



CITY OF DULUTH

Community Planning Division

411 W 1st St, Rm 208 * Duluth, Minnesota 55802-1197

Phone: 218/730.5580 Fax: 218/723-3559

File Number	PL 16-130		Contact	Jenn Moses, jmoses@duluthmn.gov	
Type	Special Use Permit		Planning Commission Date	November 15, 2016	
Deadline for Action	Application Date	October 18, 2016	60 Days	December 17, 2016	
	Date Extension Letter Mailed	October 25, 2016	120 Days	February 15, 2016	
Location of Subject	1600 N. 8 th Avenue East				
Applicant	Summit School		Contact		
Agent	Shannon Hoffman		Contact		
Legal Description	PIN: 010-0010-00410				
Site Visit Date	November 7, 2016		Sign Notice Date	November 1, 2016	
Neighbor Letter Date	November 2, 2016		Number of Letters Sent	58	

Proposal

Summit School requests a Special Use Permit for existing Kenwood preschool to increase the number of children from 73 children to 111 children.

	Current Zoning	Existing Land Use	Future Land Use Map Designation
Subject	R-1	Preschool	Traditional Residential
North	R-1	Single-Family Residential	Traditional Residential
South	R-1	Single-Family Residential	Traditional Residential
East	R-1	Single-Family Residential	Traditional Residential
West	R-1	Single-Family Residential	Traditional Residential

Summary of Code Requirements

UDC Section 50-37.10. Special Use Permits. The Planning Commission shall approve the application or approve it with modifications if the commission determines that the application meets the following criteria: 1. The application is consistent with the Comprehensive Land Use Plan; 2. The application complies with all applicable provisions of this Chapter, including without limitation any use-specific standards applicable to the proposed use, development or redevelopment, and is consistent with any approved district plan for the area; 3. Without limiting the previous criteria, the commission may deny any application that would result in a random pattern of development with little contiguity to existing or programmed development or would cause anticipated negative fiscal or environmental impacts on the community.

Comprehensive Plan Governing Principle and/or Policies and Current History (if applicable):

Governing Principle #8 Encourage mix of activities, uses, and densities.

Future Land Use-Traditional Neighborhood: Characterized by grid or connected street pattern, houses oriented with shorter dimension to the street and detached garages, some with alleys. Limited commercial, schools, churches, and home-businesses. Parks and open space areas are scattered through or adjacent to the neighborhood. Includes many of Duluth's older neighborhoods, infill projects and neighborhood extensions, and new traditional neighborhood areas.

Review and Discussion Items

Staff finds that:

- 1.) Summit School is proposing an increase of 38 children on their state license. This sets the maximum students the school can accommodate but due to many students being part-time, will not result in an additional 38 students every day.
- 2.) Summit School has operated in this location since 1993. Staff and applicant are not aware of any noise or traffic complaints, or any other concerns from neighbors in this time.
- 3.) School operates in an existing building, which was built in 1960. No additions to the building are proposed. If the school ever wanted to expand to any unused areas of the building, or change how it currently uses the building, they must consult with the Construction Services Division to confirm compliance with building code.
- 4.) The school has several informal parking areas. Applicant estimates a total of 54 parking spaces in four areas, shown on the site map. With the proposed capacity of 111 students, the minimum requirement is 22 parking spaces, with a maximum of 33 parking spaces. Existing parking lots are allowed to continue as legal, nonconforming lots; if reconstructed, parking lots will need to conform to size, landscaping, and paving requirements in the UDC.
- 5.) A site visit showed that gravel areas are currently depositing sediment into stormwater. Staff recommends that the site install stormwater BMPs to eliminate this problem. The City's stormwater engineer has made low-cost suggestions, attached, that will also enable the applicant to receive a credit on their monthly stormwater bill.
- 6.) Staggered drop-off and pick-up times minimize any traffic impacts on the neighborhood. School is open 6:30 am – 5:30 pm.
- 7.) Landscaping, sustainability, and building design standards are not triggered by this proposal. Applicant is not proposing any new lighting.
- 8.) No signage is being request at this time; sign permits are required prior to installation.
- 9.) A utility easement containing a sewer line bisects the property. Easement will not be affected by this proposal.
- 10.) No public, agency, or City comments were received.

Staff Recommendation

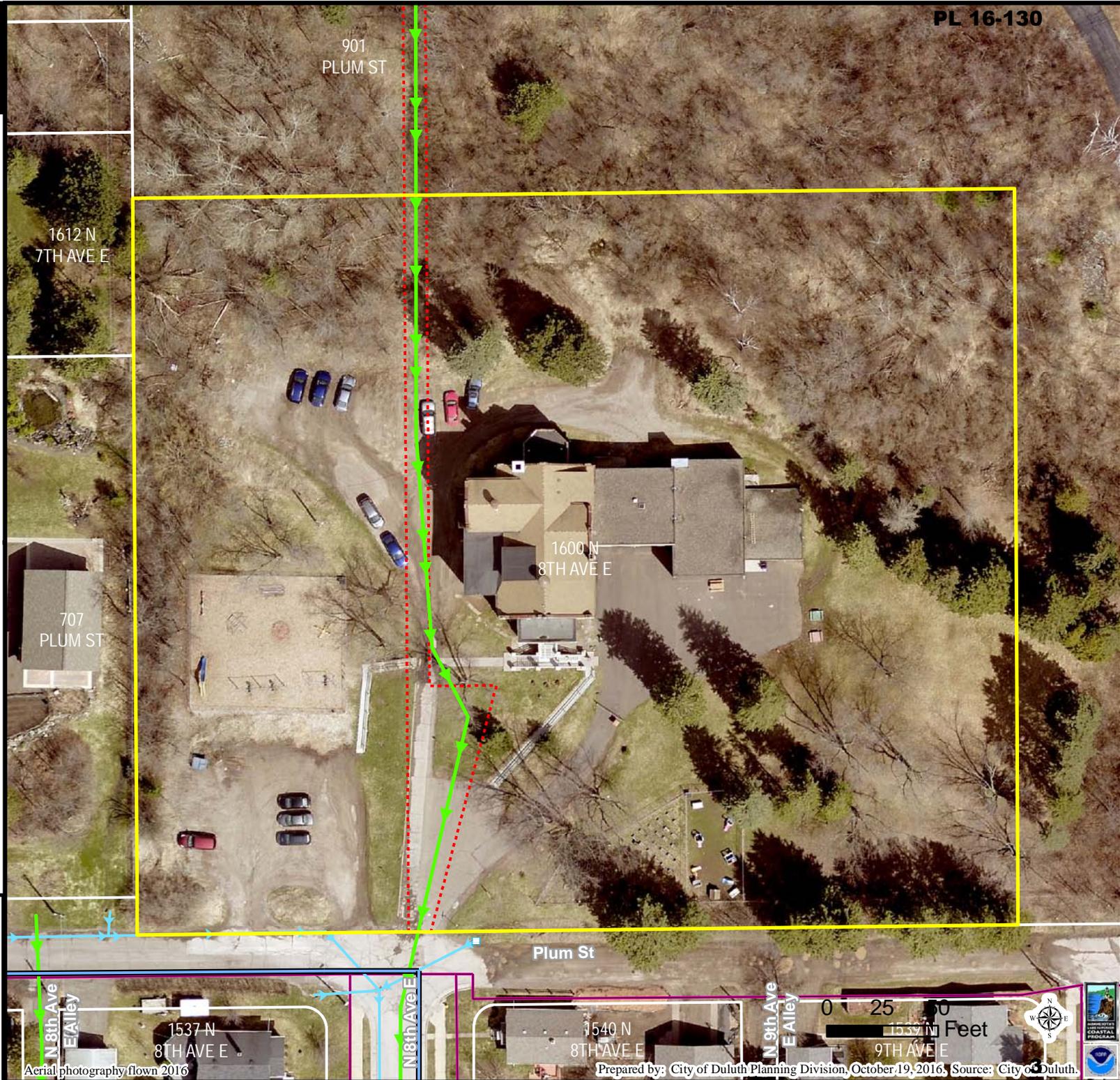
Based on the above findings, Staff recommends that Planning Commission approve the Special Use Permit for Summit School, with the following conditions:

- 1.) The school be limited to no more than 111 students, in the existing building.
- 2.) Any future site alterations shall comply with all UDC requirements.
- 3.) School shall install stormwater BMPs to address erosion and run-off. BMPs shall be approved by the City's stormwater engineer prior to installation.
- 4.) Any alterations to the approved plans that do not alter major elements of the plan may be approved by the Land Use Supervisor without further Planning Commission; however, no such administrative approval shall constitute a variance from the provisions of Chapter 50.

PL 16-130: SUP
 1600 N 8ths Ave E

Legend

-  Trout Stream (GPS)
-  Other Stream (GPS)
- Water Distribution System**
-  30 - 60" Water Pipe
-  16 - 24" Water Pipe
-  4 - 6" Water Pipe
- Sanitary Sewer Collection System**
-  Sanitary Sewer Collector
-  Sanitary Sewer Interceptor
-  Sanitary Sewer Forced Main
-  Storage Basin
-  Pump Station
- Gas Distribution Main**
-  8" - 16" Gas Pipes
-  4" - 6" Gas Pipes
-  0" - 4" Gas Pipes
- Storm Sewer Collection System**
-  Storm Sewer Pipe
-  Storm Sewer Catch Basin
-  Vacated ROW
- Easement Type**
-  Utility Easement
-  Other Easement



The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.

Summit School Site Plan



Main entrance = 140' from lot line
 Staff parking = 140' from lot line
 Parent parking = at lot line on Plum St.

Drop-off / Pick-up parking = 35' from lot line

Large playground = 110' from lot line

Number of parking spaces:
 Staff: ~20

Parent: ~15

Drop-off / Pick-up: ~4

Winter Drop-off / Pick-up: ~15

Evidence that the requested use will not have a negative impact on the community:

Founded in 1993, Educational Frontiers (dba Summit School) is an independent, nonprofit preschool serving the Duluth region. We provide educational opportunities in a playful, nurturing environment for children ages 6 weeks to 6 years. Our current license from the Minnesota Department of Human Services allows for 12 infants, 21 toddlers, and 40 preschoolers; Summit is requesting a Special Use Permit to change the number of children on our license to 16 infants, 35 toddlers, and 60 preschoolers—an increase of 38 students.

While Summit is requesting an increase in the number of students on its license, this will not pose a negative impact to the community:

1. **Staggered Drop-off and Pick-up Times:** While Summit has no set schedule for drop-off and pick-up times, parents drop off between 6:30-9:00 am and pick up between 3:30-5:30 pm. Summit does not anticipate a significant increase in traffic by adding students.
2. **Parent Parking Lot:** Most parents prefer to drop off in the smaller lot in front of the main entrance. Summit, however, has a lower parking lot for parents. This is available for drop-off and pick-up and is rarely full.
3. **Longevity:** Summit has been located at 1600 N 8th Ave E for nearly 25 years. The Summit faculty and staff have built strong relationships with the neighbors. To date, we have had no noise or traffic complaints.
4. **Summit School Contracts:** An increase of 38 students on the Summit School license does not mean that the school will have an additional 38 children every day, just that Summit has the option to do so. Many students come to Summit on part-time contracts.



