Subject: Final Reading of an Ordinance Amendment to Code Sections 153.028, 153.031, and 153.032 Regarding Public Hearings for Conditional Use Permit and Site Plan Approvals - City of West St. Paul

Meeting Date: Monday, February 14, 2022

Submitted/Presented by/Department: Melissa Houtsma - Community Development

Action Type
- ☒ Public Hearing
- ☒ Action/Motion
- ☒ Resolution
- ☐ Consent Item
- ☐ Discussion/Direction
- ☐ Informational Only
- ☐ Report
- ☐ Other:

Action
City Staff requests that the City Council hold a public hearing and approve of the final reading of the attached ordinance amendment related to the number of required public hearings for conditional use permit and site plan applications.

Background
As part of the ongoing efforts of City Staff to continue to improve and streamline both the application process and City meetings, Staff noted that the current process, per code, calls for two public hearings (one at Planning Commission and one at City Council) for both site plans and conditional use permits. However, per state statute only one public hearing is required for these planning applications.

Why Change the Process?
- This change streamlines the process,
  - Each public hearing requires a public notice be drafted and published, both at cost to the City.
  - Public hearing is set as one meeting, clearer for the applicant and the public.
  - Provides more flexibility for scheduling at Council should an item be continued at Planning Commission.

City Council had a first reading on the proposed ordinance amendment on January 24th, 2022 and there were no significant issues or recommended changes to the proposed amendment.

Attachments
Draft Ordinance

Previous Relevant Actions
Proposed ordinance reviewed by the Planning Commission on 01/18/2022.

Alternatives
If City Council is not satisfied with the proposed language as written, please advise City Staff of the desired changes and recommendations.
City Council Action Item

Subject: Final Reading of an Ordinance Amendment to Code Sections 153.028, 153.031, and 153.032 Regarding Public Hearings for Conditional Use Permit and Site Plan Approvals - City of West St. Paul

<table>
<thead>
<tr>
<th>Financial</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Budgeted:</td>
<td>☒ No Financial Impact</td>
</tr>
<tr>
<td>Fund:</td>
<td>N/A</td>
</tr>
<tr>
<td>Department:</td>
<td>N/A</td>
</tr>
<tr>
<td>Account:</td>
<td>N/A</td>
</tr>
<tr>
<td>Amount:</td>
<td>N/A</td>
</tr>
</tbody>
</table>