

**MINUTES
WEST ST. PAUL PLANNING COMMISSION**

The regular meeting of the West St. Paul Planning Commission was called to order by Chair Kavanaugh on Tuesday, May 17, 2022 at 6:31 p.m. in the Municipal Center Council Chambers, 1616 Humboldt Avenue, West St. Paul, Minnesota 55118.

Roll Call: Commissioners: Morgan Kavanaugh (chair), Liz Gillen, Tim Haubrich, Lance LaRue, Dan McPhillips, Lisa Stevens
Absent: Alex Dalquist, Tori Elsmore, Maria Franzmeier

Also Present: City staff: Community Development Director Ben Boike, City Planner Melissa Houtsma, Assistant City Attorney Amanda Johnson, City Council Liaison Julie Eastman

Adopt Minutes: The minutes from the April 19, 2022 regular Planning Commission meeting were approved as written.

Public Hearings:

PC Case 22-08 - Site Plan Review for the Reconstruction of a Parking Lot at 121 Butler Avenue West – ISD 197

City Planner Houtsma presented the site plan and staff report for a parking lot reconstruction at 121 Butler Avenue West.

The application representatives (present at the meeting) included:

Greg Buchal, Project Manager, Larson Engineering
Todd Wetzel, Project Director, ICS Builds
Mark Fortman, Director of Operations, ISD 197

As there were no comments or questions from the public, the public hearing was opened and closed at 7:27 p.m.

The Commission continued discussion of the site plan. Chair Kavanaugh proposed two additional conditions for approval. The added tenth recommendation would be to remove the straight out arrow from the pick-up/drop-off loop exit since the curb cut will not be aligned with Bellows Street. The added eleventh recommendation would be to add a crosswalk to the west door. Commissioner LaRue suggested a crosswalk on the west side to the sidewalk as well. The condition was further detailed to have two crosswalks painted in the western most parking lot between the northern two curbed islands and extend north to the sidewalk north of the parking lot.

A motion was made by Commissioner Stevens to recommend approval of the site plan with the two added conditions from the Commission. The motion was seconded by Commissioner McPhillips.

Votes: 6 ayes, 0 nays. The motion carried.

New Business:

PC Case 22-09 TIF Development District Boundary Expansion - City of West St. Paul

Community Development Director Boike said the City would like to expand the TIF (Tax Increment Financing) project area boundary from the South Robert Street Development project area to the city boundaries of West St. Paul.

A motion was made by Commissioner McPhillips to approve the resolution. Commissioner Haubrich seconded the motion.

All Ayes. The motion carried.

Old Business:

None

Other:

None

Adjourn:

A motion was made to adjourn the meeting at 7:39 p.m.

All ayes. The motion carried.

Respectfully submitted,

Sharon G. Hatfield
Recording Secretary