

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

Minutes December 4, 2015

A meeting of the Planning Commission of the City of Saint Paul was held Friday, December 4, 2015, at 8:30 a.m. in the Conference Center of City Hall.

Commissioners Present: Mmes. DeJoy, McMahon, Merrigan, Padilla, Reveal, Shively, Underwood, Wang; and Messrs. Edgerton, Gelgelu, Lindeke, Makarios, Nelson, Oliver, and Ward.

Commissioners Absent: Mmes. *Thao, *Wencl, and Messrs. *Ochs, and *Wickiser.
*Excused

Also Present: Donna Drummond, Planning Director; Lucy Thompson, Allan Torstenson, Bill Dermody, Josh Williams, Jamie Radel, and Sonja Butler, Department of Planning and Economic Development staff.

I. Approval of minutes October 30, 2015.

MOTION: *Commissioner Nelson moved approval of the minutes of October 30, 2015. Commissioner Lindeke seconded the motion. The motion carried unanimously on a voice vote.*

II. Chair's Announcements

Commissioner Reveal, the Commission's First Vice-Chair, chaired the meeting, she had no announcements.

III. Planning Director's Announcements

Donna Drummond gave an update about the Snelling-Midway site, on Monday night there was a big community meeting about 120 people and the first committee advisory meeting was Thursday night December 3rd. Commissioner Padilla is coChairing that group.

On Wednesday, City Council had approved some resolutions that affect the Planning Commission work; one was related to Alternative Financial Institutions the resolution includes a specific amendment to the code dealing with how those are defined and wanting to add a definition for a neighborhood loan office and that will be referred to the Neighborhood Planning Committee for review and recommendation. Also, there was a resolution about the Highland District Council's plan and their desire to have a public art chapter added to the plan.

IV. Zoning Committee

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

Two items to come before the Site Plan Review Committee on Tuesday, December 8, 2015:

- Cleveland Hi-Rise – Add 9 spaces to an existing parking lot at 899 South Cleveland Avenue. (*Larry Zangs*)
- Sunrise Bank – New office building (57,000 square feet, 3 stories) at 2525 Wabash Avenue. (*Tom Beach*)

NEW BUSINESS

#15-173-084 Patrick Nseumen – Rezone from RT1 Two-Family to T2 Traditional Neighborhood. 805 Hudson Road, NE corner at Wilson. (*Bill Dermody, 651/266-6617*)

MOTION: Commissioner Nelson moved the Zoning Committee’s recommendation to deny the rezoning. The motion carried unanimously on a voice vote.

#15-173-542 Omar’s Auto – Conditional use permit for an auto specialty store with modification of required landscaped buffer area width along residentially zoned property (10 ft. required; proposed 9 ft. along N property line and 7.5 ft. along E property line) 619-621 St. Anthony Avenue, NE corner at Dale Street. (*Jamie Radel, 651/266-6614*)

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

DISCUSSION

Zoning Fee Study – Review and recommendation for updating zoning fees to cover the cost of the service for which the fee is imposed. (*Allan Torstenson, 651/266-6579, and Wendy Lane, DSI, 651/266-9081*)

Commissioner Ward asked why we are not looking at fees in a more holistic way. One thing that he hears is that Saint Paul fees are too high, higher than in other Twin Cities communities. Are we looking at best practices so we can reduce our fees?

Allan Torstenson, PED staff, said the Department of Safety and Inspections (DSI) proposed a 3% across-the-board increase for all DSI fees (building permit and license fees, etc.) as part of their 2016 budget process with the Mayor and City Council. The Planning Commission is being asked to look just at amendments to zoning fees that are in the zoning code because state law requires Planning Commission review and recommendation before the City Council can take action on zoning code amendments. Since the DSI proposal only included amendments to fees paid to DSI, and did not include other zoning fees paid to PED, in addition to a recommendation on the fee amendments proposed by DSI as part of their budget the draft resolution also initiates a zoning study to consider more holistic amendments to fees prescribed in the zoning code including fees paid to PED. In the past PED and DSI have always looked at all of the zoning fees together, carefully considering costs and appropriate fees for different types of applications. For some zoning work, such as zoning compliance letters, it is appropriate for fees to cover 100% of the cost. For some other things it may be appropriate for fees to cover something less than 100% of the cost.