

1) ROLL CALL

Councilmember Napier called the meeting to order at 5:00 PM.

Mayor Pro Tem Dave Napier and Councilmembers: Ed Iago, Dick Vitelli, John Bellows, Anthony Fernandez, and Bob Pace. Mayor Jenny Halverson had an excused absence.

Others: Assistant Community Development Director Ben Boike, City Attorney Korine Land, City Manager Ryan Schroeder, Community Development Director Jim Hartshorn, and Recording Specialist Sarah Hodder.

2) REVIEW AND APPROVE OCWS AGENDA

City Council approved the work session agenda

3) REVIEW REGULAR MEETING CONSENT AGENDA

Councilmembers discussed municipal center parking lot reconstruction costs and the reasoning behind the project being that the lot is falling apart.

Councilmembers wanted to place an emphasis on the \$5,000 in contributions to K9 unit from Forever Pets; they should be recognized for their generosity.

Clpn. Fernandez motioned to approve the regular consent agenda, seconded by Clpn. Iago. All members present voted aye. Motion carried.

4) AGENDA ITEMS

a) Net Ministries Rental License Discussion

City Planner Boike presented the staff report. NET Ministries owns the property at 110 Crusader, where it has its main campus building. There is a single-family home on this "main campus" that NET uses to provide short-term housing for staff, with an address of 76 Crusader. In addition, NET has acquired the single-family homes located at 1990 Stryker, 1962 Stryker and 1924 Bidwell and it uses these homes to also provide short-term housing for staff. None of these single-family homes has rental licenses. There are a couple of licensing issues that need to be addressed.

1. There are only two rental licenses available for the block that includes 76 Crusader, 1990 Stryker and 1962 Stryker.
2. The City only allows up to three unrelated occupants per single-family home. The home at 76 Crusader and 1990 Stryker were allowed to house up to 10 occupants based on the language in the Zoning Code for Permitted Uses in the R1A District:

(D) Churches, including those related structures located on the same site, which are an integral part of the church property, such as convents, or homes for persons related to a religious function on the same site with the following conditions:

- (1) No church building shall be located within 50 feet of any lot line of an abutting lot in an R District; and
- (2) No more than ten persons shall reside on the site.

NET has the intention of acquiring 2010 Stryker when it becomes available and moving the occupants from 1924 Bidwell into 2010 Stryker, however, while they have a right of first refusal on the property, there is no specific time frame.

The Long-Term Plan

- Approve rental licenses for 76 Crusader, 1990 Stryker and 1962 Stryker with a rental density exception since it is in the same ownership of the other rental properties in the block and they are all related to the religious use on a contiguous main campus.
- Approve a rental license for 1924 Bidwell and allow up to 10 occupants as a special condition. As long as there are no code compliance issues and all application requirements are met, the license can be annually renewed under the same terms and conditions. Since this property is not currently restricted by rental density, a rental license could be considered on an annual basis so long as NET chose to use it as such. The 10-person occupant condition, however, would no longer be allowed.
- Rezone NET's main campus property to PRD, with R4 underlying zoning (density allows 223 units). Rezone 1990 and 1962 Stryker to PRD with underlying R2:
 - The Resolution for the PRD can include a condition to allow up to 10 occupants for each property so long as they are used for a religious use since they are contiguous to the religious use.
 - The Resolution would explain that the long-term plan is to acquire 2010 Stryker and the City would consider changing its zoning designation to R2, as well as to vacate all or a portion of Stryker Ave., upon request.
- If NET acquires 2010 Stryker, within 9 months of closing, NET must:
 - Purchase the city-owned parcel behind 2010 Stryker for \$1,000
 - Apply to Replat 2010 Stryker and the adjacent City parcel as one lot and rezone it to PRD with underlying R2
- -The Resolution for the PRD can include a condition to allow up to 10 occupants so long as it is used for a religious use and since it is contiguous to the religious use.
- Put 1924 Bidwell back on the tax rolls as non-homestead residential property and comply with occupancy requirements (3 unrelated or less).
- If NET fails to acquire 2010 by 12/31/22 as an outside date, then it must put 1924 Bidwell back on the tax rolls as taxable non-homestead residential property and comply with the City's occupancy requirements (3 unrelated or less).

City Attorney Kori Land further explained that the plan is that they come in with applications so they are considered all at one meeting for rental licenses, the purpose of rezoning 110 Crusader to R-4 is to increase density, 1962 and 1990 Stryker rezoned to R-2 to increase capacity for rental density. Bidwell has no issues with rental license, allows up to 10 occupants as long as it complies with use of main campus. Acquisition of 2010 Stryker will trigger 9 months to reduce to no more than three non-related tenants.

Comments from Councilmembers:

- Current property has space for expansion; why not build another facility on the main campus?
 - Mark Bercham, Executive Director of NET Ministries, commented on soil conditions surrounding the main campus that creates complications for expansion on that property.
- Is it common for the City to vacate a whole street?
 - City Attorney Land stated that it is common; most cases are that there is an intention to develop and then it ends up not happening.
- NET Ministries is an organization that flies under the radar. This location is a national headquarters that students from all over the world come to. Many people have purchased homes in this neighborhood just to be close to that church.

b) Pond Treatment

Ross Beckwith presented the staff report. West St Paul has been treating five ponds for 15 years spending \$5500 annually for mostly aesthetic purposes. All these ponds are surrounded by public and/or private property. Other cities are not doing this and staff is recommending Council discuss whether or not it would be within the purview of the City to keep treating these.

Comments from the Councilmembers:

- Continuing this effort could make West St Paul a leader in pond health
- Relative responsibility; homeowners vs City.
- If ponds go untreated, is there a possibility they will become mosquito breeding grounds.
- Potential for a City match to neighborhood contributions.

c) Wentworth Ave. Reconstruction Update

Beckwith presented the staff report. Dakota County is currently in the preliminary design phase to reconstruct Wentworth Ave. from Delaware Ave. to Humboldt Ave. in 2019. Three design alternatives were created for road/shoulder/boulevard width and pedestrian facilities. In order to stay on track for 2019 construction, a design alternative needs to move forward so the right-of-way process can begin. An open house was held at City Hall on November 16, 2017. Patrons were asked to comment on the

three different design alternatives. Based on county standards, easement impacts, cost and input from residents the County would like to move ahead with a hybrid of Alt. B and Alt. C as described below:

- 12-foot lane widths
- 6-foot shoulder widths (no on-street parking allowed)
- 5-foot boulevards - 8-foot asphalt trail on north side from Delaware Ave. to Humboldt Ave.
- No trail/walk on the south side from Delaware Ave. to Charlton St.
- 8-foot asphalt trail or 5 to 6 foot concrete sidewalk along south side between Charlton St. and Humboldt Avenue.

Councilmembers Comments:

- Presence of sidewalks will not eliminate the possibility of pedestrians walking in the street anyway
- Residents don't want to maintain sidewalks in the winter
- Possibility of having a trail on only one side of the road
- Possible support for a trail on both sides of the street if money was not an issue
- Residents who are affected have been in contact with the County

d) Accessory Structure Amendment Discussion

Comm. Dev. Dir. Hartshorn presented the staff report. Staff recently received a request from St. George Church to construct a large outdoor pavilion on their property, which is zoned Single-family, specifically a 40' x 60' covered pavilion. However, with the exception of detached garages, the zoning ordinance does not currently allow anything larger than 250 sq. ft. in the R1 District. As a result, Staff is requesting discussion on whether or not to proceed with a zoning ordinance amendment to allow larger structures for Uses other than single-family and two family uses in the R1 District.

Councilmembers comments:

- Might have to have a minimum lot size or other way to define what would be proportionately appropriate to the property for future requests.
- Structure seems appropriate for the property

5) ADJOURN

Motion was made by Clpn. Fernandez and seconded by Clpn. Pace to adjourn the work session at 6:07 PM. All members present voted aye. Motion carried.

Dave Napier
Mayor Pro Tem
City of West St. Paul