

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

**WEEK OF MARCH 30-APRIL 3, 2020**

**Mon (30)** \_\_\_\_\_

**Tues (31)** \_\_\_\_\_

**Weds (1)** \_\_\_\_\_

4:30- **Comprehensive and Neighborhood**  
6:00 p.m. **Planning Committee**  
*(Luis Pereira, 651/266-6556)*

**MEETING IS CANCELED**

**Thurs (2)** \_\_\_\_\_

**Fri (3)** \_\_\_\_\_

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

**Notice to Commissioners and the public:** See below for information on members who may attend by telephone or other electronic means.

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

**NEW BUSINESS**

**#20-013-859 2225 University Avenue** – Conditional use permit to increase maximum height from 50 feet to 58 feet, parking variance (147 spaces required, 90 proposed), variance of minimum percentage of first floor devoted to residential use (50% required, 4.4% proposed), and variance of maximum percentage of first floor devoted to residential use (50% maximum, 95.6% proposed). 2225 University Avenue and 2224 Charles Avenue, between Pillsbury Street and Hampden Avenue. *(Anton Jerve, 651/266-6567)*

**#20-009-995 Ford Districts Zoning Code Amendments** – Zoning Code amendments pertaining to Ford Districts, including district boundary adjustments to match platted streets and regulations for townhouse and multi-family medium building types, supportive housing, religious institutions, lot coverage and signs. 2192 Ford Parkway et al, SE corner of Ford Parkway and Mississippi River Blvd. *(Menaka Mohan, 651/266-6093)*

#20-010-013 Ford Site Master Plan Amendments – Ford Site Master Plan amendments pertaining to townhouse and multi-family medium building types, supportive housing, religious institutions, minimum commercial in F6, lot coverage, and the Woodlawn roadway section. 2192 Ford Parkway et al, SE corner of Ford Parkway and Mississippi River Blvd. (*Menaka Mohan, 651/266-6093*)

#20-011-817 Ford Site Master Site Plan – Ford site master plan as required by Zoning Code § 66.953 to demonstrate general compliance with the Ford site master plan, including the required mix of uses within each of the Ford districts. 2192 Ford Parkway et al, SE corner of Ford Parkway and Mississippi Blvd. (*Menaka Mohan, 651/266-6093*)

**Notice to Commissioners and the public:**

The chair of the Planning Commission has determined that it is not practical nor prudent for the Planning Commission and its Committees to meet in-person or pursuant to Minnesota Statutes, Section 13D.02. In light of the COVID-19 health pandemic, it is not feasible for any member of Planning Commission to be present at the regular location, and all members of the Planning Commission will attend this meeting by telephone or other electronic means.

It is also not feasible for members of the public to attend the meeting at its regular location due to the health pandemic and emergency. Accordingly, no meeting will be held in City Hall Conference Center Room 40 at 15 W. Kellogg Boulevard.

Members of the public may monitor this meeting remotely by:

Join by Phone – choose one:

(651) 267-3988,1734905#

(651) 266-5758,1734905#

(651) 266-5767,1734905#



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## SITE PLAN REVIEW COMMITTEE MEETING

Tuesday, March 31, 2020

**Skype Virtual Meeting Number: (651) 267-3988. Conference ID: 5730127**

<u>Time</u>	<u>Proposed Site Plan</u>
9:00	SPR Committee – Old/New Business
9:15	MN State Maintenance Shop Improvements 691 Robert St N Site Work Wang Vue – MN Dept of Administration SPR #20-019780
10:00	Marshall Finn Lofts 2097-2115 Marshall Ave New Multi-Family Residential Jon Schwartzman – Fairway Property Mgmt SPR #20- 020732

**Skype Virtual Meeting Number: (651) 267-3988. Conference ID: 6070450**

1:00	Casa de Corazon 1901 Ford Pkwy Commercial Building Addition Judd Fenlon - 1901 Ford Parkway LLC SPR # 20-020471
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**Applicants should participate in the Site Plan Review Committee meeting via Skype call.**

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, Transportation Planning, Streets, Sewers, Water, Fire Inspections, Forestry, and Parks.

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

- Applicants are encouraged to include the project's engineer, architect, and/or contractor for 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.
- During the meeting a determination will be made as to whether revisions are required.
- City staff will document site plan comments and conditions in a letter to the applicant.

Contact the DSI Zoning Division (651-266-9008), Tia Anderson (651-266-9086 [tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us)) or Ashley Skarda (651-266-9013 [ashley.skarda@ci.stpaul.mn.us](mailto:ashley.skarda@ci.stpaul.mn.us)) if you have questions.

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

**Minutes December 6, 2019**

A meeting of the Planning Commission of the City of Saint Paul was held Friday, December 6, 2019, at 8:30 a.m. in the Conference Center of City Hall.

**Commissioners Present:** Mmes. DeJoy, Grill, Lee, Reveal, Underwood; and Messrs. Baker, Hood, Lindeke, Ochs, Oliver, Rangel Morales, and Risberg.

**Commissioners Absent:** Mmes. \*Anderson, \*Mouacheupao, and Messrs. \*Edgerton, Khaled, \*Perryman, Rodriguez, and \*Vang.

**Absent:** \*Excused

**Also Present:** Luis Pereira, Planning Director; Russ Stark, Mayor's Office, Martin Schieckel, Bob Spaulding, Michael Wade, Emma Siegworth, Timothy Scanlon-Johnson, and Sonja Butler, Department of Planning and Economic Development staff.

**I. Approval of minutes December 6, 2019.**

Chair Reveal 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**

Chair Reveal had no announcements.

**III. Planning Director's Announcements**

Luis Pereira announced that on Wednesday at City Council there were two major items that were approved. The (SMAPL) District 7 Small Area Plan was approved and Tony Johnson, PED staff person was excited as well as the community who were very involved in that effort, including the artist whom spoke at the City Council. In addition to that the Ford redevelopment site had two actions taken, the City Council and the HRA approving a redevelopment agreement and related budget measures to support the redevelopment site.

**IV. PUBLIC HEARING: Amendment to West Side Community Plan – Item from the Comprehensive and Neighborhood Planning Committee. (Michael Wade, 651/266-8703)**

Chair Reveal announced that the Saint Paul Planning Commission was holding a public hearing on the Amendment to West Side Community Plan. Notice of the public hearing was published in the Legal Ledger on November 18, 2019 and was mailed to the citywide Early Notification System list and other interested parties.

Michael Wade, PED staff person gave a power point presentation, which can be viewed on the web page at: <http://www.stpaul.gov/planningcommission>

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

The following people spoke.

Monica Bravo, Director of West Side Community Organization (WSCO) 359 Winslow Avenue, Saint Paul, M55107. Ms. Bravo was present to answer any questions that the Planning Commissioners may have.

Commissioner Lindeke said he noticed that a term that comes up often was not in there, it comes up in conversation “neighborhood character” it’s even in our findings for zoning issues. In the plan different language is used. He is interested in that, like cultural landscaping. Can staff explain that and the conversation behind it?

Ms. Bravo said you’re talking about cultural landscape versus neighborhood character. She thinks that neighborhood character has gotten a little of a bad rap, in that it seems to be a narrative that is used dominantly more so recently with people who are averse to higher density housing units. And they wanted to make sure that this was grounded in the cultural experiences and history of the neighborhood and the connotation that is currently attached to the neighborhood character has that sway to it.

Commissioner Baker wanted to know if there were any challenges that the organization has had with the implementation of the equitable scorecard?

Ms. Bravo said that it has been a process and they are still in that process, though they are in a place where they are receiving the nominations for the cohort team that will come together. And in the interim the team that has worked on creating this has been vetting the development and with the voices. So, getting the internal structure up and running has been a little challenging, but they are there now. And learning as they go, understanding that this covers many areas also areas that go deeper that they did not expect. And when talking about equitable development they did not think about equitable wages or the practices that happen with some contractors they came upon that the 84 Waters Street development, hence a special agreement. There have been some challenges but because the scorecard was in place it allowed them to have that conversation with the developer.

Commissioner Ochs asked how many developers did they work with to create this document?

Ms. Bravo said that the scorecard has been vetted among five developers. The response was positive, grateful that there was something concrete, proactive that they could respond to and the community is clear, and they have clarity on what they actually want to see, which helps with the conversation.

Commissioner Ochs said that is very positive to have both sides, multiple sides that come to the conversation because you’ve created a document that becomes impossible to act on with respect to the developer when you don’t have a developer.

Ms. Bravo said that they wanted to engage in multiple stakeholders before this was finalized.

Commissioner Hood said looking at when the scorecard is used the language says that it's anytime more than a single lot proposed for development on the West Side. One of the things he has noticed where they do see displacement it is in houses being flipped, houses being torn down and larger more expensive homes on those single family lots. Has there been any discussion or is there any interest in expanding this to cover also those single-family lots to work with some of those small-scale developers and you do want that small scale incremental development to happen in the neighborhood but may also be displacing people in the process.

Ms. Bravo said you're talking about a single-family lot for a small-scale development that could be a single use rental?

Commissioner Hood said yes or a house for sale.

Ms. Bravo said no they have not entered into that not yet with the single lots or the single-family homes for sale with the scorecard. It is something they could look at think about, the other area that they are looking at with this is wealth building in the neighborhood. What would it look like to have that as a factor when looking at property that is for sale and how that could impact or affect the people living there? It's a conversation that they are looking to have.

***MOTION: Commissioner Risberg moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Monday, December 9, 2019, 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**

#19-097-759 2525 W 7<sup>th</sup> Coffee Shop Drive-Thru – Conditional use permit for coffee shop drive-thru sales. 2525 7<sup>th</sup> Street West, NE corner at Davern Street. (*Emma Siegworth, 651/266-6657*)

***Chair Reveal announced that this case has been laid over to the December 12, 2019 Zoning Committee meeting.***

**VI. Climate Action and Resiliency Plan** – Informational overview of the plan by Russ Stark, Mayor's Office Chief Resilience Officer.

Russ Stark, Chief Resilience Officer in the Mayor's Office gave a power point presentation, which is posted on the web page at: <http://www.stpaul.gov/planningcommission>

Commissioner Ochs said how we can reduce the heat and mitigate some of the affects of heavy rain fall, we should consider our city to be more of a sponge. The sizes of the canopy help to provide shade and sequester CO2 and the stronger root systems provide soils so that when water impacts the soil it is absorbed by the soil versus a lawn surface which has short root systems which leads to compacted soil and you get immediate run off effects. If we could incorporate

different policies or recommendations on how we treat our boulevards we might mitigate some of those effects of the run off. Looking in the urban core create tree wells, entire systems that absorb water hold it then release it into the soils. Also increase the tree caliper size, the City requires 1 ½ inch caliper trees, we could increase that with soils and creating healthier conditions.

Renewable energy storage is an interesting topic and we have community gardens to help with production of food. What if we had renewable energy gardens with a combination of solar wind stations and battery storage that might help distribute electricity to a particular neighborhood, rather than thinking of how to figure out how we can pump it all through the entire system, we could localize some of those efforts to more stressed neighborhoods where it's needed?

Mr. Stark agrees with the boulevard treatments, yards, lawns, and park space to some degree. The largest crop in the United States is turf grass by land area and it is a possible source of a much greater carbon sink than they use it for today. People value having some areas with short cropped grasses, but we could probably cut back overall on the amount of those across the city and boulevards are a great place to look at starting that in a more serious way. With regards to renewables and micro grids there is some mention of that opportunity in the plan. It does take a fair amount of planning and cooperation with the utility so that there is both a connection to the grid. But then the opportunity to actually close that connection off in the event of a black out or some stress on the system so there is a technology component to making that work that exists.

Also, we do have the community solar garden program in Minnesota, it's actually the largest community solar garden program of any state in the country. It has a few flaws, one of which is it primarily has been available to large energy users and not so much to individual residents to become subscribers. The benefit is that your energy bill goes down just by subscribing to community solar gardens and the city subscribes to some solar gardens and they get one penny per kilowatt hour off on the price, it's a straight savings.

Commissioner Ochs regarding geo thermal, has that been a point of conversation, any new development or redevelopment probably should implement some kind of vertical geo thermal system which would immediately get us to the temperature that's cool and warm throughout the season starting around 50 degrees then heating and cooling after that requires less energy.

Mr. Stark replied yes, it's also mentioned in the plan. Evergreen Energy the branch of District Energy of Saint Paul is doing a lot of work looking at those opportunities around the Twin Cities and elsewhere. Many people do not know that the Arlington Hills Community Center has a geo thermal system that is responsible for a chunk of its heating. There is some new technology coming from a recent graduate of the University of Minnesota and they just installed last week the first commercial application. It's a new geo thermal system they will require a lot fewer wells for the same amount of energy. One of the challenges with geo thermal is that traditionally you use a lot of wells requiring a lot of land to serve an area with a fair amount of energy need, but if you can reduce the number of wells and land involved it could become a better urban application.

Commissioner Grill asked how can the Planning Commission help?

Mr. Stark said that Luis Pereira and himself are scheduled to meet with others next week to talk about both the integration of the plan with the Comprehensive Plan possibly in the future. One of the strong recommendations that came out of their community engagement was to create an advisory board for their climate resilience work to talk about how such a board may interact with

this body (Planning Commission) or not moving forward is an important consideration. There has also been discussion about the creation of an advisory board on trash and solid waste. If that happens then the advisory board would want to focus on energy and resilience, because we already have the Transportation Committee of the Planning Commission, the trash and solid waste would be handled elsewhere so the missing piece would be in the energy and resilience work. Hoping to create such a body sometime next year.

Commissioner Grill said talking about trash, one of the benefits of having coordinated collection is the ability to add composting or additional services on. Is that something that's been discussed in conjunction with the plan, like composting as a pickup service.

Mr. Stark replied yes, moving toward composting at the household level is identified in the plan as a key next strategy in the solid waste work. They are talking regularly with their partners at Ramsey County who are pursuing an opportunity to potentially be able to process organics out of Newport where all the trash is already being brought. There is a new system out there called the blue bag system where you throw a durable compost bag into your trash cart and the trash haulers would pick it up and it would be sorted by the color of the bag at the facility, so they would not need a third truck or any new infrastructure in Saint Paul.

Commissioner Grill said in the plan it talks about electric vehicles and transitioning from gas to electric vehicles and knowing that maybe a third to half of the pollution generated by vehicles isn't from emissions. So how does that play into the plan? Again, knowing that there is going to be a significant amount of emissions that is still going to exist even with electric vehicles. Like tire wear, particle wear that sort of thing, after the vehicle is produced cars on the road running a third or half of the pollution from that vehicle being non-exhaust.

Mr. Stark said the majority of that is the manufacturing process and those other elements. It's a really important point, because when we talk about transportation and climate it's easy to point to the electric vehicles as the primary solution. It is clearly part of the solution and it's why we focus first on reducing vehicle trips. We don't have the level of sophistication to go down to that fine grain level of exactly how much of the carbon is coming after vehicle production and before, but it's a key point and we're not going to get there by just switching over to electric vehicles.

Commissioner Lindeke mentioned that there had been feedback and then the second draft came out. What changes were in the second draft?

Mr. Stark said that the changes we're addressing are specific points that people raised, most were additions rather than changes. There were some concerns raised about the ways in which we were talking about bio fuels, in identifying some of the strategies around bio fuel. Bio fuels are a complex area, in terms of the actual scalability to reduce emissions. They received feedback that people were concerned that they were relying too much on the good graces of our utilities, to switch and they should think more about the kind of urban insulations, micro grids and things like that and they did bolster some of that language. The first draft did not include an analysis of how they would get to the 50% goal by 2030 so they went back and dug into that.

The 2050 was already part of the first draft, but he showed a slide about how they were going to get to the 50% by 2030 they dug into the strategies that will be necessary to meet that specific goal. It's a little closer to thinking about what they need to do in the next 10 years versus that 30-year time horizon. Most of the feedback was positive and concern about accountability and



implementation rather than what's in the plan.

Commissioner Baker is interested in, within these next five to ten years, who and what organizations are you planning to, or are you working with at this stage of the process to try to implement the goals?

Mr. Starks said on the transportation front he mentioned the specific charging hubs project which is a small part of the solution but it's an important innovative project. And it will be when they launch the first 100% renewable electricity powered EV car share in the country. On the transit side they continue to work closely with Metro Transit and Ramsey County as both have resources and a statutory role in the transit system and trying to figure out how does Saint Paul bring more to the conversation on the table on the transit space to make sure that they're accelerating. Even though they are not the deciders or the raisers of the revenue.

Commissioner Risberg asked if there were water resiliency's specific efforts that are spelled out there, whether it be stormwater, waste water and mentioned were a few neighborhood things too.

Mr. Stark replied yes there are some, a couple of pages that look at water and waste water and strategies around those two, with the heavier precipitation being one of the big drivers. Sewer Department Director Bruce Elder was expressing concern about the potential for spring flooding, because everything is already saturated then it freezes, then if there is another snowy winter, what's the next spring going to look like? In some ways the wetness building upon the wetness and that raises some concerns with existing infrastructure. Talking to water coordinator Wes Saunders-Pearce who has been the solo person for his entire time and now they are adding another position next year because they're doing more. The plan is focused overall resilience and emissions reduction.

Commissioner Risberg wants to know if there is some active way, they can review projects in a way that look at some of their features that they can apply too. Can they structure some sort of check list with climate change to try and increase energy efficiency and some of the other goals of the plan?

Chair Reveal is concerned that in all these thing, and this is true with all the parts of the Comprehensive Plan they're struggling with how to actually apply it in the individual decision making of the zoning code of permitting of monitoring and the plan least spoke to this as an area of cross cutting principle, cross all the sections of the plan itself. And how does this get integrated? Maybe the Comprehensive and Neighborhood Planning Committee can do some of this work, for sure zoning needs to do some of it. We keep adding things to the check list of staff reports but that makes it easier. It's those micro decisions that are made here that really will influence this. We need to think about whether the zoning code as it exists now is compatible or whether it's by itself one of the obstacles.

Luis Pereira added that with Russ Stark, he's been working over this year putting together the draft plan and doing community engagement, asking the question as they were wrapping up the Comprehensive Plan and how do these documents work together integrate. A PED intern Timothy Scanlon-Johnson here and an intern to Mr. Stark in the Mayor's Office did an analysis of the intersection. What kind of policies does the Comprehensive 2040 Plan have? What kind of initiatives in the Climate Action Resiliency Plan, do a comparison? They found that they were consistent and they're different in terms of the time frame and level of specificity. The

Comprehensive Plan being a 20-year look and this plan being more of a 5-year outlook. The biggest areas of overlap were transportation, water resources and a little bit on the land use and housing side. Given the scale when getting into land use and housing, where the focus is more on building energy systems. Our mission here is looking at land use, we're not getting into the level of how does a particular proposal use energy or saves energy, things like that. There are policies that relate to renewable energy water and other things.

How does this future Climate Action Advisory Board intersect with the Planning Commission's work, on the transportation side we have an obvious place to have good discussion if it deals with transportation, but for other things what does that look like?

Mr. Stark said that there is a handful of specific recommendations in the plan that overlap nicely with the Comprehensive Plan maybe a little bolder in the language, looking directly at the elimination of parking minimum. And you're looking at potential 2020 changes to the parking code. There's a lot of focus on energy, they're working with other cities across the metro and plus Rochester to get future permission from the state to go beyond the state's energy code. State law now says all cities have to follow the same energy code. We're able to go beyond state energy code with our sustainable building ordinance when we are putting public resources into a project as is with the case of the Ford site.

Commissioner Rangel Morales said two things during your presentation stood out. 1. The things that we can do at home to be able to help these issues. 2. The amount of energy that we would still need to be able to reach those goals. Nowhere in the presentation did hear of a way of how the city is exploring options of helping that goal other than relying on energy companies. One thing Mayor Carter spoke after the Ford site was approved was that the Ford site is going to have a certain percentage of homes or buildings that won't have natural gas lines running to it. If that's occurring, then it's a possibility to do it with homes that are now. And is there a possibility for the City to incentivize its community members to install solar panels to get rid of the turf grass that requires intensive amounts of water. And put those large roots into the grass, to encourage composting, to invest money in the homes to make them net zero (they're not now net zero homes). Is that a possibility has the City explored that? Is there a possibility of doing tax incentives? Taxes have gone up this year and there is a lot of push back about that. Has there been any discussion about that?

Mr. Stark said that he has landed on exactly where the work needs to move from here. He mentioned the possibility of trying to create something like Minneapolis's program. The reality is they are going to have to identify some new resources to be able to provide those incentives. Whether its an incentive for making your home more energy efficient and you run into the conundrum of a landlord's best interest to make a building more efficient because they are not the one paying the energy bill. Whether they can start providing an incentive for onsite solar for residents as another example, they have not created a program. There is a possibility to encourage someone to create such a program maybe out of STAR funds an existing program. But we need to figure out a way to bring some new resources into the equation.

Mr. Pereira said that on the existing programs, Saint Paul is a Fix Up Fund lender. Meaning energy efficiency improvements are permitted under the Minnesota Housing program on the residential side. They work with CEE as well as Ramsey County with homeowners who are trying to do improvements. There are some programs that we already have that we could maybe figure out how do we leverage them build upon them.

**VII. Economic Development Activities/Indicators Informational Update – Informational. (Martin Schieckel, and Bob Spaulding, PED)**

Bob Spaulding gave a power point presentation. After the presentation Martin Schieckel spoke.

Martin Schieckel, Economic Development Director with the Department of Planning and Economic Development, has been with the City for about 20 years, been the Economic Development Director for a little over 5 years. Prior to that he was Principal Project Manager working on a lot of development projects in the city, also on the Economic Development team. Mr. Schieckel wanted to talk about the concept of economic development, it's a term used a lot and he went to Wikipedia. And what Wikipedia said was the definition of economic development is the process by which the economic well-being and quality of life of a nation, region, or local community are improved. It's the work they do to improve the quality of life of the residents of Saint Paul. It's a broad concept, it involves everything the City does. At Planning and Economic Development (PED) we find ourselves partnering with the Public Works Department, and Parks and Recreation Department to do things that improve the quality of life of residents. For example, a recent Parks project at the Midway Peace Park off University Avenue, received funding and work done by PED staff to help make it a reality even though it's a Parks project. PED has also done funding in recent years for cross walk improvements on some key corridors in the city that weren't on the Public Works work plan but through funding that came from PED. Those are all economic development projects even though it's not the bread and butter of what our Economic Development team typically does day after day.

Within PED the Economic Development team works on development projects that are not housing. The Housing team does all the housing, if it's not housing it typically falls on someone in the Economic Development team to work on. The primary goals are around jobs, and in Bob Spaulding's presentation he gave some statistics on jobs. We want to increase tax base in Saint Paul, so development projects that increase the overall tax base or projects that increase sales tax revenue those are all good. We want to reduce unemployment particularly in communities with people of color. Because there is a disproportionate higher incidence of unemployment in those communities, and a lot of our projects and initiatives in recent years focus on trying to reduce that gap. Overall unemployment is almost at a record low.

The (ED) Economic Development team works on business finance, they provide loans and grants to help businesses grow and prosper in Saint Paul. They do real estate development work, most of that real estate development work is projects that they are helping to finance there being done by the private sector. They operate a parking enterprise primarily in downtown Saint Paul. The ED staff consist of 18 full time employees about half are project managers, if there is something to be done a project manager takes it on as a project and runs with it. There are also program coordinators who operate and coordinate some of the programs, there is a parking manager for the parking enterprise. An HRA debt manager is on the ED team.

Commissioner Baker asked if his office does tax increment financing?

Mr. Schieckel replied yes, the debt manager is basically the TIF expert. Continuing to talk about their main programs. Their business finance programs, the largest is the Neighborhood STAR Program. Year over year for the number of dollars that flow out of the department to support business development in Saint Paul, it's the Neighborhood STAR Program. Its primarily to

provide funding for capital improvement projects within Saint Paul neighborhoods. Since it was instituted in the early 1990's they've done over 1,000 projects, representing about 125 million dollars of STAR funds which leveraged about a billion dollars in private investments. There is year-round funding that the councilmembers have some discretion with, in general it's about 2 ½ million dollars a year. The sister program to the Neighborhood STAR Program is the Cultural STAR Program funded at the same time, its to grow Arts Programing and concentrated within the downtown area by statute.

Another program is the Strategic Investment Fund Program, that is a business attraction fund. Where they provide about \$2,000 per job to attract businesses who are profitable and exist outside of the city limits and attract them to move here. They have a job creation fund called Job Opportunity Fund that is targeted to ACP50 areas only. It tries to incentivize businesses to create jobs and there are additional incentives if they create jobs and hire people from an ACP50 area in Saint Paul, it's a partial loan and partial forgivable loan.

As far as other things, they do real estate development, often providing financing and logistical support specifically for real estate development projects that take place within the City of Saint Paul. The (HRA) Housing & Redevelopment Authority owns a fair amount of property throughout the city. So, they market and sell that property as they can. They're trying to get more interdepartmental in having a team set up that involves planners, housing project managers, and economic development project managers that all work within the real estate development team. Currently they have a team set up lead by Andy Hestness, and Jenny Wolfe is the debt manager. A prime example of the work they do is the recent development of the Keg & Case House and the Roth Keller down in Schmidt Brewery. They helped W. 7<sup>th</sup> Fort Road Federation purchase those two properties in 2010 using funding from special state legislation.

Commissioner DeJoy said during the 2020 Comprehensive planning process there was this overriding theme about equity and some department heads came to the Planning Commission and said they're going to integrate equity into each one of these departments. Can you speak to how the Economic Development Department in PED is integrating equity into the work that is done?

Mr. Schieckel said that the staff is much more diverse than it was a few years ago, and that alone has value in the work that they do. The Strategic Plan that they implemented a couple of years ago specifically tried to get at some of the disparities within certain areas in Saint Paul. The Job Opportunity Fund is an example of a program created specifically to address equity issues in Saint Paul. A few years ago, they modified the guidelines on the Neighborhood STAR Program, they made it easier for small businesses to access that program. An example of that is they removed the requirement to have a match, which is often a difficulty for a business. Now if you borrow \$50,000, they will fund 100% of that project. That had a dramatic impact when they implemented those changes, the number of small businesses and the businesses owned by people of color that applied for and received STAR Funding.

Commissioner Rangel Morales said that it sounds like there are a lot of programs. Where is the funding for all of these programs? There was a statistic that the city gets about 45 or 42 % of its revenue from property taxes etcetera. He does not understand where we are now in capital development in terms of funding and where those funds are being directed, what percentage as to where we were in 1960, 1970 are we growing, are we decreasing, where has the funding for those programs shifted throughout the years. He understands how STAR funding works and it would be helpful to have the information Mr. Schieckel just gave to them be given in a way that they

would be able to compare.

Mr. Schieckel said it might sound like there are a lot of programs, but they don't really have a lot of specific separate funding programs. And Neighborhood STAR alone is more than everything else combined in terms of just business investment that they make. A couple of things to understand is overall funding levels are going down from what they were in past years. Federal sources are going down, state sources are going down and they have been depleting funding that they had in the overall HRA fund (Housing Redevelopment Authority) has had from various sources has been depleted over the years. PED does not rely on the General Fund dollars, they are, so none of the property tax dollars that the City of Saint Paul collects goes to anything that PED does. They get a lot of their funds from fees that they generate, when talking about the tax-exempt financing and all the bond projects those generate a significant amount of fees that they cycle back into programming and supporting PED staff. Overall, it's not what it once was, which forces them to be more creative as they go forward.

Commissioner Rangel Morales asked if there was anything that the Planning Commission can do? Is there a role for the Planning Commission to help in creating funds or improving that?

Mr. Schieckel said STAR Program funds being an example, they used to have much more money available year after year for STAR, it has now been taken for other purposes. For the actual program that he referenced, they don't have as much dollars available this year as they had maybe 10 years ago. In effect they work closely with the Planning Commission because they operate based on plans that are developed through the work the Commission does. When they operate and do development work in neighborhoods, having that road map increases efficiencies but based on what's in those plans and the direction it gives them it may cost more or less to do any given thing that they do. Sometimes they have very lofty goals, Climate Action Plan being one of them, there's a lot of cost implication to what Mr. Stark was talking about. And they are always balancing the feasibility and the reality of what the market will support versus what the long-term goals of what the City are. That is a planning effort, but it is also in the regulatory side of what they do. The regulatory side is where they often find businesses reacting to rules and other things that ultimately cost dollars which then relate back to what they must do.

Luis Pereira, Planning Director, added that Marcq Sung, Director of Business Development for the City and his job is talking to small businesses across the city a networking position. And I said to him we have this opportunity every time a district plan gets updated, are there things we can encourage all our district councils to think about, in terms of economic development. The Planning Commission has oversight over those and what kinds of things can we do? The role played here at the Planning Commission both on the regulatory side making it easier, that's in the Comprehensive Plan that we want to streamline make amendments to our code to make it easier for small businesses, but also in the planning documents themselves. Because those guide what types of zoning and regulatory changes that can be made.

The CIB Committee, and the CDBG decision making they're making on a regular basis that can support our partners in the community. One thing Mr. Schieckel did not say but not intentionally, was to admit how it's such a team sport, Economic Development is not one entity, not just the government we have our partners with the Saint Paul Port Authority, CDC, the Greater MSP, a group called the East Team to coordinate economic development and how to promote the East metro including Saint Paul, the Chamber of Commerce, and the Downtown Alliance. Not too far off is the Equitable Economic Development Strategy that the Comprehensive Plan recommends

be done. That is going to be a collaborative effort of the Planning Team and the Economic Development Team and some of the other partners that we work with in the community. We must have multiple strategies to be effective. And the Planning Commission does play an important role to think about as it relates to municipal planning matters.

#### **VIII. Comprehensive and Neighborhood Planning Committee**

Commissioner Risberg had no report.

#### **IX. Transportation Committee**

Commissioner Lindeke reported that at their last meeting they talked about parking minimums, there had been a parking study presented to the Committee a few weeks ago and the Committee want to tweak it before it went to the Comprehensive and Neighborhood Planning Committee. By asking staff about getting rid of parking minimums and what would that look like and what would the City do and how to think about that regulatory approach as opposed to the one presented by Tony Johnson, PED staff. Committee passed a resolution to send to the Comprehensive and Neighborhood Planning Committee to think about.

They also heard from Ramsey County, Public Works they are doing a 4-3 lane conversion study and all the 4 lane roads in the county, which is a lot and its all the most dangerous roads in the county. There was a statistic about every county in the State of Minnesota and the crash rate, and the number one county in the State of Minnesota for the highest crash rate is Ramsey County. Which has huge impacts on people's lives and quality of lifestyle. And the three Saint Paul projects going forward right now, the ones in place are Maryland Avenue, and Larpenteur. McKnight is coming next year, looking at how this is working, it's really ambitious, and probably some of the most innovative work in this field in the country. Commissioner Lindeke announced the items on the agenda at the next Transportation Committee meeting is on Monday, December 16, 2019.

#### **X. Communications-Nominations Committee**

Luis Pereira, Planning Director, reported that the Committee met this morning and discussed the initial draft of the annual report for 2019, starting to put that together. More on nominations update and outreach for the upcoming seven vacancies on the Planning Commission, did some work on that space with the Mayor's Office. As well as looking at some of the evaluations from the Committee Planning 101 workshop and looking at what to do differently for 2020.

#### **XI. Task Force/Liaison Reports**

Commissioner DeJoy announced that at the last Hillcrest Master Plan Advisory Committee meeting Kathryn Sarnecki from the Saint Paul Port Authority gave an update on the status of EPA that they're applying for. There was some discussion about the contaminants on site and the ground water, then Andrew Dresdner from the Cunningham Group gave a report on trends, demographics, anticipated growth, the economy and climate change. They've had other members from the community sit in and ask questions. The next meeting is on Tuesday, December 17, 2019.

**XII. Old Business**

None.

**XIII. New Business**

None.

**XIV. Adjournment**

Meeting adjourned at 10:44 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)

\_\_\_\_\_  
Lue Vang  
Secretary of the Planning Commission

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

**Minutes December 20, 2019**

A meeting of the Planning Commission of the City of Saint Paul was held Friday, December 20, 2019, at 8:30 a.m. in the Conference Center of City Hall.

**Commissioners Present:** Mmes. Lee, Reveal, Underwood; and Messrs. Edgerton, Hood, Lindeke, Ochs, Oliver, Perryman, Rangel Morales, Rodriguez, and Vang.

**Commissioners Absent:** Mmes. \*Anderson, \*DeJoy, \*Grill, \*Mouacheupao, and Messrs. \*Baker, \*Khaled, and \*Risberg.

\*Excused

**Also Present:** Luis Pereira, Planning Director; Allan Torstenson, Bill Dermody, Anton Jerve, Kady Dadlez, Emma Siegworth, and Sonja Butler, Department of Planning and Economic Development staff.

**I. Approval of minutes November 15, 2019.**

***MOTION:*** *Commissioner Rangel Morales moved approval of the minutes of November 15, 2019. Commissioner Vang seconded the motion, which carried unanimously on a voice vote.*

**II. Chair's Announcements**

Chair Reveal reminded the commissioners that when a quasi-judicial decision on a zoning case is being considered by the Planning Commission, they must avoid ex parte communication with parties to the case outside of the official public hearing process.

Commissioner Lindeke asked her to explain what ex parte communication is.

Chair Reveal said it is any conversation with anybody involved with the case. To be safe any conversation with anybody about a pending case that has not yet been decided. There was a situation with the past Zoning Committee meeting where one of the participants in the hearing wrote to a Commissioner after the fact outside of the public hearing, and that information was sent to all the Commissioners. However, after the public hearing is closed, we are not allowed to consider any other materials. We need to be careful about which cases you're talking to friends and colleagues about. In general, don't do it until after the Committee has made a decision.

**III. Planning Director's Announcements**

Luis Pereira announced that staff received a second incomplete letter from the Met Council about our 2040 Comprehensive Plan. They are looking for more in the transportation and water resources base, and had questions about truck routes, freight, transitways and how they are being



shown on some of the maps. We're working on making those updates and clarifying a few points with the Met Council staff. The final submittal to Met Council is forthcoming shortly.

Wednesday at City Council the Climate Action & Resiliency Plan was adopted 7-0. There was discussion about equity and accessibility of programs, and comments about community solar gardens and ensuring our workforce is trained and up to speed on doing installation work.

Also, on Wednesday several members on the Planning Team hosted about 20 Lego League students from Washington Tech and Farnsworth Aero Space Schools. The students were interested in city shaping and innovation with their team work. They were given a presentation about city planning, development, the Grand Round, the Ford site, and sustainability. The students had an interest in parks and parks accessibility.

#### IV. Zoning Committee

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

##### **OLD BUSINESS**

#19-097-759 2525 W 7<sup>th</sup> Coffee Shop Drive-Thru – Conditional use permit for coffee shop drive-thru sales. 2525 W. 7<sup>th</sup> Street, NE corner at Davern. (*Emma Siegworth, 651/266-6657*)

**MOTION:** *Commissioner Edgerton moved the Zoning Committee's recommendation to approve the conditional use permit subject to additional conditions. The motion carried 11-1 (Rangel Morales) on a voice vote.*

##### **NEW BUSINESS**

#19-102-522 Ramsey County Safe Space – Conditional use permit for an overnight shelter. 160 Kellogg Blvd. East, SW corner at Jackson Street. (*Bill Dermody, 651/266-6617*)

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

#19-101-117 Brad Graves – Rezone from RT2 townhouse residential to RM2 multiple family residential. 1035 Arkwright St. between Lawson and Cook. (*Bill Dermody, 651/266-6617*)

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

#19-100-305 Angie Byboth-Malmin Permanent Makeup Shop – Change of nonconforming use from acupuncture clinic to permanent makeup shop. 236 Cretin Avenue S., NE corner at St. Clair. (*Mike Richardson, 651/266-6621*)

In response to a question from Commissioner Ochs about the difference between a tattoo parlor and a permanent makeup shop, Commissioners Rodriguez and Hood said that permanent makeup is not permanent. It needs to be redone every few months.

Commissioner Perryman asked if a tattoo parlor is allowed at this location.

Allan Torstenson, PED staff, said that the site is zoned residential, so these are nonconforming uses. The question before the commission is whether the proposed permanent makeup shop is similar to the previous nonconforming use. There was a lot of information in the application about the number of chairs, the amount of traffic, and customers coming by appointment only.

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

#19-103-405 Outfront Media LLC – Nonconforming use permit and variance to change the angle of the east billboard face. 2516 Wabash Ave. west of Hwy 280. (Anton Jerve, 651/266-6567)

Commissioner Underwood asked when other billboards will be required to be removed for this one to be converted to dynamic display.

Anton Jerve, PED staff said that would be done as part of the sign permit, and the signs to be removed would be verified. The Zoning Code lays out the requirements for this. They can get credit for signs that they have taken down one year prior to the sign permit application and two months following the issuance of the permit.

Commissioner Rangel Morales said that many of the billboards to be removed in this case are smaller billboards scattered throughout neighborhoods. The removal requirement is based square footage, not the number of signs. Dynamic displays may change no more than once every twelve seconds. Based on the information received, this has not been shown to be a traffic safety issue. It would be interesting to compare accident rates at this intersection it in a few years.

Chair Reveal said that they all agreed that this intersection needs to be addressed, but the sign appears to be a small issue.

Commissioner Edgerton reported from his notes that the sign in question is 14 feet by 48 feet. They estimate that 28 smaller signs and 3 larger signs would be removed.

Commissioner Ochs said he is generally opposed to billboards (especially ones with dynamic display) because they're a blight on our neighborhoods, but this is a solid exchange and removing billboards in neighborhoods might be worth it.

Commissioner Lindeke said he agrees with Commissioner Ochs. While billboards are no longer permitted in St. Paul, you still see them all over the city. This is a case where there is a tradeoff, swapping out a lot of things not liked for one thing not liked.

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

#19-103-464 337 W 7<sup>th</sup>/366-372 Smith Rezoning – Rezone from T2 to T3 traditional neighborhood. 337 W. 7<sup>th</sup> and 366-372 Smith Avenue, Block bounded by Smith Avenue, 7<sup>th</sup> Street, Leech Street, and Grand Avenue. (Anton Jerve, 651/266-6567)

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

#19-103-475 337 W. 7<sup>th</sup>/366-372 Smith CUP & Variances – Conditional use permit for a maximum building height of 75 feet, variance to increase the maximum floor area ratio (FAR) from 3.0 to 3.44, and a variance to reduce the required number of loading spaces for proposed retail use from 1 to 0. 337 W. 7<sup>th</sup> Street and 366-372 Smith Avenue, Block bounded by Smith, 7<sup>th</sup> Street, Leech Street, and Grand Avenue. (*Anton Jerve, 651/266-6567*)

Commissioner Rangel Morales discussed finding 2(c), regarding detriment to existing character of development in the immediate neighborhood, that the use abuts a new hotel of a similar scale. To him the West 7<sup>th</sup> neighborhood is still accessible to a lot people. Without understanding whether this hurts organic or naturally creating affordable housing, he wondered who these units are being created for.

Commissioner Underwood said there was a lot of discussion about workforce housing and supporting the hospital community on West 7<sup>th</sup> in their presentation to the Fort Road Federation and noted the Fort Road Federation letter of support. It felt like this project was recognizing the need for mixed housing.

Chair Reveal said they did say the project is designed for workforce housing. They weren't specific about rental rates, but said it was targeted to middle to lower incomes.

Commissioner Edgerton checked his notes and said they indicate that the applicant said they're going to provide studios and 1-bedroom apartments for entry level incomes.

Commissioner Ochs asked if there would be structured parking.

Chair Reveal said there would be two levels of structured parking on first and second floors.

Commissioner Ochs said he doesn't see a reason for a variance of the off-street loading requirement.

Anton Jerve, PED staff, said they felt variance was reasonable because there is only 2500 sq. feet of commercial space. There is no off-street loading requirement for commercial areas under 1500 sq. feet, and only one space required for up to 20,000 sq. feet. Given that the loading space would basically increase the commercial space by 20%, it would increase the cost of providing that commercial space and probably increase the rent. One of the things that the neighborhood supported in their letter is having the commercial space available for local businesses. If the rent for commercial space in new development is too high it tends to go to chains rather than local businesses, one of the factors they are considering here.

Commissioner Ochs said his concern is delivery trucks obstructing traffic during times of high traffic.

Commissioner Rangel Morales said he is not opposed to the project but is concerned about transparency. He said we recently approved project by the river and there was no form of affordable housing or any consideration of affordable housing. Across the street from this is a big Public Housing project and behind that is a really affluent neighborhood. He thinks what they

should strive to have is a mix of income. We want to promote business and a tax base, but we also don't want to drive out members of the community.

Commissioner Lindeke said his perception of the neighborhood character is different and he is averse to using that to guide this zoning decision. He would rather see inclusionary zoning requirements with specific guidance to developers about targets for a mix of housing affordability, so they can see the rules and plan a project to follow them.

Commissioner Underwood said that part of the Fort Road Federation conversation was about the work going on to look at changing the parking requirements citywide. This building is so tall in part because the first two floors are parking. If we change how much parking is required, this building could be shorter. This was discussed at the Fort Road Federation meeting, and the developer said they would love to have less parking, but this is currently what's required.

Commissioner Edgerton said he is a big supporter of affordable housing but how we get it is one of the questions. Inclusionary zoning sounds like a good idea if there are ways to incentivize affordability. Putting limitations on density and not allowing construction of new housing units in this case because they don't meet some affordability standard may not be the way to go. We need to figure out how to have inclusionary zoning that incentivizes affordability but doesn't limit housing construction. The places with more rules and the most restrictions on growth are the places where housing is most expensive. Part of making housing more affordable is just getting more housing units built, and not making building housing more expensive. We really need to think about creating more density, allowing more density, and not adding requirements that add to the cost of the units because that's the biggest part of the affordability question.

Commissioner Ochs agreed with Commissioner Edgerton, recommended that that developers be included in the inclusionary zoning conversation, and discussed making other housing more expensive in our desire to make some housing units more affordable. He's concerned about the inclusionary zoning approach in the sense that it is a band aide and not a fix. In the bigger picture, people need to be educated and empowered to earn higher income to afford housing.

***MOTION: Commissioner Edgerton moved the Zoning Committee's recommendation to approve the conditional use permit and variances subject to additional conditions. The motion carried 9-2 (Underwood, Rangel Morales) on a voice vote.***

Commissioner Edgerton announced that the next Zoning Committee meeting on Thursday, January 2, 2020 is canceled.

#### **V. Comprehensive and Neighborhood Planning Committee**

Commissioner Perryman said that at their last meeting they talked about the Districts 14 and 15 design standards, amendment to the West Side Community Plan/Equitable Development Scorecard, and a Commercial Development District for 160 South Wabasha Street. There were no action items. The next meeting is scheduled for Wednesday, January 08, 2020.

#### **VI. Transportation Committee**

Commissioner Lindeke said that at the last meeting they had a report from Don Pflaum, Public Works Department, on a Pavement condition index for how many potholes there are in different

streets, scored on a 0-100 scale. seventy or higher is good, and the average is 62. The key take away is that we need more money for the streets budget or things will get worse quickly, especially on residential streets. There was a presentation from Public Works about a new \$500,000 a year fund that the Mayor's Office put in for dedicated bike lane striping, starting this spring on a few projects including Summit Avenue, Como by the east side of Lake Como and the Maryland - Como intersection, and Marshall Avenue by the Cathedral and St. Paul College. They also discussed the Hillcrest Golf Course redevelopment and transportation related to that.

**VII. Communications Committee**

No report.

**VIII. Task Force/Liaison Reports**

No reports.

**IX. Old Business**

None.

**X. New Business**

None.

**XI. Adjournment**

Meeting adjourned at 9:30 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)

\_\_\_\_\_  
Lue Vang  
Secretary of the Planning Commission

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

**Minutes January 24, 2020**

A meeting of the Planning Commission of the City of Saint Paul was held Friday, January 24, 2020, at 8:30 a.m. in the Conference Center of City Hall.

**Commissioners Present:** Mmes. DeJoy, Grill, Mouacheupao, Reveal, Underwood; and Messrs. Baker, Edgerton, Lindeke, Ochs, Perryman, Rangel Morales, Risberg, and Vang.

**Commissioners Absent:** Mmes. \*Anderson, \*Lee, and Messrs. \*Hood, \*Khaled, \*Oliver, and \*Rodriguez.  
\*Excused

**Also Present:** Luis Pereira, Planning Director; Tia Anderson, Department of Safety and Inspections, Bill Dermody, Anton Jerve, Michael Wade, and Laura Eckert, Department of Planning and Economic Development staff.

**I. Approval of minutes December 6, 2019.**

Chair Reveal 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**

Chair Reveal had no announcements.

Report of Nominating Committee and Election of Officers

Chair Reveal offered the following slate of officers: Luis Rangel Morales for Chair, Cedrick Baker for First Vice-Chair, Lue Vang for Second Vice Chair, and Kristine Grill for Secretary.

Chair Reveal called for nominations from the floor. There were none.

**MOTION:** *Chair Reveal moved to close nominations and approve a unanimous ballot for Commissioners Rangel Morales, Baker, Vang, and Grill as slate. The motion carried unanimously on a voice vote.*

**III. Planning Director's Announcements**

Luis Pereira, Planning Director announced that the City and the Commission has talked about moving to paperless boards and commissions. The Heritage Preservation Commission will be taking the lead on that. They are a smaller commission there are 13 members when full, they have moved partially in that direction by discontinuing paper packets sent in the mail in advance

of the meetings. They are receiving paper packets at the meetings, however once we have an alternative for them at the meetings, most likely a tablet to use to look at the email packet sent in advance along with any other additional electronic items that have come through since the link for the meeting was sent out. In anticipation, we'd also like to move the Planning Commission in that direction and the Board of Zoning Appeals.

#### IV. Zoning Committee

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

One item to come before the Site Plan Review Committee on Tuesday, January 28, 2020:

- Frost Lake Elementary – Building addition at 1505 Hoyt Avenue East. Jill bills, U+B Architecture & Design, Inc. SPR #20-005638

#### **NEW BUSINESS**

#19-111-186 863 Watson Avenue – Reestablishment of nonconforming use of a house as a duplex. 863 Watson Avenue, NW corner at Victoria. *(Anton Jerve, 651/266-6567)*

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

#19-106-417 Luther Seminary South Campus Improvements – Appeal of approval by the zoning administrator of a site plan for campus improvements including expansion of a parking lot at 1465 Branston Street. 1490 Fulham Street and 2375 Como Avenue. *(Tia Anderson, 651/266-9086)*

Commissioner Risberg asked why Commissioner Rangel Morales voted against this.

Chair Rangel Morales said that the neighbors and the applicant could have reached some resolution in which the neighbors would be satisfied with the parking lot, that included since its only 19 parking spaces making it specifically for employees or for students. The concern is that the center is used for a variety of different events allowing guests. They think that there is going to be a lot more traffic coming up and down the road. Characterizing the park, it's an island between two streets, so in order for kids to be able to use the park, they have to cross both sides of the streets, one side of the street at least. We recently had the application of the coffee shop in which we made it a condition that if it was interfering with traffic, they would have to take remedial matters to mitigate any congestion occurred because of the drive-through of the coffee shop. He does not see why this would not be any different. To just requires some form of acknowledgement by the applicant that if there is a problem, they're going to be the ones to take accountability and ownership to fix it instead of putting it on the neighbors.

Commissioner Baker asked if there was any discussion about moving forward with a condition added to the staff's recommendation.

Chair Rangel Morales said yes there was discussion and he had asked the applicant point blank if they would be willing to make it permit parking only employee parking. And he received a very long political answer from Luther, which he got the impression that the answer was no.

Commissioner Lindeke pointed out another thing that was not mentioned in the report from Commissioner Edgerton is that disability access is a factor of it. And this isn't a conditional use permit application, so it is a little different in that it's a site plan review. His reading of the traffic impacts they are very small in the grand scheme of what we look at in Saint Paul in general. This is a street with very low traffic probably one of the lowest traffic streets in Saint Paul, so if it goes up a little, it's not a dramatic change. He doesn't think that it registered the same kind of impacts as many of the other cases that they might see, where city dollars and attention are much more needed than they are here.

Commissioner Grill said that she spent the majority of the Zoning Committee meeting trying to find somewhere in here that she could find a basis for supporting the neighbors in this particular case. Because when looking at it it's a well-loved area the neighbors put a lot of time and effort into it. But there was nothing she could find in the staff report there were not errors, everything that they did fit exactly with what we would expect to see.

Commissioner Reveal said that the main thing for her was that they had a conditional use permit on the same plan it included the parking lot at the time, and we did not hear these objections at that time. If they had they likely would have put a condition on the conditional use permit, but this was fully consistent with the conditional permit that we approved. She did not see great justification. Also, not mentioned in the report that the Public Works and staff and DSI people who reviewed this did not find that a parking study or letter or comment was necessary, because of the low traffic pattern.

Commissioner Vang said that there are 188 parking spaces on the south campus. So, do we know if those 188 parking spaces have been utilized?

Commissioner Edgerton said they don't have any specific data on parking, he thinks there will be a traffic study as part of the north campus but there is nothing now. The Luther Seminary stated that as part of this consolidation, they were losing 100 spots to the north and that is part of the reason for needing parking to the south campus. There is nothing that indicates how full those lots are typically or how much traffic they generate.

Commissioner Baker asked what is the process if there is a traffic study? Moving forward with this site, what's the timeline and what does that process look like?

Tia Anderson, Department of Safety and Inspections, coordinates site plan review. A traffic study would consist of Luther Seminary hiring a firm with licensed traffic engineers to do a traffic study. Those can take a matter of weeks or possibly months as well as thousands of dollars to complete. In addition to traffic study which would be more focused on intersections and traffic patterns and those types of things. They would be looking at things that they would include as part of a Travel Demand Management Plan, which would then expand that study to also include the scope of looking at other ways to decrease single passenger vehicle trips to and from the campus and other ways to expand the modes of transportation to and from the campus. With the expanded parking area on Branson Street, the campus would still be within the minimum and



maximum off-street parking requirement and campuses are required on an annual basis to file with the city their off-street parking calculations.

Commissioner Baker said what he is hearing is that Luther Seminary is planning to move forward with that setting.

Ms. Anderson said no, that study was not required nor requested by Public Works staff.

Commissioner Reveal said that the North campus will likely have more coming through here on a master plan, which will require a traffic study. But that is not going to be related to this part of the campus, and staff finding was that there was not sufficient reason for that investment and expense given the small number of vehicles and traffic involved here.

Commissioner Lindeke inquired about the disability parking in this case, what that is.

Ms. Anderson said that Luther Seminary has accessible parking within their campus, this particular parking area as it exists today does not include accessible parking. With the replacement of the surface parking and the new proposed 19 space parking lot there would be two accessible spaces and an accessible path from the street and from the parking lot into the campus that does not exist today.

***MOTION: Commissioner Edgerton moved the Zoning Committee's recommendation that the appeal of approval by the zoning administrator of a site plan for campus improvements including expansion of a parking lot at 1465 Branston Street at 1490 Fulham Street and 2375 Como Avenue (parking lot at 1465 Branston Street), is denied. The motion carried 12-1 (Ochs) on a voice vote.***

~~#19-103-751 Taco Bell – WITHDRAWN BY APPLICANT Conditional use permit for drive thru sales as part of reconstruction of a fast food restaurant, with modification of the required separation for a drive thru lane from residential property (60' required, 24' proposed). 565 Snelling Avenue N, SW corner at Edmund Avenue. (Josh Williams, 651/266-6659)~~

Commissioner Edgerton announced the items on the agenda at the next Zoning Committee meeting on Thursday, January 30, 2020.

## V. **Comprehensive and Neighborhood Planning Committee**

Amendment to the West Side Community Plan-Equitable Development Scorecard – Recommendation to amend community plan and forward the amendment to the Mayor and City Council. (Michael Wade, 651/266-8703)

Commissioner Baker said he is excited about the conversation regarding potential changes to the scorecard. He thinks that the work WSCO is doing with the scorecard is a model for other communities.

***MOTION: Commissioner Mouacheupao moved to approve the resolution to amend the community plan and forward to the Mayor and City Council for adoption. The motion carried unanimously on a voice vote.***

Commercial Development District for 160 South Wabasha Street – Review and recommendation regarding proposed commercial development district at 160 South Wabasha Street. (*Michael Wade, 651/266-8703*)

Commissioner Lindeke is curious about the words specifically liquor license limits and the history of that. Did Committee discuss why we have those, where they came from, and if they're a good idea.

Commissioner Mouacheupao said yes, they did.

Commissioner Lindeke wanted to know if this was the right way to address those limits. With these one offs sort of here let's do this and you can serve beer here. He was opposed to rethinking the big picture.

Luis Pereira, Planning Director, said that they've had some conversations at committee and among staff team including Department of Safety and Inspections (DSI). He raised the question about the role of the Planning Commission in reviewing commercial development districts. In terms of is there a value in terms of looking at conformity with the Comprehensive Plan and district plans. We've had an up tick on these reviews recently, he's not sure why. They've come to the conclusion that these new and expanded commercial development districts are not in conflict with the Comprehensive Plan or district plan. At committee this came up, in his opinion the question about does it really make sense if the fundamental issue at play is the liquor license that is in question. DSI made a point that expansion of bars or restaurants with expanded liquor service have a land use impact that is a planning issue. Looking at the code, the only part of the whole process that the commission is involved is this review, its not in the Zoning Code, it's in a different part of the city code. It raises the question about if ultimately the City Council is approving these, they're a City oversight of these districts. And that's the conversation he has had, there is some other movement going on with DSI in terms of they are pursuing some State law changes that might make it a little less of a parcel-by-parcel approach and more of a district approach. As the name implies, that's still evolving.

Commissioner Grill said that if there was a fundamental change to how we do licensing that it would require a charter change. There is a lot of high-level steps, ultimately what we all would like to get at is that this is easier for businesses to operate in the City. And to do that making this not the process that we do, is quite involved and elaborate. In the last 5 or 10 years they did update it to make the process easier, but it didn't go all the way, and this is the method that people have found to work within that system. She brings this up at every meeting and people are getting annoyed with hearing her talk about this particular issue.

**MOTION:** *Commissioner Mouacheupao moved on behalf of the Comprehensive and Neighborhood Planning Committee to approve the resolution for the proposed commercial development district at 160 South Wabasha Street. The motion carried unanimously on a voice vote.*

Commercial Development District at 974 – 7<sup>th</sup> Street West – Recommend proposed commercial development district at 974 7<sup>th</sup> Street West. (*Anton Jerve, 651/266-6567*)

**MOTION:** *Commissioner Mouacheupao moved on behalf of the Comprehensive and Neighborhood Planning Committee to approve the resolution for the proposed commercial development district at 974 7<sup>th</sup> Street West. The motion carried unanimously on a voice vote.*

Expanding Commercial Development District at 1 Leech Street So. to include 200 Grand Avenue  
- Recommendation regarding expanding commercial development district at 1 Leech St. So. to include 200 Grand Avenue. (Anton Jerve, 651/266-6567)

**MOTION:** *Commissioner Mouacheupao moved on behalf of the Comprehensive and Neighborhood Planning Committee to approve the resolution expanding the proposed commercial development district at 1 Leech Street South including 200 Grand Avenue. The motion carried unanimously on a voice vote.*

Religious Accessory Uses Zoning Study – Recommend initiation. (Bill Dermody, 651/266-6617)

Commissioner Baker said that this item has received a lot of attention and the expedition of this item moving forward as a study are, we thinking that the study will be complete within an estimated timeframe?

Chair Rangel Morales said that he believes that they have 2 years to complete the study.

Commissioner Reveal said in doing the study she hopes that they would look at the issues of what the obligations are of any party to an accessory use and the religious institution on community outreach and neighborhood involvement. That was the problem at Listening House that the groundwork was not laid with the community for that use, in that particular place. And the obligation was on both parties, and neither had done it adequately. She hopes they'll look at that part of it too, consider some guidance to developers and religious institutions.

Chair Rangel Morales thinks that this all could have been avoided if the zoning administrator had properly sent notice of it before investment were made on the property. And then the City's hands were tied with a certain procedure that had to be followed. The review is going to be looking at various aspects of how to incorporate and be more mindful.

**MOTION:** *Commissioner Mouacheupao moved on behalf of the Comprehensive and Neighborhood Planning Committee's recommendation to approve the resolution initiating a zoning study. The motion carried unanimously on a voice vote.*

Commissioner Mouacheupao announced that she is stepping down as chair of the Comprehensive and Neighborhood Planning Committee (CNPC). She will continue on the Planning Commission but not as chair of the CNPC. However, Commissioner Grill has agreed to step in as chair of the CNPC.

## **VI. Transportation Committee**

Commissioner Lindeke announced that they did not meet last Monday, but they did hang out, a couple of members at Bull Dog. However, they are meeting on Monday, January 27, 2020 on an official manner to hear from the City about regional solicitation on applications. Which are federal transportation dollars that get funneled through the Met Council that go to cities in the

seven-county metro area in a competitive manner and the City applies for them. They will hear from the City what they are asking the money for.

Also, they will hear from Peter Musty about the Capital Area Architectural Planning Board 2040 Comprehensive Plan. Their territory is around the State Capital all the way to Marion, Capital Heights across I94 including some of the space downtown which we do not have planning control over that area except insight planning things.

Luis Pereira, Planning Director, added that the lower part of Rice Street is in their CAAPB jurisdiction. However, we do have some purview over elements in site plan review as well as building permits. And the City has to work with the CAAPB on approvals on what happens to properties in that area.

Commissioner Lindeke said that Mr. Musty will also be talking about the Sears site and the general Capital Area.

## **VII. Communications Committee**

### 2019 Planning Commission Annual Report

Commissioner Underwood announced that at their places is a copy of the 2019 annual report. Commissioner Underwood recognizes the team including an intern who really ran with this and gave it some color. She is pleased that some of the advancements to this report that they made as a body in the last few years are reflected in the report particularly on the back page showing the down and dirty work particularly of the Zoning Committee. Where not everything is Ford sites, but it's the day-to-day zoning and land use needs. It's also interesting that the number of zoning cases went down 35% so what does that say about what's going on in the city. She is glad that the report raises questions. 2019 was a huge year when looking at it in this annual report.

Luis Pereira, Planning Director, highlighted that the work of the Snelling-Midway development a collaborate effort with the Saint Paul Police, Metro Transit, Public Works Department, MnDOT and the Planning Team, particularly Josh Williams to work on the Transportation Management plan. Which was many hours an evolving process as we're entering another season of soccer at Allianz Field which it was largely recognized as being effective in managing people attending. Even though it wasn't something formally that the Planning Commission had a chance to really weigh in on deeply, at the Transportation Committee. Also, the transportation planning projects, there was an amendment to the Gold Line Station Area plan, and a lot of the work happening throughout the year that is not necessarily coming to the Planning Commission.

Mr. Pereira thanked the Comprehensive and Neighborhood Planning Committee for their intensive work for going through all the 2040 Comprehensive Plan public comments after the January public hearing and staff. There were less items on the 2019 Annual Report, but things were a big effort.

Commissioner Reveal commented that this is the best annual report she has seen in 9 years. She suggests that when sending out and getting the communications done for new members that this report go with it. So that everyone that gets this solicitation to see if they are interested in being on the Commission can see what it does.

Typically, there is a cover letter from the chair that is prepared, and we do send it out via the early notification system list that the City has to which people can subscribe to receive notices. We also send out a paper mailing to select people who may not subscribe to that such as elected officials to make sure that they are aware of the planning activities of the City and the Planning Commission. That cover letter will follow soon.

#### Planning Director's Report on achievements during 2019 and 2020 Projects

Luis Pereira, Planning Director, discussed the 6-page new version of what they did in 2019, using the same categories as the 2019 work program. Project name, a milestone column, and a phase column because much of the work done is more than one year, reflecting that they hit a milestone like the Snelling-Midway, and Transportation Management Plan. Phase represents where we are in the process if there is still ongoing work, if there's official review of the Planning Commission or City Council and Met Council, that's happened, or will happen. Trying to visually show what some of the key milestones were, adoption of the Ford Site Master Plan Amendments, and Design Standards. Some of the environmental review work that staff has done which does not come before the Planning Commission. Mr. Pereira said on the last page at the bottom is a list of things that were on the work program and there was some work on them, but they were not initiated, or substantial work happened, example implementing the 2040 Comp Plan which we're still working through some of the comments from the Met Council but that is on this years work plan. He highlighted on some of the other 2019 work program list items that were not initiated as well.

Another sheet handed out was the 2020 Planning Teams work program which are things they'd like to get to but because of staff capacity they took a harder look at it and wanted to take a realistic take on it. Comparing it to last year the zoning cases are moved up and environmental review that's fundamental mandatory work they have to do, often they'll crowd out other things that don't have those sensitive timelines. Key transportation projects last year neighborhood and site development planning, a lot of the big redevelopment sites Ford site, Hillcrest, Snelling/Midway, Luther Seminary, and potentially Sears. Less on the district planning side, but still on a support role on district plans. And other essential work a list that is short but trying to be realistic with what they can do.

Commissioner Mouacheupao made a suggestion to have the document in a similar format that also shows where and what they can look forward to, in terms of the work plan items. Having it the same way the milestone and phase so they can see where they're at and where they're going.

Chair Rangel Morales said that goes towards the implementation of the Comprehensive Plan. How do they hold themselves accountable for what they're doing?

Commissioner Grill said that Planning 101 and 102 are listed as items but she has noticed particularly in Comprehensive and Neighborhood Committee that they're getting a lot of very detailed items. Commissioner Vang was debating in great detail at the last meeting. And as the year goes on if there are opportunities for education for the Commission, if they're already producing content for the public and they have a light meeting to consider that as an opportunity touch on some of the technical topics that they seem to be getting more and more at committee.

Chair Rangel Morales said they recently had a presentation on the difference between RM and T, and Bill Dermody, PED staff did a great job of explaining it, that was the first time he understood

it and the different types of zoning. If there are questions like that or there's a presentation about something you like to learn more about whether its Floor Area Ratio or the difference between zoning districts, he's sure that staff could give a presentation on it.

### **VIII. Task Force/Liaison Reports**

Commissioner DeJoy announced that the Hillcrest Redevelopment Community Advisory Committee continues to meet monthly. They met this week on Tuesday and in December they talked about what activities they would do to engage the community and the dialogue also planning for the first public meeting and they talked about city policies, and technical priorities. There is a lot of apprehension about things like traffic, and industrial uses in the middle of a residential neighborhood that was a golf course. Those conversations and concerns continue. Their first meeting that is open to the public on specifically to engage community dialogue is February 12<sup>th</sup> at the Heights Community School at 5:30 p.m. She will send out an email with the details.

Chair Rangel Morales asked if they know that any of the outreach that was done is any different then what has traditionally been done like for the Ford site.

Luis Pereira, Planning Director, said that has been the subject of the Community Advisory Committee (CAC) meetings recently and one of the things that they are doing a little differently with this process is getting the CAC more involved in helping with the plan for community engagement and outreach. There were thoughtful conversations at this week and the previous week's meeting there is an engagement consultant on community engagement, and they have come up with a list of community events and things that are happening on the East Side. One comment was that these are not close enough to the site itself and can they get some events closer. There is culturally specific engagement happening in terms of different communities on the East Side, different languages, that's the capacity that was emphasized in the RFP, initially for the master plan consultant. Looking to see how these open houses go. Also, we have two Ward 6 vacancies so this would be a good chance for us to tell people about this opportunity for serving on the Planning Commission if interested in planning issues, to get some face to face conversations happening.

Commissioner Reveal said that the Hillcrest is entirely different than the West Side Flats but one of the lessons learned is that notifications like post cards and other things really did not penetrate the businesses. Because often the owner is not here (person on record) and it really causes some serious problems.

Mr. Pereira said recognizing that, even though we have an engagement consultant, the City, as part of the scope the funds available for this consultant, they agreed to take on some of the mailing of those postcard notifications. It's going to cost a little more but part of it is that they can target renters' households not just property owners, it's a list that United States Postal Serve has which is better than us using our rental property county list.

Commissioner DeJoy added that they are finding its more challenging to do community engagement in the winter and piggyback on other events that might be happening.

Chair Rangel Morales said at one of the previous Planning Commission meetings Mr. Noel Nix from the Mayor's Office gave a presentation about community engagement and Chair Rangel

Morales received it as a community engagement 101 presentation. He was curious if the Mayor's Office was involved in implementing those type of theories into how this outreach is going.

Mr. Pereira said they were involved in reviewing our recommendations on Community Advisory Committee members. One of the things the Mayor's Office has been good about is asking city departments, what are all the big events that are happening as far as they know right now on the calendar and tell us what they are. And are there things that you think the Mayor may want to speak on or attend. To emphasize the community importance of participating in these processes. There are people who is show up to see the Mayor, they may not show up he is not there. And getting more proactive so they can plan it into their schedule. He will be at one or more of these open houses that happen this year.

## **IX. Old Business**

Commissioner Edgerton said that there are three commissioners terming out and one other stepping down Commissioner Khaled. So, what is the plan, schedule or timeframe for new commissioners and a replacement.

Mr. Pereira said they are welcome to stay on until they get replacements. The plan is communications, he has been working a lot with the communications people to get messaging that works for recruitment. It has been a multi-month process. He does not have specific dates on that now, but they need to talk to people to get applying and he is looking for the help of the existing commission not just the Communications Committee but others to help once they get the recruitment messaging package available. Which means sharing social media post with friends.

Commissioner Edgerton said it sounds like there will be six vacancies, so if an email could be sent out to all of us a reminder, and any criteria be sure to include that so they can think accordingly.

Chair Rangel Morales noted that in Steering Committee this morning, they discussed the possibility of having a smaller commission. So that is something that will be explored as well. Commissioner Reveal expressed in late December whether this commission is too big, but there is another viewpoint and having it this big allows us to have a lot of viewpoints, suggestions, and comments on various issues. But that is just in discussion at this moment, more discussion will happen in the Steering Committee and anything that would occur would be a full vote from the Planning Commission if not more things that need to be done.

Commissioner Reveal added that that must happen in conjunction with the District Councils discussion. Because the only way it would make any sense is for that district council engagement and responsibility etcetera to be more robust than it has been and over the time, she has been on the commission it has gotten less. She would never decouple those two things.

Chair Rangel Morales said that would also be for people to consider. For him some of the concern has been who is in the district councils and how ingrain people who have been in the district council have been there. And whether that would be an appropriate method to supplement. Maybe filling up spots that are currently open, that is certainly a concern he has. Sometimes we hear presentations about how district councils voted for this or that, but the district council has people who have been on there for 30 years or more.

Commissioner Grill said that she was surprised at the size of the Planning Commission too. She has been drafting a memo on this and while doing so she did some research on other Planning Commissions around the country. There is only one that she could find that was bigger than this one and that was in Chicago. All the others are 7-10 members, so this commission is large. She is looking forward to the discussion.

Commissioner Perryman said he knows the budget is small, but \$500.00 and a web cam to get this broadcast all over to make it easier if the numbers do get smaller. Having a large commission brings more opportunities, he is on a district council and he is stepping down because of employment changes. As far as sharing things and looking for people would this justify getting a Saint Paul government Facebook posting or the hiring panel has a sign-up interest form that's a lot easier.

Mr. Pereira said that there will be multiply formats of this. Part of the battle was making the case that we should do this, there was this critique that its not going to reach the right people and its not just that its that plus personal engagement one-on-one. Including the district councils and going beyond district council system to ask groups, that can be his role, staff's role and also the commissioner's role its appropriate. You needed information from us, and we are sharing that consistently and appropriately. What you're eluding to is something different than a post something more general where people can submit their name, we could reach out to them if they ask for more information.

Commissioner Perryman said that he still has not seen an official government posting requesting people apply for the Planning Commission. Its always been we know people; we find people and reach out in emails or something. With our own social capital, somebody trust Commissioner Baker and realizes this is a great opportunity and share with their friends using that social capital to reach those communities, it is really strong.

Commissioner Underwood as Nominations-Communications Committee chair she wants to recognize Mr. Pereira who has been really trying hard and it has been a frustrating struggle to be able to promote the openings as we continue to have a greater need. She really appreciates the work he has been doing and creativity. She did appointments for the last administration and can speak firsthand at how painful it is and hard. There are 30+ boards and commissions this one has a direct impact that others do not. This commission is approved by the Mayor and the City Council in a way that others are but aren't, the role of the Mayor's office is very important. There has been a lot of frustration in it and it is concerning.

Commissioner Edgerton going back to the commission size issue, he thinks that they are kind of big but he is okay with that for few reasons: 1) We're trying to be very inclusive and diverse and if we come down to seven and we're talking to this and that community at some point how do you include all those communities if we're down to seven people and some are going to be excluded. He worries that they will lose the inclusive and diverse wealth of ideas. 2) We have a Transportation Committee, Comprehensive and Neighborhood Committee, and Zoning Committee, there are various task forces, if there are only seven people, are we going to ask every commissioner to be on every committee. So, if we limit it to fewer people you're also going to be asking more of them.

Chair Rangel Morales said that was discussed and the discussion came as to whether this is an opportunity to discuss reformatting the commission given the number of vacancies. It would



mean restructure the committees and the role that they serve as well as the commitment commissioners would have to make to those committees and make sure we're moving the agenda along.

Commissioner Grill said that she would never suggest seven, she thinks 14 or something in the lines of how many normally show up. She has been keeping notes of how many have been showing up and it seems 14 or 15 for the Planning Commission and 5 or 6 range for the committees, but this is a longer discussion.

Commissioner Lindeke said that the Transportation Committee is unique, there are members who are not commission members and that was an idea that he had. Could we do more inclusive outreach through a committee structure similar to that for other committees. It works well for Transportation Committee.

Chair Rangel Morales said that this is the beginning discussion of a long discussion that they will have.

**X. New Business**

None.

**XI. Adjournment**

Meeting adjourned at 9:55 a.m.

Recorded by:  
Laura Eckert, Planning Commission Interim Secretary  
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

\_\_\_\_\_  
Lue Vang  
Secretary of the Planning Commission