



## PLANNING COMMISSION MEETING

**MUNICIPAL CENTER COUNCIL CHAMBERS**  
**1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118**  
**TUESDAY, SEPTEMBER 15, 2020**  
**6:30 P.M.**

### PLANNING COMMISSION MEETINGS

Planning Commission meetings are held in person in the Council Chambers and are open to the public with social distancing restrictions. Meetings will continue to be broadcast and streamed online for viewers to watch from the safety of their homes.

**SEATING:** A limited number of attendees will be allowed in the Council Chambers to view live meetings. Seats are first-come first-serve. Due to the limited seating, overflow space will be available in the City Hall lobby and the lobby conference rooms with screens playing the meeting live.

**PARTICIPATION:** Due to the limited seating in the Council Chambers, those wishing to speak in person during public input items must sign up prior to the start of the meeting and will be called up to the podium one at a time. People wishing to speak in person may email the City Planner at [msonnek@wspmn.gov](mailto:msonnek@wspmn.gov) by 4:30 p.m. the day of the meeting (please include name, address and subject in email). Names will be called to approach the podium to address the Commission. Those watching from overflow areas can enter the Chambers to speak when their name is called and then proceed back to the overflow area to continue viewing.

Viewers may also choose to call in via telephone to speak during public input items. A number will appear on screen during live broadcasts and streams when lines open for call-in speakers.

1. PLANNING COMMISSION

2. Roll Call

3. Adopt Minutes

3.A. 08/18/2020 Planning Commission Meeting Minutes

Documents:

[08.18.2020 - PC MINUTES.PDF](#)

4. Public Hearings

4.A. PC Case 20-10 - Site Plan Review For The Expansion Of An Existing Building At 1700 Marthaler Lane – Maureen Haggerty

Documents:

[PC REPORT 09.15.2020.PDF](#)  
[PC ATTACHMENTS - 09.15.2020.PDF](#)

4.B. PC Case 20-11 – Zoning Ordinance Amendment, Regarding Lot Area Per Dwelling Unit

- City Of West St. Paul

Documents:

[PC REPORT 09.15.2020.PDF](#)  
[ORDINANCE - REDLINE.PDF](#)

5. New Business

6. Old Business

6.A. Zoning Code Amendments - Update

Documents:

[PC REPORT 09.15.2020.PDF](#)  
[PC ATTACHMENTS - 09.15.2020 - PARKING AND CONSTRUCTION MATERIALS.PDF](#)

7. Other

8. Adjourn

*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4108 or email [ADA@wspmn.gov](mailto:ADA@wspmn.gov) at least 5 business days prior to the meeting*  
[www.wspmn.gov](http://www.wspmn.gov) EOE/AA

## WEST ST. PAUL PLANNING COMMISSION

The regular meeting of the West St. Paul Planning Commission was called to order by Chair Samantha Green, on Tuesday, August 18, 2020 at 6:34 pm in the Municipal Center Council Chambers, 1616 Humboldt Avenue, West St. Paul, Minnesota 55118.

**ROLL CALL:** Samantha Green, Morgan Kavanaugh, Peter Strohmeier, Dan McPhillips, Lisa Stevens, Tori Elsmore

**Excused Absence:** Maria Franzmeier

**Also Present:** Melissa Sonnek, City Planner; Sharon Hatfield, Administrative Specialist; Amanda Johnson, Attorney; John Justen, Council Liaison

**Adopt Minutes:** Minutes from the July 20, 2020 Planning Commission City Attorney Work Session were approved.

Minutes from the July 21, 2020 meeting were approved. .

### PUBLIC HEARINGS

#### **PC Case #20-08 - Platting Application for a Property Line Adjustment between 1019 Smith Avenue and 1010 Dodd Road - Michael Buttgereit**

Sonnek reviewed the platting application for the property line adjust between 1019 Smith Avenue and 1010 Dodd Road. The site is one of her favorite triangles in town. Sonnek related that applicants, Sara and Michael Buttgereit, purchased their house in 2019. There was an existing retaining wall and a fence along the northeastern part of the property. In February, the Buttgereits applied for a permit to extend the fence around the rest of the property. They discovered that the existing fence was not on their property. It is on the 1010 Dodd Road property which is owned by the West St. Paul EDA. The proposal is to extend their property out 10 feet north from their existing property line. This would put the existing fence within their property. The current property is one-tenth of an acre, below the 10,000 square foot minimum. The extension of the lot would bring the property into compliance. The Engineering Department reviewed the submitted plans. The only request they had was an additional easement. For drainage and utility, Engineering requested a 10-foot easement on the eastern property line and 5-foot easement along the other property lines. Sonnek summarized the recommendation from staff saying that staff recommended the approval of the property line adjustment subject, to the Engineering recommendations and the EDA sale of the 10 feet of property.

Sonnek asked if there were any questions for her or for the applicant. Kavanaugh asked what the 5-foot easement along the rest of the property lines was for. Sonnek answered that the easement was typical for drainage and for utility. The present lot size is very tight. McPhillips asked about the 10-foot and 5-foot easements; Sonnek said that by subdivision ordinance, the City requests that the easement adjoining the street is 10 feet; for the internal property line, the easement is 5 feet. McPhillips asked about the development of the Smith Avenue area. Green said that the Environmental Committee is working on the lot and providing tables and benches for nearby restaurants to use. With the Corona virus precautions, the park project has been put on hold. Kavanaugh said that the redevelopment of the Smith Avenue area was a good point. He asked if the realignment plans were taken into account for the recommendation. Sonnek said it is a fair question. It is something for the Commission to consider. Kavanaugh does not want to have to move the fence or to pay for the property a second time if the realignment requires it. Justen confirmed that the park would be temporary. He predicts that there will be no attempt to make any permanent development whatsoever. The area will remain vacant until the reconstruction. With no further questions for Sonnek or the applicant, Green opened the Public Hearing at 6:41 pm. With no

comments, Green brought the application back to Commission discussion. Kavanaugh said that the Commission should try to accommodate the wishes of the property owner. However, he does not know if the Commission should be looking at the request yet. The EDA has not sold the property yet. Secondly, if the realignment requires the 10 feet of property, the City may have to buy back the property or put it into condemnation. Kavanaugh is not in favor of the application. He would rather help out the homeowner with an easement. McPhillips asked if the property was up for sale or was it just the 10-foot strip. Sonnek said that the property is not up for sale. The proposal for tonight would just be for the 10 feet. To answer Justen's comments before, Sonnek said that the property was bought by the EDA for the eventuality of being used in the realignment of both roads. Green asked if there were any time frame for the realignment. Sonnek said that nothing has been proposed yet; it is a question of funding. Green does not want to deny the applicant if the realignment may be 15, 20 or 30 years away. Kavanaugh said that an easement could be used instead and the realignment can terminate the easement without the City paying for it. Justen added that there is extreme fluidity to when the alignment would occur; it is crucial that the City do it. That is the reason the park was temporary. The realignment could happen in 6 months or 5 years. No one has suggested it would cross the 10-year threshold. It is a prioritized project. The pedestrian safety issues there are significant. It will not be 20-30 years down the road. The realignment will be done as soon as the City can. Elsmore the 10 feet are currently owned by the City and the City is the one who would be selling the property, the Commission would be pretty safe in [approving the request.] She does not see any harm in the request because it is contingent on many other pieces. Stevens says we do not have the information on the realignment. Justen said the City does not know how the realignment will be constructed; there are multiple plans. None of the plans have been locked in. Kavanaugh said that the small area plan had Dodd Road "T" off at Smith Avenue. This could change with the redevelopment of the Oxendale market space. McPhillips agrees that these property owners need a fence. He asked the City Attorney to weigh in. Johnson said the City can look at an easement. The fence and the retaining wall are already in place. The tricky thing is that they are not on the applicant's property. The idea is to get things that already exist onto his property. Staff's recommendation is to move the property line; it is a little bit cleaner. The City would not own the property and would not be liable for the fence. Johnson asked about how long the fence had been in existence. Sonnek said that the extended area is recent; the northeast corner was there with the previous owner. It was there before the City purchased the property. Johnson said that this is another issue because technically it is City property. Maintenance could be addressed in an easement. Green said it may be helpful for this request to go before Council to see what their flavor is on how to move forward.

**Kavanaugh made a motion to deny the application. Discussion followed. McPhillips added the reasoning for the denial is that the Commission needs more clarity for potential scenarios. Green asked if it would be better to continue this item until next meeting [after Council input]. Elsmore asked if the Green wanted to know if the EDA was willing to sell the property. Green wants to know if the EDA is willing to sell the property. If they are willing, the application is fine as it is. If not, the Commission needs to reevaluate the application. Elsmore asked if Staff knew. Sonnek said that she cannot speak for the EDA per open meeting law. Justen said that Council has not seen [this request] until tonight. He does not think Council has any type of leaning right now.**

**The motion died, for lack of a second.**

**A motion was made by Stevens to continue the discussion on the application. The motion was seconded by McPhillips.**

**Vote-5 ayes/1 nay (Kavanaugh). The motion carried.**

Sonnek asked what points of clarification the Commission needed. Green said the Commission would like to know if the EDA is willing to sell the property. Stevens further clarified saying she would like to know if the

EDA would prefer the sale or the easement based on the realignment. Kavanaugh said if the EDA preferred an easement, this item would not come before the Commission. Sonnek said this was correct. The EDA would be able to execute the easement without the Commission's input.

**PC Case #20-09 - Multiple Applications for the Redevelopment of 1571 Robert Street South and the Construction of a Five Story Mixed Use Building Offering Market Rate Apartments and Retail- Roers Companies**

Sonnek said that the Commission would be reviewing multiple applications for the redevelopment of the northwest corner of Robert Street and Wentworth Avenue, also referred to as Town Centre I. ESG Architects, on behalf of Roers Companies, is proposing to tear down the existing Maaco, Aamco and Batteries Plus buildings to build the new apartment complex. Granny's Donuts is not included in the proposal. The proposal has changed as of last night's EDA meeting. Instead of 187 units, there will be 192 units and there will be a decrease of retail space to a total of 1,700 square feet. There will be underground parking, a mix of studio, one-bedroom, one bedroom plus den, a few two-bedroom units as well as some bicycle storage on each floor. There will be a dog park, storage for residents on each floor and a bike repair area as well. The site will be just south of the regional River to River Trail. In summation, Sonnek said the Commission would review, the Conditional Use Permit which allowed for the mix of uses, the commercial and the residential and allowing for a structure that has more than 16 units, the Site Plan, the Rezoning request from B6 to a PRD with underlying B6, and the Preliminary and Final Plat. Sonnek added that the current plat is from 1887 and is listed the City of South St. Paul. The City does not want to have that "floating out there".

It is mostly commercial and some office zoning that currently surround the site. There is some retail to the east. Mostly B6 with the northwest having B3 with the office building. This project would be the "last piece" of the 2040 Comp Plan. It was identified as an area likely to be redeveloped by 2030. The Met Council 2040 Housing Plan indicates a demand for additional housing, (affordable and other types). The Met Council guided the area to have 20-40 units per acre; this proposal has 60 units per acre. The site will allow the opportunity for residents for "filtering." For example, residents can downsize within the community to this building allowing other residents to purchase their first homes. It creates a healthy housing market. Sonnek reviewed the setbacks for the building and asked the commissioners to keep in mind that the PMD does allow for some deviation from the code. Ideally, the City wants both sides of the building to be attractive. Deciding what is the front of the building can be tricky. The code dictates that the shorter property line (Wentworth Avenue) be the true front of the site. The side setback is only 5 feet; (code is 10-30 feet). The City is comfortable with this because the adjacent properties at their corners have the same setback. This was the intent of the Town Center I and Robert Street Redevelopment plan. The rear property line deviates from code; the proposed landscaping will help with visual relief in this area and that there is a change in grade. Commissioners should note that it is a side yard for Granny's. For this reason, the 9.4 foot setback would not be unusual. (A 0-foot setback would be allowed.) The parking setbacks requirements exceed code. The parking code requires 2 stall per 1 unit which would amount to 384 stalls. The retail space would require 9 stalls. The applicant is proposing 265 stalls, (101 surface stalls and 164 underground stalls.) The ratio would be 1.38 to one. It is a little bit lower than what the City has seen in the past. There will be a dog park on the site; it could be a site for additional parking if need be. The applicant had a third party create a travel demand management program for the increased traffic at the proposed building. It covered both parking and traffic around the site. There is an increase of 206 daily trips for the adjacent roads. With this [small] increase the surrounding roads are expected to be able to operate at their existing level of service. The drive aisles and parking stall widths meet and sometimes exceed code. Most of the stalls are 18 feet in depth; the code requires 20 feet. Some of the City's parking codes are out of date. The City has recently approved the 18-foot stall depth in other plans. All of the curbed islands will have the required landscaping except for the islands near the underground

parking. The Dakota County Planning Commission did review the access plans on Wentworth Avenue, (a County road) The County was willing to allow the continuation of the western access. The County requires that the eastern access be closed. The County is requiring 40 feet of right of way and a 10-foot trail easement. MNDot has requested that the most southern two access points be closed on Robert Street. The northern access (where Block Buster used to be) would be preserved. The third access point would be on Livingston Avenue; it would offer full access. The other access points would be right in, right out only. The submitted plans did not include lighting and signage details. Regarding the landscaping, the submitted plans would remove 80 caliber inches of trees. The City requires that the applicant replace 30 percent of the quality trees. The applicant is exceeding code with their landscaping plan. The applicant however had not submitted any irrigation plans. Staff is recommending that an irrigation plan be submitted as a condition of approval with the building permit. The Environmental Committee did review the landscape plans at their August meeting. They liked the dog park and that the full tree replacement requirement was being met. They recommended approval of the plan with the added recommendations of pollinator-friendly plants not treated with neonicotinoids and to incorporate a better mix of Minnesota native plant species. Staff recommends that the applicant consider as a condition of approval the recommendations from the Environmental Committee's August 7, 2020 memo. Code does require that 60 percent of building materials be primary materials, brick, stone, stucco, glass or comparable materials. No more than 40 percent can be secondary materials. The applicant meets these code requirements. Because the proposal disturbs more than one acre of land, City code requires that a stormwater management plan be included as part of the application. WSB is recommending a number of approvals requiring proper permitting, drainage calculations, etc. City Staff is recommending as a condition of approval that the applicant follow all items in the WSB memo dated August 12, 2020.

Regarding the Rezoning application, the plan requests rezoning from B6 (Town Center Mixed-Use) to PMD (Planned Mixed-Use Development) while still retaining the B6 underlying zoning. The rezoning does adhere to the 2040 Comp Plan.

Regarding the Platting, the existing platting is from the 1880's. The replatting will consolidate several lots, clean up the legal description and formally dedicate the right of way, easements, etc. Staff is recommending as a condition of approval that the plat be recorded at the County within one year of approval and prior to the submittal of the building permit. The Dakota County Plat Commission reviewed the plat at their August 5, 2020 meeting. As a condition of approval, City staff is recommending that the applicant adhere to the items outlined in the Dakota County Plan Commission memo of August 7, 2020. MnDot also reviewed the plat. Similarly, City Staff is recommending as a condition of approval that that applicant adhere to the items outlined in the MnDot memo dated August 11, 2020.

Sonnek summarized the staff recommendations that she outlined during her presentation. Sonnek asked if there were any questions for her. Green asked how different the building renderings would be with such a reduction of retail space. Sonnek said that staff met with the applicant earlier today; the applicant expects to retain the majority of the renderings. A big piece of the corner of the front of the building is glass; there will be some shifting. The applicant could speak to the result of the changes. Kavanaugh asked about the integrated bus stop. Sonnek said that was her first question and she said that Metro Transit has requested that the bus stop shift a little south based on the buses wanting to cue fully in the right lane. It works well with the change in the retail space. Kavanaugh asked about the parking study; he asked if the plan really does call for 217 parking stalls. Sonnek said that this is correct. It is based on the peak parking with the 5,000 square foot of retail. Green asked the parking numbers would change with the Brew Pub/restaurant requirements. Sonnek answered that restaurant are very restrictive when it comes to parking. Retail requires less parking. The traffic demand study was based on the 5,000 square feet of retail. Reduction would likely decrease the parking demand. Kavanaugh confirmed that, in theory, the parking study could be even less than 217. The proposed parking stall numbers (265) do not include the dog park

area which could be converted into parking stalls. Kavanaugh asked if there were walkout units on Wentworth. Sonnek deferred to the applicant for more clarification. She said there were a few walkouts planned on Wentworth Avenue, but with the trail easement; they were not able to fit in the walkouts. They thought about shifting the building north to accommodate the walkouts. It would be a nice amenity to have an outdoor seating area [for those apartments.]

Jeff Koch from Roers Companies came before the Commission. He is an owner. Roers is based in Minnetonka and has built over 5,000 apartment units. They have buildings in MN, North Dakota, South Dakota, Iowa and Wisconsin. They invest in the community and own and operate within the community. They will own and manage this investment for the long haul. MetCouncil has suggested less parking for the project and encourages more mass transit usage. From Roers' perspective, the project is overparked in terms of parking need. The underground and external parking is underutilized. Stevens asked about the underground parking; are renters choosing not to pay for underground parking. Koch said that Minnesotans think of underground heated parking as a convenience. It is not a matter of paying for parking. Some two-bedroom units may have only one car. Some residents choose not to have a car. With Uber and mass transit, they are able to live without a car. This building has great walkability to all the existing retail and appointment base within the community. He does not foresee an issue with unit dwellers parking on the street. Kavanaugh asked where Roers would take away parking if the site plan were to make more green space. Koch said he would reduce parking closer to the trail where the dog park area is; it would open up more green space potentially. Roers is comfortable with the plan ratio; they will not push for less. He would rather have renters and visitors park on the site instead of parking on the street. Kavanaugh asked how the dog park would be maintained. Roers said that the management company would handle it. There are cleanliness issues with cleaning up after the dogs. He said in his communities, the residents do a doggie DNA; and test excrement for DNA. If it is matched to the resident, they pay a fee. Green asked if this would be the first public dog park. Roers said yes. McPhillips asked if Carbone's would keep their entrance. Sonnek said yes; there is a natural buffer between the sites.

Robert Loken from ESG Architects came before the Commission to speak. Like Roers, ESG works all over the metro area and have developed a lot of multi-family housing. He said that the integrated bus shelter will remain on the plan. It works better for the design of the building to retain the bus shelter; (there is not enough right of way to place the shelter elsewhere.) MetroTransit is typically happy with this; it pushes maintenance on to the property owner. They are still negotiating the size and the location of the shelter with MetroTransit. Regarding the walkout units on Wentworth, they were part of the original design. However, after the plat review they learned that the 10-foot easement requirement would infringe on the proposed design. ESG pivoted and the building plan was shrunk down on the south side to add back in the walk out units. ESG has experience with public dog parks; they built a successful dog park on a private development on municipal land in the city of Minneapolis. Regarding the grade change on the trail, Loken said where the trail goes into the tunnel, there are retaining walls on both sides. There is quite a bit of grade change. Green asked how the renderings would change with the change in retail space. Loken replied that they would shift the original (glass enclosed) residential space south, about two-thirds of the way on the façade of the building. The upper third north will be filled with residential spaces. These units would replace the 3,300 square feet of retail that has been reduced from the plan. Loken confirmed that they would be walkout units to Robert Street. They will be similar to the units they have now, with private patios, exterior doors and sidewalks out to the sidewalks on Robert Street. They would have a small transparent fence. Depending on the grade, they would like to have the [patio] elevated a bit. They will all have a step up and a short guard rail around them. There will be a rooftop amenity for the top floor residents: an exterior terrace and some resident amenities immediately adjacent to the elevator lobby. There will be a dedicated bike storage room at street level. There will be some bicycle stalls at the head of the parking stalls. There will be quite a few exterior bike stalls depending on how much retail there is and there will be stalls for visitors as well. Stevens asked about the green/efficiency features of the building. Loken said there is a rather large stormwater

management plan. Nearly all of the stormwater will run to an underground tank. The water will be treated. Sediment will be filtered out before the water goes into the City system. The number one way for energy efficiency, which they use is a proper window to wall ratio. For the [Minnesota] climate, using a 30-35 percent ratio helps. It uses the sun in the winter to heat and limits heat gain in the winter. Sometimes when you see very glassy buildings, they are usually stunning but they are energy hogs. ESG will use R30 insulation on the roof; it goes beyond code. There will be LED lighting throughout. Most lighting will be on sensors, including the underground parking lot lighting.

Green opened the public hearing at 7:47 pm. Steve Cook, a West St. Paul resident, came before the Commission. He asked if this was going to be the first five story building in the City. He also voiced a concern regarding the reduction of commercial space in the building. He is concerned that the City is giving up a prime location for a commercial property. He is also concerned with the setback from Robert Street; the building would be very close to the street and he is concerned about the snow removal. Sonnek said that it would be the first five-story building in West St. Paul. She did look at the LA Fitness, thinking it would exceed the building but it would not. As far as the snow removal, the City has a private contractor that does the removal up to Butler Avenue. Wentworth Avenue is a County Road; they would manage the snow removal for that road. The only snow removal that the applicant would be responsible for is the interior, the parking lot and the dog park. Julie Eastman of Ward I came before the Commission. She shared some square footage retail space comparisons with the Commission. She said that Council Chambers is about 2,000 square feet. The Verizon/Jimmy Johns is a little over 4,000 square feet. Taco Bell is about 3,100 square feet. The Starbucks is about 1,700 square feet. Judy Rangel called into the meeting. She asked about solar panel in the proposed building and she said that it would be great if there were more retail in the building. Carol Keyes-Ferrer of Ward II called into the meeting. Her concern is that this is a five-story proposal and all of the buildings around it are only one story. The LA Fitness is two stories high; the senior living building at DARTS is four stories. The building is going to be especially large on that corner. She is also concerned about the increased traffic on this corner especially because it is a major through fare for emergency services. There is a lot of traffic from the Dome, the LA Fitness and the banks along Livingston The corner on Livingston and Wentworth Avenue is already hazardous; it is too close to Robert Street to be able to put in any kind of traffic control. She is very concerned about the increased traffic. She talked about the situational rezoning and conditional use permits. She is concerned about the potential for soil pollution. There were three automotive repair facilities at the proposed site. She would like to know if this is being dealt with. The public hearing was closed at 7:56 pm. Green resumed discussion with the Commission. Kavanaugh asked about the five-story building. Sonnek replied that the B6 District outlines 35 feet, between 3-4 stories. The PMD however, allows for some flexibility. The Dominion project required a CUP for anything about 35 feet. This project did not. Green asked the applicant to speak about the change in retail. Koch said that they share in the concern in the reduction of retail space. There is a symbiotic relationship with building residents and the retail space. Anything retail-wise is an amenity for their residents. The reality is that retail is underperforming and it has been an underperforming asset for a number of years. It is driven by the "Amazon effect," Recently COVID-19 has taken a drastic hit specifically on the restaurant industry. Roers reached out to a local brewery distillery to fill the retail space. It is not out of a lack of effort that Roers is requesting the revision to the plan. Koch looked at what is available on Robert Street and the greater West St. Paul area. There is 30,000 square feet in one building at Signal Hills. A more prominent recent example is the 252 Rooftop building that was completed in early 2019. They proactively built 5,300 square feet of retail. It has been on the market since 2018. They have only filled one out of five spaces. To add more retail would also affect other existing retail. Green asked if they have anyone to fill the retail space. Koch said that they do not have anyone yet.

Kavanaugh remarked that there are many amenities and retail within a quarter mile walk. He is surprised that the applicant is keeping any retail space. When it comes to real estate and lending, [retail] is not happening now. Even places like the Galeria are limping along; some of their businesses are going on line. This was unheard of

even a year ago. Green said that she knew Kavanaugh wanted to talk about parking. Kavanaugh continued saying that he would like the dog park taken off the table for parking; he would like to put in a condition that the dog park stays in forever. Kavanaugh suggested to reducing parking along Robert Street and putting in more green space as a buffer. The City usually does not allow parking lots on Robert Street. He referred to the parking lot that leads to the dog park. Kavanaugh said a project like this coming forth so soon after having the 2040 Plan in place is very exciting and a great opportunity. The corner is currently blighted and embarrassing; the proposed building is new and nice looking. He is in favor of the staff recommendations with the two changes in parking. Stevens asked about soil pollution testing. Sonnek said there was a Phase I (on all sites) and Phase II, there was minimal pollution. It will be mitigated by the construction. Stevens asked if there were a limit to how many stories would be allowed in the current rezoning. Sonnek said the Commission must decide this. Kavanaugh said that he does not have a problem with the five-story building. The City must start somewhere when it implements the density that the Comp Plan calls for. Over time it will integrate and start to look better. Green said that she would have a problem with it if it butted up to any residential areas. It would be a different conversation. Green asked with City Hall being off Wentworth, are there any concerns from the Police or Fire Department. Sonnek said, surprisingly, there was not a lot of concern from either department. Primarily because the full access off Livingston Avenue, does allow emergency services the access they need. Also a building of this size, per building code, would need a sprinkler system. Green asked if there were any concerns with the added traffic. Sonnek said that there were very minimal concerns with increased traffic. Kavanaugh remarked that the Wentworth Avenue trails are very beautiful and the plan will tie into the trails there. Green said that she understood the reduction of retail but she is excited that the applicant is keeping some retail space, especially on the Wentworth Robert corner.

Green said the Commission has four items to vote on. The first was the Conditional Use Permit, the mix of commercial/residential uses and a structure with 16+ units.

**A motion was made by Elsmore to accept the conditional use permit as stated in the report with the listed conditions. Kavanaugh seconded the motion.**

**Vote-6 ayes/0 nays. The motion carried.**

**A motion was made by McPhillips with the conditions mentioned by Kavanaugh earlier, (eliminating the dog park as proof of parking and eliminating the parking lot along Robert Street) to approve the site plan.**

**Vote-6 ayes/0 nays. The motion carried.**

**A motion was made by Kavanaugh to approve the rezoning of 1571 Robert Street from B6 Mixed Use to PMD. Elsmore seconded the motion.**

**Vote-6 ayes/0 nays. The motion carried.**

**Commissioner McPhillips made a motion to approve the preliminary and final plat subject to the four listed conditions.**

**Commissioner Stevens seconded the motion.**

**Vote: 6 ayes/ 0 nays. The motion carried.**

## **NEW BUSINESS-NA**

## **OLD BUSINESS-NA**

## **OTHER BUSINESS –**

**Planning List-** Sonnek reported that staff had prepared a list of items that would be needed to be updated in the code. She wanted any additions or recommendations or priorities from the Commission. Green would like the pollinator ordinance language to be put before the Environmental Committee for review and updating. She would also like the Landscape numbers to be reviewed by that committee. Kavanaugh said parking was his priority. Sonnek said that he would like Commission members to choose their top five. Their priorities would go before Council in an Open Council Work Session. Three priorities would be a good number for the Commission to start work. Justen remarked that he does not see anything on the list that is glaringly controversial. Sonnek foresees one Planning work session after Council sees the list. Stevens would like to see the requirements regarding green buildings. Sonnek said this could be added. Green would like to have Dave Schletty in that conversation. Stevens also added building height to the list. Justen remarked that before the list comes before Council, that the code requirements be very specific. He said that the second item on the list is very specific; the first one on parking numbers is not. Green said that she would like to see the statistics on parking variances that were approved by the commission. Kavanaugh would like to see what a comparable city like Richfield is doing. Green said that it may be helpful to have another work session before the list is brought before Council. For clarification, Sonnek listed the priorities as parking numbers, units per acre, construction materials, (as it reads in the list.) McPhillips asked about seeing samples of building materials during plan review. It is hard to imagine what the building would look like in the renderings. He would like the best materials used in the new buildings. Green said the Commission will cover this during the conversation regarding code.

## **ADJOURN**

**A motion was made to adjourn the meeting at 8:29 pm.**

**The motion carried. All ayes.**

**Respectfully submitted,**

**Sharon G. Hatfield**

To: **Planning Commission**  
From: **Melissa Sonnek, City Planner**  
Date: **September 15, 2020**

**Case 20-10 – Site Plan Review for the Expansion of an Existing Building at 1700 Marthaler Ln – Maureen Haggerty**

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**REQUEST:**

Maureen Haggerty, owner of The Canine Coach, has submitted a site plan application for the expansion of an existing building at 1700 Marthaler Lane. The current facility is 1,984 square feet, most of which is open with just a roof covering. The expansion will create an additional 1,596 square feet as well as enclose the existing structure to allow for dog training courses to be held year round rather than just during the warmer months of the year.

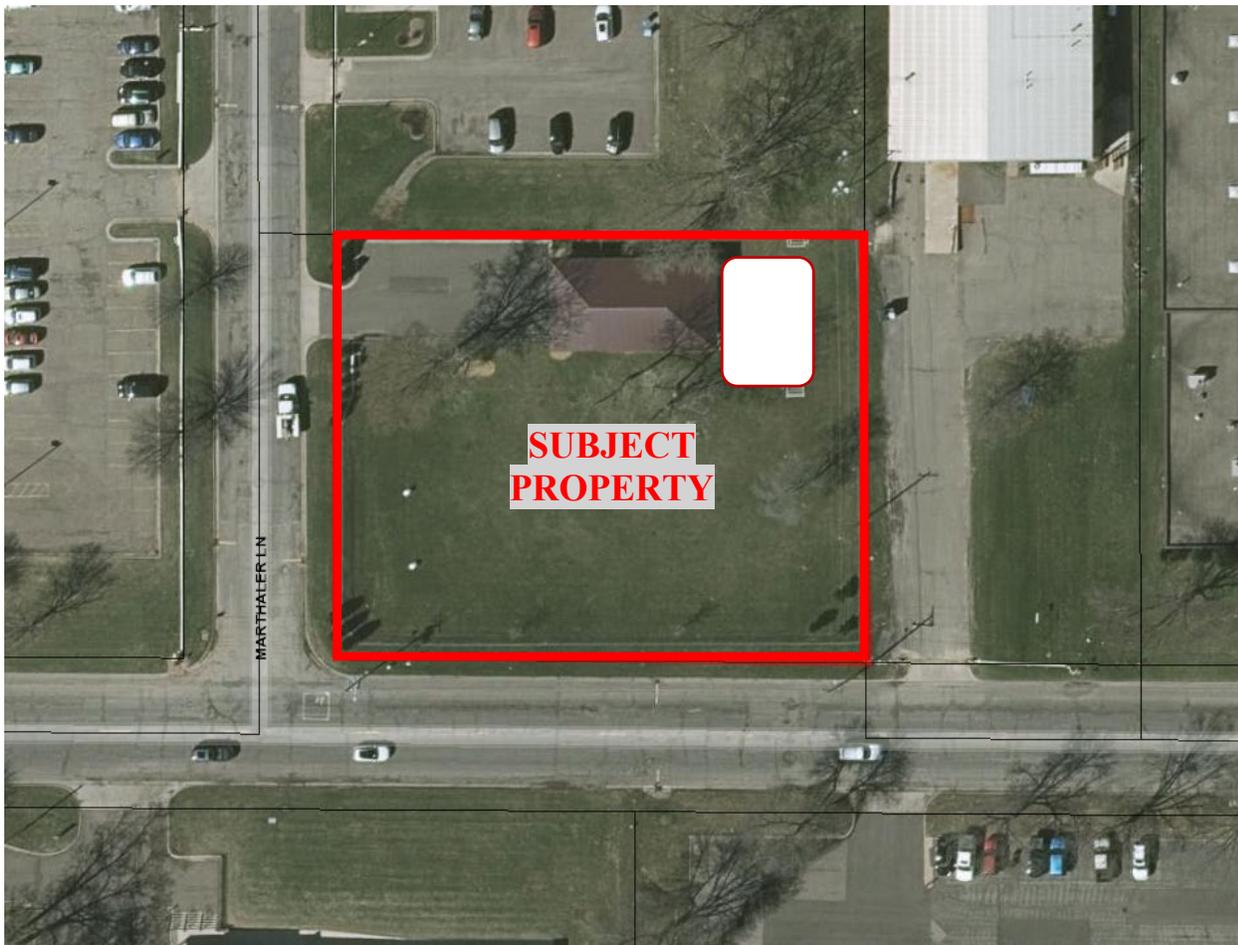
***Attachments:***

*Application*

*Notice*

*Memo from Env. Comm.*

*Submitted plans*



**CURRENT USES AND ZONING:**

	<b>Use</b>	<b>Zoning</b>
<b>Subject Property</b>	Dog Training Facility	I1 – Light Industrial
<b>Properties to North</b>	Office – Enterprise Freight	I1 – Light Industrial
<b>Properties to East</b>	Office – Century Link	I1 – Light Industrial
<b>Properties to South</b>	Pharmaceutical Lab - Tapemark	I1 – Light Industrial
<b>Properties to West</b>	Office - Tapemark	I1 – Light Industrial

**1) SITE PLAN ANALYSIS:**

**Setbacks**

The proposed site plan complies with all of the parking and building setbacks as detailed by the code.

*Building*

	<b>Code Setbacks</b>	<b>Proposed Setbacks</b>
<b>Front (w)</b>	20 – 90ft	89ft
<b>Rear (e)</b>	20ft min.	20.2ft
<b>Side (n)</b>	10ft min.	10ft
<b>Side (s)</b> <i>Adj to Street</i>	20ft min.	127.8ft

*Parking – Existing*

	<b>Code Setbacks</b>	<b>Proposed Setbacks</b>
<b>Front (w)</b>	10ft min.	10ft
<b>Rear (e)</b>	10ft min.	120.2ft
<b>Side (n)</b>	0ft	2ft
<b>Side (s)</b> <i>Adj to Street</i>	20ft min.	127.8ft

**Parking Counts**

The parking lot will remain unchanged as the intensity of the use will not change, but rather allow for year round use. The existing parking lot contains eight parking stalls, this number was approved with the original site plan approval in 2010.

The existing parking lot is in good condition, however, the striping has wore off. As a condition of approval, City Staff is recommending that the applicant repaint the parking lot to designate the 7 traditional and 1 handicap stall.

**Drive Aisle and Parking Stall Dimensions**

The existing drive aisle (22 ft.) and parking stalls (20 ft. depth & 9 ft. width) are complaint with code requirements.

**Curbing**

The existing parking lot includes B612 curbing as required by code.

## **Lighting**

The submitted lighting plans do not contain information on lighting levels or foot-candles. Therefore, City Staff is requiring as a condition of approval that all lighting levels must not exceed zero foot-candles at all abutting property lines, and no direct glare may extend into the public street, public open space, or neighboring properties.

## **Landscaping**

The submitted plans detail the removal of 1 cottonwood tree (12 caliper inches). The zoning ordinance requires that whenever the removal of quality trees occurs, a minimum of 30 percent must be replaced. Which for this site would be 4 caliper inches.

City Code also states that for every 20 feet of lineal property line, one quality tree is required on site. This site measures 763.69 lineal feet of property line, which would require 38 trees or 95 caliper inches. The site currently has (minus the one removal) 24 trees on site totaling to 133.5 caliper inches. While the total number of trees is not met, City Staff is comfortable with the existing landscaping since the caliper inches portion of the requirement is met.

City Staff recommends as a condition of approval that the applicant plant a replacement tree measuring a minimum of 4 caliper inches as well as plant new shrubs in the front of the building since the ones currently on site are in poor condition

## **Environmental Committee Review**

The Environmental Committee reviewed the proposed landscape plan at their September 2<sup>nd</sup>, 2020 meeting. The committee discussed and reviewed the plan and were in favor of the Staff recommended conditions of the one tree replacement planting, measuring at least 4 inches in diameter, as well as replacing the shrubs in front of the building with planter boxes as detailed below.

Members are recommending approval of the plans with following additions:

- Minimum replacement of one tree measuring four caliper inches,
- Replace existing mulch and plantings in the front of the building with planter boxes, and
- All annuals/perennials planted on site to be pollinator friendly and not treated with neonicotinoids.

Staff is recommending as a condition of approval that the applicant consider the additions of the Environmental Committee as detailed in the memo dated September 8, 2020.

## **Construction Materials/Design**

Code requires that at least 60% of a building be primary materials, such as stucco, brick, glass, or other comparable material; and that no more than 40% per comprised of secondary materials such as colored block, composite wood, or metal paneling. The applicant is proposing a combination of brick (primary), glass (primary), and metal (secondary).



*West (Front) Building Elevation*

The code also requires visual relief for any building walls that are longer than 60 ft. in length, both the north and south elevations have walls that stretch longer than 60ft. The visual relief requirement can be met by incorporating two of the following items:

- Divide the façade architecturally with different materials or textures;
- Create horizontal offsets of at least two feet in depth;
- Create vertical offsets in the roof line of at least two feet; and/or
- Construction of windows on the first floor that are recessed horizontally at least one foot.

City Staff is recommending as a condition of approval that the applicant incorporate visual relief measures to the north and south elevations.

### **Signage**

The proposed plans do not include additional signage at this time. Staff is recommending a condition of approval requiring that all signage meet the requirements of Section 153 of the Zoning Ordinance.

### **STAFF RECOMMENDATION:**

**Staff recommends APPROVAL of the SITE PLAN for the expansion of an existing building at 1700 Marthaler Ln. subject to the submitted plans and the following conditions:**

1. The applicant shall apply for and obtain all applicable building and sign permits,
2. The applicant shall restripe the parking lot to delineate the parking stalls,
3. The applicant shall ensure that all lighting levels will not exceed zero foot candles at all abutting property lines, and no direct glare shall extend into the public street, public open space, or neighboring properties,
4. The applicant shall plant at least one tree measuring 4 caliper inches as well as new shrubs/planter boxes along the front (west) building façade,
5. The applicant shall incorporate visual relief measures to the north and south elevations to meet the minimum requirements,
6. All signage must comply with section 153 of the zoning ordinance, and
7. The applicant is to consider the additions made by the Environmental Committee as detailed in the memo dated September 8, 2020.



City Hall  
 1616 Humboldt Avenue  
 West St. Paul, MN 55118  
 651-552-4100  
 FAX 651-552-4190  
[www.wspmn.gov](http://www.wspmn.gov)

## SITE PLAN APPLICATION

Filing Fee: \$275.00  
 Escrow Amount: \$1,300.00  
 Total Fees: \$ 1,575

OFFICE USE ONLY	
Case No:	<u>PC 20-10</u>
Date Received:	<u>08/20/2020</u>
Receipt No:	<u>2020-1155</u>
60 Day Date:	<u>10/19/2020</u>

Street Address of Parcel: 1700 Marthaler Ln

Name of Applicant: Maureen Haggerty Phone # 651-470-5386  
 Address of Applicant: 565 Midwest Trl N Email: highmarkdobes@gmail.com  
Lake Elmo, MN 55042

Name of Owner: Maureen Haggerty Phone # 651-470-5386  
 Address of Owner: same Email: same

### SITE INFORMATION

Legal/PID # of the Property Involved: 427580001010

Present Zoning: I-1 Light Industrial

Proposed Use of Parcel: Same as current use: private 1 hour dog training classes, but year-round with an enclosed building, like our other locations. Currently we only have a pavillion structure so classes are only offered 5 months of the year, outdoors, and dependent on weather.

What will be the effect(s) on existing and anticipated traffic conditions, including parking facilities on adjacent streets: No effect. Exact same business. We offer private 1-hour classes of up to 8 clients led by 1 instructor/employee. We currently offer classes end of May to early October. We would like a building to offer our classes year round like our other Twin Cities locations.

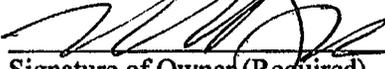
**EXHIBITS REQUIRED**

An electronic copy as well as four (4) 22x34 and twenty (20) 11x17 copies in sets and folded plans, showing application information as follows:

- a. A survey, scaled and dimensioned, site plan showing pertinent existing conditions, such as: parking layout, access provisions, structure locations, drainage, lot area, and yard dimensions, including but not limited to the surrounding parcels within 150 feet.
- b. A complete set of preliminary drawings prepared and signed by a registered civil engineer, architect, and/or landscape architect showing:
  - i. A site plan indicating parking layout, access provisions, structure locations, any fences, walls, or other screening, including height and type of material, landscaping, drainage, trees and shrubbery, including types, locations, and sizes,
  - ii. Building elevations, including finishes on all buildings on all sides,
  - iii. All lighting provisions on site, including type, location, and lumens affecting the surrounding parcels and streets,
  - iv. Curb type and location on site, and
  - v. Proposed plans for sidewalk to service, parking, recreation, and service areas within the site.
- c. Stormwater Management information, including:
  - i. Modeling showing proposed rates are meeting the existing rates for the Atlas-14, 10- and 100-year storm events,
  - ii. Existing and proposed drainage area maps,
  - iii. Utility plan showing existing and proposed storm sewer (if applicable) to verify modeling,
  - iv. Site grading plan,
  - v. If proposing infiltration, soil borings should be submitted to confirm adequate separation,
  - vi. If disturbing more than one acre, water quality modeling showing a 50% total phosphorus removal from runoff
  - vii. If creating more than an acre of net new impervious, volume control calculations to show 1" over the net increase in impervious being infiltrated.

**ACKNOWLEDGE AND SIGNATURE**

The undersigned hereby represents upon all penalties of law, for the purpose of inducing the City of West St Paul to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinances and all Codes of the City of West St Paul and the State of Minnesota.

  
Signature of Owner (Required)

651-470-5386  
Phone Number

\_\_\_\_\_  
Signature of Applicant (If different)

\_\_\_\_\_  
Phone Number

**NOTE: All Materials relevant to this Application must be filed on or before the dates listed on the Operating Procedures for Applicants page. The Planning Commission holds its regular meeting at 7:00pm on the third Tuesday of each month.**

**LAPSE OF SITE PLAN:** An approved site plan shall lapse and become null and void six months following the date on which the Plat was approved, unless prior to the expiration of six months a building permit is issued by the Building Official and construction is commenced and diligently pursued toward completion on the subject site. An approved Site Plan may be renewed once for a period of one year by the City Council.

**FEES**

- 1. The fees to be paid by each applicant for each zoning request shall be as prescribed by the City Council. Fees shall be payable at the time applications are filed with the Zoning Administrator and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. There shall be no fee in the case of applications filed in the public interest by the City Council or by the Planning Commission. Fees shall include application fee, filing fees, consultant, legal, planning, and engineering fees.
- 2. Applicants shall deposit with the City, together with the application filing fees, the sums required by Council resolution toward prepayment of the Consultants and Attorney's expenses and all costs to be billed and charged to the City. The prepayment amounts shall be a credit toward all reasonable fees and expenses charged by the Consultants to the City in the investigation report and recommendation to the City Council concerning the application. All reasonable expenses and fees, in excess of the deposit, shall be paid by the applicant to the City within 30 days of final action on the matter by the City. If not paid within 30 days, the account shall be deemed delinquent. If the fees and expenses incurred by the City from the Consultants are less than the amount of deposit, such excess shall be returned to the applicant upon final action by the City in said manner.

**CITY OF WEST ST. PAUL, MN  
NOTICE OF PUBLIC HEARING**

The listed items below will be a Public Hearing at the Planning Commission Meeting Tuesday, September 15, 2020 at 6:30 pm and a Public Hearing at the City Council Meeting Monday, September 28, 2020 at 6:30 p.m.:

**PC Case 20-10 – Site Plan Review for the Expansion of an Existing Building at 1700 Marthaler Lane – Maureen Haggerty**

If you have any questions regarding the hearing item listed above, please contact Melissa Sonnek, City Planner at (651) 552-4134.

---

For Informational Purposes Only – Not for Publication

Shirley Buecksler  
City Clerk

Published: September 2, 2020  
Twin Cities Pioneer Press

Posted: September 3, 2020  
City of West St. Paul

To: **Melissa Sonnek, City Planner**  
Through: **Dave Schletty, Asst. Parks & Recreation Director**  
From: **Environmental Committee**  
Date: **September 8, 2020**

## **PC Case #20-10 – Site Plan Review for Expansion of an Existing Building at 1700 Marthaler Ln – Maureen Haggerty**

### **BACKGROUND:**

At the September 2, 2020 meeting, the Environmental Committee (EC) reviewed the landscape plans submitted by Maureen Haggerty for the Expansion of an Existing Building at 1700 Marthaler Ln, Canine Coach.

This was a simple plan review for the committee with very little landscaping. Members were in agreement with the City Planner's recommendation to require 4" in tree replacement. There were also in favor of planter boxes in front of the building instead of shrub replacement. They would like to be sure that all annuals or perennials that are planted are pollinator friendly and not treated with neonicotinoids.

### **RECOMMENDATION:**

Environmental Committee members approve of the expansion of an existing building at 1700 Marthaler Ln, with the additions listed below:

1. Minimum replacement of one tree measuring four caliper inches,
2. Replace existing mulch and plantings in the front of the building with planter boxes, and
3. All annuals/perennials planted on site to be pollinator friendly and not treated with neonicotinoids.



**GENERAL NOTES AND SPECIFICATIONS**

- The materials and labor shown on these plans that are provided by Cleary Building Corp. are limited to those materials and labor as defined by the Cleary Building Corp. contract. Additional materials or accessories that are not being provided by Cleary Building Corp. may be shown on plans for context or building code compliance.
  - This building is designed in accordance with the following codes and specifications:  
2020 Minnesota Building Code  
2018 Edition Of "National Design Specifications for Wood Construction"
- Use Group(s) Classification: \_\_\_\_\_ B  
 Building Use: \_\_\_\_\_ Dog Training Facility  
 Type of Construction: \_\_\_\_\_ Type VB  
 Building Addition Square Footage: \_\_\_\_\_ 1596 Sq. Ft.  
 Existing Building Square Footage: \_\_\_\_\_ 1984 Sq. Ft.  
 Building Gross Square Footage: \_\_\_\_\_ 3580 Sq. Ft.
- Building Design Loads:  
 Design Snow Load: \_\_\_\_\_ 50 PSF Ground Snow Load ( $P_g$ )  
 \_\_\_\_\_ 35 PSF (for balanced roof snow load)  
 Design Wind Speed: \_\_\_\_\_ 115 MPH (Exp C)  
 Seismic Use Group: \_\_\_\_\_ I  
 Seismic Design Category: \_\_\_\_\_ A
- Maximum Considered Earthquake Ground Motion for:  
 0.2 Second Spectral Response ( $S_s$ ): \_\_\_\_\_ 4.8%g  
 1.0 Second Spectral Response ( $S1.0$ ): \_\_\_\_\_ 2.8%g
- All lumber, unless noted otherwise, shall be S4S #2 SPF or better. All lumber embedded in the ground shall be treated with Chromated Copper Arsenate to a retention level of .60 lbs. per cubic foot.
  - Grading should be such that the surface water is drained away from the foundation. Minimum grade would be six inches of vertical drop per ten feet of horizontal away from the foundation (5%).
  - Fill used for concrete floor slab sub grade, if present, shall be reasonably graded granular material. Fill used in columns holes shall be the excavated soil unless noted otherwise. All fill shall be free from debris, stones over 4" and frozen material.
  - Electrical work is not a part of this drawing and shall be installed as per applicable codes.
  - Heating, ventilating, and air conditioning work is not a part of this drawing and shall be installed as per applicable codes.
  - Plumbing work is not a part of this drawing and shall be installed as per applicable codes.
  - All nails are to be threaded hardened steel unless otherwise noted.
  - This design is based on a building site with sand, silty sand, clayey sand, silty gravel, clayey gravel soil. As per the IBC building code and Referenced Table 1806.2, an assumed soil bearing design value of 2000 psf has been used in this design. If information is discovered before or during construction contrary to this, the building designer should be contacted.

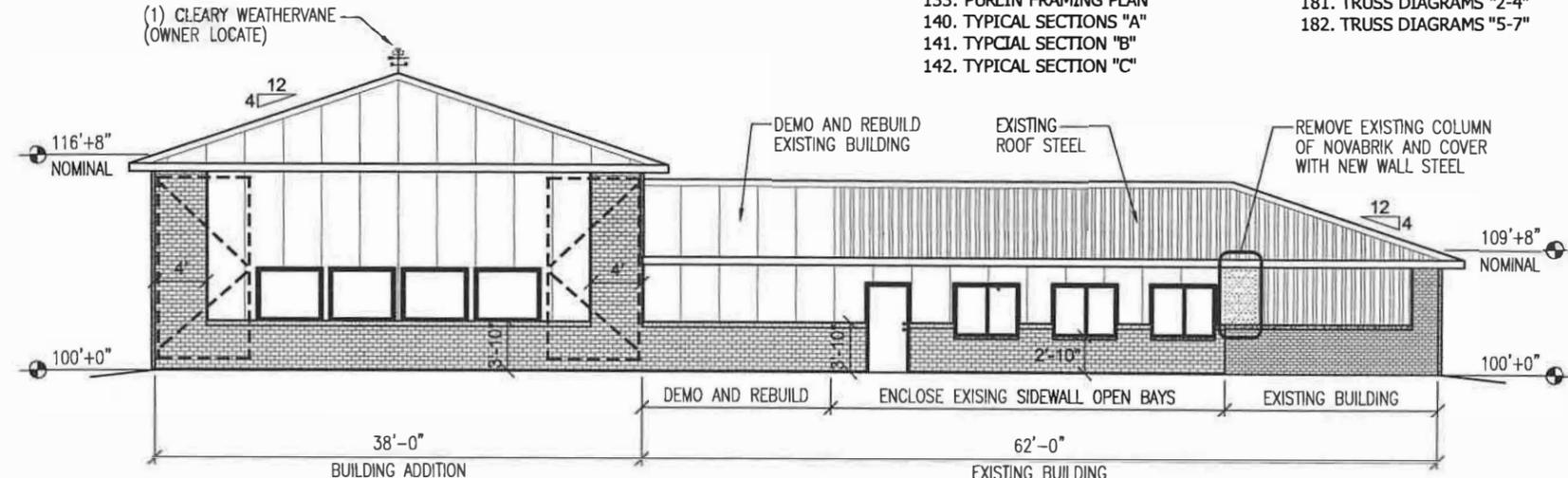
**NOTE:**  
This building, as depicted, must be constructed 10 feet or more from any and all lot lines and 20 feet or more from any other buildings on the same lot. See IBC code and/or the local building official for exceptions.

**NOTE:**  
This document, as presented and sealed, is not intended to be, nor should it be construed as such, a complete building design. It is intended to represent just the building itself. The design of the electrical, mechanical, plumbing, as well as the floor, footings, and foundation walls, are excluded from this plan. It should also be noted that the designer makes no representation as to the soil bearing capacity or condition of the soil at the building site. It is the understanding of both Cleary Building Corp. and the designer that the client is contracting with other design professionals who will prepare a complete design of the concrete floor, footing and foundation base on an existing site conditions.

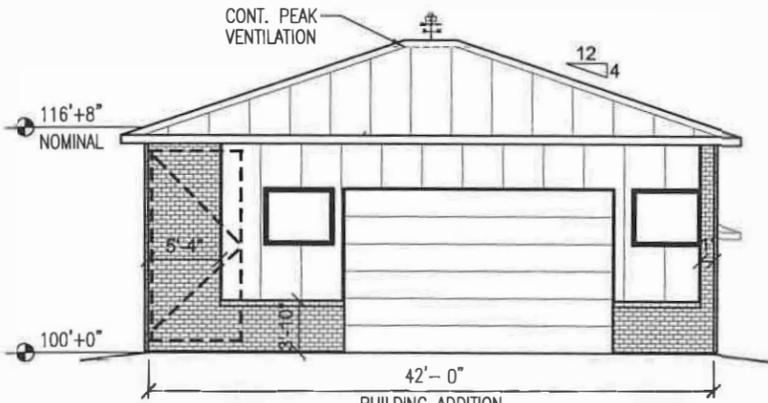
**NOVABRIK NOTE:**  
USE THE HORIZONTAL DIMENSIONS ON THIS SHEET TO LOCATE THE NOVABRIK/STEEL TRANSITIONS. DIMENSIONS DO NOT INCLUDE THE CORNER BLOCKS.

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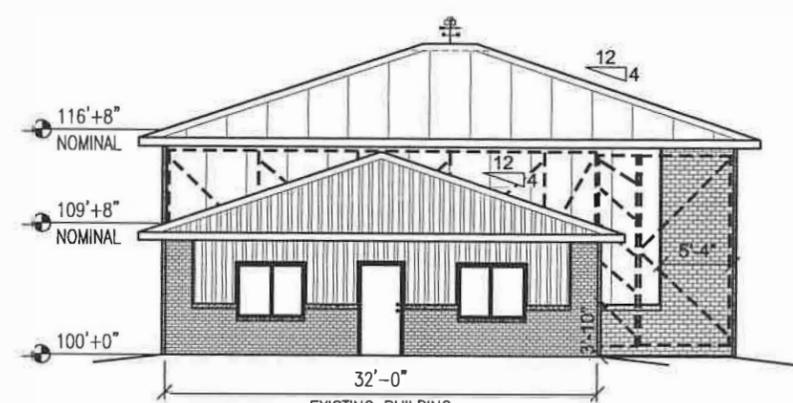
- 110. ELEVATIONS
- 111. FACADE MATERIAL ELEVATIONS
- 120. CONCRETE FOUNDATION PLAN
- 121. CONCRETE FOUNDATION DETAILS
- 122. CONCRETE BRACKET DETAILS
- 130. COLUMN PLAN
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- 140. TYPICAL SECTIONS "A"
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- 161. SHEAR TRUSS DIAGRAMS "A-B"
- 162. SHEAR TRUSS DETAILS "C"
- 163. X-BRACING DETAILS
- 170. DIAPHRAGM ACTION and MISC. DETAILS
- 180. TRUSS DIAGRAMS and COMM CHECK
- 181. TRUSS DIAGRAMS "2-4"
- 182. TRUSS DIAGRAMS "5-7"



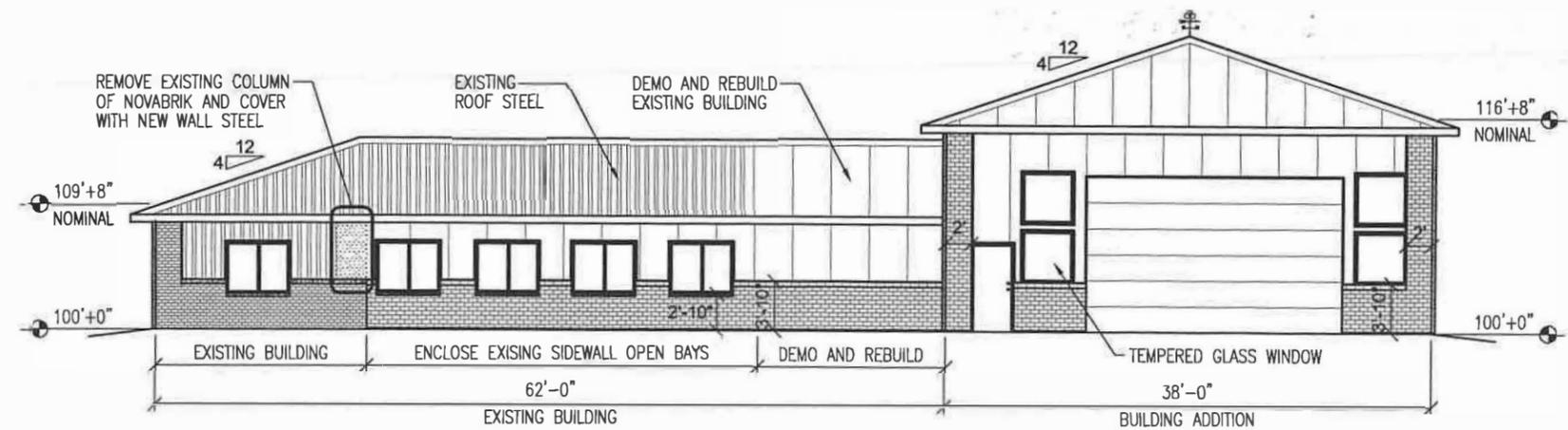
**NORTH ELEVATION**



**EAST ELEVATION**



**WEST ELEVATION**



**SOUTH ELEVATION**



190 PAOLI STREET / P.O. BOX 930220  
VERONA, WI 53593 / (800) 373-5550

DRAWN BY: R. BURKARD

DATE DRAWN: 02/27/2020

PLAN REVISIONS:

NUMBER	DATE	BY
1	7/2/20	RB
2		
3		
4		

PROJECT NAME: **HAGGERTY, MAUGEEEN**  
 PROJECT SITE ADDRESS: 1700 MARTHALLER LANE  
 SAINT PAUL, MN - DAKOTA COUNTY  
 BUILDING SIZE: 42'-0" x 48'-0" x 16'-8"  
 SHEET NAME: ELEVATIONS

PROJECT NUMBER: 2020100379

SHEET NUMBER: 110

SHEET SCALE: NONE

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly registered Professional Engineer under the laws of the State of Minnesota.

Signature: *[Signature]* Date: 7/9/20  
 Karl H. Lemmenes / License #26764  
 Printed Name:

My license renewal date is: 6/30/2020



190 PAOLI STREET / P.O. BOX 930220  
 VERONA, WI 53593 / (800) 373-5560

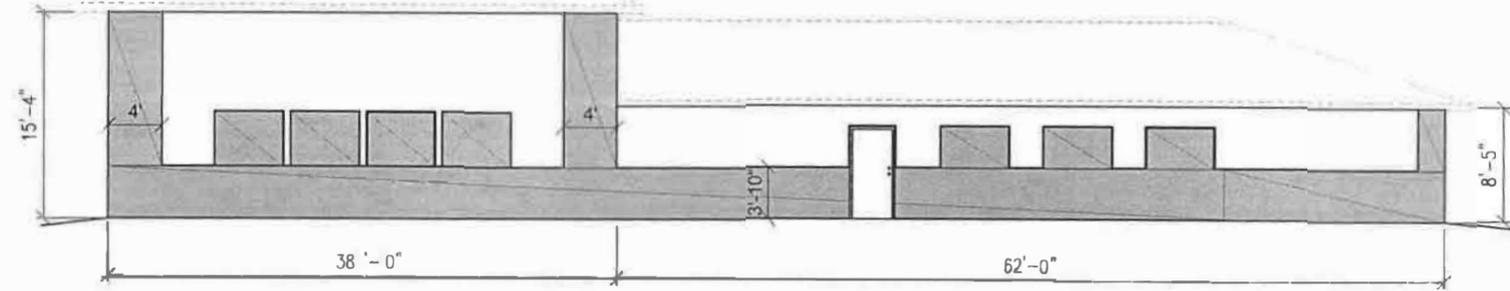
DRAWN BY: *dy*

DATE DRAWN: 7/7/2020

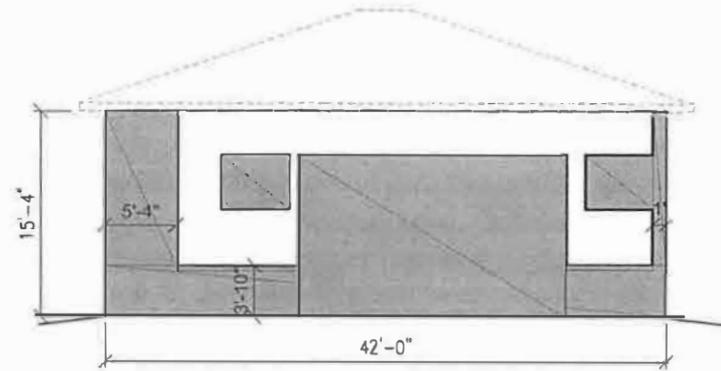
PLAN REVISIONS:

NUMBER	DATE	BY
1		
2		
3		
4		

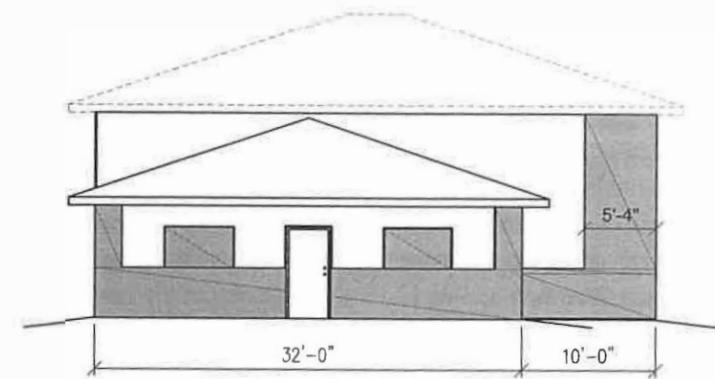
 PRIMARY WALL MATERIALS  
 SECONDARY WALL MATERIALS



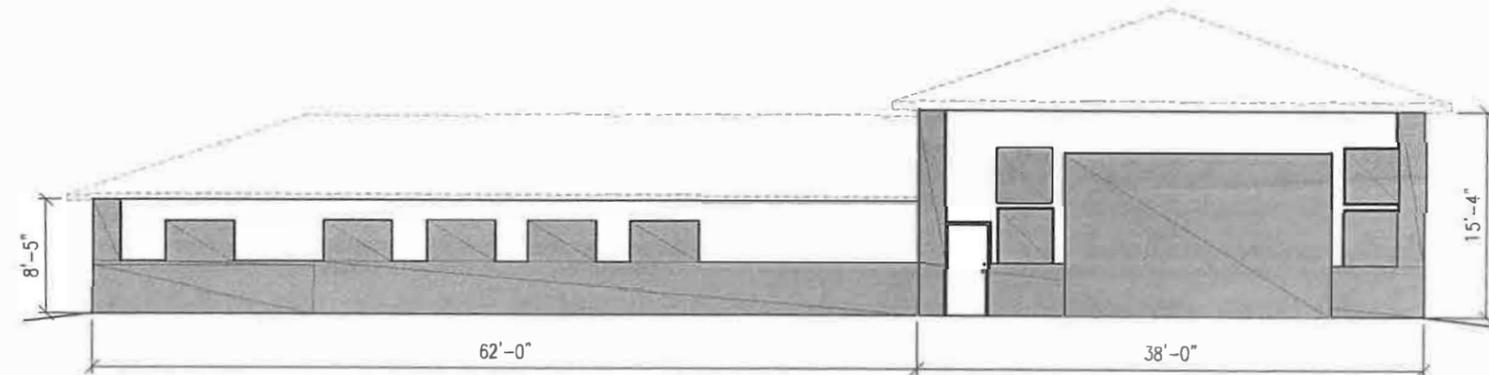
NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION



SOUTH ELEVATION

Primary Materials (SF)	North	South	East	West	Total
	597	727	437	256	2017
Secondary Materials					
	508	378	206	261	1353
total wall area	1105	1105	643	517	3370
% Primary	54.0%	65.8%	68.0%	49.5%	60%

PROJECT NAME: **HAGGERTY, MAUGEN**  
 PROJECT SITE ADDRESS: 1700 MARTHALLER LANE  
 SAINT PAUL, MN - DAKOTA COUNTY  
 BUILDING SIZE: 42'-0" x 48'-0" x 16'-8"  
 SHEET NAME: FACADE MATERIALS ELEVATIONS

PROJECT NUMBER: **2020100379**

SHEET NUMBER: **111**

SHEET SCALE: NONE

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Signature:  Date: 7/9/20  
 Karl H. Lemmenes / License #26764  
 Printed Name:

My license renewal date is: 6/30/2020



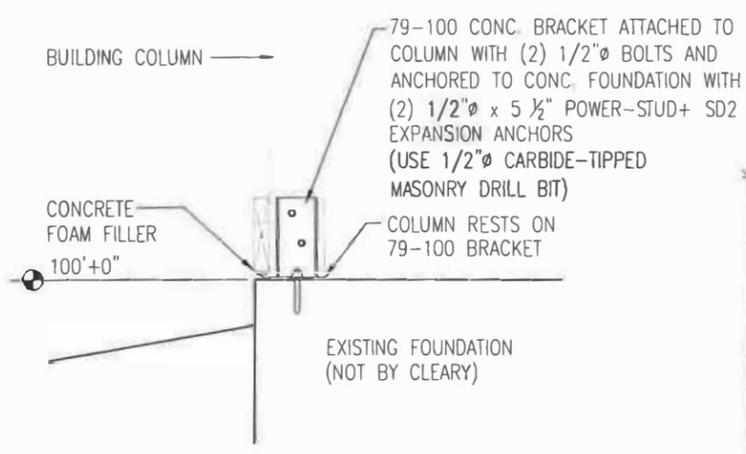
190 PAOLI STREET / P.O. BOX 930220  
 VERONA, WI. 53593 / (800) 373-5550

DRAWN BY: R. BURKARD

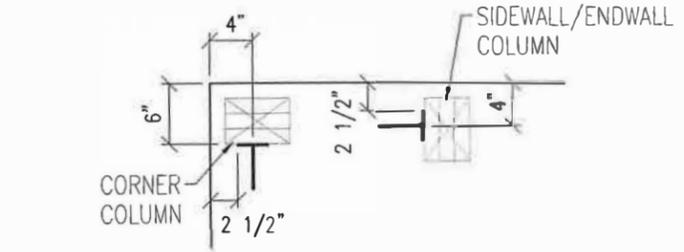
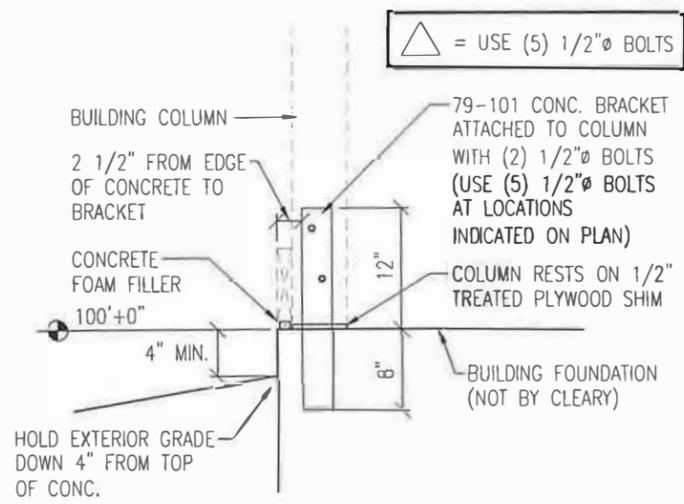
DATE DRAWN: 02/27/2020

PLAN REVISIONS:		
NUMBER	DATE	BY
1	7/2/20	RB
2		
3		
4		

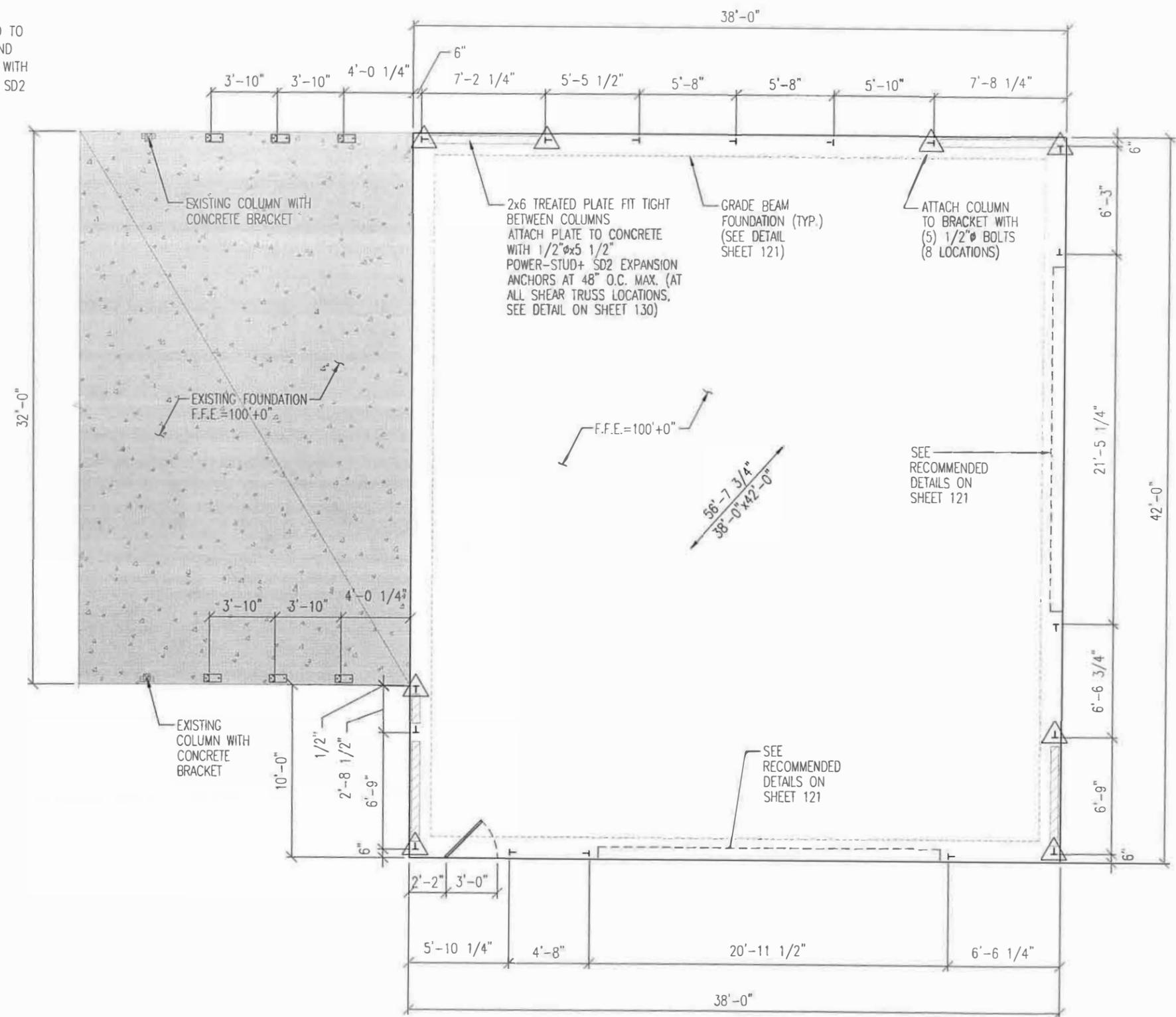
NORTH



**DRY-SET CONCRETE BRACKET ATTACHMENT DETAIL**



**WET-SET CONCRETE BRACKET PLACEMENT AND ATTACHMENT DETAIL**



PROJECT NAME: **HAGGERTY, MAUGEEN**  
 PROJECT SITE ADDRESS: 1700 MARTHALLER LANE  
 SAINT PAUL, MN - DAKOTA COUNTY  
 BUILDING SIZE: 42'-0" x 48'-0" x 16'-8"  
 SHEET NAME: CONCRETE FOUNDATION PLAN

PROJECT NUMBER: **2020100379**  
 SHEET NUMBER: **120**  
 SHEET SCALE: NONE

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Signature: *[Signature]* Date: 7/19/20  
 Karl H. Lemmenes / License #26764  
 Printed Name: Karl H. Lemmenes  
 My license renewal date is: 6/30/2020

To: **Planning Commission**  
 From: **Melissa Sonnek, City Planner**  
 Date: **September 15, 2020**

**Zoning Code Amendment – Lot Area per Dwelling Unit in R3 & R4**

---

**REQUEST:**

Zoning Code amendment to sections 153.113 and 153.128 establishes a reduced minimum lot area per dwelling unit within the R3 – Townhouse and R4 – Multi-Family zoning districts.

**BACKGROUND:**

The West St. Paul City Council formally adopted the 2040 Comprehensive Plan on September 9<sup>th</sup>, 2019. Compared to the 2030 Comp Plan, where most apartments were 18-21 units per acre and condos with up to 35 units per acre, the 2040 plan is slightly denser estimating 20-40 units per acre.

The 20-24 units per acre not only aligns with the expectations of the Comprehensive Plan, but also recent redevelopment within the City. See figure below for specifics.

Address	Year Approved	Units per Acre
1746 Oakdale Ave	2015	32.2
252 Marie Ave E	2016	27.7
1631 Marthaler Ln	2018	58.7
938 Robert St	2019	23.5
240 Thompson Ave E	2019	28.1
895 Robert St	2020	57.2
1201 Robert St/100 Signal Hills	2020	35.0
1571 Robert St	2020	60.5

**STAFF RECOMMENDATION:**

Staff recommends the Planning Commission hold a public hearing and recommend approval of the zoning code amendment to reduce the minimum lot area per dwelling unit in the R3 and R4 zoning districts.

**ATTACHMENTS:**

Proposed ordinance amendment to sections 153.113 and 153.128

**TIMELINE:**

September 15: Planning Commission Public Hearing and Recommendation  
 September 28: City Council First Reading (public hearing)  
 October 12: City Council Final Reading

**CITY OF WEST ST. PAUL  
DAKOTA COUNTY, MINNESOTA**

**ORDINANCE NO. 20-**

**AN ORDINANCE AMENDING  
WEST ST. PAUL ZONING ORDINANCE  
SECTION 153.113 AND 153.128 REGARDING  
LOT AREA PER DWELLING UNIT**

**The City Council of West St. Paul does ordain:**

**SECTION 1. AMENDMENT 1.** West St. Paul Zoning Ordinance Section 153.113 is hereby amended as follows:

153.113 LOT AREA, HEIGHT, LOT WIDTH AND YARD REQUIREMENTS.

(A) No limit shall be placed on height of buildings in this R-3 Zone, except that buildings over 35 feet shall have front, side and rear yards not less than one-half of the height of the building.

(B) The following minimum requirements shall be observed subject to additional requirements, exceptions and modifications as set forth elsewhere in this chapter:

- (1) ~~Units per acre: 20-40; Lot area per dwelling unit: 5,500 square feet;~~
- (2) Lot width: 100 feet;
- (3) Yard, building setback:
  - (a) Front: 30 feet;
  - (b) Side: ten feet adjacent to another lot, 20 feet adjacent to street, except where the lot in question abuts any R-1 District where the side yard setback shall conform to the established setback or 30 feet, whichever is greater; and
  - (c) Rear: 30 feet or 20% of average lot depth, whichever is greater.
- (4) Distance between principal structures: 30 feet.

**SECTION 2. AMENDMENT 2.** West St. Paul Zoning Ordinance Section 153.128 is hereby amended as follows:

153.128 LOT AREA, HEIGHT, LOT WIDTH AND YARD REQUIREMENTS.

(A) The following minimum requirements shall be observed subject to additional requirements, exceptions and modifications as set forth elsewhere in this chapter. Minimum requirements for three or more dwelling units:

- (1) ~~Units per Acre: 20-40; Lot area per dwelling unit: 3,500. For dwelling units with more than two bedrooms, an additional 1,750 square feet is required;~~
- (2) Lot width: 200 feet;
- (3) Yard, building setback:
  - (a) Front: 50 feet, plus one foot per foot of building height over 50 feet;
  - (b) Side: 40 feet, plus one-half foot per foot of building height over 50 feet; and

- (c) Rear: 40 feet, plus one-half foot per foot of building height over 50 feet.
- (4) Distance between principal structures: 50 feet.

**SECTION 3. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed by the City Council of the City of West St. Paul, Minnesota, this 12<sup>th</sup> day of October, 2020.

Attest:

\_\_\_\_\_  
David J. Napier, Mayor

\_\_\_\_\_  
Shirley R Buecksler, City Clerk

To: **Planning Commission**  
From: **Melissa Sonnek, City Planner**  
Date: **September 15, 2020**

## **Zoning Code Amendments and Updates Discussion**

### **REQUEST:**

Based on recent discussion during previous meetings, City Staff has gathered information on the three items that were established as the highest priority, construction materials, parking minimums, and multi-family residential density. One being rather clear and concise (multi-family density), while the other two require additional thought and input.

In order to begin the process with a more focused data set, attached are summaries of other metro cities and their regulations on parking minimums and building materials.

Staff is requesting the commission review the various standards and provide direction on which option(s) best align with West St. Paul's long term planning documents.

### **STAFF RECOMMENDATION:**

Review attached documents and provide direction to staff.

### **ATTACHMENTS:**

Off-street parking city survey  
Building materials city survey

## **Parking Review**

Parking Minimums – City Survey/Comparison

City of Roseville – Parking Reduction/Maximums Options

West St. Paul Parking Variance History

Minimum Parking Requirements		More Parking	Less Parking	Same Parking						
West St Paul		South St. Paul		Richfield	Mendota Heights	Inver Grove Heights	Roseville	St. Paul	Minneapolis	
Use	Parking Requirement							63.207	Minimum	Maximum
Single Family Home	1 enclosed/unit	2 stalls/unit			2 stalls/dwelling	2 stalls/unit	2 stalls/unit + 1 must be enclosed	1.5 stalls/unit	1 stall/unit	N/A
Single Family R1C	2 stalls and 1 private garage per unit									
Two Family Dwelling	1 enclosed stall/unit	2 stalls/unit			2 stalls/dwelling	2 stalls/unit	2 stalls/unit + 1 must be enclosed	1.5 stalls/unit	1 stall/unit	
R2 Zoning District	1.5 stalls/unit + 1 enclosed/unit									
3+ Dwelling	2 stalls/unit + 50% enclosed				2 stalls/dwelling	2.5 Stalls per unit	1 stall/bedroom + .25 stalls/unit for visitors	1 stall/1-2 bedroom unit 1.5 stalls/3-4 bedroom unit 2 stalls/5+ bedroom unit		
Athletic Field	1 stall/6 seats								As determined by CUP and Staff	As determined by CUP and Staff
Auto Repair, Bus Terminal, Taxi Terminal, Boat & Marine Sales, Shop for Trade with <6 people, Garden Supply Store, Building Material Sales, Motor Vehicle Sales/Rental	6 stalls + 1/800sq ft over 1,000 sq ft	8 stalls + 1/800 sq ft above 1,000		4 stalls + 2/service stall + 1/150 sq ft	8 stalls + 1/800 ft above 1000					
Bingo Halls	1 stalls/3.5 seats									
Bowling Alley	8 stalls/alley			5 stalls/alley	5 stalls/alley	6 stalls/alley				
Churches, Theaters, Auditoriums, Mortuaries	1 stall/3.5 seats 1 stall/22inches of seating	3 stalls/alley 1 stall/3 seats 1 stall/5ft of seating			1 stall/3.5 seats	1 stall/3.5 seats	1 stall/4 seats 1 stall/28inches of seating	1 stall/250 sq ft in main unit of worship	10% of capacity of people in main assembly area	40% of capacity of people in main assembly area
Community Centers, Post Offices, Health Clubs, Physical/Cultural Studio, Pool Halls, Libraries, Private Clubs, Lodges/Museums	10 stalls + 1/300 sq ft above 2,000 sq ft	10 stalls + 1 stall/250sq ft over 2,000			10 stalls + 1/300 sq ft above 2,000 sq ft	10 stalls + 1/300 sq ft above 2,000 sq ft	1 stall/300 sq ft		As determined by staff based on principal use	As determined by staff based on principal use
Day Care Centers	4 stalls + 1/500 sq ft above 1,000 sq ft			1 stall/5 people	4 stalls + 1/500 sq ft above 1,000 sq ft	1 stall/employee + 1 stall/6students	1 stall/employee + 1 stall/10 participants	1 stall/employee	1 stall/500 sq ft + 2 drop off spaces	1 stall/200 sq ft + 4 drop off spaces
Furniture Store, Appliance Store, Warehouse under 15,000 sq ft	1 stall/500 sq ft above 500 sq ft	1 stall/400 sq ft + 1/2 employees			1 stall/500 sq ft above 500 sq ft	1 stall/500 sq ft above 500 sq ft	1 stall/325 sq ft			
Auto Sales, Kennels, Studios	1 stall/500 sq ft above 500 sq ft						1 stall/325 sq ft			
Golf Courses, Tennis Clubs, Public Swimming Pools	20 stalls + 1/300 sq ft about 1,000 sq ft				20 stalls + 1/300 sq ft about 1,000 sq ft					
Hospitals	1 stall/3 beds	1 stall/3 beds + 1 stall/3 employees			1 stall/bed			1 stall/2 beds	1 stall/3 beds	1 stall/2beds
Manufacturing, Fabrication or Processing of a product/material	4 stalls + 1/800 sq ft 1 stall/2,500 sq ft for outside storage				4 stalls + 1/800 sq ft 1 stall/2,500 sq ft for outside storage		1 stall/1 employee	1 stall/1,000 sq ft, or		
Motel, Motor Hotel, Hotel	1 stalls/room	1 stall/room + 1 stall/employee		1 stall/room	1 stalls/room				N/A	30% of capacity of people Hotels - 1 stall/guest room + 30% of capacity of meeting rooms
Motor Fuel Stations	4 stalls + 3/service bay 1 stall/200 sq ft of retail space	3 stall/service bay + 1 stall/employee			4 stalls + 3/service bay 1 stall/150 sq ft of retail space	4 stalls + 2/service bay	3 stalls			
Office Building, Professional Office less than 6,000 sq ft	1 stall/200 sq ft	1 stall/300 sq ft			3 stalls + 1/500 sq ft	1 stall/200 sq ft	1 stall/ 250 sq ft	1 stall/400 sq ft	1 stall/500 sq ft in excess of 4,000	1 stall/200 sq ft
Office Building, Professional Office more than 6,000 sq ft + Banks, Saving Institutions	1 stall/250 sq ft	1 stall/100 sq ft of customer area		1 stall/250 sq ft	1 stall/200 sq ft		1 stall/300 sq ft	1 stall/400 sq ft		
<b>Food and Beverage Establishments</b>										
Coffee Shop, Tea House	1 stall/175 sq ft	1 stall/3 seats		4.5 stalls/1,000 sq ft			1 stall/200 sq ft		1 stall/500 sq ft + 1 stall/300 sq ft in excess of 2,000	1 stall/75 sq ft
Restaurant with or without on-sale wine, strong beer, or non-intoxicating malt liquor	1 stall/125 sq ft	1 stall/3 seats			1 stall/employee per shift + 1 stall/3 seats					
Establishment with on-sale intoxicating liquor	1 stall/100 sq ft	1 stall/3 seats					1 stall/3 seats (indoor and out) + 1 stall/1 employee	1 stall/150 sq ft		
Establishment with on-sale intoxicating liquor and entertainment	1 stall/75 sq ft	1 stall/3 seats								
Restaurant, carry-out	1 stall/225 sq ft			1 stall/25 sq ft of customer area + 1/delivery vehicle						
Restaurant, fast food	1 stall/110 sq ft	1 stall/15 sq ft		17 stalls/1,000 sq ft		1 stall/2 seats of design capacity	1 stall/60 sq ft		1 stall/500 sq ft + 1 stall/300 sq ft in excess of 2,000	1 stall/75 sq ft
<b>Retail and Service Establishments</b>										
Buildings 10,000 sq ft or less	1 stall/200 sq ft	1 stall/150 sq ft			1 stall/200 sq ft + 7 stalls/1,000 sq ft	1 stall/150 sq ft	1 stall/500 sq ft		1 stall/500 sq ft in excess of 4,000	1 stall/200 sq ft.
Buildings 10,000 - 100,000 sq ft	50 stalls + 1/250 sq ft	1 stall/150 sq ft			1 stall/200 sq ft + 7 stalls/1,000 sq ft	1 stall/200 sq ft	1 stall/500 sq ft	1-30,000 sq ft - 1 stall/400 sq ft + 1 stall/each additional 800 sq ft above 30,000 sq ft*		
Buildings over 100,000 sq ft	360 stalls + 1/300 sq ft above 100,000	1 stall/150 sq ft			1 stall/200 sq ft + 7 stalls/1,000 sq ft	1 stall/200 sq ft				
Schools, high school - post secondary	1 stall/7 students + 1 stall/3 classrooms	1 stall/4 students + 3/seat available for events		1 stall/employee + 1 stall/8 students	1 stall/classroom + 2 stalls/2 students	1 stall/5 students + 1 stall/employee	1 stall/4 students + 1 stall/2 classrooms	1 stall/employee + 1 stall/10 students	1 stall/classroom + 1 stall/5 students of driving age	2 stalls/classroom + 1 stall/3 students of driving age
Skating Rink, Dance Hall, Public Auction House, Golf Driving Range, Miniature Golf, and Similar	15 stalls + 1/300 sq ft above 2,000	20 stalls + 1/200 sq ft above 2,000			15 stalls + 1/300 sq ft above 2,000					
Warehouse over 15,000 sq ft, Storage Hai	1 stall/2,000 sq ft	1 stall/2 employees on each shift or 1/2,000 sq ft - Which is greater			1 stall/2,000 sq ft	1 stall/2,000 sq ft	1 stall/2,000 sq ft			

## City of Roseville, MN

### 1019.05 Reductions to Minimum Requirements

The off-street parking reductions described in this section may be utilized jointly or separately except as indicated otherwise.

A. Modification Request: An applicant may request a modification of the minimum required number of parking spaces by submitting a study of anticipated parking demand. Parking studies shall be prepared by a professional engineer with expertise in traffic and parking analysis, unless an equally qualified individual is authorized by the Community Development Department.

B. Transit Service: Parking may be reduced by 10% for any parcel located within one-quarter of a mile of a transit stop. To qualify, the transit stop must be served by regular transit service on all days of the week and adequate pedestrian access must be available between the transit stop and the parcel. Regular transit service shall operate at least twice hourly between 7:30 a.m. and 6:30 p.m. on weekdays and once hourly after 6:30 p.m. Regular transit service shall operate on Saturdays, Sundays, and holidays.

C. On-Street Parking: Parking may be reduced on a one-for-one basis through the use of on-street parking adjacent to the parcel. To qualify, adequate pedestrian access must be available between the principal structure and all on-street parking spaces. On-street parking reductions may be approved by the Community Development Department, subject to a determination by the City Engineer that adequate off-street parking will be available to accommodate vehicles during snow removal and other periods of parking restrictions.

D. Travel Demand Management: In those instances where no transit or on-street parking reductions are available, parking minimums may be reduced by 5% through the implementation of a travel demand management plan. Such a plan shall be filed with and approved by the Community Development Department and may be subject to an annual review.

### 1019.06 Parking Area Maximums

The maximum number of parking spaces for any building or use shall not exceed the amount determined in this section.

A. Minimum parking requirement of 20 or fewer spaces shall not have more than 175% of the number of spaces identified in Table 1019-1.

B. Minimum parking requirement of more than 20 spaces and less than 51 spaces shall not have more than 150% of the number of spaces identified in Table 1019-1.

C. Minimum parking requirement of 51 spaces or more shall not have more than 125% of the number of spaces required as identified in Table 1019-1.

D. Additional parking may be provided, if it does not increase impervious surface area beyond that which would be created by meeting the maximum parking requirement. (Examples of additional parking include, but are not limited to, under structure parking, roof top parking, or structured parking above a surface parking lot.)

E. An applicant may request a modification of the maximum allowed number of parking spaces by submitting a study of anticipated parking demand. Parking studies shall be prepared by a professional engineer with expertise in traffic and parking analysis.

### **1019.07 Shared Parking**

Shared off-street parking facilities are allowed to collectively provide parking in any district for more than one structure or use, subject to the conditions established in this section:

A. The uses must have their highest peak demand for parking at substantially different times of the day or week or an adequate amount of parking shall be available for all uses during shared hours of peak demand. A parking plan shall address the hours, size, and mode of operation of the respective uses.

B. The minimum spaces required under a shared parking plan shall be based on the following:

1. For those uses parking at substantially different times of the day or week, the number of spaces required for the uses that require the most parking; and

2. For those uses parking at the same hours of peak demand, the minimum shall be 1.5 times the number of spaces required by the use(s) that require the most parking.

C. Shared parking facilities shall be protected by a covenant running with the land and recorded with the County in a form approved by the City Attorney. Such a covenant shall not be revoked without consent of the City. A certified copy of the recorded document shall be provided to the Community Development Department prior to the use of the shared parking arrangement.

### **1019.10 Bonuses**

If 50% or more of all required off-street parking spaces are provided above- or under-ground structured parking, the following bonuses shall apply:

A. For each structured parking space, 300 square feet shall be added as lot area for the purpose of determining allowable density up to a 20% increase.

B. The height added to the principle structure by any floor that is totally used for parking in or under the principle structure shall not be included to determine the size of the required yards.

## WSP Parking Variance History

### Commercial Properties

Year	Address	Use	Code	Proposed	Variance	% to Code	Detail
2015	886 Smith Avenue	Restaurant w/ On-Sale	42	33	9 Stalls	79%	Adding an outdoor patio with 22
2018	973/975 Smith Ave	Restaurant w/ On-Sale and Outdoor Seating	31	5	26	16%	Change of Use - Retail to Restaurant
2018	1445 Robert St	Menards - Hardware Store	606	528	78	87%	Addition of Security Gate for Lumber Yard

### Residential Properties

Year	Address	Use	Code	Proposed	Variance	% to Code	Detail
2017	68 Moreland Ave E	Self Storage	25	6	19	24%	*Not true variance - Code used was "warehouse"
2018	1631 Marthaler Ln	Senior Independent Living	344	242	102	70%	
2019	240 Thompson Ave E	Market Rate Apts	306	257	49	84%	
2020	859 Robert St	Affordable Apts	108	83	25	77%	
2020	100 Signal Hills Ave	Affordable Senior Apts	494	301	193	61%	*Didn't include family building since it met 2:1 code
2020	1571 Robert St	Market Rate Apts	382	265	117	69%	

## Building Materials City Survey

City - West St. Paul

### Residential Zoning (R1, R2, R3, and R4)

- Allowable materials
  - o Brick, stone, stucco, glass, wood/vinyl siding, aluminum/metal horizontal lap siding.
- Prohibited materials
  - o Cloth, fabric, canvas, plastic sheeting, tarps, tarpaper, insulation, sheet/corrugated metal

### Business/Commercial Zoning

#### B1, B2, and B3

- Primary materials (60% minimum)
  - o Brick, stone, stucco, glass
- Secondary materials (40% maximum)
  - o Textured/brushed/decorative/colored block, synthetic stucco over 8ft in height

#### B4

- Primary materials (60% minimum)
  - o Brick, stone, stucco, glass, concrete masonry units (CMU)
- Secondary materials (40% maximum)
  - o Synthetic stucco over 8ft in height, wood, non-reflective metal

#### B5 and B6

- Primary materials (60% minimum)
  - o Brick, stone, stucco, glass
- Secondary materials (40% maximum)
  - o Textured/brushed/decorative/colored block, synthetic stucco over 8ft in height

### Industrial Zoning (I1 and I2)

- Primary materials (60% minimum)
  - o Brick, stone, stucco, glass, concrete masonry units (CMU)
- Secondary materials (40% maximum)
  - o Synthetic stucco over 8ft in height, wood, non-reflective metal

#### \*Other

- Visual relief after 60ft of wall segment

## City – South St. Paul

### **Residential Zoning**

- Materials /design shall not be too similar/dissimilar to surrounding structures to cause depreciation

### **Office, Commercial, and Institutional Zoning**

- Class 1 materials (60% minimum)
  - o Architectural metal panels (copper, aluminum composite metal panels – ACM), brick (integrally colored), natural stone, transparent/spandrel glass, other as approved by Council
- Class 2 materials (40% maximum)
  - o Architecturally precast textured concrete panels, concrete brick, masonry stucco, specialty concrete block (textured, burnished, or rock faced block), manufactured stone that replicates the appearance of natural stone (not concrete block), tile (masonry, stone, or clay), other as approved by Council
- Class 3 (no % requirement)
  - o Cement based architectural products (quikbrik or hardieboard), exterior insulation and finish systems (EIFS or synthetic stucco), opaque or mirror window panels, ornamental accent metal
- Class 4 or 5 (10% maximum)
  - o 4 - Glass block, industrial grade concrete precast panels, smooth/scored concrete block, tip up concrete panels, wood
  - o 5 – Steel, sheet/corrugated aluminum or non-reflective iron

### **Industrial/Warehouse Zoning**

- Minimum of two different Class 1 or Class 2 materials (60% minimum)
- Class 3 or Class 4 (40% maximum)
- Class 5 (10% maximum)

### **\*Other**

- Bright accent colors shall not exceed 5% of each wall face,
- Face brick must be at least 3.5(W) by 2.25 (H) by 11.5 (L),
- Visual relief requirement after 100ft of wall segment

## City – Richfield

???

## City – Mendota Heights

### **Business and Industrial Zoning**

- Allowed
  - Face brick, natural stone, precast concrete units, decorative block, pre-finished metal panels
  - All exterior walls shall be finished with the same material
- Prohibited
  - Sheet/corrugated aluminum, iron, steel

## City – Inver Grove Heights

### **Residential Zoning**

- Allowed
  - Brick, stone, stucco, glass, wood/vinyl siding, aluminum/metal horizontal lap, composite plastic
- Prohibited
  - Cloth, fabric, canvas, plastic sheeting, tarps, tarpaper, insulation, sheet/corrugated metal

### **B4 Zoning**

- Open space between buildings shall not be less than ½ of the combined height of the two adjacent buildings

### **Industrial/Office Park Zoning**

- Materials shall be comparable to brick, textured/decorative concrete block/panels, natural wood siding, natural stone, glass

## City – Roseville

### **Residential Zoning**

#### **R1 and R2**

- Garage doors shall not occupy more than 40% of total building façade

#### **R3 and R4**

- Visual relief required after wall length of 40ft,
- Materials shall be a combination of face brick, natural/cultured stone, textured concrete block, stucco, wood, vinyl, fiber cement board, pre-finished metal

### **Commercial Zoning**

- 60% of façade shall be – face brick, natural/cultured stone, textured/colored concrete panels/blocks, stucco, glass, or fiberglass
- No more than 40% of façade shall be – metal, steel, copper, wood, or fiber cement board
- Visual relief after 40ft of wall length,
- Glass on windows shall be clear or only slightly tinted to allow views in and out of the building, spandrel glass is allowed for service areas only,

## City – Maplewood

### **Commercial and Mixed Use Zoning**

- Visual relief after 40ft of wall length,
- Primary materials must be 60% - brick, stone, glass,
- Secondary materials no more than 40% - decorative block or stucco on upper floors,
- Accent materials such as wood or metal shall comprise no more than 10%
- Retail and office uses must have 40% window coverage on first floor