



## CITY OF OAK PARK HEIGHTS PLANNING COMMISSION MEETING MINUTES

Thursday, November 12, 2015 – Oak Park Heights City Hall

I. Call to Order: Chair Kremer called the meeting to order at 7:01 p.m.

Present: Commissioners Nelson, Thurmes and Kremer; City Planner Richards, City Administrator Johnson and Commission Liaison Runk. Absent: Commissioners Anthony and Bye.

II. Approval of Agenda:

Commissioner Nelson, seconded by Commissioner Thurmes, moved to approve the Agenda as presented. Carried 3 – 0.

III. Approval of October 8, 2015 Meeting Minutes:

Commissioner Thurmes, seconded by Commissioner Nelson, moved to approve the Minutes as presented. Carried 3 - 0.

IV. Department/Commission Liaison / Other Reports: City Administrator Johnson updated the Commission as to City Council approvals and activity with regard to the School District Expansion and Sign Ordinance amendment requests.

V. Visitors/Public Comment: None.

VI. Public Hearings:

A. MAACO – Consider request for Conditional Use Permit Amendment to allow open and outside vehicle storage related to a MAACO retail sales office, located at 5956 Osgood Ave. N.

City Planner Richards reviewed and discussed the November 4, 2015 Planning Report, noting that MAACO is seeking to locate a retail sales office at the Stillwater Crossings retail center and as part of its business operations desires to allow cars to be stored in the parking lot of the retail center for short periods of time before they are taken to the MAACO facility in Little Canada.

Brief discussion ensued as to the storage parking location and duration of parking permitted. Chair Kremer opened the hearing for public comment and invited the applicant to address the Commission.

Richard Reeves of MAACO introduced himself as the applicant, discussed parking areas for customer drop off/storage, noted that the location is anticipated to be open Monday through Friday from 10 a.m. to 6 p.m. and if they choose to operate on the weekend, the hours of 9 a.m. to 7 p.m. would likely be established on Saturday.

Chair Kremer questioned the requirement of dumpster screening being attached to the request of the tenant, when the burden of this should be placed upon the retail center. City Planner Richards discussed the process followed for seeking site compliance and similar activity to sites when an application is made to a part of it.

Eric Bjelland introduced himself as the managing partner for Stillwater Crossings and discussed management's role in the requirements related to the request, indicating that he had no issue with the requirements.

There being no other visitors to the public hearing, Chair Kremer closed the public hearing and inquired if there was any additional comment from the Commission.

Commissioner Nelson, seconded by Commissioner Thurmes, moved to recommend that the City Council approve the request, subject to the amended conditions of the November 4, 2015 Planning Report; specifically that:

1. There shall be no repair or maintenance of vehicles on site.
2. The Building Management shall designate the location of the three (3) stalls that will be reserved for MAACO's use and determine the loading area where cars will be towed from.
3. Vehicles shall be permitted to be stored for no more than 48 hours on site.
4. A plan and timeline for screening the dumpsters shall be submitted to and subject to approval of City Staff.
5. All proposed signage shall require a sign permit and shall be in compliance with Section 401.15.G. of the Zoning Ordinance.
6. A bike rack shall be installed in a convenient and visible location.
7. Signage shall be installed for the three (3) parking stalls, specifying hours of use for MAACO.

Carried 3 - 0.

- B. Metropolitan Waste Control CUP – St. Croix Valley Wastewater Treatment Plant: Consider request for Conditional Use Permit to allow proposed addition to an existing vehicle storage building at the St. Croix Valley Wastewater Treatment Plant, located at 6163 St. Croix Trail N.

City Planner Richards reviewed and discussed the November 4, 2015 Planning Report, noting that applicant is seeking an exterior change conditional use permit to the facility as required by the River Impact District, within which the facility is located.

Chair Kremer opened the hearing for public comment and invited the applicant to address the Commission.

Kyle Colvin of Metropolitan Council introduced himself and noted that there is not any new lighting planned for the proposed addition. Mr. Colvin discussed the site improvements overall as part of the approval requirements for activity before the Commission and City Council earlier in the year, including those to lighting.

There being no other visitors to the public hearing, Chair Kremer closed the public hearing and inquired if there was any Commission comment.

Commissioner Nelson, seconded by Commissioner Thurmes, moved to recommend that City Council approve the request, subject to the conditions of the November 4, 2015 Planning Report; specifically that:

1. If any additional light fixtures are to be added as part of the building expansion, they shall be installed compliant with the Zoning Ordinance standards.
2. The Planning Commission was favorable to the building materials to be used for the expansion.
3. The plans are subject to review and approval of the Department of Natural Resources and any other state or federal regulating agency, if applicable.

Carried 3 - 0.

VII. New Business: None.

VIII. Old Business: None.

IX. Informational:

A. Upcoming Meetings:

- Tuesday, December 8, 2015      City Council      7:00 p.m./City Hall
- Thursday, December 10, 2015      Planning Commission      7:00 p.m./City Hall
- Tuesday, January 12, 2016      City Council      7:00 p.m./City Hall
- Thursday, January 14, 2016      Planning Commission      7:00 p.m./City Hall

B. Council Representative

- Tuesday, December 8, 2015 – Commissioner Thurmes
- Tuesday, January 12, 2016 – Commissioner Anthony

- X. Adjourn. Commissioner Thurmes, seconded by Commissioner Nelson, moved to adjourn at 7:21 p.m. Carried 3 – 0.

Respectfully submitted,

Julie Hultman  
Planning & Code Enforcement

Approved by the Planning Commission: 12-10-2015 (3-0)