Saint Paul Planning Commission
City Hall Conference Center
15 Kellogg Boulevard West

Minutes February 7, 2014

A meeting of the Planning Commission of the City of Saint Paul was held Friday, February 7, 2014, at 8:30 a.m. in the Conference Center of City Hall.

Commissioners Present:	Mmes. DeJoy, Noecker, Perrus, Reveal, Shively, Thao, Underwood, Wencl; and Messrs. Connolly, Gelgelu, Lindeke, Makarios, Nelson, Ochs, Oliver, and Ward.
Commissioners Absent:	Mmes. *Merrigan, *Wang, and Messrs. *Edgerton, *Wickiser. *Excused
Also Present:	Donna Drummond, Planning Director; Allen Lovejoy, Allan Torstenson, Lucy Thompson, Josh Williams, Anton Jerve, Hilary Holmes, Jamie Radel, Dean Porter, and Sonja Butler, Department of Planning and Economic Development staff.

I. Swearing in of New Commissioners.

New Planning Commission members Anne DeJoy and Wendy Underwood were sworn in by Shari Moore, City Clerk.

II. Approval of minutes January 24, 2014.

Chair Wencl announced that the minutes are not available at this time. However they will be ready for approval at the next Planning Commission meeting.

III. Chair's Announcements

Chair Wencl read a resolution thanking Commissioner Schertler for his service on the Planning Commission.

Commission Schertler thanked the commissioners and said that they are a great group to work with and he encourages more people in the city to get involved with the Planning Commission.

MOTION: ***Commissioner Reveal moved approval of the resolution honoring Commissioner Schertler. Commissioner Ward seconded the motion. The motion carried unanimously on a voice vote.***

Chair Wencl read a resolution thanking Commissioner Porter for her service on the Planning Commission.

Commissioner Porter thanked the commissioners and said that it has been a great run and she's

sure that they'll be seeing her around. She will continue her community service and heavy involvement in transit.

MOTION: ***Commissioner Reveal moved approval of the resolution honoring Commissioner Porter. Commissioner Ward seconded the motion. The motion carried unanimously on a voice vote.***

Chair Wencl read a resolution thanking Commissioner Spaulding for his service on the Planning Commission.

Commissioner Spaulding thanked the commissioners and said that he has learned so much over the years and he appreciates everything that they all contributed together.

MOTION: ***Commissioner Reveal moved approval of the resolution honoring Commissioner Spaulding. Commissioner Thao seconded the motion. The motion carried unanimously on a voice vote.***

IV. Planning Director's Announcements

Donna Drummond announced that the Waters Senior Living application to rezone property on Snelling was approved on Wednesday at City Council.

V. PUBLIC HEARING: Hamline Midway Community Plan – Item from the Neighborhood Planning Committee. *(Josh Williams, 651/266-6659)*

Chair Wencl announced that the Saint Paul Planning Commission is holding a public hearing on the Hamline Midway Community Plan. Notice of the public hearing was published in the Legal Ledger on January 27, 2014, and was mailed to the citywide Early Notification System list and other interested parties.

Josh Williams, PED staff, gave a brief presentation on the Hamline Midway Community Plan. He talked about the plan's history, content, and it's consistency with the Comprehensive Plan along with the review process.

Mr. Williams also noted that one letter of public testimony had been received from Mike and Benita Warns, residents in the Hamline Midway neighborhood.

Chair Wencl read the rules of procedure for the public hearing.

The following people spoke.

1. Mr. Michael Jon Olson, Executive Director of the Hamline Midway Coalition, thanked Josh Williams for all of his work on this plan. They've taken the summary and run it back through all of their committees for final review and through the board of directors. The plan was reviewed and endorsed by their board of directors at their January 21st meeting. So they have seen the latest draft of the plan and it's all good, so he respectfully asked for the Planning Commission's support in getting this approved.

MOTION: ***Commissioner Oliver moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Monday, February 10, 2014, and to refer the matter back to the Neighborhood Planning Committee for review and recommendation. Commissioner Ward seconded the motion. The motion carried unanimously on a voice vote.***

VI. Zoning Committee

SITE PLAN REVIEW – List of current applications. *(Tom Beach, 651/266-9086)*

Three items to come before the Site Plan Review Committee on Tuesday, February 11, 2014:

- Great Western Recycling End of Life Vehicle Operation, 521 Barge Channel Road. The facility would go into an existing building, with equipment and storage tanks to drain fluids from cars to be taken off-site for recycling. No crushing or shredding of cars is proposed.
- Waters of Highland Park, 84 unit assisted living and memory care senior living residence, 678 Snelling Avenue South.
- Regional Ball Park at 351 East 5th Street. Plans have been revised to respond to previous comments on 60% design development plans.

NEW BUSINESS

#14-087-893 PPL Hamline Station LLC – Rezone eastern 9.73 ft. of parcel from T2 traditional neighborhood to R4 one-family residential. 1334 Sherburne Avenue, SE corner at Hamline Avenue. *(Josh Williams, 651/266-6659)*

MOTION: ***Commissioner Nelson moved the Zoning Committee's recommendation to approve the rezoning. The motion carried unanimously on a voice vote.***

#14-001-469 Brett and Laura Ripley – Reestablishment of nonconforming use as a 4-plex. 1685 Taylor Avenue between Aldine and Charlotte. *(Jamie Radel, 651/266-6614)*

Commissioner Noecker asked about the letter and pro forma submitted by the applicant regarding economic loss if the house remains a 3-plex.

Commissioner Nelson said the house, which had been used as a 4-plex in the past, had more recently been used as a 3-plex by the previous owner for several years, and the applicant purchased the house knowing it was legally a 3-plex.

MOTION: ***Commissioner Nelson moved the Zoning Committee's recommendation to deny the reestablishment of legal nonconforming use. The motion carried 15-1 (Connolly) on a voice vote.***

#13-260-424 Goodwill – Conditional use permit for retail/service establishment of more than 15,000 sq. ft., and for drive-through service, with modification of condition to allow ingress/egress within 60 ft. of residential property, and variances for 1) off-street parking with more than 60 ft. of frontage, and 2) building setback 7.5 ft. from the alley centerline (13 ft. required). 1221 University Avenue West, NW corner at Griggs. *(Anton Jerve, 651/266-6567)*

Commissioner Lindeke asked about the kind of offices proposed and if the committee had discussed reducing the number of curb cuts on University from two to one.

Commissioner Nelson said that the offices are for Goodwill itself. He explained how semi-trucks drop off and pick up trailers for the Goodwill operation and why two curb cuts are needed to provide for this.

Commissioner Lindeke asked about this being a mixed use, with an office for a retail use, noting a recent discussion about whether the Waters of Highland Park building would have mixed-use.

Commissioner Nelson said that question did not come up in this case. The building could be adaptable to a number of uses if it were sold or leased to others in the future.

Donna Drummond, Planning Director, said in the Waters of Highland Park case the maximum building height was dependant on whether or not the building would have mixed use, which is not an issue in this case.

Commissioner Noecker recused herself and left the table.

Commissioner Oliver noted that the proposed parking lot would have 50 spaces, less than the 83 spaces that would be required for this use elsewhere. He asked if this is in the area along University Avenue where there is no minimum parking requirement, and if the amount of parking was reduced as much as possible.

Commissioner Nelson replied that this is in the area along University Avenue where there is no minimum parking requirement in T districts. The amount of parking proposed meets zoning requirements and wasn't discussed at the Zoning Committee meeting.

Commissioner Makarios asked if there was discussion about making this shared parking with adjoining businesses.

Commissioner Nelson said shared parking was not proposed but could happen in the future.

MOTION: ***Commissioner Nelson moved the Zoning Committee's recommendation to approve the conditional use permit subject to additional conditions. The motion carried 13-2 (Lindeke, Makarios) with 1 abstention (Noecker) on a voice vote.***

Commissioner Nelson announced the item on the agenda for the next Zoning Committee meeting on February 13, 2014.

VI. **Saint Paul Marketwatch Report Update** – Informational presentation by Dean Porter, PED. *(Dean Porter, 651/266-6562)*

Dean Porter gave an informational update about the Saint Paul Market Watch report. He had given a presentation a few months earlier on the Saint Paul Marketwatch report that looked at information for the year 2012 and this report is looking at data from the first half of the year 2013. The report includes housing and development data, building permit data from 2013 and data from the Department of Economic Development (DEED) on employment and

wages. Also the report includes updated demographic data with the most recent data from the American Community Survey. Highlights from this report are as follows; the development activity in the City of Saint Paul for the first half of 2013 remains strong; also foreclosures are down 28% and other indicators show improvements in the housing market; there is a small increase in the number of jobs located in Saint Paul and for residents in Saint Paul; and a small decrease in the unemployment rate. The demographic data presents both opportunities and challenges. The first page of this report is a summary of all the trends which is included to give a brief idea of what's inside the report. The report is available on the City's web site under maps and data. There were a number of questions asked regarding the information in the presentation.

Commissioner Thao asked what does a distressed sale mean.

Mr. Porter said that it is both foreclosures and short sales.

Commissioner Ward said that if on the web site you can go deeper into the details of this, does it break it out by job classification category?

Mr. Porter replied for employment and unemployment these are data for residents who live in the City of Saint Paul and that data is not available in as much detail as jobs that are located in the City of Saint Paul. For that they do have a lot of information on those classifications.

Mr. Porter continued to say that regarding educational attainment level on the positive end there are a large number of people who live in Saint Paul that have a bachelor's degree, graduate degree or some college, but on the other end there is a significant number of people in the city who do not have a high school diploma, so there are certainly education challenges in the city.

Commissioner Lindeke asked if that number was just adults.

Mr. Porter said that this is for the population age 18 and over, but don't quote him on that. He suggested looking at the report to see what it says; it explains what population group that is.

Commissioner Noecker asked if the report shows the number of new jobs added that are living wage versus other wages or did they show the wage breakdown in terms of the new jobs added.

Mr. Porter suggested looking at the state Department of Employment and Economic Development (DEED) web site's quarterly census of employment and wages, which is where he obtained all this information.

Commissioner Nelson said regarding that same item, he just did the math and the average is $56,000 a year per job, per household, which seems high.

Mr. Porter said that's for jobs located in the City of Saint Paul and the reason that they included the average is that's the indicator that DEED includes.

Donna Drummond, Planning Director, noted that Dean Porter is one of the planning interns in PED from the Humphrey School of Public Affairs. This is the third market watch report that they've published and they do intend to do this every six months. Dean has done a great job

really making this report more robust and readable. Ms. Drummond thanked him for his excellent work.

VII. Comprehensive Planning Committee

T1/T2 Transit Street Text Amendment – Approve resolution recommending zoning code amendments to the Mayor and City Council. *(Hilary Holmes, 651/266-6612)*

Commissioner Reveal noted the public hearing feedback and suggestion to limit the reduced parking requirement to buildings of a certain size, which the committee recommends. The proposed language in the draft resolution is that the minimum parking requirement for residential uses in T1-T2 districts may be reduced by 25% for buildings with more than six dwelling units.

Commissioner Noecker said the last sentence in the resolution could be read to mean that the reduced parking requirement only applies to dwelling units in mixed buildings, which is not the intent, and the committee had recommended better wording.

Commissioner Reveal said that she thinks they took out the words "in mixed use buildings," and just said that it applies to dwelling units but not live-work units.

Allan Torstenson, PED staff, thought they may also have taken out the words "applies to dwelling units," which would leave a simple statement of what it does not apply to.

Commissioner Reveal agreed and said the last sentence of the resolution should be changed to, "This provision does not apply to live-work units."

MOTION: ***Commissioner Reveal moved the resolution recommending the zoning code amendments to the Mayor and City Council. The motion carried unanimously on a voice vote.***

Parks, Civic and Open Space Zoning Study – Approve resolution initiating study. *(Jamie Radel, 651/266-6614)*

Commissioner Reveal said the committee had discussed a list of issues that the study should address. One issue is that there is currently no official map that designates city-owned park space. The study will consider which issues can best be addressed through zoning and which are better to address in other ways.

Commissioner Ward asked about a definition, size and content criteria for parks.

Jamie Radel, PED staff, said the study will be try to identify the universe of parks and open space in the city, who manages what land, and what should have different zoning.

Commissioner Ochs said that identifying and including civic, open space and parkland owned by the state, county and other agencies, beyond just city-owned parkland, would be valuable in determining the accessibility of parks and open space for new development.

MOTION: ***Commissioner Reveal moved to approve the resolution initiating a zoning study. The motion carried unanimously on a voice vote.***

West Midway Industrial Area Plan – Release for public review and schedule a public hearing for March 21, 2014. *(Allen Lovejoy, 651/266-6226)*

Allen Lovejoy gave a presentation on the West Midway Industrial Area Plan. The Plan is an outgrowth of the West Midway Industrial Strategy, completed in mid-2013, and is very faithful to the Strategy's content and proposals. The central focus of the Plan is "To ensure that the West Midway industrial area becomes a major center of "high value employment" in the region, while enhancing the vitality of surrounding residential neighborhoods. The Plan has three central sections: 1. Business Engagement; 2. Strategic Public Investments; and 3. Land Development.

Business Engagement activities includes outreach to individual businesses, ascertaining where there may be common interests among businesses, and possible creation of a "partnership" among local industrial business leaders, developers/leasing companies, the Port Authority and the City. Furthermore, the effort may include getting businesses to participate in discussion of a regional economic development strategy, reaching out to the University of Minnesota and expanding workforce preparedness efforts. Finally, the Plan promotes environmental sustainability of all industrial development in the area, as well as redevelopment of industrial sites through assembly, clean-up and marketing.

Strategic Public Investments include street and roadway projects, enhancing streetscaping and lighting while doing street projects, installing sidewalks where feasible and building select bicycle routes through the industrial area. Further, the City will help channel truck traffic to a few major routes connected directly to the freeways.

Land Development activities include strategies focused on three sub-districts in the industrial area. For each area specific actions are recommended for roadways and trucking, stormwater management, transit access, bolstering buffers between residential and industrial uses, sidewalks and bicycle facilities.

There were no questions from the Commission.

MOTION: ***Commissioner Reveal moved on behalf of the Comprehensive Planning Committee to release the draft for public review and set a public hearing on March 21, 2014. The motion carried unanimously on a voice vote.***

VIII. Communications Committee

2013 Planning Commission Annual Report

Commissioner Thao announced that the 2013 annual report has been completed and copies were distributed to the commissioners. It lists a number of key completed projects that they worked on in 2013 as well as some projects that are still ongoing. She thanked the Communication Committee members and staff for drafting the report. On the back of the report it lists the number of cases that they actually reviewed over the past 6 years. Also, it will be distributed to a number of community partners after the Chair has written a cover letter, then it will be mailed out and

posted on the web page.

Planning Director's report on 2013 achievements and 2014 projects

Donna Drummond, Planning Director, referred to the list of 2013 planning accomplishments and the major planning projects for 2014 that was handed out. Ms. Drummond noted that there are a number of things that are worked on that do not necessarily come through the Planning Commission and highlighted with a star are the projects that do come to the Planning Commission. The work on Central Corridor (the Green line) is starting to wind down, which has been a major part of the work program for the past 6-7 years. They are moving into a new phase with the Green Line opening on June 14th. We're starting to see development picking up along the line. Now staff are more focused on working with developers on getting a great design for projects through the partnership with the Saint Paul Design Center. She talked about the completed projects in 2013 and the major progress in 2013 along with other significant projects or activities.

They continue to spend a lot of time on transportation planning, which is an increasing portion of the work program. And even though PED is not the lead department, staff is working closely with the Department of Public Works on the citywide bike plan, which has just been released for informal public comment and feedback. That is going through the Transportation Committee and will be coming to the Planning Commission to release for public hearing sometime in the spring. There are a number of corridor studies being worked on including Gateway, which is in the process of starting on the draft environmental impact statement and as part of that there is some money in the contract to start working on station area plans for the proposed stations. The Riverview Corridor is another big corridor under study, which is the West 7th corridor between downtown and the airport, with Ramsey County leading a study on that. Staff is working directly with them on this, not only wanting to coordinate on that but also determining how this can complement the work of the streetcar study that also identified West 7th and East 7th as a starter line.

Staff and the Commission continue to do a number of zoning studies as economic conditions change or there are new things that come up that they have not foreseen in the past and they need to consider new or revised regulations. There has also been a drought of items going to the Neighborhood Planning Committee, but that will change because there are a number of things on the horizon that will be coming soon.

IX. Neighborhood Planning Committee

Commissioner Oliver announced that the Neighborhood Planning Committee on Wednesday, February 12, 2014 has been cancelled.

X Transportation Committee

Commissioner Lindeke reported that at their last meeting they discussed Saint Paul's Bikeway Plan. It was a great presentation given by Reuben Collins from Public Works, which included discussion of the proposed downtown bike loop. There are four open houses on the plan coming up on February 11th, 13th, 18th, and 20th.

Commissioner Lindeke also announced the items on the agenda for the next Transportation Committee meeting on Monday, February 10, 2014.

XI. Task Force/Liaison Reports

Commissioner Nelson announced the items on the agenda for the Shepard Davern Task Force meeting on Wednesday, February 12, 2014 from 4-6:00 p.m. at the Saint Paul JCC.

XII. Old Business

Parking Policy Retreat Follow-up Discussion – Reflections on what we heard and implications for future policy.

Due to the lack of time, this follow-up discussion was deferred to the next Planning Commission meeting on February 21, 2014.

XIII. New Business

None.

XIV. Adjournment

Meeting adjourned at 10:36 a.m.

Recorded and prepared by
Sonja Butler, Planning Commission Secretary
Planning and Economic Development Department,
City of Saint Paul

Respectfully submitted,

Donna Drummond
Planning Director

Approved March 7, 2014
(Date)

Daniel Ward II
Secretary of the Planning Commission

PlanningTeamFiles\planning commission\minutes\February 7, 2014