

**REGULAR MEETING
OAKDALE PLANNING COMMISSION
July 6 2023**

The Oakdale Planning Commission held a meeting on Thursday, July 6, 2023 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: Dallas Pierson

Commissioners: Michael McCauley
Tom Willenbring
Lee Stolarski
Yaya Diatta

Also Present: Luke McClanahan, City Planner
Max Lohse, Community Development Specialist
Jake Ingebrigtson, City Council Liaison
Tony Beckert, applicant, CESO on behalf of Valvoline, LLC
Tracy Wagner, applicant, 2867 Hamlet Ave N

Not Present: Christopher Campbell, Commissioner
Janet Hagen, Commissioner

APPROVAL OF MINUTES

Mr. McClanahan stated that Commissioner Hagen had one comment to pass along regarding the Glenbrook Small Area Plan discussion. She requested that her comment, as noted in the minutes, regarding 50th Street be changed to 17th Avenue. Mr. McClanahan stated that as minor distinction, the road is referred to as 50th Street in Oakdale and 17th Avenue in North St. Paul. Chair Pierson said that the change should be reflected in the minutes as the distinction is meaningful to North St. Paul.

A MOTION WAS MADE BY COMMISSIONER STOLARSKI, SECONDED BY COMMISSIONER MCCAULEY, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 1, 2023 AS PRESENTED.

VOTED IN FAVOR:

Chair Pierson	AYE
Commissioner Stolarski	AYE
Commissioner Willenbring	AYE
Commissioner McCauley	AYE
Commissioner Diatta	AYE

5 Ayes. Motion approved.

PLANNING COMMISSION REVIEW

a. NEW BUSINESS

i. PUBLIC HEARING – TRACY WAGNER, 2867 HAMLET AVENUE NORTH – CONDITIONAL USE PERMIT FOR A HOME OCCUPATION (POPCORN PRODUCTION IN A COMMERCIAL KITCHEN)

Max Lohse, Community Development Specialist, presented in detail the conditional use permit (CUP) request. The request is for a commercial kitchen for use as a popcorn production facility; allowing the expansion of the applicant's existing wholesale popcorn business at 2867 Hamlet Avenue North. The property is zoned R-1. The applicant currently operates a small-scale popcorn business under the Minnesota Cottage Foods Law. The applicant is looking to expand the operation by converting the applicant's detached garage into a dedicated popcorn facility.

The applicant currently has two garages and would remove the garage door to the proposed popcorn facility, so parking is not expected to be an issue. As a part of this expansion, the applicant would require a wholesale food producer license from the USDA, which requires the applicant to receive all relevant permissions and permits from the City in addition to meeting state and federal food safety regulations. No customer retail sales are planned to occur, and the applicant states that delivery frequency is not expected to change. In the past, the City has approved other commercial kitchen home occupations, including catering businesses.

Mr. Lohse showed examples of proposed equipment for the use and stated that the Building Official and Fire Chief have reviewed them. There are few concerns from staff regarding the proposed equipment, which are reflected by the proposed conditions of approval.

Staff finds that the CUP request meets the review criteria of the ordinance, as detailed in the staff report on file. Staff recommends approval of the request subject to the following conditions in the draft resolution.

1. Hours of operation for the use shall be from 8:00 AM to 8:00 PM daily.
2. The applicant shall ensure the facility complies with state plumbing code.
3. Any sewer line connections be at least 60 inches below grade and sufficiently insulated.
4. The applicant construct site improvements to prevent the bathroom from opening directly into the food preparation area.
5. The applicant shall not store vehicles in the premises of the facility.
6. The applicant shall obtain and meet all conditions of the Minnesota Department of Agriculture Wholesale Food Manufacturing License.

Chair Pierson asked if the commission had any questions for staff.

Commissioner Diatta asked who the ultimate customers are for the product and asked about traffic. He also asked if approval is granted, can the next owner of the property also operate the use. Mr. Lohse said that as a Wholesale Food permit, the majority of the sales must be

wholesale. The reported number of vehicle trips generated will be minor as the majority of the sales will occur off site, such as at fairs. City Planner Luke McClanahan stated that the CUP will run with the land and a subsequent owner could operate a similar popcorn production home occupation. Chair Pierson read from the staff report that no retail sales will occur on site.

Chair Pierson opened the public hearing.

Tracy Wagner, the applicant, said that currently the popcorn is sold at venues like fairs. Under Cottage Food Law, they are only able to provide popcorn directly to the person purchasing it. If their wholesale license is approved, they could then sell their product to breweries and online. They are looking to grow their business.

Commissioner Diatta thanked the applicant for their business in Oakdale.

Chair Pierson closed the public hearing.

COMMISSIONER WILLENBRING MADE A MOTION, SECONDED BY COMMISSIONER DIATTA, RECOMMENDING APPROVAL OF THE CONDITIONAL USE PERMIT FOR A HOME OCCUPATION AT 2867 HAMLET AVENUE NORTH.

VOTED IN FAVOR:

Chair Pierson	AYE
Commissioner Stolarski	AYE
Commissioner Willenbring	AYE
Commissioner McCauley	AYE
Commissioner Diatta	AYE

5 Ayes. Motion approved.

ii. SITE PLAN APPROVAL – VALVOLINE, LLC – OIL CHANGE BUSINESS AT 7039 10TH STREET NORTH

Luke McClanahan, City Planner, presented in detail the Site Plan request. The request is to establish an oil change business at 7039 10th Street North. The property is 1.2 acres and contains a vacant building that was formerly used as a daycare facility. The property is zoned C-2 Community Commercial. The request is to demolish the existing site and construct a 2,080 square foot building for oil change and other minor vehicle maintenance services. There will be an estimated six to seven employees during each shift. All services will be conducted indoors. The applicant reports that 100% of materials from oil changes are recycled.

Mr. McClanahan explained the details of the Site Plan. Vehicle flow on the site will go from west to east and there will be three service bays. The sidewalk on the east side of the property will remain while a new sidewalk will be built on the south side to enhance pedestrian circulation. Parking and landscaping requirements have been met. The applicant must revise the photometric plan to ensure it meets ordinance requirements. The applicant will need to

work closely with the Ramsey Washington Metro Watershed District and City Engineering for stormwater infrastructure and the Fire Department for siting hydrants and fire department connections. The proposed exterior building materials and revised trash enclosure structure meets Code requirements. The applicant will need to obtain a permit for signage.

The applicant has noted that screening of the rooftop equipment is not practical for the structure. Staff finds that the equipment, as shown on the rendered elevations, utilizes colors that blend in with the roof of the structure. As required by the Zoning Ordinance, the Planning Commission needs to determine if the proposed alternative is an acceptable solution.

Staff finds that the Site Plan request meets the review criteria of the ordinance, as detailed in the staff report on file. Staff recommends approval of the request subject to the following conditions in the draft resolution.

1. Execution of a Development Agreement between the Developer and the City.
2. Permits and approvals must be obtained from the Ramsey Washington Metro Watershed District, if applicable.
3. Approval of the site civil construction plans for the water, sewer, and storm sewer system by the City Engineer.
4. Approval must be obtained from the Fire Department for the proposed hydrant locations and fire department connections.
5. The photometric plan must be revised to comply with site lighting requirements.

Chair Pierson asked if the commission had any questions for staff.

Commissioner Diatta thanked the applicant for their business in Oakdale, which will create jobs.

Chair Pierson asked if the applicant would like to speak to the request.

Tony Beckert, CESO, clarified that the rooftop equipment is ventilation for exhaust fans and clean air comes out of them.

Chair Pierson noted, for awareness, that there is another applicant for an oil change business located relatively close to this property.

Mr. Beckert said that once Valvoline is established, people will be really satisfied with it. It will be a corporate store that will be well managed.

Commissioner Stolarski said that the current building has sat vacant in Bergen Plaza for a while. This development will enhance the property.

Mr. Beckert said that no storage will occur outdoors and all waste materials are recycled.

Commissioner Willenbring asked if the rooftop vents will be lower than the top roofline, to which Mr. Beckert replied yes.

Commissioner Stolarski asked if the auto repair operations will be for basic tune-ups, to which Mr. Beckert said yes and there is no overnight storage of vehicles.

Mr. McClanahan asked the commission to capture their determination for the alternative method of treating rooftop utilities through the use of colors that blend in with the rooftop. The commission was amenable to the alternative solution.

COMMISSIONER STOLARSKI MADE A MOTION, SECONDED BY COMMISSIONER DIATTA, RECOMMENDING APPROVAL OF THE SITE PLAN FOR AN OIL CHANGE BUSINESS AT 7039 10TH STREET NORTH.

VOTED IN FAVOR:

Chair Pierson	AYE
Commissioner Stolarski	AYE
Commissioner Willenbring	AYE
Commissioner McCauley	AYE
Commissioner Diatta	AYE

5 Ayes. Motion approved.

OTHER BUSINESS

a. Planning and Development Update

Mr. McClanahan anticipated that there will be an August commission meeting. Staff is nearing completion of the Glenbrook Small Area Plan.

Mr. Lohse said that the Bicycle and Pedestrian Plan is also nearing completion. A first initial draft of the plan will be presented at the next City Council workshop.

b. City Council Update

Council Member Ingebrigtson noted that the City is in the very early stage of exploring a consolidated public safety facility for the police and fire departments.

ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER WILLENBRING, SECONDED BY COMMISSIONER STOLARSKI, TO ADJOURN THE JULY 6, 2023 MEETING OF THE OAKDALE PLANNING COMMISSION AT 7:32 PM.

VOTED IN FAVOR:

Chair Pierson	AYE
Commissioner Stolarski	AYE
Commissioner Willenbring	AYE

Commissioner McCauley	AYE
Commissioner Diatta	AYE

5 Ayes. Motion approved.

Respectfully submitted,

Luke McClanahan
City Planner