

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
August 3, 2015**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on August 3, 2015.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Johnson, Quigley, Springhorn and Wickstrom.

APPROVAL OF AGENDA

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the August 3, 2015 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

Friday, August 7, 2015 will be the first Friday Night Flix with a big screen TV at the pavilion. This week's showing is *Big Hero 6*. The movie will begin at approximately 8:30 p.m.

There is an initiative to create walking clubs throughout the City. On Wednesday evening, August 12th, at 6:00 p.m., at the Community Center, there will be a kickoff meeting to explain how the walking clubs would work. Local leaders at parks will be encouraged to be at a park at certain times each week. A motivating factor to exercise is having friends to walk with. The City has miles of trails and all are encouraged to enjoy them. She expressed her appreciation for all of those who have joined her during her Walk and Talk with the Mayor on Tuesdays.

Councilmember Wickstrom:

There are only three Wednesday night concerts remaining. August 5th will feature the *Sound Exchange*; August 11th will be *The Castaways*; and August 18th will be *Jana Anderson*. All are encouraged to come and enjoy the music.

Councilmember Springhorn:

Announced that nominations are now being received for *Citizen of the Year*. Residents can go to the City's website to make a nomination.

Councilmember Johnson:

Thank you to all who participated in the *Slice of Shoreview* last weekend. It is a great event in the City, and thank you to all the volunteers for their work.

Tuesday evening, August 4th is *Night to Unite*. There are 63 parties in Shoreview. Thank you to the Ramsey County Sheriff's Department and the Lake Johanna Fire Department for their efforts. She looks forward to attending as many as possible.

CONSENT AGENDA

Mayor Martin noted a change on page 4 of the July 13, 2015 City Council Workshop Meeting Minutes. The reference to the Friends of the Library should state that it is a long existing organization that is kicking off a fundraising campaign in the fall specifically for the Shoreview Library to cover some of the amenities that the County cannot include in the County budget.

Councilmember Wickstrom expressed particular appreciation and support for item No. 8 in the Consent Agenda to Authorize the City to Participate in the Xcel Energy One-Stop Efficiency Shop Program.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt the Consent Agenda for August 3, 2015, and all relevant resolutions for item Nos. 1, through 11:

1. July 13, 2015 City Council Workshop Meeting Minutes as amended
2. July 13, 2015 City Council Meeting Minutes
3. July 20, 2015 City Council Meeting Minutes
4. Receipt of Committee/Commission Minutes:
 - Planning Commission, May 26, 2015
 - Planning Commission, June 23, 2015
 - Economic Development Authority, July 13, 2015
 - Environmental Quality Committee, July 27, 2015
5. Verified Claims in the Amount of \$806,059.93
6. Purchases
7. Award of Quote-Shoreview Room AV Equipment Replacement
8. Authorization to Participate in Xcel Energy One-Stop Efficiency Shop Program

9. Declare Costs and Order Preparation of Assessments - Hanson/Oakridge Neighborhood, CP 14-01
10. Developer Escrow Reductions
11. Change Order #1 - Lexington Avenue/County Road F Watermain Replacement, CP 15-06

VOTE: Ayes - 5 Nays - 0

PUBLIC HEARING

CITY CONSENT FOR ISSUANCE OF FACILITY REVENUE REFUNDING NOTES - NORTHEAST YOUTH AND FAMILY SERVICES

Presentation by Asst. City Manager/Community Development Director Tom Simonson

This public hearing is to refinance the headquarter building at 3490 Lexington for Northeast Youth and Family Services, which is located in Shoreview and requires approval of the host city. The reason for the refinancing is to take advantage of lower interest rates. Anticipation of reaching its legal bonding limit with its own projects, the City of Shoreview is unable to serve as the conduit for issuing the bonds. The City of North Oaks will serve as the conduit for issuing new tax-exempt bonds. When tax-exempt bonds are issued by one authority with proceeds to finance a facility in another municipality, federal law requires that the host city, Shoreview, hold a public hearing and consent to the bond issuance.

There are no costs, financial risks, liabilities or obligations to the City of Shoreview. There will be no impact to the City's bond rating.

The public hearing has been noticed in the City's legal newspaper.

City Attorney Beck stated that he has reviewed the public hearing notice, which is in order.

Mayor Martin opened the public hearing. There were no comments or questions.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to close the public hearing at 7:14 p.m.

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to adopt Resolution No. 15-66, granting host city consent to the issuance of revenue obligations by the City of North Oaks on behalf of Northeast Youth and Family Services for the refinancing of its headquarters building located in the City of Shoreview.

Discussion:

Councilmember Wickstrom thanked the City of North Oaks for stepping in as the conduit for financing when Shoreview could not.

Mayor Martin thanked Northeast Youth and Family Services for the outstanding services provided to residents, families and youth of 14 cities, including Shoreview. This collaboration provides needed services at an affordable rate.

Councilmember Springhorn noted that the sole reason for refinancing is to lower the interest rate and monthly payment, which will put more money directly into services.

ROLL CALL: Ayes: Johnson, Quigley, Springhorn, Wickstrom, Martin
 Nays: None

GENERAL BUSINESS**COMPREHENSIVE PLAN AMENDMENT, REZONING, SITE AND BUILDING PLAN REVIEW - OAK HILL MONTESSORI, 4685/4693 HODGSON ROAD****Presentation by City Planner Kathleen Castle**

The Comprehensive Plan Amendment would change the land use designation for both properties from RL, Low Density Residential to INST, Institutional. Rezoning would change both properties from R1, Detached Residential to O, Office. The Site and Building Plan Review is to convert a single-family home into office space at the one property of 4693 Hodgson Road.

Oak Hill Montessori School is located at 4665 Hodgson Road. The site, consisting of 4.52 acres, is developed with a private school with parking and recreational facilities as well as ponding. The school owns the two adjoining properties. The property at 4685 Hodgson Road, which is 0.95 acres, is currently developed with a single-family house, detached garage and accessory structures. The property at 4693 Hodgson Road, 0.85 acres, has a single-family home with detached garage.

The project is proposed in two phases. This application is for Phase 1, to make the land use change and zoning consistent with the main parcel at 4665 Hodgson Road to convert the home at 4693 Hodgson into office space for six administrative staff. Minor modifications will be made to the existing floor plan. The only exterior improvement is a ramp for handicapped accessibility. The properties at 4685 and 4693 are within Policy Development Area (PDA) No. 9 of the Comprehensive Plan. The land use policy is for low and medium density residential uses. In the City's Highway Corridors Transition Study, it was found that school expansion to the north would be appropriate with the characteristics of Hodgson Road and changing land uses that have occurred.

The applicant expressed some concerns about the required Use Agreement with the City. That agreement has been clarified regarding work hours and that accessory structures may be used for storage by the school.

Phase 2 of the proposal would be to expand the parking lot and access for the properties at 4685 and 4693 Hodgson Road. A Site and Building Plan Review is required, and an application has been submitted for review by the Planning Commission at its August 25, 2015 meeting.

The Planning Commission held a public hearing for Phase 1 at its July meeting. Property owners within 350 feet were notified of the proposal. Concerns were raised regarding noise, traffic levels and the impact to property values. The Lake Johanna Fire Marshal provided comments related to occupancy. Ramsey County Public Works had no concerns but suggested access onto Hodgson be addressed in the future. The Planning Commission voted 5 to 0 to recommend City Council approval. Staff also recommends approval of all three applications.

Planning Commissioner Deb Ferrington stated that the Commission voted on the application presented for Phase 1, although the comments and concerns received mostly related to Phase 2. Oak Hill will be able to address those issues with the application for Phase 2.

Councilmember Johnson stated that it is important to note that the comments and concerns expressed were related to Phase 2 from property owners closest to 4693.

Councilmember Wickstrom stated that her concern about the western end of the lot split has been explained. She agreed that adequate screening will be needed with Phase 2.

Councilmember Quigley noted that the fact that this property is within PDA No. 9 of the Comprehensive Plan shows that a change in development is anticipated. He believes the proposal will fit well and was pleased to see the appropriate Comprehensive Plan amendments.

Mayor Martin stated that if the configuration of the home remains the same, she does not foresee a major impact to nearby properties, even with a little more traffic.

Councilmember Springhorn asked the anticipated time frame when the house will be used for school offices. **Ms. Kathy Anderson**, Head of School, Oak Hill Montessori, responded that this plan is part of a long range strategic plan. Office use at this site is anticipated for two to three years.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom that pursuant to the applications submitted by Oak Hill Montessori School, Resolution #15-68 is adopted for the Comprehensive Plan Amendment, Ordinance #938 is adopted approving the Rezoning and the Site and Building Plan Review is approved, subject to the following conditions:

Comprehensive Plan Amendment

1. The amendment changes the land use designation from RL, Low Density Residential to INST, Institutional.

2. Review and approval of the amendment by the Metropolitan Council.

Rezoning

1. Approval of the rezoning is contingent upon approval of the Comprehensive Plan Amendment changing the designated land use to INST, Institutional.
2. This approval rezones the properties from R1, Detached Residential to O, Office.
3. The applicant is required to enter into a use/rezoning agreement with the City. This agreement will address the removal of the residential structure at 4685 Hodgson Road in addition to other items required for the site and building plan approval for 4693 Hodgson Road.
4. Rezoning is not effective until a use/rezoning agreement is executed.

4693 Hodgson Road**Site and Building Plan Review**

1. Approval is contingent upon approval of the Comprehensive Plan Amendment and Rezoning of this property for office use.
2. This approval permits the conversion of the single-family residential home, 4693 Hodgson Road, into an office building for Oak Hill Montessori School in accordance with the plans submitted as part of this application dated June 22, 2015. The plans are subject to revisions as specified in the conditions.
3. Office use shall be exclusively for Oak Hill Montessori School and not be leased to another tenant or user, unless the property is sold to another party.
4. The applicant is required to enter into a use/rezoning agreement with the City addressing the following items: leasing to other users or third parties, permitted occupancies, parking, the use of the accessory structure and exterior of the property and future sale of the property.
5. The applicant shall address the comments submitted by the Fire Marshal with the building permit submittal.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings:

1. The proposed Comprehensive Plan Amendment and Rezoning are consistent with the policies of the Comprehensive Plan related to land use and recent findings of the Highway Corridors Transition Study.
2. The proposed change in use from residential to office will not adversely impact the planned land use of the surrounding property.
3. The proposal will not impede or otherwise conflict with the planned use of adjoining property.
4. The proposed parcels and use of the 4693 Hodgson Road property for school purposes comply with the standards of the Development Code.

ROLL CALL: Ayes: Quigley, Springhorn, Wickstrom, Johnson, Martin
 Nays: None

ADJOURNMENT

MOTION: by Councilmember Quigley, seconded by Councilmember Springhorn to adjourn the meeting at 7:51 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE 17th DAY OF AUGUST 2015.

Terry Schwerm
City Manager