



EDINA MINNESOTA

Planning Commission Meeting Agenda

February 25, 2026, 7:00 PM

Edina City Hall, Council Chambers, 4801 W. 50th St.



Participate in the meeting:

Watch the meeting on cable TV or [YouTube.com/EdinaTV](https://www.youtube.com/EdinaTV).

Provide feedback during Community Comment by calling 312-535-8110. Enter access code 2868 715 8121 . Password is 5454. Press *3 on your telephone keypad when you would like to get in the queue to speak. A staff member will unmute you when it is your turn to speak.

Accessibility Support:

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 at least 72 hours in advance of the meeting.

1. Call to Order

2. Roll Call

3. Approval of Meeting Agenda

3.1. Election of Officers

4. Approval of Meeting Minutes

4.1. Minutes - January 14, 2026

5. Community Comment

During "Community Comment," the Board/Commission will invite residents to share issues or concerns that are not scheduled for a future public hearing. Items that are on tonight's agenda may not be addressed during Community Comment. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.

6. Public Hearing

During "Public Hearings," the Commission chair will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Chair may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping,

cheering or booing or any other form of verbal or nonverbal communication is not allowed.

6.1. Conditional Use Permit for Highlands Elementary School, 5505 Doncaster Way

7. Reports/Recommendations

8. Chair and Member Comments

9. Staff Comments

10. Adjournment



Item Number: 3.1

Department: Community Development

Item Activity: Action

Prepared By: Cary Teague, Community Development Director

Item Title: Election of Officers

Action Requested:

Elect a Chair, Vice Chair and Secretary

Information/Background:

Annual election of Chair, Vice Chair and Secretary of the Planning Commission.

Supporting Documentation:

Documents marked with "Board Portal" do not meet [ADA Web Content Accessibility Guidelines \(URL\)](#) and are not included in the public packet. To request a board portal document, please [submit a data request \(URL\)](#).

None



Minutes
City Of Edina, Minnesota
Planning Commission
Edina City Hall Council Chambers
January 14, 2026

I. Call To Order

Chair Bennett called the meeting to order at 7:00 p.m.

II. Roll Call

Answering the roll call were: Commissioners Alkire, Bornstein, Felt, Hahneman, Nelson, Padilla, Smith, Just, and Chair Bennett. Staff Present: Cary Teague, Community Development Director, and Kaylin Eidsness, Senior Communications Coordinator.

Absent from the roll call: Commissioner Daye and Jha.

III. Approval Of Meeting Agenda

Commissioner Alkire moved to approve the January 14, 2026, agenda. Commissioner Padilla seconded the motion. Motion carried.

IV. Approval Of Meeting Minutes

A. Minutes: Planning Commission, December 10, 2025

Commissioner Hahneman moved to approve the December 10, 2025, meeting minutes. Commissioner Smith seconded the motion. Motion carried.

V. Community Comment

None.

VI. Reports/Recommendations

A. Sketch Plan Review – 6016 Vernon Avenue (EV Charging Station)

Director Teague presented the request of 6016 Vernon Avenue for a sketch plan review for an EV Charging Station. He provided a detailed history of previous projects at the site, including a restaurant expansion, a donation drop-off center, and a small restaurant remodel, all of which were denied.

Director Teague explained that the current proposal was for an electric vehicle charging station, which is a permitted use under zoning but conflicts with the Comprehensive Plan's guidance for medium-density

residential use. The site's triangular shape requires variances for resurfacing the parking lot, canopy, pump stations, and setbacks.

Appearing for the Applicant

Mr. Declan Wilkerson of IANA introduced himself and his team, including Mr. Justin Nickel from Kimley Gorn Engineering. IANA is a joint venture of eight major auto manufacturers aiming to build a nationwide charging network with amenities such as restrooms, food, and Wi-Fi. The proposed site plan includes 14 fast-charging bays, a customer lounge, and potential tenant space. Examples of other IANA recharge sites are shown, highlighting the branding and amenities.

Mr. Wilkerson continued with his presentation, detailing the proposed site plan, including the layout of the charging bays, canopies, and potential tenant space.

The Commission asked staff and the applicant questions.

The Commission reviewed the sketch plan and offered comments, which can be viewed in the official meeting video.

B. Sketch Plan Review – 4200 76th Street West (Retail Store, Warehouse & Dropoff for Salvation Army)

Director Teague presented the request of 4200 76th Street West for a sketch plan review. He introduces the proposal to remodel an existing office building into an 18,000-square-foot retail store and a 9,000-square-foot warehouse. He explained the current zoning and the need for a comprehensive plan amendment, zoning changes or ordinance amendments to allow the proposed use.

Appearing for the Applicant

Mr. Joe Becker, Carlson Partners, 6550 York Avenue, Edina, and Mr. Tom Canfield, Salvation Army Adult Rehabilitation Center in the North Loop of Downtown Minneapolis, explained the need for the store to support their rehabilitation program and the benefits of the proposed location.

The Commission asked staff and the applicant questions.

The Commission reviewed the sketch plan and offered comments, which can be viewed in the official meeting video.

VII. Chair and Member Comments

Received.

VIII. Staff Comments

Received.

IX. Adjournment

Commissioner Padilla moved to adjourn the January 14, 2026, Meeting of the Edina Planning Commission at 9:39 p.m. Commissioner Bornstein seconded the motion. Motion carried.



Item Number: 6.1

Department: Community Development

Item Activity: Action

Prepared By: Cary Teague, Community Development Director

Item Title: Conditional Use Permit for Highlands Elementary School, 5505 Doncaster Way

Action Requested:

Recommend the City Council approve the request, subject to the findings and conditions outlined in the staff report.

Information/Background:

Edina Public Schools is requesting a conditional use permit to expand the parking lot at Highlands Elementary School to better accommodate visitors and users of the site. The expansion would reduce overflow parking in the adjacent neighborhood when the current lot reaches capacity. Fifty-four (54) spaces would be added to the existing parking lot. Per Section 36-307 of the City Code, any expansion of a parking facility of a conditionally permitted use requires another conditional use permit. Highland School last received a conditional use permit in 2001, for a three-classroom expansion.

Supporting Documentation:

Documents marked with "Board Portal" do not meet [ADA Web Content Accessibility Guidelines \(URL\)](#) and are not included in the public packet. To request a board portal document, please [submit a data request \(URL\)](#).

1. Planning Commission Staff Report
2. Applicant Narrative
3. Zoning, Comp Plan, & Proposed Site, Lighting and Landscape Plan
4. Full Applicant Submittal (Board Portal)
5. City Engineering Memo
6. Staff Presentation



Date: February 25, 2026

To: PLANNING COMMISSION

From: Cary Teague, Community Development Director

Subject: Conditional Use Permit to add parking stalls at Highlands Elementary School at 5505 Doncaster Way.

Staff Recommendation: Motion to approve the conditional use permit to expand the parking lot at Highlands Elementary School subject to the findings and conditions listed in the staff report.

Information/Background:

Edina Public Schools is requesting a conditional use permit to expand the parking lot at Highlands Elementary School to better accommodate visitors and users of the site. The expansion would reduce overflow parking in the adjacent neighborhood when the current lot reaches capacity. Fifty-four (54) spaces would be added to the existing parking lot. Per Section 36-307 of the City Code, any expansion of a parking facility of a conditionally permitted use requires another conditional use permit. Highland School last received a conditional use permit in 2001, for a three-classroom expansion.

Surrounding Land Uses:

Northerly: Single Unit residential homes; zoned and guided low-density residential.

Easterly: Single Unit residential homes; zoned and guided low-density residential.

Southerly: Single Unit residential homes; zoned and guided low-density residential.

Westerly: Single Unit residential homes; zoned and guided low-density residential.

Existing Site Features:

The subject property, 5505 Doncaster Way, is approximately 11 acres in size and is located north of Vernon Avenue on Doncaster Way. The property consists of the existing school, the parking lot and play area. There are no proposed exterior changes to the building.



Planning:

Guide Plan designation: Low-Density Residential

Zoning: R-1, Single-Dwelling Unit District

Compliance Table:

	City Standard	Proposed
Parking Spaces-Elementary School	Two spaces per classroom or one-third the largest assembly space = 54 spaces required (27 classrooms)	210 spaces total
Parking Lot Setback	10 feet side lot line 20 feet street front lot line	23.7 feet for new parking lot 100+ feet from Doncaster
Lot Size-Elementary School	5 acres	11 acres

Traffic and Parking:

There is no change to the site access or circulation. The site has access off Doncaster Way. There is no expansion of the school or uses on the property. The purpose of the request is to provide more on-site parking to minimize impacts on the neighborhood. The expanded parking lot will better accommodate visitors and users of the site, to reduce overflow parking in the adjacent neighborhood when the current lot reaches capacity.

Conditional Use Permit Review:

A conditional use is a use allowed by the zoning ordinance, subject to conditions. Unlike permitted uses, conditional uses require review by the Planning Commission and approval from the City Council. Typically, conditional uses are those that may only be allowed under certain criteria or may have impacts that may need to be accounted for.

Sec. 36-307. - Expansions of conditional uses.

No use allowed by a conditional use permit, or any building or structure accessory thereto, shall be increased in gross floor area or height, nor shall any off-street parking facilities accessory to the building or structure be enlarged in surface area to accommodate additional automobiles, without first obtaining, in each instance, a conditional use permit.



Per Section 36-306, the City may impose conditions and restrictions upon the establishment, location, construction, maintenance, operation or duration of the use, as deemed necessary for the protection of the public interest and adjacent properties, to ensure compliance with the requirements of this chapter (zoning) and other applicable provisions of this Code, and to ensure consistency with the Comprehensive Plan. The Council may require such evidence and guarantees as it may deem necessary to secure compliance with any conditions imposed. No use shall be established or maintained, and no building or other permit for establishing or maintaining such use shall be granted, until the applicant has met and fulfilled all conditions imposed by the council to the satisfaction of the planner.

Section 36-305 of the Edina Zoning Ordinance states that the Council shall not grant a conditional use permit, unless it finds that the establishment, maintenance and operation of the use:

- 1. Does not have an undue adverse impact on government facilities, utilities, services or existing or proposed improvements;**

The school has been located on the site since it was built in 1963. There are no changes proposed to the school. The last expansion of the school was in 2001; a conditional use permit was granted at that time to add three classrooms. There will not be any impact on government facilities, utilities, services or existing or proposed improvements.

- 2. Will generate traffic within the capacity of the streets serving the property;**

There would be no change to the uses on the site that would generate additional traffic.

- 3. Does not have an undue adverse impact on the public health, safety or welfare;**

Staff does not foresee any adverse impacts on the public health, safety or welfare resulting from the expanded parking lot.

- 4. Will not impede the normal and orderly development and improvement of other property in the vicinity;**

The use would have no impact on the normal and orderly development and improvement of other property in the vicinity. There are no changes to the use of the property.

- 5. Conforms to the applicable restrictions and special conditions of the district in which it is located, as imposed by this chapter; and**

No changes are proposed to the exterior of the building. The parking lot setbacks are met. The applicant is proposing additional landscaping to screen the parking lot from the residents to the west. The city forester recommends replacing the proposed deciduous trees with coniferous trees to provide year around screening. The applicant has agreed to make these changes. Final landscape plan shall be subject to city forester approval. A lighting plan was submitted that demonstrates City Code compliance.



6. Is consistent with the Comprehensive Plan.

The proposed application is consistent with the city's comprehensive plan.

Recommended Action:

Staff recommend approval of the requested conditional use permit and associated variances. Approval is based on the following findings:

1. The proposed use meets all conditions to grant a conditional use permit.
2. The project does not have an undue adverse impact on government facilities, utilities, or services.
3. The proposed project will have minimal impact on traffic operations on the surrounding street system.
4. The project does not have an undue adverse impact on public health, safety or welfare.
5. The project will not impede the normal and orderly development and improvement of other property in the vicinity.
6. The project is consistent with the comprehensive plan.

Approval is subject to the following conditions:

1. Construction Plans must be consistent with the Plans dated August 15, 2025, included in the Planning Commission and City Council packets.
2. The Final Lighting Plan must meet all minimum requirements per Section 36-1260 of the City Code, including down casting and shielded from adjacent properties.
3. The proposed deciduous trees along the west lot line shall be replaced with coniferous trees to provide year-round screening. Final landscape plan shall be subject to approval of the city forester.
4. Compliance with the City Engineering Memo dated February 18, 2026
5. Approval of the Nine Mile Creek Watershed District.



January 28, 2026

Cary Teague
Community Development Director
City of Edina
Planning Division
4801 West 50th Street
Edina, Minnesota 55424

Re: Independent School District #273 – Edina Public Schools
Highlands Elementary School Parking Lot Expansion - Conditional Use Permit Application
Commission No. 252100

Dear Cary:

Attached are documents for a Conditional Use Permit application for a proposed parking lot rebuild and expansion at Highlands Elementary School.

The application includes the following Civil, Electrical, and supporting documents for your review and consideration:

- Site Plans with Dimensions
- Landscape Plans
- Site Survey
- Grading Plans
- Photometric Calculations

The proposed project is intended to address several long-standing site challenges while improving functionality of the existing parking lots and drive lanes.

Specifically, the goals of this project are to:

- Improve overall site grading to enhance safety, drainage, and long-term durability of the parking surface.
- Address existing watershed and stormwater management issues through updated design and infrastructure improvements.
- Expand on-site parking capacity to better accommodate visitors and users of the site, thereby reducing overflow parking on adjacent neighborhood streets when the current lot reaches capacity.

The proposed improvements are designed to minimize impacts on neighboring properties. Site lighting will include cutoff optics and house shield light fixtures to keep light directed at the parking lot, and away from surrounding neighbors.

By increasing on-site parking availability and improving stormwater performance, the project seeks to provide a clear public benefit to both site users and the surrounding community.

Wold Architects and Engineers
50 South 6th Street, Suite 2250
Minneapolis, MN 55402
woldae.com | 612 772 9025

**PLANNERS
ARCHITECTS
ENGINEERS**



We appreciate the Planning Commission's time and consideration of this application. We look forward to working with City staff and the Commission throughout the review process and are happy to provide any additional information or clarification as needed.

Sincerely,

Wold Architects and Engineers

A handwritten signature in black ink that reads "Makayla Lakeman".

Makayla Lakeman

Enclosure

HG/EDU-MN-ISD273/ES_Highlands/252100/_Admin/Letters/2026.01.28 Letter to Cary Teague

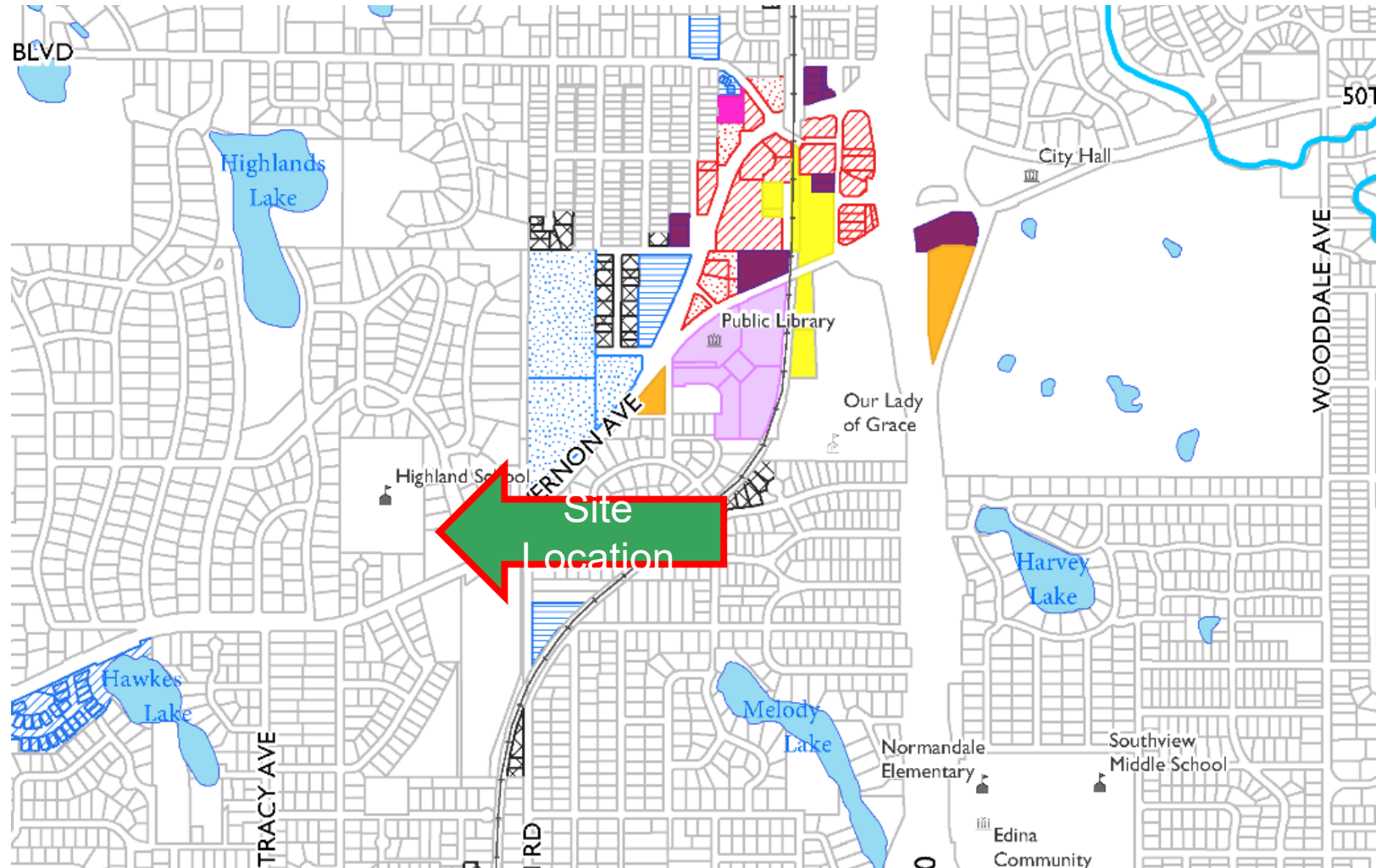
Zoning Map & Site Location



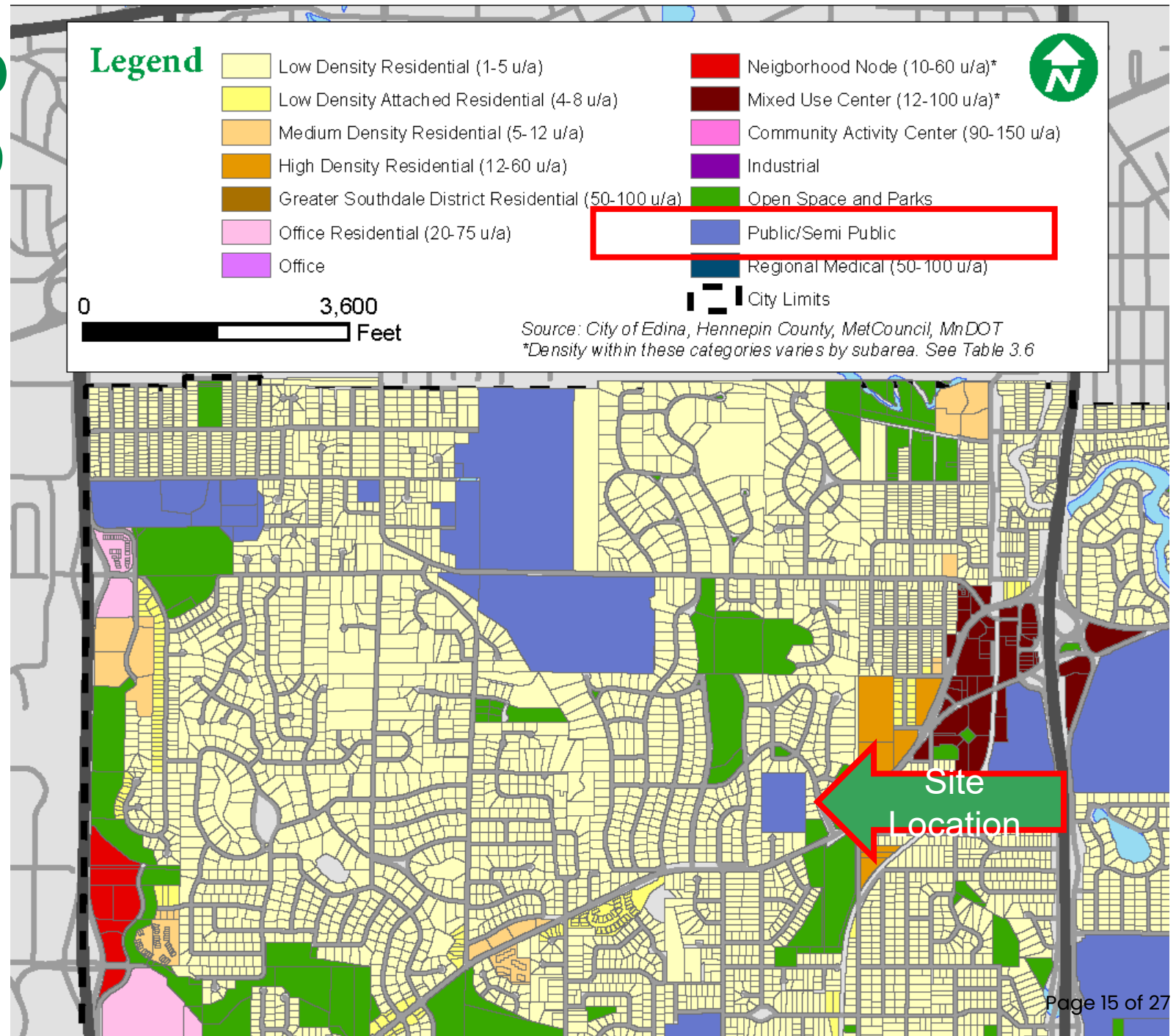
Zoning Map

Legend

- R-1 - Single Dwelling Unit
- ▨ R-2 - Double Dwelling Unit
- PRD-1 - Planned Residence
- PRD-2 - Planned Residence
- PRD-3 - Planned Residence
- PRD-4 - Planned Residence
- PRD-5 - Planned Residence
- PCD-1 - Planned Commercial
- PCD-2 - Planned Commercial
- PCD-3 - Planned Commercial
- PCD-4 - Planned Commercial
- POD-1 - Planned Office
- POD-2 - Planned Office
- RMD - Regional Medical
- PID - Planned Industrial
- PUD - Planned Unit Development
- APD - Automotive Parking
- PSR-4 - Planned Residence
- MDD-4 - Mixed Development
- MDD-5 - Mixed Development
- MDD-6 - Mixed Development
- Lakes
- Creeks
- Edina Boundary
- Railroad
- Public Building
- Public School



Land Use Map & Site Location

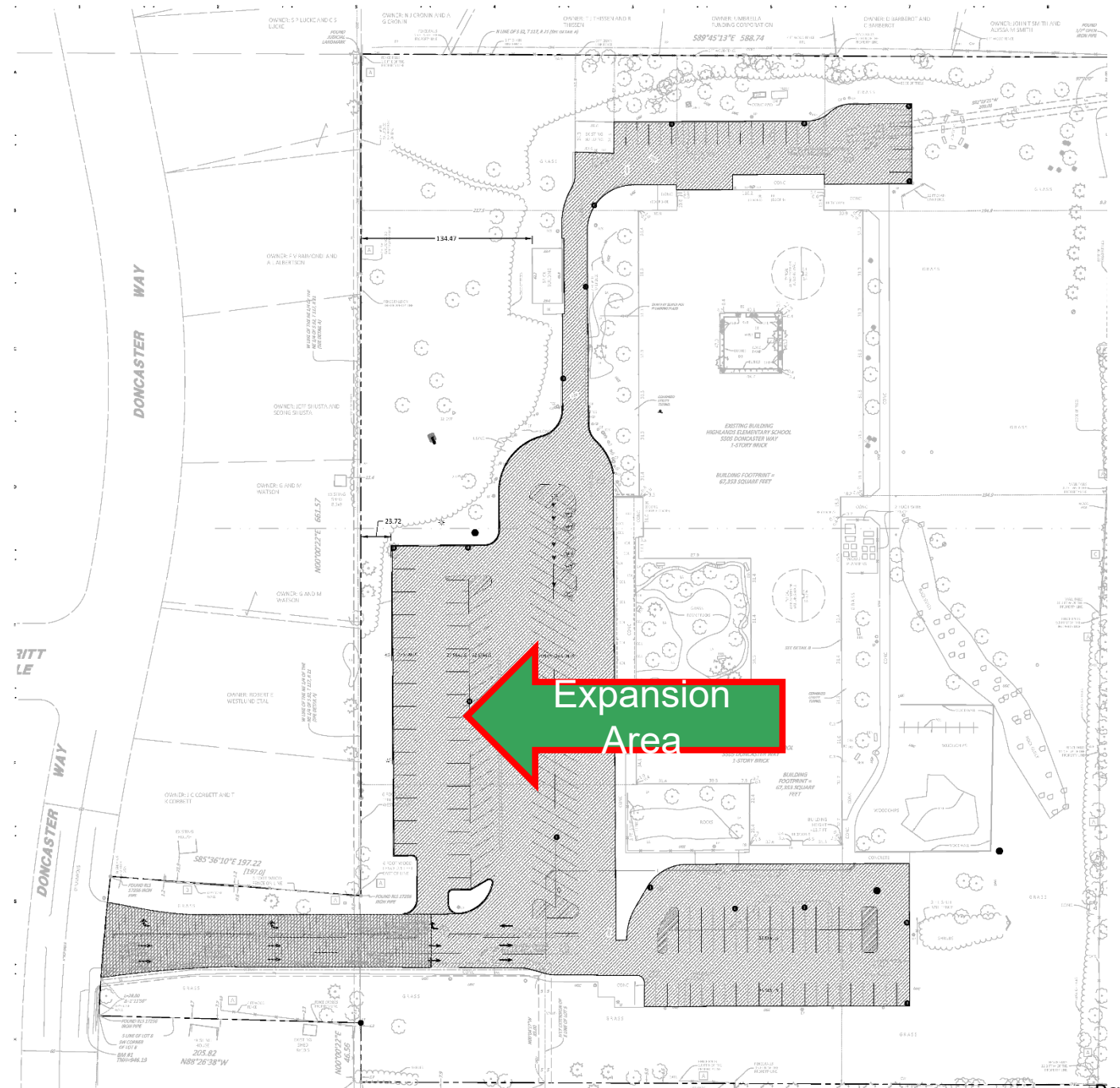


Proposed Site Plan

MN

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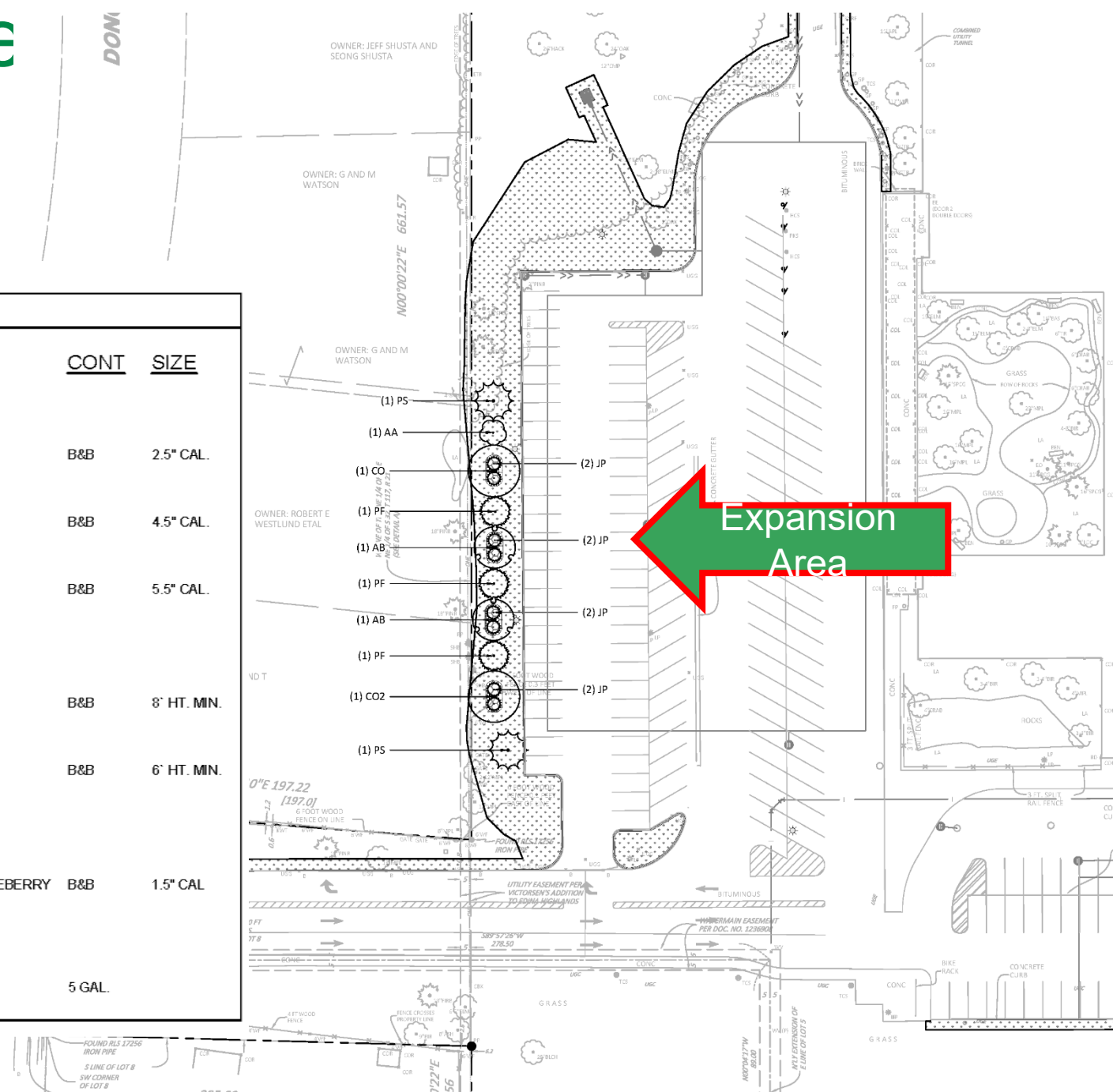
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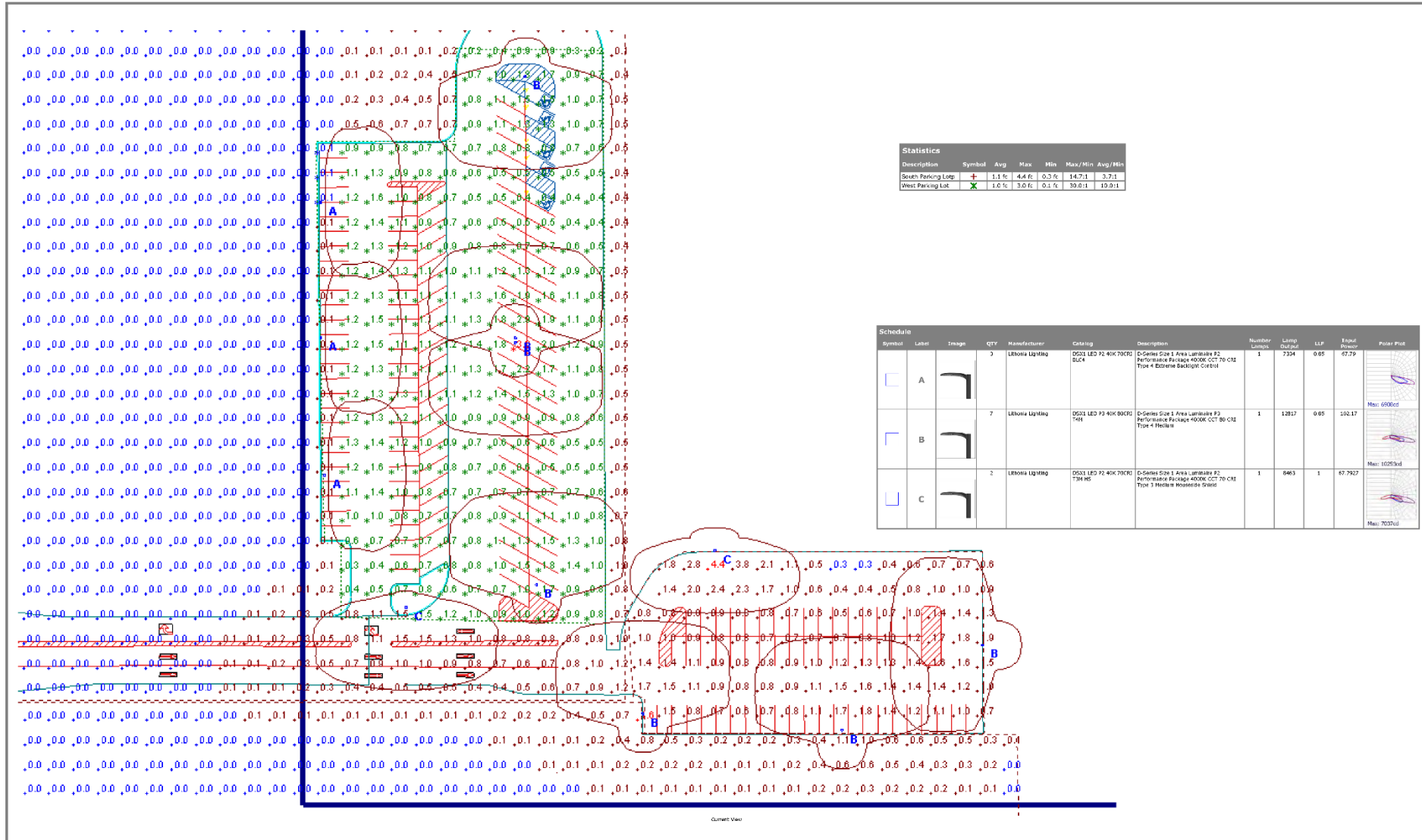
Proposed Landscape Site Plan

PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	CONT	SIZE
DECIDUOUS TREES					
	AB	2	ACER X FREEMANII 'BAILSTON' / MATADOR™ FREEMAN MAPLE	B&B	2.5" CAL.
	CO2	1	CELTIS OCCIDENTALIS / COMMON HACKBERRY	B&B	4.5" CAL.
	CO	1	CELTIS OCCIDENTALIS / COMMON HACKBERRY	B&B	5.5" CAL.
EVERGREEN TREES					
	PS	2	PINUS STROBUS / WHITE PINE	B&B	8' HT. MIN.
	PF	3	PINUS STROBUS 'FASTIGIATA' / PYRAMIDAL WHITE PINE	B&B	6' HT. MIN.
ORNAMENTAL TREES					
	AA	1	AMELANCHIER ARBOREA AUTUMN BRILLIANCE / AUTUMN BRILLIANCE SERVICEBERRY	B&B	1.5" CAL.
SHRUBS					
	JP	8	JUNIPERUS X PFITZERIANA 'SEA GREEN' / SEA GREEN JUNIPER	5 GAL.	



Lighting Plan





DATE: 2/18/2026
TO: Cary Teague – Planning Director
FROM: Andrew Reinisch – Engineering Technician
RE: **5505 Doncaster Way – Highlands Elementary Parking Expansion**

The Engineering Department has reviewed the subject property for street and utility concerns, grading, stormwater, erosion and sediment control and for general adherence to the relevant ordinance sections.

This review was performed at the request of the Planning Department; a more detailed review will be performed at the time of building permit application. Plans reviewed are dated 08-15-2025.

Summary of Work

The applicant proposes to enhance grading, drainage and stormwater management within the project area while increasing the parking capacity and improving traffic flow.

Easements

Two watermain easements are on the property and shown on the plans. No additional easements will be required from the proposed design.

Grading and Drainage

The north and south parking areas will have minor grading changes to better collect stormwater into catch basins. The west parking lot will be expanded into a lower area that will require significant fill to raise grade. The overall drainage pattern is not being significantly modified.

Stormwater Mitigation

Two underground stormwater chamber systems with stormwater collection pipes are proposed on the east and west side of the building. UGS IP system is shown ultimately draining to private property which is not an approved outlet location. UGS IP will need to be revised in the permitting process to ultimately get to the pond in the southeast corner of the property.

Floodplain Development

The site is within an area that drains to a landlocked basin. No FEMA or local floodplain issues.

Erosion and Sediment Control

An erosion and sediment control plan was reviewed and is consistent with City of Edina Building Policy SP-002.

Street and Driveway Entrance

No impacts to the street or driveway entrance apron are proposed.

Public Utilities

Water is served from the northeast and southeast corners of the building. Sanitary sewer is served in the northwest corner of the building. No proposed work altering these paths.

ENGINEERING DEPARTMENT

7450 Metro Boulevard • Edina, Minnesota 55439
www.EdinaMN.gov • 952-826-0371 • Fax 952-826-0392



Miscellaneous

A Nine Mile Creek Watershed District permit will need to be obtained prior to city approval.

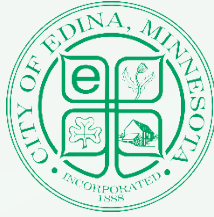
Lighting must meet city code and be down casting and shielded from adjacent properties.

The applicant should consider adding permanent bike parking stalls at a ratio of 5-10% of the available motor vehicle parking.

Finishing plan does not show the existing crosswalk markings between the western and southern parking lots connecting the sidewalks. Staff requests that these markings be maintained or reestablished if the entire lot is going to be resurfaced.

ENGINEERING DEPARTMENT

7450 Metro Boulevard • Edina, Minnesota 55439
www.EdinaMN.gov • 952-826-0371 • Fax 952-826-0392



The CITY of
EDINA

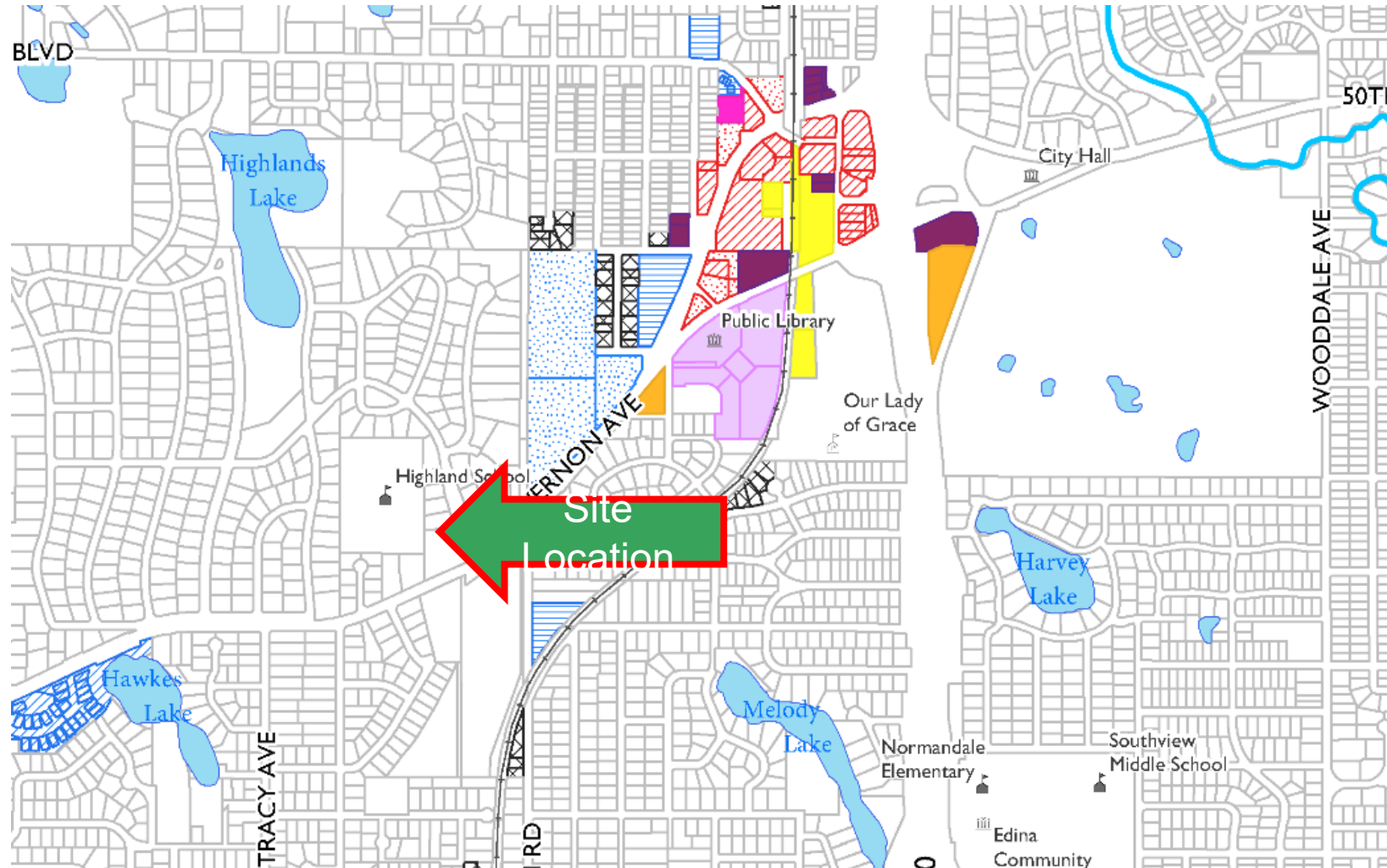
Conditional Use Permit – Highlands Elementary School at 5505 Doncaster Way

EdinaMN.gov

Zoning Map & Site Location



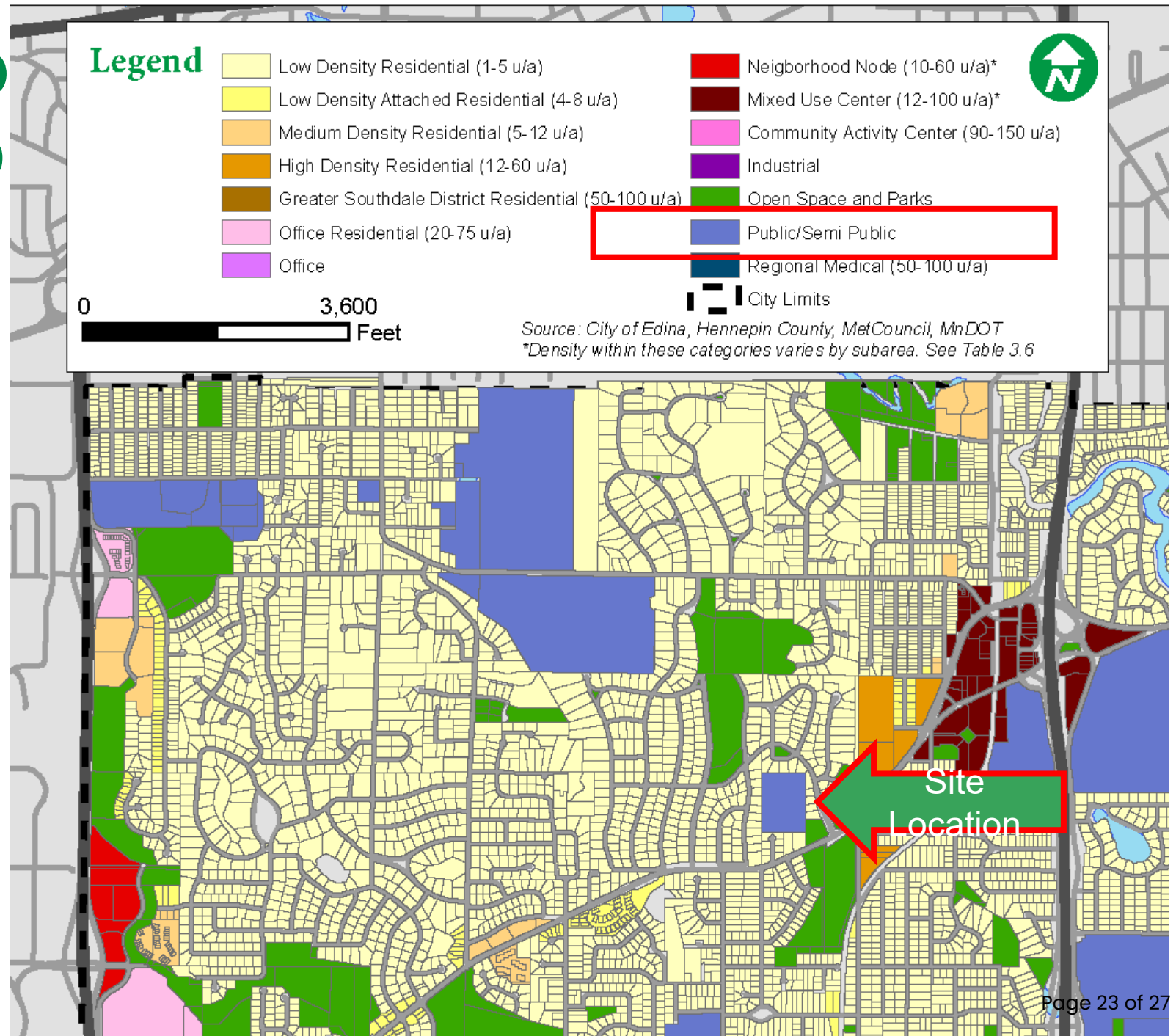
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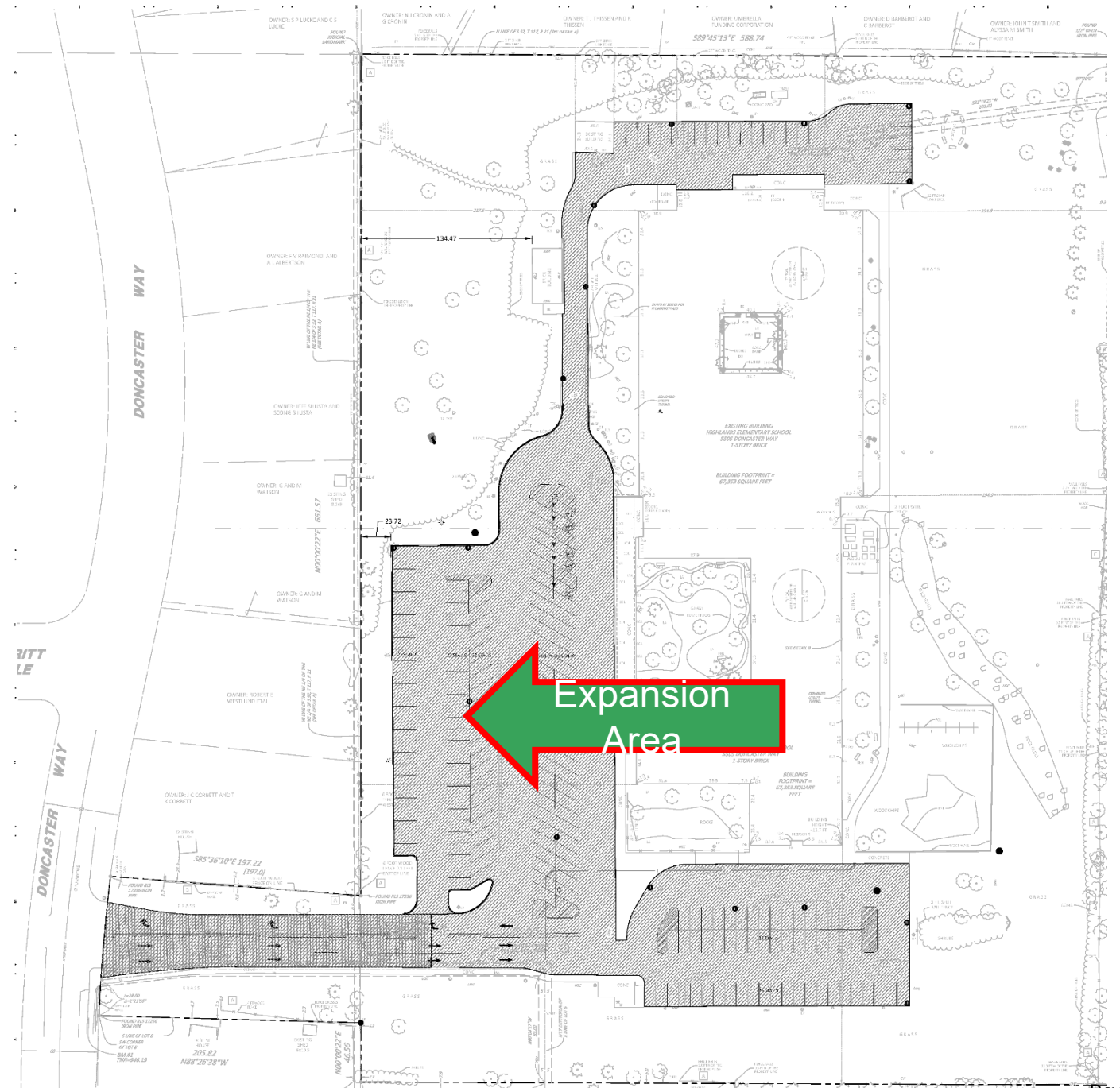


Proposed Site Plan

MN

LITTLE

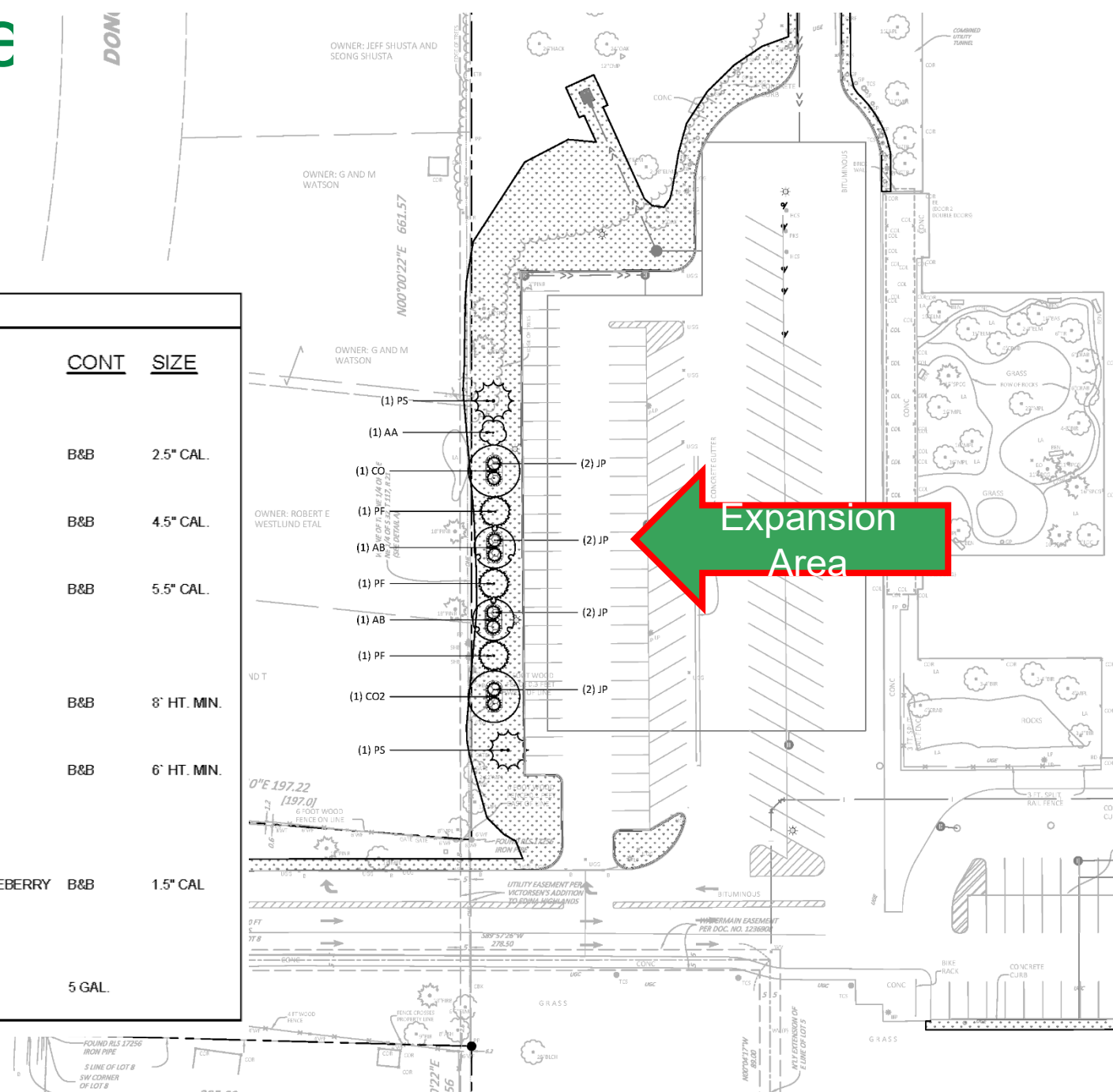
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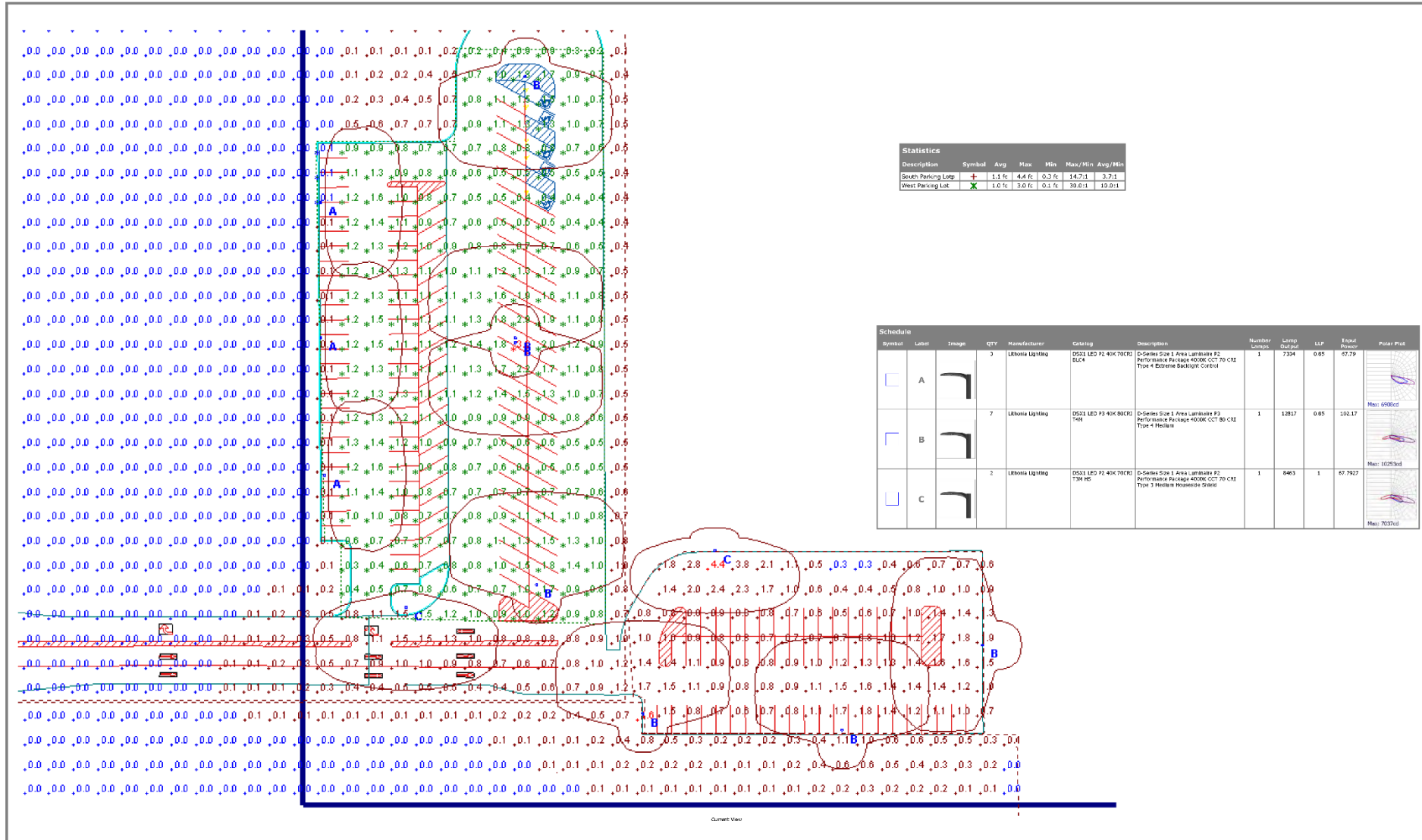
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	JP	8	JUNIPERUS X PFITZERIANA 'SEA GREEN' / SEA GREEN JUNIPER	5 GAL.	



Lighting Plan



Statistics							
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min	
South Parking Lot	+	1.1 f	4.4 f	0.3 f	14.7:1	3.7:1	
West Parking Lot	x	1.0 f	3.0 f	0.1 f	30.0:1	10.0:1	

Schedule											
Symbol	Label	Image	QTY	Manufacturer	Catalog	Description	Number Controls	Lamp Wattage	LLP	Input Power	Polar Plot
+	A		3	Lithonia Lighting	DS2L LED P2 40K70CR DUC4	D-Series Size 1 Area Luminaire P2 Performance Package 4000K CCT 70 CRI Type 4 Extreme Badlight Control	1	2204	0.65	67.29	
x	B		7	Lithonia Lighting	DS2L LED P2 40K80CR 74H	D-Series Size 1 Area Luminaire P2 Performance Package 4000K CCT 80 CRI Type 4 Hecuba	1	12817	0.65	102.17	
+	C		3	Lithonia Lighting	DS2L LED P2 40K70CR T3H MS	D-Series Size 1 Area Luminaire P2 Performance Package 4000K CCT 70 CRI Type 3 Modern Renaissance Strick	1	6463	1	67.927	



Staff Recommendation

