



## CITY OF OAK PARK HEIGHTS PLANNING COMMISSION MEETING MINUTES

Thursday, September 1, 2016 – Oak Park Heights City Hall

- I. Call to Order: Chair Kremer called the meeting to order. Present: Commissioners Kremer, Anthony, & Quale; City Administrator Johnson, City Planner Richards, and Commission Liaison Runk. Absent: Commissioner Nelson & Thurmes.
- II. Approval of Agenda: Commissioner Anthony, seconded by Commissioner Quale, moved to approve the Agenda as presented. Carried 3 – 0.
- III. Approval of July 14, 2016 Meeting Minutes: Commissioner Quale, seconded by Commissioner Anthony, moved to approved the Minutes as presented. Carried 3 - 0.
- IV. Department/Commission Liaison / Other Reports: None.
- V. Visitors/Public Comment: None.
- VI. Public Hearings:
  - A. Scott & Christina Mitchell – 5527 Oakgreen Place N. – Consider a request for a Conditional Use Permit related to the placement of an accessory building, located at 5527 Oakgreen Place, N.

City Planner Richards reviewed and discussed the August 24, 2016 Planning Memorandum to the request for placement of a storage shed one foot from the side yard property line.

Richards stated that placement is proposed upon an existing raised driveway that was constructed with a retaining wall upon the side yard lot line and within the 5-foot drainage easement, noting that the City Engineer has visited the site and did not find that the placement of the shed upon the existing driveway would impact existing drainage patterns of the driveway.

Chair Kremer noted the drainage pipe previously required for the development approved to the east of the property. Richards noted that the request would not create an impact upon the property.

Chair Kremer opened the hearing and invited public comment.

There being no public comment to the public hearing, Chair Kremer invited Commission discussion. There being none, Chair Kremer closed the public hearing.

Commissioner Quale, seconded by Commissioner Anthony, moved to recommend that the City Council approve the request, subject to the conditions of the August 24, 2016 Planning Memorandum; specifically, as follows:

1. The applicant shall be responsible to remove the shed and driveway if required by the City for drainage purpose.
2. The applicant shall apply for and receive a building permit for the structure.

Carried 3 - 0.

- B. Menard's Warehouse Expansion – Consider a request for Site Plan & Design Guidelines Review related to proposed warehouse expansion at Menard's, located at 5800 Krueger Lane. N.

City Planner Richards reviewed and discussed the August 24, 2016 Planning Report related to the request of Menard, Inc. to expand the warehouse at southwest corner of the existing business location and related site alterations relative to vehicle access to the warehouse.

Chair Kremer opened the hearing and invited public comment.

Tyler Edwards of Menards, Inc. introduced himself and noted that they are working toward doing such expansions at all of their stores to improve the warehouse area operations and working conditions. Mr. Tyler stated that they continue to work on the curb cut matter.

Brief discussion ensued as to building appearance and how the garden doors would function.

There being no other visitors to the public hearing, Chair Kremer closed the public hearing.

Commissioner Anthony, seconded by Commissioner Quale, moved to recommend that the City Council approve the request, subject to the amended conditions of the August 24, 2016 Planning Report; specifically, as follows:

1. The Applicants are working with the developers of the property to the north, Oak Park Heights Retail Development, related to a curb cut so that there is a cross access with Menards. Approval of the design shall be subject to City Engineer review.
2. All light fixtures shall be full cut off and shall be consistent with Section 401.15.B.7 of the Zoning Ordinance as it relates to lighting requirements.

3. The Planning Commission was favorable to the building design and building materials.
4. All mechanical equipment on the roof or on the site shall be fully screened in accordance with the provisions of the Zoning Ordinance.
5. The grading, drainage and utility plans shall be subject to review and approval of the City Engineer and the Middle St. Croix Watershed Management Organization.
6. The landscape plans shall be subject to review and approval of the City Arborist.

Carried 3 – 0.

- B. Oak Ridge Place Memory Care Expansion – 6060 Oxboro Ave. N.: Consider requests of HAF Architects on behalf of TIC Properties 1 LLC for Conditional Use Permits to allow memory care and assisted living and for parking, and a Variance to building height and setback requirements.

Chair Kremer noted that this request has been before the Commission and was returning due to lapse of the original approvals, adding that as the applicant was not ready at the time of the September meeting deadline, continuance of the public hearing has been requested.

Chair Kremer stated that the public hearing would be continued and suggested that the Planning Commission schedule a meeting for September 15, 2016 for the public hearing, if a quorum of Commission would be available. City staff will consult the Commission and if a quorum is available the September 15, 2016 meeting will be scheduled.

VII. New Business: None.

VIII. Old Business: None.

IX. Informational:

A. Upcoming Meetings:

- Tuesday, September 13, 2016 City Council 7:00 p.m./City Hall
- Tuesday, September 27, 2016 City Council 7:00 p.m./City Hall
- Tuesday, October 11, 2016 City Council 7:00 p.m./City Hall
- Thursday, October 13, 2016 Planning Commission 7:00 p.m./City Hall
- Tuesday, October 25, 2016 City Council 7:00 p.m./City Hall
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B. Council Representative

- Tuesday, September 13, 2016 – Commissioner Quale
- Tuesday, October 25, 2016 – Commissioner Kremer

- X. Adjourn. Commissioner Quale, seconded by Commissioner Anthony, moved to adjourn at 7:18 p.m. Carried 3 – 0.

Respectfully submitted,

Julie Hultman  
Planning & Code Enforcement