

**CITY OF PLYMOUTH
AGENDA
Regular Planning Commission
Council Chambers
3400 Plymouth Boulevard, Plymouth, MN
September 17, 2025, 7:00 PM**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. PUBLIC FORUM - Individuals may address the commission about any item not contained on the regular agenda. A maximum of three minutes is allotted per individual with a total of 15 minutes for the forum. If the full 15 minutes are not needed for the forum, the commission will continue with the agenda. The commission will take no official action on items discussed at the forum, with the exception of referral to staff for future report.

3. APPROVE AGENDA - Planning Commission members may add items to the agenda for discussion purposes or staff direction only. The commission will not normally take official action on items added to the agenda.

4. CONSENT AGENDA - These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a commission member or individual so requests, in which event the item will be removed from the consent agenda and placed elsewhere on the agenda.

4.1 Approve the August 6, 2025, minutes

1. Planning Commission Minutes 8-6-2025

4.2 Variance request for a detached garage in the front yard at 2319 West Medicine Lake Drive (Sandcon Remodeling, Inc. - 2025055)

1. Planning Report
2. Location Map
3. Variance Standards Responses
4. Surveys
5. Site Plan
6. Plans
7. Resolution

5. PUBLIC HEARINGS

5.1 Conditional use permit for a 'sports and fitness club' use within an existing industrial building, for property located at 1940 Fernbrook Lane (Summit Dance Shoppe -- 2025052)

1. Planning Report
2. Location Map
3. Aerial Map
4. Applicant's Narrative

5. Conditional Use Permit Standards
6. Plans
7. Resolution

5.2 Conditional use permit for a 'sports and fitness club' use within an existing industrial building for property at 12700 Industrial Park Boulevard (Golf Specifics - 2025054)

1. Planning Report
2. Location Map
3. Applicant's Narrative
4. Plans
5. Resolution

6. NEW BUSINESS

7. ADJOURNMENT

Proposed Minutes Planning Commission Meeting August 6, 2025

Chair Boo called a Meeting of the Plymouth Planning Commission to order at 7:00 p.m. in the Council Chambers of City Hall, 3400 Plymouth Boulevard, on August 6, 2025.

COMMISSIONERS PRESENT: Chair Michael Boo, Marc Anderson, Julie Olson, and Josh Fowler

COMMISSIONERS ABSENT: Bill Wixon, Neha Markanda, and Jim Willis

STAFF PRESENT: Planning Manager Lori Sommers and Senior Planner Shawn Drill

Chair Boo led the Pledge of Allegiance.

Call to Order

Public Forum

Approval of Agenda

Motion was made by Commissioner Anderson and seconded by Commissioner Olson to approve the agenda. With all Commissioners voting in favor, the motion carried.

Consent Agenda

(4.1) Planning Commission minutes from meeting held on July 16, 2025.

Motion was made by Commissioner Fowler and seconded by Commissioner Anderson to approve the consent agenda. With all Commissioners voting in favor, the motion carried.

Public Hearing

New Business

(6.1) Variances to allow a recently constructed accessory building that does not comply with city code regulations to remain in place, for property located at 4870 Zachary Lane (Rob Lindquist – 2025-044)

Senior Planner Drill presented the staff report.

Commissioner Anderson asked for more information on the size of the shed.

Senior Planner Drill replied that the city allows up to two accessory structures on a property, one of which may contain over 200 square feet and one of which must then contain under 200 square feet. He noted that in this case, both the existing gazebo and the new shed contain over 200 square feet.

Commissioner Anderson asked why the gazebo would be considered a structure when it does not have sides, only a roof.

Senior Planner Drill replied gazebos are defined as accessory buildings by the city code.

Chair Boo introduced the applicant, Rob Lindquist, who stated that he has lived in his home for 30 years and this is his first interaction with the city. He stated that they purchased the home from his in-laws and worked with the city on previous improvements to the property. He stated that when the inspector originally stopped by, he took measurements and was friendly, but does not recall that he was told to stop building the shed. He stated that they had a tarp over it during the winter and had planned to complete it in the spring. He stated that they decided to finish the roof and install windows and doors in order to prevent rotting while they worked with the city. He stated that the shed complements their backyard, and that they wanted to design it not look like a shed, as it was the last piece of their backyard design. He stated that the shed was professionally designed, and their goal was to build a 200-square-foot building to contain their accessory items. He stated that their neighbors submitted emails in support of the shed, and he provided photos of the structure from different viewpoints. He stated that the actual shed building is 10 feet x 20 feet, but at the last minute, they decided to add a front porch. He stated that he was unaware that the late addition of the porch area would increase the size of the structure to be over 200 square feet. He stated that the shed was built parallel to the pool and gazebo. He commented that the materials of the shed match the home and gazebo. He stated that the windows, door, and porch were added to make it look more appealing and less like a shed. He commented that they have been a good steward of the city and even received an award for the improvement of their property and landscaping. He noted a French drain that was installed, and the shed avoids that drainage area. He stated that seven neighboring properties on their block have similar sheds on their property that would not meet the current six-foot setback rule.

Chair Boo commented that it is a good-looking shed and property, and asked why the applicant did not obtain a building permit.

Mr. Lundquist responded that the goal was to build a 200 square foot shed, and a permit is not required for that size.

Senior Planner Drill stated that structures of 200 square feet or smaller do not require a building permit; however, any overhangs that exceed two feet are considered by ordinance to be part of the square footage of the structure.

Chair Boo appreciated the letters submitted by the neighbors and acknowledged those in attendance tonight to support the applicant.

Commissioner Olson asked if the neighbor to the south (abutting where the shed is located) supports the request. That neighbor confirmed they do support the request.

Commissioner Anderson stated that this is a good-looking shed and that he understands the mistake about the porch overhang. He stated that the setback is a little concerning, but with no objections from the neighbors and the location of the drain tile, he does not see an issue in letting the shed remain.

Commissioner Fowler asked if the city received design drawings of the shed.

Senior Planner Drill stated that the applicant did apply for a building permit after, but is unsure of the design plans that were submitted.

Commissioner Fowler commented that in this case, the situation is caused by the landowner and therefore he struggles to justify the variance criteria. He stated that if the shed was reduced to 200 square feet by removing some of the porch, and then moved northerly to be within the same foundation footprint as the porch, that would resolve the issues of size and setback. He agreed that it is a nice shed that he does not want to see removed, but could not justify the variance findings.

Chair Boo stated that he tends to lean toward the comments of Commissioner Fowler that the shed could have been moved to the north edge of its concrete pad and reduced in size to remove the request for variances. He recognized that the landowner had created the problem, and the city is now in a position where it must consider the request after the fact.

Motion was made by Chair Boo, and seconded by Commissioner Fowler, to recommend denial of the variances requested for the recently constructed accessory building at 4870 Zachary Lane. With a vote of 3 – 1 (Anderson opposed), the motion carried.

It was noted that this item is tentatively scheduled for consideration by the City Council at its August 26, 2025 meeting.

Adjournment

Chair Boo adjourned the meeting at 7:31 p.m.

To: Plymouth Planning Commission

From: Kip Berglund, Senior Planner (763-509-5453)
Community and Economic Development Department

Subject: Sandcon Remodeling, Inc. – variance request to allow a detached garage
In the front yard at 2319 West Medicine Lake Drive (2025055)

Deadline: December 20, 2025

Summary

Request for a variance for a 576-square-foot detached garage in the front yard. The variance is to allow for a detached accessory building in the front yard. Under the plan, the existing home and 300-square-foot detached garage would be removed and replaced with a new home and larger detached garage.

The existing home has a side yard setback of 4.1 feet where 8 feet is required in the RSF-3 zoning district. The applicant has applied for a separate administrative permit to expand, but not increase, the non-conforming structure. The proposed home would be constructed 4.7 feet from the north side property line at its closest point.

An aerial view of the site is included on the right for reference on the site context.



Recommended Action

Community and Economic Development Department Staff recommend approval of the variance for the detached accessory structure in the front yard.



Site Information

Zoning and Land Use

The property is zoned RSF-3 (single family detached 3) and guided LA-1 (living area 1).

	Use	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property	Single-family home	RSF-3	LA-1
North and South	Single-family homes in the Elmhurst Subdivision	RSF-3	LA-1
West (<i>across Hemlock Ln</i>)	Single-family homes in the Elmhurst Subdivision	RSF-3	LA-1
East (<i>across Medicine Lake Dr</i>)	Medicine Lake	N/A	N/A

Natural Characteristics of Site

The lot is located in the Bassett Creek watershed and is within the shoreland overlay district for Medicine Lake. It is not located in a floodplain management overlay district, and there are no wetlands on the property.

Previous City Actions Affecting Site

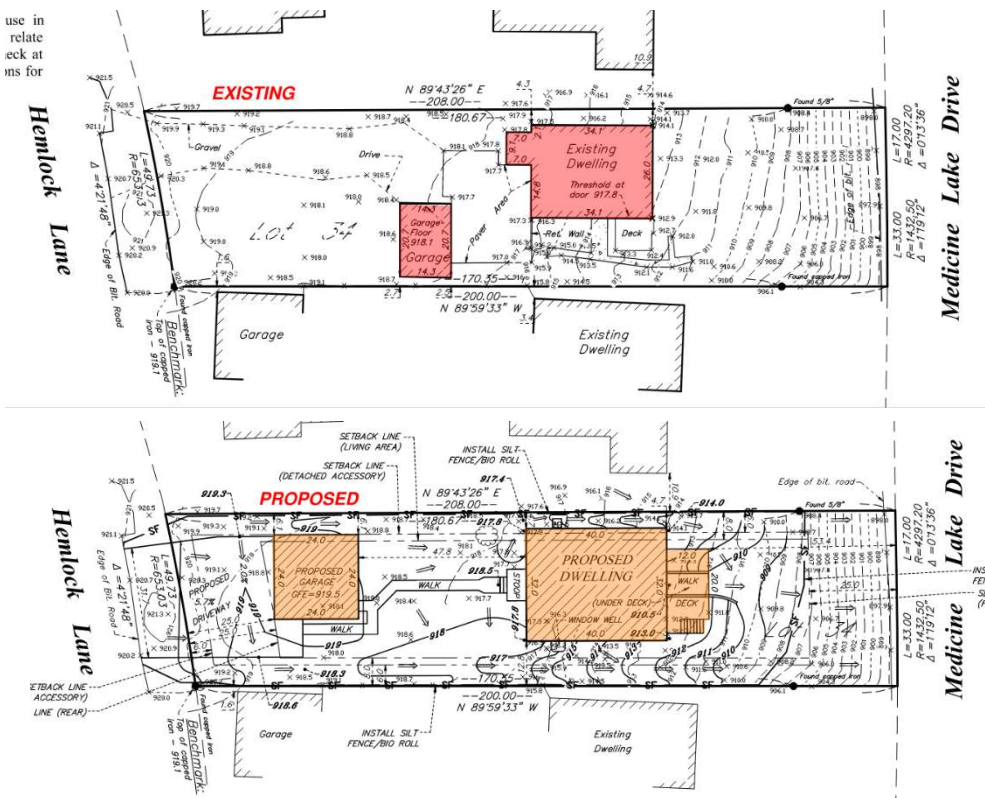
The subject lot was created in 1912 as part of the Elmhurst subdivision. The home was built in 1918.

Analysis of Request

The applicant is requesting approval of a variance to allow the construction of a new detached garage that would replace an existing detached garage on the lot. The variance would allow the new garage to be larger than the existing garage, be in a different location, and be in a front yard (the area between the home and Hemlock Lane where access is gained).

The subject property is zoned RSF-3, contains 10,085 square feet and is 49.7 feet in width at the front setback. The zoning ordinance specifies that lots within the RSF-3 zoning district shall contain a minimum lot size of 7,000 square feet and 65 feet in width. Therefore, the subject property is undersized for lot width requirements. The existing detached garage is located southwest of the existing home and is located 2.5 feet from the southern side property line and roughly 63 feet from the western front property line. For architectural and aesthetic purposes, and to limit the amount of impervious surface, the proposed detached garage would align with the placement of the home on the lot and be located 6 feet from the north side property line, and 25 feet from the west front property line.

The applicant states that the current 300-square-foot detached garage is not large enough for the owner's needs, who purchased the property in 2024. If approved, the new garage would allow the owners to park their vehicles inside and allow for additional storage space. The applicant also states that the proposed detached garage would not be out of character for the neighborhood. Staff notes that the two properties to the north and two properties to the south of the subject property all contain detached garages in the front yards that range from 0.53 feet to 4 feet from the side property lines and 8 feet to 50 feet from the front property lines.



Impervious surface

The property is in the shoreland overlay district for Medicine Lake and therefore the ordinance stipulates a maximum impervious surface coverage of 25 percent. The subject property is 10,085 square feet and currently contains 34.6 percent (3,493 square feet) impervious surface coverage. The applicant has provided a survey that includes the proposed impervious surface coverage stating that, if approved, the impervious surface of the lot would be 32.6 percent (3,293 square feet). The existing non-conforming impervious surface percentage would be reduced by two percent. Therefore, the proposed impervious surface percentage would remain at or below the existing percent and meet zoning ordinance requirements for properties located within shoreland overlay districts.

Stormwater

If approved, the detached garage would be located six feet from the north side property line. The applicant submitted a proposed survey that shows drainage arrows and elevations that would direct stormwater coming from the adjacent property and subject property, north of the garage and home, east along a graded contour toward Medicine Lake. The placement of the detached

garage and home shall not cause any additional stormwater runoff onto adjacent properties. A condition is in the attached resolution that requires approval of the proposed grading and drainage plan prior to the issuance of a building permit.

Findings

In review of the request, staff finds that all the applicable variance standards would be met, as follows:

1. Would the variance, and its resulting construction or project, be in harmony with the general purposes and intent of the Zoning Ordinance, and be consistent with the comprehensive plan?

Finding: Staff finds that the request is in harmony with the general purpose of the zoning ordinance and comprehensive plan. There is a need for a garage in Minnesota's climate, and detached garages are a permitted accessory use in the RSF-3 zoning district.

2. The variance applicant has satisfactorily established that there are practical difficulties in complying with this Chapter. "Practical difficulties" means that:

- a. Does the applicant propose to use the property in a reasonable manner permitted by this Chapter?

Finding: Staff finds that the request is reasonable. The property will be used in a reasonable manner, as permitted by the zoning ordinance. Upon the granting of the variance, and administrative permit, the project will comply with the zoning ordinance.

- b. Is the plight of the landowner due to circumstances unique to the property that were not created by the landowner?

Finding: Staff finds that the property characteristics were not caused by the applicant as they recently purchased it and currently contains a detached garage in the front yard that does not meet their vehicle parking and storage needs.

- c. The variance, if granted, would not alter the essential character of the locality?

Finding: Staff finds that the request would not alter the essential character of the locality as several properties within the neighborhood have detached garages in the front yard.

3. Is the variance request based exclusively upon economic considerations?

Finding: Staff finds that the request is not solely based on economic considerations but based upon the need for additional garage space, limiting the need for outdoor storage.

4. Would the variance, and its resulting construction or project, be detrimental to the public welfare, or would it be injurious to other land or improvements in the neighborhood?

Finding: Staff finds that the request would not be detrimental to the public welfare and would not be injurious to other land/improvements in the neighborhood. The larger

detached garage would allow for vehicles to be parked inside and for additional storage space.

- 5. Would variance, and its resulting construction or project, impair an adequate supply of light and air to adjacent properties? Or would it substantially increase traffic congestion in public streets, increase the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood?

Finding: Staff finds that the request would not impair light and air, nor increase traffic, risk of fire, nor endanger the public safety, nor diminish property values in the neighborhood. The detached garage would be in character with the neighborhood, match the architecture of the home and increase the value of the property.

- 6. Is the variance requested the minimum action required to address or alleviate the practical difficulties?

Finding: Staff finds that the variance is the minimum action required to address the practical difficulties. The design and placement of the detached garage is based on both architectural and aesthetic purposes, would limit the impervious surface percentage, and would meet or exceed all other zoning requirements.

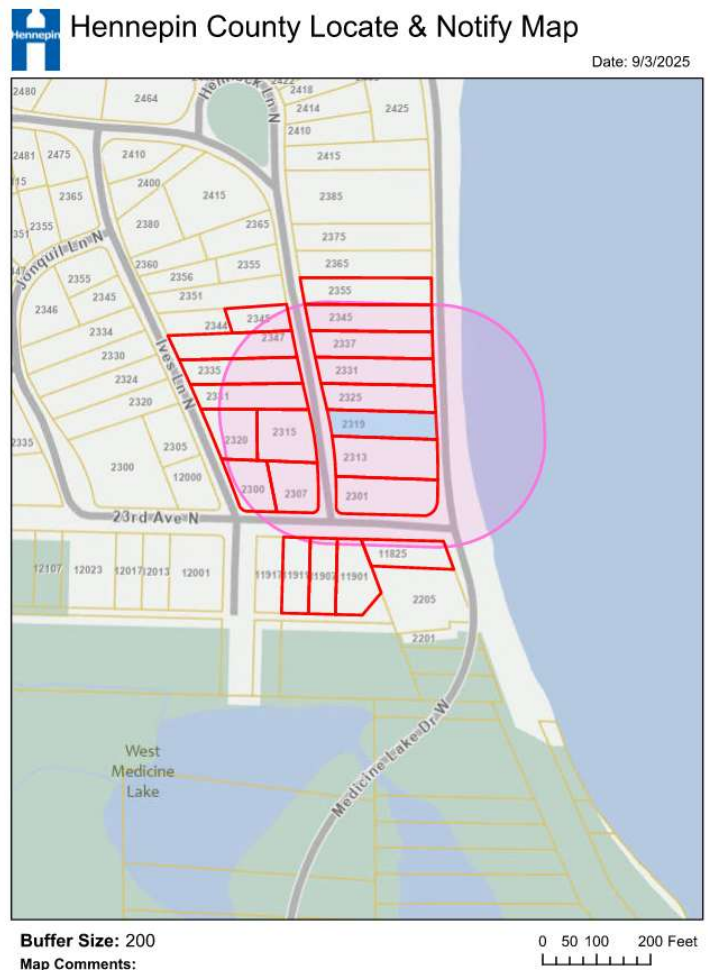
The Planning Commission must review the variance request for compliance with the standards outlined in the zoning ordinance. A copy of the variance standards is attached.

Level of Discretion in Decision-Making

The City’s discretion in approving or denying a variance is limited to whether or not the proposal meets the standards for a variance. The City has a relatively high level of discretion with a variance because the burden of proof is on the applicant to show that they meet the standards for a variance.

Public Notice

Notice of the public meeting was mailed to all property owners within 200 feet of the site.





2025055
Sandcon Remodeling, Inc.
2319 West Medicine Lake Drive
Request for a Variance



Legend

- C, Commercial
- CC, City Center
- CO, Commercial Office
- IND
- LA-1, Living Area 1
- LA-2, Living Area 2
- LA-3, Living Area 3
- LA-4, Living Area 4
- LA-5
- MXD
- MXD-R
- P-I, Public/Semi-Public/Institutional



Variance Application Checklist

Please submit digital (emailed, USB) copies of the following items via email to planning@plymouthmn.gov to submit your application.
Applications will be processed once all items on this checklist are submitted.

Requirements

- **Completed [Application Form](#)**, signed by the property owner.
- **Answers** to the questions on page 2.
- **Accurate Certified Survey** showing the proposal, drawn to scale, including all dimensions and square footages.
- **Site Plan** showing any applicable changes in landscaping, signage, lighting, and grading.
- **Application Fee** payable to the City of Plymouth:
 - \$150 for subdivision code variance
 - \$200 for 1 and 2 family lots
 - \$300 for all other lots,
 - Plus, for non-residential uses within 500 lineal feet of any residential property, an additional \$165 fee for a development sign on one street frontage and \$50 per sign for each additional street frontage.

The fee for staff-prepared mailing labels is included in the application fee. Please contact planning@plymouthmn.gov to set up online payment or submit a check or cash with the request.

Additional information may be requested concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant as necessary to establish performance conditions in relation to all pertinent sections of the zoning ordinance. For a complete list of required materials, refer to Section 21030 of the Plymouth Zoning Ordinance.



What is the proposed project? Explain what you're doing and why you need a variance.

Requesting a variance for proposed detached garage, as it is located in a front yard.

Would the variance, and its resulting construction or project, be in harmony with the general purposes and intent of the Zoning Ordinance, and consistent with the comprehensive plan? Explain.

Yes. It enhances the quality of housing. A new home is proposed to replace one that is over 100 years old. Improvements the property, compliance with current watershed standards, and reduction in maintenance comparative to the existing structure.

Would the variance, and its resulting construction or project, be detrimental to the public welfare, or injurious to other land or improvements in the neighborhood? Explain.

It will be an improvement financially and aesthetically to its neighborhood. The new home is proposed in similar position to the existing, with detached garage placement similar to but more zone compliant than neighboring properties. It does not pose a danger to public welfare, nor is it injurious to other land or improvements.

Would the variance, and resulting project, impair an adequate supply of light and air to adjacent properties, substantially increase traffic congestion in public streets, increase the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood? Explain.

No. Then new garage placement is compliant in terms of setbacks. This increases distance from property lines and street, which increases space for air, light and traffic. It decreases fire hazard. The new structure will be an improvement in property value.

Explain the "practical difficulties" present by answering the following questions:

Is the variance the minimum action required to address or alleviate the practical difficulties? Explain.

Do you plan to use the property in a reasonable manner, permitted by the Zoning Ordinance? Explain.

Yes, the intent is for this home to be the primary residence of the home owner.



Would the variance, if granted, alter the essential character of the locality?

It would not. The adjacent properties in fact have non-conforming detached garages, except that they do
comply with current zoning setback requirements, as this one does.

Is the variance request based exclusively upon economic considerations? Explain.

No. It is based on a goal of building a new structure that matches and/or compliments the design and
character of the existing neighborhood. It would be less expensive to construct an attached garage but would
increase impervious coverage. It would be less expensive to construct the garage closer to the front setback
(like the adjoining properties which do not comply with setback requirements).

Is the difficulty due to circumstances unique to the property and was the issue created by the property
owner? Explain.

The difficulty is due to Hemlock Lane being defined as the front the property, because there is not good
access from Medicine Lake Drive in terms placing a garage or driveway. This requires the garage to be
placed on the Hemlock Lane side, the front side of the home.



LEGAL DESCRIPTION:

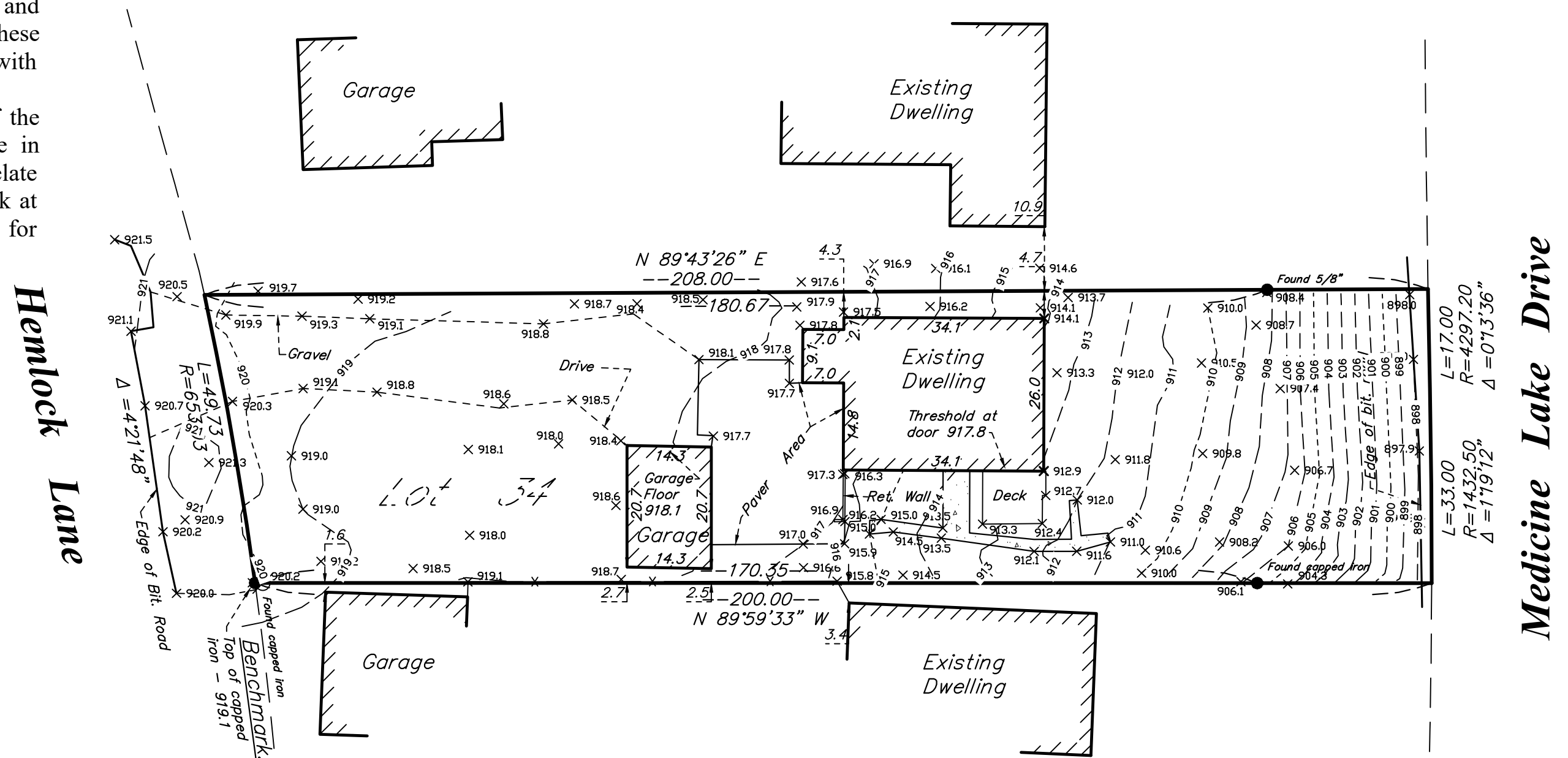
Lot 34, Block 1, ELMHURST, Hennepin County, Minnesota.

SCOPE OF WORK & LIMITATIONS:

- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
- Showing the location of observed existing improvements we deem necessary for the survey.
- Setting survey markers or verifying existing survey markers to establish the corners of the property.
- This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
- Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.
- Showing and tabulating impervious surface coverage of the lot for your review and for the review of such governmental agencies that may have jurisdiction over these requirements to verify they are correctly shown before proceeding with construction.
- Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.

STANDARD SYMBOLS & CONVENTIONS:

"●" Denotes iron survey marker, set, unless otherwise noted.

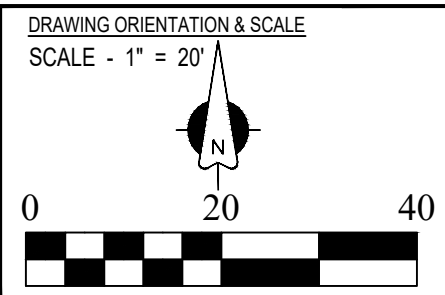


LEGEND

- - CATCH BASIN
- ⊗ - GAS METER
- ⊕ - FIRE HYDRANT
- ⊙ - POWER POLE
- ⊖ - MANHOLE
- ⊗ - TELEPHONE PED.
- ⊕ - ELEC. TRANSFORMER
- ⊙ - WELL
- ⊕ - GATE VALVE
- ⊙ - LIGHT POLE
- ⊙ - TREE
- X—X— - FENCE LINE
- S - SANITARY SEWER LINE
- W - WATER LINE
- G - GAS LINE
- ST - STORM DRAIN LINE
- E - OVERHEAD UTILITY LINE
- ▨ - BITUMINOUS SURFACE
- ▩ - CONCRETE SURFACE

EXISTING HARDCOVER	
House	948 Sq. Ft.
Existing Deck	94 Sq. Ft.
Gravel Driveway	1,208 Sq. Ft.
Garage	296 Sq. Ft.
Concrete Surfaces	133 Sq. Ft.
Paver Patio	696 Sq. Ft.
Ret. Walls	4 Sq. Ft.
Bituminous Road	114 Sq. Ft.
TOTAL EXISTING HARDCOVER	3,493 Sq. Ft.
AREA OF LOT	10,085 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	34.6%

DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

LISA NORCROSS

2319 MEDICINE LAKE DRIVE WEST
PLYMOUTH, MN

Advance
Surveying & Engineering, Co.

18202 Minnetonka Boulevard, Suite 401
Deephaven, Minnesota 55391
Phone (952) 474-7964
Web: www.advsur.com

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Thomas M. Bloom

Thomas M. Bloom
42379
LICENSE NO.
AUGUST 20, 2024
DATE

DATE SURVEYED: AUGUST 20, 2024

DATE DRAFTED: AUGUST 20, 2024

SHEET TITLE
EXISTING CONDITIONS SURVEY

DRAWING NUMBER
241017 TB

SHEET SIZE 17 X 22

SHEET NO.

S1

Page 15 of 65

LEGAL DESCRIPTION:

Lot 34, Block 1, ELMHURST, Hennepin County, Minnesota.

SCOPE OF WORK & LIMITATIONS:

- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
- Showing the location of observed existing improvements we deem necessary for the survey.
- Setting survey markers or verifying existing survey markers to establish the corners of the property.
- This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
- Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.
- Showing and tabulating impervious surface coverage of the lot for your review and for the review of such governmental agencies that may have jurisdiction over these requirements to verify they are correctly shown before proceeding with construction.
- Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
- While we show a proposed location for this home or addition, we are not as familiar with your proposed plans as you, your architect, or the builder are. Review our proposed location of the improvements and proposed yard grades carefully to verify that they match your plans before construction begins. Also, we are not as familiar with local codes and minimum requirements as the local building and zoning officials in this community are. Be sure to show this survey to said officials, or any other officials that may have jurisdiction over the proposed improvements and obtain their approvals before beginning construction or planning improvements to the property.
- While we show the building setback lines per the City of Plymouth web site, we suggest you show this survey to the appropriate city officials to be sure that the setback lines are shown correctly. Do this BEFORE you use this survey to design anything for this site.

STANDARD SYMBOLS & CONVENTIONS:

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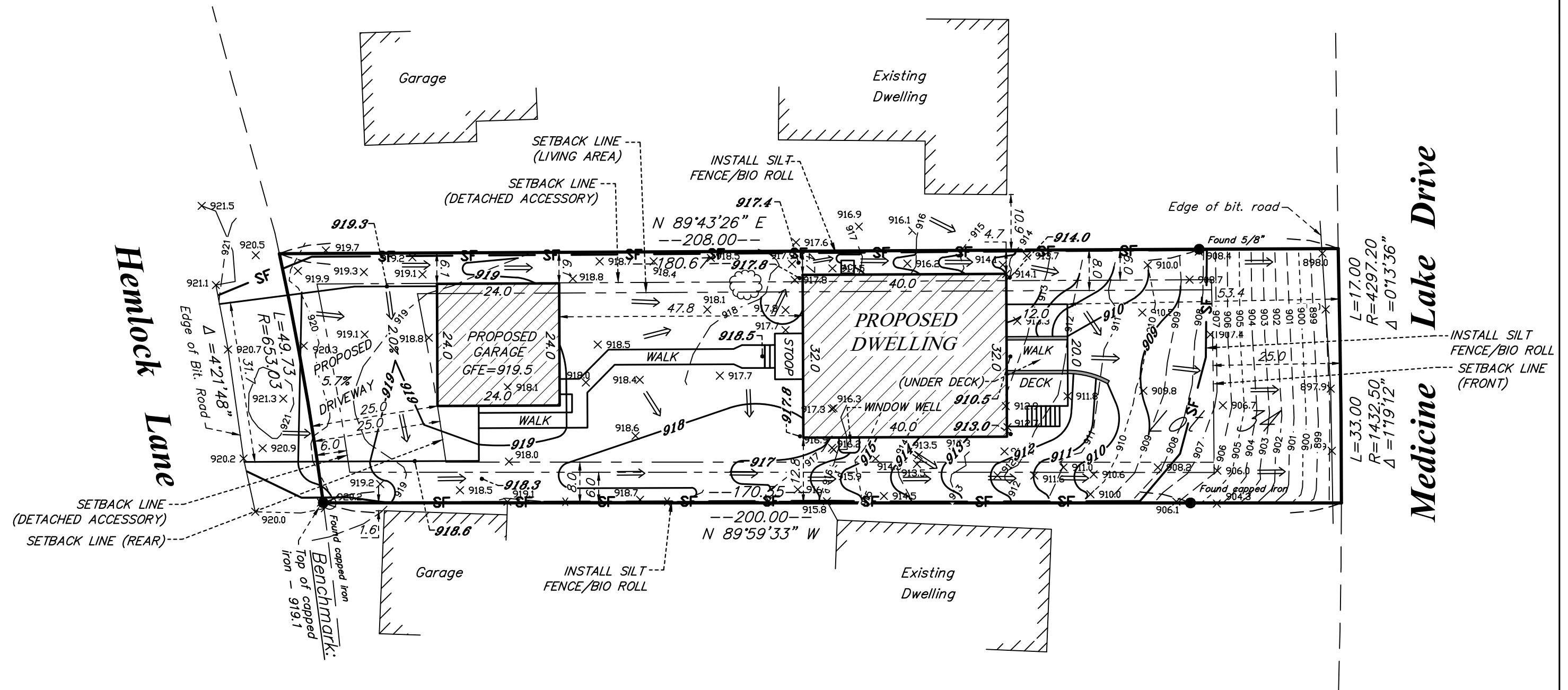
GRADING & EROSION CONTROL NOTES:

BEFORE DEMOLITION AND GRADING BEGIN

- Install silt fence/bio roll around the perimeter of the construction area.
- Sediment control measures must remain in place until final stabilization has been established and then shall be removed. Sediment controls may be removed to accommodate short term construction activity but must be replaced before the next rain.
- Contractor shall install inlet protection on all existing storm sewer inlets in accordance with the city standard details. Inlet protection shall also be provided on all proposed storm sewer inlets immediately following construction of the inlet. Inlet protection must be installed in a manner that will not impound water for extended periods of time or in a manner that presents a hazard to vehicular or pedestrian traffic.

SITE WORK COMPLETION:

- When final grading has been completed but before placement of seed or sod an "as built" survey shall be done per City of Plymouth requirements to insure that grading was properly done.
- When any remedial grading has been completed, sod or seeding shall be completed including any erosion control blankets for steep areas.
- When turf is established, silt fence and inlet protection and other erosion control devices shall be disposed of and adjacent streets, alleys and walks shall be cleaned as needed to deliver a site that is erosion resistant and clean.
- Contractor shall maintain positive drainage of a minimum 2% slope away from proposed building.



PROPOSED ELEVATIONS
 FIRST FLOOR (SUB-FLOOR) = 920.39
 TOP OF FOUNDATION = 918.70
 BASEMENT FLOOR = 910.79

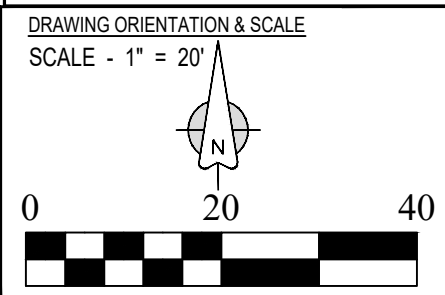
LEGEND

EXISTING CONTOUR	--- 915 ---
EXISTING SPOT ELEVATION	X 915.5
PROPOSED CONTOUR	— 915 —
PROPOSED SPOT ELEVATION	915.5
DRAINAGE ARROW - FLOW	⇒
SILT FENCE/BIO ROLL	— SF —

EXISTING HARDCOVER	
House	948 Sq. Ft.
Existing Deck	94 Sq. Ft.
Gravel Driveway	1,208 Sq. Ft.
Garage	296 Sq. Ft.
Concrete Surfaces	133 Sq. Ft.
Paver Patio	696 Sq. Ft.
Ret. Walls	4 Sq. Ft.
Bituminous Road	114 Sq. Ft.
TOTAL EXISTING HARDCOVER	3,493 Sq. Ft.
AREA OF LOT	10,085 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	34.6%

PROPOSED HARDCOVER	
House	1,280 Sq. Ft.
Front Stoop	59 Sq. Ft.
Rear Walk/Steps	72 Sq. Ft.
Walk	211 Sq. Ft.
Proposed Garage	576 Sq. Ft.
Ret. Walls	22 Sq. Ft.
Driveway	985 Sq. Ft.
Bituminous Road	114 Sq. Ft.
AC Pad	6 Sq. Ft.
TOTAL PROPOSED HARDCOVER	3,293 Sq. Ft.
AREA OF LOT	10,085 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	32.6%

DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

LISA NORCROSS
 2319 MEDICINE LAKE DRIVE WEST
 PLYMOUTH, MN

Advance
 Surveying & Engineering, Co.

18202 Minnetonka Boulevard, Suite 401
 Deephaven, Minnesota 55391
 Phone (952) 474-7964
 Web: www.advsur.com

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Thomas M. Bloom
 # 42379
 LICENSE NO.
 AUGUST 19, 2025
 DATE

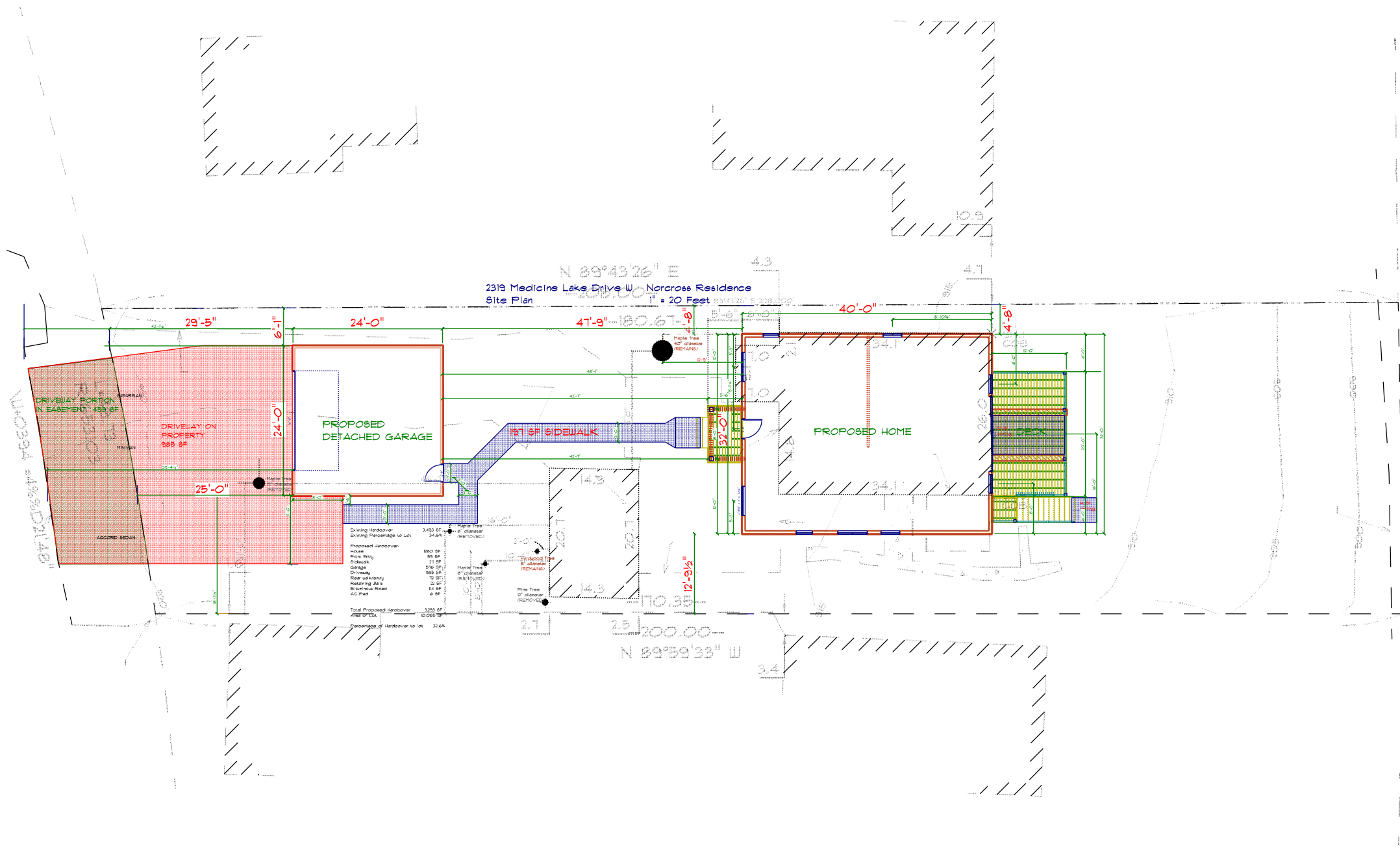
DATE SURVEYED: AUGUST 20, 2024
DATE DRAFTED: AUGUST 19, 2025

SHEET TITLE
 PROPOSED SURVEY

DRAWING NUMBER
 251405 JR



SHEET SIZE 17 X 22
SHEET NO.
S1

SHEET 1 OF 1
 Page 16 of 65




L=33.00 L=17.00
R=1432.50 R=4291.20
U+O39.4 =1% D 19'12" U+O39.4 =0% D 13'36"

2319 Medicine Lake Drive W Norcross Residence
 Lower Level Revised
 1/4" = 1 Foot

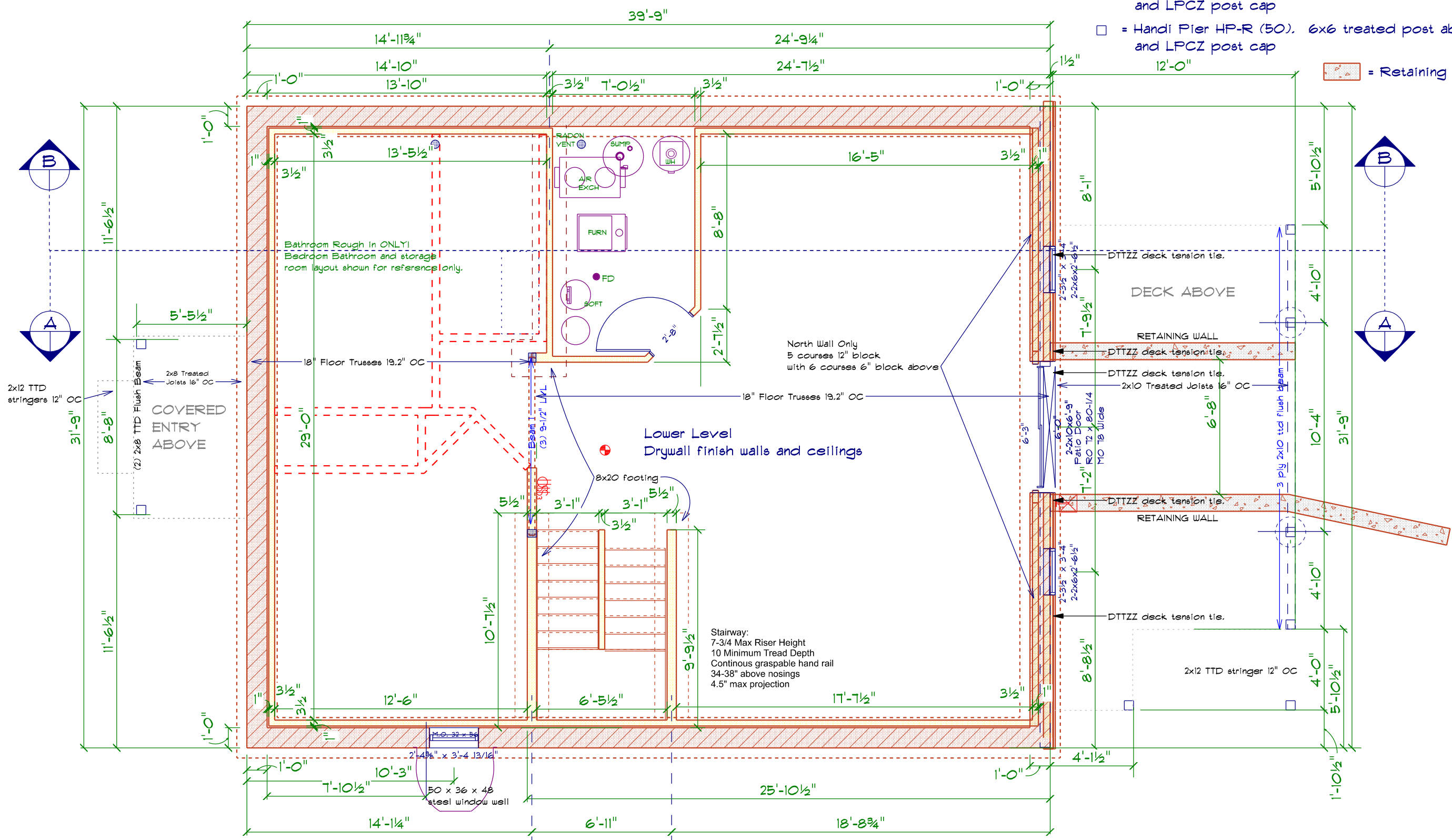
-  = 2x4 Interior Wall
-  = 2x6 Interior Wall

 = 12" concrete block wall

 = 18" concrete footing, flare bottom, to 21" diameter. 6x6 treated post above on ABA66Z post base and LPCZ post cap

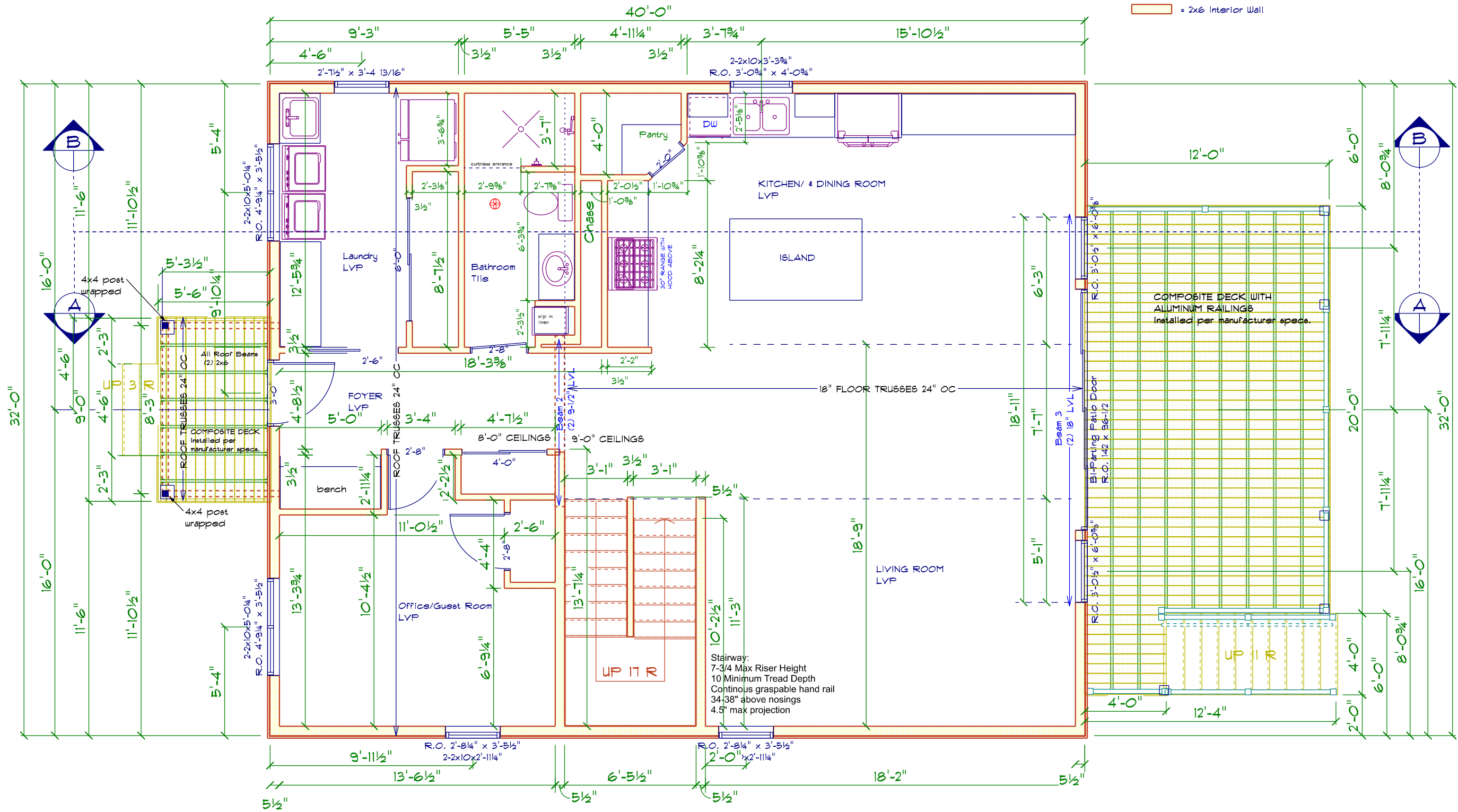
 = Handi Pier HP-R (50). 6x6 treated post above on ABA66Z post base and LPCZ post cap

 = Retaining Wall

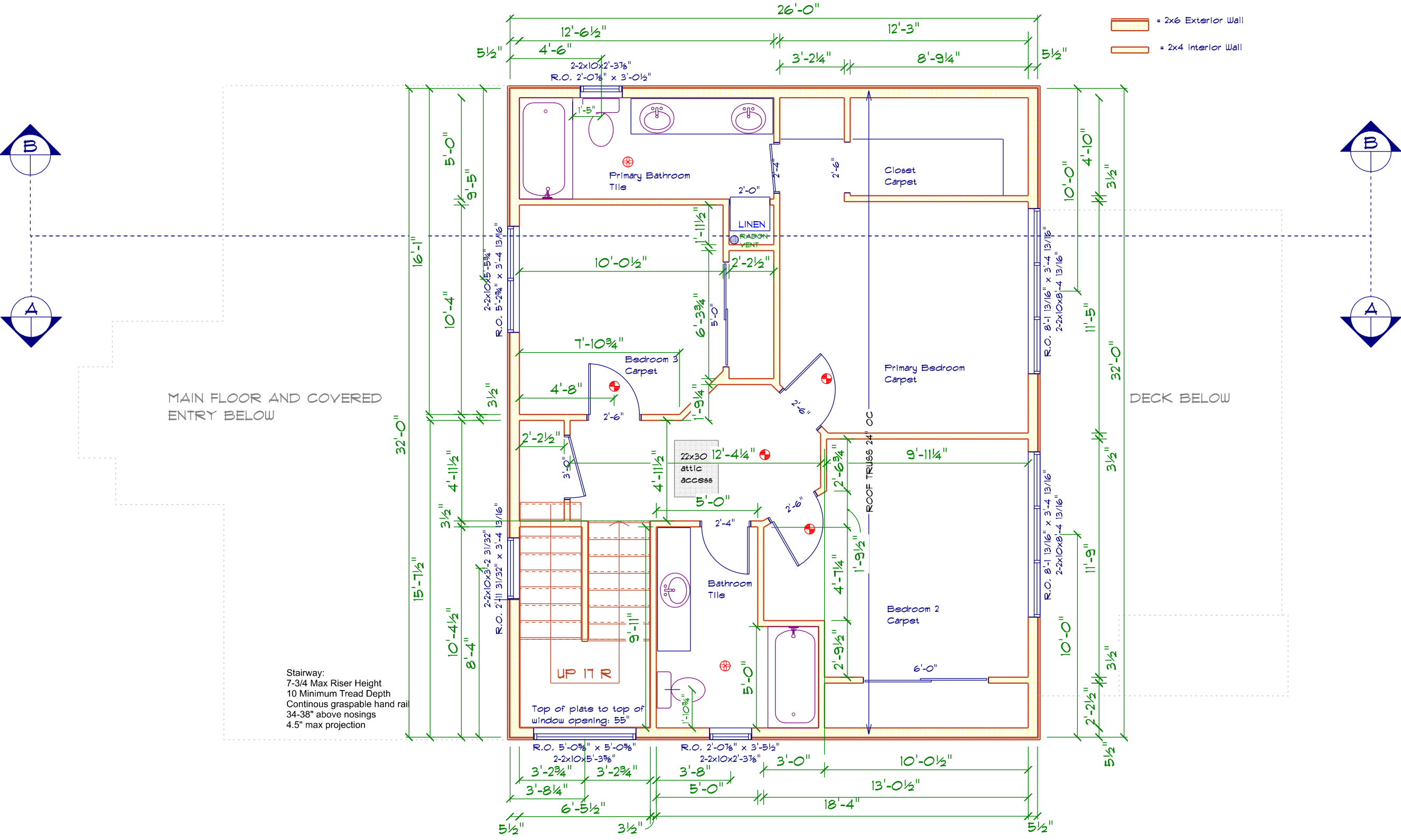


2319 Medicine Lake Drive W Norcross Residence
 Main Floor Plan
 1/4" = 1 Foot

- = 2x6 Exterior Wall
- = 2x4 Interior Wall
- = 2x6 Interior Wall

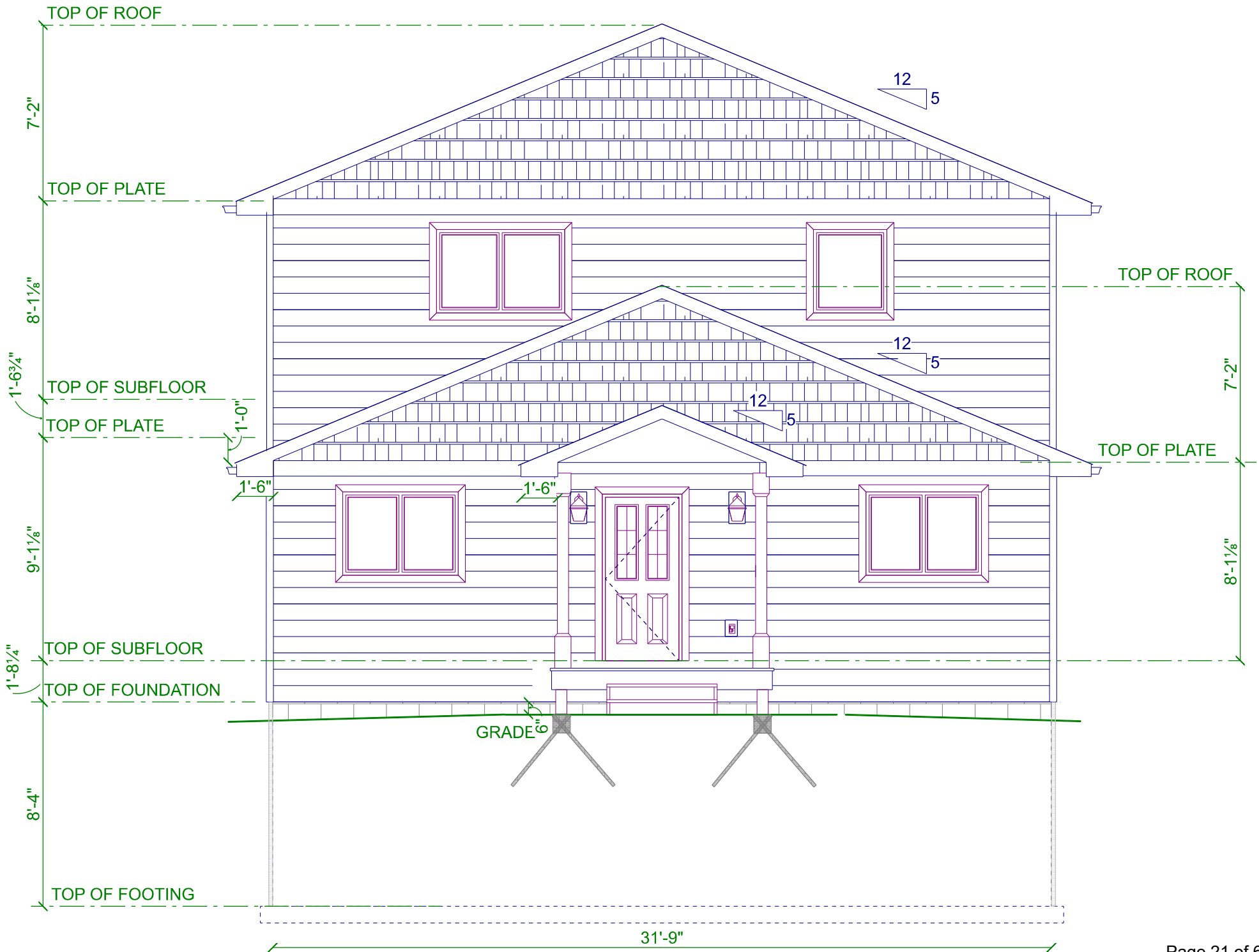


2319 Medicine Lake Drive W Norcross Residence
 2nd Floor
 1/4" = 1 Foot



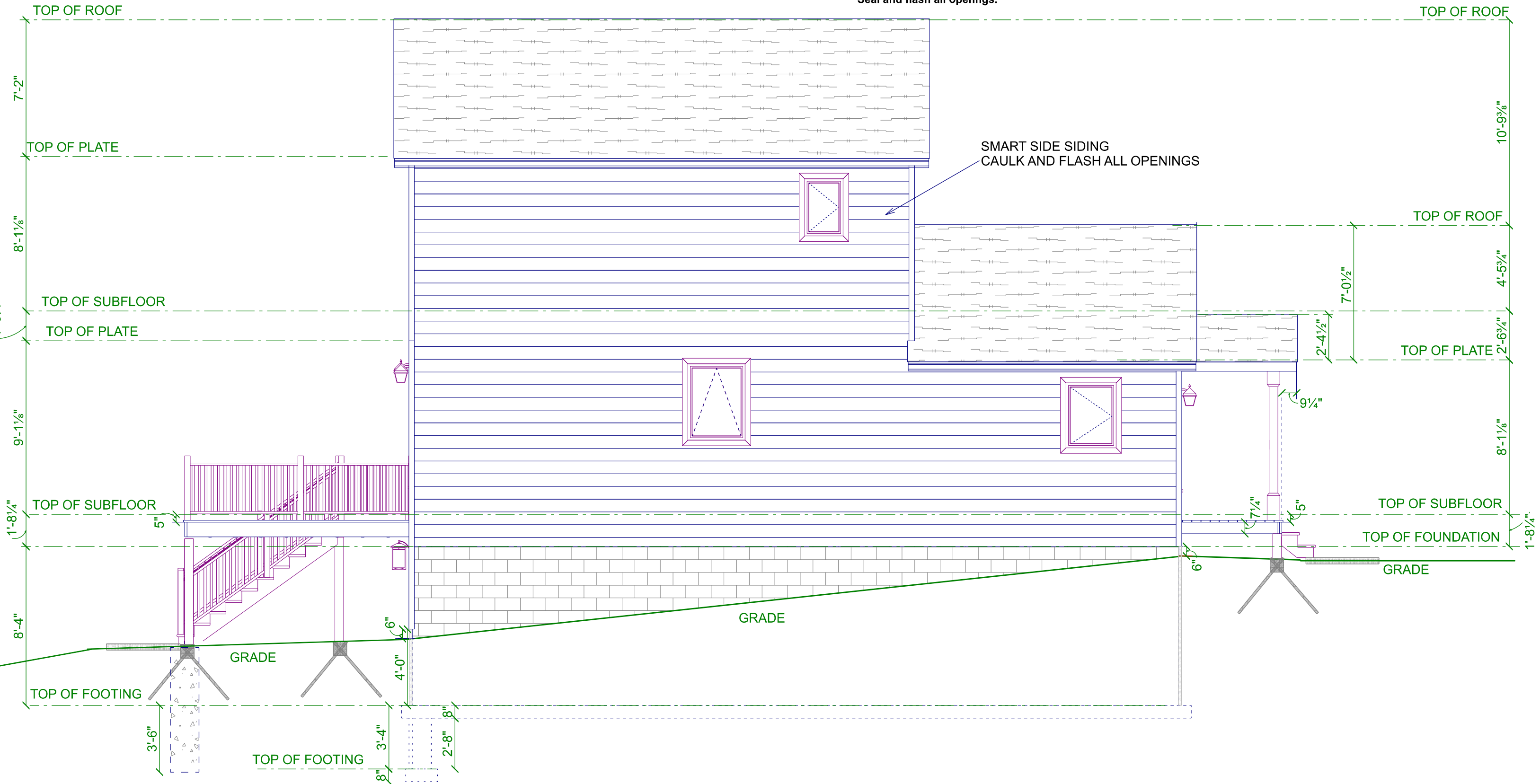
Stairway:
 7-3/4 Max Riser Height
 10 Minimum Tread Depth
 Continuous graspable hand rail
 34-38" above nosings
 4.5" max projection

WEST ELEVATION 1/4" = 1 FOOT



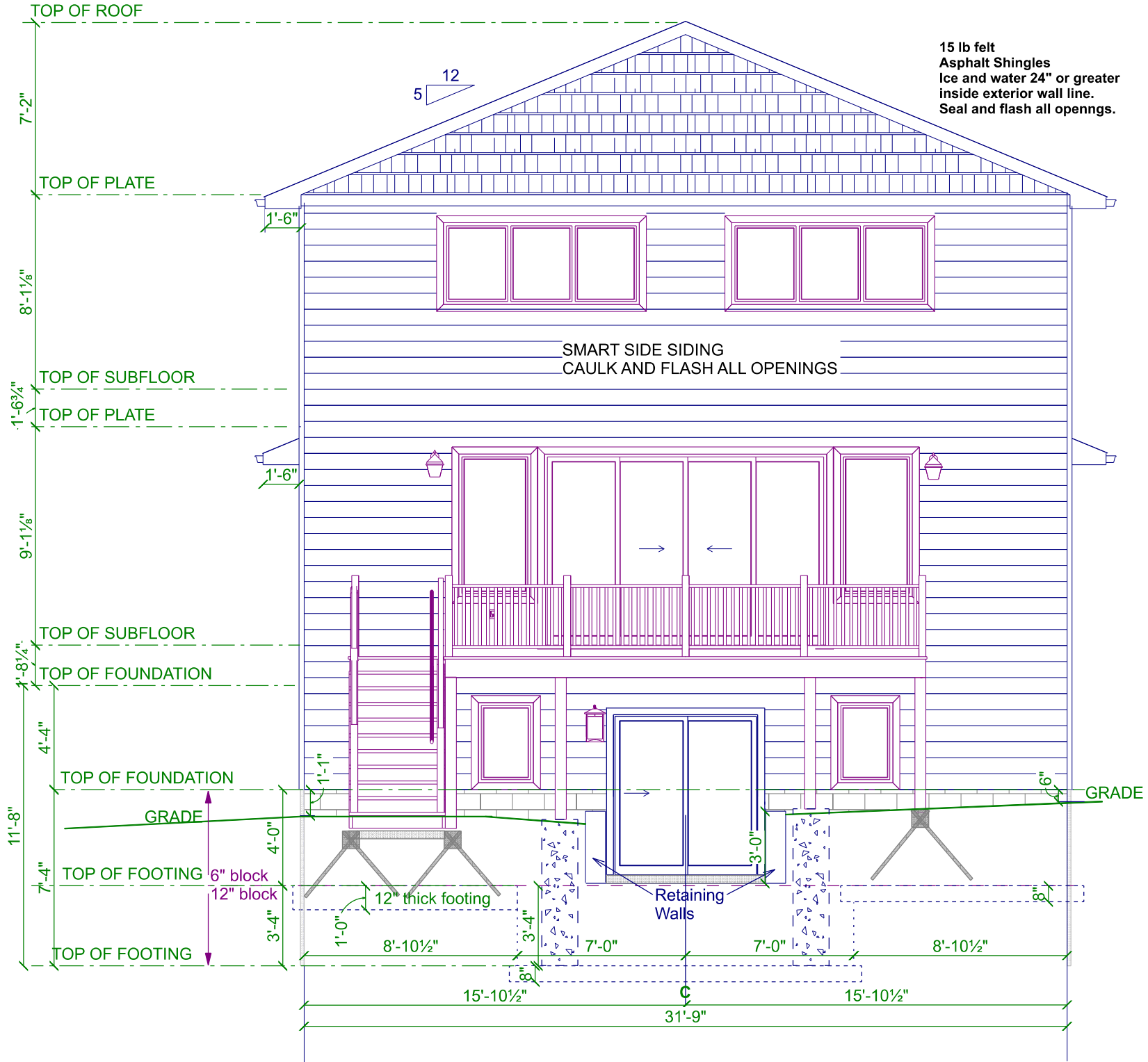
NORTH ELEVATION 1/4" = 1 FOOT

15 lb felt
Asphalt Shingles
Ice and water 24" or greater
inside exterior wall line.
Seal and flash all openngs.

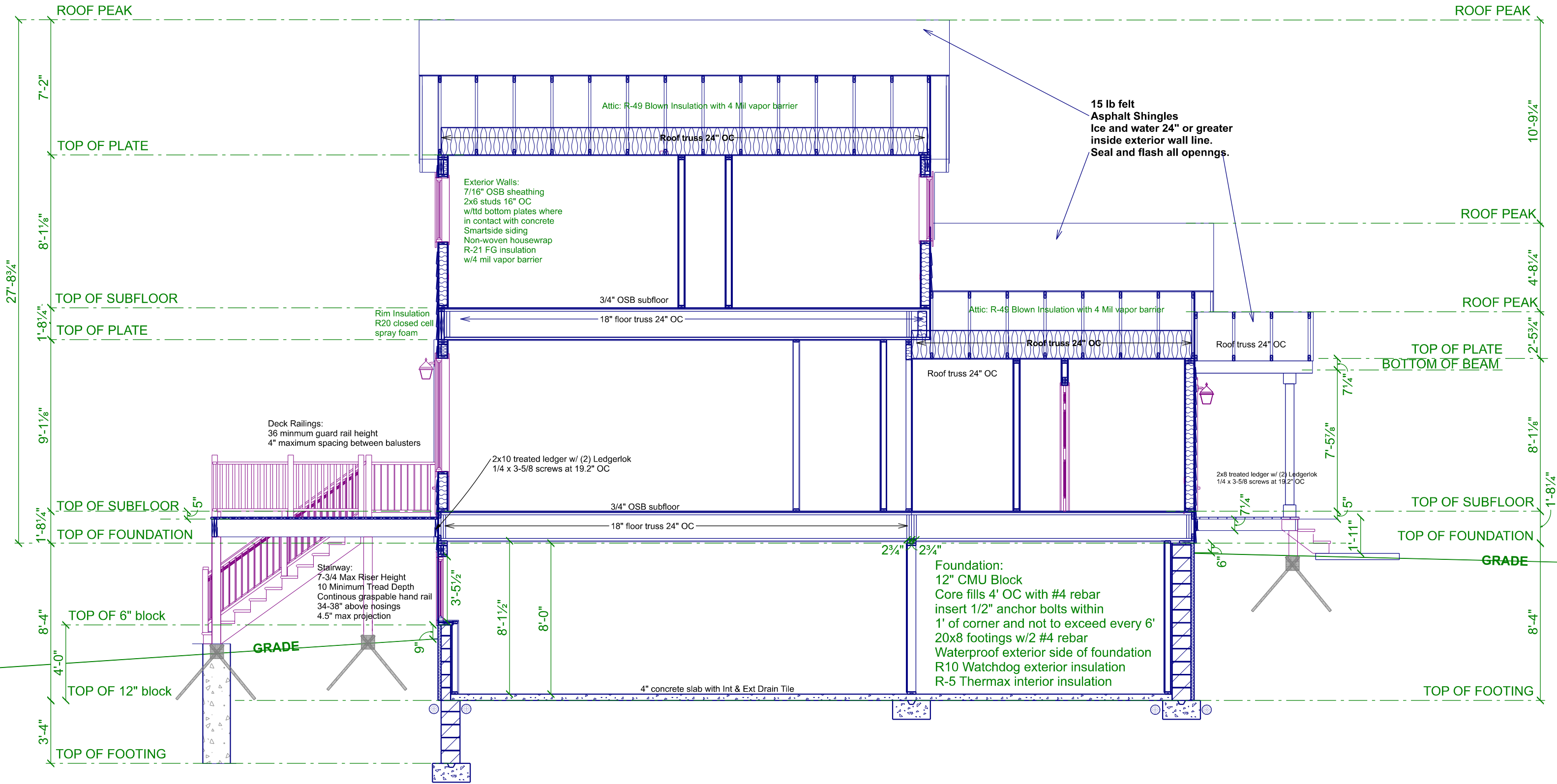


EAST ELEVATION 1/4" = 1 FOOT

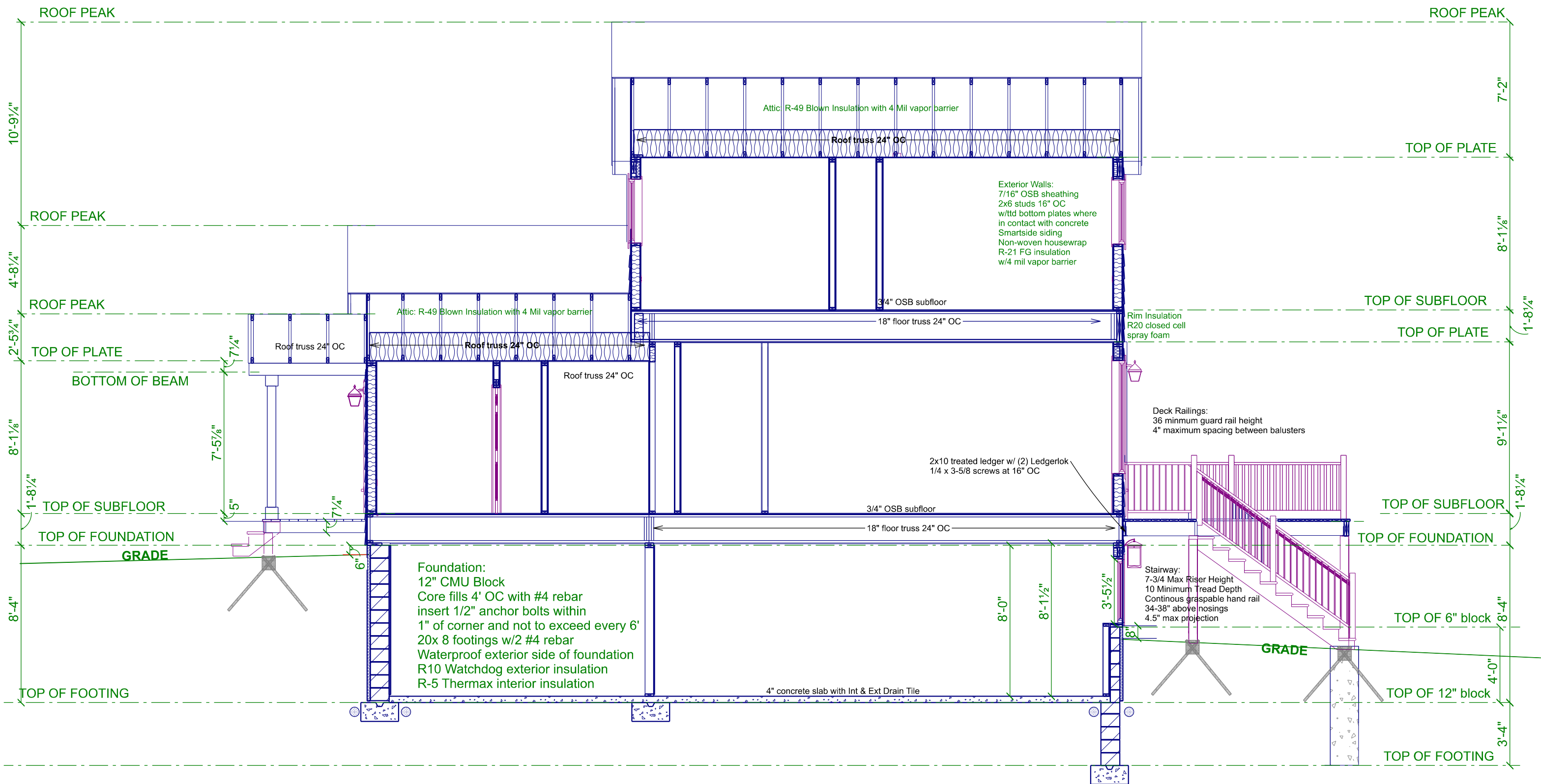
15 lb felt
Asphalt Shingles
Ice and water 24" or greater
inside exterior wall line.
Seal and flash all openings.



CROSS SECTION A (VIEWED FROM NORTH SIDE) 1/4" = 1 FOOT

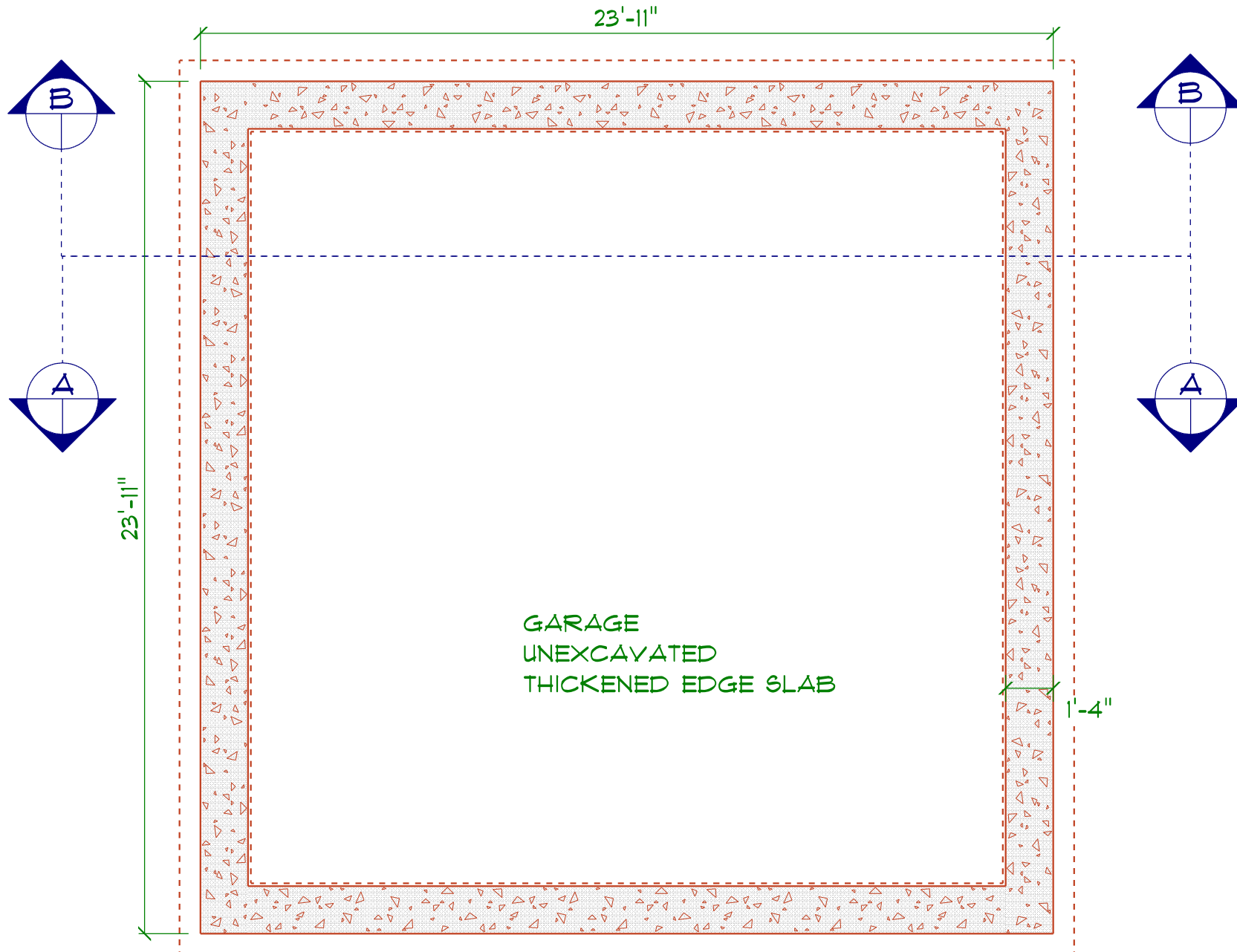


CROSS SECTION B (VIEWED FROM SOUTH SIDE) 1/4" = 1 FOOT



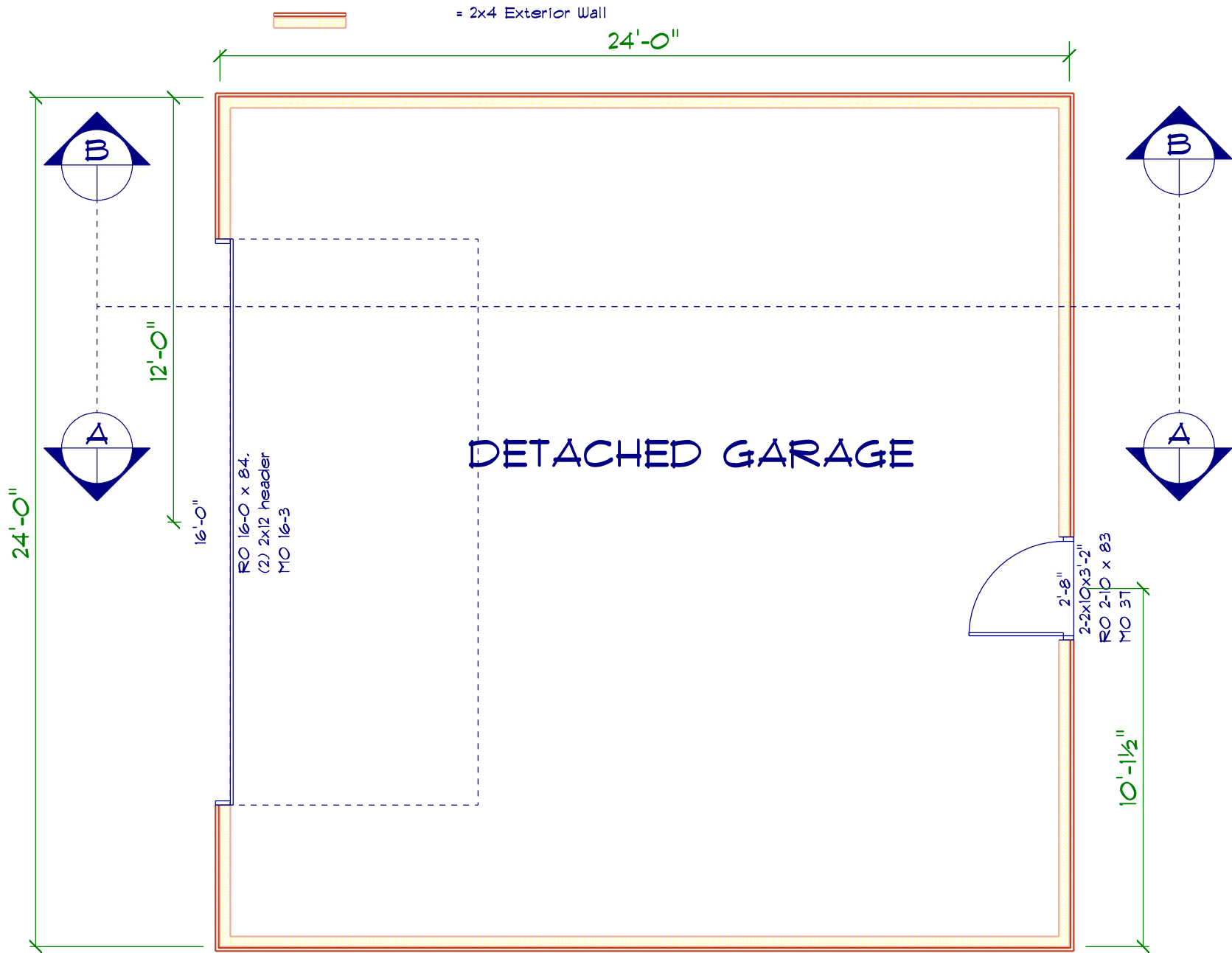
2319 Medicine Lake Drive W Norcross Residence
Detached Garage Foundation

1/4" = 1 Foot



2319 Medicine Lake Drive W
Detached Garage

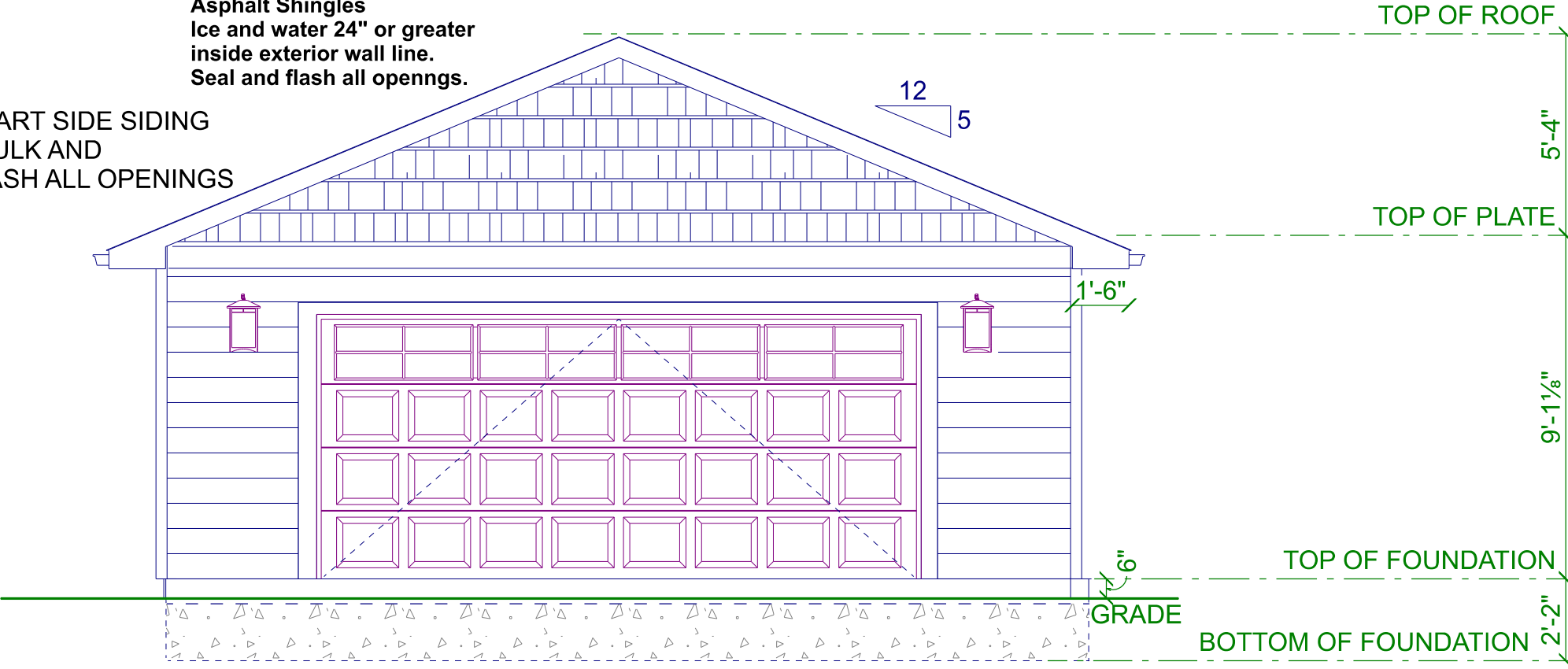
Norcross Residence
1/4" = 1 Foot



WEST ELEVATION 1/4" = 1 FOOT

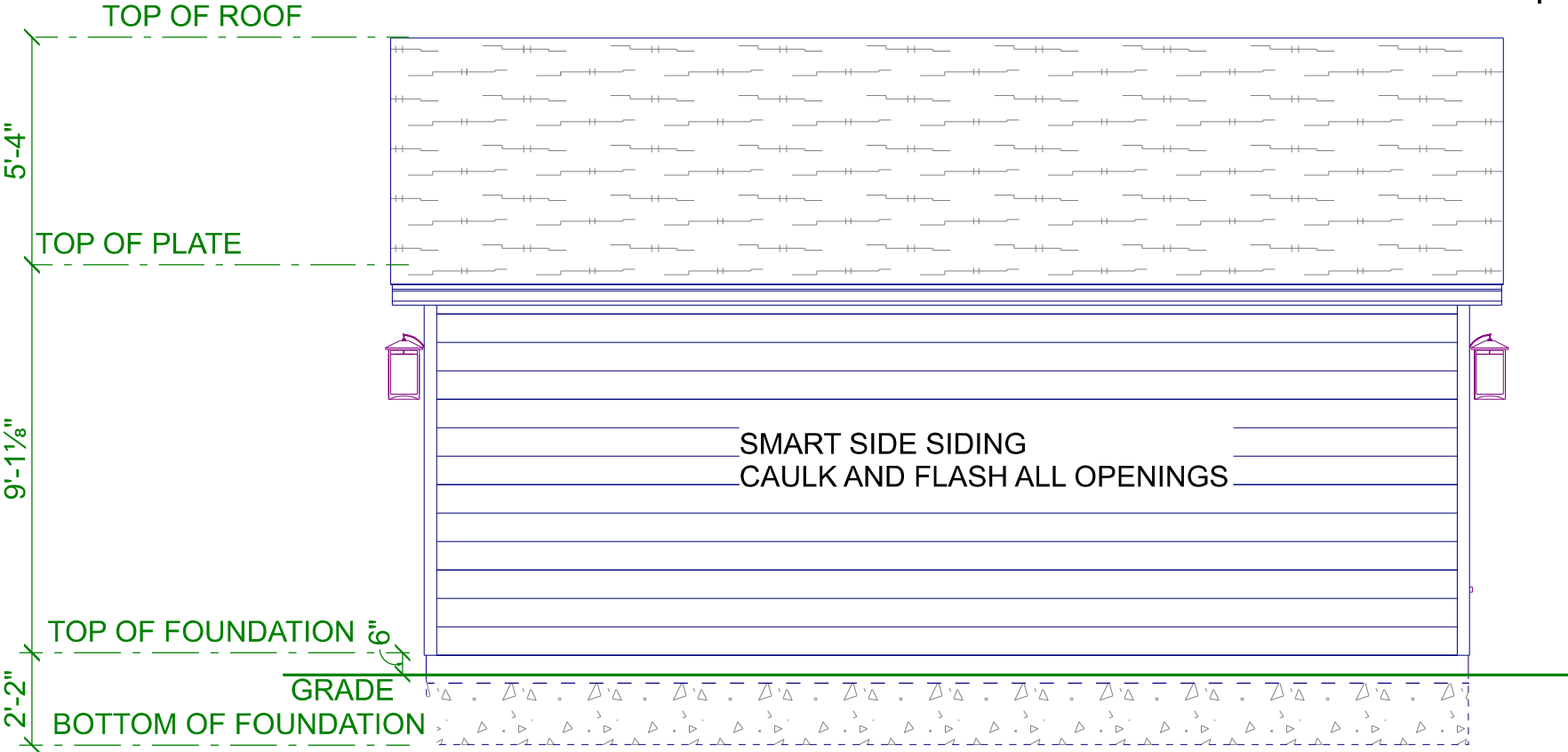
15 lb felt
 Asphalt Shingles
 Ice and water 24" or greater
 inside exterior wall line.
 Seal and flash all openngs.

SMART SIDE SIDING
 CAULK AND
 FLASH ALL OPENINGS

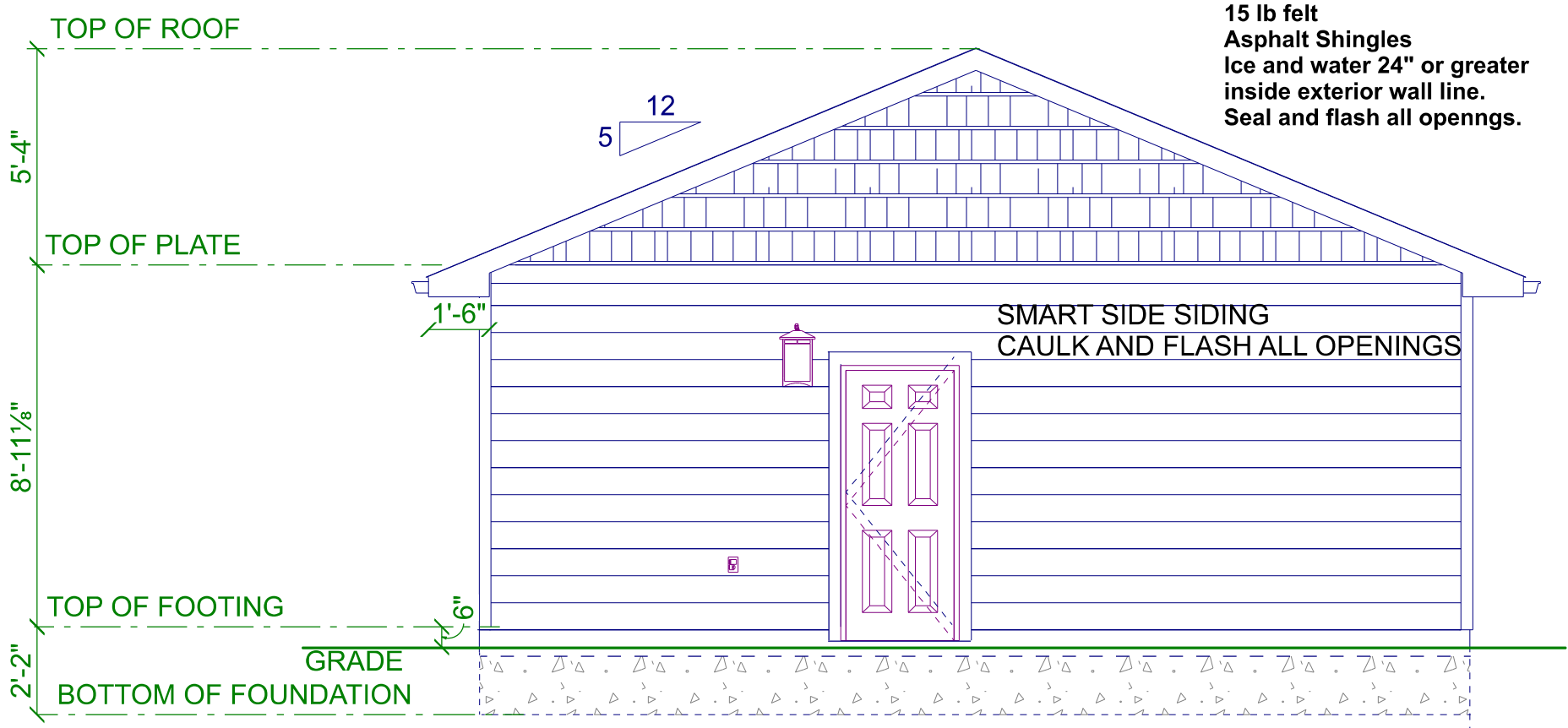


NORTH ELEVATION 1/4" = 1 FOOT

15 lb felt
Asphalt Shingles
Ice and water 24" or greater
inside exterior wall line.
Seal and flash all openngs.

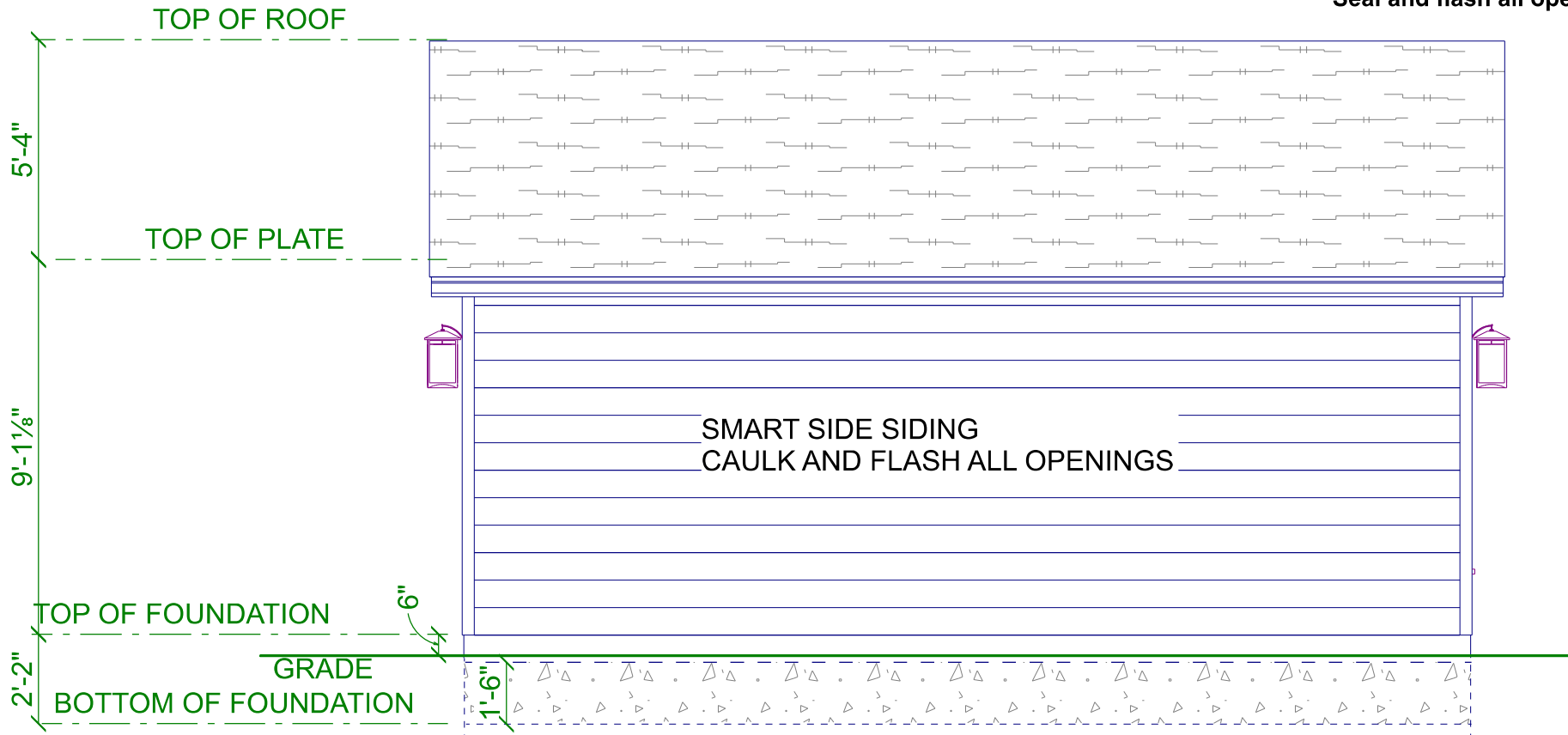


EAST ELEVATION 1/4" = 1 FOOT



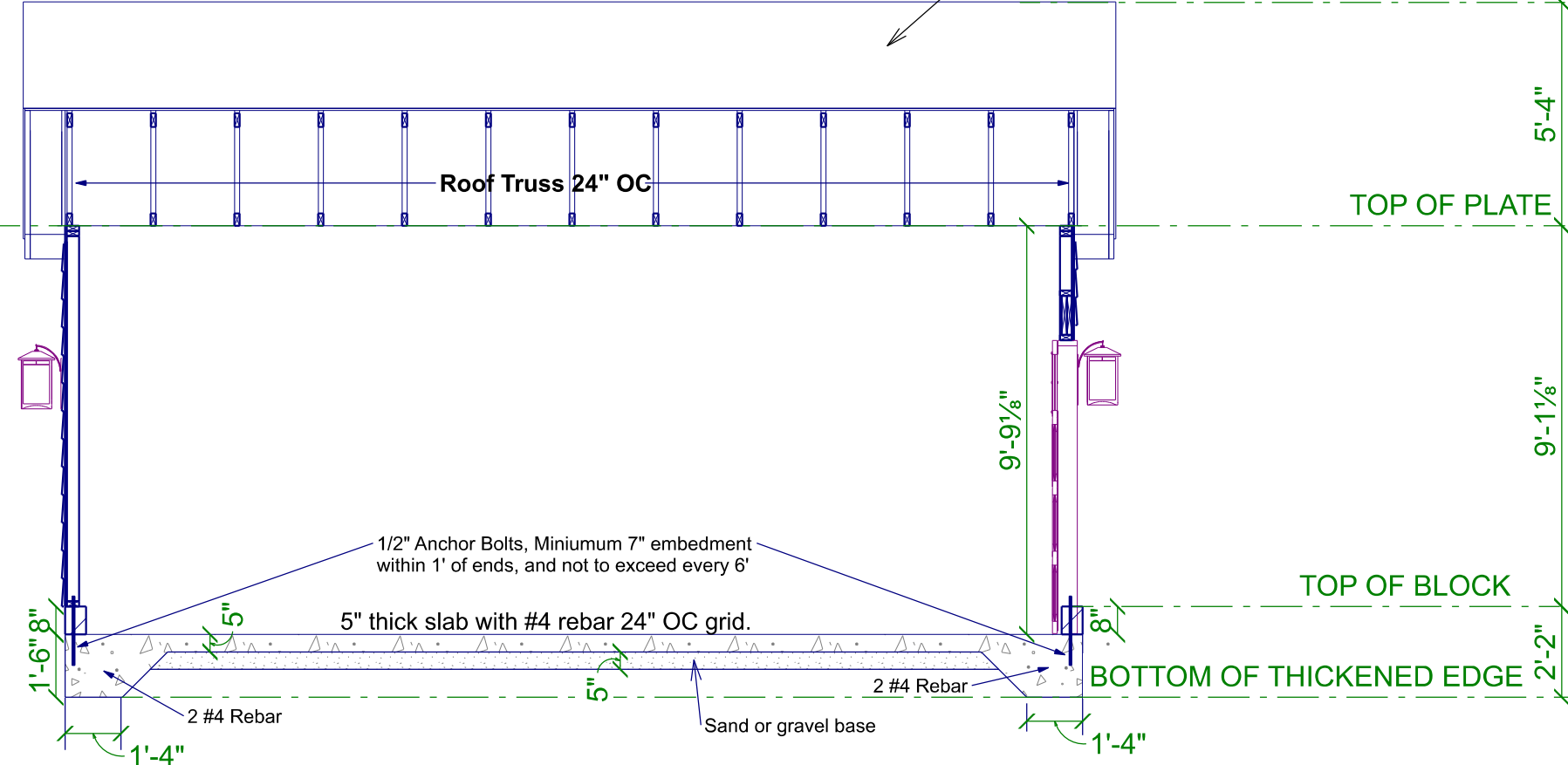
EAST ELEVATION 1/4" = 1 FOOT

15 lb felt
Asphalt Shingles
Ice and water 24" or greater
inside exterior wall line.
Seal and flash all openngs.



DETACHED GARAGE CROSS SECTION A (VIEWED FROM NORTH SIDE)

15 lb felt
Asphalt Shingles
Ice and water 24" or greater
inside exterior wall line.
Seal and flash all openngs.



CITY OF PLYMOUTH

RESOLUTION No. 2025-

RESOLUTION APPROVING A VARIANCE FOR SANDCON REMODELING, INC. FOR PROPERTY LOCATED AT 2319 WEST MEDICINE LAKE DRIVE (2025055)

WHEREAS, Sandcon Remodeling, Inc. has requested approval of a variance for a detached garage that would be in the front yard; and

WHEREAS, the subject property is legally described as: Lot 34, Block 1, Elmhurst, Hennepin County, Minnesota; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public meeting,

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Sandcon Remodeling, Inc., for a variance for a detached garage in the front yard, for property located at 2319 West Medicine Lake Drive, subject to the following:

1. The requested variance to allow construction of a detached garage containing 576 gross square feet (24-foot by 24-foot) in the front yard, is hereby approved, in accordance with the plans received by the city on August 21 and 22, 2025, except as may be amended by this resolution.
2. The requested variance is approved based on the finding that all applicable variance standards have been met, specifically:
 - a) The requested variance, and its resulting construction project, would be in harmony with the general purposes and intent of the ordinance, and would be consistent with the comprehensive plan.
 - b) The applicant has demonstrated that there are practical difficulties in complying with the ordinance regulations, because:
 1. The applicant proposes to use the property in a reasonable manner, as permitted by the zoning ordinance. Upon the granting of the variance, and administrative permit, the project will comply with the zoning ordinance.
 2. The request is due to unique circumstances not created by the property owners as they are not the original owners of the home. In addition, the property currently contains a detached garage in the front yard that does not meet their vehicle parking and storage needs.
 3. The variance would not alter the essential character of the lot or neighborhood. Several properties in the neighborhood have detached garages in the front yard.

- c) The requested variance is not based upon economic considerations but rather, based upon the need for additional garage storage space, limiting the need for outdoor storage.
 - d) The variance, and its resulting construction, would not be detrimental to the public welfare, nor would it be injurious to other land or improvements in the neighborhood. The larger detached garage would allow for vehicles to be parked inside and for additional storage space.
 - e) The variance, and its resulting construction, would not impair an adequate supply of light and air to adjacent properties, nor would it increase traffic congestion or the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood. The detached garage would be in character with the neighborhood, match the architecture of the home, and increase the value of the property.
 - f) The variance requested is the minimum action required to address the practical difficulties. The design and placement of the detached garage is based on both architectural and aesthetic purposes, would limit the impervious surface percentage, and would meet or exceed all other zoning regulations.
3. **A building permit is required prior to commencement of the project.** Prior to the issuance of a building permit, the applicant shall: 1) revise the proposed survey to include at least two front yard trees to be planted (minimum 2.5-inch diameter breast height if deciduous, or minimum 6 feet in height if coniferous) or preserved; and 2) receive approval of the grading and drainage plan.
- 4. Building code related items will be addressed at the building permit application submittal.
 - 5. A separate demolition permit is required to remove the existing structures. A sewer and water disconnect permit is required to disconnect the existing structure from the city utilities.
 - 6. Any unused wells are required to be properly sealed per Minnesota Department of Health requirements.
 - 7. The detached garage shall be designed to be architecturally consistent with the home and incorporate similar design elements and colors.
 - 8. The variance shall expire one year after the date of approval, unless the property owner or applicant has commenced the authorized improvement or use, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21030.06 of the zoning ordinance.

APPROVED by the Plymouth City Council on *****.

STATE OF MINNESOTA)

COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on *****, with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____.

City Clerk

To: Planning Commission

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Conditional use permit for a 'sports and fitness club' use within an existing industrial building, for property located at 1940 Fernbrook Lane (Summit Dance Shoppe -- 2025052)**

1. Action Requested:

Conduct the public hearing and move to recommend approval of the requested conditional use permit, subject to the findings and conditions listed in the attached resolution.

2. Background:

See attached Planning Report.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Report
2. Location Map
3. Aerial Map
4. Applicant's Narrative
5. Conditional Use Permit Standards
6. Plans
7. Resolution

To: Plymouth Planning Commission

From: Shawn Drill, Senior Planner (763-509-5456)
Community and Economic Development Department

Subject: Summit Dance Shoppe – Conditional use permit to allow a ‘sports and fitness club’ use within an existing industrial building, for property located at 1940 Fernbrook Lane (City File No. 2025-052)

Deadline: December 19, 2025

SUMMARY

The applicant is requesting a conditional use permit to allow a ‘sports and fitness club’ use in the I-2 (general industrial) zoning district. Under the proposal, Summit Dance Shoppe would open a second satellite location for dance instruction (they presently operate at 2800 Fernbrook Lane). Summit Dance Shoppe would occupy a 3,700-square-foot lease space in the roughly 100,000 square foot multi-tenant office/warehouse building.

RECOMMENDED ACTION

Community and Economic Development Department staff is recommending approval of the request, subject to the findings and conditions outlined in the resolution.



SITE INFORMATION

Zoning and Land Use

The site is zoned I-2 (general industrial), and is guided IND (industrial) on the city’s comprehensive plan.

	Use	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property	Industrial	I-2	IND
North (of 21st Ave)	Industrial	I-2	IND
West (of Fernbrook Ln)	Industrial	I-1 (light industrial)	IND
Southwest (of Fernbrook Ln)	Townhomes in Cimarron East	RSF-4 (1- & 2 family)	LA-2 (living area 2)
East (of I-494)	Industrial	I-2	IND
South	Industrial	I-2	IND

Site Characteristics

The site contains roughly 6.65 acres. The site: 1) lies in the Bassett Creek drainage district; 2) is not located within the flood plain or shoreland overlay district; and 3) does not contain any wetlands.

Previous Actions Affecting Site

The existing building was constructed circa 1974.

ANALYSIS

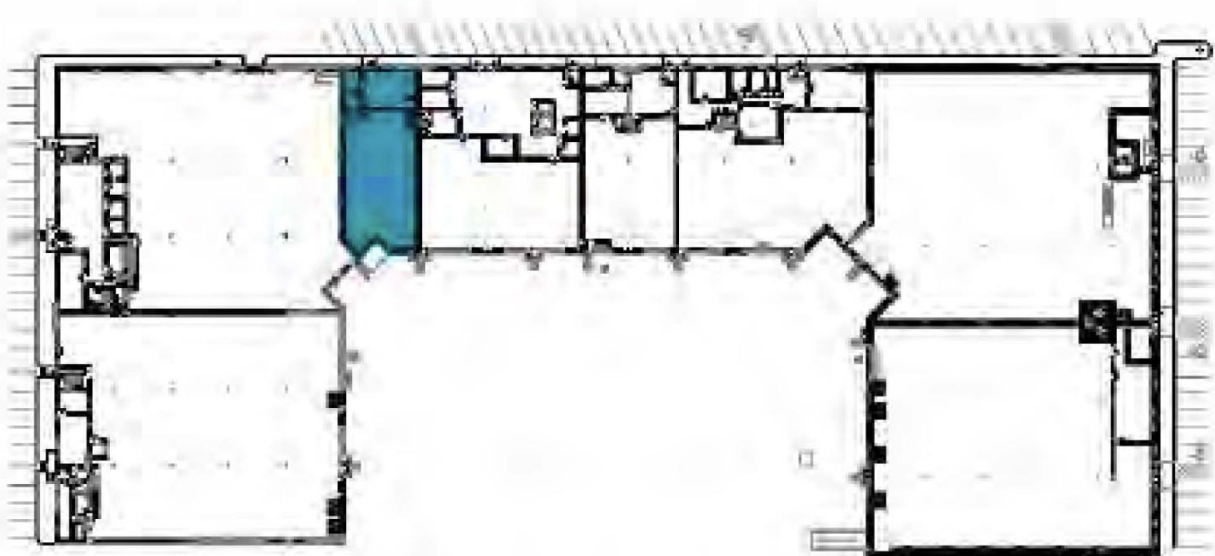
The applicant is requesting a conditional use permit to allow a ‘sports and fitness club’ use for dance instruction at 1940 Fernbrook Lane, which is located in the I-2 zoning district. Such uses are allowed in the I-2 district upon issuance of a conditional use permit. Under the proposal, there would be no physical changes to the site.

Sports and fitness clubs are defined by city code, as follows: “A club or activity where membership may be required and is directed toward the general public with the commercial promotion of sports and physical fitness, including cheerleading schools, dance studios, gymnastics studios, and similar uses.”

In their narrative, the applicant states: “To better accommodate our expanding student base and provide more accessible scheduling options, we seek to use an additional, smaller location. This new location will serve as a satellite studio, allowing us to offer more class times and provide a more comfortable, focused learning environment for our students. The space will be used for educational, rehearsal and dance instruction.”

Summit Dance Shoppe would occupy Suite 14209, which is located in the northwest portion of the building. This suite contains 3,700 square feet. See blue area below:

Building Layout



Hours of operation are anticipated to be from 10 AM to 8 PM, including weekends. Hours may vary throughout the year to accommodate school schedules. It is estimated that there would be 1-3 employees at this secondary satellite location. Summit Dance Shoppe anticipates 1 to 9 students on the site during peak operating times. Both one-on-one and small group training would be provided.

The zoning ordinance requires 13 parking spaces for this use. Based on the other uses within the building, the zoning ordinance would require a total of 123 parking spaces. There are 135 parking spaces on the site. Consequently, the proposal would comply with the city’s parking standards.

The traffic generated by Summit Dance Shoppe would not conflict with the truck court/loading dock area, which is located on the south side of the building – and which primarily gains access from Fernbrook Lane. Parking, drop off, and pick up for the use would be along the north side of the building – where there are two driveway access points to 21st Avenue. Drivers would enter at the west driveway, follow the one-way flow easterly, and exit at the east driveway. See graphic below:



LEVEL OF DISCRETION IN DECISION-MAKING

The city’s discretion in approving or denying a conditional use permit is limited to whether or not the proposal meets the standards listed in the zoning ordinance. If it meets the specified standards, the city must approve the permit. However, the level of discretion is affected by the fact that some of the standards are open to interpretation.

FINDINGS

The Planning Commission must review the requested conditional use permit for compliance with the standards listed in the zoning ordinance. A copy of the standards is attached. Staff used these standards to review the request and finds it would meet all applicable standards. Specifically, the proposed use: 1) would be consistent with the comprehensive plan; 2) would promote the general public welfare and would not endanger the public health or safety; 3) would not have negative effects on public improvements in the area; 4) would not impede the orderly development of the district; and 5) would not be detrimental to surrounding properties or the city as a whole.

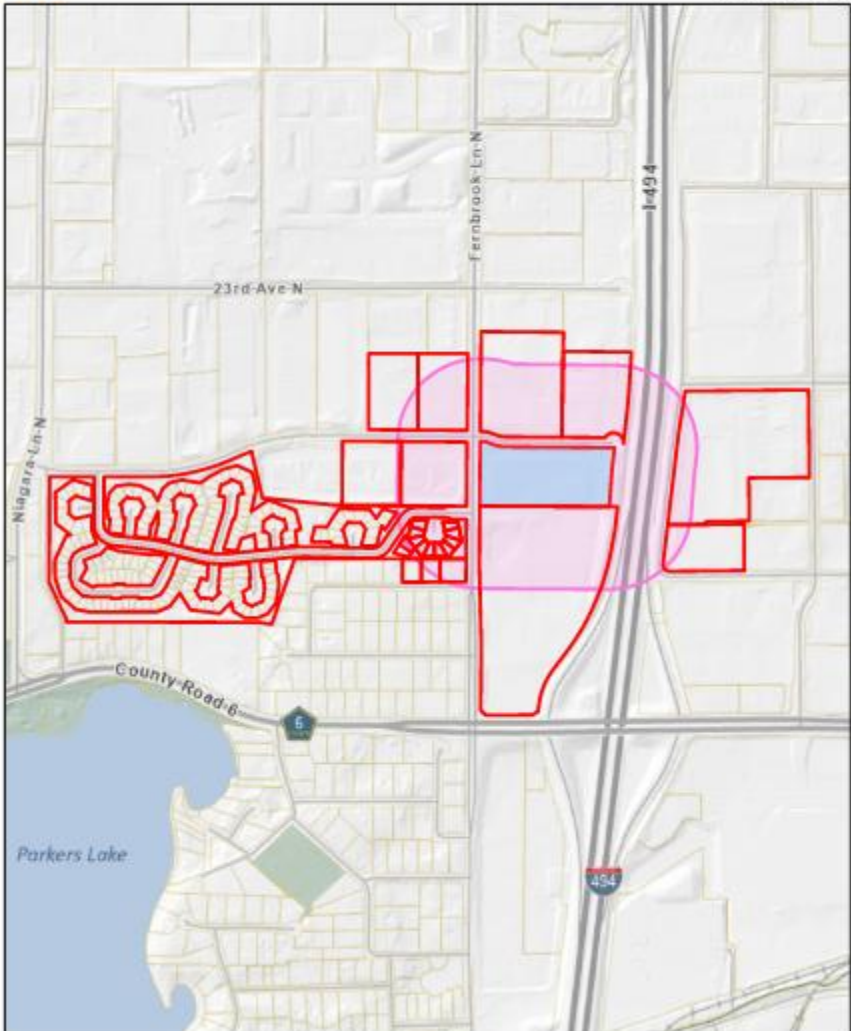
PUBLIC NOTICE

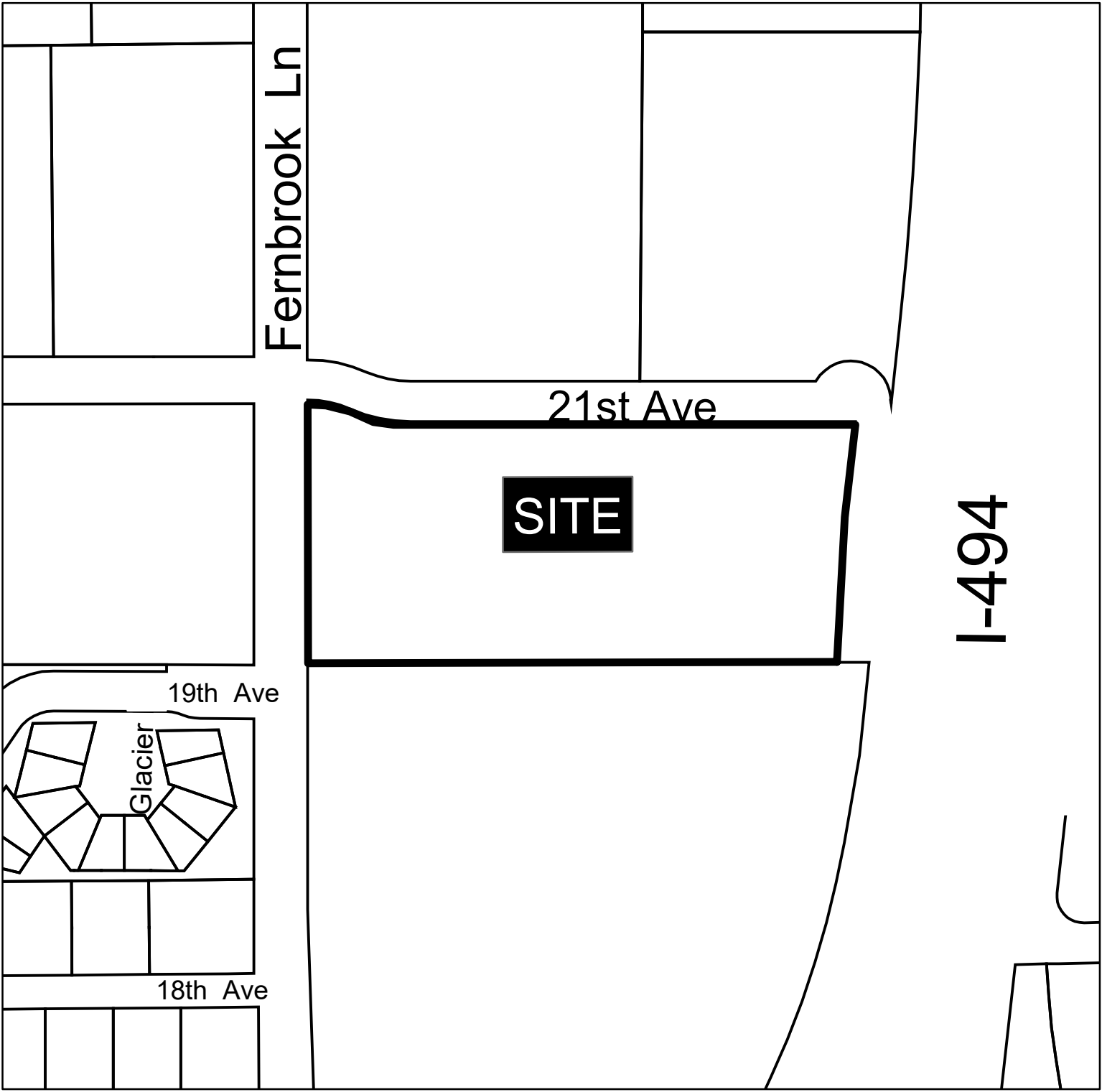
Notice of the public hearing was published in the city's official newspaper. Mailed notice of the public hearing was sent to all property owners within 500 feet of the site. Development signage has also been posted on the site.



Hennepin County Locate & Notify Map

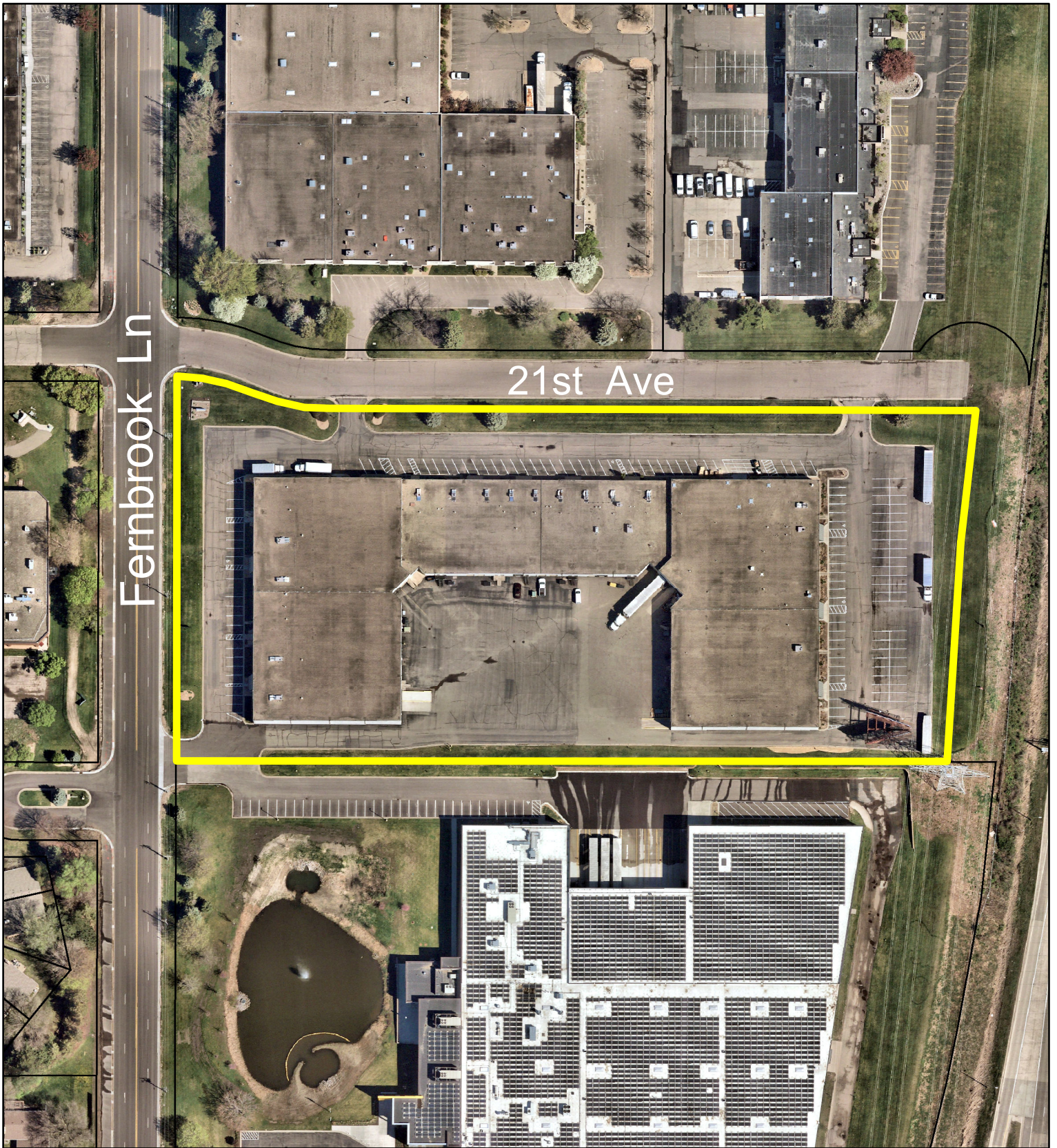
Date: 8/22/2025





2025-052
Summit Dance Shoppe
1940 Fernbrook Lane
Conditional Use Permit





2025-052 -- Aerial Map



What is the proposed project? Explain what you're doing and why you need a conditional use permit.

We are a locally owned dance studio (Summit Dance Shoppe) currently experiencing significant growth in student enrollment. To better accommodate our expanding student base and provide more accessible scheduling options, we seek to use an additional, smaller location. This new location will serve as a satellite studio, allowing us to offer more class times and provide a more comfortable, focused learning environment for our students. The space will be used for educational, rehearsal and dance instruction. The main dance style focus will be ballet, but may also include jazz, hip-hop, and contemporary.

How does the use, and associated conditional use permit, comply with, and effect, the Plymouth Comprehensive Plan?

Our proposed expansion aligns with several key objectives in the Plymouth Comprehensive Plan, which emphasizes the importance of promoting community-oriented services and educational opportunities.

Explain how the establishment, maintenance, or operation of this conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.

The establishment and operation of our expanded dance studio will promote and enhance the general public welfare in several key ways - offering a positive community space, support for educational development, enhance local economy, and will create no negative impact on public health, safety, or morals

Explain how the conditional use permit would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Using the space as an additional dance studio is well-suited for the surrounding area, with minimal impact on the neighborhood. We are committed to fostering a positive, community-focused space that enhances the local environment. We will ensure effective management of parking, noise, and traffic. We are dedicated to being responsive to neighbors' concerns and ensuring we contribute to the area's overall well-being.

Explain how the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The use of this space will not impede on the normal and orderly development of surrounding properties. The studio will be a low-impact use that complements the area. We are committed to maintaining the aesthetic and functional integrity of the neighborhood, and our expansion will not interfere with any future developments or improvements in the area. Instead, we believe our presence will contribute positively to the district's growth by providing a valuable community amenity.



Explain how adequate measures have been, or will be, taken to provide ingress, egress, and parking so designed as to minimize traffic congestion in public streets.

We have carefully planned the ingress, egress, and parking for our dance studio to ensure smooth traffic flow and minimize any potential congestion on public streets. The facility will provide adequate parking spaces for both staff and students. Additionally, the layout of the parking area is designed for easy entry and exit, reducing any disruptions to nearby streets. We are committed to monitoring and adjusting our parking arrangements as needed to maintain a safe and efficient flow of traffic.

Will the conditional use conform to the applicable regulations of the district in which it is located? Explain.

Yes, our proposed use of the space will conform to the applicable regulations of the district in which it is located. We are committed to adhering to any additional conditions or guidelines set forth by the city to ensure full compliance with district regulations.

Does the conditional use comply with the general and specific performance standards as specified by Section 21015 and the Plymouth Zoning Ordinance?

Yes, the use of space will comply with the general and specific performance standards outlined in Section 21015 of the Plymouth Zoning Ordinance. We have carefully reviewed the criteria and ensured that the use of space meets all relevant requirements, including traffic management, adequate parking, and noise mitigation. The site design has been planned to minimize any conflicts with surrounding properties, and the hours of operation and exterior lighting will be managed to avoid negative impacts on the neighborhood. Additionally, the architectural appearance and landscaping will not change, ensuring our use of the space will enhance the overall environment without impairing property values.



Conditional use permit standards

Subd. 5. The Planning Commission shall consider possible adverse effects of the proposed conditional use. Its judgment shall be based upon (but not limited to) the following factors:

- (a) Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans.
- (b) The establishment, maintenance or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.
- (c) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
- (d) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
- (e) Adequate public facilities and services are available or can be reasonably provided to accommodate the use which is proposed.
- (f) The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

Suite 14209 - Floor plan

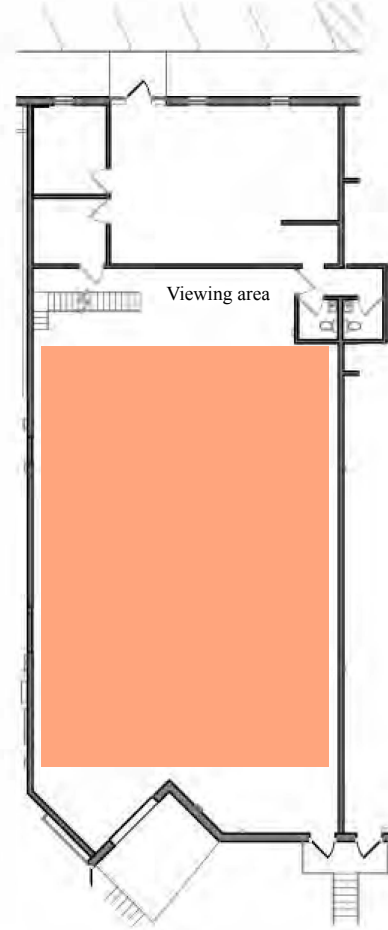
993 SF Office
2,707 SF Whse
3,700 SF Total

← Space used for dance instruction

Clear: Height 12'
Loading: 1 dock

Hours (approximately) - 10am to 8pm

Anticipated class size - 1 to 9 students



CITY OF PLYMOUTH

RESOLUTION No. 2025-

RESOLUTION APPROVING CONDITIONAL USE PERMIT FOR SUMMIT DANCE SHOPPE TO ALLOW DANCE INSTRUCTION IN AN INDUSTRIAL DISTRICT, FOR PROPERTY LOCATED AT 1940 FERNBROOK LANE (2025052)

WHEREAS, Summit Dance Shoppe has requested approval of a conditional use permit to allow a Sports and Fitness Club use within an existing building in the I-2 (general industrial) zoning district; and

WHEREAS, the property is legally described as Lot 1, Block 1, Belmar's Industrial Park, Hennepin County, Minnesota; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public hearing and recommends approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Summit Dance Shoppe for a conditional use permit to allow a Sports and Fitness Club use within an existing building in the I-2 (general industrial) zoning district for property located at 1940 Fernbrook Lane, subject to the following findings and conditions:

1. The requested conditional use permit is approved to allow a roughly 3,700 square foot lease space within the building for be used for dance instruction, in accordance with the application and plans received by the City on August 21, 2025, except as may be amended by this resolution.
2. The conditional use permit is approved with the findings that all applicable conditional use permit standards would be met. Specifically, the proposed use: 1) would be consistent with the comprehensive plan; 2) would promote the general public welfare and would not endanger the public health or safety; 3) would not have negative effects on public improvements in the area; 4) would not impede the orderly development of the district; and 5) would not be detrimental to surrounding properties or the city as a whole.
3. **A separate building permit is required prior to the commencement of the project.**
 - a. Building code items must be addressed prior to building permit issuance.
 - b. A Minnesota licensed architect will need to prepare the plans and specifications for building permit application submittal.
 - c. A sewer availability charge (SAC) determination letter will be required. Contact Metropolitan Council at: sacprogram@metc.state.mn.us
 - d. Ensure coverage of the sprinkler and fire alarm systems are adequate for the use based on the Minnesota State Fire Code.
4. Standard Conditions:
 - a. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.

- b. The conditional use permit shall expire one year after the date of approval, unless the property owner or applicant has started the project, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21015.07 of the zoning ordinance.

ADOPTED by the City Council this ** day of ****, 2025.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on _____, 2025, with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, _____.

City Clerk

To: Planning Commission

Prepared by: Sophia Kucera, Associate Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Conditional use permit for a 'sports and fitness club' use within an existing industrial building for property at 12700 Industrial Park Boulevard (Golf Specifics - 2025054)**

1. Action Requested:

Conduct the public hearing and move to recommend approval of the requested conditional use permit, subject to the findings and conditions listed in the attached resolution.

2. Background:

See attached planning report.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Report
2. Location Map
3. Applicant's Narrative
4. Plans
5. Resolution

To: Plymouth Planning Commission

From: Sophia Kucera, Associate Planner (763-509-5285)
Community and Economic Development Department

Subject: Golf Specifics, LLC
Conditional use permit for a sports and fitness club use in the I-1 (light industrial) zoning district located at 12700 Industrial Park Boulevard
2025-054

Deadline: December 18, 2025

Summary

Request for a conditional use permit to allow for a sports and fitness club use in the I-1 (light industrial) zoning district, within the existing multitenant building at 12700 Industrial Park Boulevard. Under the proposed plan, a portion of the existing multi-tenant office/warehouse building would be remodeled into a golf training facility.

An aerial view of the site is included to the right for reference on the site context.

Recommended Action

Community and Economic Development Department staff is recommending approval of a conditional use permit for Golf Specifics, LLC to allow for a sports and fitness club use in the I-1 (light industrial) zoning district.



Site Information

Zoning and Land Use

The property is zoned I-1 (Light Industrial) and guided IND (Industrial).

	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property(ies)	I-1	IND
North	RSF-1	LA-1, P-I
East	RSF-1	LA-1
South	I-1	IND
West	I-1	IND

School District

The site is in the Wayzata School District (#284).

Natural Characteristics of Site

The roughly 3.3-acre site lies in the Bassett Creek watershed district. The site partially lies in a tributary stream shoreland overlay district. The site is not located within a flood plain, nor does it contain any wetlands.

Previous City Actions Affecting Site

The subject property was built in 1984 as part of the Minneapolis Industrial Park 3rd Addition plat.

In 1983, the City Council approved a site plan to construct a 29,600 square foot office and warehouse facility, with a variance to waive proof-of-parking requirements subject to the condition that a perpetual non-exclusive easement for parking and driveway purposes be filed between the properties at 12700, 12800, and 12805 Industrial Park Boulevard (Lot 4, Lots 5 & 6 (consolidated), and Lot 7, Block 1, Minneapolis Industrial Park 3rd Addition, respectively). At the time of site plan approvals, the subject property at 12700 Industrial Pk. Blvd. required 47 stalls and was approved with 45 stalls. Through the joint parking agreement, the total of 142 required parking stalls between the subject property and the neighboring building was satisfied with 150 total shared stalls.

Analysis of Request

The applicant is requesting approval of a conditional use permit for a sports and fitness club use to allow the operation of an indoor golf training facility at 12700 Industrial Park Boulevard. Such uses are allowed in the I-1 district upon issuance of a conditional use permit. The applicant is proposing to construct a training facility whose use would be confined to the 4,385 square foot tenant suite of the existing 29,600 square foot multi-tenant building. No external changes to the site are proposed.

Parking

The Plymouth Zoning Ordinance requires sports and fitness club uses to provide 1 parking space for every 300 square feet of building space based on 90 percent of gross floor area, unless an applicant demonstrates that their parking needs are less than required by the ordinance. Based on this calculation, 13 parking spaces would be required for this use. The subject property's existing site plan approvals include a joint parking facilities agreement, which allows shared use of parking and drive aisles between the subject property and the neighboring property to the south. The combined parking requirement of 142 stalls for these two properties is satisfied with the provided 150 shared parking stalls. The proposal would comply with the city's parking standards.

Golf Specifics has indicated that their hours of operations would be from 5:30 AM to 8:30 PM to accommodate adults who may wish to train before work, and high school students, their primary clients, after school hours. The applicant plans to keep class sizes capped at 8 students and would have one class at a time, with the opportunity to add one trainer for 1-on-1 training sessions. They anticipate 10-13 total employees and clients during their peak operating times, also noting that the majority of their high school clients carpool to and from training at their current Maple Grove location. Drop-off and pick-up would be able to utilize the two existing street connections to the cul-de-sac to help circulate traffic. Neighboring tenants have standard office and manufacturing operation hours, ending generally between 4 pm and 6 pm on weekdays and closed or reduced hours on weekends.

Conditional Use Permit

To approve a conditional use permit, the City Council must make the following findings. The following findings are written for approval of the request. If the Planning Commission recommends denial, each of the following findings must be made by the Planning Commission for denial.

1. Would the conditional use permit (CUP), and its resulting construction or project, be in harmony with the general purposes and intent of the Zoning Ordinance and be consistent with the comprehensive plan?
Finding: Staff finds that the request is in harmony with the general purposes and intent of the Zoning Ordinance, where sports facilities are a conditional use in the I-1 district, and consistent with the comprehensive plan.
2. Would the conditional use permit (CUP), and its resulting construction or project, promote and enhance the general public welfare and not be detrimental to or endanger the public health, safety, morals or comfort?
Finding: Staff finds that the request would not be detrimental to, or endanger, public health, safety, morals or comfort and would promote and enhance the general public welfare by promoting sports and fitness to the general public. The specialized fitness facility will promote public welfare by supporting health and injury prevention for golfers of all ages and abilities.

3. Would the conditional use permit (CUP), and its resulting construction or project, be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or substantially diminish and impair property values within the neighborhood?

Finding: Staff finds that the request would not be injurious to the use and enjoyment of other properties in the immediate vicinity, nor will it diminish or impair property values within the neighborhood.

4. Would the conditional use permit (CUP), and its resulting construction or project, impede the normal and orderly development and improvement of surrounding property for uses permitted in the district?

Finding: Staff finds that the request would not impede normal development and improvement of surrounding property for uses in the district.

5. Have adequate measures been taken, or will be taken, to provide ingress, egress, and parking so designed as to minimize traffic congestion in public streets?

Finding: Staff finds that the request has taken into consideration the parking needs of the proposed sports use and of other users within the building and have provided sufficient on-site parking to meet the city's regulations.

6. Would the conditional use permit (CUP), and its resulting construction or project, conform to the applicable regulations of the district in which it is located?

Finding: Staff finds that the request would conform to the regulations of the I-1 (light industrial) district.

7. Would the conditional use permit (CUP), and its resulting construction or project, comply with the general and specific performance standards as specified by Section 21015 and the Plymouth Zoning Ordinance?

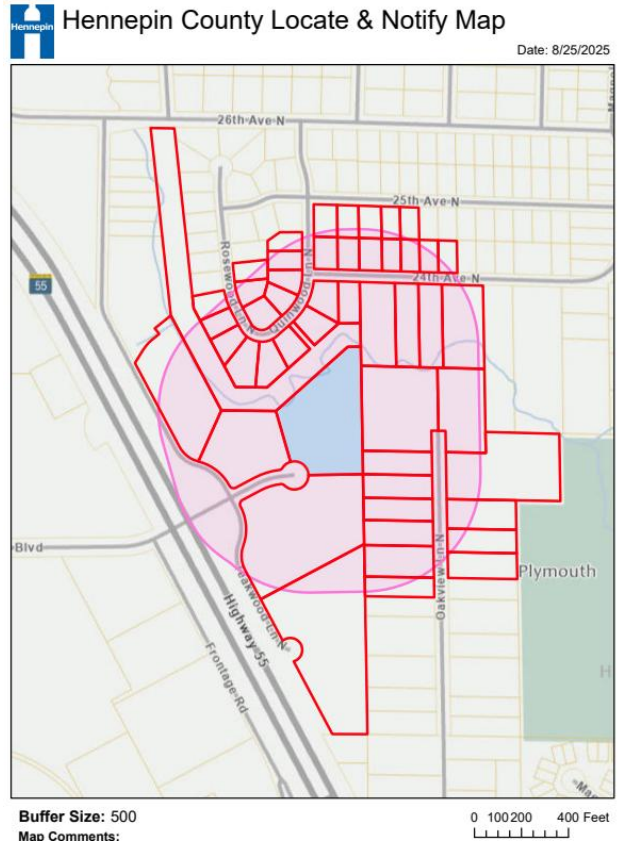
Finding: Staff finds that the request would comply with the general and specific performance standards of the Zoning Ordinance.

Level of Discretion in Decision-Making

The City's discretion in approving or denying a conditional use permit is limited to whether or not the proposal meets the standards listed in the zoning ordinance. If it meets the specified standards, the City must approve the conditional use permit. However, the level of discretion is affected by the fact that some of the standards may be open to interpretation.

Public Notice

Notice of the public hearing was mailed to all property owners within 500 feet of the site. Staff also placed signage on the site which included notice of the application.





2025-054
Golf Specifics
12700 Industrial Park Boulevard
Conditional Use Permit



Conditional Use Permit Application Checklist

Please submit digital (emailed, USB) copies of the following items via email to planning@plymouthmn.gov to submit your application.

Applications will be processed once all items on this checklist are submitted.

Requirements

- **Completed [Application Form](#)**, signed by the property owner.
- **Accurate Certified Survey** showing the proposal, drawn to scale, including all dimensions and square footages, and the complete legal description of all parcels affected.
- **Site Plan** showing principal and accessory buildings, parking, landscaping, signage, lighting, and grading. Any alteration to a parcel of land to accommodate a conditional use may also require an application for a site plan amendment. Refer to the site plan checklist.
- **Answers** to the questions on page 2.
- **Wetland Report**, via email (if applicable).
- **Application Fee** payable to the City of Plymouth:
 - \$400 for 1 and 2 family lots
 - \$600 for all other lots, plus for non-residential uses within 500 lineal feet of any residential property, an additional \$165 fee for a development sign on one street frontage and \$50 per sign for each additional street frontage.
 - \$200 wetland fee, if applicable.

The fee for staff-prepared mailing labels is included in the application fee. Please contact planning@plymouthmn.gov to set up online payment. Or submit a check or cash with the request.

Additional information may be requested concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant as necessary to establish performance conditions in relation to all pertinent sections of the zoning ordinance.

For a complete list of required materials, refer to Section 21030 of the Plymouth Zoning Ordinance.



What is the proposed project? Explain what you're doing and why you need a conditional use permit.

How does the use, and associated conditional use permit, comply with, and effect, the Plymouth Comprehensive Plan?

Explain how the establishment, maintenance, or operation of this conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.

Explain how the conditional use permit would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Explain how the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

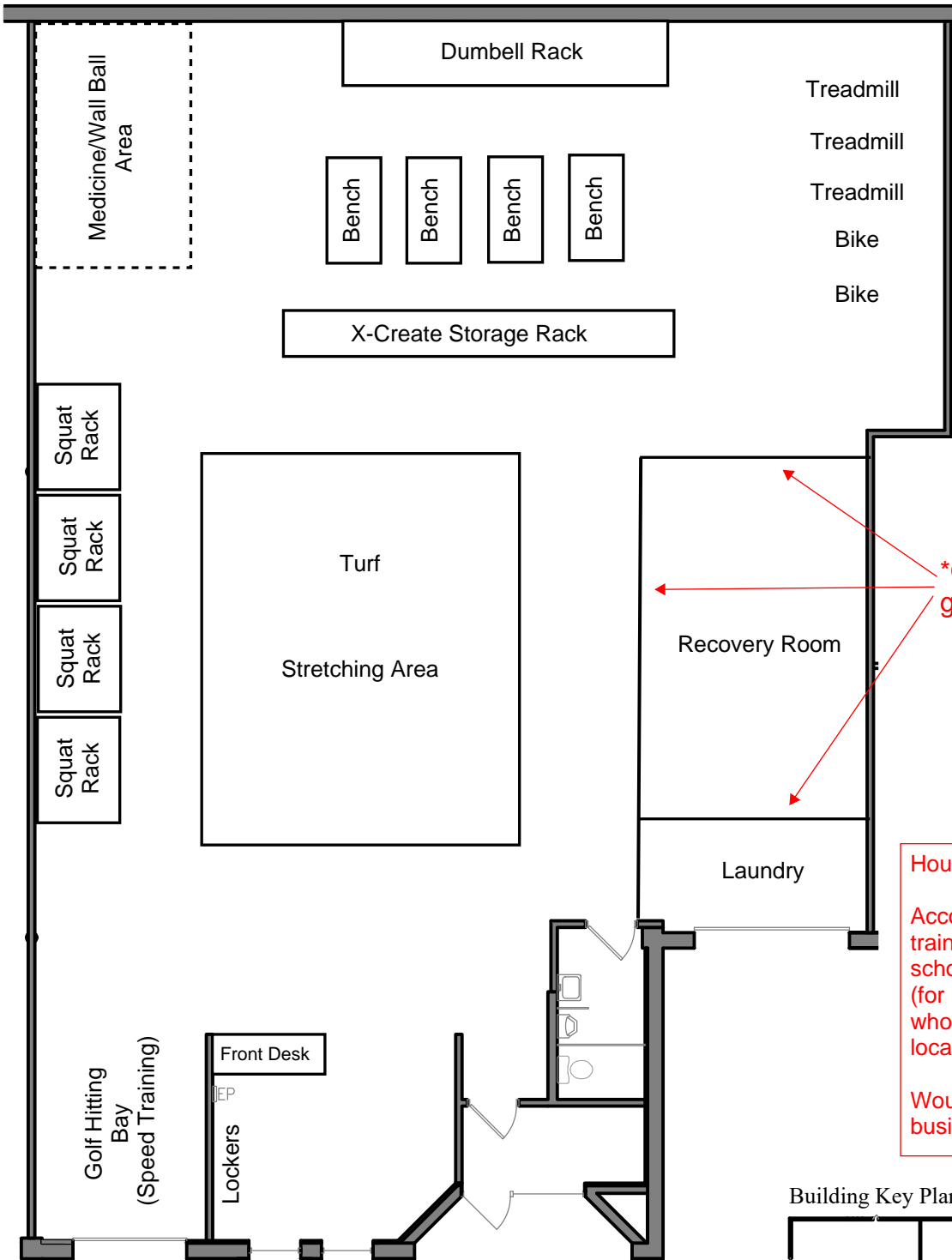


Explain how adequate measures have been, or will be, taken to provide ingress, egress, and parking so designed as to minimize traffic congestion in public streets.

Will the conditional use conform to the applicable regulations of the district in which it is located? Explain.

Does the conditional use comply with the general and specific performance standards as specified by Section 21015 and the Plymouth Zoning Ordinance?

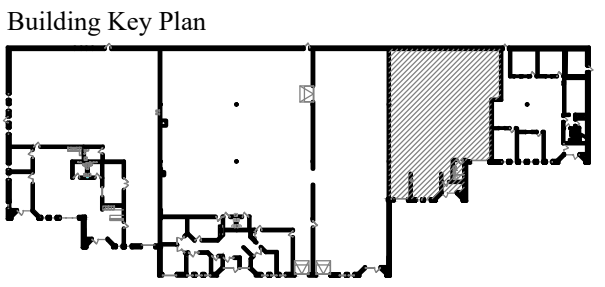




Hours of Operation: 5:30am - 8:30pm

Accommodate adults who want to train before work, and students after school. One class of up to 8 at a time (for high school kids, majority of whom carpool to and from current location), plus one 1-on-1 trainer.

Would anticipate 12-13 people at busiest times of day.



Floor Plan
Scale: 3/32" = 1'-0"

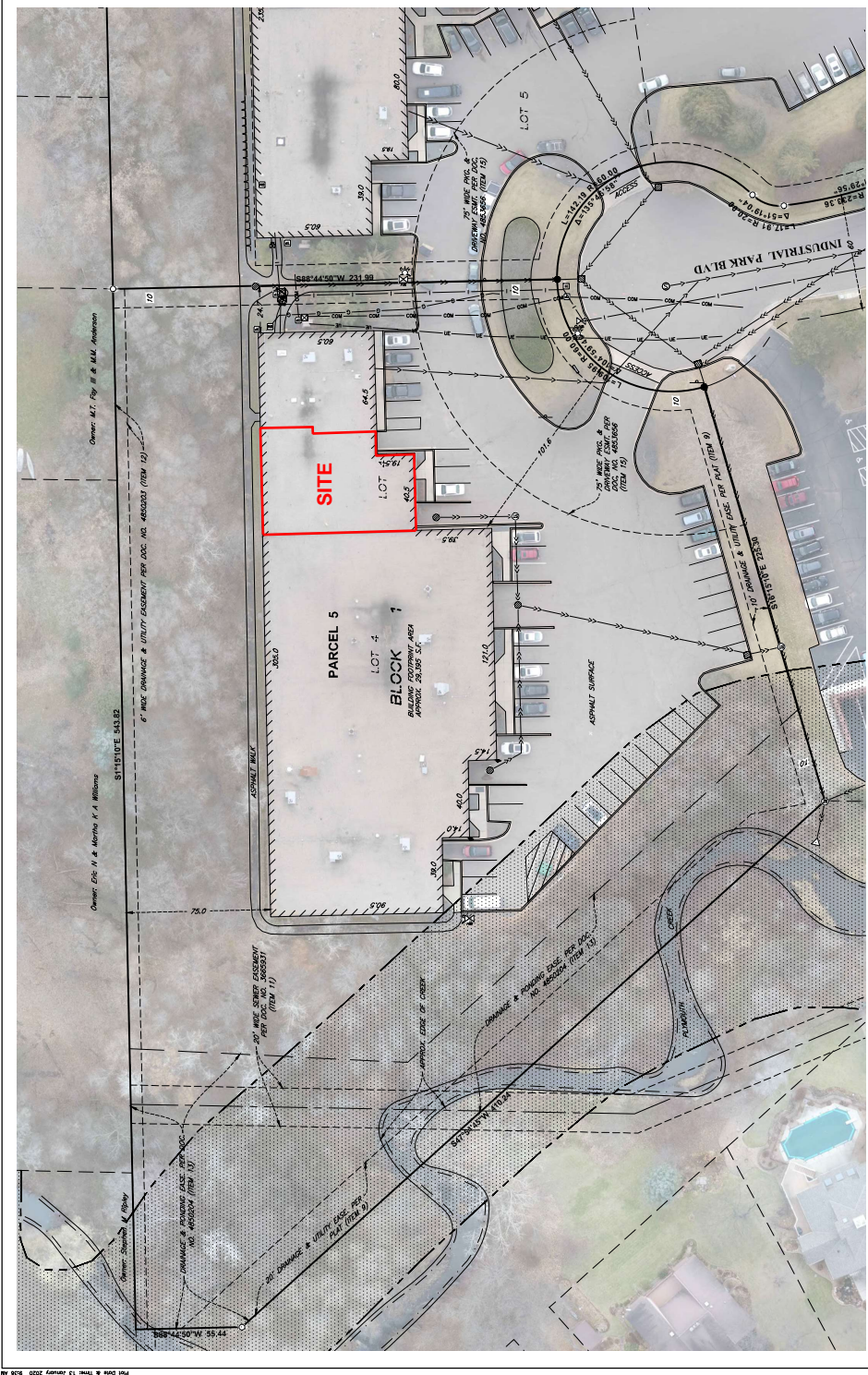
Square Footages:
Office = 0 Sq. Ft.
Whse. = 4,385 Sq. Ft.
Total = 4,385 Sq. Ft.



Plymouth Oaks Park V

12710 Highway 55
Plymouth, MN 55441





STATEMENT OF POSSIBLE ENCROACHMENTS

The following possible encroachment notes are intended to draw the users attention only, the surveyor does not guarantee that the items noted below are in fact encroachments or that all possible encroachments are shown herein.

NONE OBSERVED

- LEGEND**
- SET 1/2" DIA. 1/4" HIGH PIPE WITH PLASTIC CAP MARKS
 - FOUND MONUMENT
 - SANITARY SEWER MANHOLE
 - STORM SEWER MANHOLE
 - STORM SEWER INLET
 - STORM SEWER INLET
 - GAS METER
 - COMMUNICATIONS FEEDLINE
 - ELECTRIC METER
 - TRAFFIC SIGN
 - BOLLARD/POST
 - LIGHT POLE
 - HANDICAP PARKING SPACE
 - HAND POLE
 - IRRIGATION CONTROL VALVE
 - DECIDUOUS TREE
 - WATER VALVE
 - FENCE LINE
 - STORM SEWER
 - SANITARY SEWER
 - UNDERGROUND GAS LINE
 - UNDERGROUND COMMUNICATION LINE
 - UNDERGROUND ELECTRIC
 - TREE LINE
 - BUILDING
 - APPROX. BOUNDARY OF SPECIAL ZONE (ZONING MAP)
 - APPROXIMATELY LOCATED PAVE LC

NOTES CORRESPONDING TO SCHEDULE B - 2

Items corresponding to Schedule B Section 2, as provided in Commercial Services Title, LLC, Commitment No. 368874 which has an effective date of November 4, 2019 at 7:08 A.M.

Items 1, 2, 4-8 are not survey related and are not addressed herein.

Item 3. Rights or claims of parties in possession and easements or claims of easements in the subject property are shown as they appear on the public records. The surveyor has made a GOOD FAITH EFFORT TO DISCLOSE ANY ISSUES DESCRIBED ABOVE THAT WERE OBSERVED DURING THE COURSE OF THE SURVEY.

Item 9. Easements for utilities and drainage as shown on the recorded plat of Minneapolis Document No. 4339770 - EASEMENTS ARE SHOWN HEREON.

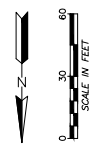
Item 10. Terms and conditions of easements contained in Agreement dated July 29, 1965, filed July 21, 1967, as Document No. 3655931, - EASEMENT IS SHOWN HEREON.

Item 11. Terms and conditions of easements contained in Drainage Easement dated November 30, 1983, filed December 6, 1983, as Document No. 4850203, - EASEMENT IS SHOWN HEREON.

Item 12. Easement for drainage and ponding purposes, in favor of the City of Plymouth, a Minnesota municipal corporation, as created in Drainage Easement dated November 30, 1983, filed December 6, 1983, as Document No. 4850204, (Parcel 2) - EASEMENT IS SHOWN HEREON.

Item 13. Terms and conditions of easements contained in Parkway and Drainage Easement dated December 9, 1983, filed December 22, 1983, as Document No. 4853656, (Parcels 2 and 3) - EASEMENT IS SHOWN HEREON.

Original site approvals, subject to the Parking and Driveway Easement dated December 9, 1983, waived proof-of-parking requirements and approved a joint parking facilities agreement to share a total of 150 stalls between the two buildings: 45 parking stalls on Parcel 5 and 105 parking stalls on Parcel 4.



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 WOODBURY, MN 55255
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CLIENT NAME
 SCANNELL PROPERTIES

PROJECT TITLE
 ALTA/NSPS LAND TITLE SURVEY

DRAWN BY: GMD
 M.L.H. XXX
 PROJECT NO.: 5024-0036
 SHEET NO.: 3 OF 5

CITY OF PLYMOUTH

RESOLUTION No. 2025-____

RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR GOLF SPECIFICS, LLC FOR PROPERTY LOCATED AT 12700 INDUSTRIAL PARK BOULEVARD (2025054)

WHEREAS, Golf Specifics, LLC has requested approval of a conditional use permit to allow a sports and fitness club use in the I-1 (light industrial) zoning district at 12700 Industrial Park Boulevard; and

WHEREAS, the subject site is presently legally described as Lot 4, Block 1, Minneapolis Industrial Park 3rd Addition, Hennepin County, Minnesota; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public hearing and recommends approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Golf Specifics, LLC for a conditional use permit to allow a golf training facility (sports and fitness club) in the I-1 zoning district at 12700 Industrial Park Boulevard, subject to the following conditions:

1. The requested conditional use permit is hereby approved to allow a 4,385 square foot tenant space within the building to be used as a golf training facility, in accordance with the application and plans received by the city on August 20, 2025, and additional information on September 4, 2025, except as amended by this resolution.
2. The requested conditional use permit is approved with the findings that all applicable conditional use permit standards would be met, as outlined in the zoning ordinance.
3. **A separate building permit is required prior to the commencement of the project.** Prior to issuance of the permit, the applicant shall fulfill the requirements, submit the required information, and revise the plans as indicated below, consistent with the applicable city code, zoning ordinance, and engineering guidelines:
 - a. Building code related items will be addressed at building permit application submittal.
 - b. Plans, specifications, and a building code analysis will need to be prepared by a Minnesota licensed architect.
 - c. Sewer Availability Charge (SAC) determination letter will be required. Contact Metropolitan Council at: sacprogram@metc.state.mn.us
4. The permit is subject to all applicable building and fire codes, and to all city regulations and ordinances. Any violation thereof shall be grounds for revocation.
5. Standard Conditions:
 - a. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
 - b. Ensure fire lanes are maintained and drive aisles kept clear.

- c. The site shall remain in conformance with section 2025 of the city code regarding noise regulations.
- d. All signage shall require separate permits and shall be in conformance with the sign regulations in section 21155 of the zoning ordinance.
- e. The conditional use permit shall expire one year after the date of approval, unless the property owner or applicant has started the project, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21015.07 of the zoning ordinance.

APPROVED by the Plymouth City Council this ** day of *****, 2025.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on _____, 2025, with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, 20__.

City Clerk