

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

WEEK OF JANUARY 7-11, 2019

Mon (7) _____

Tues (8) _____

Weds (9) _____

4:30- Comprehensive and Neighborhood Planning Committee **13th Floor – CHA**
6:00 p.m. *(Lucy Thompson, 651/266-6578)* 25 Fourth Street West

Muskego Church–2375 Como Avenue West – Consider recommendation of updated local heritage preservation site designation study for new proposed boundary. *(Anton Jerve, 651/266-6567)*

Gold Line Station Area Plans – Recommend amendments to the adopted plan (2015) and forward to the Mayor and City Council. *(Bill Dermody, 651/266-6617)*

Thurs (10) _____

Fri (11) _____

8:30- Planning Commission Meeting **Room 40 City Hall**
11:00 a.m. *(Luis Pereira, 651/266-6556)* Conference Center
15 Kellogg Blvd.

PUBLIC HEARING: 2040 Comprehensive Plan – Item from the Comprehensive and Neighborhood Planning Committee. *(Lucy Thompson, 651/266-6578)*

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

NEW BUSINESS

#18-132-440 Marshall Group LLC – Rezone from T1 Traditional Neighborhood to T2 Traditional Neighborhood. 1819 Marshall Avenue, NE corner at Fairview. *(Kady Dadlez, 651/266-6619)*

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

Minutes December 14, 2018

A meeting of the Planning Commission of the City of Saint Paul was held Friday, December 14, 2018, at 8:30 a.m. in the Conference Center of City Hall.

Commissioners Present: Mmes. Anderson, DeJoy, Lee, Reveal, Underwood; and Messrs. Baker, Edgerton, Fredson, Khaled, Lindeke, Ochs, Perryman, Risberg, and Vang.

Commissioners Absent: Ms. *Mouacheupao, and Messrs. Oliver, Rangel Morales, *Reich, Wojchik.
*Excused

Also Present: Luis Pereira, Planning Director; Ya Ya Diatta, Department of Safety and Inspections, Fay Simer, Department of Public Works, Allan Torstenson, Bill Dermody, Josh Williams, Anton Jerve, Bob Spaulding, and Sonja Butler, Department of Planning and Economic Development staff.

I. Approval of minutes November 30, 2018.

MOTION: *Commissioner DeJoy moved approval of the minutes of November 30, 2018. Commissioner Baker seconded the motion. The motion carried unanimously on a voice vote.*

II. Chair's Announcements

Chair Reveal announced that she will not be able attend the next Planning Commission meeting on Friday, December 28, 2018, however Commissioner DeJoy will chair the meeting in her place.

III. Planning Director's Announcements

Luis Pereira, Planning Director announced that the Ford site Design Standards process has begun, there is a consultant who has been engaged on contract. That will be going on for about four months, Mike Richardson is the planner on that. On Wednesday at City Council they approved the 2019 budget which includes funds for Cultural Destination Areas, this was talked about at the previous Planning Commission meeting in addition to funds for other planning studies. This week in PED we had a new staff person start that will be supporting PED specifically in the area of environmental reviews and the loan services team, his name is Luke Odenthal. Also, David Chandler from the Center for Neighborhood Technology is in town, he has been involved with a Cargo Oriented Development Study looking at industrial infill opportunities in the Ramsey County area.

IV. PUBLIC HEARING: Gold Line Station Area Plans – Item from the Comprehensive and Neighborhood Planning Committee. (Bill Dermody, 651/266-6617)

Chair Reveal announced that the Saint Paul Planning Commission was holding a public hearing on the Gold Line Station Area Plans. Notice of the public hearing was published in the Legal Ledger on December 3, 2018 and was mailed to the citywide Early Notification System list and other interested parties.

Chair Reveal asked three times if there was anyone who wanted to give testimony.

No one spoke.

MOTION: *Commissioner Risberg moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Monday, December 17, 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.*

V. Zoning Committee

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

NEW BUSINESS

#18-117-397 SRPB Strategic Housing – Conditional use permit (CUP) for building height: 37 ft. allowed by right with stepbacks; 47 ft. proposed with CUP and stepbacks. 844-856 Payne Avenue, NE corner Payne and Whitall. (*Bill Dermody, 651/266-6617*)

MOTION: *Commissioner Edgerton moved the Zoning Committee's recommendation to approve the conditional use permit subject to an additional condition. The motion carried 11-0 with 1 abstention (DeJoy) on a voice vote.*

#18-124-347 Peggy Dahl – Rezone from RM1 low density multi-family residential to RM2 medium-density multi-family residential. 1375 Cleveland Avenue North, between Carter and Doswell. (*Anton Jerve, 651/266-6567*)

Commissioner Edgerton said because of the spot zoning question it came to a judgement call by the Zoning Committee of whether or not they considered it to be spot zoning. After discussion and asking the City Attorney they felt that it was reasonable to not consider it spot zoning. Because of the spot zoning question, the staff report did not make a recommendation it basically said either RM1 or RM2 could work.

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

#18-122-789 Thomas Huywh – Reestablishment of nonconforming use as a duplex. 822 Van Buren Avenue, Between Avon and Victoria. (*Tony Johnson, 651/266-6620*)

MOTION: *Commissioner Edgerton moved the Zoning Committee's recommendation to approve the reestablishment of nonconforming use subject to an additional condition. The motion carried unanimously on a voice vote.*

#18-120-737 James Kilau – Reestablishment of a nonconforming use as a paint studio for preparation of commercial signs. 747-749 Tatum Street, SW corner at Chelton Avenue. (*Josh Williams, 651/266-6659*)

MOTION: Commissioner Edgerton moved the Zoning Committee's recommendation to approve the reestablishment of nonconforming use subject to additional conditions. The motion carried unanimously on a voice vote.

#18-124-254 James and Sarah Jarman – Rezone from RM2 multi-family residential to BC community business (converted). 541 Selby Avenue, between Kent and Mackubin. (*Tony Johnson, 651/266-6620*)

Commissioner Edgerton announced that they received one letter of opposition that had been delayed because of administrative reasons. Staff determined that this letter should be included in the record.

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

#18-124-337 Scott Griesbach and Tom Ellis – Parking variance (6 spaces required; 2 spaces plus bike parking proposed). 541 Selby Avenue, between Kent and Mackubin. (*Tony Johnson, 651/266-6620*)

Commissioner Edgerton announced that they received one letter of opposition that had been delayed because of administrative reasons. Staff determined that this letter should be included in the record.

MOTION: Commissioner Edgerton moved the Zoning Committee's recommendation to approve the parking variance subject to an additional condition. The motion carried unanimously on a voice vote.

Commissioner Edgerton announced the items on the agenda at the next Zoning Committee meeting in Thursday, December 20, 2018.

VI. Transportation Committee

Saint Paul Pedestrian Plan – Release draft plan for public review and set the public hearing date for February 8, 2019. Fay Simer, Department of Public Works. (*Fay Simer, 651/266-6204*)

Fay Simer, Department of Public Works, gave a Power Point presentation which can be seen on the web page at: <http://www.stpaul.gov/planningcommission>

Commissioner Ochs commented regarding safe routes to school. He feels that it should have a more important role in the Pedestrian Plan. It's fine that it's mentioned as a tool in Chapter 4 and 5 essentially, it's a policy within a policy. That has a lot of elements to it that would apply to the Pedestrian Plan, but it should essentially be a larger role in Chapter 2 which is the policy framework. There are so many benefits it would have, you've covered a lot of them, but his focus is on the youth. It helps them by having more activity on the street going from home to

school creates a stronger relationship between themselves and the neighborhood, they become more familiar with their surroundings. Through proper training and education within the schools within the city as far as the Pedestrian Plan our kids can learn more about the responsibility of being a good pedestrian. They're getting to know the neighborhood better they're learning how to be active walkers getting their exercise and understanding their surroundings. So, if you could figure out a way to give it a greater priority.

Fay Simer, Public Works staff, said that she did not give a lot of emphasis to this in the presentation but in the implementation section of the plan all the recommendations related to Safe Routes to School they brought in the recommendations made in their Safe Routes to School Policy Plan. And they had a conversation when they drafted the Policy Plan it's been accepted by Council but how would they make some of those recommendations policies. What they decided to do at that time was bring forward recommendations from the Safe Routes Policy Plan into their Pedestrian Plan and that's where those specific Safe Routes to School recommendations are in the plan, that's where those come from.

Commissioner Lee said one thing that she did not hear was street crimes and when determining the areas of improvement throughout the City were there any conversations among community members as well as staff around street crime. Because that has to do with the number of streets or sidewalks being utilized. She does not see it as an isolated issue it may be in some of the other departments. But everything we do here, we should try to look at from a holistic perspective. She knows there are areas where it is not safe because of the crime rates, the drug and alcohol abuse, and the mental illness in the community. In the plan on page 24 under Community Priority in Outreach to see some language and perspective around that. She feels that crime has been absent from this narrative, so she recommends that they include some of those findings if any.

Ms. Simer agrees that that is a concern she has heard from community members. Especially in some of our areas of concentrated poverty where they have prioritized pedestrian safety in the plan. It was part of her walk with the Teen Advisory Council from Skyline Towers they pointed out areas along their walk in their neighborhood where they did not feel safe or that was an issue. The challenge for them is trying to identify what solutions they as a Public Works Department are able to commit to in that regards and they do have a recommendation related to street lighting knowing that that is something that helps people feel comfortable and safe walking especially at night in areas where street crime is an issue.

Commissioner Underwood is a member of the Transportation Committee, so she has had opportunity with this, and the table that Commissioner Lee pointed out on page 24 does speak to the piece that she has struggled with is that piece where there would be clear active walkability but for the sense of safety. And she lives in a community where they would see people walking a lot more if they felt safe on the street and crossing the street. And it is really hard to quantify that in this plan, she is excited that the plan will help insure that walking will be safer and be a clear priority, she wishes there was a way to speak to it in the plan.

Commissioner Khaled regarding the research and community conversations in developing these recommendations a lot of times especially in the Winter we hear certain neighborhoods experiencing late attention compared to other neighborhoods when it comes to plowing. And often times its coincidence with concentrated poverty and racially concentrated centers of poverty as well. When he thinks of that the quality of pedestrian thoroughfare and all that is in some

cases are more important in those settings. So, have you heard anything about that during conversations that you had with people? And have you thought about ways that they could think about what we should do better, in that regard if there are in fact facts that you found out.

Ms. Simer said she did not do any sort of deep dive into our city's snow removal process other than to get an understanding of the general order of types of facilities that their crews clear and what order. She does not have any insight as to what neighborhoods they go to first. Often when she has conversations about being more proactive with inspections related to snow clearance. A lot of times the first thing she hears people ask her is, what about properties that struggle with snow removal whether from a disability, age or working two jobs and there are plenty of reasons why it's hard for people to shovel their sidewalks. They have talked about the equity concern of burdening these property owners with more proactive assessments on clearing their walks versus the equity concern of neighborhoods where people rely on walking the most that are not getting cleared. That is something they know they need to balance and think about if they were to be more proactive in that area.

Commissioner Perryman said regarding the crossing treatments, how is it determined who gets crossing treatments and who does not. He works at Concordia University and they have a space between Marshall and Concordia on Hamline where students and faculty play frogger trying to cross the street. It's technically three blocks with no cross walk so there is no way to get across. And Macalester College on Snelling Avenue has in the past 5 years had multiple crosswalks put in and pedestrian safety things put in there. So is it people who bring it to the attention of the City, what is the process.

Ms. Simmer said that concern was something she heard very clearly when she first started with the City and when she launched into this planning process, is this perception that there are neighborhoods or property owners that call the City and they result in better crossings than someone that does not and in different parts of town. They wanted to address that perception by making clear entrance guidelines on how Public Works makes crossing decisions. When it comes to crossings there is the question of should they improve a crossing and that is a values conversation, which gets to be a gray area. The other question is that if we decide to improve a crossing what kind of treatment it should get. There is this perception that if you speak louder you get better stuff, and they have been looking at some FHWA guidelines that tie specific treatments to the number of cars on the road the speeds of the road and the number of lanes people have to cross when they are crossing the street. They compare those treatments directly to the road conditions, it's really based on the road not based on other considerations.

Commissioner Baker said that it sounds like the rationale for going in and making changes or at least in the past has been documented use, or demand, or is that what you were talking about going alongside this plan insuring the public understands that's how the City is moving forward. Were those instituted before in the past? Is that how the how the City has moved forward with going into a neighborhood and making a change.

MS. Simer said that Public Works does have an existing policy in their traffic manual that does reference documented use by pedestrians. What will be different going forward is having that in a flow chart that's a little more accessible for people to pick up and understand. As well as the buy in that's happened internally and the conversations they have been able to have with their Ward offices through this plan to help develop that policy and help them be more consistent in how we use it.

Commissioner Baker said one of the concerns from the community is if everything has not been set with guidelines and have been very strategic in how the City made decisions and if that has been the case, his thought is that the City should just say it and then moving forward this is how we'd like to do if not you should also say that. But he thinks this ambiguity on if you did if you did not does not provide confidence with some of the residents.

Commissioner Lindeke said how do we talk to other government agencies, because when it comes to streets and crossings the county and state have so much power and the city is limited on what it can do in many cases because of funding, and policy decisions. This plan is a great way to set a framework of what the city expects and is asking for, when coming into a conversation where the Public Works Department has to talk to a county or state Public Works Department.

Commissioner Khaled said do we think about as a region if there is some type of a traffic calming index that we track towards that says when you have responsible pedestrian enablement and you have this degree of reduction and average speeds in a region you come to a right space of what that looks like. Do we have a way that we think about our region from a key performance indicator of calming average speed?

Ms. Simer said that speed is important, and culture plays a big role in their plan and they just cannot build their way into safety it has to be their driving culture too. They do make some recommendations in the plan related to speeds. Speed limits are actually set by the state legislature and they want to make it a part of Saint Paul's Legislative agenda to have local control over setting speed limits in Saint Paul having the opportunity to reduce speed limits. And if they do reduce the speed limit what causes drivers to drive at a slower speed that is why the partnership with law enforcement through Stop for Me is important.

Commissioner Edgerton said in terms of things like crossings and where improvements are made, it sounds like we have a good rationale for making those decisions. There is a decent chance that there are certain areas that were underserved in the past. And that should be a factor in your consideration it's not looking at everything as a level playing field but are there underserved areas. Historically that should get a preference because their needs are greater, and they have not been served in the past and it would be important to try to address those issues.

Ms. Simer said that was on the minds of their Steering Committee, as they developed these priority areas for walking investment. Equity was a more heavily weighted measure than some of the other factors. She had conversations with some focus groups and some people at Safe Summer Nights events outside of their survey process and when they looked at groups of extremely low income, they looked at what their priorities were and how they were different from what she heard in their survey. One example is those groups prioritize the ability to walk to the grocery store more highly than other demographic groups. So, they bumped that up in their weighting as they were creating this map.

MOTION: Commissioner Lindeke moved on behalf of the Transportation Committee to release the draft plan for public review and set a public hearing on February 8, 2019. The motion carried unanimously on a voice vote.

Commissioner Lindeke announced that at their last meeting they discussed the Pedestrian Plan and recommended it to be released for public hearing on February 8, 2019. Commissioner

Lindeke also announced the items on the agenda at the next Transportation Committee meeting on Monday, December 17, 2018.

VII. Comprehensive and Neighborhood Planning Committee

St. Andrew's Church – Proposed designation of St. Andrew's Church as a Saint Paul Heritage Preservation site. (*Josh Williams 651/266-6659, and Christine Boulware, 651/266-6715*)

Commissioner Risberg said a document was handed out this morning from Josh Williams that summarizes the Committee's position and proposed recommendation regarding the former St. Andrews Church. He highlighted some of the main points in the documents that led to the recommendations. The church is owned by the Twin Cities German Immersion School, which is a K-8 Charter School with plans for expansion at the site. They are strongly opposed to the proposed designation due to potential impact on the future of the school and its planned expansion.

The nomination for local designation was proposed by a non-profit entity Save Historic Saint Andrews and submitted to the Saint Paul Heritage Preservation Commission (HPC) on October 1, 2018. A public hearing was held on November 5, 2018 and the HPC agreed that the property met criteria for local designation and voted to continue with the designation process. That process includes obtaining a recommendation on the proposed designation from the Saint Paul Planning Commission and the State Historic Preservation Office. Those recommendations become part of the official record and are submitted by the HPC along with its recommendation on the designation to the City Council for consideration.

The HPC may make changes to the proposed recommendations to the City Council based on the Planning Commissions input. The Planning Commission is required to include the following in its recommendation to the HPC, which is reflected in the memo and the resolution: 1) the relationship with proposed designation to the Comprehensive Plan 2) the effect of the proposed designation on the surrounding neighborhood 3) an evaluation of any other planning considerations which may be relevant to the designation. The Planning Commission is to provide a recommendation for the approval, rejection or modification of the proposed designation. The committee found that the Comprehensive Plan has competing goals and priorities. While Heritage Preservation Chapter goals of the plan broadly support local designation, the Committee concluded that other goals and policies in the current Comprehensive Plan clearly do not support the designation.

Commissioner Lindeke wanted to know how common it is for the historic designation to occur against the wishes of a property owner.

Josh Williams, PED staff, said no he does not know if it has occurred in the past but it is not the usual course of action.

Commissioner Fredson said in the memo there is a reference to Land Use 1.50 and he feels like this is used to justify the recommendation to deny the designation ("facilitate the redevelopment of commercial areas where existing buildings are no longer considered

functional to accommodate viable retail and businesses”). He stated that he does not see this as a commercial zone he does not believe that this is looking towards retail business. He is questioning why this criterion was used to justify the recommendation.

Commissioner Risberg said that that was a secondary consideration, the Land Use Policy 1.55 was stronger about collaborating with the public and private elementary and secondary schools in conjunction with the major remodeling. The point was to think more generically about avoiding vacant and underutilized buildings, because they are not an asset to the city and the Planning Commission should do what it can to try to avoid that outcome. He concluded that it was more of a broader reference, not a core part of the recommendation.

Commissioner DeJoy said that the very existence of Historic Preservation is to preserve beautiful buildings like this, it’s a beautiful church. She stated she would feel more comfortable if the designation came along with a plan for adaptive reuse, but that she is not seeing that here. Instead she is seeing the owner saying this does not work for us and then an effort to preserve it with no plan.

Commissioner Fredson stated that he feels like this is a defining landmark, this is historic property. He added that historic properties can help create a sense of place, add to the character of the neighborhood. The HPC voted 8-1 in support of this designation, the HPC staff report memo lays out that it is supported by the Comprehensive Plan. He believes that educational institutions are important. He hopes that the commissioners have been in that neighborhood to see that building and thinks it would be a tragedy if this building went down. We cannot lose these buildings; once they are gone, they’re gone.

Commissioner Ochs is a design architect and states that these historic buildings and places are very valuable, they just can’t be rebuilt. But at the same time, he stated, the City should consider allowing places like this to be razed in the case of hardship. He stated that he is between being supportive of the designation but at the same time understanding that it can be a burden when HPC designates a place, particularly an older place that might need so many things to be updated. He added that this charter school that doesn’t necessarily have those funds. He said that having an adaptive reuse plan would be very valuable and unfortunately, it’s not there. He concluded that if the HPC wanted to consider that as part of their arsenal and with help from private/public partnerships to help make historic places worthy of designation possible, he thinks it would be a good idea.

Commissioner Vang a member of the Comprehensive and Neighborhood Planning Committee, said that the committee considered the proposed designation on a bigger scale, and they appreciate the Heritage Preservation Commission considering this as a historic site. However, based on the conversation and information that they received in the last two weeks they felt that this building was underutilized. From 2011–2013 it was not vacant, but it was underutilized, until the Twin Cities German Immersion School

purchased it in 2013. They have been utilizing the school and the church for the last couple of years, and now they want to renovate it and do something more. He added that the church has been renovated several times, and if the property is designated as a Heritage Preservation site then it would cause a lot of issues to the owner especially with what they want to do.

Commissioner Perryman said the building is referred to as a church but by definition it has not been a church for many years. Then when it was made into a public school, the religious artifacts were removed and that had different effects on people. The reason he voted the way he did at the committee meeting was because the heritage preservation preserves the exterior, and you can do whatever on the inside. He noted that this is not a heavily trafficked area, and that he has lived in Saint Paul his whole life and surrounding neighborhoods, and he's driven around Como and he has never seen the building until the nomination came for discussion. He also noted that there have been multiple churches in the Twin Cities that have been in the same situation that people have said it was never vacant, but there is no evidence that with the other churches in the city that there is a high demand for reuse of these gigantic buildings.

Commissioner Fredson proposed an amendment to the resolution. He moved to delete the word not in the fifth paragraph on the first page of the resolution, and on the sixth paragraph remove the word not and add s to support making it supports, and in the seventh paragraph change the word negative to positive impacts and change the word positive to negative effects, and in the last paragraph on the first page of the resolution add the words do not between the word vitality and outweigh, and on the last page of the resolution, second paragraph, delete the word against. Commissioner Lindeke seconded the motion. On a 1-11 voice vote the motion failed.

Commissioner Perryman said the Heritage Preservation Commission decided to designate it and the Planning Commission puts a recommendation on it and it continues to the City Council to make the final decision and then to the State Historic Preservation Office. So, the Planning Commission is just giving their opinion on it which does not stop anything necessarily.

Chair Reveal affirmed that the Planning Commission does not have the final decision nor is the Planning Commission the body holding the final hearing. But she added, it should be clear that the (Fredson) amendment would reverse the recommendation of the Committee absolutely.

MOTION: Commissioner Risberg moved on behalf of the Comprehensive and Neighborhood Planning Committee in consideration of potential effects on the surrounding neighborhood of the designation, and evaluation of other planning considerations, that the Saint Paul Planning Commission recommends against the proposed designation of the former St. Andrews Church as a local heritage preservation site. The motion carried 12-1 (Fredson) with 1 abstention (Khaled) on a voice vote.

VIII. Communications Committee

Commissioner Underwood announced that they are working on the Annual Report for 2018.

Luis Pereira, Planning Director, added that they have talked about the Communications Committee meeting in early January 2019 to review a draft.

IX. Task Force/Liaison Reports

Commissioner Underwood announced that the Nominating Committee is actively hard at work.

X. Old Business

None.

XI. New Business

None.

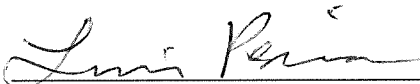
XII. Adjournment

Meeting adjourned at 10:15 a.m.

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

Respectfully submitted,

Approved _____
(Date)



Luis Pereira
Planning Director

Luis Rangel Morales
Secretary of the Planning Commission

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

Minutes December 28, 2018

A meeting of the Planning Commission of the City of Saint Paul was held Friday, December 28, 2018, at 8:30 a.m. in the Conference Center of City Hall.

Commissioners Present: Mmes. Anderson, DeJoy, Lee, Mouacheupao; and Messrs. Baker, Edgerton Fredson, Lindeke, Perryman, Rangel Morales, Reich, Risberg, and Vang.

Commissioners Absent: Mmes. *Reveal, *Underwood, and Messrs. Khaled, *Ochs, Oliver, and Wojchik.
*Excused

Also Present: Luis Pereira, Planning Director; Ya Ya Diatta, Department of Safety and Inspections, Josh Williams, and Sonja Butler, Department of Planning and Economic Development staff.

I. Approval of minutes December 14, 2018.

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

II. Chair's Announcements

Commissioner DeJoy, the Commission's First Vice-Chair, chaired the meeting. She announced something that was brought up while listening to the previous meeting recording. Which is regarding abstentions, if a motion comes up and you have mixed feelings about the motion or you may disagree, or don't want to vote against it or you feel the motion is off track you have the option to abstain. And in a case at the last meeting there was an abstention on a particular vote, however when you abstain you should not participate in any aspect of the decision-making process. If you decide to abstain you must do this before the discussion on the case starts at that point you cannot speak to the case and you should sit in the audience until the case is over, then return to your seat. If it is inappropriate to vote on the matter it is inappropriate to participate in any discussion or any activity that could influence another commissioners vote.

Commissioner Baker said if that is the case you can't abstain, so once vote is happening for example his other choice would be to vote no. Because you're saying that the abstention must be made before discussion or any of that.

First Vice Chair DeJoy said that if you vote no, very often you are asked why you are voting no. in a case of abstention, you can abstain, and not reveal why you're abstaining.

Commissioner Baker said so you can't choose not to vote.

First Vice Chair DeJoy replied that you cannot choose to not vote, that is correct. You have to take a position, you're either in favor, against or you abstain or if there is a conflict of interest you would recuse yourself.

Commissioner Baker is saying that once you have participated in the process then you cannot abstain later which means your only alternative at that point would be a yes or no vote.

First Vice Chair DeJoy's understanding is when you abstain you should not participate in any aspect of the decision-making process.

Commissioner Edgerton said that there will be cases when you don't know that you're going to be abstaining and would have actually participated then you realize you don't know so you abstain.

First Vice Chair DeJoy said that's her understanding and she thinks that is fair. The secretary Sonja Butler added that if you participate in the full discussion before you vote and then you abstain, then your comments should be omitted from the minutes. And that is difficult because sometimes through the discussion you get a better understanding of your position but those are the rules. It would have good to have the City Attorney Peter Warner here, and she did as much research as she could.

Luis Pereira, Planning Director, does not remember what it says in the By-Laws about this specifically, however he will look and see if anything.

Commissioner Risberg wanted to clarify, it sounds like there are two options for abstaining, one is if you know in advance then you sit in the audience, the second is after discussion you realize that you don't know then you can abstain at that point. Is that correct?

First Vice Chair DeJoy said that is the way she understands it.

Mr. Pereira added that they will check what other guidance they have.

Commissioner Fredson asked for some guidance from the City Attorney's Office on this.

Commissioner Risberg changed the subject to a different procedural question that came up in Comprehensive and Neighborhood Planning Committee meeting was if a member of the commission who is not a member of a particular committee and decides to attend a meeting, does that commissioner get the option to vote at the committee meeting or what is their role at a meeting and can they participate in the conversation at the meeting?

Mr. Pereira said that the By-Laws are silent on that issue. He has written that down to look at more deeply. Whether it merits an amendment to our By-Laws to clarify what the pluses and minuses of doing that, it could provide some clarity if it was written somewhere. In terms of that participation in the committee conversation and the voting. Traditionally commissioners have been encouraged to attend any committee and the Comprehensive and Neighborhood Planning Committee is a little more flexible in terms of the sort of decisions made there are more legislative there's more policy it's not quasi-judicial. So, it is easier to encourage that

participation but whether they want to add some guidance into the By-Laws he has been thinking about that as well as other things like abstaining.

First Vice Chair Dejoy noted that there was a contradiction from what she just understood from Ms. Butler and also what she looked up on the internet but what it said was: "When you abstain you should not participate in any aspect of the decision making process, if you need clarification you need more information in order to avoid an abstention those matters must be raised during the discussion, but before the vote is taken". And we will get more clarification, but it is an issue and it was something that came up at the last meeting, so we will keep you posted on that.

III. Planning Director's Announcements

Luis Pereira announced that the Nominating Committee has been meeting and having discussions looking at applications to the Planning Commission for some of the vacancies. We do have an identified candidate for Ward 3 that the Mayor's Office and Ward 3 have endorsed, and the Nominating Committee has endorsed that will be moving forward with the reappointments in the new year. However, they still have vacancies from Wards 1, 4 and 6 with one spot each for the three. They did get one application recently from Ward 1 but if any of you know individuals in any of those wards that would be a good candidate please encourage them and spread the word about this opportunity. The timeline on that would be in the Spring that we would move forward on those three vacancies after the reappointments and the Ward 3 new commissioner moves forward.

Also, coming up Dr. Corrie, Department of Planning and Economic Development Director, Kristin Guild, Deputy Director, Lucy Thompson, PED staff and Luis Pereira will be sitting down with the Center of Economic Inclusion (CEI) a group in Minneapolis. There was a previous meeting with CEI to talk about the Comprehensive Plan and various other PED initiatives as it relates to CEI's work. So, we are going to do a follow-up with the leadership from CEI, that will be of interest may be have some implications for what has been talked about for the Planning Commission retreat.

Finally, a City Planning Tech position which will be posted on January 2, 2019. This is different from a city planner an entry level position, it will be helping with zoning counter back up potentially on GIS and research as well as some environmental review. The qualifications for this is a bachelor's degree in planning or related field or a two-year degree in a related field and two years' experience. He is mentioning this as part of a recruitment effort if you know anyone who would be a good candidate or just spread the word.

Commissioner Lee asked for an update on where we are on the retreat planning?

Mr. Pereira said that the Steering Committee gave him some additional feedback on a second draft of topics. The two main exploratory topics for consideration are related to the Comprehensive Plan and the current administrations priorities; what are the values that are flowing from the Comprehensive Plan and how is that impacts our work. There was some previous interest in equity and economic development, that is one that the committee endorsed and that is where we would spend most of our time with some invited speakers coming to inform that conversation. The other topic is something we could revisit at a future retreat is related to citizen participation and public engagement thinking about what we are doing currently and what are some innovative approaches for that and how do we move forward on that. The committee

did endorse a March 22, 2019 retreat date, which is a Planning Commission meeting day. So, after the Planning Commission meeting there would be a 2 or 3-hour retreat. To be determined the actual format of that hopefully there will not be a long Planning Commission agenda that day.

Commissioner Perryman asked if all of the commissioners are representing a specific Ward, he does not recall that being a part of the appointment process.

Mr. Pereira said technically yes, the Mayor's Office had a much bigger role in dictating three commissioners per ward with the seven wards and 21 members. It probably was not as apparent because it was something that the Mayor's Office was directly handling before but that is what we have been told in terms of instruction from the Mayor's Office.

IV. Zoning Committee

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

#18-127-225 Dorothy Day Center – Modification of conditional use permit #17-211-599 to increase the number of shelter beds from 320 to 356. 435 Dorothy Day Place, NW corner at Old Sixth. (*Lucy Thompson, 651/266-6578*)

MOTION: Commissioner Baker moved the Zoning Committee's recommendation to approve the modification of the conditional use permit subject to additional conditions. The motion carried 9-0 with 1 abstention (Reich) on a voice vote.

#18-126-865 Twin Cities German Immersion School – Variances for maximum building height (30' allowed, 33' -1" proposed), maximum lot coverage (35% allowed, 36% proposed), and minimum off-street parking (87 spaces required, 50 spaces proposed). 1031 Como Avenue, between Argyle and Churchill. (*Josh Williams, 651/266-6659*)

Commissioner Baker announced that this case has been laid over to the January 17, 2019 Zoning Committee meeting.

#18-117-556 Twin Cities German Immersion School – Site Plan for a 3-story building addition. 1031 Como Avenue, between Argyle and Churchill. (*Tia Anderson, 651/266-9086*)

Commissioner Baker announced that this case has been laid over to the January 17, 2019 Zoning Committee meeting.

Commissioner Edgerton announced the item on the agenda at the next Zoning Committee meeting on Thursday, January 3, 2019.

V. Comprehensive and Neighborhood Planning Committee

Commissioner Mouacheupao had no report.

VI. Transportation Committee

Commissioner Lindeke announced that at their last meeting they had two main items both which involved street projects on the East Side (Ward 6). The first one was discussion of a test closure

freeway on ramp at 6th Street, Public Works had a report from their trial of that. They wanted to see what would happen if they closed that street to the freeway on ramp traffic. And they are going to look at it more and have more conversations. The other item was an upcoming off-street bike trail on Johnson Parkway that is funded and scheduled for work to begin in a year. And they will have a lot of community outreach on it this Summer, they would extend the Grand Round up Johnson Parkway from Phalen down to Burns Avenue on the South Side. That is an exciting link to the city's bike trail network. The next meeting is canceled on Monday, December 31, 2018.

VII. Communications Committee

Luis Pereira, Planning Director, announced that the Communications Committee will meet directly after the Planning Commission meeting this morning.

VIII. Task Force/Liaison Reports

None.

IX. Old Business

None.

X. New Business

Commissioner Reich announced that today is his last day on the Planning Commission, between additional responsibilities at work (a good thing) and his children, it has been hard to make some of the meetings. He is resigning from the Planning Commission so that someone who can make the meetings and participate can. He is a big fan of government that works, and this is a great example of that and he thanked everyone who takes time out of their day and personal life to serve on this commission because it is important work.

First Vice Chair DeJoy thanked him for his service on the commission and his participation at the meetings and wishes him the very best.

Commissioner Fredson said that the Mayor's Office takes that into consideration, or maybe their direction is what we want to find is equal distribution across Wards, but his understanding is that technically they don't represent a Ward. The Mayor's Office looks at race, ethnicity, planning district, ward in terms of representation across the board, but he doesn't think there is a residency requirement. He believes that if you have someone in mind to serve on this body and they don't happen to come from Ward 1, 4 or 6 that you should still actively pursue them to apply.

Mr. Pereira said that the direction that this administration has given him is to look at the Wards and he did look to see if it was written down anywhere, but he could not find anything. He agrees that they have been given instruction to not only look at residency but also look at the different perspectives that they are offering as well as diversity across the city.

Commissioner Lindeke said that he recalls when he was appointed there was a Ward preference then he moved from his ward, and the reason why they don't do a technical representation is because they are here to represent the city as a whole. And a lot of issues at the city level become parochial where you represent your Ward, and you represent your Ward and long history in Saint

Paul city government and lots of cities of being that way. And one of their jobs is to get passed that kind of approach and think about what's best for everyone not just your neighborhood.

Commissioner Edgerton said with Commissioner Reich resigning is that included in the Wards 2, 4, and 6 that you're looking for or is he in a different ward.

Mr. Pereira sated that Commissioner Reich is a resident of Ward 3. They were anticipating this, and they do have a candidate for Ward 3 that the Mayor's Office, Ward 3 Office and the Nominating Committee has endorsed.

Commissioner Perryman inquired if there was a demographic report of the Commissioners and which ward they represent.

Mr. Pereira stated that on the web page there is a biography sheet of current commissioners. That is helpful in thinking about the perspectives that we might be missing in thinking about some of those vacancies. Architecture and designs has been one area where they might need some perspective and when he looked at it he thought about housing and economic development as other areas where having some additional perspective would be helpful.

First Vice Chair DeJoy stated that this is a new responsibility for the Planning Director, generally those appointments came out of the Mayor's Office and basically the direction is that the Mayor's Office wants the directors of the different committees throughout the city to take a more active role.

Commissioner Mouacheupao asked about the biography information on the web page, which shows that her information is incorrect.

Mr. Pereira stated that the Commissioners should send their changes/corrections to Sonja Butler or him and it will get updated. He advises all of the commissioners to look at their biography information to make sure it has their correct information listed. He will email them the link so that they can take a look at what is shown.

Commissioner Perryman asked whether they decided to go paperless or continue with the hard copy packets that they have been receiving in the mail. He wanted to know if there has been a poll taken or if anything has been decided.

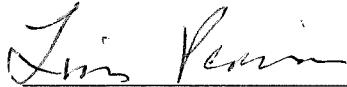
Mr. Pereira said that it is something that they should do, he believes in the fairly recent past they did an informal poll trying to move to electronic packets. But there still a sense that having something when voting something physical in front of them is helpful to refer too. If you commissioners have strong feelings one way or another let him know. They are trying to reduce cost related to paper, but on the other hand it is helpful to have materials in your hand. Nothing has been moved officially in terms of a survey.

XI. Adjournment

Meeting adjourned at 9:17 a.m.

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

Respectfully submitted,



Luis Pereira
Planning Director

Approved _____
(Date)

Luis Rangel Morales
Secretary of the Planning Commission

PlanningTeamFiles\planning commission\minutes\December 28, 2018



CITY OF SAINT PAUL

375 Jackson Street, Suite 220
Saint Paul, Minnesota 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi

SITE PLAN REVIEW COMMITTEE MEETING
Tuesday, January 8, 2019

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

<u>Time</u>	<u>Project Name and Location</u>
9:00am	SPR Committee – Old/New Business
9:15am	4 th Street Station 201 4 th Street East Upgrades to existing mixed-use building Dan Pollastrini, Pope Architects SPR #18-133470

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 Amanda Smith (651-266-6507 amanda.smith@ci.stpaul.mn.us) if you have questions.