

**REGULAR MEETING  
OAKDALE PLANNING COMMISSION  
June 3, 2021**

The Oakdale Planning Commission held a meeting on Thursday, June 3, 2021 at Oakdale City Hall, 1584 Hadley Avenue North, Oakdale, Minnesota. The meeting began at 7:00 PM with the Pledge of Allegiance.

**CALL OF ROLL**

On a call of roll, the following were present:

Chairperson: Emily Milles

Commissioners: Bob Boullianne  
Christopher Campbell  
Yaya Diatta  
Marty Jurgensen  
Dallas Pierson  
Lee Stolarski

Also Present: Emily Shively, City Planner  
Mary Cutrufello, Associate Planner  
Susan Olson, Council Member Liaison  
Yee Vang, Resident, 1986 Helena Rd N.  
Tim Holter, Resident, 7196 Upper 17<sup>th</sup> St. N.  
Sal Bagley, Wold Architects  
Randy Anderson, ISD 622

**APPROVAL OF MINUTES**

**A MOTION WAS MADE BY COMMISSIONER STOLARSKI, SECONDED BY COMMISSIONER PIERSON, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MAY 6, 2021, AS PRESENTED.**

**7 AYES. MAY 6, 2021 MINUTES ACCEPTED AS PRESENTED.**

**CITY COUNCIL UPDATE**

Council Member Olsen had no updates, but was available for questions.

**PUBLIC HEARING**

**a. CONDITIONAL USE PERMIT FOR A 240 SF ACCESSORY BUILDING AT 1986 HELENA ROAD NORTH (VANG).**

Associate Planner Cutrufello presented a Conditional Use Permit (CUP) request to build an accessory building at the home of Yee Vang, 1986 Helena Avenue. She explained that Mr. Vang's property is zoned Planned Unit Development District (PUD) with an underlying zoning of R-4 Mid

Density Housing. Single family homes in R-4 are permitted one accessory building up to 120 square feet. Accessory buildings exceeding this size may be allowed via a CUP.

Ms. Cutrufello shared in detail that the request meets all seven General Criteria for Granting a CUP as well as all four Specific CUP Criteria for Accessory buildings Exceeding the Number and Size in the Ordinance. Staff recommends the approval of the Conditional Use Permit.

Chair Milles opened the public hearing.

Associate Planner Cutrufello read a comment from Doug and Bonnie Rieck-Peterson at 2046 Helena Road, who opposed to the building of the structure.

In response to a question from Commissioner Boullianne, Ms. Cutrufello noted that the written comment did not state a reason for the opposition and that the Rieck-Petersons live outside of the 100-foot distance where the applicant contacted their neighbors about the request directly, but live within a 500-foot distance from the subject property where the City sends notice of the public hearing.

Chair Milles closed the public hearing.

**COMMISSIONER DIATTA MADE A MOTION, SECONDED BY COMMISSIONER BOULLIANNE TO RECOMMEND APPROVAL OF A CONDITIONAL USE PERMIT FOR A 240 SQUARE FOOT ACCESSORY BUILDING AT 1986 HELENA ROAD NORTH.**

**7 AYES. MOTION PASSES.**

**b. CONDITIONAL USE PERMIT FOR A 240 SF ACCESSORY BUILDING AT 7169 UPPER 17<sup>TH</sup> STREET NORTH (HOLTER).**

Associate Planner Cutrufello presented a Conditional Use Permit (CUP) request to build an accessory building at the home of Tim Holter, 7169 Upper 17<sup>th</sup> Street North. She explained that Mr. Holter's property is zoned R-4 Mid Density Housing. Single family homes in R-4 are permitted one accessory building up to 120 square feet. Accessory buildings exceeding this size may be allowed via a CUP.

Ms. Cutrufello shared in detail that the request meets all seven General Criteria for Granting a CUP as well as all four Specific CUP Criteria for Accessory buildings Exceeding the Number and Size in the Ordinance. Staff recommends the approval of the Conditional Use Permit.

Chair Milles opened the public hearing. There being no public comments, Chair Milles closed the public hearing and asked the Commissioners if there were any questions.

In response to a question from Commissioner Jurgensen, Mr. Holter explained that there is one tree in the southwest corner of the property.

In response to a question from Commissioner Jurgensen, Associate Planner Cutrufello shared that on a structure over 200 square feet a building permit is issued.

Chair Milles closed the public hearing.

**COMMISSIONER PIERSON MADE A MOTION, SECONDED BY COMMISSIONER BOULLIANNE TO RECOMMEND APPROVAL OF A CONDITIONAL USE PERMIT FOR A 240 SQUARE FOOT ACCESSORY BUILDING AT 7169 UPPER 17<sup>TH</sup> STREET NORTH.**

**7 AYES. MOTION PASSES.**

#### **PLANNING COMMISSION REVIEW**

##### **a. SITE PLAN REVIEW FOR BUILDING ADDITIONS AND PARKING/CIRCULATION CHANGES AT TARTAN HIGH SCHOOL, 828 GREENWAY AVENUE NORTH (ISD 822).**

Planner Shively presented a Site Plan Review to allow Tartan High School to construct building additions and make parking/circulation changes on the site. She noted the existing three-story classroom towers on the east side of the building would be demolished and a new 185,700 square foot building addition would be constructed which would include a new three-story classroom wing, two two-court gymnasiums, science department expansion, a media center, and a new main office adjacent to the administration offices to add a secure entry to the building. The project also includes renovation of 78,000 square feet in the existing building to update spaces to meet current and future programming needs as well as provide significant accessibility (ADA) upgrades. Site circulation would be modified to separate buses from vehicle drop-off and parking areas.

The plans have been reviewed and found to be compliant with the ordinance requirements. Staff is recommending approval of the site plan request.

In response to a question from Commissioner Diatta, Planner Shively explained the number of parking spots would remain largely the same.

In response to a question from Commissioner Diatta, Ms. Shively noted that the project requires a Ramsey Washington Metro Watershed District Permit for the impervious surface. The permit would be ready when construction starts in the spring 2022. There would be storm water improvements on the site.

In response to a question from Commissioner Boullianne, Ms. Shively explained that one must purchase a parking spot at the school. She noted that there are quite a few walkers and well as

those that ride the bus to school, or get dropped off. She also noted that there are parking restrictions during the school day on roads near the school.

In response to a question from Commissioner Boullianne, as well as a related question from Commissioner Pierson, Ms. Sal Bagley, Wold Architects and Mr. Randy Anderson, ISD 622, explained the end of the day gets busy. The district had the ability to direct the bus drivers which direction to leave the site. The anticipation was this will be a significant improvement on current conditions, assisting in keeping buses and parents separate. Current traffic patterns have busses dropping off on the south side of the building, sometimes tangling with cars at the end of the day. With the new bus loop there would be angled parking, eliminating the need for buses backing up.

In response to a question from Commissioner Campbell, Ms. Bagley and Mr. Anderson shared that the parking lot in front or east side of the building on 10<sup>th</sup> street would primarily be a staff parking lot and the students would park on the west side of the building.

In response to a question from Commissioner Campbell, Ms. Bagley and Mr. Anderson stated that the bus parking lot allows for angled parking facilitating one way traffic in and out.

**COMMISSIONER BOULLIANNE MADE A MOTION, SECONDED BY COMMISSIONER PIERSON, TO APPROVE THE SITE PLAN FOR BUILDING ADDITIONS AND CHANGES TO SITE CIRCULATION AT 828 GREENWAY AVENUE NORTH (TARTAN HIGH SCHOOL).**

**7 AYES. MOTION PASSES.**

**b. CITY CODE AMENDMENT TO ALLOW TEMPORARY OUTDOOR PATIOS FOR RESTAURANTS**

Ms. Cutrufello presented a City Code Amendment to allow temporary outdoor patios for restaurants in detail and explained that the City Council requested that the Planning Commission review the proposed amendment. She explained that currently there are 41 restaurants in the city and 22 of them have space for patios in the way that their lots are constructed. The other 19 restaurants currently do not have a patio seating area and would need to use a sidewalk or use parking spaces, which was currently not allowed. Staff is proposing an amendment to allow any restaurant to have temporary outdoor patios. The amendment will be similar to the existing Temporary Garden Center/Tent Sale License.

Ms. Cutrufello described in detail how the city would regulate the location of the patio, duration of the patio, and the activity and noise impacts. She stated that the proposed amendment would allow all restaurants in Oakdale to obtain a license for a temporary outdoor patio.

Commissioner Diatta noted he was in favor of this Ordinance Amendment.

In response to a question from Commissioner Boullianne, Ms. Cutrufello stated that the fee would be determined by City Council and that a proposal was \$400, which was the same as the Garden Center Temporary License.

Commissioner Boullianne and Commissioner Pierson asked that the City Council look at the proposed fee and either reduce or eliminate the fee.

Commissioner Campbell suggested that the duration of Temporary Restaurant Patios should align with the City Parking Ordinance due to snow removal concerns.

In response to a question from Commissioner Campbell, Ms. Cutrufello explained that Staff reviews for public safety.

Commissioner Pierson commented on the winter parking ordinance and noted it is intended for City Streets, and for this discussion, these are private parking lots plowed by a private company.

Ms. Cutrufello noted that parking must be sufficient for each business.

In response to a question from Commissioner Jurgensen, Planner Shively stated that for at least the past seven years, for temporary garden center licenses have not been referred to the Planning Commission. When reviewing the proposed license, the Fire Chief will review to ensure emergency vehicle access, and the Building Official and other staff may review the license as appropriate.

In response to a question from Commissioner Boullianne, Ms. Cutrufello shared that last year each Temporary Outdoor Patio was required to submit a plan.

In response to a question from Chair Milles, Ms. Cutrufello stated that the 22 restaurants with permanent outdoor patios do not need a license for a temporary patio license.

In response to a question from Commissioner Diatta, Ms. Cutrufello confirmed that these Temporary Outdoor Patio licenses will be renewable annually.

In response to a question from Commissioner Stolarski, Ms. Cutrufello explained that these licenses need to be reviewed annually.

In response to a question from Commissioner Campbell, Ms. Cutrufello shared that Ugly Putters Indoor Golf Club reached out to the City for a Temporary Outdoor Patio License.

Commissioner Pierson agreed with Commissioner Boullianne's comment on not charging a fee for this license. Commissioner Diatta commented that the Temporary Outdoor Patio License fee can be prohibitive as well.

In response to a question from Commissioner Jurgensen, Planner Shively shared that the mobile Food Truck Vendors have a section in the code that is regulated and the City's Licensing Division

works with Mobile Food Trucks. Last year City Council waived the Mobile Food Truck License Fee. She explained that setting fees or waiving fees are at the discretion of the City Council.

Commissioner Jurgensen shared his concern that outside food trucks can come in and sell, while our existing business may get a large fee to set up a Temporary Outdoor Patio.

There was no further discussion from the Commissioners.

**COMMISSIONER PIERSON MADE A MOTION, SECONDED BY COMMISSIONER BOULLIANNE, TO RECOMMEND APPROVAL OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF OAKDALE, CHAPTER 9 – LICENSES AND BUSINESS REGULATIONS.**

**7 AYES. MOTION PASSES.**

#### **INFORMATIONAL ITEMS**

##### **a. Planning and Development Update**

Planner Shively shared that the City Council approved the Plat and Site plan for the Springs at Willowbrooke, and will be reviewing the Planned Unit Development Amendment at 4Front Office and Industrial Area. She also shared some current aerial photographs of the grading at Willowbrooke and the construction at Eagle Point Elementary.

She noted that there will be a Planning Commission meeting on July 1, 2021.

#### **ADJOURMENT**

**A MOTION WAS MADE BY COMMISSIONER PIERSON, SECONDED BY COMMISSIONER BOULLIANNE, TO ADJOURN THE JUNE 3, 2021 MEETING OF THE OAKDALE PLANNING COMMISSION AT 7:51 PM.**

**7 AYES. MOTION PASSES.**

Respectfully submitted,

Jackie Knutson  
Recording Secretary