

**Saint Paul Planning Commission &
Heritage Preservation Commission**
MASTER MEETING CALENDAR

WEEK OF FEBRUARY 19-23, 2018

Mon (19) _____ **PRESIDENTS' DAY HOLIDAY OFFICE IS CLOSED**



Tues (20) _____

Weds (21) _____

**4:30-6:30 p.m. Comprehensive and Neighborhood
Planning Committee**
(Lucy Thompson, 651/266-6578)

13th Floor – CHA
25 Fourth Street West

Amendment to the Union Park Community Plan – Recommend the Planning Commission recommend adoption of the amendment to the Union Park Community Plan and forward it to the Mayor and City Council for adoption. *(Kady Dadlez, 651/266-6619)*

Zoning Code Chapter 64 Signs Text Amendments – Recommendation to initiate a zoning study. *(Kady Dadlez, 651/266-6619)*

Zoning Study to Amend Locational Standard of Accessory Dwelling Units – Forward draft zoning study to Planning Commission to release for public comment and set public hearing for April 13, 2018. *(Jamie Radel, 651/266-6614)*

Thurs (22) _____

5:00 p.m. Heritage Preservation Commission

Room 40 City Hall
Lower Level
Enter building on 4th Street
15 W. Kellogg Blvd.

Public Hearing/Permit Review

282 Sixth Street East-Commission House, Historic Lowertown Heritage Preservation District, by Meghan Elliot-Preservation Design Works (PVN), for permit review to rehabilitate the storefront, rehabilitate the windows, add fifteen new window openings on the west elevation, demolish the shed at the alley, construct a metal fire stair at the south elevation, alter south elevation window and door

openings, construct a rooftop deck, and for HPC comment on new signage concepts.
HPC File# 18-010 (*Boulware, 651/266-6715*)

New Business

300-302 Ryan Avenue, Irvine Park Heritage Preservation District, by the Planning Director, to provide a recommendation on the proposed subdivision (lot split). (*Boulware, 651/266-6715*)

2245 Como Avenue-Saint Anthony Park Branch Library, Individual Heritage Preservation Site, by the Planning Director, to provide a recommendation on the proposed adjustment of common boundary. (*Boulware, 651/266-6715*)

Policy & Procedures

Street Name Change Policy & Procedure introduction.

Committees

Fire Station #10-752-754 Randolph Avenue-Proposed Designation as Heritage Preservation Site, by the Department of Planning and Economic Development. Motion to send draft nomination and draft preservation plan to the Minnesota State Historic Preservation Office for comment. (Public Hearing for designation anticipated May 2018).

Fri (23)

8:00 a.m. Planning Commission Steering Committee
(*Donna Drummond, 651/266-6556*)

Room 41 City Hall
Conference Center
15 Kellogg Blvd.

8:30- Planning Commission Meeting
11:00 a.m. (*Donna Drummond, 651/266-6556*)

Room 40 City Hall
Conference Center
15 Kellogg Blvd.

Zoning..... SITE PLAN REVIEW – List of current applications. (*Tia Anderson, 651/266-9086*)

NEW BUSINESS

#18-024-542 Jewish Community Center – Conditional Use permit for community center expansion. 1375 St. Paul Avenue between Davern and Edgumbe. (*Kady Dadlez, 651/266-6619*)

#18-024-461 KTJ 298 LLC – Rezone from R3 One-Family Residential to RM2 Multiple Family Residential. 1891 Norfolk Avenue (between Prior and Sue) and 1413 Sue Street (SW corner at Graham). (*Kady Dadlez, 651/266-6619*)

#18-024-674 Danmark LLC – Reestablishment of Nonconforming Use as a 4-Family Dwelling. 780-784 Agate Street, SE corner at Sycamore. (*Jamie Radel, 651/266-6614*)

#18-024-155 2103 Wabash – Conditional Use permit for a Mixed Residential/Commercial Use with more than 6 dwelling units (64 proposed), with modification to allow Residential Use of the first floor (39 units proposed). 2103 Wabash Avenue, NE corner at Montgomery Street. (*Bill Dermody, 651/266-6617*)

#18-023-089 2103 Wabash – Rezone from I1 General Industrial to IT Transitional Industrial. 2103 Wabash Avenue, NE corner at Montgomery Street. (*Bill Dermody, 651/266-6617*)

#18-024-315 2103 Wabash – Variance to allow residential use of 90% of the first floor (50% maximum allowed in IT District). 2103 Wabash Avenue, NE corner at Montgomery Street. (*Bill Dermody, 651/266-6617*)

***Comprehensive and
Neighborhood Planning
Committee***

Southport Industrial District Study – Approve resolution recommending to the Mayor and City Council for adoption. (*Kady Dadlez, 651/266-6619*)

Union Park Community Plan - Approve resolution and forward to the Mayor and City Council for adoption of this amendment to the Union Park Community Plan. (*Kady Dadlez, 651/266-6619*)

2040 Comprehensive Plan – How economic development and resiliency are reflected in draft goals and policies. (*Lucy Thompson, 651/266-6578*)

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

Minutes January 12, 2018

A meeting of the Planning Commission of the City of Saint Paul was held Friday, January 12, 2018, at 8:30 a.m. in the Conference Center of City Hall.

Commissioners Present: Mmes. Anderson, DeJoy, Eckman, Lee, Mouacheupao, Reveal; and Messrs. Baker, Fredson, Khaled, Lindeke, Oliver, Perryman, Rangel Morales, Risberg, Vang, and Wojchik.

Commissioners Absent: Mmes. *Thao, *Underwood, and Messrs. *Edgerton, *Ochs, and *Reich.
*Excused

Also Present: Donna Drummond, Planning Director; Tia Anderson, Department of Safety and Inspections, Lucy Thompson, Kady Dadlez, Bill Dermody, Jamie Radel, and Sonja Butler, Department of Planning and Economic Development staff.

I. Approval of minutes December 1st and December 15, 2017.

MOTION: *Commissioner Fredson moved approval of the minutes of December 1, 2017. Commissioner Baker seconded the motion. The motion carried unanimously on a voice vote.*

and

MOTION: *Commissioner Fredson moved approval of the minutes of December 15, 2017. Commissioner Baker seconded the motion. The motion carried unanimously on a voice vote.*

II. Chair's Announcements

Chair Reveal announced that the next meeting is annual meeting and the Nominating Committee will make a report on the slate for new officers. Also, Commissioner Eckman has offered to chair a small group that includes two other commissioners to work with her on examining the issue of the time of our meetings and whether that's providing sufficient public access. We have examined this in the past and have always ended up with Friday mornings at Planning Commission and Thursday afternoons for Zoning Committee, the two groups that hold public hearings.

III. Planning Director's Announcements

Donna Drummond announced that the Ford site has gone out to market with CBRE as the broker. Staff is working on an executive summary of the Ford Master Plan and Zoning and we anticipate having that on the City's website very soon.

Chair Reveal asked if Ford is looking for both a master developer and to sell the property or just sell the property.

Ms. Drummond said that Ford intends to sell the site to a master developer, which is one in the same. The City will be working closely with the chosen master developer to evaluate their plan against the adopted master plan of the City.

Chair Reveal asked if the City has a role in the selection of that developer.

Ms. Drummond said that it is to be determined, and we would certainly like to have some input as they talk to different people, and we will have some developers who are interested in coming to us for information.

Chair Reveal asked if there was a timeline on it or not.

Ms. Drummond replied that they have said they are willing to see how long it takes to get good proposals but want to move fairly quickly, so maybe sometime in the spring.

IV. PUBLIC HEARING: Southport Industrial District Study – Item from the Comprehensive and Neighborhood Planning Committee. (*Kady Dadlez, 651/266-6619*)

Chair Reveal announced that the Saint Paul Planning Commission was holding a public hearing on the Southport Industrial District Study. Notice of the public hearing was mailed to the citywide Early Notification System list and other interested parties.

Kady Dadlez, PED staff, had given a detailed presentation to the Planning Commission on December 1, 2017 when the Southport Industrial District Study was released for review and at that time the Planning Commission requested that an executive summary be developed for the study and translated into Spanish and Somali. That was done and the English version of the summary was in commissioners' packet today.

The Southport Industrial District Study was prepared in response to a City Council resolution from December of 2015 asking the Planning Commission to undertake a study to address Southport safety and health issues. The study addresses the issues that were raised in the City Council's resolution and makes some recommendations. The process involved in the study included Planning and Economic Development staff and Saint Paul Port Authority staff coordinating three community meetings to hear concerns and questions from the community. Those meetings were attended by staff from the Minnesota Pollution Control Agency, Minnesota Department of Health, Saint Paul Port Authority and the City of Saint Paul Emergency Management staff and one meeting was attended by representatives from Union Pacific Railroad. The study is a result of information gathered at those meetings and in response to concerns and questions raised at the meetings.

Recommendations in the study are wide and varied but the main ones focus on improving air quality and informing residents about how to make complaints to the Minnesota Pollution Control Agency and the City of Saint Paul and encouraging participation by the community in emergency preparedness and some public health offerings. Ms. Dadlez noted that Kathryn Sarnecki from the Saint Paul Port Authority is in attendance today if there are any questions for her.

Commissioner Lindeke asked whether Ms. Dadlez had talked to the West Side Community Organization (WSCO).

Ms. Dadlez said that she sent several emails and left a few phone messages for the staff at WSCO but that she had not gotten a response from them. And as recently as yesterday a phone call was made again to them, but she still has not heard from them.

Commissioner Lee wanted to know what the follow-up plan is to respond to the Protect Our Riverfront Together (PORT) community group.

Ms. Dadlez said that she is not sure, it is a little challenging, and she's not sure what the relationship is with the PORT group and WSCO. It seems like WSCO was going to take over the work of the PORT group since the main person heading the PORT group moved from Saint Paul after the first community forum and there is no one there to organize follow up.

Kathryn Sarnecki, Saint Paul Port Authority, said that they have been seeking grant funding, so they have reached out to both the PORT group and WSCO group. They have heard that the PORT group has disbanded and incorporated themselves into one of the committees of WSCO. The Port Authority has been following up with WSCO, both their Land Use Committee and Environmental Justice Committee since the PORT group has disbanded. The Port Authority has presented to both groups and requested letters of support from them.

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

One person spoke.

1. Ms. Bahieh Hartshorn, Westside Community Organization, 209 Page Street W., Saint Paul, MN 55107. Ms. Hartshorn said that the PORT group has been absorbed by their Health and Environmental Justice Committee. The area of Southport and Barge Channel Road has been highlighted as one of the main issues on their work plan for 2018. Last night they had their committee meeting where they passed out the two page study summary provided by Kady Dadlez and discussed how they want to move forward with communicating with Southport, Port Authority and the City of Saint Paul, along with the residents and stakeholders, such as GAP and Our Lady of Guadalupe with issues around health and environmental injustice.

Commissioner Lindeke wants to know what is GAP.

Ms. Hartshorn said that GAP is the school in the Barge Channel Road area, it's the Guadalupe Alternative Program, and they are an alternative school that is partially a high school.

MOTION: Commissioner Mouacheupao moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Tuesday, January 16, 2018 and to refer the matter back to the Comprehensive and Neighborhood Planning Committee for review and recommendation. The motion carried unanimously on a voice vote.

SITE PLAN REVIEW – List of current applications. (Tia Anderson, 651/266-9086)

Two items came before the Site Plan Review on Tuesday, January 9, 2018:

- Kinderberry Hill – Building addition at 1457 Grand Avenue. Alan Ruth-New Horizon SPR #17-224024
- Strategic Materials – Site modifications at 195 Minnehaha Avenue East. Joe Maierhoff-Strategic Materials SPR #17-221610

One item to come before the Site Plan Review Committee on Tuesday, January 16, 2018:

- Phalen Village – New commercial development at 1365 Phalen Boulevard, 1150 Prosperity Avenue, 1371 Phalen Boulevard. John Kohler-Paster Properties SPR #17-225561

V. Zoning Committee

NEW BUSINESS

#17-221-608 Scheffer Community Center – Conditional use permit for replacement and expansion of community center building, with variances of required parking spaces (22 required, 20 proposed) and front setback (25 ft. required, 18 ft. proposed). 230 Como Avenue, SE corner at Galtier Street. (*Jamie Radel, 651/266-6614*)

MOTION: *Commissioner DeJoy moved the Zoning Committee's recommendation to approve the conditional use permit with variances subject to an additional condition. The motion carried unanimously on a voice vote.*

#17-206-385 Marshall & Moore Apartments – Site plan review for a 5 story, 16 unit, apartment building with 30 structured parking spaces and one surface parking space. 1973-1977 Marshall Avenue, NE corner at Moore Street. (*Tia Anderson, 651/266-9086*)

MOTION: *Commissioner Edgerton moved the Zoning Committee's recommendation to approve the site plan review subject to additional conditions. The motion carried unanimously on a voice vote.*

Commissioner DeJoy announced the next Zoning Committee meeting on Thursday, January 18, 2018 has been canceled.

VI. Comprehensive and Neighborhood Planning Committee

2040 Comprehensive Plan – How equity and public health are being reflected in draft goals and policies. (*Lucy Thompson, 651/266-6578*)

Lucy Thompson, PED staff, distributed two handouts: 1) a summary of how the embedded issues are reflected in the draft plan goals and policies; and 2) a revised review and adoption schedule. Ms. Thompson gave a Power Point presentation regarding equity and community health, which can be viewed on the web page at: <http://www.stpaul.gov/planningcommission>

Commissioner Khaled said that he thinks it can be challenging to fully operationalize these initiatives in equity and community health while remaining true to their spirit and intent. While

the ACP50 areas are an important indicator of the historical and current gaps in income, education, employment, etc. throughout Saint Paul, it would be a mistake to think that the only issue here is to reverse a trend of historical disinvestment in ACP50 areas. ACP50 areas exist as a result of a different type of social choice that can only be resolved if particular areas and populations are not isolated from more mainstream opportunities. Regarding housing, we need to be deliberate in allowing co-living options where people of different generations can live together, both as an economic/affordability solution and as a social strategy to fight loneliness. These co-living options will create great opportunities across age, culture and economics while maintaining unit economics.

Ms. Thompson said that both the Land Use and Housing chapters support co-housing and other alternative housing models. She attended an Aging in Community panel hosted by the Union Park District Council, which is very interested in finding ways to match college students who need housing with aging residents who need help to stay in their homes. There is support in the draft Comp Plan to explore new definitions of family to reflect these changes in household make-up. In addition, the draft Plan supports exploring the “missing middle” housing type, 4- to 12-unit buildings - something the market has not been quick to support in the past few decades.

Donna Drummond, Planning Director, added that there is an Implementation Chapter in the draft Plan that lays out some of the action steps the City will take to make the goals and policies real.

Commissioner Mouacheupao asked what lessons have been learned from working with the Central Corridor Funders Collaborative along the Green Line, and whether those lessons have been shared with the new Administration and applied in our thinking about how to implement the Comprehensive Plan. She also asked for the data that supports staff’s conclusion that Saint Paul became a majority people of color community in 2017.

Ms. Thompson will send the background race and ethnicity data to the Commission. She could not say whether the Coleman Administration shared with Mayor Carter what it learned with the Green Line work, but equity and community-based wealth creation certainly are priorities of the new Administration, and they were important when the Green Line was being planned, designed and built.

Commissioner Mouacheupao agreed that we probably will not have another organization like the Central Corridor Funders Collaborative, but we should continue to use what we learned from all of its important work.

Ms. Thompson said that, while the Central Corridor Funders Collaborative is no longer in existence, its work continues through the capacity-building it did and the work it jump-started on issues like affordable housing (e.g. the Big Picture Project), the World Cultural Heritage District, small business vitality, etc.

Commissioner Lindeke asked whether rental vacancy rates were considered as part of the goal of stable rental housing. He also asked about Policy T-30 from the Transportation chapter: “Pursue financially-sustainable models for equitably maintaining transportation infrastructure.”

Ms. Thompson said that she is not sure whether or how the Housing work group considered rental vacancy rates. Most of the policies are about the condition of rental housing and maintaining

affordability. Ms. Thompson will check with Jamie Radel and get back to Commissioner Lindeke.

Ms. Drummond added that the Land Use Chapter encourages growth, which will add housing units and loosen up a tight housing market. Saint Paul has seen a lot of housing units developed, but the rental vacancy rates are still very low.

Bill Dermody, PED staff, said that PolicyT-30 is in response to issues raised by City staff regarding how alleys are maintained throughout the city. In Saint Paul, this is an equity issue. In some neighborhoods, residents have the financial capacity to remove snow from alleys or sidewalks (e.g. they own a snow blower), but in other neighborhoods, renters may not have a snow blower and the landlord doesn't step in. The Transportation working group broadened the equity (and sustainability) issue beyond alleys and sidewalks to transportation infrastructure in general. There are other issues with maintenance as we provide more features in our rights-of-way (e.g. bump outs), so the City needs to think long-term about how to maintain our transportation infrastructure in a sustainable and equitable way.

Commissioner Baker said that his question is about implementation, especially accountability and how we see ourselves making progress as a City on this. The use of words like "encourage" and "support" are not particularly strong. What is the mechanism being used? How is the City thinking about moving forward in 5 years; how will we move the needle on any of these areas, specifically with racial and social equity or community public health? More importantly, how can we tell in certain circumstances if we're moving backwards?

Ms. Thompson said we use words like "encourage" and "support" typically where the City is in a partnership role or does not have direct authority to do a particular action. An example of operationalizing equity in PED work is the use of the Project and Program Evaluation Tool, which looks at project elements and benefits through the equity lens.

Ms. Drummond added that there was a good discussion at the Comprehensive and Neighborhood Planning Committee's last meeting about this topic, including perhaps having an annual report back to the Planning Commission on how are we doing on Comp Plan implementation.

Commissioner Baker suggested that it might be helpful to create a template or check list that various departments and actors can use to track their work in implementing the Comp Plan.

Ms. Thompson said that the Parks Department already uses a checklist of sorts to determine whether a particular proposed project meets the Department's and parks system goals.

Chair Reveal supported having a tool for departments to use, and making it available to the Mayor's Office so the Mayor can guide the work of his departments.

Commissioner DeJoy asked whether staff is looking at small homes. She is aware of some developers now who are looking at small homes and have discovered that the City of Saint Paul does not have a policy on them.

Ms. Thompson said the Housing and the Land Use chapters support smaller units and exploring Zoning Code amendments to make them easier to build.

Commissioner DeJoy asked whether any proposed zoning changes are on hold until the 2040 Comprehensive Plan is completed.

Ms. Thompson stated that this is not the case.

Ms. Drummond noted that the Metropolitan Council provided a grant to East Side Neighborhood District Council (ESNDC) to develop a model zoning ordinance for facilitating tiny or small homes. The report was just completed at the end of December, and Planning staff will be reviewing it soon.

Commissioner DeJoy stated that she works for ESNDC.

Commissioner Khaled spoke in support of some type of tracking tool to monitor implementation. He reminded the Commission that inequity arises from historical disinvestment, and we have to recognize that any “equity correction” is inherently going to mean we prioritize deeply and consistently in a different way.

Commissioner Mouacheupao announced that the CNPC discussed the future land use map, draft Introduction Chapter and draft Implementation Chapter at its last meeting. The Implementation chapter outlines short-term, midterm, and long-term timelines for various actions. Ms. Mouacheupao noted that the meetings have changed from Tuesdays to Wednesdays, and from 4:30 p.m. to 6:30 p.m. The next meeting is January 24, 2018.

VII. Transportation Committee

Commissioner Lindeke missed the last meeting, but the agenda included the Riverview Corridor Locally Preferred Alternative, which is a modern streetcar plan.

Donna Drummond, Planning Director, attended the meeting and the committee is recommending the Riverview Locally Preferred Alternative that was recommended by the Policy Advisory Committee and that will be at the next meeting of the commission.

Commissioner Lindeke also said there is a Pedestrian Plan Task Force that is being put together to work on a citywide Pedestrian Plan. The Transportation Committee is going to have a member on the citywide group. The next meeting of the Transportation Committee is scheduled for January 29, 2018.

VIII. Communications Committee

No report.

IX. Task Force/Liaison Reports

No report.

X. Old Business

None.

XI. New Business

Donna Drummond, Planning Director announced that the Department of Planning and Economic Development has a new Department Director, Dr. Bruce Corrie, who was a professor at Concordia University.

Commissioner Lindeke added that he was on the Mayor's task force for hiring and they interviewed a lot of Planning and Economic Development candidates. The task force was a group of 11 community members from many different backgrounds and Dr. Corrie was one of their top choices.

XII. Adjournment

Meeting adjourned at 10:00 a.m.

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

Respectfully submitted,

Approved _____
(Date)



Donna Drummond
Planning Director

Luis Rangel Morales
Secretary of the Planning Commission

**The Planning Commission
draft minutes from
Friday, January 26, 2018 are
not available. They will be
emailed to you early next
week.**

**Thanks you,
Sonja Butler**





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SITE PLAN REVIEW COMMITTEE MEETING Tuesday, February 20, 2018

**Saint Paul Department of Safety and Inspections
375 Jackson Street, 2nd Floor Conference Room**

<u>Time</u>	<u>Project Name and Location</u>
9:00	SPR Committee – Old/New Business
9:30	Lillydale Regional Park 770 W. Water St. Grading and stabilization Alice Messer – Parks & Recreation SPR #18-026961

Applicants should attend the Site Plan Review Committee meeting.

At the Site Plan Review meeting, applicants will discuss their project's site plan with Saint Paul's Site Plan Review Committee. The Committee includes City staff from Zoning, Planning, Traffic, Sewers, Water, Public Works, Fire Inspections, Forestry, and Parks.

The purpose of the meeting is to coordinate Site Plan approval across City departments.

- Applicants are encouraged to bring the project's engineer, architect, and/or contractor to handle technical questions.
- Site plan application and documents were routed for City staff review prior to the meeting.
- City staff will provide comments and ask questions based on review of the site plan.
- At the end of the meeting a decision will be made whether the site plan can be approved as submitted or if revisions are required.
- City staff will document site plan comments in a letter to be emailed to the applicant.

Location and Parking:

The meeting room is at 375 Jackson Street on the 2nd floor, skyway level, to your left as you exit the elevator.

A few free parking spaces are available in the DSI visitor parking lot off of 6th Street at Jackson. On-street parking meters are also available. The closest parking ramp is on Jackson one block south between 4th and 5th Street.

Contact Tia Anderson (651-266-9086 tia.anderson@ci.stpaul.mn.us) or Larry Zangs (651-266-9082 larry.zangs@ci.stpaul.mn.us) if you have questions.