



**CITY OF OAK PARK HEIGHTS
PLANNING COMMISSION MEETING MINUTES
Thursday, May 9, 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 Administrator Johnson, City Planner Richards, and City Councilmember Liaison Representative Dougherty.

II. Approval of Agenda:

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

III. Approval of April 11, 2019 Meeting Minutes:

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

IV. Department/Commission Liaison / Other Reports: None.

V. Visitors/Public Comment: None.

VI. Public Hearings:

- A. Central Automotive: Review and consider a request for a Conditional Use Permit to allow auto repair in the B-2, General Business District, a Final Plat and Site Plan/Design Guidelines Review related to the proposed development of a Central Automotive to be located the corner of 59th St. N. & Osgood Ave. N.

City Planner Richards reviewed the May 2, 2019 Planning Report to the request, providing an issue analysis and discussing the same.

Commission discussion ensued as to trees on the site, potential for a future lot split, and location of site access with regard to traffic.

Chair Freeman opened the public hearing and invited comment from the applicant and audience.

Chad Derrick of Derrick Building Solutions introduced himself as the General Contractor to the project and briefly walked through the project, noting that the structure would be all steel and that it would be an approximate four month build out.

Dave Triemert – Central Automotive owner/operator stated that he did not have any plans for a lot split at the time and shared what he knew as to the easement at the site. Mr. Triemert noted that his current location is a leased space and that the owner of the building may be looking at going a different direction with the building other than automotive repair. The proposed location keeps his business in town and beyond ownership offers a number of site improvements.

Nick Klingen introduced himself as a property manager for the St. Croix Crossing Apartments, to the east of the proposed site and inquired as to tree removal plans between the site and the apartment building.

There being no other visitors to the public hearing, Commissioner Kremer, seconded by Commissioner Giovinazzo, moved to close the public hearing. Carried 5-0.

Discussion was had as to the building design in relation to the nature of the business, conditions within the report as to the design, screening of residential properties and the easement distances proposed in condition 2 of the planning report.

Commissioner Kremer, seconded by Commissioner VanDyke, moved to recommend City Council approval of the request, subject to the conditions of the May 2, 2019 Planning Report, as amended; specifically, that:

1. The final plat shall be subject to review and approval of the City Engineer and City Attorney. Connection charges and park dedication shall be paid in accordance with the provisions of the Development Agreement.
2. As part of the final plat approval, the 30-foot easement at the south property line shall be reduced to 20-feet. A public hearing of the City Council shall be conducted to consider the reduction of the easement width.
3. The access point is subject to review and approval of Washington County.
4. The grading, drainage and utility plans shall be subject to the review and approval of the City Engineer. The drainage plans shall be subject to the review of the Middle St. Croix Watershed District.
5. All lighting fixtures shall be full cut off and installed in compliance with the lighting standards of the Zoning Ordinance.
6. The outdoor lighting shall be turned off one hour after closing, except for approved security lighting. Any security lighting on the east elevation shall be installed as a motion sensor fixture.
7. The landscape and removal/replacement plans are subject to review and approval of the City Arborist.

8. All signage shall be subject to final review and approval of City Staff for conformance with Zoning Ordinance standards.
9. All noise generated from the store shall be compliant with section 401.15.B.11 of the Zoning Ordinance. The service doors to the building shall be closed at all times, except when vehicles are moved in and out of the service bays.
10. Mechanical equipment that is located on the roof or visible from street level or from neighboring properties shall be screened with materials that blend harmoniously with the building façade materials and in accordance with section 401.15.E.10.e of the Zoning Ordinance.
11. The Planning Commission is favorable to the building design and finds the structure compatible with the Design Standards.
12. The Planning Commission was favorable to the building material selection and colors.
13. There shall be no outside storage, including tires and auto parts. No storage shall be allowed in trailers that are parked on the property.
14. The applicant shall be required to enter into a Development Agreement. The development agreement shall be subject to the review and approval of the City Attorney and City Council.

Carried 5-0.

- B. Stillwater Crossing: Review and consider a request for a Variance from sign regulations to allow two business signs at a single entry for a shared business operation – Good Times Tattoo and Lace Salon at 14727 60th St. N.

City Planner Richards reviewed the May 2, 2019 Planning Report to the request, providing an issue analysis and discussing the same. Richards noted that a variance, rather than a conditional use permit is required due to the provisions within the zoning ordinance for multi-tenant building signs.

Brief discussion was had as to the building design and joint business operation within a single business space.

Chair Freeman opened the public hearing and invited comment from the applicant and audience. There being none, Commissioner Kremer, seconded by Commissioner Giovinazzo, moved to close the public hearing. Carried 5-0.

Commissioner VanDyke, seconded by Commissioner Giovinazzo, moved to recommend City Council approval of the request, subject to the conditions of the May 2, 2019 Planning Report, specifically that:

1. All proposed signage shall require a sign permit and shall be in compliance with section 401.15.G of the Zoning Ordinance for size and illumination.

Carried 5-0.

- C. Taco Bell: Review and consider a request for a Conditional Use Permit Amendment and Design Guidelines Review as they relate to interior and exterior alterations to Taco Bell at 14529 60th St. N.

City Planner Richards reviewed the May 2, 2019 Planning Report to the request, providing an issue analysis and discussing the same. Discussion was had as to the existing freestanding sign and whether or not the Commission wishes to have it brought into height compliance with the zoning ordinance.

Chair Freeman invited the applicant to address the Commission.

Brian Davies of Border Foods introduced himself, stating that they were excited to freshen the store and site and responded to questions from the Commission. He noted that the freestanding sign is estimated at 27 feet tall and that they would prefer to not change it. They plan to replace the face with the new Taco Bell log. If required to reduce the pole height, they will need to have engineering determine modifications to the structure to make it work for the sign face.

Discussion ensued as to the logo design, other freestanding signs in the area and from where the height criteria in the zoning ordinance evolved.

Chair Freeman opened the hearing for public comment. There being none, Commissioner Giovinazzo, seconded by Commissioner White, moved to close the public hearing. Carried 5-0.

Commissioner Kremer, seconded by Commissioner VanDyke, moved to recommend City Council approval of the request, subject to the amended conditions of the May 2, 2019 Planning Report, specifically that:

1. The applicant shall provide a revised photometric and lighting plan that complies with the provisions of section 401.15.B.7.d of the Zoning Ordinance. All light fixtures shall be full cut off and compliant with the Zoning Ordinance. The parking lot lighting shall not exceed 25 feet from ground level.
2. All mechanical equipment on the roof or on the site shall be fully screened in accordance with the provisions of the Zoning Ordinance.
3. All noise generated from the store shall be compliant with section 401.15.B.11 of the Zoning Ordinance.

4. All grading, drainage, erosion control, and utility plans are subject to review and approval of the City Engineer. Stormwater plans are also subject to review and approval of the Middle St. Croix Watershed District.
5. The Planning Commission was favorable to the building design and building materials.
6. The plans should be revised to indicate details and locations of any directional signage.
7. Outdoor lighting for the parking areas shall be turned off one hour after closing, except for approved security lighting.
8. No strip lighting of the building, canopy or freestanding sign shall be allowed.
9. All signs shall be designed to comply with the Zoning Ordinance requirements for illumination. The spot fixtures and LED strips may be used if the lighting is directed at the sign and designated so that the light source is not visible. Staff will review the lighting specifications at the time of permitting.
10. The landscape plan shall be subject to the review and approval of the City Arborist.
11. A bike rack shall be placed on site.

Carried 5 – 0.

VII. New Business: None.

VIII. Old Business:

A. Comprehensive Plan/Metropolitan Council:

1. Metropolitan Council Review.

City Planner Richards noted March 27, 2019 response received from Metropolitan Council and that he and City Engineer, Lee Mann were both working on their responses for resubmittal. Richards asked the Commission if they wanted to review the revised materials prior to its being resubmitted. Commission consensus was that Richards should simply resubmit the plan to Metropolitan Council when he was ready.

2. Planning Commission Letter to Metropolitan Council Review.

Chair Freeman noted the letter prepared by Commission Kremer and edit suggestions received from Commissioner White, to Metropolitan Council regarding Metropolitan Council's Comprehensive Plan updating process. Freeman stated that he agreed with the content of the letter. Discussion was had as to the final drafting of the letter, when to send it and having City Council review it prior to sending. The letter will be brought back to the Commission after the current Comprehensive Plan update is done.

IX. Informational:

Commissioner Kremer noted attending the Spring Clean Up and that two city staff members man the event as well as the Fall Clean Up event, basically processing folks through and checking identification. He suggested that perhaps this could be a volunteer activity, with folks from the Planning and Parks Commissions volunteering, along with other who may be interested in helping out. Commissioner VanDyke suggested that a Community Clean Up may be a good event to sync with the drop off clean up event. Commission consensus was favorable and the possibilities will be discussed with City Administrator Johnson.

A. Upcoming Meetings:

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| • Tuesday, May 28, 2019 | City Council | 6:00 p.m./City Hall |
| • Thursday, June 13, 2019 | Planning Commission | 6:00 p.m./City Hall |
| • Tuesday, June 25, 2019 | City Council | 6:00 p.m./City Hall |
| • Thursday, July 11, 2019 | Planning Commission | 6:00 p.m./City Hall |
| • Tuesday, July 23, 2019 | City Council | 6:00 p.m./City Hall |

B. Council Representative

- Tuesday, May 28, 2019 – Commissioner White
- Tuesday, June 25, 2019 – Commissioner Freeman
- Tuesday, July 23, 2019 – Commissioner Kremer

X. Adjourn.

Commissioner Kremer, seconded by Commissioner Giovinazzo, moved to adjourn at 7:10 p.m. Carried 5 – 0.

Respectfully submitted,

Julie Hultman
Planning & Code Enforcement

Approved by the Planning Commission: 07/11/19 5-0