



CPED STAFF REPORT

Prepared for the City Planning Commission

CPC Agenda Item #1
April 7, 2014
BZZ-6468

LAND USE APPLICATION SUMMARY

Property Location: 2511 Taylor Street Northeast
Project Name: Northeast College Prep
Prepared By: [Janelle Widmeier](#), Senior City Planner, (612) 673-3156
Applicant: Northeast College Prep
Project Contact: Kevin Peck, KW Commercial
Request: To allow a grade school in the existing building.
Required Applications:

Conditional Use Permit	To allow a grade school in the existing building.
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SITE DATA

Existing Zoning	R4 Multiple-family District
Lot Area	20,961 square feet / 0.48 acres
Ward(s)	I
Neighborhood(s)	Audubon Neighborhood Association; adjacent to Windom Park Citizens in Action
Designated Future Land Use	Urban Neighborhood
Land Use Features	Community Corridor (Lowry Avenue Northeast)
Small Area Plan(s)	Audubon Park Neighborhood Small Area Plan

Date Application Deemed Complete	March 14, 2014	Date Extension Letter Sent	Not Applicable
End of 60-Day Decision Period	May 13, 2014	End of 120-Day Decision Period	Not Applicable

BACKGROUND

SITE DESCRIPTION AND PRESENT USE. The building is existing, but not currently occupied by any uses. It was last used as part of a church/place of assembly.

PROJECT DESCRIPTION. The applicant is proposing to establish a school with grades K-5 in the existing building located at the property of 2511 Taylor Street Northeast. They will be utilizing the existing parking area as well as installing playground equipment at the north end of the site. A grade school is a conditional use in the R4 district. Upon approval of the conditional use permit, the action must be recorded with Hennepin County as required by state law.

RELATED APPROVALS. In March of 2013, a rezoning, conditional use permits, variances, and a site plan review were approved to allow the property to be used as an assisted living facility and a development achievement center/adult day care (BZZ-5915). The actions are attached and the staff report can be viewed at http://www.minneapolismn.gov/www/groups/public/@cped/documents/webcontent/wcms_lp-105629.pdf. The previous proposal also included subdividing the subject property from the building located at the corner of Lowry Avenue and Taylor Street Northeast. The applications needed to allow the subdivision included yard variances, a lot area variance and a shared parking agreement. The shared parking agreement was a reciprocal easement that was recorded with Hennepin County. Although the proposed fencing will restrict access to the on-site parking while the school is in session, access can be allowed at all other times. The site improvements that were required have not been implemented. A plan showing how the required improvements will be made also has yet to be completed and approved by CPED and Public Works. The plan that the applicant submitted with this application does not fully address all of the requirements. CPED staff will continue to work with the applicant to address the requirements.

PUBLIC COMMENTS. As of the writing of this report, correspondence from the neighborhood group has not been received. Any correspondence received prior to the public meeting will be forwarded on to the Planning Commission for consideration.

ANALYSIS

CONDITIONAL USE PERMIT

The Department of Community Planning and Economic Development has analyzed the application to allow a grade school based on the following findings:

1. *The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.*

Establishment of a grade school on the site would not prove detrimental to public health, safety, comfort or general welfare provided the development complies with all applicable building codes, life safety ordinances, site plan review requirements as well as Public Works Department standards.

2. *The conditional use will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*

The surrounding uses are all residential, except two churches located directly east and south of the subject site. The building on the subject property was originally constructed for educational purposes. The proposed grade school, in close proximity to a community corridor, is appropriately

located. Provided the improvements required for the previous site plan review are implemented, the proposed use should have little effect on surrounding properties.

3. *Adequate utilities, access roads, drainage, necessary facilities or other measures, have been or will be provided.*

The site is served by existing infrastructure. Vehicle access is from Taylor Street Northeast. The Public Works Department will review the project for appropriate drainage and stormwater management as well as to ensure the safety of the position and design of improvements in or over the public right of way.

4. *Adequate measures have been or will be taken to minimize traffic congestion in the public streets.*

A grade school is required to provide a minimum of one space per classroom plus one space per 5 students of legal driving age based on the maximum number of students attending classes at any one time. The K-5 grade school will have 9 classrooms and no students of driving age; therefore the minimum parking requirement is 9 spaces. The applicant is proposing to provide 26 spaces.

The minimum bicycle parking requirement for a grade school is 3 spaces per classroom. Not less than 50 percent of the required bicycle parking must meet the standards for short-term parking. All required bicycle parking spaces must be accessible without moving another bicycle and its placement shall not result in a bicycle obstructing a required walkway. Bicycle racks shall be installed to the manufacturer's specifications, including the minimum recommended distance from other structures. In addition, short term spaces must be located in a convenient and visible area within 50 feet of a principal entrance and must permit the locking of the bicycle frame and one wheel to the rack and must support a bicycle in a stable position without damage to the wheels, frames or components. No bicycle parking exists. With 9 classrooms, 27 spaces are required. The applicant is proposing to provide 27 short-term spaces.

The applicant anticipates that there will be 120 students when the school is at capacity. Up to 6 buses would provide transportation, but only 2 buses at a time would load and unload on the east side of Taylor Street. The site is also within two blocks of 4 bus routes. The use should have little effect on congestion in the streets.

5. *The conditional use is consistent with the applicable policies of the comprehensive plan.*

With the adoption of the staff recommendation, the proposed development would be consistent with the following policies of *The Minneapolis Plan for Sustainable Growth*:

Land Use Policy 1.2: Ensure appropriate transitions between uses with different size, scale, and intensity.

- 1.2.1 Promote quality design in new development, as well as building orientation, scale, massing, buffering, and setbacks that are appropriate with the context of the surrounding area.

Land Use Policy 1.3: Ensure that development plans incorporate appropriate transportation access and facilities, particularly for bicycle, pedestrian, and transit.

- 1.3.2 Ensure the provision of high quality transit, bicycle, and pedestrian access to and within designated land use features.

Land Use Policy 1.9: Through attention to the mix and intensity of land uses and transit service, the City will support development along Community Corridors that enhances residential livability and pedestrian access.

Public Services and Facilities Policy 5.2: Support the efforts of public and private institutions to provide a wide range of educational choices for Minneapolis students and residents throughout the city.

5.2.2 Encourage new educational institutions to locate in existing school buildings, or at sites that take advantage of proximity to transit such as neighborhood commercial nodes or commercial and community corridors.

Urban Design Policy 10.18: Reduce the visual impact of automobile parking facilities.

10.18.1 Require that parking lots meet or exceed the landscaping and screening requirements of the zoning code, especially along transit corridors, adjacent to residential areas, and areas of transition between land uses.

10.18.2 Parking lots should maintain the existing street face in developed areas and establish them in undeveloped areas through the use of fencing, walls, landscaping or a combination thereof along property lines.

10.18.8 Encourage appropriate land uses to share parking lots to reduce the size and visual impact of parking facilities.

The *Audubon Park Neighborhood Small Area Plan* was adopted by the City Council in 2008. The small area plan identifies mixed use as the appropriate future land use for this site. It also promotes low-impact neighborhood services, such as schools, on residential streets per the definition of Urban Neighborhood.

6. *The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*

The use will conform to the applicable regulations of the districts in which it is located upon the approval of the conditional use permit and the recommended conditions.

Off-street Parking and Loading – Meets requirements

- The building is 12,000 square feet in area. The proposed number of classrooms is 9 with 0 students of driving age. Although the number of proposed parking spaces exceeds the maximum parking requirement, these spaces are existing and are shared with the adjacent church property to fulfill their minimum parking requirement.

Table 1. Vehicle Parking Requirements Per Use (Chapter 541)

	Minimum Parking Requirement	Applicable Reductions	Total Minimum Requirement	Maximum Parking Allowed	Proposed
Grade school	9	---	9	18	26

Table 2. Bicycle Parking and Loading Requirements (Chapter 541)

	Minimum Bicycle Parking	Minimum Short-Term	Minimum Long-Term	Proposed	Loading Requirement	Proposed
Grade school	27	Not less than 50%	--	27	Low	Parking space in excess of minimum requirement

Building Bulk and Height – Meets requirements

Table 3. Building Bulk and Height Requirements

	Code Requirement	Proposed
Lot Area	--	20,961 sq. ft.
Floor Area	--	12,000 sq. ft.
Maximum Floor Area Ratio (GFA/Lot Area)	1.0	0.3
Maximum Building Height	4 stories or 56 feet, whichever is less	2 stories

Lot Requirements – Meets requirements

Table 4. Residential Lot Summary

	Code Requirement	Proposed
Minimum Lot Area	20,000 sq. ft.	20,961 sq. ft.
Minimum Lot Width	100 ft.	138 ft.

Yard Requirements – Meets requirements with conditions of approval

- **Front:** A front yard is required adjacent to Taylor Street Northeast. In the R4 district, the minimum front yard requirement is 15 feet unless the setback of an adjacent structure originally designed for residential purposes is greater. The adjacent residential structure is set back 17.5 feet from the lot line adjacent to Taylor Street. The parking lot currently extends into the required front yard. As part of the previous site plan approval, the planning commission required 7-foot wide landscaped yards to be provided between the parking area and the street, which will bring the yard closer to compliance.
- **Interior side:** An interior side yard is required adjacent to the north lot line and the south lot line. The minimum interior side yard requirement is equal to 5+2x feet, where x is equal to the number of stories above the first floor. The existing building is one story; therefore the minimum requirement is 5 feet. A 5-foot wide side yard is also required for a parking lot. The building and parking area are located 5 feet from the north lot line. A variance was previously granted for where the building abuts the south lot line. The existing parking area is currently bisected by the south lot line. The asphalt is required to be removed from the interior side yard.
- **Rear:** A rear yard is required adjacent to the alley. The minimum rear yard requirement is equal to 5+2x feet, where x is equal to the number of stories above the first floor. The existing building is one story; therefore the minimum requirement is 5 feet for the building. No changes are proposed in the rear yard.

Signs – Meets requirements

- Signs are subject to Chapters [531](#) and [543](#) of the Zoning Code. All new signs are required to meet the requirements of Chapter 543 of the zoning code. Separate permits are required from the Zoning Office for any proposed signage.
- A 24 square foot banner on the wall facing Taylor Street is proposed. It would not be located more than 14 feet high on the wall.

Refuse Screening – Meets requirements with conditions of approval

- Refuse and recycling storage containers are required to be enclosed on all four sides by screening compatible with the principal structure not less than two feet higher than the refuse

container or must be otherwise effectively screened from the street, adjacent residential uses located in a residence or office residence district and adjacent permitted or conditional residential uses. Unscreened refuse containers are located behind the building in a required yard where they are not a permitted obstruction. They will need to be screened.

Impervious Surface Area – Meets requirements

- In the R4 district, the maximum allowed impervious surface coverage is 85 percent. With a lot area of 20,961 square feet, up to 17,816.8 square feet of impervious surface coverage is allowed. The existing amount of impervious surface area on the site is 19,527 square feet, which covers 93.2 percent of the site. With the required site improvements, more than 2,700 square feet of landscaping will need to be provided on the site bringing the property closer to compliance with this requirement.

Specific Development Standards – Meets requirements with conditions of approval

- Grade schools are subject to the following development standards:
 - (1) The use shall include a regular course of study accredited by the State of Minnesota.
 - (2) To the extent practical, all new construction or additions to existing buildings shall be compatible with the scale and character of the surroundings, and exterior building materials shall be harmonious with other buildings in the neighborhood.
 - (3) An appropriate transition area between the facility and adjacent property shall be provided by landscaping, screening and other site improvements consistent with the character of the neighborhood.

Parking Lot Landscaping, Screening and Curbing – Meets requirements with conditions of approval

- Parking lots are subject to the landscaping and screening requirements of Chapters [530](#) and [541](#) of the zoning code.
- As part of the previous site plan approval, the planning commission required landscaping and screening improvements, which will bring the site into compliance with these requirements.

Fencing – Meets requirements

- Fences must comply with Chapter [535](#) of the zoning code. The proposed 3-foot tall chain link fencing around the play area complies with the applicable fence requirements. However, the fence will be highly visible from the public right-of-way. Therefore staff is recommending that the chain link be vinyl coated.

RECOMMENDATIONS

Recommendation of the Department of Community Planning and Economic Development for the Conditional Use Permit:

The Department of Community Planning and Economic Development recommends that the City Planning Commission adopt the above findings and **approve** the application for a conditional use permit to allow a grade school in the existing building for the property located at 2511 Taylor Street Northeast, subject to the following conditions:

- I. The conditional use permit shall be recorded with Hennepin County as required by Minn. Stat. 462.3595, subd. 4 before building permits may be issued or before the use or activity requiring a conditional use permit may commence. Unless extended by the zoning administrator, the conditional use permit shall expire if it is not recorded within two years of approval.

2. The site improvements required by the City Planning Commission for BZZ-5915 shall be implemented.
3. The proposed chain link fencing shall be vinyl coated.

ATTACHMENTS

1. City Planning Commission actions for BZZ-5915
2. Written description and findings submitted by applicant
3. Zoning map
4. Site survey
5. Site plan
6. Floor plans
7. Photos
8. Correspondence

**Action by the City of Minneapolis:
Actions of the Minneapolis City Planning Commission, March 25, 2013**

Golden Nest Assisted Living and Adult Day Center (BZZ-5915, Ward: 1), 2501 Taylor St NE.

- A. Rezoning:** Application by Hongjoo Lee, on behalf of Golden Nest, LLC, for a petition to rezone the property located at 2501 Taylor St NE from R2B Two-family Residence District to R4 Multiple-family Residence District.

Action: The City Planning Commission recommended that the City Council adopt the findings and **approve** the petition to rezone the property of 2501 Taylor St NE from the R2B district to the R4 district.

Approved on consent 5-0; Schiff not present for the vote

Absent: Wielinski

- B. Conditional Use Permit:** Application by Hongjoo Lee, on behalf of Golden Nest, LLC, for a conditional use permit to allow an assisted living facility for the property located at 2501 Taylor St.

Action: The City Planning Commission adopted the findings and **approved** the application for a conditional use permit to allow an assisted living facility for the property located at 2501 Taylor St NE, subject to the following condition:

1. The conditional use permit shall be recorded with Hennepin County as required by Minn. Stat. 462.3595, subd. 4 before building permits may be issued or before the use or activity requiring a conditional use permit may commence. Unless extended by the zoning administrator, the conditional use permit shall expire if it is not recorded within two years of approval.

Approved on consent 5-0; Schiff not present for the vote

Absent: Wielinski

- C. Conditional Use Permit:** Application by Hongjoo Lee, on behalf of Golden Nest, LLC, for a conditional use permit to allow a development achievement center.

Action: The City Planning Commission adopted the findings and **approved** the application for a conditional use permit to allow development achievement center for the property located at 2501 Taylor St NE, subject to the following condition:

1. The conditional use permit shall be recorded with Hennepin County as required by Minn. Stat. 462.3595, subd. 4 before building permits may be issued or before the use or activity requiring a conditional use permit may commence. Unless extended by the zoning administrator, the conditional use permit shall expire if it is not recorded within two years of approval.

Approved on consent 5-0; Schiff not present for the vote
Absent: Wielinski

- D. Variance:** Application by Hongjoo Lee, on behalf of Golden Nest, LLC, for a variance to reduce the interior side yard requirements adjacent to the proposed shared property line to 0 feet to allow the buildings, air conditioning units and parking areas to remain for the property located at 2501 Taylor St.

Action: The City Planning Commission adopted the findings and **approved** the application for a variance to reduce the interior side yard requirements adjacent to the proposed shared property line to 0 feet to allow the existing buildings, air conditioning units and parking areas to remain for the property located at 2501 Taylor St NE, subject to the following conditions:

1. The applicant shall submit proof that the reciprocal easement agreement between seller and buyers of the subject property was recorded with Hennepin County. The reciprocal easement agreement shall include a provision that the City must be notified if the easement is ever terminated.
2. Parking within the required interior side yards shall not be allowed in the parking area accessed from Taylor St NE. The asphalt paving in these areas shall be removed and replaced with landscaping.

Approved on consent 5-0; Schiff not present for the vote
Absent: Wielinski

- E. Variance:** Application by Hongjoo Lee, on behalf of Golden Nest, LLC, for a variance to reduce the minimum lot area requirement for an assisted living facility and development achievement center from 24,000 square feet to 20,961 square feet for the property located at 2501 Taylor St.

Action: The City Planning Commission adopted the findings and **approved** the application for a variance to reduce the minimum lot area requirement for an assisted living facility and development achievement center from 24,000 square feet to 20,961 square feet for the property located at 2501 Taylor St NE.

Approved on consent 5-0; Schiff not present for the vote
Absent: Wielinski

- F. Site Plan Review:** Application by Hongjoo Lee, on behalf of Golden Nest, LLC, for a site plan review for the property located at 2501 Taylor St.

Action: The City Planning Commission adopted the findings and **approved** the application for site plan review to allow an assisted living facility for the property located at 2501 Taylor St NE (Lots 16, 17 and 18), subject to the following conditions:

1. Landscaping shall be provided on-site as required by section 530.160 of the zoning code.

2. Landscaped yards not less than 7 feet wide with screening and trees shall be provided as required by section 530.170 of the zoning code adjacent to the west and north lot lines.
3. A landscaped yard not less than 7 feet wide shall be provided as required by section 530.170 of the zoning code adjacent to the south lot line.
4. Any areas of the parking lot left unavailable for parking or vehicle circulation shall be landscaped as required by section 530.170 of the zoning code.
5. Installation and maintenance of all landscape materials shall comply with the standards outlined in sections 530.200 and 530.210 of the zoning code.
6. Concrete curbs and/or wheel stops shall be installed as required by section 530.230 of the zoning code.
7. The parking lot layouts shall comply with the minimum parking space and aisle dimensions as required by section 541.330 of the zoning code.
8. At least 4 long-term bicycle spaces shall be provided as required by section 541.180 of the zoning code.
9. Refuse containers shall be screened as required by section 535.80 of the zoning code.
10. Separate access between the residential and nonresidential uses shall be provided as required by section 535.85 of the zoning code.
11. Department of Community Planning and Economic Development staff review and approval of the final site, landscaping, and floor plans.
12. Site improvements required by Chapter 530 or by the City Planning Commission shall be completed by March 25, 2015, or the permit may be revoked for non-compliance.

Approved on consent 5-0; Schiff not present for the vote
Absent: Wielinski

Carl Phillips
Director
Northeast College Prep
2511 Taylor St. NE
Minneapolis, MN 55418

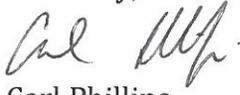
March 5, 2014

To Whom It May Concern:

The purpose of this letter is to describe the proposed use of the 2511 Taylor St. NE site where we are applying for a conditional use permit. Northeast College Prep charter school intends to use this property as the site of its school. The school will open with grades kindergarten through 3rd grade in August of 2014 and remain at the site for three years through June of 2017. Each new school year, the school will add one additional grade, which means by the third school year (2016-17) we will have grades K-5.

Thank you for your attention to this matter and we welcome any questions you may have.

Sincerely,



Carl Phillips

Carl Phillips
Director
Northeast College Prep
2511 Taylor St. NE
Minneapolis, MN 55418

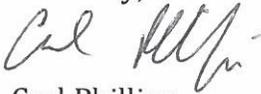
March 5, 2014

To Whom It May Concern:

The conditional use of the 2511 Taylor St. NE site for which we are applying will not be detrimental to or endanger the public health, safety, comfort or general welfare. The conditional use will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. Two busses at a time will drop off students in front of the property along the east side of Taylor St. in the morning and will pick students up along the same side in the afternoon in order to minimize traffic congestion. The conditional use is consistent with the applicable policies of the comprehensive plan. The conditional use shall conform to the applicable regulations of the district in which it is located.

Thank you.

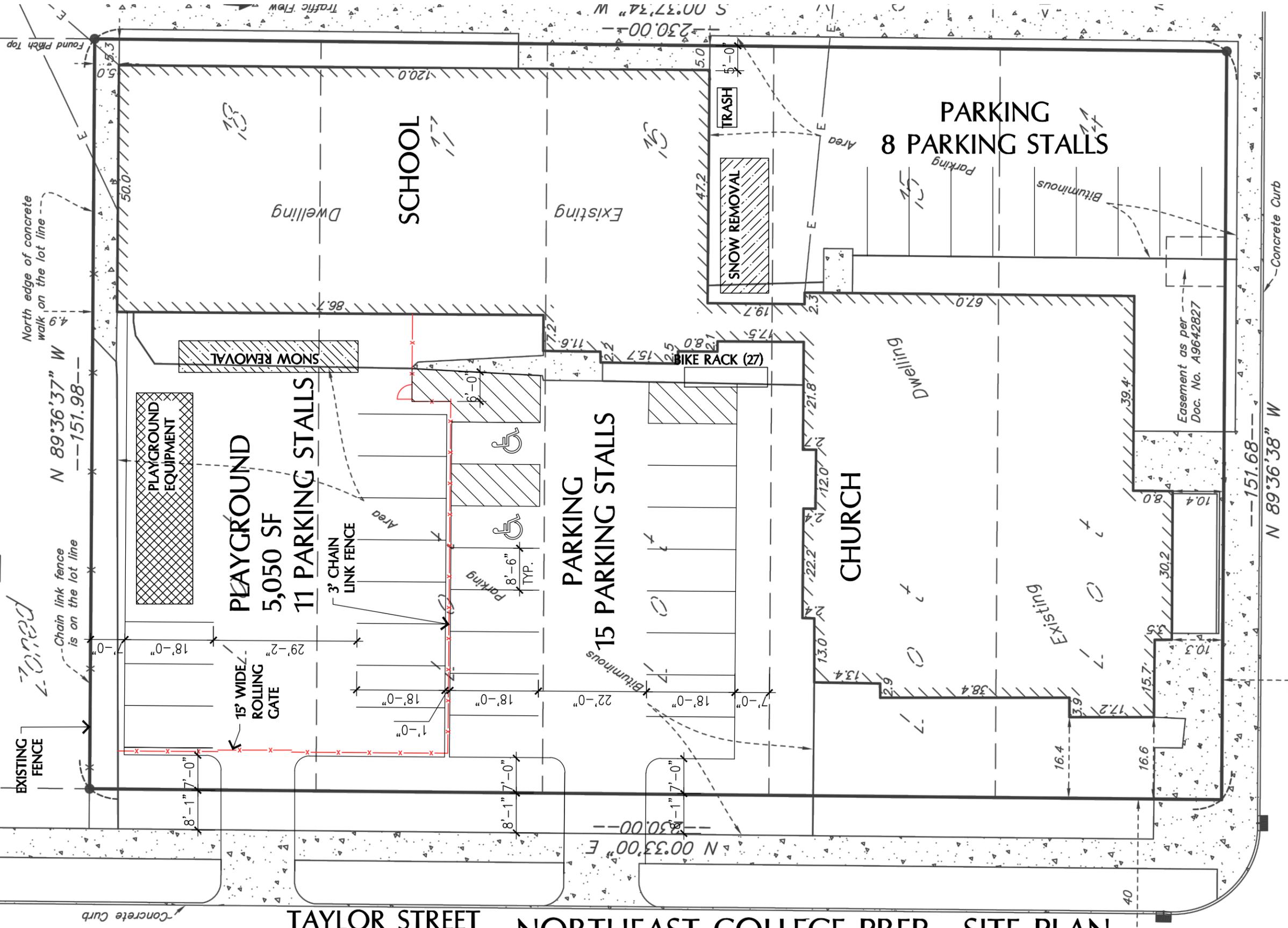
Sincerely,



Carl Phillips

F22B

Existing Dwelling



Avenue

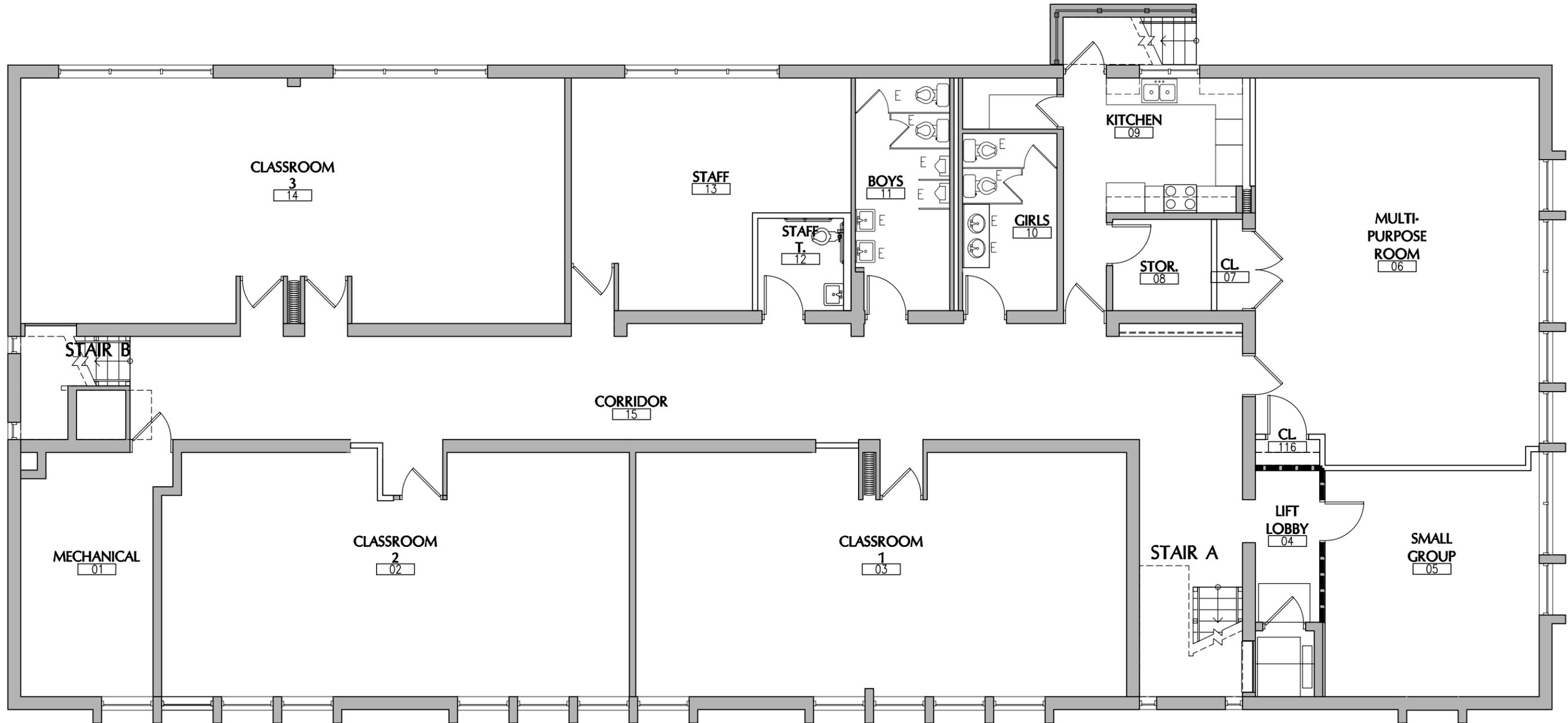
Lowry

Traffic Flow

Traffic Flow

TAYLOR STREET NORTHEAST COLLEGE PREP - SITE PLAN

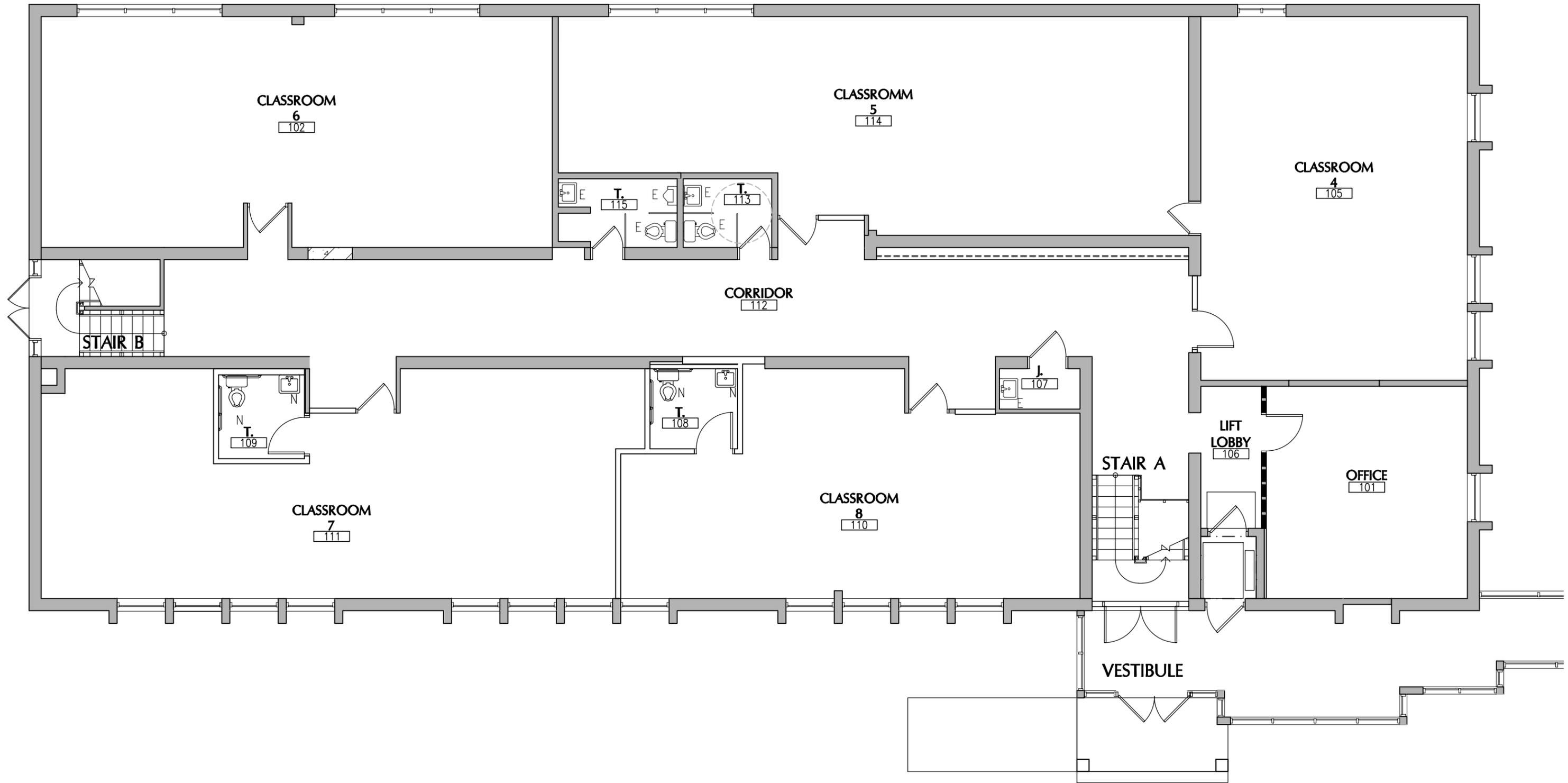
BLDG: 6,350 SF
 IMPERVIOUS: 10,680 SF
 GREEN SPACE: 3,086 SF



NORTHEAST COLLEGE PREP - LOWER LEVEL

MINNEAPOLIS, MN

MARCH 6, 2014
1/8"=1'-0"



NORTHEAST COLLEGE PREP - UPPER LEVEL

MINNEAPOLIS, MN

MARCH 6, 2014
1/8"=1'-0"



Sign













ALTERS
800-0464



sign

