



AGENDA

Environmental Management Commission

REGULAR MEETING
February 7, 2022
7:00 PM
Oakdale City Council Chambers

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF MINUTES

- a. January 10, 2022

5. ENVIRONMENTAL MANAGEMENT COMMISSION REVIEW

a. OLD BUSINESS

- i. Review of draft EV-ready zoning ordinance amendment language

b. NEW BUSINESS

- i. Discussion of 2022 CERTs Seed Grant projects

6. OTHER

- i. Monthly review of the 2022 EMC Editorial Calendar
- ii. Commissioner update(s)*
- iii. Council liaison update(s)*

7. ADJOURNMENT

*Items marked with an asterisk have no accompanying materials

**The next regular Environmental Management Commission meeting will be held
March 21, 2022 @ 7PM in the Council Chambers at Oakdale City Hall.**

**REGULAR MEETING
OAKDALE ENVIRONMENTAL MANAGEMENT COMMISSION
JANUARY 10, 2022**

CALL TO ORDER

The Oakdale Environmental Management Commission (EMC) held a meeting on Monday, January 10, 2022 at Oakdale City Hall, 1584 Hadley Avenue North, Oakdale, Minnesota. The meeting began at 7:00PM with the Pledge of Allegiance.

CALL OF ROLL

On a call of roll, the following were present:

Chairperson: Keith Miller, Chairperson

Commissioners: Noah Gerding, Vice Chair
Nick Kantola
Connor Brown
Gretel Fink

Absent: Bonnie Wilson
Kevin Zabel, City Council Liaison

Also Present: Andy Gitzlaff, Community Development Director
Shannon Reidlinger, Sr. Community Development Specialist

Quorum Present: YES NO

APPROVAL OF MINUTES

A MOTION WAS MADE BY COMMISSIONER GERDING AND SECONDED BY COMMISSIONER KANTOLA TO APPROVE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 15, 2021.

**5 AYES
0 NAYS**

MOTION CARRIED

ENVIRONMENTAL MANAGEMENT COMMISSION REVIEW

a. OLD BUSINESS

- i. EV-ready zoning ordinance amendment update

Ms. Reidlinger provided an update regarding the process of amending the City's ordinances to include electric vehicle (EV)-ready language. Sample ordinance language was brought to the Oakdale Planning Commission for feedback, at which time the Planning Commission asked for clarification on the following items:

- The degree of flexibility in charging space design and parking standards
- Specifications for residential charging options (in single family homes, townhomes, and apartments)
- The degree to which current ordinance language regarding parking and lighting standards may already address recommendations for electric vehicle parking and charging
- The degree to which design and construction/installation standards are different (if at all) between parking lots and parking structures
- Infrastructure considerations (including fire code regulations)
- The equitable distribution of standard parking spaces and electric vehicle charging spaces throughout a lot
- In what ways the installation of charging stations is incentivized through the City's ordinances, if at all

Edited ordinances will be reviewed by the EMC and Planning Commission in February and March. A Public Hearing will be scheduled before final review by City Council.

Chair Wilson commented that incentives should be considered in the EV-ready ordinance amendments. He appreciates that the EMC will have a chance to review draft ordinance language before it goes to City Council.

Commissioner Gerding stated the equitable distribution of stations is important and asked for clarification regarding the degree of flexibility in design. Ms. Reidlinger replied questions are regarding the sample language requirements such as where to place charging stations, distance from parking, wall mount height and minimum EV charging recommendations.

ii. 2022 Adopt-A-Drain Schedule

The 2022 cleaning schedule for EMC-adopted drains was reviewed. Chair Miller explained the program and encouraged residents to adopt a drain in their neighborhood to prevent overflow of stormwater in ponds.

Commissioner Gerding noted a fun fact of adopting a drain is naming them!

b. NEW BUSINESS

i. Election of Commission Chair and Vice Chair

Chair Miller reviewed the process and asked for nominations.

A MOTION WAS MADE BY COMMISSIONER KANTOLA, SECONDED BY COMMISSIONER GERDING, TO NOMINATE COMMISSIONER MILLER FOR THE POSITION OF CHAIR.

No other nominations were made.

A MOTION WAS MADE BY COMMISSIONER FINK, SECONDED BY COMMISSIONER GERDING, TO CLOSE NOMINATIONS FOR THE POSITION OF CHAIR.

A MOTION WAS MADE BY COMMISSIONER FINK, SECONDED BY COMMISSIONER BROWN, TO ELECT COMMISSIONER MILLER FOR THE POSITION OF CHAIR FOR THE ENVIRONMENTAL MANAGEMENT COMMISSION FOR A PERIOD OF ONE (1) CALENDAR YEAR, COMMENCING WITH THE JANUARY 10, 2022 MEETING.

**5 AYES
0 NAYS**

A MOTION WAS MADE BY COMMISSIONER KANTOLA TO NOMINATE COMMISSIONER FINK FOR THE POSITION OF VICE CHAIR.

A MOTION WAS MADE BY COMMISSIONER FINK TO NOMINATE COMMISSIONER GERDING FOR THE POSITION OF VICE CHAIR.

A MOTION WAS MADE BY COMMISSIONER KANTOLA, SECONDED BY COMMISSIONER FINK, TO CLOSE NOMINATIONS FOR THE POSITION OF VICE CHAIR.

Ballots were distributed to all Commissioners and Ms. Reidlinger read the votes.

- Three votes for Commissioner Gerding.
- Two votes for Commissioner Fink.

A MOTION WAS MADE BY COMMISSIONER KANTOLA, SECONDED BY COMMISSIONER FINK, TO ELECT COMMISSIONER GERDING FOR THE POSITION OF VICE CHAIR FOR THE ENVIRONMENTAL MANAGEMENT COMMISSION FOR A PERIOD OF ONE (1) CALENDAR YEAR, COMMENCING WITH THE JANUARY 10, 2022 MEETING.

**5 AYES
0 NAYS**

OTHER ITEMS

a. Commission Function and Duties

Ms. Reidlinger reviewed the functions and duties of the EMC and how they relate to the 2022 EMC Work Plan, the 2022 EMC Editorial Calendar, and the community.

Examples of community engagement are as follows:

- Assist the City Council in developing policies and plans to facilitate community-wide readiness for electric vehicles.
- Advise residents about Washington County's food scraps drop-off program.
- Assist in the collection of background data to determine goals, policies, and programs related to multifamily recycling or single use plastics.
- Assist in preparing education materials for residents and business owners on energy efficiency or renewable energy resources.
- Review EV-ready ordinances.
- Advise residents at the Farmers Market of specific programs.

Chair Miller noted additional examples of engagement are webinars and working with other environmental organizations such as Xcel Energy and Clean Energy teams.

In response to Commissioner Kantola's question asking when the last time the EMC reviewed the tree preservation policy, Chair Miller stated the last review was at least 10-15 years ago. Ms. Reidlinger will look into getting the report.

b. Community Development Updates

Community Development Director Andy Gitzlaff gave a brief introduction of his work experience and provided a presentation on development projects.

Current Projects:

- HOM Furniture – Currently under construction. Additional pad site available for future development.
- Animal Emergency and Referral Center of Minnesota – Currently under construction.
- Water Treatment Facility – Building on current tower site.
- Eagle Point Elementary – New school scheduled to open fall 2022.

Looking Forward:

- Bike and Pedestrian Plan – Resume planning in 2022.
- Glenbrook Small Area Plan – Hwy 36 and Hwy 120 – Planning to begin in 2022.
- 4Front Technology Campus – Looking at adding a mix of uses through a PUD amendment.
- Priority Courier – Planning on moving their HQ to 50th Street.
- Tartan High School Renovations and Additions – to begin construction in March 2022.
- Oakdale Station and Oakdale Marketplace – increased developer interest.
- Willowbrooke – Residential construction underway.
- Gold Line Bus Rapid Transit (BRT) project – will start construction late this year. Developer interest in Helmo and Greenway Stations.
- Cornerstone – Breaking ground in 2022.

Chair Miller stated how important it is to complete the bike and pedestrian plan this year to prepare for accessibility for future developments and mentioned that electric bikes are an option to consider.

In response to Chair Miller's question regarding energy conservation and energy efficient designs for the construction at the schools, Director Gitzlaff replied it is something that will be brought to the Commission at future meetings once more information is gathered. Tartan High School received state money and will follow state guidelines regarding green construction.

In response to Commissioner Gerding's question regarding tree preservation at the Priority Courier and 4Front Campus sites, Director Gitzlaff replied Priority Courier has not yet filed an application but would need to comply with the tree preservation ordinance. Additionally, 4Front will need to comply with the PUD that has already been approved.

In response to Commissioner Fink's question regarding reviewing decisions for the open space in Willowbrooke such as diversification of trees and possible raingardens, Director Gitzlaff responded it is a public investment and has much to consider, with maintenance and keeping things native to the region being important elements.

In response to Commissioner Fink's question asking if Oakdale has enough support for infrastructure-based fiber communications with the new development and if it is part of federal funding, Director Gitzlaff commented that fiber installation is usually done privately by developers when they bring utilities onto the sites and is approved by engineering.

Chair Miller commented that previously the EMC would receive beneficial information from the Economic Development Commission (EDC) and asked if the EMC could be added to the EDC minutes mailing list. Director Gitzlaff noted that minutes for other commissions are posted online and will have Ms. Reidlinger remind EMC of important topics discussed by other commissions.

Chair Miller believes it a good idea having a Commissioner look at other commission minutes for environmental opportunities.

c. Monthly Editorial Calendar

The EMC reviewed the themes and dates relevant to the 2022 environmental communications strategy for the months of January and February. Chair Miller noted the January meeting of the EMC falls on National Cut Your Energy Costs Day. In January, the Editorial Calendar focuses on promoting home energy audits. Chair Miller compared his personal home energy audit from 10 years ago to present and calculates the costs to be 40% higher for approximately the same amount of energy use.

Chair Miller suggested advising residents on reducing outdoor salt and chemical use and looking at other cities' practices. Commissioner Fink stated Edina has been passing laws and updating state statutes regarding reducing salt use.

Ms. Reidlinger mentioned she had the opportunity to table at the Indoor Market at the Discovery Center in December. The EMC is invited to the January 22, February 19 and March 19 Indoor Markets to promote Washington County's organics food scrap drop-off program. Chair Miller mentioned providing one-page flyers at the Indoor Markets regarding other programs offered.

Commissioner Fink asked if the Annual Park Clean Up could be added to the March Editorial Calendar to coordinate with Oakdale Park Clean Up Week, April 15-May 1.

d. Commissioner Updates

No updates.

e. Council Updates

No update.

NEXT MEETING DATE

Chair Miller reminded the Commission the next meeting will be Monday, February 7, 2022. Please note: Meeting date changed due to holiday.

ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER FINK, SECONDED BY COMMISSIONER BROWN, TO ADJOURN THE JANUARY 10, 2022 REGULAR MEETING OF THE OAKDALE ENVIRONMENTAL COMMISSION AT 8:06 P.M.

5 AYES

0 NAYS

Meeting Adjourned

Respectfully submitted,

Teresa Buhl
Recording Secretary

TO: Environmental Management Commission
FROM: Shannon Reidlinger
DATE: February 2, 2022
SUBJ: Review of draft EV-ready zoning ordinance amendment language

The purpose of this memorandum is to facilitate discussion and generate feedback among the Environmental Management Commission (EMC) about draft electric vehicle (EV)-ready zoning ordinance amendment language.

Background

A selection of example EV-ready ordinance language based upon peer city and nationwide best practices compiled by the Great Plains Institute ¹ was presented to the EMC on October 15, 2021 and to the Oakdale Planning Commission on November 4, 2021 for consideration. The Planning Commission requested further clarification on several items, including:

- The degree of flexibility in charging space design and parking standards
- Specifications for residential charging options (in single family homes, townhomes, and apartments)
- The degree to which current ordinance language regarding parking and lighting standards may already address recommendations for electric vehicle parking and charging
- The degree to which design and construction/installation standards are different (if at all) between parking lots and parking structures
- Infrastructure considerations (including fire code regulations)
- The equitable distribution of standard parking spaces and electric vehicle charging spaces throughout a lot
- In what ways the installation of charging stations is incentivized through the City's ordinances, if at all

Following review of example EV-ready ordinance language by the EMC and the Planning Commission, staff has prepared a draft of EV-ready edits to the City's Code of Ordinances based upon:

- Feedback provided by members of both commissions;
- EV charging recommendations for residential and commercial energy codes prepared for the U.S. Department of Energy ²; and
- A staff review of EV-ready ordinances passed by the following Minnesotan cities:

1. Minneapolis
2. St. Paul
3. Bloomington
4. Duluth
5. Lakeville
6. Edina
7. St. Louis Park
8. Golden Valley

¹ Ross, B., & Cooke, C. (2019). [Summary of best practices in electric vehicle ordinances](#). Great Plains Institute.

² Salcido, V.R., Tillou, M., & Franconi, E. (2021, July). [Electric vehicle charging for residential and commercial energy codes](#). Pacific Northwest National Laboratory.

- 9. Waseca
- 10. Redwood Falls
- 11. Mora

Suggested EV-ready amendments to Chapter 25 (Zoning) of the Oakdale Code of Ordinances are as follows:

ARTICLE 6. R-1 DISTRICT, VERY LOW-DENSITY HOUSING

Sec. 25-23 Uses in the R-1 District.

(b) Accessory Uses:

- (6) Electric vehicle charging station.

ARTICLE 11. R-6 DISTRICT, MANUFACTURED HOMES

Sec. 25-58 Uses in the R-6 District.

(c) Accessory Uses:

- (2) Electric vehicle charging station.

ARTICLE 12. C-1 DISTRICT, NEIGHBORHOOD COMMERCIAL

Sec. 25-69 Uses Permitted in the C-1 District.

(c) Accessory Uses:

- (1) Electric vehicle charging station.

ARTICLE 13. C-2 DISTRICT, COMMUNITY COMMERCIAL

Sec. 25-74 Uses in the C-2 District.

(b) Accessory Uses:

- (4) Electric vehicle charging station.

ARTICLE 14. I-O DISTRICT, INDUSTRIAL-OFFICE

Sec. 25-90 Uses in the Industrial-Office District.

- (b) Accessory Uses:** In addition to those subordinate uses which are clearly and customarily incident to the principal uses, such as parking lots and off-street loading facilities, the following additional accessory uses will be permitted on the lot occupied by the principal use:

(4) Electric vehicle charging station.

ARTICLE 15. G.I. DISTRICT, GENERAL INDUSTRIAL

Sec. 25-102 Uses in the General Industrial District.

(b) **Accessory Uses:** In addition to those subordinate uses which are clearly and customarily incident to the principal uses, such as parking lots and off-street loading facilities, the following additional accessory uses will be permitted on the lot occupied by the principal use:

(3) Electric vehicle charging station.

ARTICLE 18. GENERAL BUILDING AND PERFORMANCE REQUIREMENTS

Sec. 25-161 Off-Street Parking Requirements.

(b) **Stall, Aisle, and Driveway Design:**

(17) **Electric Vehicles Charging Station:**

The intent of this section is to support private and public infrastructure that accommodates and encourages use of electric vehicles. The following recommendations are guidelines but are not required.

a) Definitions.

1) *Charging level* means the standardized indicators of electrical force, or voltage, at which an electric vehicle's battery is recharged. Level 1, Level 2, and direct current (DC) are the most common charging levels, and include the following specifications:

- a. Level 1 is considered slow charging via 120v outlets.
- b. Level 2 is considered medium charging via 240v outlets, charging head and a cord hard-wired to the circuit.
- c. DC is considered fast or rapid charging. Voltage is greater than 240.

2) *Electric vehicle (EV)* means a vehicle that operates, either partially or exclusively, on electrical energy from the electrical grid, or an off-grid source, that is stored on board for motive purposes. 'Electric vehicle' includes:

- a. Battery electric vehicle.
- b. Plug-in hybrid electric vehicle.

- 3) *Electric vehicle charging infrastructure* means the conduit/wiring, structures, machinery, and equipment necessary and integral to support an electric vehicle, including charging stations.
 - 4) *Electric vehicle charging station (EVCS)* means a public or private parking space that is served by battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.
 - 5) *Electric vehicle supply equipment (EVSE)* means any equipment or electrical component used in charging electric vehicles at a specific location. EVSE does not include equipment located on the electric vehicle itself.
 - 6) *EV-Capable space* means a designated parking space which is provided with electrical panel capacity and space to support a minimum 40-ampere, 208/240-volt branch circuit for each EV parking space, and the installation of raceways, both underground and surface mounted, to support the EVSE.
 - 7) *EV-Installed space* means a designated parking space which is provided with electric vehicle supply equipment.
 - 8) *EV-Ready space* means a designated parking space which is provided with one 40-ampere, 208/240-volt dedicated branch circuit for future dedicated Level 2 EVSE servicing EVs. The circuit shall terminate in a suitable termination point such as a receptacle, junction box, or an EVSE, and be located in close proximity to the proposed location of the EV parking spaces. The circuit shall have no other outlets. The service panel shall include an over-current protective device and provide sufficient capacity and space to accommodate the circuit and over-current protective device and be located in close proximity to the proposed location of the EV parking spaces.
- b) General recommendations for Single-Family or Two-Family Dwellings.
- 1) EVSE shall be located in a garage, or on the exterior wall of the home or garage adjacent to a parking space.
- c) General recommendations for Multiple-Family and Non-Residential Structures.
- 1) Electric vehicle charging stations shall be readily identified through signage indicating the space is for electric vehicle charging purposes. It is encouraged that signage provide information regarding voltage and

charging levels and any type of use, fees, or safety information related to the electric vehicle charging station. All signs shall conform to the Oakdale Sign Code.

- 2) EVCS equipment shall be:
 - a. Located in a parking island;
 - b. Mounted to an adjacent structure; or
 - c. Protected by a curb, wheel stops, or concreted-filled bollards if located directly in a parking lot.
- 3) EVCS outlets and connector devices shall be mounted to comply with state code. The following best practices for consideration of individuals protected under the Americans with Disabilities Act (ADA) are encouraged:
 - a. Any accessible EVCS shall not count toward the minimum number of accessible car and van parking spaces required in a parking facility, as they are meant to be used by EV-owners only.
 - b. The EVCS shall be located so it is accessible for a person in a wheelchair on an access aisle, and the EVCS should not encroach on the access aisle.
 - c. Reach, range, and turning radius requirements from ADA are good standards for accessing the equipment.
 - d. EVSE-protective bollards and wheel stops shall not obstruct the use of the charging station.
 - e. Charging equipment may be shared between accessible EVCS and regular EVCS.
 - f. It is recommended that at least one accessible EVCS be included when installing multiple charging stations. If installing only one EVCS, strong consideration should be given to making it accessible.
- 4) The EVCS shall be designed to minimize potential damage by accidents and vandalism, and to be safe for use in inclement weather.
- 5) EVSE cords shall be retractable or have a place to hang the connector and cord sufficiently above the pedestrian surface as to minimize tripping hazards. Any cords connecting the charger to a vehicle shall be configured so that they do not cross a driveway, sidewalk, accessibility routes, or passenger unloading area.
- 6) The EVCS shall have adequate lighting available for ease of night time use.

7) The EVCS shall be maintained in all respects, including operation of the charging equipment. A phone number or other contact information shall be provided on the equipment to report problems.

d) Recommended electric vehicle make-ready standards.

In order to proactively plan for and accommodate anticipated future growth in market demand for electric vehicles, it is encouraged that all new and expanded development parking areas add the electrical infrastructure necessary to support the future installation of electric vehicle charging stations. This may include increasing electrical panel capacity, installing conduit or raceway, or other actions. Installing electric vehicle charging infrastructure during construction is significantly more cost effective than retrofitting parking areas to be EV-ready.

1) Recommended electric vehicle parking capacity and minimum parking recommendations.

a. The installation of an EVCS shall not reduce the overall parking space area dimensions below those required in Sec. 25-161(b)(1).

b. Multiple-Family and Non-Residential Structures:

The following table outlines the number and/or percentage of recommended EVSE-installed, EV-ready, and/or EV-capable spaces as a portion of total parking spaces.

Total number of parking spaces	Recommended EVSE-Installed Spaces	Recommended EV-Ready Spaces	Recommended EV-Capable Spaces
1	1	1	--
2-10	1	2	--
11-15	1	2	1
16-19	1	2	2
21-25	2	3	2
26+	5% of total parking spaces	10% of total parking spaces	10% of total parking spaces

(1) Where the number of EV-ready spaces exceeds the recommendation, additional EV-ready spaces shall count towards the recommended number of EV-capable spaces.

(2) Spaces that terminate with Level 2 EVSE are considered EV-ready spaces and count towards the recommended number of EV-ready spaces.

TO: Environmental Management Commission
FROM: Shannon Reidlinger
DATE: February 2, 2022
SUBJ: Discussion of 2022 CERTs Seed Grant projects

This memorandum summarizes projects that received Seed Grant funding from the Clean Energy Resource Teams (CERTs) in 2022³. The purpose of the memo is to inform the EMC of peer city projects that may align with the goals outlined in the 2022 EMC Work Plan.

The intent of the CERTs seed grants is to advance community initiatives, support local opportunities for jobs and training, and engage communities in reaching their clean energy goals. Project focus areas include:

- **Energy efficiency.** The Cities of Bloomington and Maplewood intend to use grant funds to study and promote ways for residents to reduce energy use and lower energy bills.
- **Solar.** The City of St. Louis Park will conduct a study about barriers to rooftop solar installation projects in Naturally Occurring Affordable Housing (NOAH) properties with grant funds.
- **Renewable energy.** The City of Warren will leverage grant funds to create a strategic model for community clean energy independence. The City of Morris intends to raise community awareness and engagement with clean energy technologies with grant funds.
- **Electric vehicles.** The City of Houston will install an electric vehicle charging station with grant funds.

³ Clean Energy Resource Teams (2022, January 19). [74 projects receive CERTs 2022 Seed Grants.](#)

TO: Environmental Management Commission
FROM: Shannon Reidlinger
DATE: February 2, 2022
SUBJ: Monthly review of the 2022 EMC Editorial Calendar

The 2022 Environmental Management Commission (EMC) Editorial Calendar is designed to generate public outreach and communication about the Commission’s priorities related to solid waste, recycling, composting, air and water quality, and energy conservation. Topics of interest, dates of note, and relevant community resources may vary as the calendar is refined and updated; consequently, the EMC shall provide a recommendation to staff on the messages and resources of highest importance month-to-month.

This memorandum seeks to open discussion on the message and resources of focus in February and March of 2022.

2022 EMC Editorial Calendar	
February: Transition to Spring	
Dates related to monthly topic	Resources related to monthly topic
<i>National Battery Day – Feb. 18</i>	<ul style="list-style-type: none"> • Outdoor salt use • Weatherization <ul style="list-style-type: none"> ○ Citizens Utility Board (CUB clinic) • Spring cleaning – Environmental Center (batteries, recycling, Free Product Room)
March: Reuse and Recycle	
Dates related to monthly topic	Resources related to monthly topic
<i>Global Recycling Day – Mar 18</i>	<ul style="list-style-type: none"> • Washington County Environmental Center (reuse room, food scrap drop-off program) • BizRecycling • Rain barrels and rain gardens
<i>World Water Day – Mar 22</i>	
<i>National Groundwater Awareness Week – first full week</i>	