OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on May 26, 2026, at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Chair Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT
Chair Hans Hansen
Commissioner Rick Cobbs
Commissioner Eric Julien
Commissioner Kristi Goldstein

MEMBERS ABSENT
Commissioner Steve Coyle

STAFF PRESENT
Building Official Jeff Baker, City Administrator Daniel Buchholtz, City Planner Evan Monson

VISITORS

Ken Wending	547 81st Ave NE	Spring Lake Park MN
Touney Xiong	8407 Plaza Blvd NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes – March 23, 2026 Meeting

Motion made by Commissioner Cobbs, seconded by Commissioner Julien, to approve the minutes from the March 23, 2026 Planning Commission meeting.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Goldstein, Chairperson Hansen. Motion carried.

5. PUBLIC HEARING

A. Public Hearing on a Conditional Use Permit (CUP) for Adult Day Care Center – 8407 Plaza Boulevard NE

Planner Monson provided an overview of the conditional use permit (CUP) request for an adult day care facility. He stated that the applicant owns the property in Spring Lake Park and also owns an existing adult day care facility currently operating in Brooklyn Park. He

made note that the applicant intends to relocate operations to the Spring Lake Park property, prompting the CUP request.

Planner Monson explained that while the City's zoning code does not define "adult day care," the term is defined in state statute. He noted that adult day care facilities are licensed by the State of Minnesota; therefore, any licensing questions fall under the state's jurisdiction. He stated that the City's review is limited to zoning considerations such as setbacks, parking, and aesthetics. He confirmed that adult day care is a conditional use in the C-1 zoning district and is consistent with the property's commercial land use designation in the Comprehensive Plan.

Planner Monson stated that the applicant is not proposing any building additions or demolitions, so requirements related to building height or footprint are not applicable. He stated that the applicant has indicated that some window improvements may be undertaken. He noted that the existing parking configuration predates the current code requirements and was approved in 1999 for a restaurant use. He said the applicant intends to retain the existing banquet hall use on weekends while operating the adult day care on weekdays. He noted that parking for the adult day care alone meets code requirements, but because the banquet hall could generate high parking demand, the two uses may not operate concurrently.

Planner Monson reviewed the CUP criteria and stated that staff finds the criteria have been met. He said that the Building Official will require a certificate of occupancy.

Planner Monson recommends approval with the findings and conditions as follows:

- Operation of the use in accordance with materials submitted;
- Ensuring that the banquet hall and adult day care do not operate concurrently;
- Requiring an amendment to the CUP for any future building expansion;
- Obtaining all required permits;
- Compliance with applicable regulations; and
- Payment of associated fees and escrows.

Touney Xiong, 8407 Plaza Boulevard NE, provided an overview of the proposed adult day care operations. He explained that the service functions similarly to child care but is designed for adults age 18 and older, consistent with their state licensing. Their current license allows up to 184 participants, and the larger Spring Lake Park facility may allow for a higher licensed capacity, subject to DHS approval. He expressed hope that the new location would become a long-term home for the program.

Mr. Xiong stated that the facility would operate Monday through Friday from 8:00 a.m. to 4:30 p.m., with the option to add a second shift from 4:30 p.m. to 8:00 p.m., as their license allows up to 4–6 operational hours per shift. Mr. Xiong stated that all 30 employees are medically trained and certified. He stated that all drivers are fully trained and certified by the Department of Human Services (DHS).

Mr. Xiong in response to Commissioner Cobb's question about how many vehicles are used for picking up and dropping off clients, stated that the Spring Lake Park location currently operates approximately 18 vehicles. He noted most of the vehicles are 14- to 15-passenger vans, with a few 12-passenger vans included in the fleet. He stated that there are two to three additional minivans used for transportation needs at the Spring Lake Park location.

Commissioner Goldstein expressed concern about how the building could function as both a daytime adult day-care facility and a nighttime/weekend banquet hall, noting the significant difference between the two uses and difficulty envisioning how the layout would accommodate both.

Mr. Xiong acknowledged that he initially shared concerns about operating two distinct business functions within the same building. He stated that after reviewing the facility layout more closely, he determined that the main hall used for banquet events could also function as an activity area for adult day-care clients during daytime hours. He explained that remodeling efforts are underway to convert an additional room into a secured recreational space equipped with exercise equipment and pool tables, which will remain locked and inaccessible to the public during banquet events to ensure safety and separation of uses. He further noted that another room within the facility has been designated as a quiet room for elderly clients. Mr. Xiong added that the current office space may be insufficient for long-term needs and stated that, depending on future operational requirements, the organization may request approval to expand the office area by approximately 2,000 square feet on the side of the building near the dumpster.

Administrator Buchholtz inquired about the staffing levels to avoid overburdening the public safety services. Mr. Xiong stated that staffing meets the DHS regulations and staff are certified in CPR.

Motion made by Commissioner Julien, seconded by Commissioner Cobbs to recommend approval of Conditional Use Permit (CUP) request for 8407 Plaza Boulevard NE for an Adult Daycare Facility with the conditions as presented by Planner Monson.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Goldstein, Chairperson Hansen. Motion carried.

6. OTHER

Administrator Buchholtz reported that the City has been awarded a $450,000 Community Development Block Grant from Anoka County to support the reconstruction of the Terrace Park building. He explained that the project will be completed in partnership with the High School Trades program. He stated that the City will bid a general contractor to complete site preparation, foundation, and concrete work, while the students will construct the main

structure. He said licensed contractors will then complete plumbing, electrical, and related work.

7. ADJOURN

Motion made by Commissioner Cobbs, seconded by Commissioner Julien to adjourn.

Voting Yea: Commissioner Cobbs, Commissioner Julien, Commissioner Goldstein, Chairperson Hansen. Motion carried.

Meeting adjourned at 7:20 PM.