



CITY OF SAINT PAUL

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

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

May 13, 2019

Ronn Jansen  
Madison Equities  
375 Jackson St. Ste 700 W  
Saint Paul, MN 55102

Chris Ochs  
Gleeson Architects  
1175 Hwy 36 E  
Saint Paul, MN 55109

Matt Woodruff  
Larsen Engineering, Inc.  
3524 Labore Road  
White Bear Lake, MN 55110

RE: **Approval of Site Plan 18-117595** – Fitzgerald’s Patio and Parking Lot at 401 Selby Avenue and 173 Western Ave. North – Civil Site Plans prepared by Larson Engineering with revisions through 05/06/201 and Architectural and Landscape Site Plans prepared by Gleeson Architects with revisions through 05/06/2019.

Dear Ronn Jansen, Chris Ochs, and Matt Woodruff,

**The site plan referenced above is approved subject to the following conditions:**

- 1. Site improvements** – The proposed patio and parking lot and all other site improvements must be constructed as shown on the approved Site Plan. This includes all paving, grading, driveways, utilities, storm water management facilities, landscaping, lighting, fences and walls.
  - According to letter from SHPO dated 1/31/18, 401 Selby does not meet the EAW requirement for review. 401 Selby was built after the period of significance for the Hill State and National Districts (which SHPO has established to be from 1854-1930). Should the proposed demolition of 401 Selby be approved, the owner will not be required to produce an EAW, and the building may be demolished in part or in whole.
  - DSI Licensing Division must review and approve any proposed changes to the operation of a City licensed business. This review process is separate and in addition to the Site Plan Review process.
- 2. Tree Protection** – Prior to land disturbance for construction of this project, the contractor shall contact Zach Jorgenson (651-632-2437), City Forestry, to inspect and verify that tree protection measures are in place.
- 3. Transportation Safety** - A Temporary Pedestrian Access Route (TPAR) and a Temporary Traffic Control (TTC) plan will be required as part of the Right-of-Way permitting process. The developer shall contact the Right of Way inspector Tom Johnston, (651-485-4398) one week prior to beginning work to discuss traffic control, pedestrian safety and coordination of all work in the public right-of-way.

4. **Erosion and Sediment Control** devices must be installed per the approved site plan. They shall be inspected by the building inspector prior to excavation. Control devices must be maintained until final approval of the project.
  
5. **Permits and Fees** listed below are required for the work shown on the approved Site Plan:
  - **Building permit** is required from the Department of Safety and Inspections (651-266-9007).
  - **Obstruction or Excavation permit** must be obtained from Public Works (651-266-6151) if trucks/equipment will be driving over curbs or if construction will block City streets, sidewalks or alleys.
  - **Sewer permits** for repair and removal permits from Public Works Sewer Division (651-266-6234) are required. These permits are issued only to licensed house drain contractors. Any sewer revisions to approved plans must be approved by the City before construction. All sewer permits are to be requested before 2:00 pm the day prior to when the work is scheduled to begin. Requests for sewer inspections must be made no later than two hours before installation of the pipe is completed.
  - **Water permit** from Saint Paul Regional Water Service (1900 Rice Street) is required.
  - **Sidewalk permit** is required for work on curbs, driveways and sidewalks in the public right-of-way and must be done by a contractor licensed to work in the City right-of-way under a permit from Public Works Sidewalk Section (651-266-6120).
  - **Sign permit** for a business sign is require from the Department of Safety and Inspections. Contact Ashley Skarda of Department of Safety and Inspections at 651-266-9013.
  - **Tree planting permit** from the City Forester (651-632-2437) is required for planting trees in the boulevard. There is no charge for this permit.
  - **Parkland Dedication** is not required for this project.
  
6. **Appeals** – A Final Site Plan approval decision may be appealed within ten days after the date of the decision per Leg. Code Sec. 61.701 – Administrative Appeals, to the Planning Commission. An Appeal of a Site Plan shall be filed with the Zoning Administrator.
  
7. **Time limit** – Work covered by this Site Plan must be completed no later than May 13, 2020. City staff will conduct a site inspection based on this date.

If you have questions, please contact me at [amanda.smith@ci.stpaul.mn.us](mailto:amanda.smith@ci.stpaul.mn.us) or at 651-266-6507.

*Amanda Smith*

Amanda Smith  
DSI Inspector III

cc: File, Site Plan Review Committee, HPC, DSI Licensing, Metro Transit, City Council Ward 1 Office, District Council 8