



CITY OF SAINT PAUL

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## SITE PLAN REVIEW COMMITTEE MEETING Tuesday, August 6, 2019

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

<u>Time</u>	<u>Project Name and Location</u>
9:00am	Internal Site Plan Review Committee
9:15am	Springbox Addition 262 University Ave. West Building Addition and Site Work Paola Sanchez, 4RM+ULA SPR#19-069287

### **Applicants should attend the Site Plan Review Committee meeting.**

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

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

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

### **Location and Parking:**

The meeting room is at 375 Jackson Street on the 2<sup>nd</sup> floor, skyway level, to your left as you exit the elevator. A few free parking spaces are available in the DSI visitor parking lot off of 6<sup>th</sup> Street at Jackson. On-street parking meters are also available. The closest parking ramp is on Jackson one block south between 4<sup>th</sup> and 5<sup>th</sup> Street.

Contact Tia Anderson (651-266-9086 [tia.anderson@ci.stpaul.mn.us](mailto:tia.anderson@ci.stpaul.mn.us)) or Amanda Smith (651-266-6507 [amanda.smith@ci.stpaul.mn.us](mailto:amanda.smith@ci.stpaul.mn.us)) if you have questions.