

## ZONING COMMITTEE STAFF REPORT

1. **FILE NAME:** Hidden Falls Paddle Share Station **FILE #** 17-032-223
  2. **APPLICANT:** City of St. Paul Parks and Recreation **HEARING DATE:** May 11, 2017
  3. **TYPE OF APPLICATION:** Conditional Use Permit
  4. **LOCATION:** Hidden Falls Regional Park
  5. **PIN & LEGAL DESCRIPTION:** 21.28.23.32.0024, Section 21 Town 28 Range 23 Ex Part In Lots 3 And Lot 4 Of Auditors Sub No 87; The Fol; Govt Lots 3 And 7 And Minnehaha Island And Part Of S 211.6 Ft Of Govt Lot 4 Lying Wly Of Misisippi River Blvd R/w (subj To Rd) In Sec 17 Tn 28 Rn 23, Together With L
  6. **PLANNING DISTRICT:** 15 **PRESENT ZONING:** R1, FW
  7. **ZONING CODE REFERENCE:** §61.501, §61.502; §72.63; §72.64
  8. **STAFF REPORT DATE:** May 4, 2017 **BY:** Josh Williams
  9. **DATE RECEIVED:** April 25, 2017 **60-DAY DEADLINE FOR ACTION:** June 24, 2017
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- A. **PURPOSE:** Conditional use permit for location of an accessory recreational structure in the FW floodway
- B. **PARCEL SIZE:** 2,701,591 sq. ft. (approx. 62 acres)
- C. **EXISTING LAND USE:** G-Parks/Rec. Facility
- D. **SURROUNDING LAND USE:**
  - North: Park (R1)
  - East: Park (R1)
  - South: Park (R1)
  - West: Park (R1)
- E. **ZONING CODE CITATION:** §72.63 requires a conditional use permit for structures accessory to permitted uses in the FW floodway district; §72.64 lists standards for conditional uses in the FW floodway district; §61.501 lists general conditions that must be met by all conditional uses; §61.502 authorizes the planning commission to modify any or all special conditions after making specified findings.
- F. **HISTORY/DISCUSSION:**
- G. **DISTRICT COUNCIL RECOMMENDATION:** The District 15 Council had not made a recommendation as of the date of this report.
- H. **FINDINGS:**
  1. In conjunction with the National Park Service, Saint Paul Parks and Recreation is proposing seasonal placement of paddle share stations in Hidden Falls and Harriet Island Regional Parks. The paddle share stations consist of a freestanding storage structure with multiple, secured compartments and/or external storage racks. The stations provide rental canoes, kayaks, paddles, and personal flotation devices. Rental can be done through online reservation or on a first-come, first-served basis. A conditional use permit is required for location of a structure accessory to an allowed use (parks are an allowed use) in the FW floodway district.
  2. §72.64 lists standards for conditional uses in the FW floodway district.
    - (a) *No structure (temporary or permanent), fill deposit (including fill for roads and levees), obstruction, storage of materials or equipment, or other use may be allowed that will cause an increase in the height of the regional flood or cause an increase in flood damages in the reach or reaches affected. The use shall not adversely affect the hydraulic capacity of the channel or floodway or any tributary to the main stream or of any ditch or other drainage facility or system. For Lake Phalen and Beaver Lake, compensating flood water storage volume shall be provided below the 100-year flood elevation for any obstruction placed in the floodplain.*
    - (b) *Fill shall be protected from erosion by vegetative cover, mulching, riprap or other acceptable*

*method.*

- (c) Accessory structures shall not be designed for human habitation.*
- (d) Accessory structures shall be constructed and placed on the building site so as to offer the minimum obstruction to the flow of floodwaters:
  - (1) Whenever possible, structures shall be constructed with the longitudinal axis parallel to the direction of flood flow; and*
  - (2) So far as practicable, structures shall be placed approximately on the same flood flow lines as those of adjoining structures.**
- (e) Accessory structures shall be elevated on fill or structurally dry floodproofed in accordance with the FP-1 or FP-2 floodproofing classification in the Minnesota State Building Code. As an alternative, an accessory structure may be floodproofed to the FP-3 or FP-4 floodproofing classification in the Minnesota State Building Code, provided the accessory structure constitutes a minimal investment, does not exceed five hundred (500) square feet in size, and for a detached garage, the detached garage must be used solely for parking of vehicles and limited storage. All floodproofed accessory structures must meet the following additional standards:
  - (1) The structure must be adequately anchored to prevent flotation, collapse or lateral movement of the structure and shall be designed to equalize hydrostatic flood forces on exterior walls;*
  - (2) Any mechanical and utility equipment in a structure must be elevated to or above the regulatory flood protection elevation or properly floodproofed; and*
  - (3) To allow for the equalization of hydrostatic pressure, there must be a minimum of two "automatic" openings in the outside walls of the structure having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding. There must be openings on at least two sides of the structure and the bottom of all openings must be no higher than one foot above the lowest adjacent grade to the structure. Using human intervention to open a garage door prior to flooding will not satisfy this requirement for automatic openings.**
- (f) The storage or processing of materials that are, in time of flooding, flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited. Storage of materials or equipment may be allowed if readily removable from the area within the time available after a flood warning and in accordance with a plan approved by the planning commission.*
- (g) Structural works for flood control that will change the course, current or cross-section of protected wetlands, or public waters shall be subject to the provisions of Minnesota Statutes, chapter 103.G. Structural works for flood control intended to remove areas from the regulatory floodplain shall not be allowed in the floodway.*
- (h) A levee, dike or floodwall constructed in the floodway shall not cause an increase to the regional flood and the technical analysis must assume equal conveyance or storage loss on both sides of a stream.*
- (i) No use shall be permitted which is likely to cause pollution of waters, as defined in Minnesota Statutes, § 115.01, unless adequate safeguards, approved by the state pollution-control agency, are provided.*

The intent of these standards is met. The intent of the standards is to ensure that any construction in the FW floodway does not result in an increase in the height of floodwaters, impede conveyance of floodwaters, increase the potential for flood damage (either to the structure itself or downstream), or the introduction into floodwaters of hazardous or flammable substances. The proposed use is not typical of a structure in that it is intended to be moved on a seasonal basis, and is easily removed in times of anticipated flooding, therefore avoiding any of the impacts the standards are intended to protect against. The structure also represents a minimal investment, and is constructed primarily of floodproof materials, with the exception of a solar panel and communications and payment equipment. Under §61.502, the Planning Commission has the ability to modify required conditions, subject to the findings contained therein.

3. §72.32 lists thirteen (13) factors to be considered in evaluating applications for conditional use permits in the FF flood fringe or FW floodway district:

- (a) *The relationship of the proposed use to the comprehensive plan and floodplain management program for the city.* The proposed use is in compliance with the Saint Paul Comprehensive Plan and the city's floodplain management program. Strategy 3.5 of the Parks and Recreation Chapter of the Comprehensive Plan is to "provide programming and recreational opportunities that encourage people to participate in ecologically sound outdoor activities."
- (b) *The importance of the services provided by the proposed facility to the community.* The proposed facilities provide expanded recreational opportunities, consistent with the goals of the *Great River Passage* master plan.
- (c) *The ability of the existing topography, soils, and geology to support and accommodate the proposed use.* The area proposed for location of the proposed use is flat, and the soils and underlying geology in the area already support and accommodate accessory structures to the park, such as parking areas, roads, and boat ramps.
- (d) *The compatibility of the proposed use with existing characteristics of biologic and other natural communities.* The immediate area of the proposed use is characterized by pavement, turf, bare ground, and canopy trees. Sensitive, terrestrial, natural communities are not found in the immediate area.
- (e) *The proposed water supply and sanitation systems and the ability of those to prevent disease, contamination, and unsanitary conditions.* The proposed use does not include nor requires water or sanitary service..
- (f) *The requirements of the facility for a river-dependent location, if applicable.* The proposed use requires close location to the river.
- (g) *The safety of access to the property for ordinary vehicles.* Safe access to the site is available via existing roads and trails.
- (h) *The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.* The proposed facility will be removed in times of flooding. Submission and approval of a flood response plan specifying removal criteria and actions should be a required condition of approval.
- (i) *The dangers to life and property due to increased flood heights or velocities caused by encroachments.* The proposed encroachment will not be present in times of flooding. Submission and approval of a flood response plan specifying removal criteria and actions should be a required condition of approval.
- (j) *The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters expected at the site.* The proposed facility will not be present in times of flooding. Submission and approval of a flood response plan specifying removal criteria and actions should be a required condition of approval.
- (k) *The danger that materials may be swept onto other lands or downstream to the injury of others.* The proposed facility will not be present in times of flooding. Submission and approval of a flood response plan specifying removal criteria and actions should be a required condition of approval.
- (l) *The availability of alternative locations or configurations for the proposed use.* The proposed use is best located close to river, to minimize the distance users must portage boats and equipment.
- (m) *Such other factors as are relevant to the purposes of this chapter.* The factors and findings enumerated and described herein adequately evaluate the proposed use for the purposes of this chapter.

4. §61.501 lists five standards that all conditional uses must satisfy:

1. *The extent, location and intensity of the use will be in substantial compliance with the*

*Saint Paul Comprehensive Plan and any applicable subarea plans which were approved by the city council. This condition is met. Strategy 3.5 of the Parks and Recreation Chapter of the Comprehensive Plan is to "provide programming and recreational opportunities that encourage people to participate in ecologically sound outdoor activities."*

2. *The use will provide adequate ingress and egress to minimize traffic congestion in the public streets. This condition is met. The existing facility is adequately served by existing roads, and the potential number of additional park patrons related to the proposed use is small relative to the number of existing users.*
  3. *The use will not be detrimental to the existing character of the development in the immediate neighborhood or endanger the public health, safety and general welfare. This condition is met. The proposed use is consistent with the purpose of the existing park as a recreational hub, and is well removed from adjacent non-park uses.*
  4. *The use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. This condition is met. The use is accessory to the existing park, and well removed from any non-park adjacent uses.*
  5. *The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. This condition is met. The use conforms to all other applicable regulations of the R1 single family residential district.*
5. §61.502 provides for modification of special conditions: *The planning commission, after public hearing, may modify any or all special conditions, when strict application of such special conditions would unreasonably limit or prevent otherwise lawful use of a piece of property or an existing structure and would result in exceptional undue hardship to the owner of such property or structure; provided, that such modification will not impair the intent and purpose of such special condition and is consistent with health, morals and general welfare of the community and is consistent with reasonable enjoyment of adjacent property.*

The proposed use is an otherwise lawful accessory use of the property. As described in Findings 2, 3, and 4, the proposed use is consistent with the intent of applicable sections of Chapters 68 and 72 of the Saint Paul Legislative Code. Complying with all standards of those sections would not meaningfully improve the public health, safety, or general welfare, but would result in an undue, exceptional hardship to the applicant, as complying would require construction of custom paddle share stations and installation and permanent installation of anchoring hardware. There would also be a practical difficulty in waterproofing the solar power system and electronics used for communications and payment.

- I. **STAFF RECOMMENDATION:** Based on the above findings, staff recommends approval of the Conditional use permit for location of an accessory recreational structure in the FW Floodway subject to the following additional condition:
  1. Submission and approval of a flood response plan to the Department of Safety and Inspections.



**CONDITIONAL USE PERMIT APPLICATION**  
 Department of Planning and Economic Development  
 Zoning Section  
 1400 City Hall Annex  
 25 West Fourth Street  
 Saint Paul, MN 55102-1634  
 (651) 266-6589

Zoning Office Use Only  
 File #: 17-032223  
 Fee: 1030<sup>00</sup>  
 Tentative Hearing Date: 5-11-17

PD=15

# 212823320024

**APPLICANT**

Name Saint Paul Parks and Recreation Email angie.tillges@ci.stpaul.mn.us  
 Address 400 city Hall Annex, 25 West 4th Street  
 City Saint Paul State MN Zip 55102 Daytime Phone 651-266-6376  
 Name of Owner (if different) \_\_\_\_\_  
 Contact Person (if different) Angie Tillges Phone 651-266-6376

**PROPERTY LOCATION**

Address/Location Hidden Falls Regional Park  
 Legal Description see file  
 Current Zoning RI  
RC1/FW  
RC2/FF  
 (attach additional sheet if necessary)

**TYPE OF PERMIT:** Application is hereby made for a Conditional Use Permit under provisions of  
 Chapter 68, Section 213, Paragraph D, of the Zoning Code.

**SUPPORTING INFORMATION:** Explain how the use will meet all of the applicable standards and conditions. If you are requesting modification of any special conditions or standards for a conditional use, explain why the modification is needed and how it meets the requirements for modification of special conditions in Section 61.502 of the Zoning Code. Attach additional sheets if necessary.

Required Site Plan is attached  
 Applicant's Signature [Signature]

Date 9.20.17 City Agent pdd 4-24-17  
 AT



Paddle Share at Hidden Falls Regional Park





## Mississippi River Paddle Share—Saint Paul

The Saint Paul Parks and Recreation will partner with the National Park Service to expand the [Mississippi River Paddle Share](#) program into Saint Paul in Summer 2017. Paddle Share in Saint Paul will be a key feature in the Great River Passage – which is the new identity for all proposed public development along Saint Paul’s more than 17 miles of Mississippi riverfront.

Paddle Share is a self-service kayak rental program for people 18 years and older with kayaking experience to enjoy the Mississippi River in Saint Paul.

Saint Paul Parks and Recreation will own and operate two, free standing Paddle Share stations at Hidden Falls Regional Park and two, free standing Paddle Share stations Harriet Island Regional Park for a 5-month seasonal operation. Customers will have access to 16 kayaks and equipment at Hidden Falls Regional Park for a one way, 6.7-mile, paddle down the Mississippi River ending at Kelly’s Landing at Harriet Island Regional Park.

Customers reserve a kayak online at [www.paddleshare.org](http://www.paddleshare.org) and are sent a code to unlock equipment during the allotted reservation period. The equipment is returned to the designated end point station. Nice Rides and public transit are available near to the start and end points allowing customers a non-motorized circuit to enjoy the river, bicycle pathways, and transit system. Saint Paul Parks and Recreation will contract a company to reposition the kayaks daily during the rental season.

Paddle Share annual season will be June 1<sup>st</sup>-October 31<sup>st</sup> and will operate Wednesday-Sunday, June 1<sup>st</sup>-September 3<sup>rd</sup> and Friday-Sunday, September 8<sup>th</sup>-October 31<sup>st</sup>.

Station locations are identified in attached maps. iPaddleport is the fabricator of the stations. Photos of the temporary, free standing stations models are included below. Stations do not require power or site preparation. Parks and Recreation Operations Division and Great River Passage staff will manage and maintain stations and equipment annually. A flood plan is attached. In addition, the National Park Service operation plan is attached and includes details on all equipment and daily safety protocols of the program.

### iPaddleport free standing stations



Angie Tillges, Saint Paul Parks and Recreation  
[angie.tillges@ci.stpaul.mn.us](mailto:angie.tillges@ci.stpaul.mn.us)



## CITY OF SAINT PAUL

Mayor Christopher B. Coleman

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 25 West 4<sup>th</sup> Street  
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[www.stpaul.gov/parks](http://www.stpaul.gov/parks)

Telephone: 651-266-6400  
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**EMERGENCY FLOOD RESPONSE PLAN  
 For Mississippi River Paddle Share Stations  
 Hidden Falls and Harriet Island Regional Parks**

The following is a flood response plan as required for Flood Management of Paddle Share Stations located within Harriet Island Regional Park and Hidden Falls Regional Park, in St. Paul, Minnesota. This plan will become part of the flood management procedures manual and will be reviewed, updated on a regular basis, and implemented in the event of a flood by St. Paul Parks & Recreation personnel.

**Station Description:**

The Paddle Share Stations are self-service kayak rental stations operated by Saint Paul Parks and Recreation in partnership with the National Park Service, Mississippi National Recreation Area.

Saint Paul Parks and Recreation will own and operate two, free standing Paddle Share stations at Hidden Falls Regional Park and two, free standing Paddle Share stations Harriet Island Regional Park for a 5-month seasonal operation. No power is required for these stations. Customers will have access to 16 kayaks and equipment at Hidden Falls Regional Park for a one way, 6.7-mile, paddle down the Mississippi River ending at Kelly's Landing at Harriet Island Regional Park.

**Contacts:**

Mike Hahm & Gary Korum of St. Paul Parks & Recreation are in charge of Parks Maintenance staff who would oversee the completion of all items listed in this document. They have trade related personnel to perform these tasks. Contact names and numbers are as follows:

- Tom Hagel, Building Trades Supervisor assigned to EOC for Flood – Cell 651-775-7482/ Office 651-632-2456
- Joe Buzicky, Parks Asset Manager – Cell 651-775-6210/ Office 651-632-2419
- Karin Misiewicz, Parks Maint Sup III - Cell 651-248-1387/ Office 651-632-2413
- Eric Stewart, Park Maint Sup I (Downtown Dist Sup) - Cell 651-755-8529/ Office 651-292-7012
- Diane Voyda, Park Maint Sup II (Special & Heavy Equipment & Project work) - Cell 651-248-2384, Office 651-632-2418
- Gary Korum, Operations Manager – Cell 651-248-0784/ Office 651-632-2402
- Angie Tillges, Paddle Share Program Liaison—651-266-6376



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**Flood Management Measures:**

The following actions are to be taken at the site in preparation for a flood event. The elevation listed is the trigger for the events shown.

The Paddle Share Stations would be removed at the following water levels, following the NOAA river forecasts and the Robert Street river gage "0" = 683.77'

<http://water.weather.gov/ahps2/hydrograph.php?wfo=mpx&gage=stpm5>

Hidden Falls Paddle Share Stations at gage (13.5) = 697.27

Harriet Island Paddle Share Stations at gage (14.5) = 698.27

**General Preparation:**

1. Monitor conditions for potential flood event.
2. Move Paddle Share Station at Hidden Falls adjacent to Restroom building above 14'
3. Move Paddle Share Stations at Harriet Island to offsite location above 17'.
4. Remove and store kayaks and equipment from the stations
5. Post signs and post on website reservation software that stations will be closed to the public and that flooding is eminent.

**After Flood Event:**

1. Visual inspection of stations for signs of damage.
2. Any questionable damage to structure will be inspected by iPaddleport the station manufacturer.
3. Wash stations and return kayaks and equipment.
4. Survey the site location for any damages or landscaping needs.
5. Move Paddle Share Stations back to their original site locations.

2016 version by  
Chad Dayton  
Outdoor Solutions

Updated for 2017 by  
Ben Rasmussen  
Volpe Center

## **St. Paul Paddle Share Program 2017 Operations Plan (Draft: 3/24/17)**

### **A. Timing**

The Paddle Share season will likely take place from Thursday, June 1, to the middle or end of October, weather permitting. From June to August, the paddle rental windows will be Wednesdays to Sundays from 8-11am, 12-3pm, and 4-7pm. In September and October, the paddle rental windows will be Fridays to Sundays from 8-11am, 12-3pm, and 4-7pm. The contractor will need to reposition the equipment each operating day: 11am-12pm, 3-4pm, and either from 7-8am or 7-8pm.

### **B. Locations**

The St. Paul system (Phase 1) will have two locations: two rental stations at Hidden Falls Regional Park and two return stations approximately 6.3 river miles downstream at Kelley's Landing at Harriet Island Regional Park.

### **C. Equipment Provided**

- Stations: Two 8-kayak iPaddlePort rental stations, likely with built in trailers, for kayaks and paddling equipment (paddles and PFDs) will be located at Hidden Falls Regional Park and two 8-kayak iPaddlePort return stations will be located at Kelley's Landing.
- Kayaks: 13 one-person kayaks and 5 two-person kayaks will be purchased for the operation of this program from Wenonah Canoes/Current Designs. Kayaks are: Current Designs "Solara 120" (one-person, color: yellow) and Current Designs "Solara 145T" (two-person, color: yellow). The kayaks must be inspected by the Ramsey County Sheriff's Department and registered with the DNR annually or as required.
- Paddles: A total of 25 kayak paddles will be purchased for the operation of this program. Paddles are Current Designs, 2-piece "Aura FG 230cm."
- PFDs: A total of 25 personal flotation devices will be purchased for the operation of this program. (MTI Adventure Wear PFDs, size universal adult "Day Tripper," all PFDs are new and U.S. Coast Guard compliant.)
- Signage: Appropriate permanent signs near each station will need to be installed to assist navigation during the paddle as recommended by Ramsey County Sherriff. The stations themselves will accommodate stickers and additional signage.

- Navigation materials: Laminated directions, maps, and supporting information will be affixed to each kayak and be clearly posted on the rental/return stations and website.

#### **D. Repositioning Equipment**

- Truck: The contractor will need a pickup truck or similar vehicle to use during each repositioning window (11am-12pm, 3-4pm, and either from 7-8am or 7-8pm) during program operation to transfer/reposition the kayaks, paddles, and PFDs between stations.
- Trailer: The contractor will need a kayak trailer to transport kayaks and paddle equipment between stations. The trailer will be DOT/Sheriff inspected.
- Boat: Alternatively, the contractor could outfit a boat (pontoon or similar) with racks, and if needed, it could tow a raft, to reposition kayaks on the river instead of a truck and trailer.

#### **E. Logistics**

- Rental reservations: Paddlers may make reservations ahead of time on their phones via paddleshare.org and the iPaddlePort website. Customers may also make reservations on-the-spot, provided there is cellular availability and customers' smartphones support the website. Reservations are non-refundable unless the system is shut down due to unsafe conditions.
- Cost: The cost per kayak for up to a 3-hour rental will be \$25. This includes a \$6 iPaddlePort fee per each rental and a ~\$1 credit card fee; tax will be paid in addition to the \$25 cost by the user.
- Revenue: All revenue (~\$18/rental) will be put into a fund that will be applied towards the cost of ongoing program operation and maintenance. Operational costs will be reimbursed by this fund. MPC will write a check from this fund to the City of St. Paul monthly. A monthly report and the month's revenue will be available at the end of each month.
- Special events/programming: The equipment will, as appropriate, be available on a limited basis for special events and programming during non-rental program hours and days. iPaddlePort will provide the City with a code each month for these purposes. NPS can use the equipment as well and will coordinate with the City on an events schedule.
- Moving of equipment: The contractor will move the equipment each morning/evening and during the program days and/or as needed in order to return the kayaks and equipment to the rental locations to meet the needs of customer reservations. Specifically, the contractor will need to reposition the equipment each operating day: 12-1pm, 3-4pm, and either from 6-7am or 7-8pm.
- Maintenance of equipment: Per the recommendation of the manufacturer, the contractor will need to rinse the boats. The manufacturer recommends a high-pressure water gun (a large Super Soaker would suffice) to spray the exterior of the kayaks before putting them back in the rental station.



- Storage of equipment during the off-season: After the operation season, all equipment, and possibly the iPaddlePort stations, will be stored at a specified location until the start of the 2018 season. In that time, any maintenance needed will be performed. All kayaks and paddles are covered under the manufacturer's warranty.

## **F. Risk Management**

- PFDs: All paddlers are required to wear their USCG approved MTI PFD at all times and will electronically sign an appropriate waiver available through the online reservation system.
- The Volpe Center will determine when the system should be shut down (by 7am in the morning or at some point during the day) based on:
  - River flow/CFS: The Cubic Feet per Second (CFS) river flow at Anoka (RM 861.4) and St. Paul (RM 837.1) shall be between 2,500-25,000 CFS.
  - Wind speed: Wind speed shall not exceed 20 mph (17 knots).
  - Lightning: Paddling will halt if lightning strikes within 5 miles of the 35E Bridge (RM 843.1). After a thunderstorm, paddlers will wait 30 minutes after the last thunder heard before getting back on the water.
  - 90-degree rule: The combined temperature of water and air shall be greater than 90-degrees Fahrenheit.
- Emergency: 911 response from water or land. Paddle Share program partner leads will meet with the Ramsey County Sherriff before program launch.
- Notification: Ramsey County Sherriff, USCG, and Army Corps of Engineers will be notified of the operating dates and times of this project.
- Toll-free number: A toll-free number is provided on signs at all stations, on the paddleshare.org website, and on other materials for all customer service inquiries (during operating hours). A "virtual receptionist" will direct callers to press a number for the stretch of river they are paddling. The contractor will then assist the caller with their inquiry (equipment problem, reservation issue, etc.).
- All paddlers will be required to submit a liability waiver and adhere to DNR rules regarding general paddle safety, intoxicated boating, and all programmatic parameters/guidelines. Links to safety videos are provided on paddleshare.org and iPaddlePort's websites.
- Safety information and maps will be present on signage (on water-DNR and on iPaddlePort stations) and paddleshare.org, which is the portal to the iPaddlePort reservation system.
- In the event of an emergency (high water levels, bad weather) the contractor (or City of St. Paul staff) will manually shut down the paddle share stations. Users will be informed of this procedure for their safety and advised to make reservations within 48 hours so they can check and be aware of weather forecast before making a reservation.

## **G. Audience**

- For single kayaks, this opportunity will be open to people 18 years old or older who have kayaked before. For tandem kayaks, at least one person must be 18 years old or older who has kayaked before. The other person can be younger and/or less experienced. Adults 18 or older will be responsible for younger paddlers in the tandems. First-time solo kayakers are directed to outfitter and guide services as listed on [paddleshare.org](http://paddleshare.org).
- The primary audience is residents in the neighborhoods surrounding the river in St. Paul. Additionally, this is a great opportunity for tourists and people visiting the Twin Cities.
- Accessibility is a primary focus that will take some time to develop. The intention is that the lake stations to be funded in Phase 2 of the program will be paired with accessible docks. Unfortunately, if these docks were installed along the Mississippi River, they would catch a lot of debris and would likely become unmoored and/or damaged.

## **H. Publicity and Marketing**

- Promotion: Each partner and organization will promote and advertise this project through their own means of communication and networks. All marketing and advertising must be coordinated with NPS and MPC. Please see MPC's Paddle Share Marketing Plan for more information.
- Website: [paddleshare.org](http://paddleshare.org) is the program's central website that links to iPaddlePort's reservation system. [Paddleshare.org](http://paddleshare.org) is the only official website for paddle share; all other websites should link to it.

## **I. Partners**

- National Park Service-Mississippi National River and Recreation Area (NPS-MNRRRA) will:
  - Secure and provide funding for the paddle share equipment and develop necessary agreements
  - Oversee, facilitate, and coordinate the project's implementation and expansion with land managers, project partners, and others to ensure a safe paddling experience and access to information about the project
  - In conjunction with the project partners, have the project equipment inspected and inventoried at least once every year
  - Promote paddle share program at visitor centers and at events
  - Assist other parks with establishing a paddle share program
  - Coordinate discussions with elected officials, media, and others to ensure consistency and compliance with NPS Director's Orders (DO) for publicity, brochures, NPS resource management, and others
  - Continue to work with the U.S. Department of Transportation John A. Volpe National Transportation Systems Center (Volpe Center) to maintain and expand a mobile-friendly website for the program

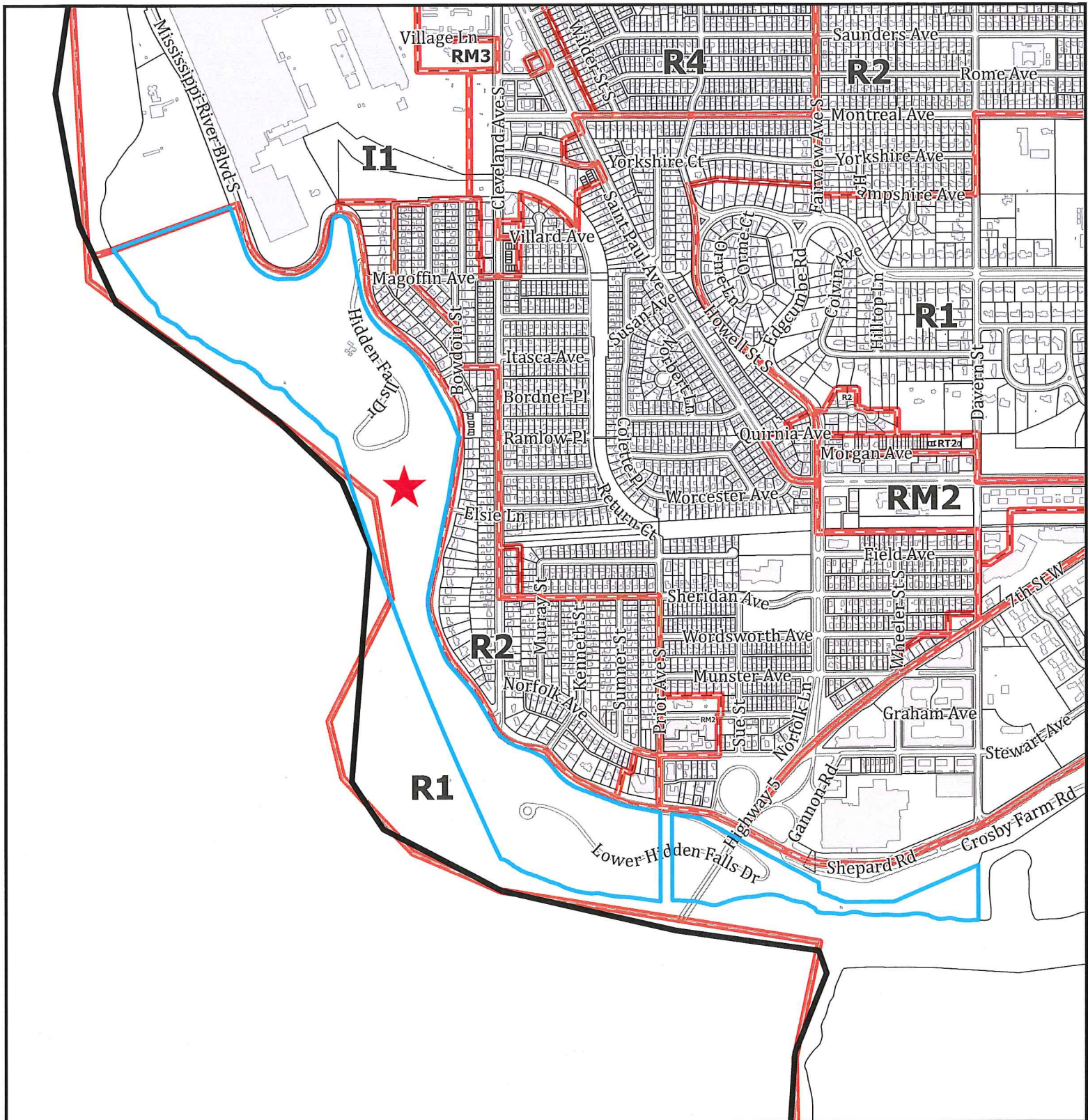
- Promote the project, safe paddling, and provide a procedure for responding to incidents on the river (shared responsibility with MPC)
  - Help obtain permits and authorizations as necessary
- Mississippi Park Connection (MPC) will:
  - Develop media/marketing/outreach plan
  - Serve as fiscal agent, handling financial components and transactions, for some aspects of the project
  - Help with branding the Paddle Share program
- City of St. Paul will:
  - Pass a council resolution to accept funding for the project
  - Enter into a grant agreement with NPS to receive federal funding to own, operate, and maintain paddle share stations.
  - Contract with an operator to reposition kayaks and maintain the system
  - Promote the project and safe paddling on the river
  - Assist in the posting of paddle share related signage
  - Notify appropriate agencies (i.e., Ramsey County Sheriff) of operating dates and times
- Minnesota Department of Natural Resources (MN-DNR) will:
  - Create and provide appropriate signage along the route and near Paddle Share stations to simplify navigation
  - Promote the project and safe paddling on the river
  - Support the installation of appropriate signage along the route
  - Support improvements to water access sites as funding is available.
- Nice Ride MN will:
  - Cross-promote the project and safe paddling on the river
  - Assist with large group events
  - Locate a Nice Ride MN bicycle share station at Hidden Falls Regional Park
- Minnesota Department of Transportation (MN-DOT) will:
  - Perform annual trailer inspection
- National Park Service-Rivers, Trails, and Conservation Assistance Program (NPS-RTCA) will:
  - Promote the project and assist safe paddling on the river
- Ramsey County Sherriff will:
  - Perform annual kayak and equipment inspections
  - Suggest and approve route and signage
  - Respond to 911 emergencies
- Volpe Center will:
  - Maintain and expand mobile-friendly website for NPS Paddle Share program as first point of contact for renters with direct link to iPaddlePort's reservation system
  - Determine when the system should be shut down by 7am in the morning or at some point during the day based on the Risk Management parameters as listed in Section F



- Contact all project partners and contractors when system is to be shut down
- Volpe also is involved with negotiating operations with contractors and partners, developing project budgets, creating site plans, developing a five year implementation plan, and overall project management as part of their funding agreement and technical assistance contract to NPS-MISS

## **J. Contractors**

- iPaddlePort will:
  - Provide the rental and return stations (iPaddlePorts) at each location for the kayaks and paddle equipment
  - Provide the proprietary IT platform and mobile-friendly website for signing waivers and making reservations and receiving payments
  - Reimburse reservations when cancelled due to weather and unsafe conditions.
  - Provide monthly accounting of reservations and payments from reservation revenue to MPC, which will distribute to St. Paul to cover operations and maintenance costs.
- Operating contractor will:
  - Reposition kayaks and equipment among iPaddlePorts in order to meet reservation needs
  - Clean, maintain, inventory, and inspect kayaks and equipment as appropriate throughout the project period and inform NPS if there are any issues
  - Maintain complete and accurate records of the project property in the partner's possession, including information on the condition and location of any equipment which has been removed from the project's premises
  - Store all equipment during the off-season and reinstall before each season begins.
  - Provide a representative to field toll free calls during regular business hours and respond to any incidences relating to problems with equipment.
  - Promote the project and safe paddling on the river
  - Physically turn off stations/shut down system each day if Risk Management parameters are not met
  - Actively recruit staff from underserved communities and age groups
  - Coordinate with county sheriff, as appropriate.



APPLICANT: City of Saint Paul - Parks

APPLICATION TYPE: \_\_\_\_\_

FILE #: To Be Assigned      DATE: 4/24/2017

PLANNING DISTRICT: \_\_\_\_\_

ZONING PANEL: \_\_\_\_\_

*Saint Paul Department of Planning and Economic Development, Ramsey County*

**ENS**

- |                     |                             |
|---------------------|-----------------------------|
| R1 One-Family       | T2 Traditional Neighborhood |
| R2 One-Family       | T3 Traditional Neighborhood |
| R3 One-Family       | OS Office-Service           |
| R4 One-Family       | B1 Local Business           |
| RT1 Two-Family      | B2 Community Business       |
| RT2 Townhouse       | I1 Light Industrial         |
| RM2 Multiple-Family | PD Planned Development      |
| RM3 Multiple-Family |                             |

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 Feet



# CITY OF ST PAUL Owners Report

**PID: 21-28-23-32-0024**

**Property Address: 1313 MISSISSIPPI RIVER BLVD S 55116**

City Of Saint Paul  
25 4th St W Rm 1000  
Saint Paul MN 55102-1692

Owner

Csp Hidden Falls  
15 Kellogg Blvd W 140  
St Paul MN 55102-1613

Taxpayer

SECTION 21 TOWN 28 RANGE 23 EX PART IN LOTS 3 AND LOT 4 OF AUDITORS SUB NO 87; THE FOL; GOVT LOTS 3 AND 7 AND MINNEHAHA ISLAND AND PART OF S 211.6 FT OF GOVT LOT 4 LYING WLY OF MISSISSIPPI RIVER BLVD R/W (SUBJ TO RD) IN SEC 17 TN 28 RN 23, TOGETHER WITH LOT A AND ALL OF BLKS 4 THROUGH BLK 7 HIAWATHA PARK ADD NO 2, TOGETHER WITH PART OF GOVT LOT 1 LYING WLY OF MISSISSIPPI RIVER BLVD R/W IN SEC 20 TN 28 RN 23, TOGETHER WITH SUBJ TO NSP CO ESMT; LOTS 1 THROUGH LOT 3 FORT SNELLING VIEW ADD, TOGETHER WITH SUBJ TO BLVD AND HWY 5 AND POWERLINE; THE FOL; EX W 100 FT; LOT 31 AND ALL OF RN 23



(b) The use shall have a low flood damage potential.

(c) The use shall not adversely affect the hydraulic capacity of the channel or floodway or any tributary to the main stream or of any ditch or other drainage facility or system.

(d) No use shall be permitted which is likely to cause pollution of waters, as defined in Minnesota Statutes, Section 115.01, unless adequate safeguards, approved by the state pollution control agency, are provided.

(C.F. No. 03-241, § 2, 3-26-03)

#### Sec. 68.213. Conditional uses.

The following uses shall be permitted within the RC1 Floodway District to the extent they are not prohibited by any other provision of the zoning code or other ordinances. The uses shall be permitted only upon the application and issuance of a conditional use permit by the planning commission. The uses are subject to the conditions of the underlying zoning district, to the standards for conditional uses in the Floodway District, section 68.214 below, and to the River Corridor Standards and Criteria, section 68.400 below.

- (a) Railroads, highways, streets, alleys, access roads, bridges, sewers, utilities, utility transmission lines and pipe lines.
- (b) Marinas, boat rentals, docks, piers, mooring anchors, wharves, water-control structures and navigation facilities.
- (c) Storage yards or areas for equipment, machinery or bulk materials.
- (d) Structures accessory to permitted uses, section 68.212, or conditional uses of this section.
- (e) Placement of fill.
- (f) Structural works for flood control such as levees, dikes and floodwalls constructed to any height where the intent is to protect individual structures.

(C.F. No. 03-241, § 2, 3-26-03)

#### Sec. 68.214. Standards for conditional uses in the RC1 Floodway District.

(a) No structure (temporary or permanent), fill deposit (including fill for roads and levees), obstruction, storage of materials or equipment, or other use may be allowed which will cause an increase in the height of the regional flood or cause an increase in flood damages in the reach or reaches affected.

(b) Fill shall be protected from erosion by vegetative cover, mulching, riprap or other acceptable method.

(c) Accessory structures shall not be designed for human habitation.

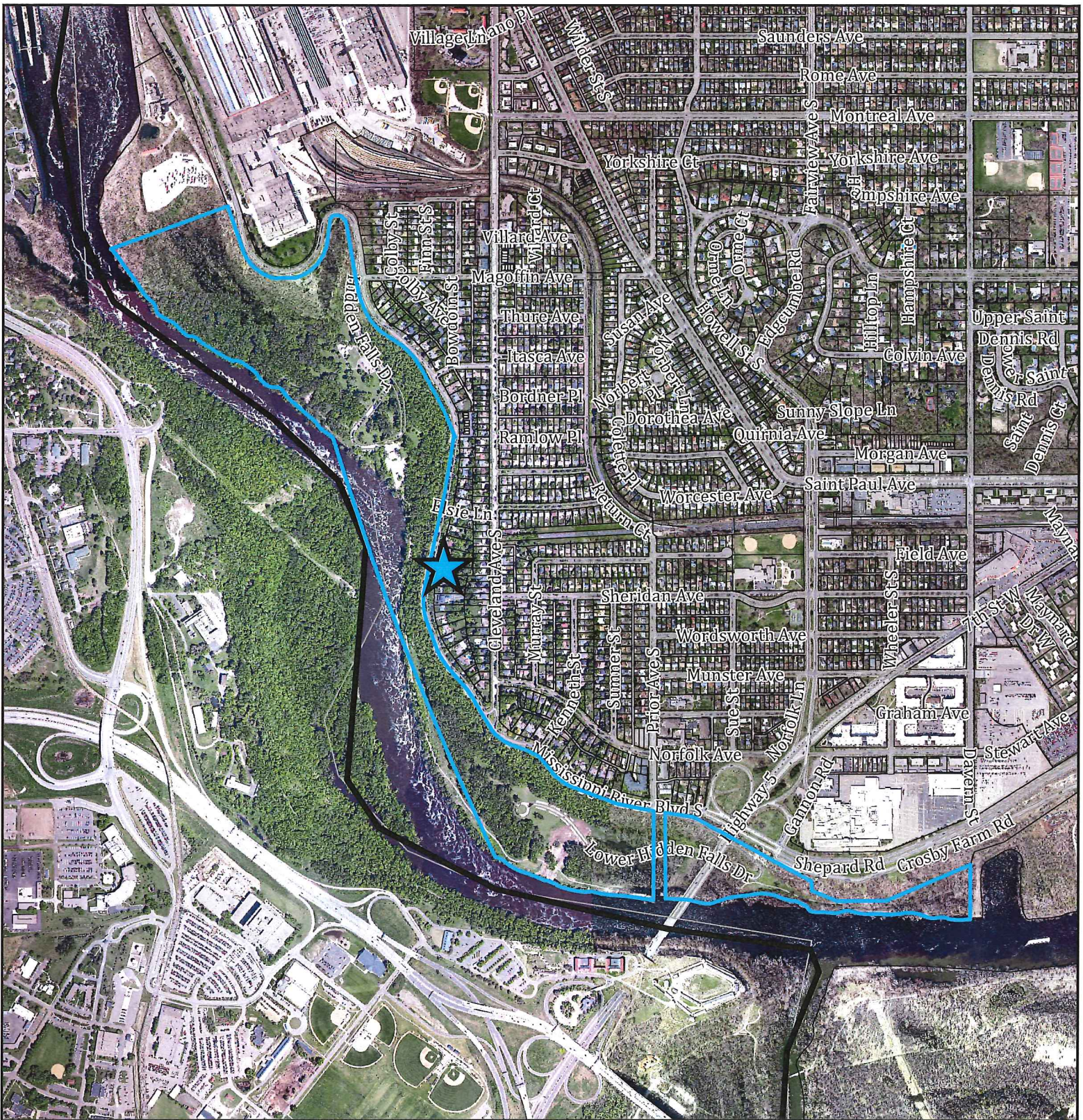
(d) Accessory structures shall be constructed and placed on the building site so as to offer the minimum obstruction to the flow of floodwaters.

- (1) Whenever possible, structures shall be constructed with the longitudinal axis parallel to the direction of flood flow; and
- (2) So far as practicable, structures shall be placed approximately on the same flood flow lines as those of adjoining structures.

(e) All accessory structures must be elevated on fill so that the lowest floor, including basement floor, is at or above the regulatory flood protection elevation. The finished fill elevation for accessory structures shall be no lower than one (1) foot below the regulatory flood protection elevation and the fill shall extend at such elevation at least fifteen (15) feet beyond the outside limits of the structure erected thereon.

(f) As an alternative to elevation on fill, accessory structures may be structurally dry floodproofed in accordance with the FP-1 or FP-2 floodproofing classification in the state building code or floodproofed to the FP-3 or FP-4 floodproofing classification in the state building code, provided the accessory structure constitutes a minimal investment, does not exceed five hundred (500) square feet in size and for a detached garage, the detached garage must be used solely for parking





FILE NAME: City of St. Paul - Parks

APPLICATION TYPE: CUP

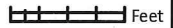
FILE #: 17-032223      DATE: 4/25/2017

PLANNING DISTRICT: 15

ZONING PANEL: 30

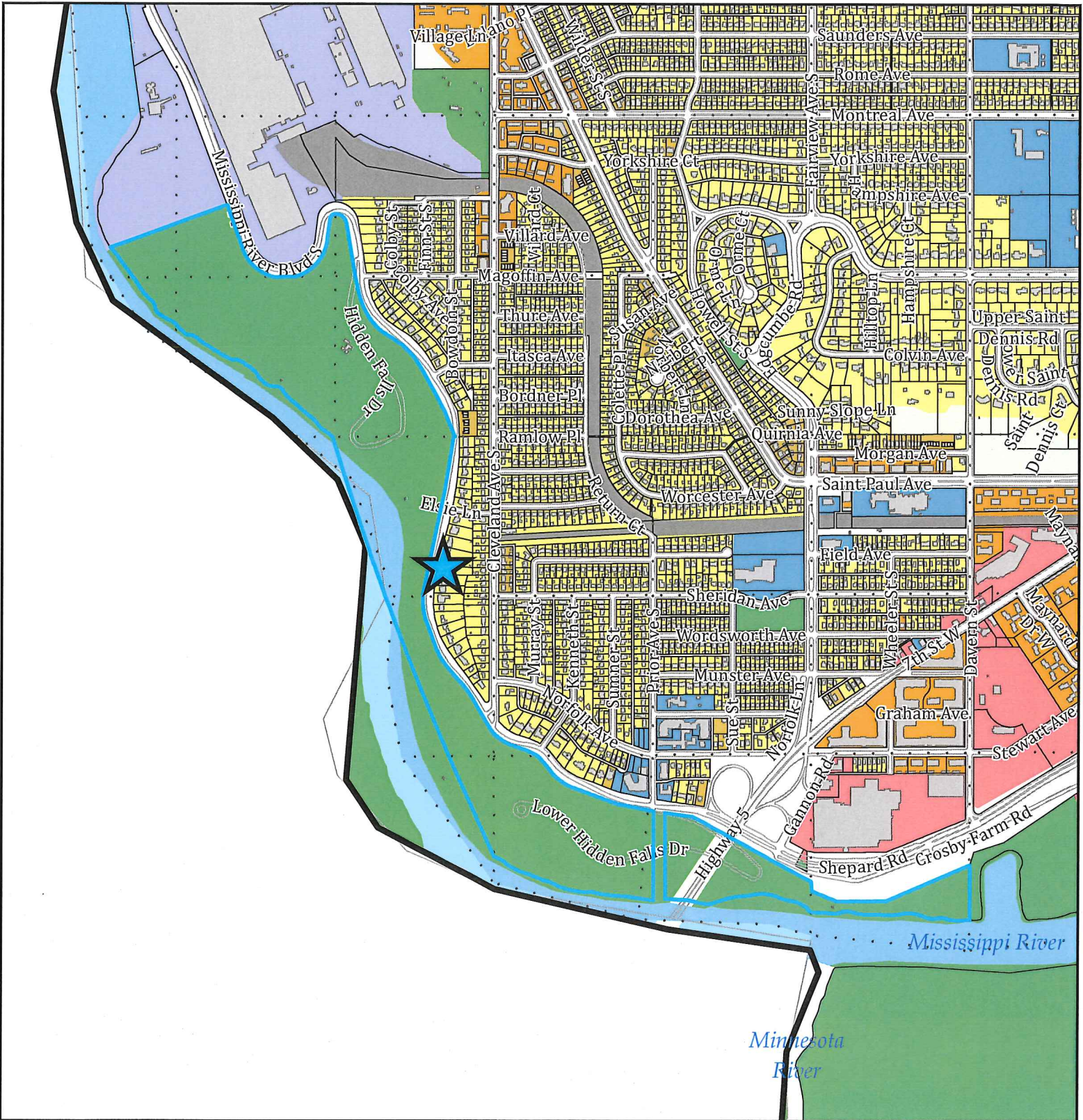
**Aerial**

 Subject Parcels

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 Feet







FILE NAME: City of St. Paul - Parks















APPLICATION TYPE: CUP


FILE #: 17-032223      DATE: 4/25/2017

PLANNING DISTRICT: 15

ZONING PANEL: 30

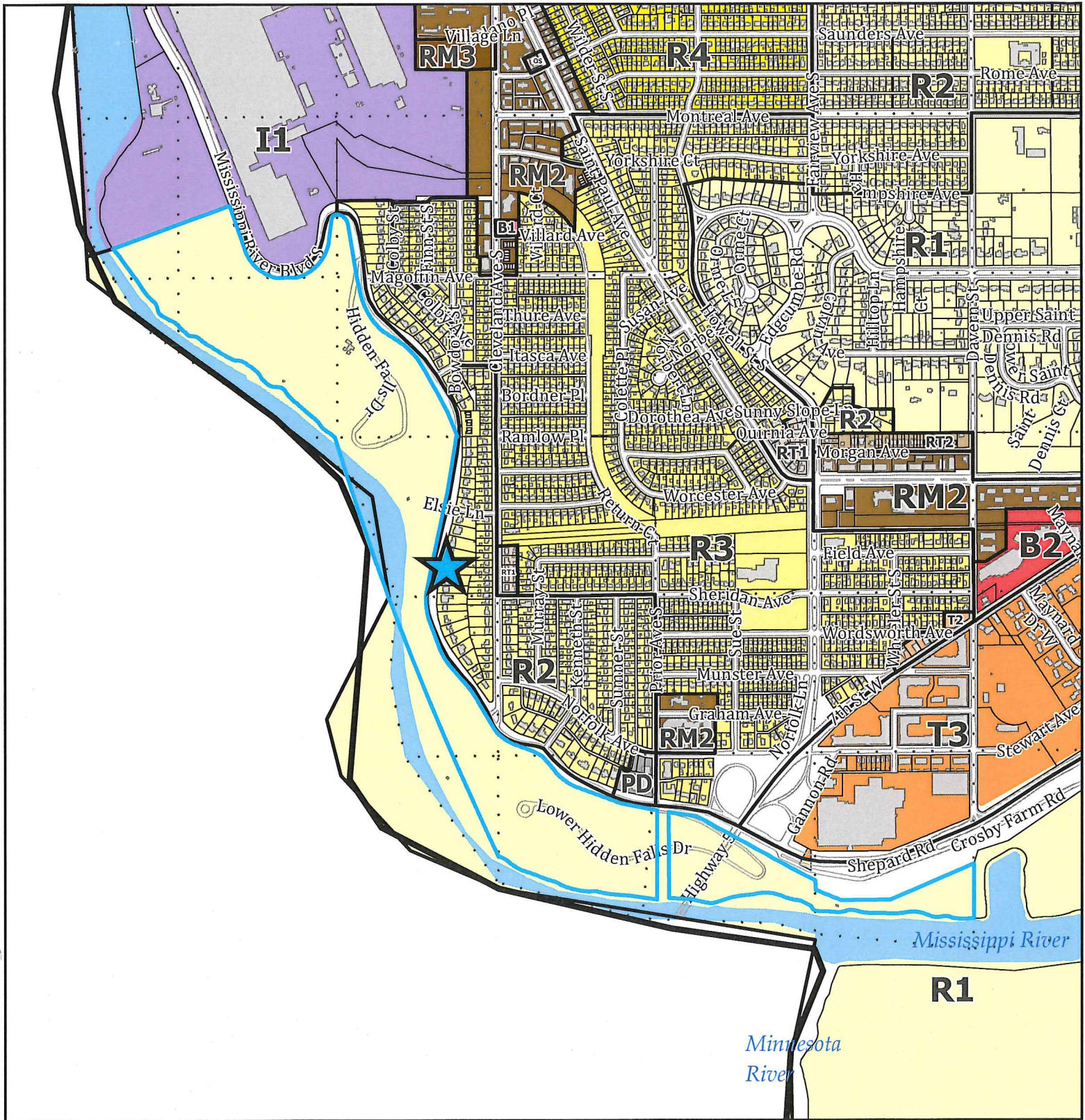
**Land Use**

- |   |  |
|---|--|
|  Single Family Detached      |  Institutional                  |
|  Single Family Attached      |  Park, Recreational or Preserve |
|  Multifamily                 |  Railway                        |
|  Office                      |  Undeveloped                    |
|  Retail and Other Commercial |  Water                          |
|  Mixed Use Residential       |  Subject Parcels                |
|  Industrial and Utility      |  Section Lines                  |

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FILE NAME: City of St. Paul - Parks

APPLICATION TYPE: CUP

FILE #: 17-032223 DATE: 4/25/2017

PLANNING DISTRICT: 15

ZONING PANEL: 30

**Zoning**

- Subject Parcels
- Section Lines
- R1 One-Family
- R2 One-Family
- R3 One-Family
- R4 One-Family
- RT1 Two-Family
- RT2 Townhouse
- RM2 Multiple-Family
- RM3 Multiple-Family
- T2 Traditional Neighborhood
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- OS Office-Service
- B1 Local Business
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