

CITY OF OAK PARK HEIGHTS
PLANNING COMMISSION MEETING MINUTES
Thursday, August 13, 2020 – 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 VanDenburgh, VanDyke and White; City Administrator Johnson, City Planner Richards, and City Councilmember Liaison Representative Liljegren.

II. Approval of Agenda:

Commissioner VanDenburgh, seconded by Commissioner White, moved to approve the Agenda as presented. Carried 4-0.

III. Approval of July 23, 2020 Meeting Minutes:

Commissioner White, seconded by Commissioner VanDyke, moved to approve the Minutes as presented. Carried 4-0.

IV. Department / Commission Liaison / Other Reports:

City Councilmember Representative Liljegren updated the Commission as to recent meetings, including interviews of Police Chief candidates to fill the position when Chief of Police DeRosier retires at the year end.

City Administrator Johnson noted that the first meeting of the Allen S. King Plant Decommissioning & Reuse Advisory Panel was coming up.

V. Visitors/Public Comment: None.

VI. Public Hearings:

- A. Minnehaha Properties LLC: Review and consider application from Minnehaha Properties LLC for a Conditional Use Permit to allow outside school bus storage and maintenance at 5280-5288 Stagecoach Trail N.

City Planner Richards reviewed the August 6, 2020 Planning Report to the request, seeking a Conditional Use Permit to allow outside school bus storage and maintenance. Richards provided an issue analysis and discussed the same.

Brief Commission discussion ensued as to parking adequacy, no parking upon Stagecoach Trail and, whether or not the use was being planned for and ongoing or a temporary capacity.

Chair Freeman invited the Applicant to speak.

Idiris Mohamud introduced himself as the applicant and owner of Minnehaha Properties. Mr. Mohamud noted some of the improvements that have been undertaken at the site, to the trees and light shielding, and described the general plan of use proposed for the site. Mr. Mohamud indicated that he had no issues with the conditions within the planning report.

Pete Mikhail of LeVander, Gillen & Miller, P.A. introduced himself as Counsel for ISD #834, and also introduced others in the audience from and on behalf of the school district and made himself and them available for questions.

Chair Freeman opened the public hearing at 6:23 p.m. and invited comment to the public hearing. There being none, Commissioner VanDenburgh, seconded by Commissioner VanDyke, moved to close the public hearing. Carried 4-0.

Discussion ensued as to the berm and tree screening, fueling plan and intention of the use being long term or short term.

Amy Monicken - MTN Transportation Sr. Contract Manager, discussed the fueling and above-ground tank placement plan. She noted that the plan is to have a 2,500-gallon fuel truck that stays on site, in the area where the former fuel tanks were and to have two fuel tanks placed to the secure area where the former tanks were placed. The pumps from the previous operation are still on site but are not functional. The former tanks were also removed. She responded to questions regarding potential fuel spill mitigation with the proposed fueling plan.

Pete Mikhail addressed the question of the intended length of use at the site, noting that the school district has significant investment at the Lake Elmo site and touched on the status of activity that led to the site not being utilized. He noted that the plan is to stay as long as needed to operate, while getting the Lake Elmo site approved for operation. They currently have a one-year lease with option for three additional one-year lease renewals.

City Planner Richards clarified that public notification of the hearing was mailed to all property owners within a 500-foot radius of the location. It was also clarified that ISD #834 would be the sole renter of the entire site, giving them a larger area to operate than the former bus garage operation had.

Commissioner White, seconded by Commissioner VanDyke, moved to recommend City Council approval of the request, subject to the conditions of the August 6, 2020 Planning Report, specifically, that:

1. The number of buses allowed to be on site shall not exceed 100. No trucks or semi-trailers shall be parked on site.
2. All employees dispensing fuel shall receive training for proper fueling techniques, including emergency spill operations.
3. The Applicant shall submit a Stormwater Pollution Prevention Plan and Notification for Above Ground Storage Tanks to the MPCA.

4. The Applicant shall submit a Spill Prevention and Control Countermeasure Plan to the EPA and to the City, if required.
5. The Applicant shall receive and retain a Hazardous Waste Generators License from Washington County for the maintenance operation.
6. The Applicant shall comply with all Building Code requirements for the fuel tanks and installation of a paint booth. A Building Permit shall be required from the City for the fuel tank and the paint booth installation.
7. Block heaters and heater plugs shall be installed on all buses operated out of the facility at 5280 and 5288 Stagecoach Trail before commencement of operations.
8. An operations plan shall be developed and enforced, subject to the review and approval of City Staff, requiring all buses shall be backed into their respective parking spaces at the end of the day's operation.
9. A rapid entry lock box shall be installed at the entrance gate to provide police, fire and emergency service access.
10. Any changes to the grading, drainage and utilities shall be subject to the review and approval of the City Engineer.
11. All lighting fixtures shall be full cut off and provided with shields in compliance with the lighting standards of the Zoning Ordinance.
12. The outdoor lighting shall be turned off one hour after closing, except for approved security lighting.
13. The City Arborist should comment if there are any tree maintenance issues or if additional trees should be added for screening and the Applicant shall take appropriate corrective measures.
14. Signage shall be subject to review and approval of City Staff for conformance with Zoning Ordinance standards.
15. All noise generated from the business shall be compliant with Section 401.15.B.11 of the Zoning Ordinance. No vehicle repair shall be conducted outside. The service doors to the building shall be closed at all times, except when vehicles are moved in and out of the service bays.
16. 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.
17. There shall be no outside storage, including trash, recycling, tires and vehicle parts unless enclosed with a screen.

18. Hours of operation shall be limited to 5:30 AM to 7:00 PM Monday through Friday and from 7:00 AM to 6:00 PM Saturday and Sunday.
19. No vehicle parking shall be allowed on Stagecoach Trail.
20. Emergency vehicle access and business operations related to fuel dispensing shall be subject to review of the Police Chief and the Fire Marshal.
21. All Conditional Use Permits previously issued by the City of Oak Park Heights for 5280 and 5288 Stagecoach Trail North shall be deemed revoked and cancelled as part of an in consideration of the grant of this new Conditional Use Permit.

Carried 4-0.

VII. New Business: None.

VIII. Old Business: None.

IX. Informational:

A. Upcoming Meetings:

- Tuesday, August 25, 2020 City Council 6:00 p.m./City Hall
- Tuesday, September 8, 2020 City Council 6:00 p.m./City Hall
- Thursday, September 10, 2020 Planning Commission 6:00 p.m./City Hall
- Tuesday, September 22, 2020 City Council 6:00 p.m./City Hall
- Thursday, October 8, 2020 Planning Commission 6:00 p.m./City Hall
- Tuesday, October 13, 2020 City Council 6:00 p.m./City Hall
- Tuesday, October 27, 2020 City Council 6:00 p.m./City Hall

B. Council Representative

- Tuesday, August 25 – Commissioner VanDyke
- Tuesday, September 22, 2020 – Commissioner Van Denburgh
- Tuesday, October 27, 2020 – Commissioner – White

X. Adjourn:

Commissioner VanDyke, seconded by Commissioner White, moved to adjourn at 6:40 p.m.
Carried 4-0.

Respectfully submitted,

Julie Hultman
Planning & Code Enforcement