



**CITY OF OAK PARK HEIGHTS  
PLANNING COMMISSION MEETING MINUTES  
Thursday, February 14, 2019 –Oak Park Heights City Hall**

I. Call to Order/Pledge of Allegiance:

Chair Freeman called the meeting to order @ 6:00 p.m. Present: Commissioners Giovinazzo, Kremer, VanDyke and White; City Planner Richards and City Councilmember Liljegren. Absent: City Administrator Johnson.

II. Approval of Agenda:

Commissioner Kremer, seconded by Commissioner Giovinazzo, moved to approve the Agenda as presented. Carried. 5-0.

III. Approval of January 10, 2019 Meeting Minutes:

Commissioner Giovinazzo, seconded by Commissioner VanDyke, moved to approve the Minutes as presented. Carried 5- 0.

IV. Department/Commission Liaison / Other Reports: Councilmember Liljegren noted change to the February City Council meeting dates. There will be one meeting of the City council on February 19<sup>th</sup>.

V. Visitors/Public Comment: None.

VI. Public Hearings:

A. Thomas & Lisa Thiets Conditional Use Permit: Consider a request for a setback reduction of the north property line for proposed construction of a single-family residential dwelling, located at Peller Ave. N., south of 15405 57<sup>th</sup> St. N.

City Planner Richards reviewed the request for a setback reduction to the north lot line and reviewed his February 7, 2019 Planning Memorandum regarding the same, discussion the issues and recommendation conditions. Brief discussion was had as to the north property line and the applicant was invited to address the Commission.

Tom Thiets – 306 Elm St., Stillwater, MN introduced himself, provided a bit of history of his having lived in the neighborhood prior to the removal of homes for the bridge project, noted that the conditions had been discussed with city staff, and that the placement of the house upon the lot simply made sense for the lot.

Chair Freeman opened the public hearing at 6:12 p.m. and invited public comment.

Jerry Langness – 5705 Penrose Ave. N. asked for clarification of which lot the applicant would be building upon. Mr. Thiets stated that it was the larger of the two lots and walked through the house placement and access with Mr. Langness.

There being no other visitors to the public hearing, Commissioner Kremer, seconded by Commissioner Giovinazzo, moved to close the public hearing at 6:15 p.m. Carried 5-0.

Commissioner White, seconded by Commissioner Kremer, moved to recommend City Council approval of the request, subject to the conditions of the City Planners February 7, 2019 Planning Memorandum, as amended, specifically:

1. The grade and tree cover at the south west corner of the property shall be preserved.
2. The setback of the proposed house to the north property line shall be at least 10-feet.
3. The City Engineer will review the drainage for the site. The final grading for the proposed structure shall be subject to approval of the City Engineer.

Carried 5 – 0.

VII. New Business: None.

VIII. Old Business:

A. Comprehensive Plan – Jim Kremer’s Letter to Metropolitan Council:

Commissioner Kremer expressed that rather than send a letter, he felt that it would be serve more purpose to formally request Metropolitan Council require the newly appointment District Representative, when appointed, to meet with the Planning Commission within the next several months to discuss concerns that the Commission has.

Commissioner Kremer, seconded by Chair Freeman, moved to recommend that the letter not be forwarded to Metropolitan Council.

Carried 5 – 0.

Commissioner Kremer, seconded by Commissioner White, moved to recommend that the City Council and/or appropriate City staff request that the Metropolitan Council representative for the City’s district, when appointed, meet with the Planning Commission in the foreseeable future.

Chair Freeman asked for clarification as to whether the request is asking them to meet with the Planning Commission collectively as representatives of the City of Oak Park Heights or as the Planning Commission specifically. Consensus was to have the meeting be with the Planning Commission specifically and the motion amended as such.

Commissioner Kremer amended his motion, seconded by Commissioner White, moving to recommend that the City Council and/or appropriate City staff request that the Metropolitan Council representative for the City's district, when appointed, meet specifically with the Planning Commission in the foreseeable future.

Carried 5 – 0.

IX. Informational:

A. Upcoming Meetings:

- |                              |                     |                     |
|------------------------------|---------------------|---------------------|
| • Tuesday, February 19, 2019 | City Council        | 6:00 p.m./City Hall |
| • Thursday, March 14, 2019   | Planning Commission | 6:00 p.m./City Hall |
| • Tuesday, March 26, 2019    | City Council        | 6:00 p.m./City Hall |
| • Tuesday, April 9, 2019     | City Council        | 6:00 p.m./City Hall |
| • Thursday, April 11, 2019   | Planning Commission | 6:00 p.m./City Hall |
| • Tuesday, April 23, 2019    | City Council        | 6:00 p.m./City Hall |

B. Council Representative

- Tuesday, February 19, 2019 – Commissioner – Kremer
- Tuesday, March 26, 2019 – Commissioner Giovinazzo
- Tuesday, April 23, 2019 – Commissioner VanDyke

X. Adjourn.

Commissioner Kremer, seconded by Commissioner Giovinazzo, moved to adjourn at 6:23 p.m. Carried 5 – 0.

Respectfully submitted,

Julie Hultman  
Planning & Code Enforcement

Approved by the Planning Commission: March 14, 2019 / 5-0