

**MINUTES OF  
PLANNING AND ZONING COMMISSION  
March 4, 2014  
7:00 PM**

The meeting was called to order at 7:00 pm by Vice Chair Rob Fiorendino.

Commission Members present- Little, Fiorendino, Kinney, and Lee

Members absent: Szurek

Also present were Joseph Hogeboom (Asst. Community Development Director), Shelley Hanson (Recording Secretary), Elizabeth Holmbeck (Intern), and Gary Peterson (Council Liaison).

*Motion by Kinney, seconded by Little, to approve the minutes from the meeting of January 7, 2014. All ayes. MOTION PASSED.*

**PUBLIC HEARINGS**

**CASE NUMBER: 2014-0301**  
**APPLICANT: Immaculate Conception Church**  
**LOCATION: 4030 Jackson St NE**  
**REQUEST: Conditional Use Permit**

Holmbeck told members that since both of the cases are regarding the same property, she is presenting the information for both of them at the same time. She explained that Immaculate Conception Church is requesting a Conditional Use Permit per Code Section 9.106 (10) (C) (1) to allow a dynamic LED sign in conjunction with a religious institution in the R-3 Zoning District. A dynamic LED sign would include any components of a sign that appear to have movement or that appear to change, caused by a method other than physically removing and replacing the sign or its components. This also includes any moving, flashing, blinking or animated display and any display that incorporates LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

The property located at 4030 Jackson Street NE is designated in the Comprehensive Plan for Religious Institutions and zoned R-3, Limited Multiple-Family Residential District as are the properties to the East and West. The properties to the South are zoned CBD, Central Business District and LB, Limited Business District. The properties to North are zoned R-2A, and R-4, Multifamily Residential. Dynamic LED signs are permitted in the R-3 Residential District as a Conditional Use in conjunction with a religious institution. Immaculate Conception Church is replacing the existing pylon sign with a new pylon sign which will have LED components on the lower portion. A rendering of the proposed sign, which includes dimensions, was enclosed in the agenda packets.

## **DESIGN GUIDELINES**

According to the City's Design Guidelines, ground or monument signs are encouraged rather than pylon signs. However, Holmbeck explained that due to the fact that the sign currently on the property is a pylon sign and the surrounding zoning districts are Commercial and Multiple Family Residential, replacing the pylon sign with an LED pylon sign is compatible, and will not change the overall character of the area.

### **FINDINGS OF FACT (Conditional Use Permit)**

Section 9.104 (H) of the Zoning Ordinance outlines nine conditions that must be met in order for the City Council to grant a Conditional Use Permit. They are as follows:

- (a) The use is one of the conditional uses listed for the zoning district in which the property is located, or is a substantially similar use as determined by the Zoning Administrator.  
*Dynamic LED signs are specifically listed as a Conditional Use in the R-3, Multifamily District.*
- (b) The use is in harmony with the general purpose and intent of the Comprehensive Plan.  
*The Comprehensive Plan designates this area for Religious Institutions.*
- (c) The use will not impose hazards or disturbing influences on neighboring properties.  
*The proposed use will not result any additional noise and should not disrupt neighboring properties.*
- (d) The use will not substantially diminish the use of the property in the immediate vicinity.  
*The use of property in the immediate vicinity will not be diminished by the placement of an LED sign at 4030 Jackson Street NE.*
- (e) The use will be designed, constructed, operated, and maintained in a manner that is compatible with the appearance of the existing or intended character of the surrounding area.  
*The applicant will have to abide by specific development standards as they relate to LED signs. These standards will help ensure compatibility with the appearance of the existing surrounding area.*
- (f) The use and property upon which the use is located are adequately served by essential public facilities and services.  
*This is correct*
- (g) Adequate measures have been or will be taken to minimize traffic congestion on the public streets and to provide for appropriate on-site circulation of traffic.  
*The use of a dynamic LED sign at this location will not affect traffic.*

(h) The use will not cause a negative cumulative effect, when considered in conjunction with the cumulative effect of other uses in the immediate vicinity.

*By subjecting the use of a Dynamic LED sign to specific development standards, it is intended that the use will not cause a negative cumulative effect.*

(i) The use complies with all other applicable regulations for the districts in which it is located.

*This is correct.*

Staff recommends approval of the proposed Conditional Use Permit and the Variance Request for a dynamic LED sign for Immaculate Conception Church, located at 4030 Jackson Street NE.

Questions from members:

Lee asked if the height of the sign would be the same as the existing.

Steve Smith, 3813 Lincoln Street, who is a representative and trustee of the church, stated that the sign would be 5 inches taller than the present one, but the sign itself will be 3 square feet smaller than the existing one.

Fiorendino asked if there is a reason it will be 5 inches higher. Smith stated it is due to the size difference and how it would be mounted on the pylon post.

Kinney asked why they are changing from their present sign to a LED styled one. Smith told members that the current sign must be changed manually for each event going on at the church or school. The sign has deteriorated due to age, and the letters are breaking or they freeze to the sign during the winter months. The current style is not good for use during the winter and is hazardous to the person who must change it out.

Little said he doesn't see much impact to the area. He has no problem with granting the CUP for this sign as City Hall and Sarna's already have signs in place that are similar.

Public Hearing Opened.

No one was present to speak on this matter.

Public Hearing Closed.

*Motion by Kinney, seconded by Little, that the Planning Commission recommends the City Council approve the Resolution NO. 2014-13 for a Conditional Use Permit for a proposed dynamic LED sign for Immaculate Conception Church located at 4030 Jackson Street NE., subject to certain conditions of approval that have been found to be necessary to protect the public interest and ensure compliance with the provisions of the Zoning and Development Ordinance, including:*

- 1. The dynamic LED signs may occupy no more than sixty percent (60%) of the actual copy and graphic area. The remainder of the sign must not have the capability to have dynamic LED signs, even if not used. Only one, contiguous dynamic display area is allowed on a sign face.*
- 2. The images and messages displayed must be static, and the transition from one state display to another must be instantaneous without any special effects. Motion, animation and video images are prohibited on dynamic LED sign displays.*
- 3. The dynamic LED signs must be designed and equipped to freeze the device in one position if a malfunction shall occur. The displays must also be equipped with a means to immediately discontinue the display if it malfunctions, and the sign owner must immediately stop the dynamic display when notified by the city that it is not complying with the standards of this ordinance.*
- 4. The dynamic LED signs may not exceed a maximum illumination of 5,000 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness. The dynamic LED signs must have an automatic dimmer control to produce a distinct illumination change from a higher illumination level to a lower level for the time period between one-half hour before sunset and one half-hour after sunrise.  
All ayes. MOTION PASSED.*

The following Resolution will go before the City Council on March 10, 2014.

**RESOLUTION NO. 2014-13**  
**RESOLUTION APPROVING A CONDITIONAL USE PERMIT**  
**FROM CERTAIN CONDITIONS**  
**OF THE CITY OF COLUMBIA HEIGHTS ZONING CODE**  
**FOR IMMACULATE CONCEPTION CHURCH**

**WHEREAS**, a proposal (Case # 2014-13) has been submitted by Immaculate Conception Church to the City Council requesting a CONDITIONAL Use Permit from the City of Columbia Heights Zoning Code at the following site:

ADDRESS: 4030 Jackson Street NE

LEGAL DESCRIPTION: On file at City Hall.

THE APPLICANT SEEKS THE FOLLOWING RELIEF:

Immaculate conception Church is requesting a Conditional Use Permit per Code Section 9.106 (10) 9C) (1) to allow a dynamic LED sign in conjunction with a religious institution in the R-3 zoning District.

**WHEREAS**, the Planning Commission has held a public hearing as required by the City Zoning Code on March 4<sup>th</sup> 2014.

**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 concern related to traffic, property values, light, air, danger of fire, and risk to public safety, in the surrounding area;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Columbia Heights that the City Council accepts and adopts the following findings of the Planning Commission:

1. Because of the particular physical surroundings, or the shape, configuration, topography, or other conditions of the specific parcel of land involved, strict adherence to the provisions of this article would cause practical difficulties in conforming to the zoning ordinance. The applicant, however, is proposing to use the property in a reasonable manner not permitted by the zoning ordinance.
2. The conditions upon which the Conditional Use Permit is based are unique to the specific parcel of land involved and are generally not applicable to other properties within the same zoning classification.
3. The practical difficulties are caused by the provisions of this article and have not been created by any person currently having a legal interest in the property.
4. The granting of the Conditional Use Permit is in harmony with the general purpose and intent of the Comprehensive Plan.
5. The granting of the conditional Use Permit will not be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements in the vicinity.

**FURTHER, BE IT RESOLVED**, that the attached plans, maps, and other information shall become part of this variance and approval; and in granting this variance the city and the applicant agree that this variance shall become null and void if the project has not been completed within one (1) calendar year after the approval date, subject to petition for renewal of the permit.

**CONDITIONS ATTACHED:**

1. The dynamic LED signs may occupy no more than sixty percent (60%) of the actual copy and graphic area. The remainder of the sign must not have the capability to have dynamic LED signs, even if not used. Only one, contiguous dynamic display area is allowed on a sign face.
2. The images and messages displayed must be static, and the transition from one state display to another must be instantaneous without any special effects. Motion, animation and video images are prohibited on dynamic LED sign displays.
3. The dynamic LED signs must be designed and equipped to freeze the device in one position if a malfunction shall occur. The displays must also be equipped with a means to immediately discontinue the display if it malfunctions, and the sign owner must immediately stop the dynamic display when notified by the city that it is not complying with the standards of this ordinance.

4. The dynamic LED signs may not exceed a maximum illumination of 5,000 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness. The dynamic LED signs must have an automatic dimmer control to produce a distinct illumination change from a higher illumination level to a lower level for the time period between one-half hour before sunset and one half-hour after sunrise.

**CASE NUMBER:** 2014-0302  
**APPLICANT:** Immaculate Conception Church  
**LOCATION:** 4030 Jackson St NE  
**REQUEST:** Variance

Holmbeck had previously reviewed Immaculate Conception Church's request of three variances for a proposed LED sign at 4030 Jackson Street NE.

- 1) Waiver to Section 9.106 (P) (8) (1)-allowing a pylon LED sign versus a monument LED sign.
- 2) Waiver to Section 9.106 (P) (8) (2)-allowing the LED sign to change or move more often than once every ten minutes.
- 3) Waiver to Section 9.106 (P) (9) (b) (1)-allowing the height of the sign to exceed eight feet.

### **COMPREHENSIVE PLAN**

The Comprehensive Plan designates this area for Religious Institutions. Being that Immaculate Conception is a religious institution, the variance requests are consistent with the types of uses guided for this area.

### **ZONING ORDINANCE**

The property located at 4030 Jackson Street NE is zoned R-3, Limited Multiple-Family Residential District as are the properties to the East and West. The properties to the South are zoned CBD, Central Business district and LB, Limited Business District. The properties to North are zoned R-2A, and R-4, Multifamily Residential. Dynamic LED signs are permitted in the R-3 Residential District as a Conditional Use in conjunction with a religious institution. Immaculate Conception Church is replacing the existing pylon sign with a new pylon sign which will have LED components on the lower portion.

### **DESIGN GUIDELINES**

According to the City's Design Guidelines, ground or monument signs are encouraged rather than pylon signs. Due to the fact that the sign currently on the property is a pylon sign and the surrounding zoning districts are Commercial and Multiple Family Residential, replacing the pylon sign with an LED pylon sign that will change or move more than once every ten minutes, and exceed eight feet, is permissible as the overall character of the area will not change.

### **FINDINGS OF FACT (Variances)**

Section 9.104 (G) of the Zoning Ordinance outlines five conditions that must be met in order for the City Council to grant Variances. They are as follows:

- a) Because of the particular physical surroundings, or the shape, configuration, topography, or other conditions of the specific parcel of land involved, strict adherence to the provisions of this article would cause undue hardship.  
*The existing pylon sign has stood for many years. Changing to a monument sign would require removing the eight foot pylon sign, its supporting base and all the electrical. Additionally, the parking lot would have to be excavated to replace the existing underground electrical service located 100 feet away.*
  
- b) The conditions upon which the variances are based are unique to the specific parcel of land involved and are generally not applicable to other properties within the same zoning classification.  
*A monument sign would not be as visible as the pylon sign due to the height of the fence and boulevard trees along 40<sup>th</sup> Avenue. Removal of the fence is not an option. It not only borders the existing parking lot but also protects the students that play there during school hours.*
  
- c) The difficulty or hardship is caused by the provisions of this article and has not been created by any person currently having a legal interest in the property.  
*The difficulty arises from the location of the sign along 40<sup>th</sup> Avenue and visibility issues associated with it.*
  
- d) The granting of the variance is in harmony with the general purpose and intent of the comprehensive plan.  
*The Comprehensive Plan designates this area for Religious Institutions. Being that Immaculate Conception is a religious institution, the variance requests are consistent with the types of uses guided for this area.*
  
- e) The granting of the variance will not be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements in the vicinity.  
*This is correct.*

As stated above, staff recommends approval of the proposed Variances for a dynamic LED sign for Immaculate Conception Church, located at 4030 Jackson Street NE.

Questions by Members:

Little asked why the sign had to change more often than the 10 minute interval required by the Ordinance. Little stated that he understands the 10 minute interval could be too long but was concerned that messages flashing every 10 seconds may be too much. He asked why all the information for each event couldn't be placed on one screen and held in place.

Smith explained that one screen would announce the event, one would display the date, and possibly another would display the time or other information. Smith said they want to have fewer words on each display screen with larger font. Church personnel felt it would be less distracting to drivers that way. And to flash these joint messages in a shorter time frame would get the whole message to those driving by. Since there is a stop sign at this intersection, drivers would then be able to see all the information in an easier manner than having to focus in on too much information in smaller print.

Fiorendino asked if there really is a hardship. Hogeboom said that staff and the Commission will be looking at the sign code in the near future per the City Council's request. He suggested the terminology more appropriate to use would be "practical difficulty" rather than "hardship". Hogeboom said staff looked at the Design Guidelines and then considered the purpose of the sign, and the location of the sign, when making their recommendation. Staff felt the Church would be easier to work with if there becomes an issue or complaints are received.

Lee acknowledged that vehicles don't go fast in that area, so she is not concerned with it being a traffic hazard.

Kinney asked if they had considered wrapping the pylon post with brick to make it appear more like a monument sign. Smith said they had not considered doing that because of cost.

Fiorendino said he didn't have a problem with the request in this case, but hesitated to approve it as it would set precedence.

Little said he is ok with their request if the Church is willing to change the timing, brightness, etc if any of these issues become an issue. Smith stated they would agree to that and work with city staff if the need arises.

Public Hearing Opened.

No one was present to speak on this matter.

Public Hearing Closed.

The following Resolution will go before the City Council on March 10, 2014.

*Motion by Little, seconded by Lee, that the Planning Commission recommends that the City Council approve the Resolution No. 2014-14 approving Variances for a dynamic LED sign for Immaculate Conception Church located at 4030 Jackson Street NE., subject to certain conditions of approval that have been found to be necessary to protect the public interest and ensure compliance with the provisions of the Zoning and Development Ordinance, including:*

- 1) *Waiver to Section 9.106 (P) (8) (1)-allowing a pylon LED sign versus a monument LED sign.*
- 2) *Waiver to Section 9.106 (P) (8) (2)-allowing the LED sign to change or move more often than once every ten minutes.*
- 3) *Waiver to Section 9.106 (P) (9) (b) (1)-allowing the height of the sign to exceed eight feet.*

*Ayes- Little, Fiorendino, and Lee      Nay-Kinney.      MOTION PASSED.*

The following Resolution will go to the City Council March 10, 2014.

**RESOLUTION NO. 2014-14  
RESOLUTION APPROVING A VARIANCE  
FROM CERTAIN CONDITIONS  
OF THE CITY OF COLUMBIA HEIGHTS ZONING CODE  
FOR IMMACULATE CONCEPTION CHURCH**

**WHEREAS**, a proposal (Case #2014-14) has been submitted by Immaculate Conception Church to the City Council requesting a variance from the City of Columbia Heights Zoning Code at the following site:

ADDRESS: 4030 Jackson Street NE

LEGAL DESCRIPTION: On file at City Hall.

THE APPLICANT SEEKS THE FOLLOWING RELIEF:

- 1) Waiver to Section 9.106 (P) (8) (1)-allowing a pylon LED sign versus a monument LED sign.
- 2) Waiver to Section 9.106 (P) (8) (2)-allowing the LED sign to change or move more often than one every ten seconds.
- 3) Waiver to Section 9.106 (P) (9) (b) (1)-allowing the height of the sign to exceed eight feet.

**WHEREAS**, the Planning Commission has held a public hearing as required by the City Zoning Code on March 4<sup>th</sup> 2014.

**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 concern related to traffic, property values, light, air, danger of fire, and risk to public safety, in the surrounding area;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Columbia Heights that the City Council accepts and adopts the following findings of the Planning Commission:

1. Because of the particular physical surroundings, or the shape, configuration, topography, or other conditions of the specific parcel of land involved, strict adherence to the provisions of this article would cause practical difficulties in conforming to the zoning ordinance. The applicant, however, is proposing to use the property in a reasonable manner not permitted by the zoning ordinance.
2. The conditions upon which the variance is based are unique to the specific parcel of land involved and are generally not applicable to other properties within the same zoning classification.
3. The practical difficulties are caused by the provisions of this article and have not been created by any person currently having a legal interest in the property.
4. The granting of the variance is in harmony with the general purpose and intent of the Comprehensive Plan.
5. The granting of the variance will not be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements in the vicinity.

**FURTHER, BE IT RESOLVED**, that the attached plans, maps, and other information shall become part of this variance and approval; and in granting this variance the city and the applicant agree that this variance shall become null and void if the project has not been completed within one (1) calendar year after the approval date, subject to petition for renewal of the variance.

### **NEW BUSINESS**

Hogeboom explained to the members that the Community Development Department has recently received a number of inquiries regarding the possibility of locating charter schools within the City's Commercial Zoning Districts. A charter school is, by statutory definition, a public school and part of the state's public school system. However, unlike traditional public schools, charter schools operate under the oversight of a qualified nonprofit corporation rather than a traditional school board. A charter school receives state funding as if it were its own school district; however it cannot levy taxes or issue bonds and cannot use state money to purchase land or buildings.

Hogeboom said that the current Charter School, Global Academy, has a waiting list of 1,000. The new one which would be a "sister school" to Global Academy is looking at two sites where they presently are not allowed. The new school would begin as a K-3 and add grade levels each year until they reach a K-8 status. They are looking at using 2-3 floors in the NE Business Center or the vacant Rainbow Foods space.

City Code does not specifically address charter schools. Rather, it organizes schools into the following categories:

- **School, public or private, K-12**
- **School, vocational or business**
- **School, performing/visual/martial arts**

By default, a charter school would be considered a “public or private, K-12” entity in Columbia Heights. Public and private K-12 schools are only permitted in the Limited Business District (LBD). Charter schools are not permitted in the Central Business District (CBD) or the General Business District (GBD).

Certain properties within the CBD and the GBD may be appropriate locations for charter schools or other types of educational institutions, assuming that appropriate land use and zoning controls are implemented. City Code authorizes the City Council to initiate a zoning code text amendment process that would consider possible changes to the way in which educational institutions are defined and where the facilities are permitted to be located.

At their February 24 meeting, the City Council initiated the zoning code text amendment process, and directed the Planning and Zoning Commission to review possible changes to City Code to enhance the definition of schools and educational institutions.

### **Process**

To initiate the review of the current zoning ordinance, staff advises that the Planning and Zoning Commission consider the following questions:

1. Based on the Planning and Zoning Commission’s understanding of charter schools and how they function, does the Planning and Zoning Commission consider the use compatible with commercial businesses?
2. When you are out in the community, do you witness any issues or conflicts that are created due to schools that are located adjacent to commercial or business uses?
3. Have you heard about any complaints regarding issues generated by non-traditional schools in the community?
4. What ideal uses would you like to see located in notable vacant commercial areas, such as the former Rainbow Foods building and the Northeast Office Center?
5. If schools are allowed in commercial areas, should they be allowed as permitted uses or conditional uses? If they are allowed as conditional uses, what types of conditions should be established?

### **Next Steps**

Staff would like to begin the discussion of school placement at the March Planning and Zoning Commission meeting and, based on the discussion, bring back any possible recommended text changes to the April Planning and Zoning Commission meeting. Following Planning and Zoning Commission recommendation, the City Council would consider any possible zoning text changes.

Holmbeck passed out information from surrounding communities on which Zoning Districts they allow schools to be in. Many of them only allowed schools in Residential Districts or a Public Institution/Facilities District. The rest allowed them in various districts but only with a CUP, especially if in a business district.

Prior to the April Planning and Zoning Commission meeting, staff will also touch base with the Columbia Heights School District to see if there is an interest in participating in this process.

Discussion by Members:

There was a discussion regarding the categories of “schools”. The general consensus was that schools for performing/visual/martial arts should be allowed in commercial zoning districts. These are most often found in retail centers and they want the exposure that setting has to offer. These are usually extra-curricular classes such as dancing, acting, karate, art studios, etc. that operate primarily in the evenings or weekends. The Board had no problem with allowing that use in a commercial district.

When it came to the classification of K-12 schools (Public and Charter), Little said the biggest problem he could see, is they need parking and room for busses to come and go without disrupting other traffic in the area. It would be difficult to find the right spot in the commercial district along Central Avenue because so many of these properties have small sites or they would obstruct normal traffic. The other issue would be lack of outside play area or gym area. It was noted that charter schools are not held to the same requirements as Public schools for physical education or outdoor space. The members still were concerned with this since K-3 would require some place for them to have recess time.

Lee thought that bussing and traffic would be an issue at the NE Business Center site.

More comments as each question was discussed:

In response to question #1-Is it compatible with Commercial businesses: Little and Fiorendino thought they could possibly be compatible on a case by case basis. Little thought an office setting is probably a better place than a retail center. Kinney stated certain sites may be acceptable if all issues could be addressed satisfactorily such as noise, playground or outdoor space, parking for staff, and traffic issues which allow for busses and parents to drop off and pick up students safely.

In response to question #2-Have you seen any conflicts when schools are located adjacent to commercial business: Busses and traffic are the biggest issues for neighboring businesses.

In response to question #3-Have you heard comments regarding non-traditional schools in the community: No one has heard anything negative thus far.

In response to question #4-What ideal uses would you like for those sites: All the members would like to see another grocery store in the Rainbow space or some other type of needed retail. They also would like to see the Office Building utilized in some capacity. The general feeling was it is better to have these building used in some capacity than to be left empty.

In response to question #5-If allowed in commercial zoning districts, should they be permitted uses or conditional uses. The Board felt, if permitted, they should require a Conditional Use Permit, so each case could be decided individually and there could be some control over any issues the site would have.

Hogeboom also asked members if they felt current business owners or tenants may have a problem with a school being located next to them. Fiorendino responded that it would probably vary depending on what the existing business is. Hogeboom said he would try to gather some information on the impact they have on businesses based on prior sites they have located at.

Gary Peterson said the City Council is probably receptive to the idea of allowing them in commercial zoning districts if a CUP is obtained. That way there is some control to make sure they aren't disruptive to the area they wish to locate in.

Hogeboom told members by next month he will talk to school district staff and seek input from business owners and based on the information gathered, he will bring back language to the Board for consideration. Based on the feedback he gets, a recommendation will be forwarded to the City Council for their consideration on how to amend the Zoning Ordinance.

#### **OTHER NEW BUSINESS**

Hogeboom told members that staff has contacted the broker for the Hyvee Grocery Store chain inviting them to consider putting one of their stores in our City and to let them know the vacant Rainbow space is available, as well as other buildable sites that would meet their needs. According to the broker they are focusing on 3 pilot sites to be located in New Hope, Maple Grove, and Eagan. Staff will continue to pursue meeting with their representative if possible.

The meeting was adjourned at 7:53 pm.

Respectfully submitted,

Shelley Hanson  
Secretary