

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

Minutes December 14, 2012

A meeting of the Planning Commission of the City of Saint Paul was held Friday, December 14, 2012, at 8:30 a.m. in the Conference Center of City Hall.

Commissioners Present: Mmes. Merrigan, Noecker, Perrus, Porter, Reveal, Thao, Wang, Wencl; and Messrs. Gelgelu, Lindeke, Ochs, Oliver, Spaulding, Ward, and Wickiser.

Commissioners Absent: Ms. *Shively, and Messrs. *Connolly, *Edgerton, *Nelson.

*Excused

Also Present: Donna Drummond, Planning Director; Lucy Thompson, Patricia James, Allan Torstenson, Kate Reilly, Michelle Beaulieu, Scott Tempel, and Sonja Butler, Department of Planning and Economic Development staff.

I. Approval of minutes November 30, 2012.

Chair Wencl announced that the minutes are not available at this time. However they will be ready for approval at the December 28, 2012 meeting.

II. Chair's Announcements

Chair Wencl had no announcements.

III. Planning Director's Announcements

Donna Drummond announced that last Saturday was the Union Depots grand opening and it was an exciting event with a big turn out.

And last Wednesday at City Council the nonconforming use amendments were finally approved. The City Council decided to change the requirement that the Planning Commission had recommended allowing vertical expansion up to 10 feet that did not need the side yard set back and City Council changed that so they would have to get a variance to do a vertical expansion if there side yard set back, for example did not meet the required set backs for the district.

Also, Ms. Drummond announced that one of the planning staff, Christina Morrison is leaving to take a job with Metro Transit to be a Transit Planner. Ms. Morrison is very excited about the new position but we're sorry to see her leave.

IV. PUBLIC HEARING: West Side Community Plan – Item from the Neighborhood Planning Committee. (*Scott Tempel, 651/266-662*)

Chair Wencil announced that the Saint Paul Planning Commission is holding a public hearing on the West Side Community Plan. Notice of the public hearing was published in the Legal Ledger November 8, 2012, and was sent to the citywide Early Notification System list and other interested parties.

Scott Tempel, PED staff, talked about the West Side Community Plan saying that the plan has been worked on since 2011 by West Side Community Organization (WSCO) and during their process they have had public meetings, which over 150 people have participated, 300 residents and various community meetings envisioning sessions. WSCO has worked very hard to develop a good plan, they followed the City's format they even went a little further and focused on the quality of life plan that goes into community vitality, community economic development and they have a good attitude on implementation. WSCO have already started the implementation process that will have a lot of input from different organizations including the City. They are focusing making this a living breathing document. The plan has been through staff review a few times and it's been out for comment which there has not been any issues with it or negative comments. This is a good document and they are very happy with it, it is good solid plan.

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

The following people spoke.

1. Ms. Elena Gaarder, Executive Director of West Side Community Organization, talked about their process and the steps taken, the first step was to make sure that the plan was consistent with the Comprehensive Plan. The second step was that they worked with the community design group and developed nine workshops. So they were able to capture all of the different voices of the neighborhood. They took that and created a draft that staff wrote, it went through City review process. Then they held a leaders gathering with 32 people from various organizations that met and looked at the plan to identify priorities for implementation. Ms. Gaarder said that this has been a long time coming and they encourage the Planning Commission to forward this for approval.

Commissioner Reveal asked for some examples of some of the things that they are implementing.

Ms. Gaarder said that one of the things that came out through the west side leaders gathering was to connect west side residents with west side jobs. The Neighborhood House is championing that strategy and they will be partnering with resource in the employment action centre to do a jobs and training program on the west side. The Port Authority is interested in working with them to identify sites for potential job growth centers, Neighborhood Development Alliance is looking at doing mixed use development at Cesar Chavez. So those are the things that are moving forward now.

Commissioner Ward asked for some examples of the outreach that was done to local citizens, rather than leaders of the community and stakeholders.

Ms. Gaarder said that their primary community engagement was done through the workshops, she had previously mentioned. And what they first did was a train the trainer model where they recruited average residents in the neighborhood that would be willing to bring together their peer networks their neighbors and to do a workshop, which they did nine of those. And they looked at how was the Smith Avenue Plan, what was the community engagement with that, how was the District del Sol Plan what was the community engagement with that and instead of having one advisory committee they wanted to make sure that they were capturing as many people as possible. They went to where people normally live and congregate. They reached 125 people doing that work, that's 60% - 70% of the people that were part of those workshops that were people of color and renters.

2. Ms. Karen Reid, Executive Director of Neighborhood Development Alliance, a participant in the planning process and hopefully work in the housing and economic development. They are grateful that the WSCO incorporated pass planning. They've just come off two small area plans and she is glad they are included. Neighborhood Development Alliance have two sites identified in the District del Sol plan that they will be working redevelopment on. When they start on specific sites they go back to the community and say these sites were looked at this way but now they are going to move forward and put together a project. The planning never stops, the overall planning is done, and implementation will be always incorporated going back to the community, residents and businesses.
3. Ms. Kelly Jameson, Vice President of Property Development for the Saint Paul Port Authority and they commend West Side Citizens Organization (WSCO) on the exhaustive process that brings the West Side Community Plan before the Planning Commission. WSCO did a great job of reaching out to a wide variety of stakeholders and community members and the Port Authority is happy to be a partner in implementing this plan. Ms. Jamison touched on three main themes that they support in the plan. The first one is land for industry and jobs. The Initiative for a Competitive Inner City (ICIC) recently completed a study for the Port Authority that found that there is capacity and the need for industrial jobs in the City of Saint Paul. They are pleased the WSCO feels that these industrial jobs belong in their neighborhood and look forward to a partnership working with the community to create and expand job centers in the future. The second is Assessment and remediation of contaminated sites, the Port Authority has a successful track record of securing funds from local, state and federal sources to assist in the remediation of Brownfield sites throughout the City of Saint Paul for industrial jobs. As opportunity for business development or expansion occurs on Brownfield sites on the West side, the Port Authority will use some of its resources to facilitate job creation. The third is Recreational and residential compatibility surrounding land uses at Southport Terminal, the Port Authority are committed to balance recreational and industrial uses along the river. They are exploring a secondary access route at the Southport Terminal to alleviate some of the truck traffic and congestion that occurs on Concord Street. In addition with the approval of their site plan for a new dock wall at the Southport terminal, the Port Authority donated some land to the City of Saint Paul for park purposes which includes a trail easement along the railway that leads to South Saint Paul. The Port Authority supports the West Side Plan. Ms. Jameson has submitted written letter from the Saint Paul Port Authority with a full list of strategies from the plan where the Port Authority is listed as a partner.

4. Mr. Armando Camacho, President of Neighborhood House, and over the past year he has witnessed WSCO and other community leaders both nonprofit community based organization and community members gather around a common vision to create a healthy community for the West Side. The exciting piece of this plan is that they all have ownership of this plan and its various components and as president of Neighborhood House they're looking at the work that their trying to do not only on the West Side but the East Side and also in Highland Park. Neighborhood House is really excited to support this plan and to take ownership of sections of it and about moving forward with this plan and look forward to the City's support.

Chair Wencil announced that a written letter was received from Carol Neumann and a copy of her letter will be forwarded to all of the Planning Commissioners.

MOTION: *Commissioner Oliver moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Monday, December 17, 2012, and to refer the matter back to the Neighborhood Planning Committee for review and recommendation. Commissioner Ward seconded the motion. The motion carried unanimously on a voice vote.*

PUBLIC HEARING: Highland Village Special District Sign Plan Amendments – Item from the Neighborhood Planning Committee. (Kate Reilly, 651/266-6618)

Chair Wencil announced that the Saint Paul Planning Commission is holding a public hearing on the Highland Village special District Sign Plan Amendments. Notice of the public hearing was published in the Legal Ledger November 8, 2012, and was sent to the citywide Early Notification System list and other interested parties.

Kate Reilly, PED staff

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

The following people spoke.

Speaker #1

Speaker #2

MOTION: *Commissioner Oliver moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Monday, December 17, 2012, and to refer the matter back to the Neighborhood Planning Committee for review and recommendation. Commissioner Ward seconded the motion. The motion carried unanimously on a voice vote.*

V. Zoning Committee

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

NEW BUSINESS

#12-116-679 William Mitchell College – Conditional use permit for expansion of campus boundary. 889 Portland Avenue and 918 Portland Avenue/46 Milton Street North between Milton and Victoria. *(Michelle Beaulieu, 651/266-6620)*

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.*

#12-212-747 Justin Waggoner – Change of nonconforming use from 10 unit roominghouse to 4 unit multi-family dwelling. 361 Bates Avenue between 6th and 5th. *(Kate Reilly, 651/266-6618)*

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

Commissioner Perrus announced the items on the agenda for the next Zoning Committee meeting on Thursday, December 20, 2012.

VI. Comprehensive Planning Committee

Chair

VII. Neighborhood Planning Committee

Shepard Davern Area Plan and Zoning Study – Initiate area plan update and zoning study.
(Michelle Beaulieu, 266-6620)

MOTION: *Commissioner Oliver moved the Neighborhood Planning Committee's recommendation to approve the resolution initiating an area plan and zoning study. The motion carried unanimously on a voice vote.*

Commissioner Oliver announced the items on the agenda for the next Neighborhood Committee meeting on Wednesday, December 19, 2012.

VIII. Transportation Committee

IX. Communications Committee

X. Task Force/Liaison Reports

XI. Old Business

None.

XII. New Business

None.

XIII. Adjournment

Meeting adjourned at 9:16 a.m.

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

Respectfully submitted,

Approved _____
(Date)

Donna Drummond
Planning Director

Daniel Ward II
Secretary of the Planning Commission