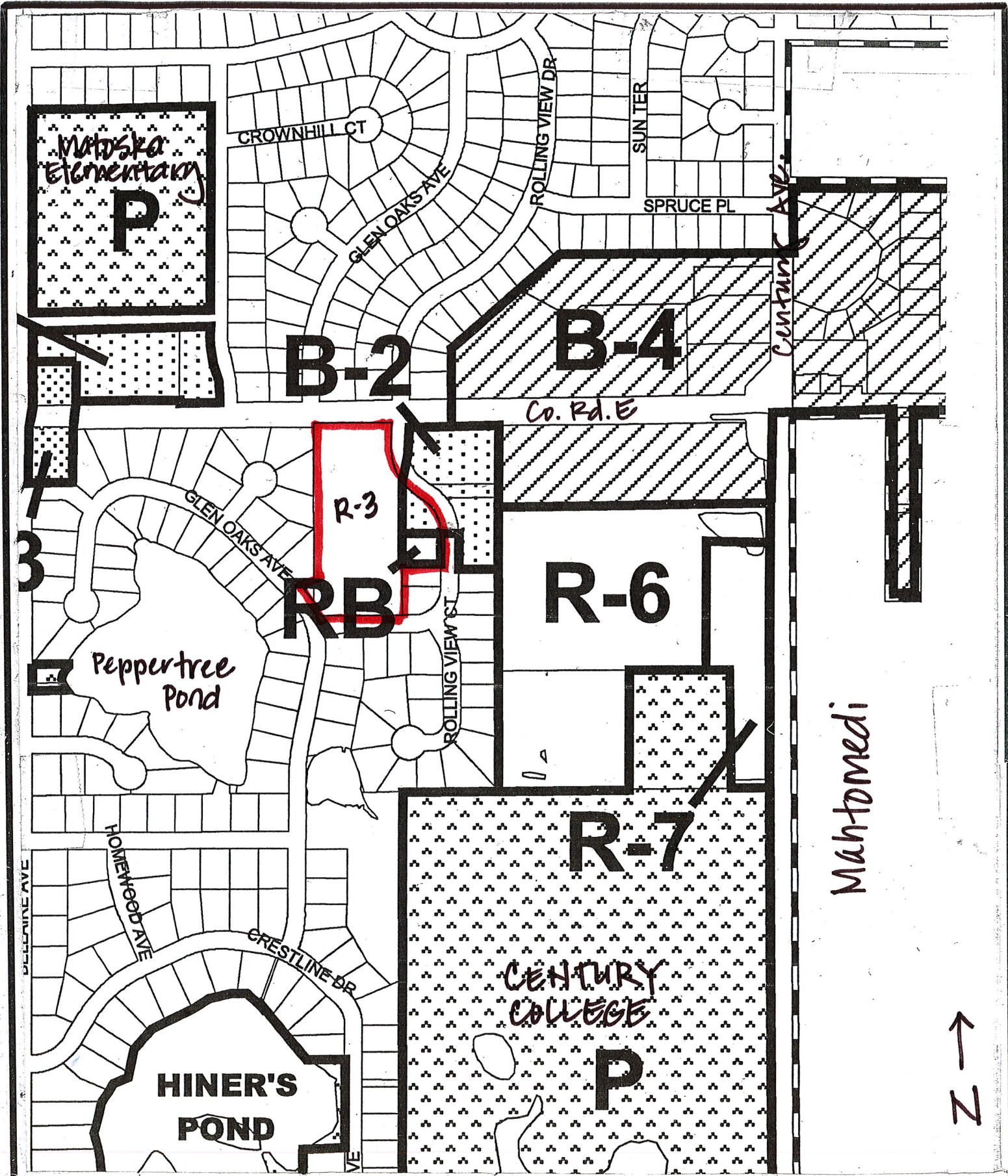
SECTION II. This Ordinance shall become effective upon its passage, after second reading and publication.

First Reading: August 10, 2021
Second Reading: September 14, 2021
Final Publication: September __, 2021

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of
White Bear Lake
Planning and Zoning Office
(612)-429-8561

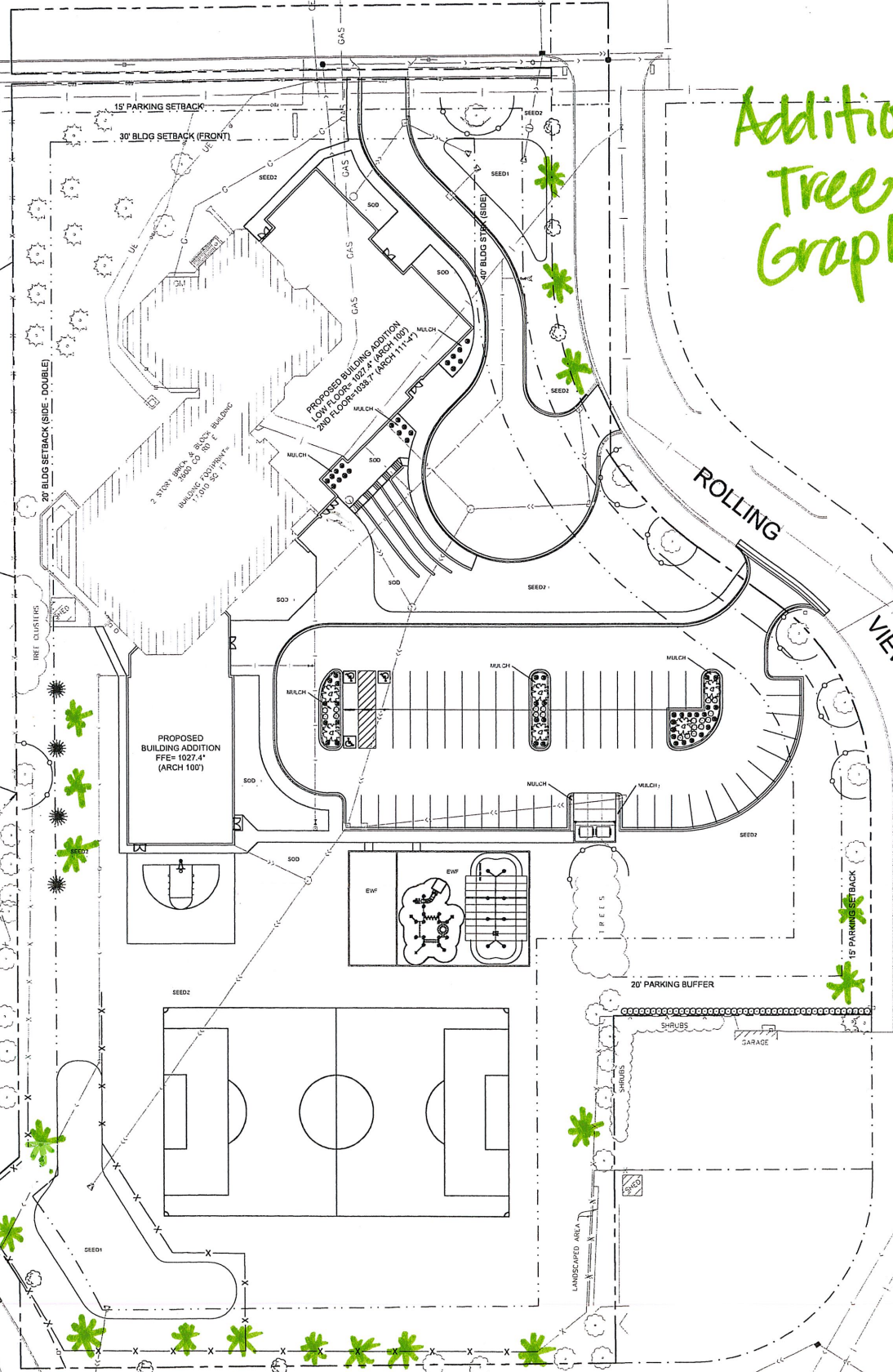
CASE NO. : 21.7.CUP & 21.3.Z
CASE NAME : Level Up Academy
DATE : July 26, 2021

GLEN OAKS AVENUE

ROLLING VIEW DRIVE

COUNTY ROAD E (TRUNK HWY. NO. 244)

Additional Tree Graphic



GLEN OAKS AVENUE

ROLLING VIEW DRIVE

ROLLING VIEW DRIVE

Ashton Miller

From: Ashton Miller
Sent: Monday, July 19, 2021 8:53 AM
To: Samantha Crosby
Subject: FW: Application by Level Up Academy

From: Bill Kolesar <bill@us-print.biz>
Sent: Monday, July 19, 2021 8:49 AM
To: Ashton Miller <amiller@whitebearlake.org>
Subject: Application by Level Up Academy

We are in total support of the application by Level Up Academy (Case No. 21-7-CUP & 21-3-Z). The school has been a welcome addition to the neighborhood and they are a very good neighbor. It's refreshing to hear the voices of children at play during their recess hours. It's also a great use for the property versus other alternatives. Approval of their request will reward the city, community and it's residents for many years to come. Thank you for this opportunity.

Sincerely,

Roberta & Bill Kolesar
3505 Glen Oaks Avenue
White Bear Lake, MN 55110
651-779-3670
bill@us-print.biz

July 21, 2021

White Bear Lake Planning Commission
Samantha Crosby, Planning & Zoning Coordinator

RE: Level-Up Academy's Requested CUP and Rezoning Approvals

I am submitting this letter to convey my support of the Conditional Use Permit and rezoning approvals sought by Level-Up Academy's to expand their existing school. I cannot attend the hearing on July 26th.

My wife and I have lived just north of the subject property for 41 years, during which time this property has been successfully used as a church and, more recently, the Level-Up Academy. I concur that the current school use is consistent with the Land Use Plan and, as importantly, compatible with the adjoining, long-time conforming, single family dwelling homes, assuming sufficient setbacks and landscaping are maintained.

I offer one suggestion for your consideration. As a condition of approval, the applicant should be required to alleviate the current traffic hazard created by the lining up of numerous vehicles on the shoulder of County Road E as parents wait to pick up their children when school lets out. Onsite driveway and parking lot improvements should be required to eliminate use of the shoulder of County Road E as a vehicle queue.

Finally, I want to express my gratitude for whatever role the City may have played in the withdrawal of the proposal to redevelop this property to the apartment complex shared at a May 2020 public information meeting. That proposal did not constitute a respectful and appropriate land use transition to the abutting, long-time conforming, single family dwellings.

Respectfully submitted,

Randall Johnson
3638 Glen Oaks Avenue
White Bear Lake

LEVEL UP ACADEMY

Personalized Learning for All



June 14, 2021

Ms. Samantha Crosby
City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110

RE: LAND USE APPLICATION – LEVEL UP ACADEMY – SITE PLAN REVIEW & CUP

Dear Ms. Crosby,

Level Up Academy is pleased to submit a land use application for Site Plan Review and a Conditional Use Permit request regarding the building expansion plans and site improvements located at 2600 East County Road E, White Bear Lake, MN. Level Up Academy has a fully executed Purchase Agreement to buy the roughly 5.7-acre parcels.

Level Up Academy is a K-8 public charter school that entered its sixth year in operation starting in the 2020-2021 school year. The school personalizes learning through the intentional use of technology and a blended-learning model. This model will include three types of learning environments starting next year: in-person, hybrid (in-person 2 days per week, online 3 days per week), and virtual. Level Up Academy's enrollment at the end of the 2020-2021 school year was approximately 130 in-person students.

With Level Up Academy's expansion plans, the school is anticipating a steady growth in its student population over a five-year period to reach full enrollment in the 2026-2027 school year. Full enrollment is projected to include 200 in-person students at grade levels Pre-K – 8th grades, 45 hybrid students at grade levels 6th-8th grades, and 175 virtual students at grade levels K-8th grades.

Level Up Academy intends to renovate the existing 26,150 square foot facility and build a 15,470 square foot new addition. The school has hired JB Vang as Development Manager and Owners Rep for the project. Pope Architects is the architect of record and Larson Engineering is the civil engineer. Level Up Academy intends to begin construction Fall of 2021 to allow for a successful project completion prior to the start of the Fall 2022-2023 school year.

We are thankful to you and the City of White Bear Lake for your time and consideration as you review this land use application. Please let me or Justin Fincher with JB Vang, our Development Manager, know if you have any immediate questions.

Sincerely,

Molly Dandeleit
Executive Director
Level Up Academy
Attachments

Justin Fincher
Development Manager, JB Vang
JFINCHER@JBVANG.COM



2600 East County Road E
White Bear Lake, MN

(651) 408-5559

www.LEVELUPACADEMY.org

ISD: #4233



Revised: July 7, 2021

ABOUT LEVEL UP ACADEMY

Level Up Academy is a tuition-free public charter school and a Minnesota nonprofit corporation that entered its sixth year of operation in school year 2020-2021 and has experienced consistent growth in enrollment throughout its existence. Level Up Academy has leased the facility from Rockwood-Lakepoint Church since the school's founding, and now has an executed Purchase Agreement to buy the property from Rockwood-Lakepoint Church.

The Charter School is public, K-8 charter school that personalizes learning through the intentional use of technology and a blended-learning model. This model ensures that all students receive individualized attention from their teachers while allowing students the autonomy to be self-paced, self-directed learners. Personalization at the Charter School goes beyond academics and includes the social-emotional education of its learners. Goal setting, mentoring, developing habits of success, and building relationships all play a critical role in engaging learners. Character expectations of Cooperation, Ownership, Do your best, and Everyone matters, create the acronym #weCODE, which reflects the Charter School's core belief in both character development and computer science.

Mission

The Charter School's mission is as follows:

By tapping the intrinsic motivation and curiosity of every child, we deliver higher than normal growth.

Vision

The Charter School's vision is as follows:

All children have limitless joyful curiosity and capacity for reaching their potential.

The Charter School was founded by a group of families and community members in the White Bear Lake area who sought a personalized approach to learning for their own children and grandchildren. The Charter School's foundation is rooted in an educational model that values personalized learning, game-based learning, coding, small class sizes, and a teacher-powered environment. The Charter School's success and growth since its founding are the result of allegiance to those fundamental values paired with recognition and response to the evolving needs of its students and families over time. As the Charter School has grown, it has incorporated relationship-building and social emotional learning as cornerstone features of the school programming.

PROJECT NARRATIVE

Current site conditions include approximately 5.18-acres of land (over 4-parcels) and a 2-story, approximately 26,150 square foot building. The building was originally designed as a church. Minor interior improvements have been done over the years to allow for Level Up Academy to lease the entire facility.

Proposed project plans include a full interior renovation to the existing building and infill of the current 2-story multi-purpose room to add, useable classroom space at the second floor of this space.

An approximately 15,470 square foot building addition is being proposed. The new addition would consist of a roughly 7,970 square foot classroom addition to be located at the northeast corner of the

Real Estate Advisors



Project Managers

JB Vang Partners, Inc. | 1335 Pierce Butler Route | St. Paul, MN 55104

M: 651.645.5500 | F: 651.645.3907 | www.jbvang.com



existing building and a roughly 7,500 square foot addition at the southeast corner of the existing building for a gymnasium addition. The gym addition will be used as a storm shelter.

Once complete, the total building area will be approximately 45,800 square feet.

The north classroom addition exterior walls are planned to consist of brick patterned insulated precast wall panels with aluminum storefront windows. The brick pattern is done via a form liner at the precast wall panel plant. Limited metal paneling will be included at building entrances. The existing building brick is a mix of brown and beige colored bricks with grey metal accents around windows. The north addition is planned to use the neutral beiges as the main wall panel field with grey brick patterned accents around the windows. The north addition is one story on grade which minimizes the building mass along County Road E.

The gym addition exterior walls are planned to consist of a mix of brick patterned and exposed aggregate insulated precast wall panels. A mix of horizontal reveals, material change, and color is planned to scale down the tall mass of the gym. The horizontal reveals are based off of the brick detailing at the adjacent existing building windows. Part of the gym wall features a section of dark grey wall panels with the school logo. The gym addition is located at the south end of the existing building adjacent to the exterior play areas. This helps minimize the impact of this taller volume to the adjacent residential properties. Metal inset panels are planned on 3 sides of the gym to give further articulation to the building's façade. If the budget allows, these metal panels will be switched to storm-rated windows. The final look if the gym will consist of two variations of concrete finish, horizontal reveals, and colored accent strips to provide ample articulation to the gym façade.

Site improvements will include a slight redesign of the current surface parking with a complete upgrade to the existing asphalt parking lots. These redesigns and upgrades will provide for improved site circulation. More details about the site parking lot and site circulation has been provided in the Traffic Narrative section. Other site improvements will include landscaping around the building and parking lot, and tiered seating for outdoor classroom space directly east of the relocated main entrance.

The trash enclosure is an 8' tall wall consisting of 8" cmu with brick veneer on 3 of the 4 sides. The brick veneer color will compliment the building and return at the ends of the cmu at the gate. The gate will be galvanized metal clad doors with 1x6 composite wood. The structure will compliment the building.

A new stormwater management system will be put in place to account for the increase in impervious surface to the site via forthcoming requirements that will be outlined by Ramsey Metro Watershed district. The current stormwater system includes raingarden style structures at the north and south ends of the site.

TRAFFIC NARRATIVE

Level Up Academy intends to operate its new facility similar to how it has in recent years. The school calendar year will begin on or around September 8th and ends on or around June 10th of each school calendar year. School will start at 8:30AM and end at 3:00PM. Based off of these times the student drop off and pick window tends to average between 8:15AM -8:30AM and 3:00PM and 3:15PM.





The site has been designed to segregate bus traffic from parent pick-up/drop-off. Buses would enter from the northern most curb cut off County Road E. This drive aisle has been designed to allow for a complete U-turn to allow the full-size buses to exit the same curb cut. At its current enrollment of 130 students, there are on average 2 buses queuing on site during drop-off and pick-up times. At full enrollment of 200 in-person students, Level Up Academy anticipates 4 buses on site. The redesigned north drive drop off aisle can support up to 6 buses at a time with expansion room on site for an additional 1-2 buses.

The parent pick-up and drop-off will be located at the south parking lot, accessed off Rolling View Drive. There is an existing parking lot in place that will be improved and redesigned to maximize the efficiency of the parking lot's circulation. The south parking lot is designed to accommodate approximately 15 vehicles at a time for parent pick-up and drop-off with cars queuing along the northern and west drive aisles. Loading is organized by the school in 3-6 car shifts. The new south parking lot provides for more drop off curb length than the existing former north drop off area.

The south parking lot is also where parking stalls will be located for staff and visitors. Level Up Academy anticipates needing approximately 40 stalls for staff during a standard school week at full enrollment. The parking lot is designed to accommodate 59 stalls. Current zoning requirements for parking stalls is 28 s based on 1 for each classroom with an addition 1 per 50 students. Since the Level Up Academy teaching model has 2 grade levels per classroom, each classroom shown on the Upper Level floor plan counts as two classrooms.

ZONING NARRATIVE

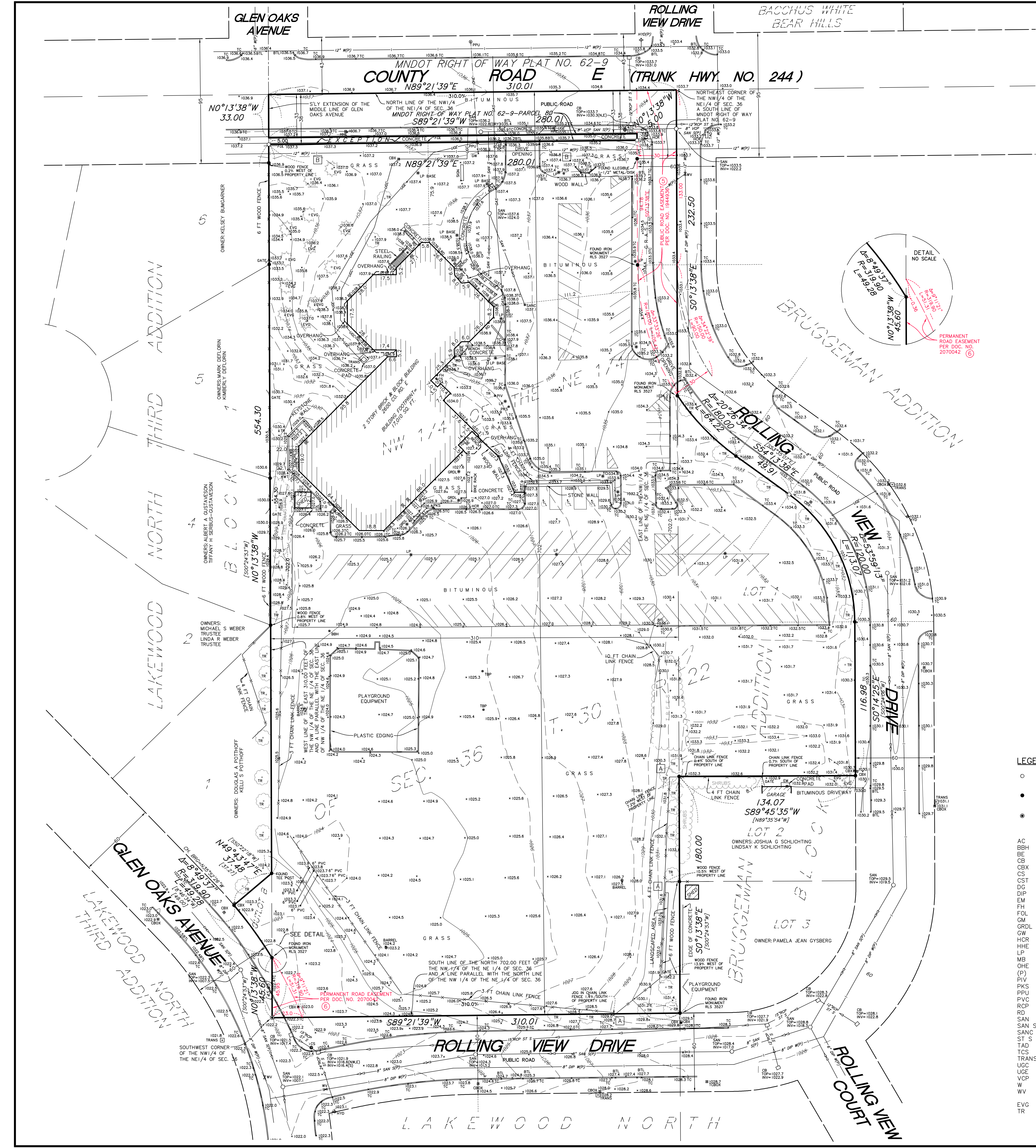
There are four parcels included in this land use application. The proposed site improvements dictate rezoning 2 of the four parcels from B-2 to R-3 and from R-B to R-3. Once the rezoning is complete, all four contiguous parcels will be consistently zoned R-3. See attachments for an exhibit of the parcels and their zoning designations. The applicant is proposing to combine all four contiguous parcels into one parcel through the lot combination process with Ramsey County after this land use application has been processed through the City of White Bear Lake.

It is our understanding the project must request approval for a Conditional Use Permit for an educational user to construct a new addition and related site improvements in the R-3 zoning district. Aside from the CUP, the only remaining land use application required is a full site plan approval from White Bear Lake and rezoning request of 2 parcels. It is also our understanding the proposed design will not require any further zoning applications such as a variance request or any other conditional use permits.



LEVEL UP ACADEMY
2600 COUNTY ROAD E
SITE AERIAL & ZONING DEPICTION





DESCRIPTION OF PROPERTY SURVEYED
 (Per Old Republic National Title Insurance Company, Issuing agent Guaranty Commercial Title, Inc. Commitment for Title Insurance File No. 66095, Supplemental No.1, commitment date February 08, 2021)

Parcel 1:
 The Northwest Quarter of the Northeast Quarter of Section 36, Township 30, Range 22, Ramsey County, Minnesota, beginning at the Northeast corner of said property thence West along the Northern line to a point at the middle line of a Southerly extension of Glen Oaks Avenue, (approximately 310 feet), thence South on a line parallel to the East line of said section 702 feet, thence East on a line parallel to the North line of said section to the East line of said section (approximately 310 feet), thence North 702 feet to the point of beginning.

Except that part thereof shown as Parcel 80 on Minnesota Department of Transportation Right of Way Plat Numbered 62-9 as the same is on file and of record in the office of the County Recorder in and for Ramsey County, Minnesota.

- (Abstract Property)
- Parcel 2:
 Lot 1, Block 1, Bruggeman Addition, according to the recorded plat thereof, Ramsey County, Minnesota.
 (Abstract Property)
- Parcel 3
 Outlot B, Lakewood North Third Addition, according to the recorded plat thereof, Ramsey County, Minnesota.
 (Abstract Property)

PLAT RECORDING INFORMATION
 The plat of Bruggeman Addition was filed of record on October 31, 1978, as Document No. 2021459. The plat of Lakewood North Third Addition was filed of record on July 12, 1979, as Document No. 2047381.

[] Bearings and/or dimensions listed within brackets are per plat or record documents.

TITLE COMMITMENT
 Old Republic National Title Insurance Company, Issuing agent Guaranty Commercial Title, Inc. Commitment for Title Insurance File No. 66095, Supplemental No.1, commitment date February 08, 2021 was relied upon as to matters of record.

- Schedule B Exceptions:**
- Exceptions are indicated on survey with circled numbers unless otherwise noted. Items not listed below are standard exceptions and/or are not survey related.
 - Road easement(s) over the Land in favor of City of White Bear Lake, as created in Document No. 1944936. [shown on survey]
 - Road easement(s) over the Land in favor of City of White Bear Lake, as created in Document No. 2070042. [shown on survey]
 - Terms and conditions of Memorandum of Charter School Facility Improvement Funding and Reimbursement Agreement by and between The Labrador Foundation, Rockpoint Church, and Level Up Academy, dated July 13, 2015, filed July 27, 2015, as Document No. 4567089. [not survey related]

- GENERAL NOTES**
- Survey coordinate basis: Ramsey County System (North American Datum of 1983 Coordinates, final adjustment December 17, 1991)
 - Adjoining ownership information shown hereon was obtained from the Ramsey County Property Tax Information web site.

- UTILITY NOTES**
- Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. In addition, Gopher State One Call locate requests from surveyors may be ignored or result in an incomplete response. Where additional or more detailed information is required, excavation and/or a private utility locate request may be necessary.
 - Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
 - Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket numbers 210972437 and 210972416.
 - Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

FLOOD ZONE NOTE

- The subject property appears to lie within Zone X (Areas determined to be outside the 0.2% annual chance floodplain) per the National Flood Insurance Program, Flood Insurance Rate Map No. 27123C0065G, dated June 4, 2010 Community Panel No. 2703860065G. This information was obtained from the FEMA Map Service Center web site.

PARKING
 103 Regular Spaces
 3 Disabled Spaces
 106 Total Spaces

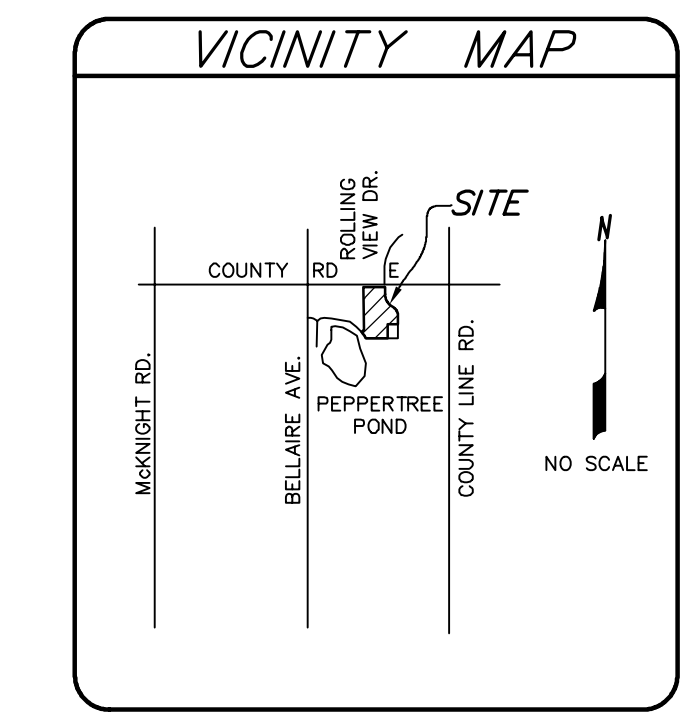
AREAS
 Gross = 247,154 square feet or 5.674 acres
 Net = 231,338 square feet or 5.311 acres
 (excludes Rolling View Dr. and Glen Oaks Ave. easements)

LIST OF POSSIBLE ENCROACHMENTS
 The following list of possible encroachments is only the opinion of this surveyor; should not be interpreted as a legal opinion and should not be interpreted as a complete listing.

[A] Possible encroachments are indicated on survey with boxed letters as listed below.

- Chain link and wood fences in southeast corner of property crosses property lines.
- East and west water main near north property line crosses through property.

- LEGEND**
- Denotes iron monument set marked with P.L.S. No. 44890
 - Denotes found metal disk stamped RLS 7095, unless otherwise noted.
 - Denotes 1.17 inch diameter copper magnetized marker with disc cap affixed stamped LS-44890 set.
- AC Denotes air conditioner
 - BBH Denotes basketball hoop
 - BE Denotes building entrance
 - CB Denotes catch basin
 - CBX Denotes communication box
 - CS Denotes curb stop
 - DC Denotes concrete step
 - DIP Denotes drain grate
 - DIP Denotes ductile iron pipe
 - EM Denotes electric meter
 - FH Denotes fire hookup
 - FOL Denotes fiber optic line
 - GM Denotes gas meter
 - GRDL Denotes ground light
 - GW Denotes guy wire
 - HCR Denotes disabled ramp
 - HHE Denotes electric hand hole
 - LP Denotes light pole
 - MB Denotes mailbox
 - OHE Denotes overhead electric
 - P Denotes per plan
 - PV Denotes post indicator valve
 - PKS Denotes parking sign
 - PPU Denotes power pole with underground utility
 - PVC Denotes polyvinylchloride pipe
 - RCP Denotes reinforced concrete pipe
 - RD Denotes roof drain
 - SAN Denotes sanitary manhole
 - SAN Denotes sanitary sewer
 - SANC Denotes sanitary cleanout
 - ST Denotes storm sewer
 - TAD Denotes truncated domes plate
 - TCS Denotes traffic control sign
 - TRANS Denotes transformer
 - UCC Denotes underground communication line
 - UGE Denotes underground electric line
 - VCP Denotes vitrified clay pipe
 - W Denotes water line
 - WV Denotes water valve
- EVG Denotes evergreen tree
 - TR Denotes deciduous tree



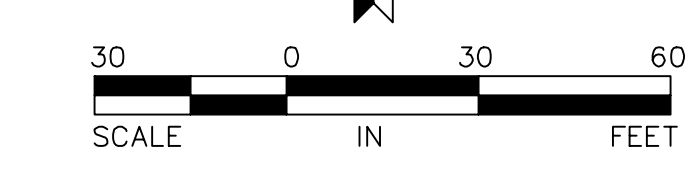
SURVEYOR'S CERTIFICATION
 To Level Up Academy, a Minnesota nonprofit corporation, Rockpoint Church, a Minnesota nonprofit corporation, Old Republic National Title Insurance Company and Guaranty Commercial Title, Inc.

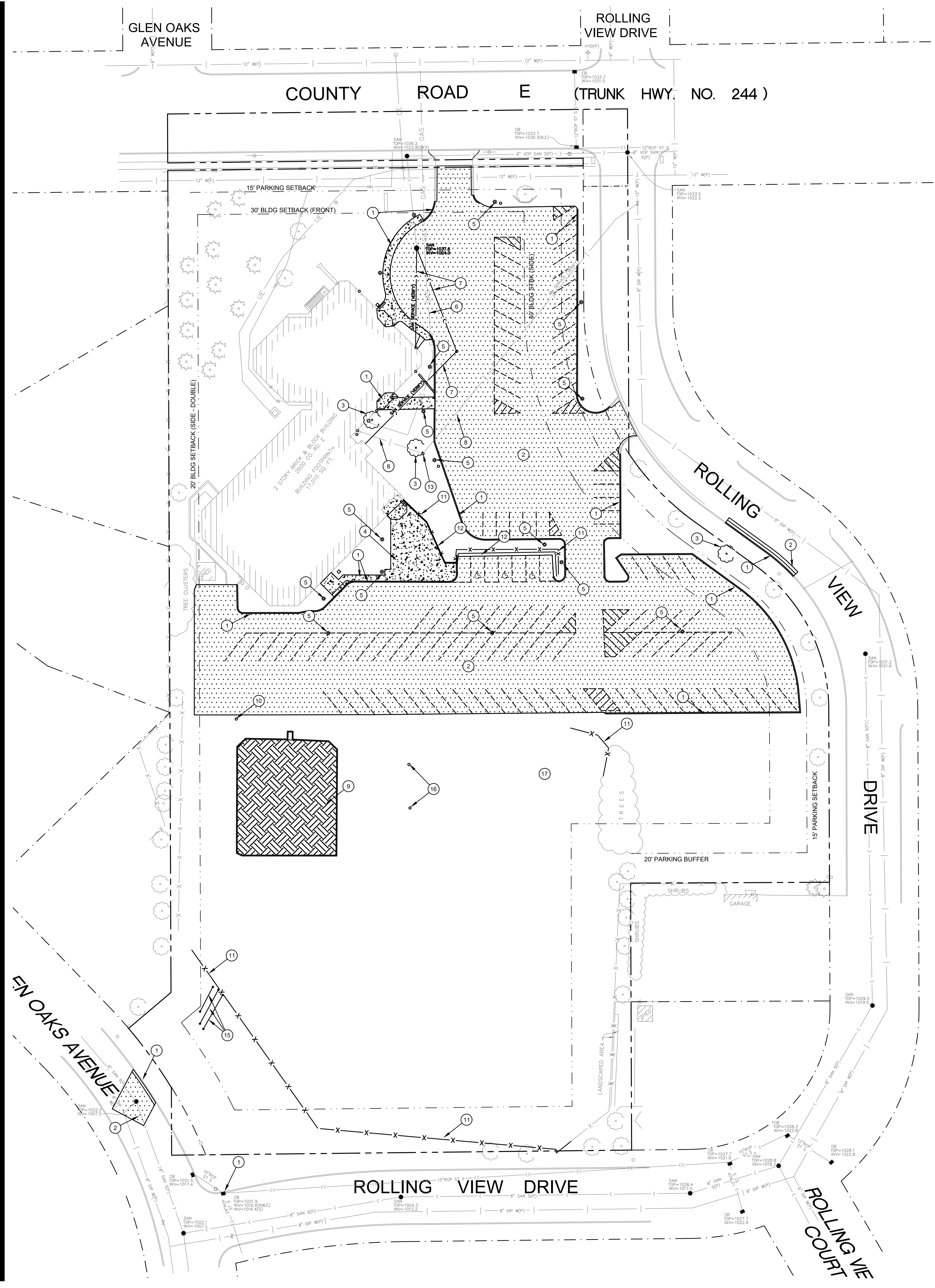
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 7(b)(1), 8, 9, 11(a) and 13 of Table A thereof. The fieldwork was completed on April 16, 2021.

Dated this 27th day of April, 2021.
 SUNDE LAND SURVEYING, LLC.
 By: *Leonard F. Carlson*
 Leonard F. Carlson, P.L.S. Minn. Lic. No. 44890



Added elevations	MAP 6/02/2021
Revision	By: [Signature]
OF	Date
Drawing Title: ALTA / NSPS LAND TITLE SURVEY FOR: LEVEL UP ACADEMY OF: 2600 COUNTY RD. E. WHITE BEAR LAKE, MN	
SUNDE LAND SURVEYING www.sunde.com	
Project: 2021-042	Blk./Pg: 696/74
Township: 30 Range: 22 Section: 36	Date: 04/27/2021
File: 2021042001-R1.dwg	Sheet: 1 of 1

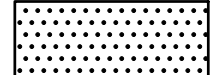






DEMOLITION NOTES

1. Verify all existing utility locations.
2. It is the responsibility of the Contractor to perform or coordinate all necessary utility demotions and relocations from existing utility locations to all onsite amenities and buildings. These connections include, but are not limited to, water, sanitary sewer, cable tv, telephone, gas, electric, site lighting, etc.
3. Prior to beginning work, contact Gopher State Onecall (651-454-0002) to locate utilities throughout the area under construction. The Contractor shall retain the services of a private utility locator to locate the private utilities.
4. Sawcut along edges of pavements, sidewalks, and curbs to remain.
5. All construction shall be performed in accordance with state and local standard specifications for construction.

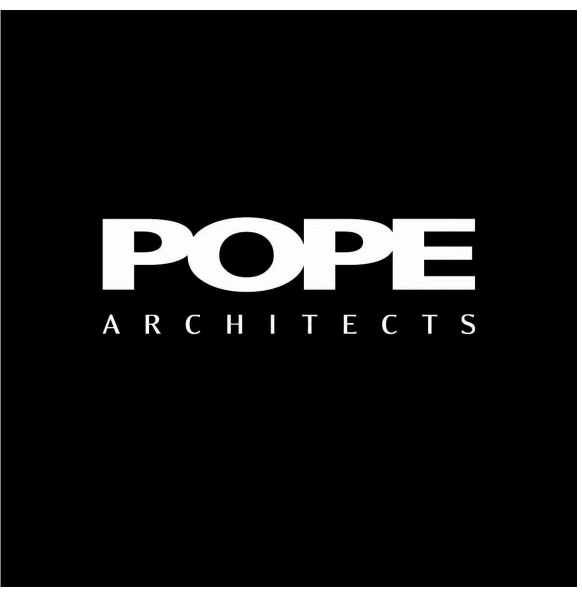
SYMBOL LEGEND

-  REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT SECTION
-  REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT SECTION
-  REMOVE AND SALVAGE ENGINEERED WOOD FIBER

KEY NOTES

1. REMOVE AND DISPOSE OF CONCRETE PAVEMENT/CURB.
2. REMOVE AND DISPOSE OF BITUMINOUS PAVEMENT.
3. REMOVE AND DISPOSE OF TREE.
4. REMOVE AND SALVAGE BIKE RACK.
5. SEE ELECTRICAL.
6. GAS SERVICE REROUTE BY PROVIDER.
7. SANITARY SERVICE REROUTE BY MECH.
8. WATER SERVICE REROUTE, COORD. W/ MECH.
9. REMOVE AND SALVAGE PLAYGROUND.
10. REMOVE AND DISPOSE OF BASKETBALL GOAL.
11. REMOVE AND DISPOSE OF FENCING.
12. REMOVE AND DISPOSE OF RETAINING WALL.
13. REMOVE AND DISPOSE OF POST INDICATOR VALVE.
14. REMOVE AND SALVAGE BENCH.
15. REMOVE AND DISPOSE OF STORM SEWER.
16. REMOVE AND SALVAGE TETHERBALL POLE.
17. REMOVE AND DISPOSE AG-LIME SURFACING.

NOT FOR CONSTRUCTION



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www.larsonengr.com
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**LEVEL UP ACADEMY -
RENOVATION AND
ADDITION**
2600 CO ROAD EAST,
WHITE BEAR LAKE,
MN 55110

DEMOLITION PLAN

Issues and Revisions:
CUP SUBMITTAL 6-14-21

I hereby certify that this plan, specifications or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

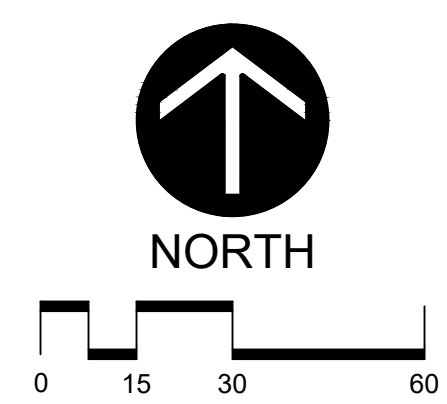
Eric G. Meyer, P.E.
Date: Lic. No.: 44592

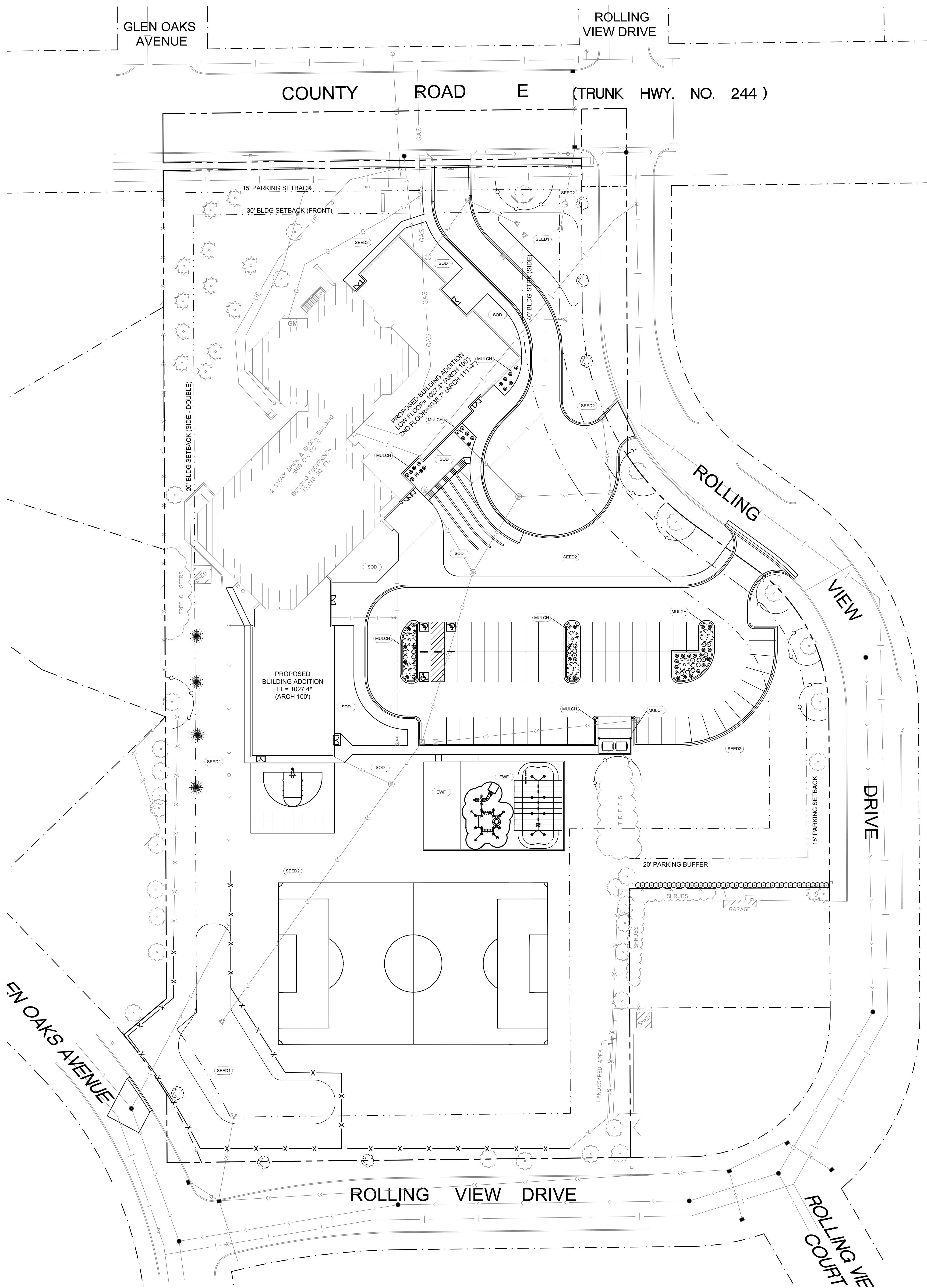
Commission No. 12216058
Drawn by: TJR
Checked by: EGM

SHEET

C100

0 15 30 60
1" = 12'
6/8/2021 9:58:16 AM





PARKING LOT LANDSCAPING

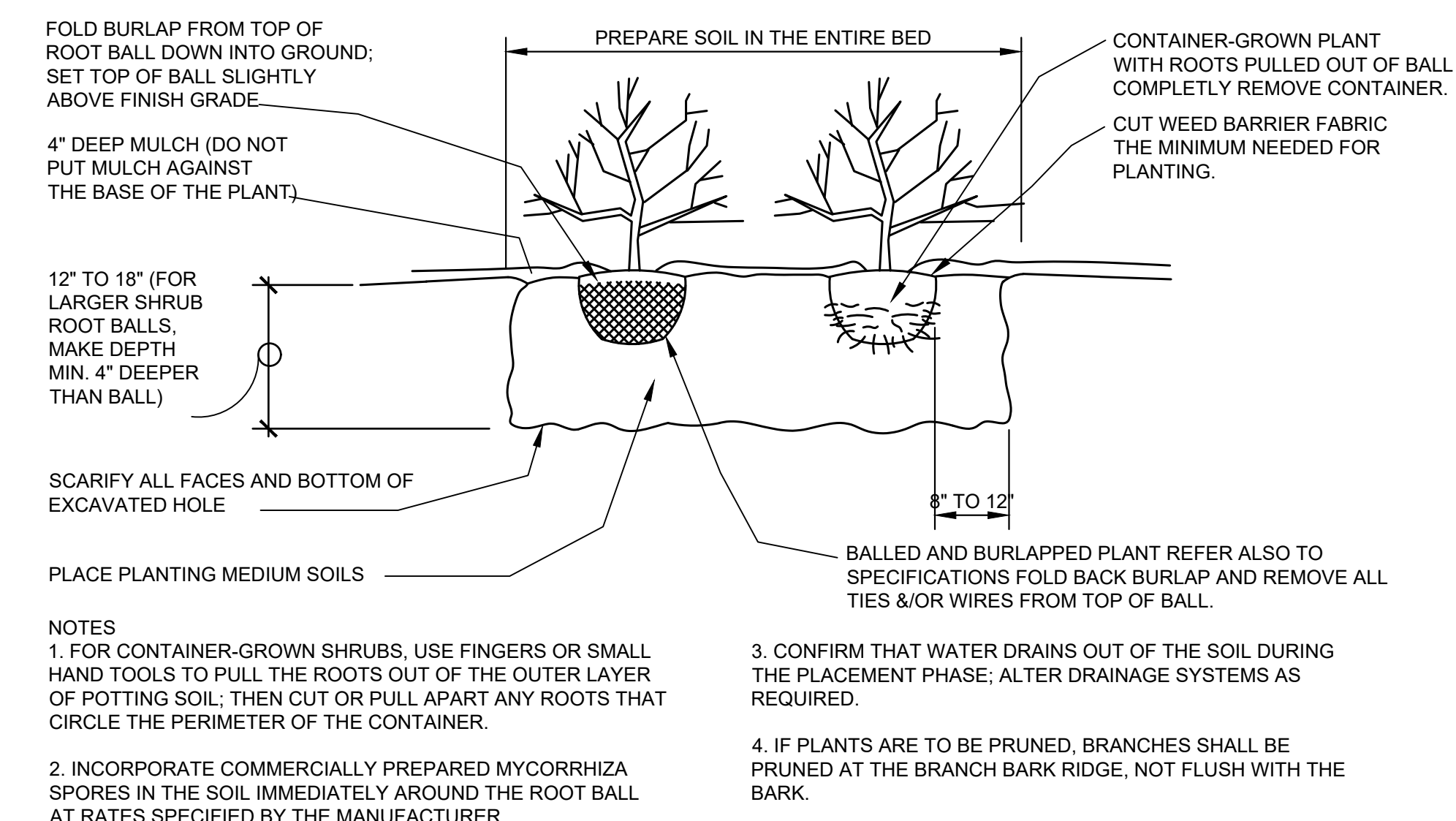
TOTAL PARKING = 62 STALLS
 INTERIOR LANDSCAPING REQUIRED: = 893 SQUARE FEET
 62 STALLS @ 144 SF / 10 STALLS
 INTERIOR SHADE TREES REQUIRED: = 6 SHADE TREES
 893 SF / 144

SYMBOL LEGEND

- ⊗ NEW ORNAMENTAL PLANT, TBD
- NEW ORNAMENTAL PLANT, TBD
- NEW EVERGREEN SHRUB, TBD
- MULCH 4" SHREDDED MULCH OVER WEED BARRIER
- SEED1 NATIVE SEED WITH BLANKET
- SEED2 HYDROSEED
- SOD SOD
- EWV ENGINEERED WOOD FIBER

LANDSCAPING NOTES

1. Landscape Contractor is responsible for coordination with other contractors to protect the new improvements during landscape work activities. Report any damage to the Construction Manager immediately.
2. Plant size and species substitutions must be approved in writing prior to acceptance in the field.
3. Landscape Contractor is responsible for ongoing maintenance of all newly installed material until time of owner acceptance. Any acts of vandalism or damage which may occur prior to owner acceptance shall be the responsibility of the contractor. Contractor shall provide the owner with a maintenance program including, but not limited to, pruning, fertilization and disease/pest control.
4. Landscape Contractor shall provide the owner with a watering schedule appropriate to the project site conditions and to plant material growth requirements.
5. Landscape Contractor shall guarantee newly planted material through one calendar year from the date of written owner acceptance. Plants that exhibit more than 10% die-back damage shall be replaced at no additional cost to the owner. The contractor shall also provide adequate tree wrap and deer/rodent protection measures for the plantings during the warranty period.
6. Planting areas shall be edged with 6" black vinyl edging and have 4" colored hardwood wood mulch over a weed barrier fabric.
7. All trees not planted in landscaped areas shall have shredded hardwood mulch placed around the tree at 4' diameter and 6" deep.
8. Restore all disturbed turf areas with 6" of good quality topsoil and seed or sod as indicated. For infiltration basin areas refer to detail for construction and restoration guidelines.
9. See Sheet C250 for tree preservation and planting plan.



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LEVEL UP ACADEMY - RENOVATION AND ADDITION
 2600 CO ROAD EAST,
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LANDSCAPING PLAN

Issues and Revisions:
 CUP SUBMITTAL 6-14-21

I hereby certify that this plan, specifications or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

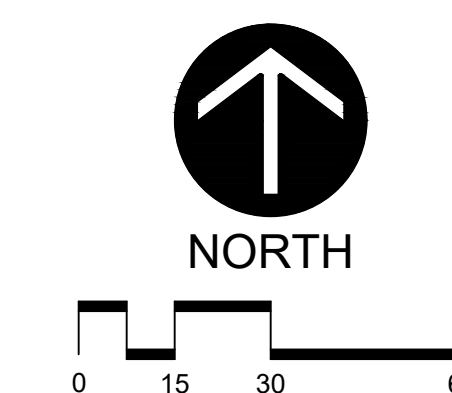
Eric G. Meyer, P.E.
 Date: Lic. No.: 44592

Commission No: 12216058
 Drawn by: TJR
 Checked by: EGM

SHEET

C251

THE SHEET SCALE
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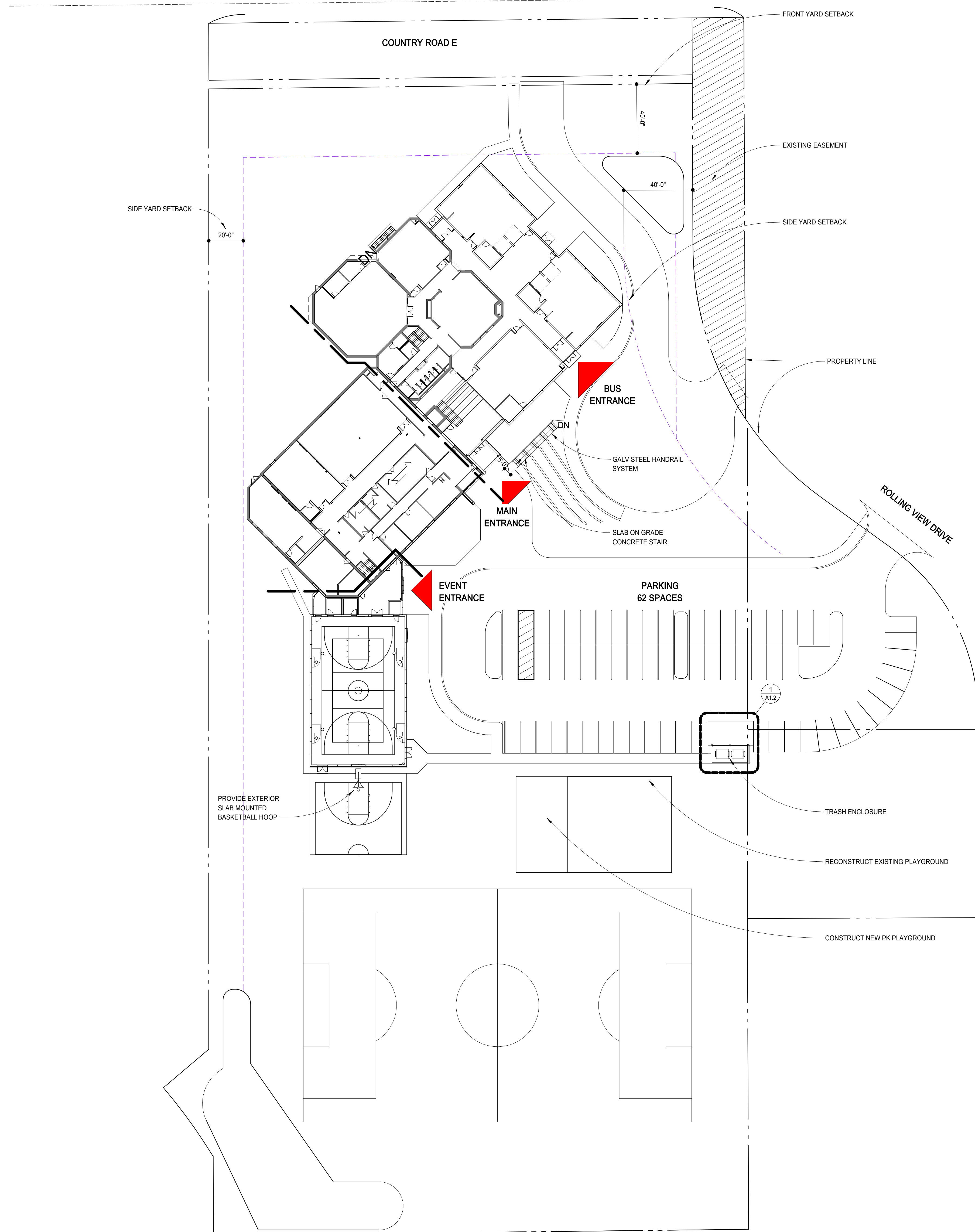


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LEVEL UP ACADEMY -
RENOVATION AND
ADDITION
2600 CO ROAD EAST,
WHITE BEAR LAKE,
MN 55110

SITE DATA		
PARCEL ID 363022120001		
ZONING DISTRICT: R-3 SINGLE FAMILY RESIDENTIAL (PER 1303.030 Subd. 4, in R-1L) School is Conditional Use		
ZONING REQUIREMENTS	REQUIRED	PROVIDED
BUILDING SETBACKS (1303.030 Subd. 4, 1303.050 Subd. 5)		
FRONT	40'	-
REAR	30'	-
SIDE (EAST)	40'	-
SIDE (WEST)	20'	-
PARKING SETBACKS (1302.050 Subd. 17, b and 1302.030 Subd. 7.a)		
FRONT or to right of way	15'	-
REAR	5'	-
SIDE or to right of way	5'	-
SITE AREA	-	189,070 S.F. (4.57 ACRES)
EXISTING BUILDING AREA	-	26,153 S.F.
PROPOSED ADDITION AREA	-	15,470 S.F.
PROPOSED GYM INFILL AREA	-	4,100 S.F.
TOTAL BUILDING AREA	-	45,723 S.F.
MAXIMUM BUILDING HEIGHT	35 FEET	30 FEET
REQUIRED PARKING SPACES (SECTION 1302.050.8) SCHOOL (1 SPACE PER EACH CLASSROOM PLUS (1) ADDITIONAL SPACE FOR EACH 50 STUDENTS)		
TOTAL SPACES REQUIRED	24	-
SPACES PROVIDED	-	62
PROOF OF PARKING	-	0
TOTAL SPACES PROVIDED	-	62
ACCESSIBLE PARKING SPACES (MN BLDG CODE TABLE 1106.1)		
STANDARD	3	3
VAN	-	-



NOT FOR CONSTRUCTION

NOTE: THESE DRAWINGS ARE PRELIMINARY ONLY AND ARE NOT 100% / NOT FOR CONSTRUCTION AND PRELIMINARY PRICING SHOULD BE PROVIDED WITH THIS IN MIND. ADDITIONAL FIELD VERIFICATION, INFORMATION, DETAILS AND PROJECT SPECIFICATIONS WILL BE PROVIDED AS THE PROJECT PROGRESSES THROUGH THE DESIGN PHASES.

ARCHITECTURAL SITE PLAN

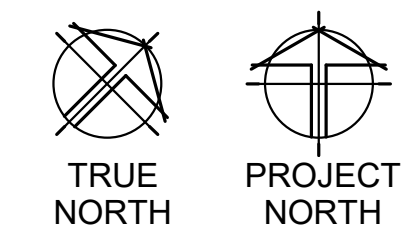
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CITY SUBMITTAL	06/14/21
25% DD PRELIM	07/07/21
PRICING SET	

Commission No.	41815-21052
Drawn by	AAC
Checked by	RDL

SHEET

A1.1

1 SCHEMATIC ARCHITECTURAL SITE PLAN
A1.1 1" = 30'-0"





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LEVEL UP ACADEMY -
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SCHEMATIC
ARCHITECTURAL SITE
PLAN

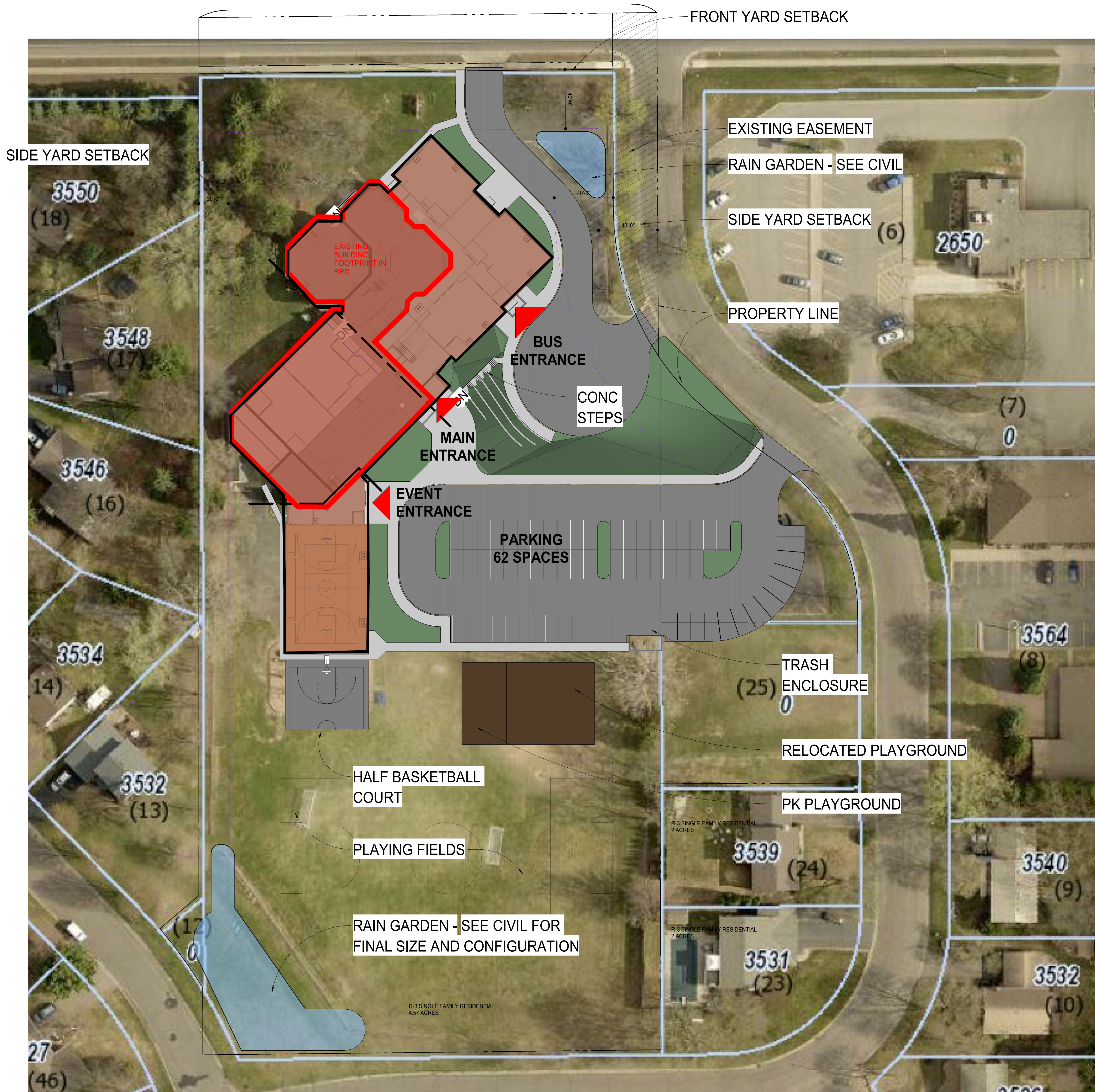
Issues and Revisions:
CITY SUBMITTAL 06/14/21

Commission No. 41815-21052
Drawn by AAC
Checked by RDL

SHEET

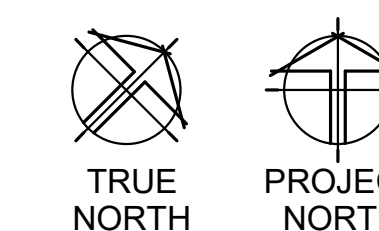
A1.1SP

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SITE DATA		
PARCEL ID: 363022120001		
ZONING DISTRICT: R-3 SINGLE FAMILY RESIDENTIAL (PER 1303.030 Subd. 4, in R-1), School is Conditional Use		
ZONING REQUIREMENTS	REQUIRED	PROVIDED
BUILDING SETBACKS (1303.030 Subd. 4, 1303.050 Subd. 5.)		
FRONT	40'	---
REAR	30'	---
SIDE (EAST)	40'	---
SIDE (WEST)	20'	---
PARKING SETBACKS (1302.050 Subd 17, b and 1302.030 Subd. 7.a)		
FRONT or to right of way	15'	---
REAR	5'	---
SIDE or to right of way	5'	---
SITE AREA	-	199,070 S.F. (4.57 ACRES)
EXISTING BUILDING AREA	-	26,153 S.F.
PROPOSED ADDITION AREA	-	15,470 S.F.
PROPOSED GYM INFILL AREA	-	4,100 S.F.
TOTAL BUILDING AREA	-	45,723 S.F.
MAXIMUM BUILDING HEIGHT	35 FEET	30 FEET
REQUIRED PARKING SPACES (SECTION 1302.050.8) SCHOOL (1 SPACE PER FOR EACH CLASSROOM PLUS (1) ADDITIONAL SPACE FOR EACH 50 STUDENTS)		
TOTAL SPACES REQUIRED	24	---
SPACES PROVIDED	-	62
PROOF OF PARKING	-	0
TOTAL SPACES PROVIDED	-	62
ACCESSIBLE PARKING SPACES (MN BLDG CODE TABLE 1106.1)		
STANDARD	3	3
VAN	---	---

1 SCHEMATIC ARCHITECTURAL SITE PLAN
A1.1SP 1" = 30'-0"





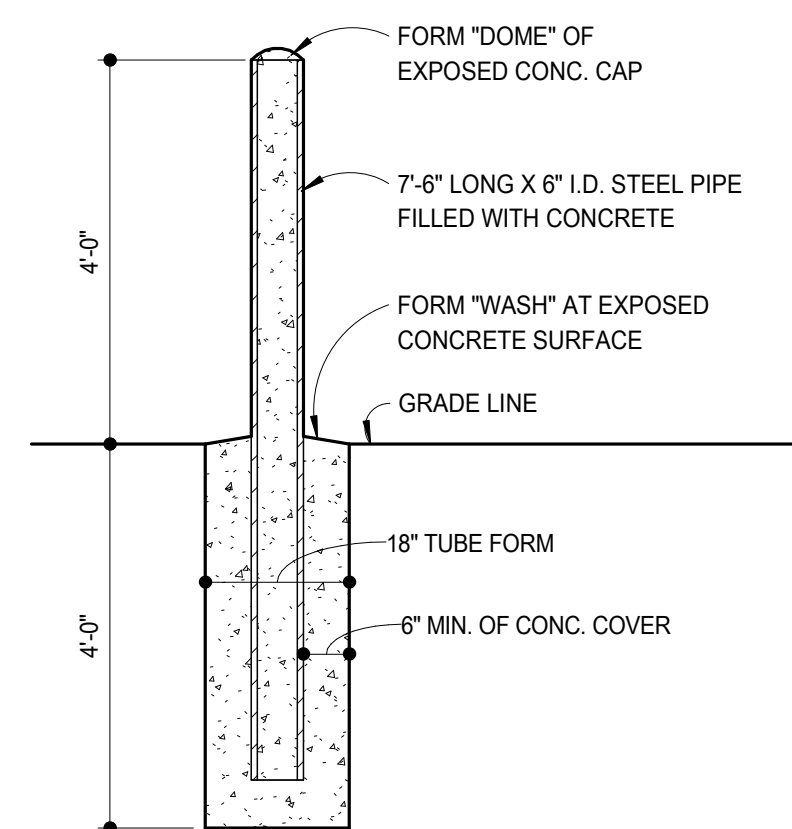
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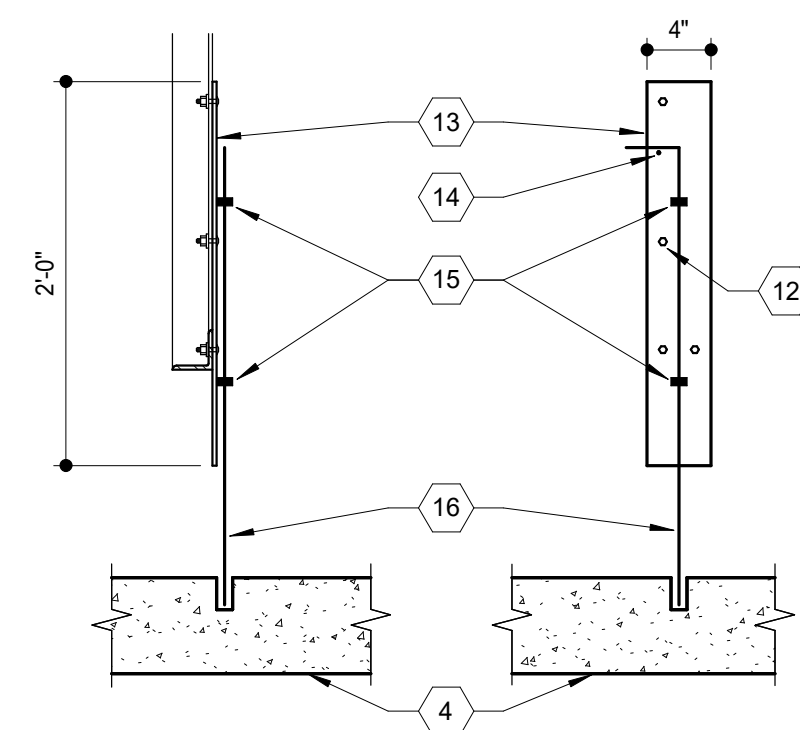
LEVEL UP ACADEMY -
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TRASH ENCLOSURE KEYED NOTES

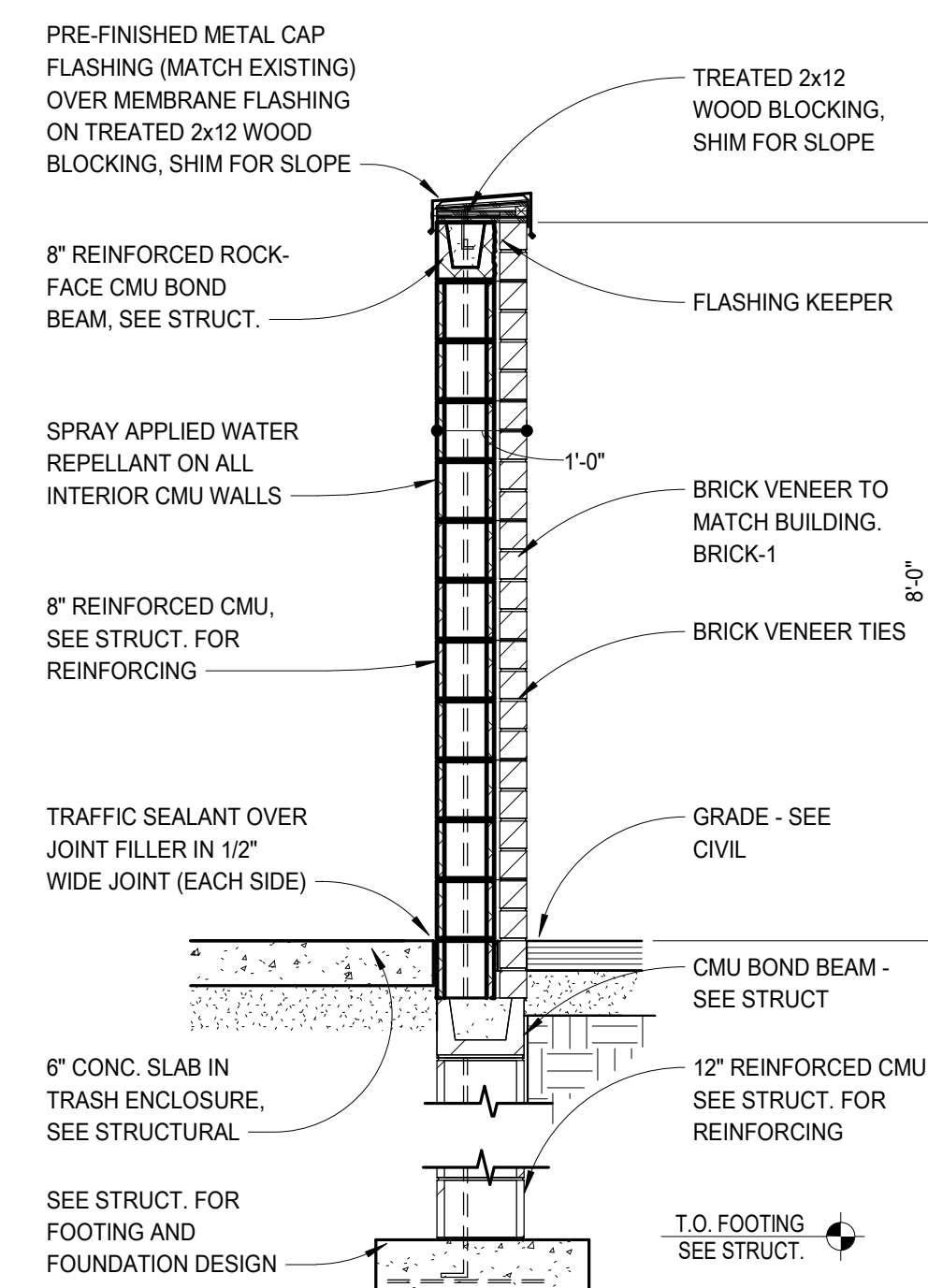
- GENERAL NOTE:**
APPLY HIGH ZINC GALV. REPAIR PAINT TO ALL WELDS AND AREAS WHERE GALVANIZATION HAS BEEN DAMAGED OR REMOVED.
- 1 L 2 1/2" x 2 1/2" x 3/16" GALVANIZED STEEL ANGLE FRAME WITH L 2" x 2" x 3/16" DIAGONAL BRACING.
 - 2 8" DIAMETER SCHEDULE 40 GALVANIZED STEEL POST FILLED WITH CONCRETE PRIOR TO INSTALLATION.
 - 3 H.D. LOCKABLE CANE BOLT EACH GATE LEAF (PROVIDE HOLE IN PAVING w/ 1/8" GALV. SLEEVE EMBEDDED INTO PAVING) TO ACCOMMODATE BOLT - FULL DEPTH OF PAVING FOR DRAINAGE). SEE DETAIL 1/A1.3.
 - 4 7/8" DIAMETER GALVANIZED SLEEVE IMBEDDED 2" IN CONCRETE.
 - 5 1" x 6" COMPOSITE WOOD POLYMER DECK BOARDS. SCREW FASTEN BOARDS TO GATE FRAME MEMBERS INCLUDING DIAGONAL BRACES. ARCHITECT TO SELECT COLOR FROM STANDARD MANUFACTURER'S COLORS.
 - 6 STATIONARY STEEL COLLAR WELDED TO POST AT BOTTOM OF COLLAR ONLY. ALLOW DRAINAGE GAPS IN WELD.
 - 7 STATIONARY STEEL BEARING COLLAR BOLTED TO POST.
 - 8 CONCRETE SLAB. SEE PLAN LAYOUT FOR SIZE.
 - 9 1'-4" DIAMETER POURED CONCRETE FOUNDATION.
 - 10 1" x 2" x 4" STEEL BAR, WELD TO ROTATING COLLAR AND STEEL ANGLE FRAME.
 - 11 ROTATING STEEL COLLAR TO FIT AROUND 8" DIAMETER POST. FILL CAVITY WITH HEAVY DUTY GREASE.
 - 12 FASTEN TO GATE AT 4 PLACES.
 - 13 1/4" STEEL PLATE.
 - 14 1" NIPPLE WELDED TO PLATE.
 - 15 STEEL COLLAR TO FIT AROUND 3/4" DIAMETER STEEL ROD.
 - 16 3/4" DIAMETER STEEL ROD WITH 4" LEG.
 - 17 HEAVY DUTY GATE LATCH.



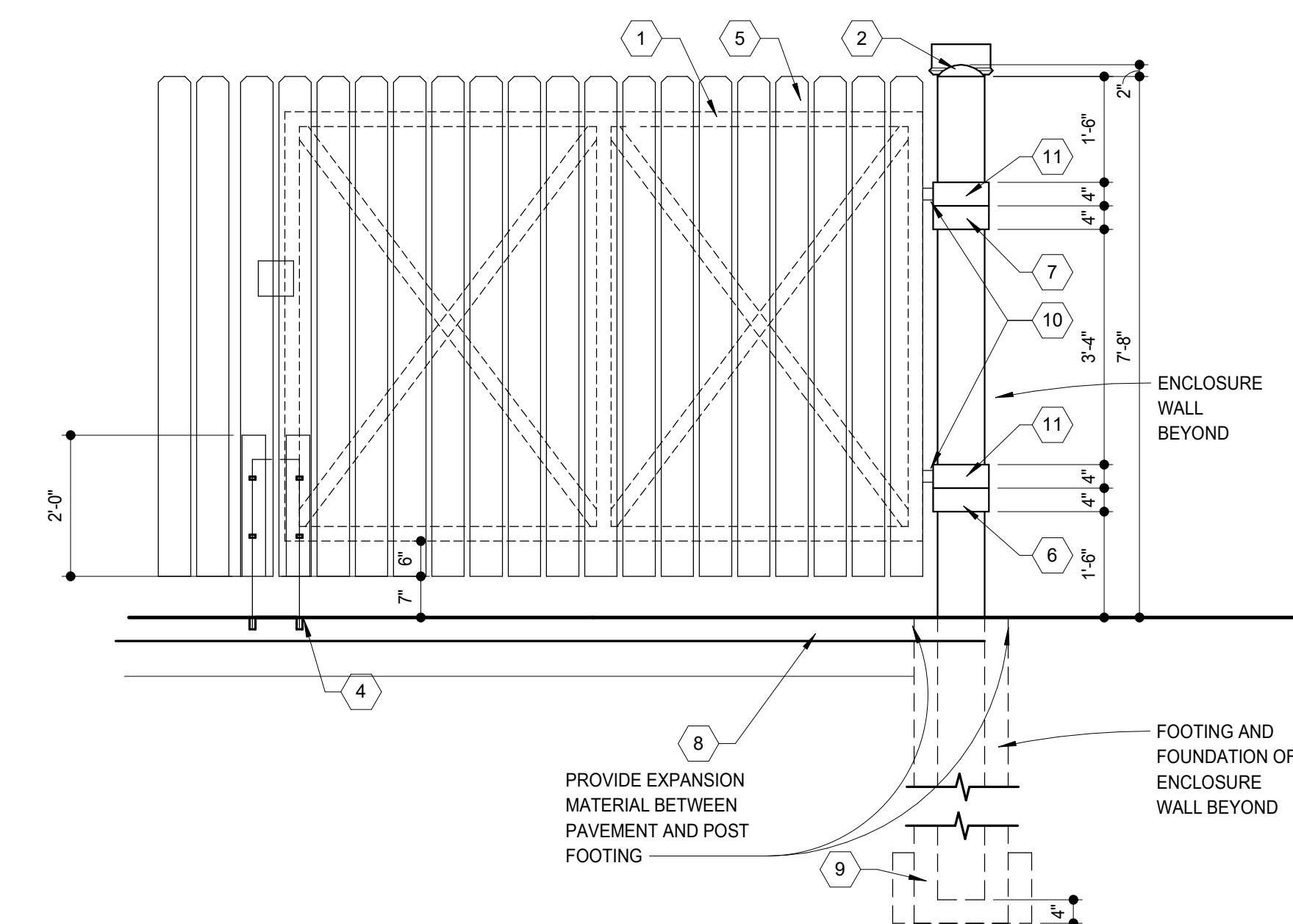
9
A1.2 TYP. EXT. PIPE BOLLARD DETAIL
1/2" = 1'-0"



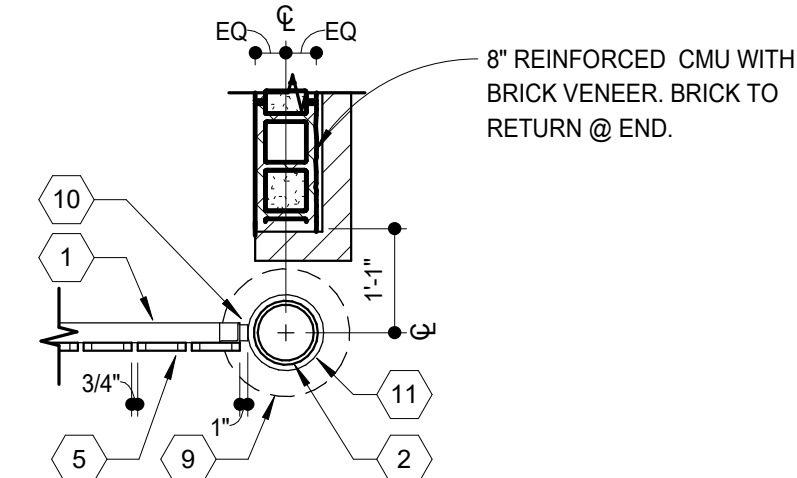
8
A1.2 CANE BOLT DETAIL
1" = 1'-0"



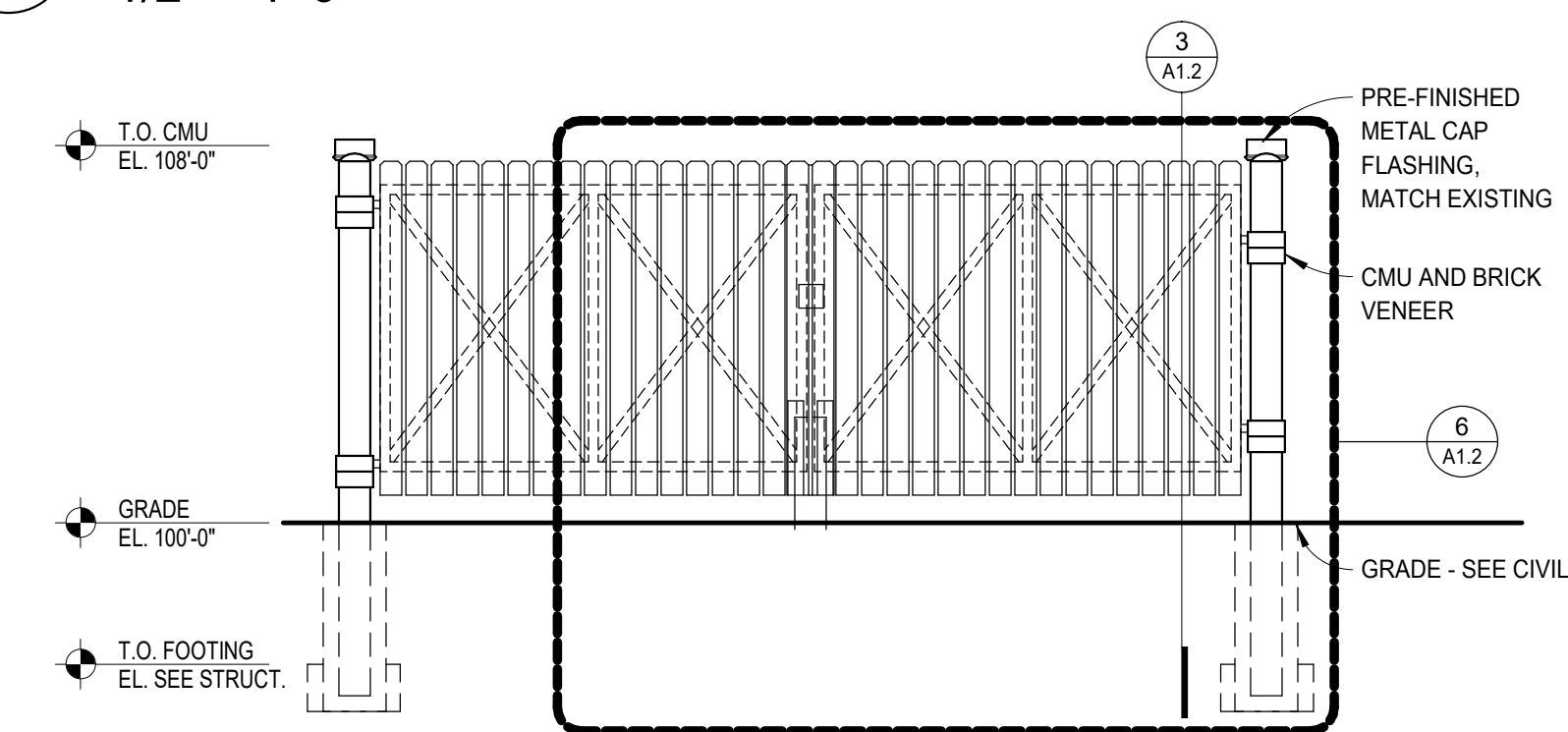
7
A1.2 TYP TRASH ENCLOSURE SECTION
1/2" = 1'-0"



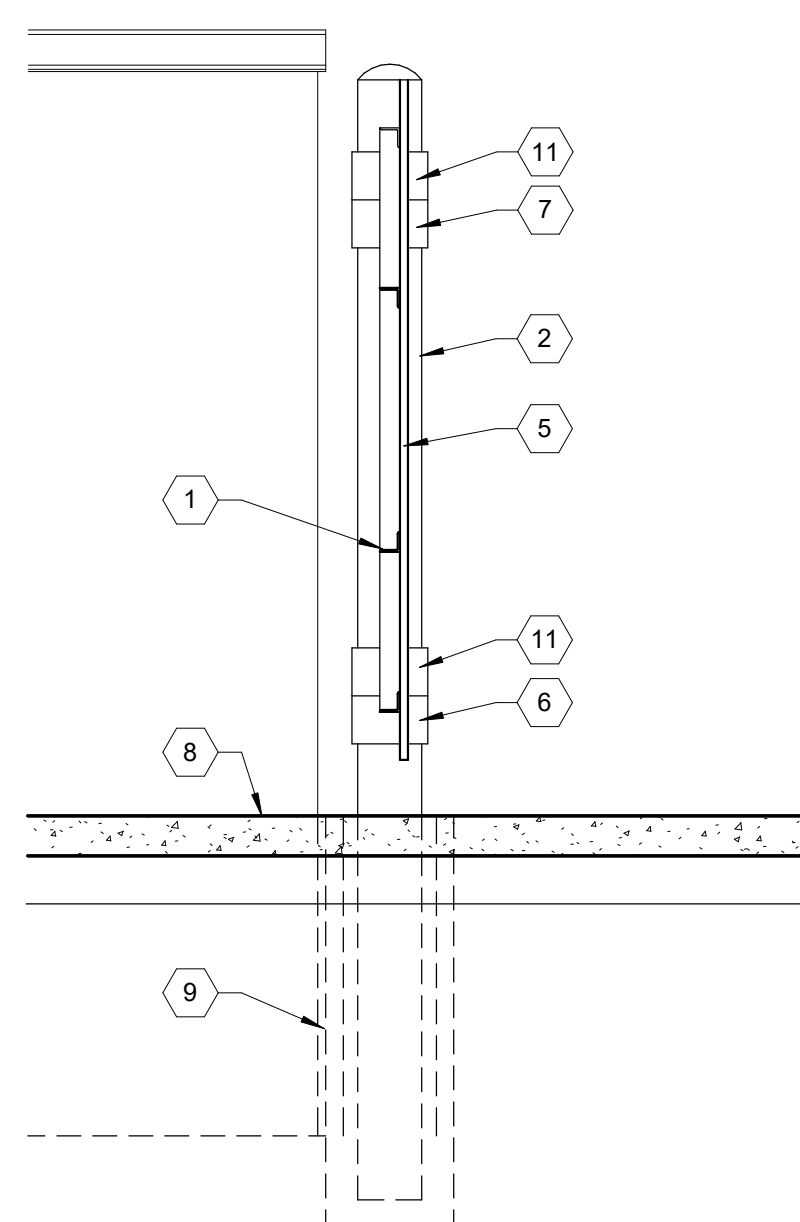
6
A1.2 TRASH ENCLOSURE FRONT GATE DETAIL
1/2" = 1'-0"



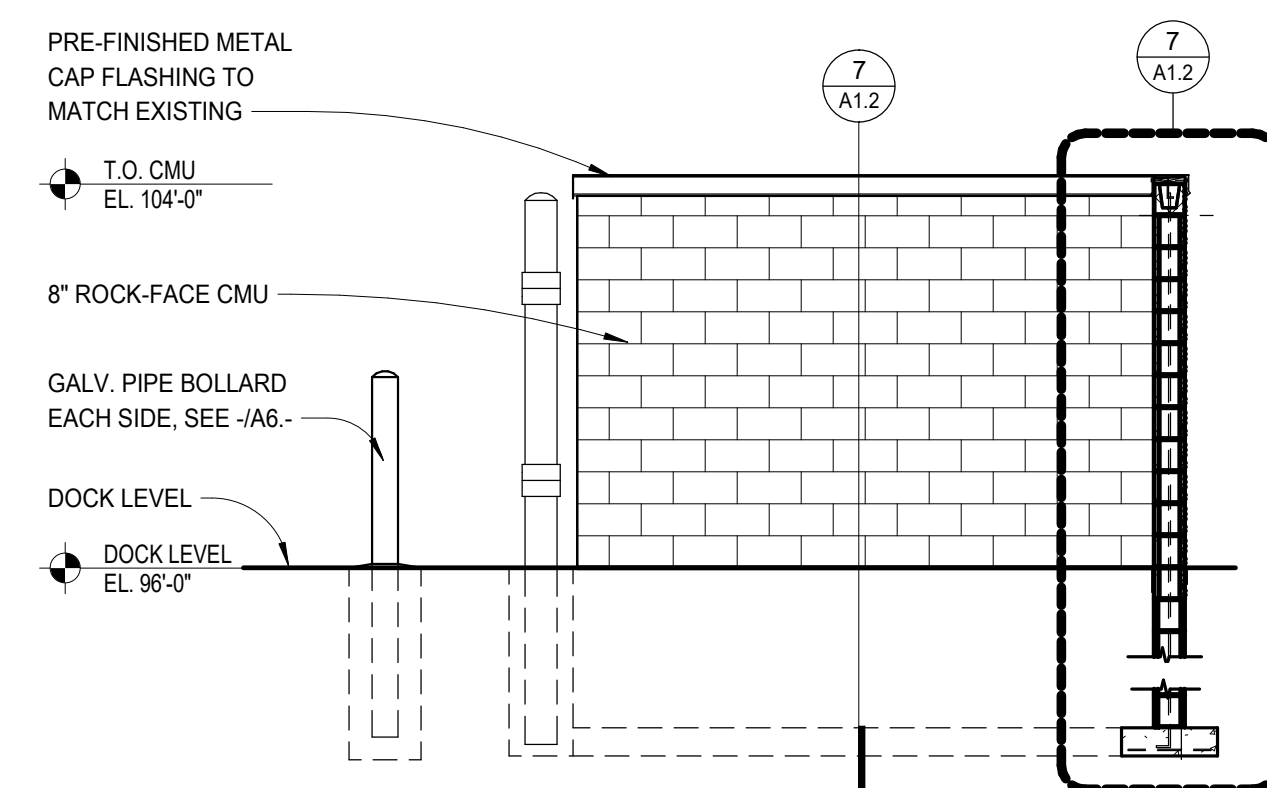
5
A1.2 TYP ENCL HINGE DETAIL
1/2" = 1'-0"



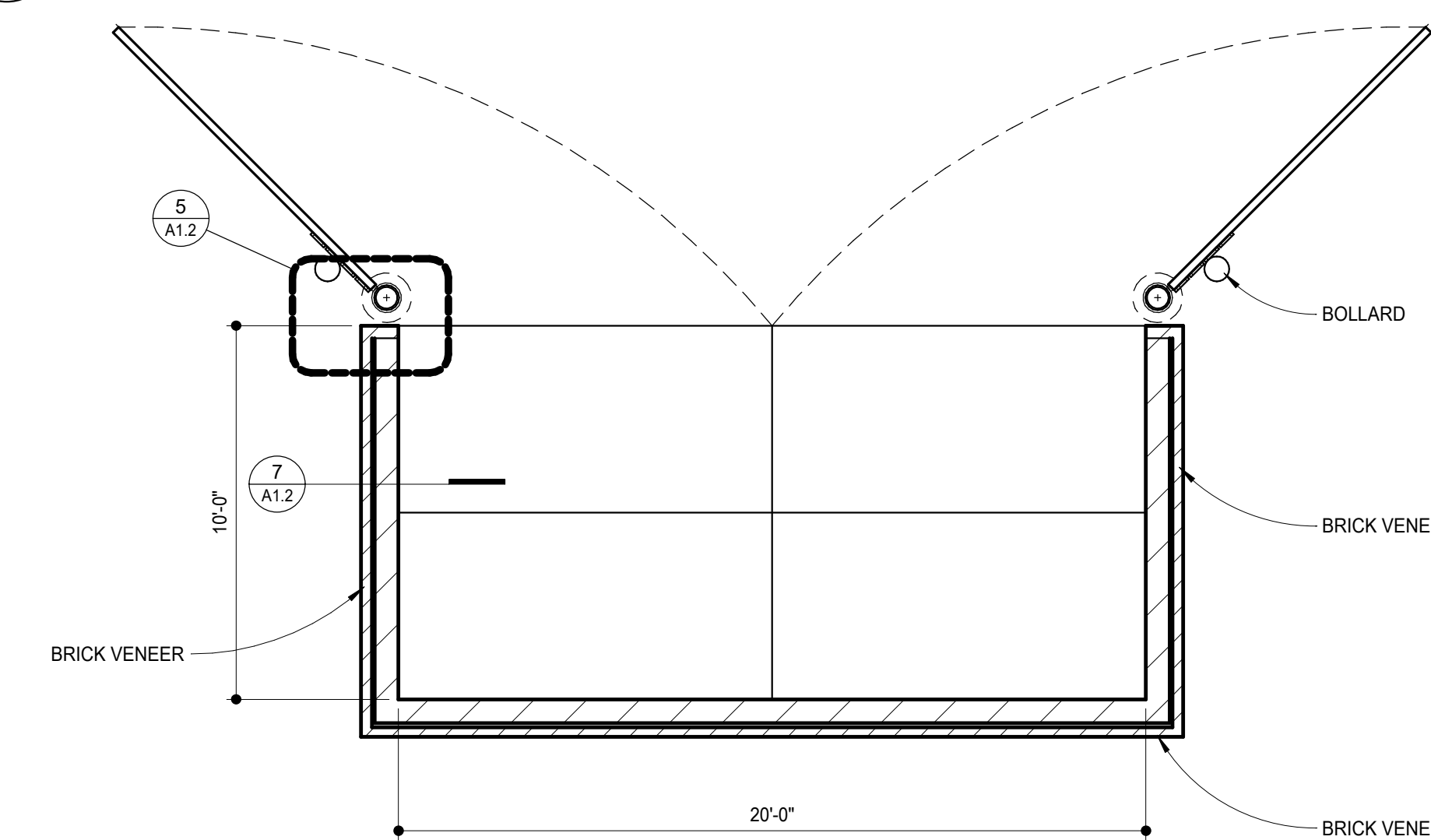
4
A1.2 TRASH ENCLOSURE FRONT ELEVATION
1/4" = 1'-0"



3
A1.2 TYP ENCL SECT @ GATE
1/2" = 1'-0"



2
A1.2 TRASH ENCLOSURE SIDE ELEV.
1/4" = 1'-0"



1
A1.2 TRASH ENCLOSURE PLAN
1/4" = 1'-0"

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SITE DETAILS

25% DD PRELIM 07/07/21
PRICING SET

41815-21052
AAC
RDL

SHEET

A1.2

DEPARTMENT LEGEND

- CLASSROOMS
PREK - 8TH GRADE
- ART / SCIENCE CLASSROOMS
- MUSIC
- LIBRARY / MEDIA CENTER
- PHYSICAL EDUCATION / ATHLETICS
- KITCHEN
- ADMIN
- CIRCULATION
- BUILDING SUPPORT SERVICES

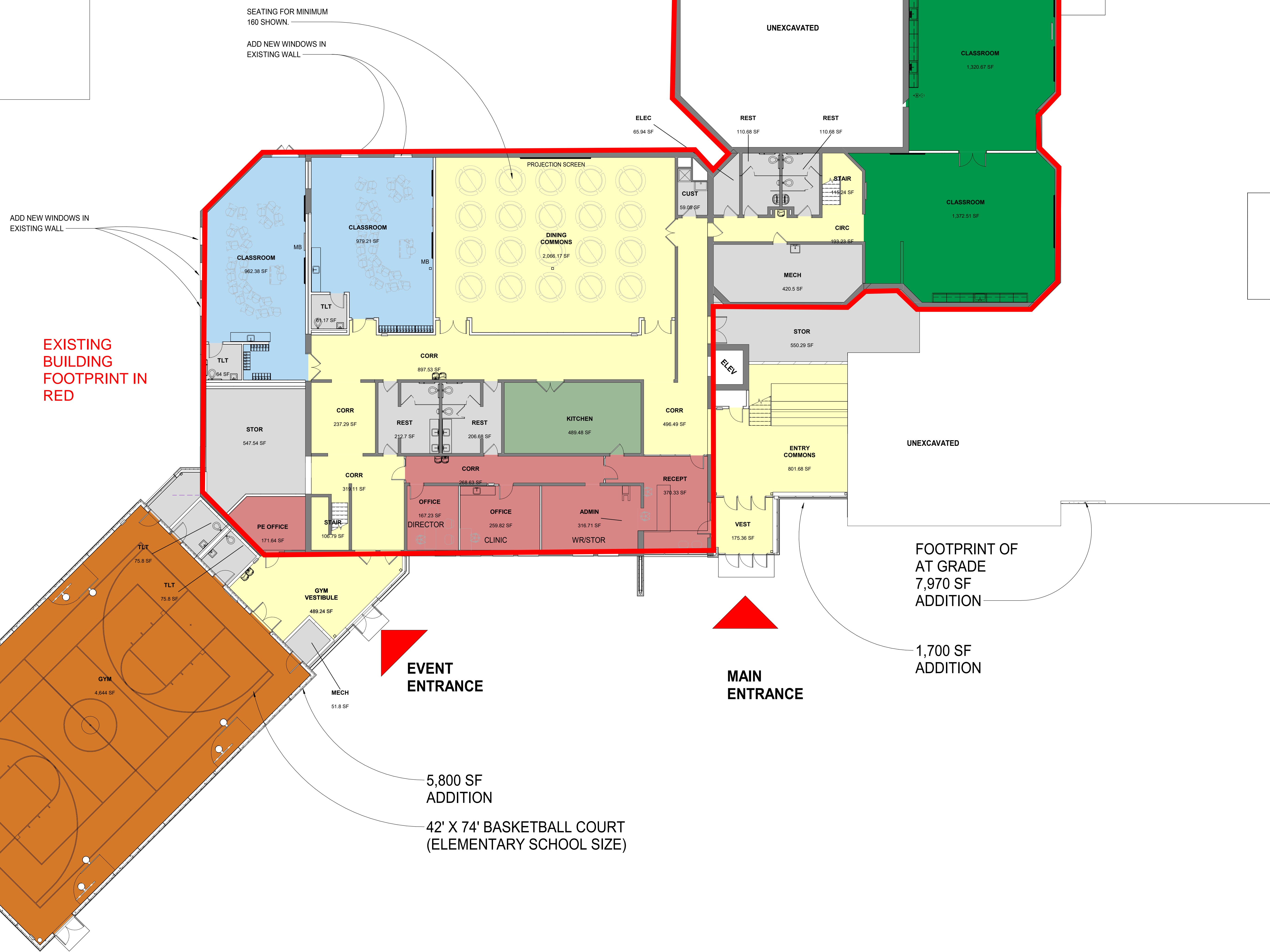
GROSS BUILDING AREA SUMMARY

UPPER LEVEL ADDITION AREA 7,970 SF
 LOWER LEVEL ADDITION AREA 1,700 SF
 GYM ADDITION AREA 5,800 SF
 TOTAL ADDITION AREA 15,470 SF

GYM INFILL AREA 4,100 SF

UPPER LEVEL EXISTING AREA 11,530 SF
 LOWER LEVEL EXISTING AREA 14,623 SF
 TOTAL EXISTING AREA 26,153 SF

TOTAL BUILDING GROSS AREA 45,723 SF



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JB VANG
 LEVEL UP ACADEMY -
 RENOVATION AND
 ADDITION
 2600 CO ROAD EAST,
 WHITE BEAR LAKE,
 MN 55110

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SCHEMATIC LOWER LEVEL FLOOR PLAN

Issue and Revision:	
CITY SUBMITTAL	06/14/21
25% DD PRELIM PRICING SET	07/07/21

Commission No.	41815-21052
Drawn by	AGC
Checked by	RDL

SHEET

A2.1
 TRUE NORTH PROJECT NORTH

DEPARTMENT LEGEND

- CLASSROOMS
PREK - 8TH GRADE
- ART / SCIENCE CLASSROOMS
- MUSIC
- LIBRARY / MEDIA CENTER
- PHYSICAL EDUCATION / ATHLETICS
- KITCHEN
- ADMIN
- CIRCULATION
- BUILDING SUPPORT SERVICES

GROSS BUILDING AREA SUMMARY

UPPER LEVEL ADDITION AREA	7,970 SF
LOWER LEVEL ADDITION AREA	1,700 SF
GYM ADDITION AREA	5,800 SF
TOTAL ADDITION AREA	15,470 SF
GYM INFILL AREA	4,100 SF
UPPER LEVEL EXISTING AREA	11,530 SF
LOWER LEVEL EXISTING AREA	14,623 SF
TOTAL EXISTING AREA	26,153 SF
TOTAL BUILDING GROSS AREA	45,723 SF



EXISTING BUILDING FOOTPRINT IN RED

4,100 SF GYM INFILL

7,970 SF ADDITION

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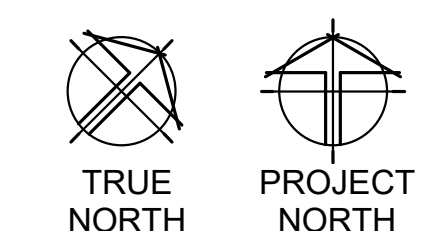
SCHEMATIC UPPER LEVEL FLOOR PLAN

Issue and Revision:	
CITY SUBMITTAL	06/14/21
25% DD PRELIM	07/07/21
PRICING SET	

Commission No:	41815-21052
Drawn by:	Author
Checked by:	Checker

SHEET

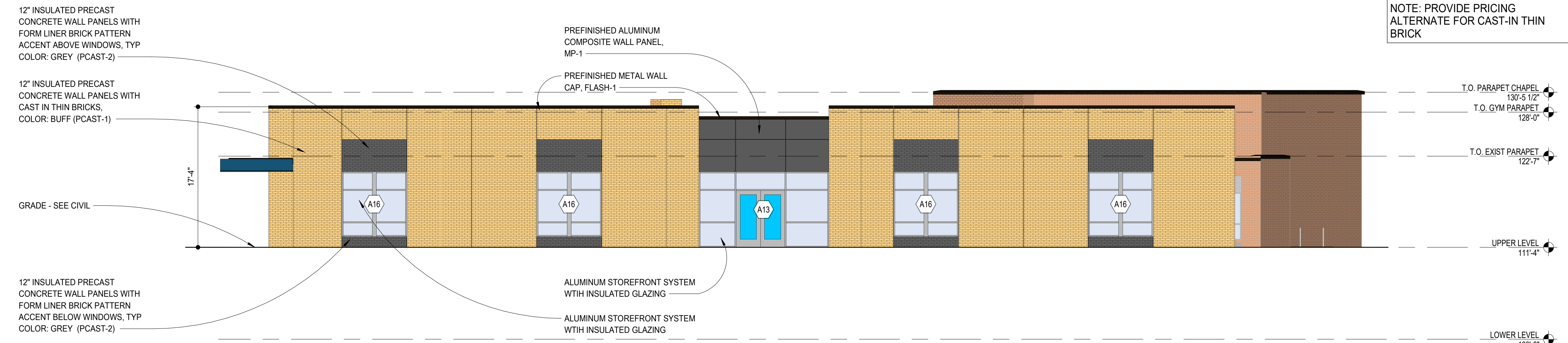
A2.2



EXTERIOR MATERIAL FINISH SCHEDULE

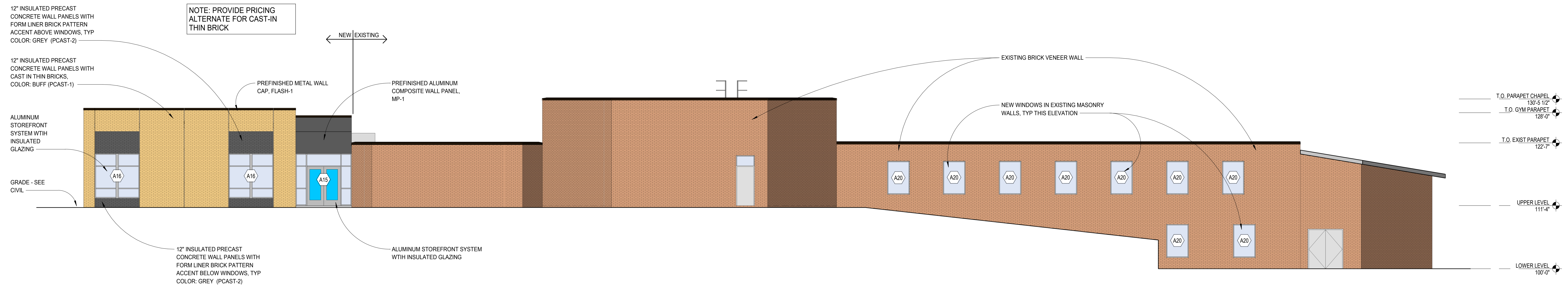
MATERIAL ID	MATERIAL	MANUFACTURER	FINISH	COLOR	LOCATION
PCAST - 1	PRECAST CONCRETE WALL PANELS	TBD	FORMLINER BRICK PATTERN	BRICK-1	SEE ELEVATIONS
PCAST - 2	PRECAST CONCRETE WALL PANELS	TBD	FORMLINER BRICK PATTERN	BRICK-2	SEE ELEVATIONS
PCAST - 1 (BID ALT)	PRECAST CONCRETE WALL PANELS	TBD	CAST-IN THIN BRICK	BRICK-1	SEE ELEVATIONS
PCAST - 2 (BID ALT)	PRECAST CONCRETE WALL PANELS	TBD	CAST-IN THIN BRICK	BRICK-2	SEE ELEVATIONS
PCAST - 3	PRECAST CONCRETE WALL PANELS	TBD	EXPOSED AGGREGATE	BUFF	SEE ELEVATIONS
BRICK - 1	BRICK VENEER FORM LINER PANEL	TBD	SMOOTH	BUFF TO MATCH EXISTING BUILDING.	SEE ELEVATIONS
BRICK - 2	BRICK VENEER FORM LINER PANEL	TBD	SMOOTH	GREY	SEE ELEVATIONS
BRICK - 1 (BID ALT)	BRICK VENEER	ENDICOTT	VELOUR	BUFF TO MATCH EXISTING BUILDING.	SEE ELEVATIONS
BRICK - 2 (BID ALT)	BRICK VENEER	ENDICOTT	VELOUR	GREY	SEE ELEVATIONS
MP - 1	ALUM COMPOSITE	TBD	KYNAR	GREY	SEE ELEVATIONS
MP - 2	ALUM COMPOSITE	TBD	KYNAR	BLUE	SEE ELEVATIONS
FLASH - 1	CAP FLASHING	TBD	KYNAR	GREY TO MATCH MP-1	SEE ELEVATIONS
FLASH - 2	CAP FLASHING	TBD	KYNAR	TBD	SEE ELEVATIONS
AFS FLASH - 1	WINDOW SILL FLASHING	TBD	KYNAR	GREY	SEE ELEVATIONS
AFS-1	ALUMINUM STOREFRONT	TBD	KYNAR	GREY	SEE ELEVATIONS

NOTE:
THE "BASIS OF DESIGN" MATERIALS FOR THE PROJECT ARE LISTED ON THE SCHEDULE ABOVE. SEE SPECIFICATIONS FOR ADDITIONAL MATERIAL INFORMATION AND OTHER APPROVED SUBSTITUTIONS.

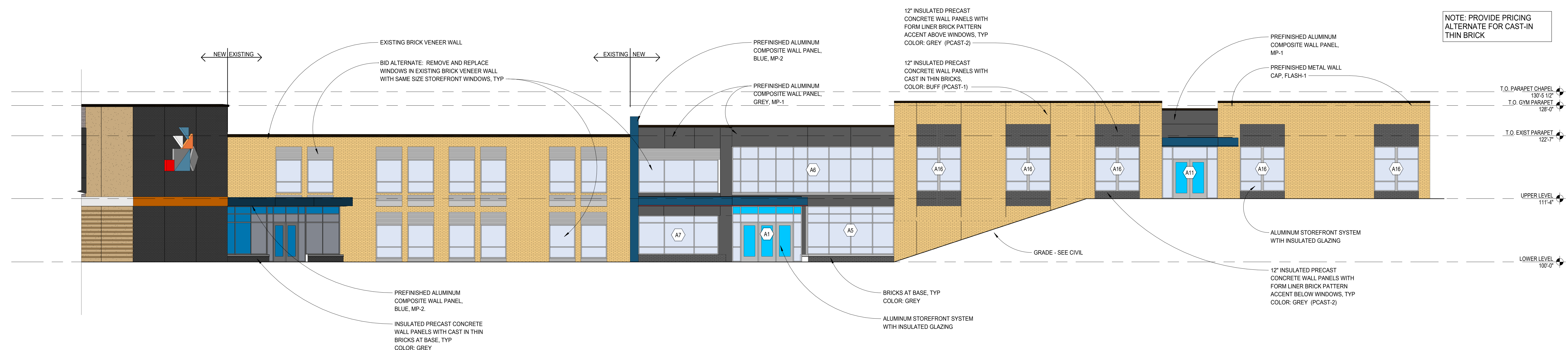


NOTE: PROVIDE PRICING ALTERNATE FOR CAST-IN THIN BRICK

3 CLASSROOM ADDITION - NORTH ELEVATION A3.2 1/8" = 1'-0"



2 WEST ELEVATION A3.2 1/8" = 1'-0"



1 EAST ELEVATION A3.2 1/8" = 1'-0"

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EXTERIOR ELEVATIONS, EXTERIOR MATERIAL FINISH SCHEDULE

Issue and Revision	Date
CITY SUBMITTAL	06/14/21
25% DD PRELIM PRICING SET	07/07/21

Commission No.	41815-21052
Drawn by	AAC
Checked by	RDL

SHEET

A3.2



2 3D - BIRDS EYE LOOKING WEST
A3.4



1 3D - BIRDS EYE LOOKING SOUTHWEST
A3.4

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EXTERIOR PERSPECTIVES

Issue and Revision	Date
CITY SUBMITTAL	06/14/21
25% DD PRELIM PRICING SET	07/07/21

Commission No.	41815-21052
Drawn by	AAC
Checked by	RDL

SHEET

A3.4

CITY COUNCIL MEETING SUMMARY

July 13, 2021

APPROVAL OF MINUTES – Approved

A. Minutes of the Regular City Council Meeting on June 22, 2021

APPROVAL OF THE AGENDA – Approved

City Manager Hiniker added 9C.

VISITORS AND PRESENTATIONS – Nothing scheduled

PUBLIC HEARINGS – Nothing scheduled

LAND USE – Approved

A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Pamela Preisler for a Special Home Occupation Permit extension at 3862 Crestwood Place. (Case No. 15-2-SHOPa). **Resolution No. 12804**
2. Consideration of a Planning Commission recommendation for approval of a request by James Trusten for two setback variances for a new detached garage at 1783 Eugene Street. (Case No. 21-14-V). **Resolution No. 12805**
3. Consideration of a Planning Commission recommendation for approval of a request by Independent School District #624 for a Conditional Use Permit Amendment for two building additions to South Campus located at 3551 McKnight Road. (Case No. 21-6-CUP). **Resolution No. 12806**

B. Non-Consent

1. Consideration of a Planning Commission recommendation for denial of a request by Brooke & Garrett Boesch for a fence variance at 2514 Oak Court. (Case No. 21-15-V). **Resolution No. 12807**
2. Consideration of a Planning Commission recommendation for denial of a request by Joe Morris for a fence variance at 4926 Johnson Avenue. (Case No. 21-16-V). **Resolution No. 12808**
3. Consideration of a Planning Commission recommendation for approval of a request by Paula & Mike Lobinsky for four setback variances at 4372 Cottage Park Road. (Case No. 21-11-V). **Resolution No. 12809**

UNFINISHED BUSINESS – Nothing scheduled

ORDINANCES

- A. First reading of a City initiated text amendment to Zoning Code Section 1303.160 to allow interim use permits in the B-5 zoning district

NEW BUSINESS – Approved

- A. Resolution accepting quotes and awarding contract for the Memorial Beach Retaining Wall Project. **Resolution No. 12810**
- B. Resolution setting a 25 mile speed limit on certain residential streets. **Resolution No. 12811**
- C. Resolution approving a letter of consent to the City of Vadnais Heights regarding a comprehensive plan amendment. **Resolution No. 12812**

CONSENT – Approved

- A. Acceptance of Minutes: May Environmental Advisory Commission, May Park Advisory Commission, June Planning Commission
- B. Resolution authorizing the use of Railroad Park Gazebo by the Ramsey County Library. **Resolution No. 12813**
- C. Resolution approving change order to the Water Meter Replacement Project. **Resolution No. 12814**

DISCUSSION – Nothing scheduled

COMMUNICATIONS FROM THE CITY MANAGER

- Thanks for all who helped organize Marketfest, which goes through August 5th and the city has a booth for the Welcoming & Inclusive Task Force and the Housing Task Force. This week is Public Safety week in which the ladder truck and other public safety equipment will be present.
- July 20, 2021 Work Session at 6:00 p.m. in the Expansion Room of City Hall to discuss the License Bureau operations and return of Passport services in the future, South Shore Blvd and the Sports Center will also be discussed during the work session.
- August 17th will be the Budget Work Session
- Mayor Emerson mentioned a Bruce Vento Trail meeting tomorrow and staff agreed to send the appointment information to the Council.
- Staff have been working in cooperation with Lake Links Trail Organization, White Bear Township, Ramsey County, MN DOT, to discuss right-of-way issues, which will be a discussion item during the next City Council meeting.
- City Engineer / Public Works updates by Director Paul Kauppi

- Road rehabilitation is nearly complete, with the exception of Lakewood Hills and Matoska boat launch, which will happen later this year when the traffic in those areas diminishes.
 - Gazebo ribbon cutting was postponed due to the wrong size column covers, and will happen mid-August. Invites to come soon.
- Community Development updates by Director Anne Kane
- City businesses have tapped into CARES Relief Funding, and the Small Business Administration (SBA) offered a restaurant relief program in which six restaurants in White Bear Lake received nearly \$1 million in federal funds through a competitive grant. Ms. Kane relayed her understanding that no restaurants were lost in White Bear Lake as a result of the economic impacts of COVID. She attributed this, in part, to the efforts of the Economic Development Corporation (EDC), MainStreet, ReGrow, and the restaurant delivery program.

ADJOURNMENT – 8:24 p.m.

Park Advisory Commission Meeting Minutes

MAY 20, 2021

6:30 P.M.

EBBA PARK

MEMBERS PRESENT	Bill Ganzlin, Bryan Belisle, Victoria Biehn, Mark Cermak, Anastacia Davis, Ginny Davis, Mike Shepard
MEMBERS ABSENT	
STAFF PRESENT	Andy Wietecki, Paul Kauppi
VISITORS	
NOTE TAKER	Andy Wietecki

1. CALL TO ORDER

The meeting was called to order at 6:33 pm.

2. APPROVAL OF MINUTES

Approval of the minutes from April 15, 2021 was moved by Mark Cermak and seconded by Bryan Belisle.

3. APPROVAL OF AGENDA

Approval of the May 20, 2021 agenda was moved by Bryan Belisle and seconded by Victoria Biehn with the addition of Boatworks Green Space.

4. UNFINISHED BUSINESS

None.

5. NEW BUSINESS

a) Arbor Day Tree Planting

Tonight was the official celebration for Arbor Day in the City of White Bear Lake and the task was planting 5 trees (3-Birch Dakota Pinnacle and 2-Oak Crimson Spires) along the fence line between the Water Treatment Facility and Ebba Park. Andy demonstrated to the Parks Advisory Commission how to properly plant a tree, including finding the main or tap root and removing any extra dirt on the top of the root ball so that the main root is only planted within an inch of the surface of the existing ground. Andy Wietecki reported to the Commission members that one of the biggest mistakes when planting trees is they are planted too deep which then affects the way the roots grow. Andy also demonstrated how to properly box cut the sides of container trees so the roots don't become root bound which is when the roots grow in a circular direction following how they grew in the container. If the roots aren't corrected, the tree will not be stable in the wind and will not live to be a mature tree. All of the Commission got their hands dirty and planted the trees. Once the trees were in the ground, the Commission top dressed them with a mulched ring around the tree to help hold moisture in the ground.

b) Park Tour – Ebba Park

The Park Advisory Commission toured Ebba Park. Andy Wietecki explained that there is a storm water filtration system under the outfield of the baseball area, the shelter was replaced roughly 10-15 years ago and the playground is in really good condition. The project to be completed this year at Ebba Park is having the shelter ceiling cleaned and stained. Nothing has been done to the ceiling since it was installed 10-15 years ago and now it's moldy and dirty. The City has incorporated into the budget funds to stain the ceiling shortly after new shelters are installed to avoid deterioration.

c) BoatWorks Green Space

Bryan Belisle would like to add something to the BoatWorks Green Space for residents to use and add signage as well as stating it is public park property. Bryan suggested some cement pads with picnic tables, a couple of benches along the border of the sidewalk or something along this nature. The Park Advisory Commission members are in agreement that something is needed in this space. Both Paul Kauppi and Andy Wietecki reminded the Commission that there is a storm water filtration system under the green space that collects storm water from this location. The water goes into the tanks under the grass and then the irrigation system uses that water for this property. The other complication with improving this area is that the Fire Department needs to be able to pull a fire truck into this area in case of an emergency. Andy will meet with the Fire Department to see if there are options for installing benches or tables that won't interfere with their operations.

Bryan also mentioned that the green space grass looks unsightly. The green space always has yellow spots due to the animals that live in the apartments. The spots are not usually fixed until late into the season. Paul responded that Andy Wietecki could reach out to the manager of At Homes Apartments and request the spots be fixed earlier in the season. Brian suggested that the dogs not be allowed to use the park as a bathroom. However, Paul responded that the dogs' use of the green space was negotiated during the construction of the building. The green space is the only place the dogs have to use. The alternative would be to have the dogs use Veterans Memorial Park and that is not appropriate since there is such a strong meaning behind the park. The At Home Apartments now DNA tests the dogs that live there and if they find a fresh mound of feces, they send it in for testing. If it comes back to a dog that lives there, they are fined twice before they are forced to move out. The DNA testing was put into effect last year.

6. OTHER STAFF REPORTS**a) Dog Beach Lakeshore Restoration Project**

Andy and Paul reported to the Park Advisory Commission that the Dog Beach Lakeshore Restoration Project has been finished. The City was able to regain roughly five feet of shoreline washed away with the high water last spring. There are multiple areas that were built like steps going down to the water's edge for people and dogs to easily navigate. The Parks Advisory Commission will be having a tour of Matoska Park in July to see the newly restored Erd-Geist Gazebo and the Dog Beach Lakeshore Restoration.

b) Parks CIP Budget

Paul Kauppi suggested that the Parks Advisory Commission should review the Parks Capital Improvement Budget to confirm the projects listed over the next few years are important to our City parks and to confirm that the Commission wants to move forward with them. Paul is also requesting a representative from the Commission attend an upcoming City Council meeting to talk about the budget and projects.

c) Earth Day Cleanups

Andy Wietecki reported that there was an overwhelming response to Earth Day clean-ups this year. In addition to the City's Arbor Day project, the White Bear Lake Lions Club cleaned up Lakewood Hills Park and along White Bear Avenue by the park, the White Bear Lake Rotary club cleaned up along White Bear Lake in front of Kowalski's and along Goose Lake, Yoga Devotion cleaned up the beach and West Park, and a neighborhood group cleaned up the areas around Highway 96 and White Bear Parkway. Andy also reported that the City's Adopt-A-Park program now has 5 parks that have been adopted. Signs have been made and will be installed at the parks with the name(s) of the people and organizations that have adopted the park to show recognition for their service and dedication to our parks.

7. COMMISSION REPORTS

None.

8. OTHER BUSINESS

None.

9. ADJOURNMENT

The next meeting will be held on June 17, 2021 at 6:30 p.m.

There being no further business to come before the Park Commission, the meeting was adjourned. Moved by Mike Shepard and seconded by Ginny Davis.