

**REGULAR MEETING
OAKDALE PLANNING COMMISSION
June 4, 2020**

The Oakdale Planning Commission held a meeting on Thursday, June 4, 2020 at Oakdale City Hall, 1584 Hadley Avenue North, Oakdale, Minnesota. The meeting began at 7 PM with the Pledge of Allegiance.

CALL OF ROLL

On a call of roll, the following were present:

Chairperson: Dallas Pierson

Commissioners: Bob Boullianne
Christopher Campbell
Emily Milles
Lee Stolarski

Absent: Yaya Diatta
Marty Jurgensen

Others Present: Emily Shively, City Planner
Mary Cutrufello, Associate Planner
Linnea Graffunder-Bartels, Senior Community Development Specialist
Jake Ingebrigtsen, Council Member

APPROVAL OF MINUTES

A MOTION WAS MADE BY COMMISSIONER STOLARSKI, SECONDED BY COMMISSIONER BOULLIANNE, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MAY 7, 2020, AS PRESENTED.

6 AYES

PUBLIC HEARINGS

a. OAKDALE MARKETPLACE PLANNED UNIT DEVELOPMENT. DETAILED DEVELOPMENT/OVERALL SITE PLAN AMENDMENT; SITE PLAN REVIEW; PRELIMINARY/FINAL PLAT (AUTO ZONE.)

Associate Planner Cutrufello presented several application requests from AutoZone, Inc. AutoZone would like to construct a new single-story, 7,485 square-foot auto parts store on 2.25 acres of land between 7520 32nd Street North and 7630 33rd Street North. The site will include a new driveway, parking, utility connections, landscaping, path along 33rd Street North and storm-water features. In order to accomplish this, the applicant has requested: 1) the Oakdale Marketplace PUD Detailed Development Plan be amended to change the use from Restaurant to Retail; 2) site plan approval; 3) preliminary/final plat approval to create a new lot for the store. Ms. Cutrufello stated that the property is guided Mixed Use in the City's 2040 Comprehensive Plan. It is zoned PUD with underlying zoning of C-2 Community Commercial.

Ms. Cutrufello explained that the AutoZone proposal requires an amendment to the 2005 PUD Detailed Development Plan for Oakdale Marketplace to address the change in designated use from Restaurant to Retail. The amendment to change the designation from Restaurant to Retail is consistent with the overall intent of the PUD and the Comprehensive Plan as it is contributing to the character of the development which is mixed use retail.

Associate Planner Cutrufello stated that the Site Plan Review considers the relationship between the plan elements and the conditions both on and off site and ensures conformance with the comprehensive plan, zoning code and design standards. She stated that Staff looks at nine different criteria during the Site Plan Review: 1) Setbacks and Height, 2) Lot Coverage, 3) Trash Enclosure, 4) Parking and Circulation, 5) Landscape Plan, 6) Exterior Design Standards, 7) Site Lighting, 8) Signage, 9) Other Regulatory Review. Staff determined that the Site Plan meets or exceeds all zoning requirements and is also in conformance with the Comprehensive Plan and Subdivision Ordinances.

In regards to the Preliminary and Final Plat Approval, Ms. Cutrufello shared that subdivision of land is reviewed to ensure compliance with the Comprehensive Plan, subdivision standards, zoning regulations and impact on infrastructure. She showed the preliminary plat with existing conditions and the final plat showing the lot lines, dimensions, easements and legal description for the proposed subdivision. The final plat, the Oakdale Marketplace Fifth Addition, will be recorded at Washington County to establish the new lots. Staff has reviewed the proposed subdivision and has determined that the proposed preliminary and final plat meets the subdivision regulations.

Ms. Cutrufello explained that all three items, the PUD amendment, Site Plan approval and preliminary/final plat approval while all separate items, work together to enable this development to move forward.

In response to a question from Chair Pierson, Ms. Cutrufello shared that in regards to the proposed stormwater management, AutoZone has submitted plans for preliminary review to the Valley Branch Watershed District.

Chair Pierson opened the Public Hearing for comments from the audience. There being no comments, he closed the public hearing.

In response to a question from Commissioner Campbell, Ms. Cutrufello explained that there is no future development planned to the west of the building as there is a pipeline easement.

COMMISSIONER STOLARSKI MADE A MOTION, SECONDED BY COMMISSIONER BOULLIANNE TO RECOMMEND APPROVAL OF THE OAKDALE MARKETPLACE PLANNED UNIT DEVELOPMENT DETAILED DEVELOPMENT/OVERALL SITE PLAN AMENDMENT (AUTOZONE).

5 AYES

CITY COUNCIL UPDATE

Council Member Ingebrigtsen shared that any resident with questions, comments or concerns please reach out to him, or any other member of the City Council.

PLANNING COMMISSION REVIEW

a. SITE PLAN REVIEW FOR A BUILDING ADDITION AT 5115 HADLEY AVENUE NORTH (PARK TOOL)

Senior Community Development Specialist Graffunder-Bartels presented a request for a Site Plan Review for a building addition at Park Tool located at 5115 Hadley Avenue North. The proposed addition will be a 19,867 square-foot one story building to allow expansion for their warehouse capacity. Site Plan Review includes review of the building location, parking, exterior materials, and other site characteristics against ordinance requirements. If the Site Plan meets the ordinance criteria, the Site Plan is granted. The Park Tool property is guided for industrial office use and zoned for the same.

Ms. Graffunder-Bartels stated that the location of the proposed 19,867 square-foot addition and new parking areas meet the ordinance set-back requirements and the structure is in compliance with the ordinance height limit and matches the height of the existing building. Additional parking for the expansion is provided as proof of parking and meets the ordinance requirements for the number of stalls and dimensional standards. The exterior materials will match the existing building to ensure consistency and meet the ordinance requirements for design standards. The proposed landscaping plan, lighting plan, and screening of rooftop utilities all also meet ordinance requirements. The Building Official, the Fire Chief, the City Engineer and Watershed District have all done preliminary review of the plans and don't have any outstanding concerns at this time.

Ms. Graffunder-Bartels mentioned that Staff has reviewed the Site Plan and has found it meets all ordinance requirements and recommends approval of the site plan.

Chair Pierson opened the meeting for comments from the audience. There being no comments, he closed the public comment period.

COMMISSIONER STOLARSKI MADE A MOTION, SECONDED BY COMMISSIONER MILLES TO RECOMMEND APPROVAL OF THE SITE PLAN TO ALLOW FOR THE CONTRUCTION OF BUILDING ADDITON ONTO THE EXISTING BUILDING AT 5115 HADLEY AVENUE NORTH (PARK TOOL).

5 AYES

OLD BUSINESS

a. Site Plan Review for a new Elementary School at 7850 15th Street North (Eagle Point Elementary – ISD 622)

Planner Shively reminded the Commission that this Site Plan Review was discussed at length at the May 7, 2020 meeting and there was one outstanding issue with regard to access and circulation for bus traffic at the site which will be discussed tonight before it goes to the City Council.

City Staff has recommended that regular bus traffic enter and exit the site via 15th Street North. The school district has asked that they utilize Upper 16th Street North for bus access. The primary goal for access and circulation in Site Planning is that it is safe and functional at its most basic level. This is accomplished utilizing several elements: 1) the capacity of the road network; 2) access points to the site; 3) internal circulation within the site.

Ms. Shively explained that 15th Street North is a collector street and is designed to handle a higher volume of traffic and is built with the capacity for heavier vehicles. Local roads are designed to have lower traffic volumes and are not designed to act as collector roads.

Planner Shively shared the Eagle Point site plan as two separate access points on 15th Street North which provide access for different types of traffic. They are over 200 feet apart which exceeds the ordinance requirements.

ISD 622 provided a circulation document showing how different types of traffic, including bicycles and pedestrians, will utilize the site. The easterly access drive is only used for deliveries and bus access and the westerly access drive is only used for the parent drop off/pick up. The buses are not interacting at separated from circulation for the drop off vehicles and walkers and bikers.

The School District provided written documentation for additional consideration (dated May 21, 2020 and included in the packet materials). Staff reviewed the information and concluded that the goal of safe and functional separation of bus and parent traffic to and from the site is better met via the two access points on 15th Street North. This solution exceeds current City design standards and keeps traffic off local roads by taking traffic directly from the site to 15th Street North, a collector street.

Planner Shively stated Staff is recommending approval of the new elementary site plan with two conditions: Construction traffic will utilize 15th Street North for the delivery of equipment, materials and contractors; and that daily bus traffic access the site via 15th Street North.

There being no questions from the Commissioners, Chair Pierson opened the meeting for public comment.

Randy Anderson, Director of Business Operations ISD622 stated that he has some concerns with the safety of kids and how the site flows. He introduced Shawn Bromeland, Principal of Eagle Point. Principal Bromeland expressed concerns that Eagle Point Elementary will be almost doubling in student size, so he is concerned about added traffic. To address issues at the school currently, they utilize the parking lot at Hope Church to the east of the school for parent drop off.

In response to a question from Commissioner Campbell regarding whether a traffic study had been completed in coordination with planned boundary changes, Principal Bromeland stated that

Randy Anderson can address the traffic analysis study and, due to the attendance boundary change, there will be added regular and special education buses to accommodate the increased students in both areas. Mr. Anderson shared that they have not completed a traffic study, as they are currently looking at enrollment and boundaries. He stated that in the morning most of the traffic is coming in from the west and in the evening most of the traffic is leaving to the west.

In response to a question from Commissioner Campbell, Ms. Shively stated that currently parents are dropping off at Hope Church on Hydrum Avenue North and buses enter the school parking lot to provide separation of different types of traffic. When construction is completed, buses and parent vehicles will utilize different driveways on 15th Street North, separated by over 200 feet, which exceeds the ordinance requirements.

In response to a question from Chair Pierson and Commissioner Campbell, Ms. Shively explained that a planned connection is remaining at Upper 16th Street North, which also is also a benefit for emergency access. If conditions in the future warrant, the access and circulation may be reevaluated. Staff is not recommending that this connection be eliminated, but rather that regular daily bus traffic utilize 15th Street North for reasons stated previously.

There being no further public comments, Chair Pierson closed the public comment period.

In response to a question from Commissioner Campbell, Planner Shively stated that as the proposal stands now there is a gate at the Upper 16th Street North connection. Mr. Anderson also stated that the bus lot itself will also be used as a recess place for kids, and was always intended to be gated for security.

A MOTION WAS MADE BY COMMISSIONER STOLARSKI, SECONDED BY COMMISSIONER MILLES, TO RECOMMEND APPROVAL OF THE SITE PLAN REVIEW FOR A NEW ELEMENTARY SCHOOL AT 7850TH STREET NORTH (EAGLE POINT ELEMENTARY – ISD 622), SUBJECT TO THE FOLLOWING CONDITIONS: 1. MAIN ACCESS FOR DAILY BUS TRAFFIC SHALL BE OFF 15TH STREET NORTH, NOT UPPER 16TH STREET NORTH; 2. CONSTRUCTION TRAFFIC SHALL BE OFF 15TH STREET NORTH, NOT RESIDENTIAL STREETS OF HYDRAM AVENUE NORTH, UPPER 16TH STREET NORTH OR UPPER 17TH STREET NORTH. DELIVERY OF EQUIPMENT SHALL ALSO BE OFF 15TH STREET NORTH.

5 AYES

INFORMATIONAL ITEMS

a. Planning and Development Update

Planner Shively mentioned that Peaceful Lodge is continuing their progress in their construction project.

Ms. Shively mentioned that the Planning Commission agenda for July has not been set, so there may or may not be a meeting; and the Willowbrooke applications are expected to come in August.

In response to a question from Chair Pierson regarding the Willowbrooke site, Ms. Shively explained initially, the Planning Commission will be looking at a plat to subdivide the property initially for sale from the developer to the builder, who will be constructing the single family neighborhoods in phases. The developer who owns the entire site currently will be holding on to the multi-family sites until he finds a builder for those. She stated the next piece will be a Planned Unit Development, a special set of neighborhood standards that has been created with some flexibility with regard to lot size and placement to preserve that interconnected open space throughout the neighborhood with curvilinear streets, intended to be very park like. The City will use a set of special standards for those similar to what was done at Tartan Crossing and Helmo Station.

ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER STOLARSKI, SECONDED BY COMISSIONER BOULLIANNE, TO ADJOURN THE JUNE 4, 2020 MEETING OF THE OAKDALE PLANNING COMMISSION AT 7:59 PM.

6 AYES

Respectfully submitted,

Jackie Knutson
Recording Secretary