

ZONING COMMITTEE STAFF REPORT

FILE NAME: Ramsey County Safe Space

FILE # 19-102-522

APPLICANT: Ramsey County

HEARING DATE: December 12, 2019

TYPE OF APPLICATION: Conditional Use Permit

LOCATION: 160 Kellogg Blvd E, SW corner at Jackson Street

PIN & LEGAL DESCRIPTION: 062822110029; see file for legal description

PLANNING DISTRICT: 17

PRESENT ZONING: B4

ZONING CODE REFERENCE: §61.501, §65.157

STAFF REPORT DATE: December 4, 2019

BY: Bill Dermody

DATE RECEIVED: November 19, 2019

60-DAY DEADLINE FOR ACTION: January 18, 2020

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- A. **PURPOSE:** Conditional use permit for an overnight shelter
- B. **PARCEL SIZE:** 58,806 sq. ft.
- C. **EXISTING LAND USE:** Overnight shelter and Ramsey County offices
- D. **SURROUNDING LAND USE:**
North: Parking structure (B4)
East: Custom House – housing, hotel (B4)
South: Railroad, Shepard Road (B4)
West: Culture Park (B4)
- E. **ZONING CODE CITATION:** §65.157 defines “overnight shelter” and establishes a condition requiring minimum separation of 600’ from certain other congregate living facilities; §61.501 lists general conditions that must be met by all conditional uses.
- F. **PARKING:** Off-street parking is not required in the B4 zoning district.
- G. **HISTORY/DISCUSSION:** A series of three interim use permits were approved to allow the same overnight shelter use temporarily at this site, starting in late 2017, and due to expire December 31, 2019. A Zoning Code amendment was passed by the City Council in October 2019 to allow overnight shelters in the B4 zoning district with a conditional use permit.
- H. **DISTRICT COUNCIL RECOMMENDATION:** As of this writing, the District 17 Capitol River Council has not provided a recommendation.
- I. **FINDINGS:**
1. Ramsey County has experienced an unprecedented increase in the number of unsheltered individuals and families in recent years as rents increase and rental vacancy rates have fallen.
 2. Ramsey County has applied for a conditional use permit for an overnight shelter in Suite 2000 of 160 E. Kellogg Boulevard. Entry to the facility is from Jackson Street. It is intended to operate year-round from approximately 10 p.m. to 9 a.m. for up to 64 individuals on a referral process through law enforcement and other partner agencies (not walk-in).
 3. §65.157 establishes a condition that any overnight shelter must satisfy:
 - (a) *The facility shall be a minimum distance of 600 feet from any other of the following congregate living facilities with more than four (4) adult residents: overnight shelter, supportive housing facility, licensed correctional community residential facility, emergency housing facility, or shelter for battered persons.* This condition is met. There are no other such facilities within 600 feet of this site.
 4. §61.501 lists five standards that all conditional uses must satisfy:
 - (a) *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. The Comprehensive Plan, in Housing Chapter Strategy 3.4, calls for providing shelter to the homeless.

- (b) *The use will provide adequate ingress and egress to minimize traffic congestion in the public streets. This condition is met. Little vehicular traffic will be generated by the use, and there is adequate provision for drop-off.*
- (c) *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. Residential uses, including overnight shelters, are part of downtown's existing character.*
- (d) *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 of an existing building space for an overnight shelter that is occupied by referral only (not walk in) will not impede the normal and orderly development and improvement of surrounding property.*
- (e) *The use shall, in all other respects, conform to the applicable regulations of the district in which it is located. This condition is met. No variances or modifications are requested.*

- J. **STAFF RECOMMENDATION:** Based on the above findings, staff recommends approval of the conditional use permit for an overnight shelter subject to the following additional condition(s):
1. Final plans approved by the Zoning Administrator for this use shall be in substantial compliance with the plan submitted and approved as part of this application.



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) 266-6583

Zoning Office Use Only
File # 19-102522
Fee Paid \$ _____
Received By / Date _____
Tentative Hearing Date 12/12/19

PD-17

#062822110029

APPLICANT

Name Ramsey County - Jean Krueger
(must have ownership or leasehold interest in the property, contingent included)

Address 121 7th Place East, Ste. 2200 City St. Paul State MN Zip 55101

Email jean.krueger@co.ramsey.mn.us Phone 651-266-2262

Name of Owner (if different) Ramsey County Email _____

Contact Person (if different) _____ Email _____

Address _____ City _____ State _____ Zip _____

PROPERTY INFO

Address/Location 160 East Kellogg Blvd., Ste. 2000

PIN(s) & Legal Description See attached Exhibit A (Exhibit B provides a site plan.)
(attach additional sheet if necessary)

Lot Area _____ Current Zoning B-4 / RC4

TYPE OF PERMIT: Application is hereby made for a Conditional Use Permit under provisions of Zoning Code Section(s) 66.421 for the following use or purpose:
Sulte 2200 is proposed for use as an overnight shelter or Safe Space. The remainder of the building remains as office space for county programs.

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

Overnight shelters are allowed in the B-4 zoning district with a conditional use permit. The Ramsey County Safe Space operates as an emergency shelter for those not accommodated in other shelters due to capacity or other restrictions. The Safe Space is used for single adults based on a referral process through law enforcement and other partner agencies. A partner agency operates the shelter and works with the individuals receiving shelter to explore opportunities for long term housing solutions and eligibility for other assistance programs.

The Safe Space is intended to operate year round, or less if not needed, from approximately 10 pm to 9 am. The Safe Space will be operated by contractor under agreement with Ramsey County. Occupancy is set at a maximum of 64 per night.

Ramsey County owns and will continue to use the remainder of the building for other county programs. Ramsey County and the Safe Space operator will follow conditions imposed for this use.

(Previously, the Winter Safe Space had operated as an emergency overnight shelter under an interim use permit.)

Required site plan is attached

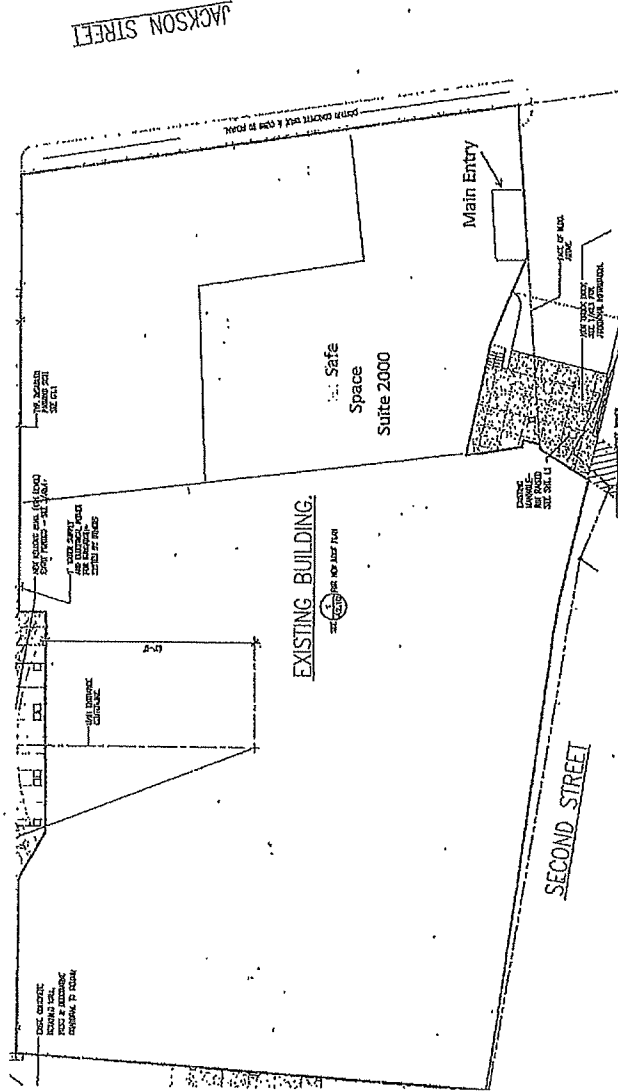
If you are a religious institution you may have certain rights under RLUIPA. Please check this box if you identify as a religious institution.

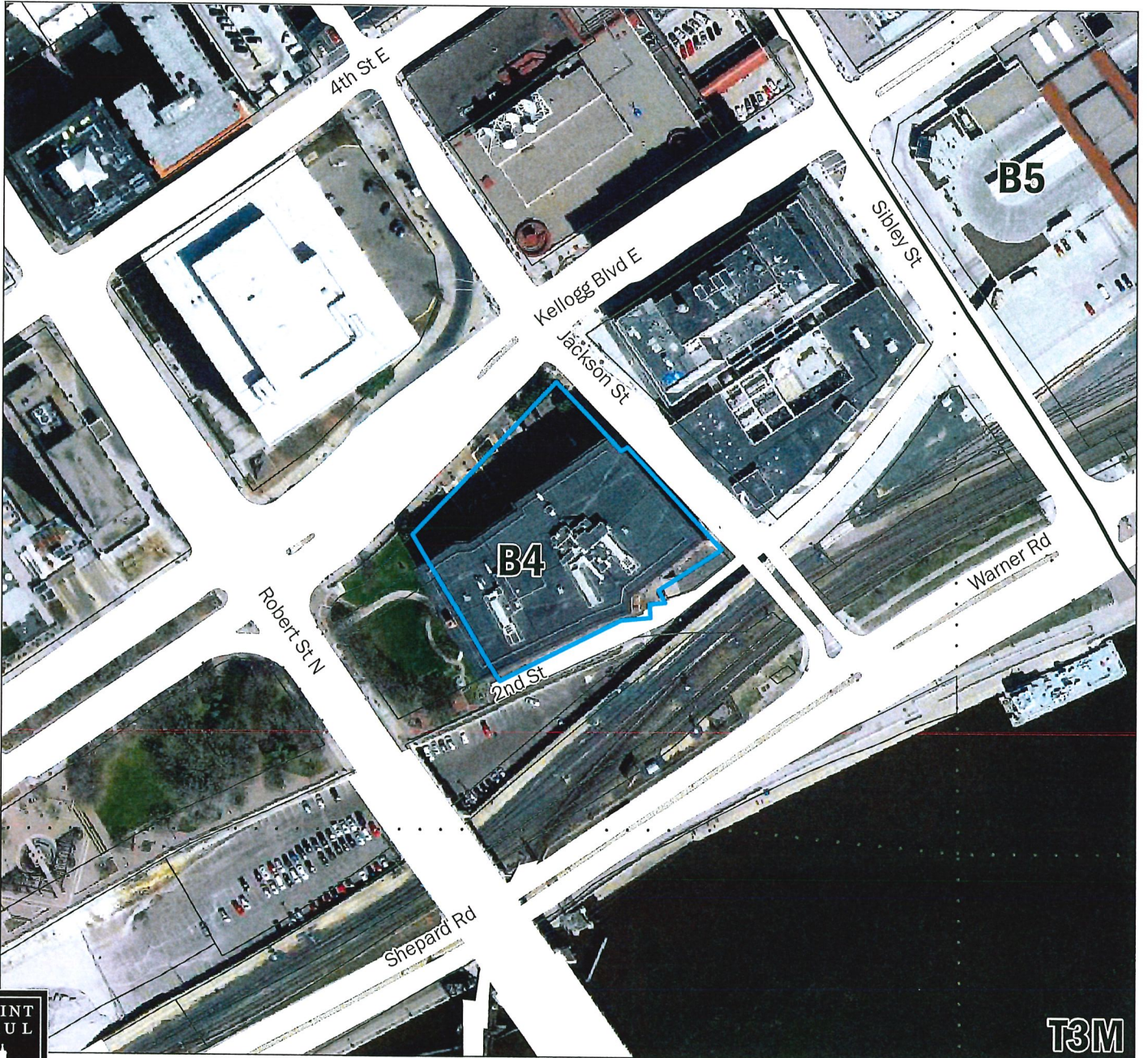
Applicant's Signature Jean R. Krueger Date 11-18-19
pdd 11/19/19 Rev 7.4.2019



Ramsey County East Building, 160 East Kellogg Blvd.

EAST KELLOGG BLVD





FILE #19-102522 | AERIAL MAP
Application of Ramsey County

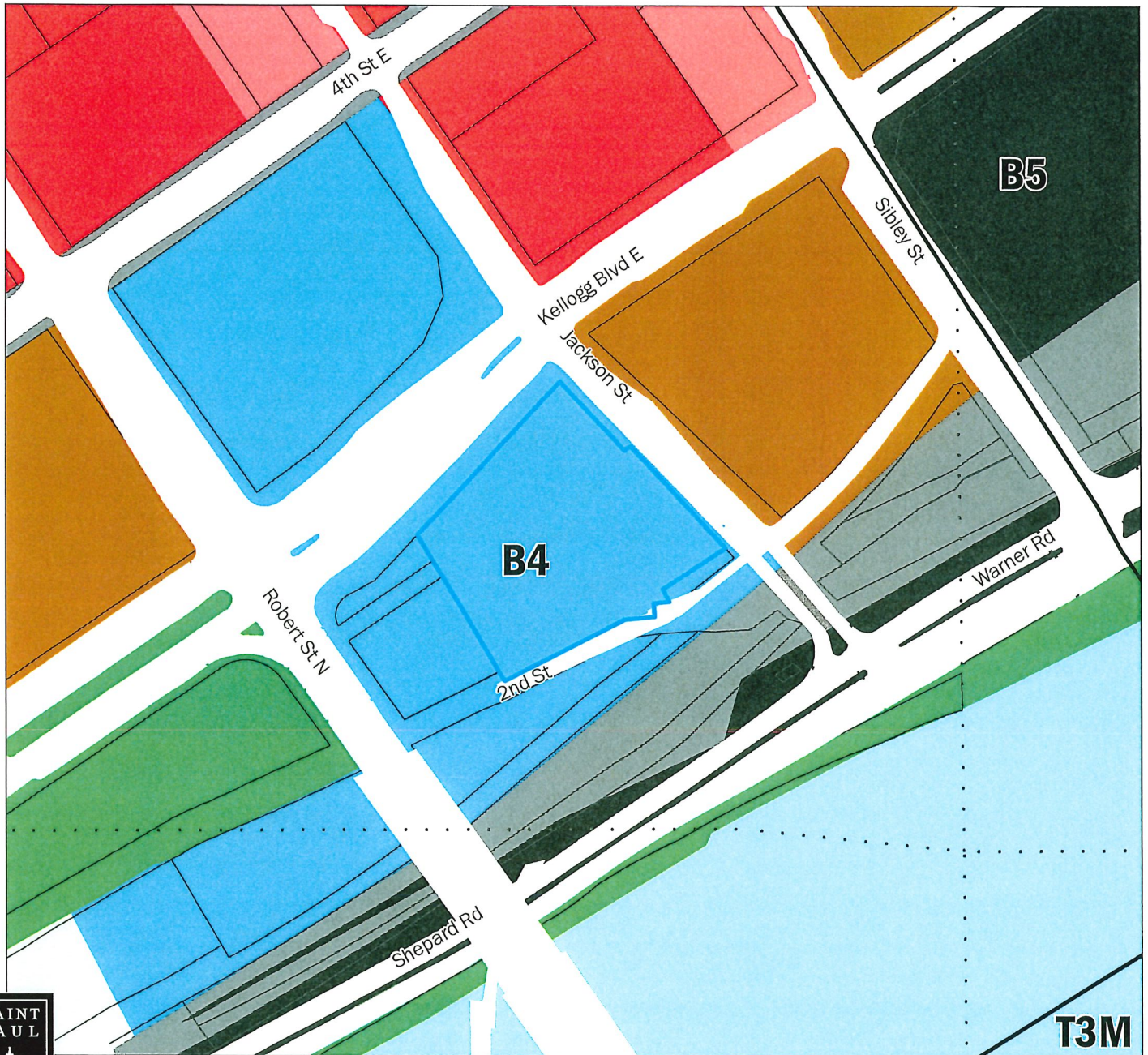
Application Type: Conditional Use Permit
Application Date: November 19, 2019
Planning District: 17

Subject Parcel(s) Outlined in Blue

T3M



This document was prepared by the Saint Paul Planning and Economic Development Department and is intended to be used for reference and illustrative purposes only. This drawing is not a legally recorded plan, survey, official tax map or engineering schematic and is not intended to be used as such. Data sources: City of Saint Paul, Ramsey County, Metropolitan Council, State of Minnesota.



FILE #19-102522 | LAND USE MAP
Application of Ramsey County

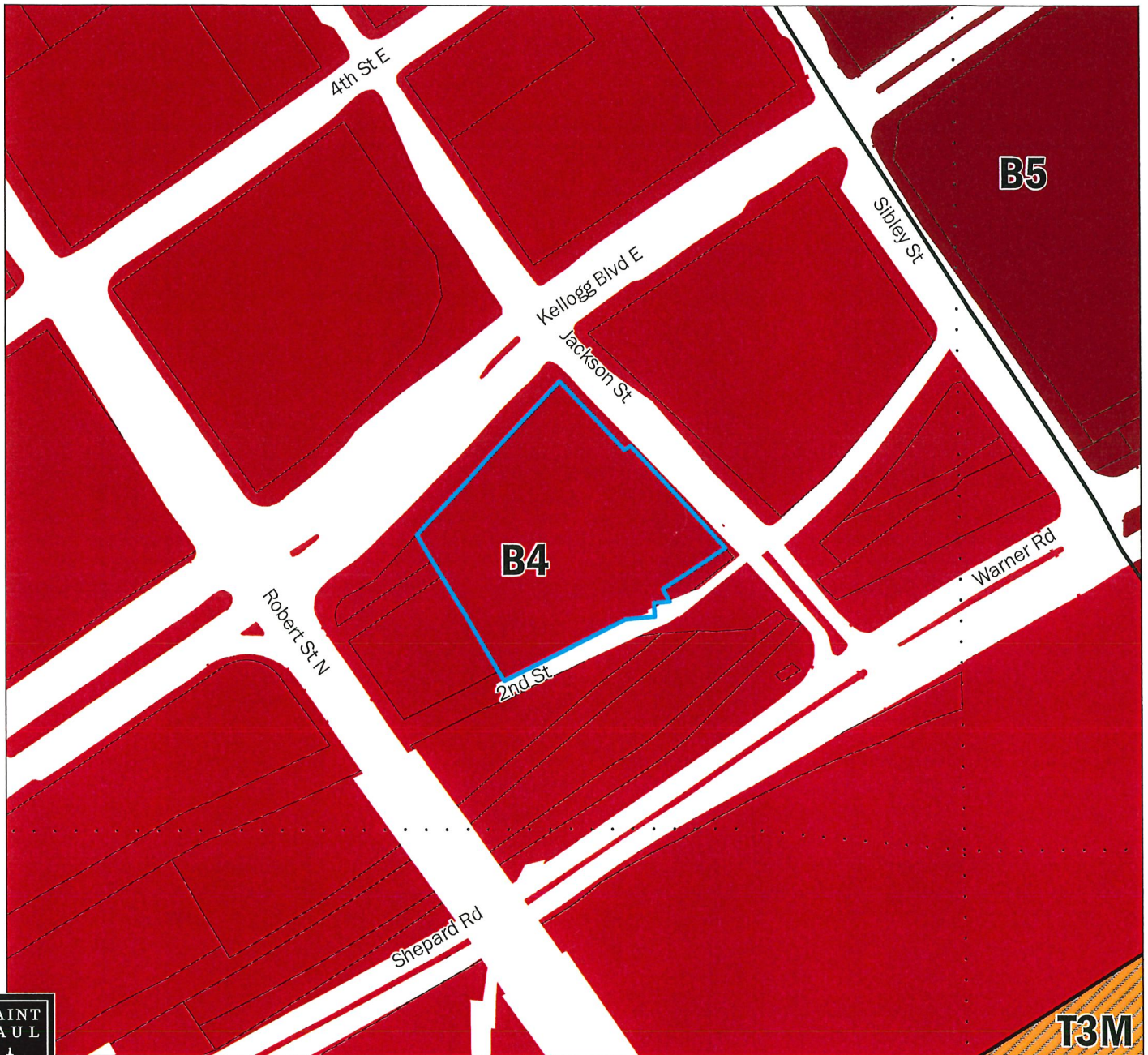
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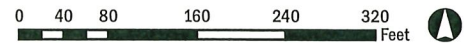
Subject Parcel(s) Outlined in Blue

- | | | | |
|---------------------------|--------------------------------|--------------------------------|--------------|
| Farmstead | Office | Extractive | Airport |
| Seasonal/Vacation | Retail and Other Commercial | Institutional | Agricultural |
| Single Family Detached | Mixed Use Residential | Park, Recreational or Preserve | Undeveloped |
| Manufactured Housing Park | Mixed Use Industrial | Golf Course | Water |
| Single Family Attached | Mixed Use Commercial and Other | Major Highway | |
| Multifamily | Industrial and Utility | Railway | |



FILE #19-102522 | ZONING MAP
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Subject Parcel(s) Outlined in Blue

RL One-Family Large Lot	RM3 Multiple-Family	BC Community Business (converted)	I3 Restricted Industrial
R1 One-Family	T1 Traditional Neighborhood	B2 Community Business	F1 River Residential
R2 One-Family	T2 Traditional Neighborhood	B3 General Business	F2 Residential Low
R3 One-Family	T3 Traditional Neighborhood	B4 Central Business	F3 Residential Mid
R4 One-Family	T3M T3 with Master Plan	B5 Central Business Service	F4 Residential High
RT1 Two-Family	T4 Traditional Neighborhood	IT Transitional Industrial	F5 Business
RT2 Townhouse	T4M T4 with Master Plan	ITM IT with Master Plan	F6 Gateway
RM1 Multiple-Family	OS Office-Service	I1 Light Industrial	VP Vehicular Parking
RM2 Multiple-Family	B1 Local Business	I2 General Industrial	PD Planned Development
			CA Capitol Area Jurisdiction