



## MAYOR & COUNCIL COMMUNICATION

**DATE: April 1, 2014**

**CONSENT**

**ITEM #4**

**AGENDA ITEM:** Family Means CUP Amendment

**SUBMITTED BY:** Nick M. Johnson, City Planner

**THROUGH:** Dean Zuleger, City Administrator

**REVIEWED BY:** Planning Commission  
Kyle Klatt, Community Development Director

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**SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):**

- Introduction of Item .....Community Development Director
- Report/Presentation.....Community Development Director
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

**POLICY RECCOMENDER:** The Planning Commission and Staff recommend approval of the Conditional Use Permit (CUP) Amendment request by Family Means to construct a community center in the Cimarron Manufactured Home Park. The community center will allow Family Means to provide expanded and improved programming to youth in Cimarron Park, providing a service that will benefit the greater Lake Elmo community.

**FISCAL IMPACT:** None – All City review costs were recuperated through the required application fee

**SUMMARY AND ACTION REQUESTED:** The City Council is asked to approve a CUP Amendment request by Family Means to construct a community center in the Cimarron Manufacture Home Park as part of the Consent Agenda. The community center will be utilized to provide expanded after-school and summer programming to youth ages 6-18 in Cimarron Park. The Planning Commission held a public hearing on 3/24/14 and unanimously recommended approval of the request.

*The Planning Commission and Staff are recommending that the City Council approve the CUP Amendment request as part of the Consent Agenda. If removed from the Consent Agenda, the CUP Amendment request can be approved through the following motion:*

***“Move to adopt Resolution No. 2014-21, approving the Conditional Use Permit Amendment request by Family Means to allow for the construction of a community center in the Cimarron Manufactured Home Park.”***

### **LEGISLATIVE HISTORY/PLANNING COMMISSION REPORT:**

The Cimarron Manufactured Home Park was approved by the Town of East Oakdale in 1967 via Special Use Permit (Attachment #6). As part of the approval of the manufactured home park, various accessory uses that would be permitted in the future were also identified in the approval. Community centers were identified as one of the permitted accessory uses. As Cimarron Park proceeded with various accessory uses, such as the golf course, the City processed the request as a Conditional Use Permit (CUP) Amendment. Following this established procedure, Family Means requesting an amendment to Cimarron Park’s CUP to proceed with the construction of the community center. To provide further clarification, it should be noted that Special Use Permits, which were common during this time period, have now been replaced by CUPs procedurally.

The Planning Commission held a public hearing on the CUP amendment request at its meeting on 3/24/14. No one spoke in favor or against the request. The Planning Commission voiced their support of the project. After discussing a few questions related to parking and programming, the Planning Commission unanimously recommended the CUP Amendment request for approval (Vote: 5-0).

### **BACKGROUND INFORMATION (SWOT):**

**Strengths:** Allowing for the construction of a community center allows the Family Means organization the expanded space and facilities to improve after-school and summer programming for youth in Cimarron Park and the greater Lake Elmo community.

**Weaknesses:** None

**Opportunities:** Family Means currently operates after-school and summer programming in the existing clubhouse of Cimarron Park. Allowing for the construction of the community center will allow Family Means to serve a larger population of youth, as well as provide expanded and improved programming for the population.

**Threats:** None

**RECOMMENDATION:**

*Based on the aforementioned, the Planning Commission and Staff are recommending that the City Council approve the CUP Amendment request as part of the Consent Agenda. If removed from the Consent Agenda, the CUP Amendment request can be approved through the following motion:*

***“Move to adopt Resolution No. 2014-21, approving the Conditional Use Permit Amendment request by Family Means to allow for the construction of a community center in the Cimarron Manufactured Home Park.”***

**ATTACHMENTS:**

1. Resolution No. 2014-21
2. Planning Commission Report, 3/24/14
3. Location Map
4. CUP Application Form and Narrative
5. Community Center Plan Sets
6. Cimarron Park Special Use Permit
7. CUP Required Findings (§154.106.A)