



West St. Paul

Community Development Annual Report - 2019

1,654

Total Permits Issued

\$36 Million

In Total Project Valuation

185

New Apartment Units Approved

Commercial Remodel Projects -

- Target (1750 Robert St)
- Walmart (1644 Robert St)
- McDonalds (1273 Robert St)
- Taco Bell (1630 Robert St)
- Arby's (1657 Robert St)
- TapeMark (1685 Marthaler Ln)



Significant Projects

- 2040 Comprehensive Plan Approval
- Oppidan Development Project
 - 153 Market Rate Apartments
- Suite Living Senior Living
 - 32 units of assisted/memory care
- Construction of 8 new single family homes
- B2 Smith/Dodd Zoning Overlay District
- Moreland Elementary and St. Croix Lutheran expansions
- Relocation and expansion of Children's Clinic

Permits

- 635 ● Building
- 405 ● Electrical
- 287 ● Mechanical
- 215 ● Plumbing
- 110 ● Zoning

Planning Commission

Applications



Site Plans



IUP & CUP's



\$100,000

Awarded for Commercial Redevelopment Grants

\$29,517

Awarded for Exterior Renovation Grants

New Businesses

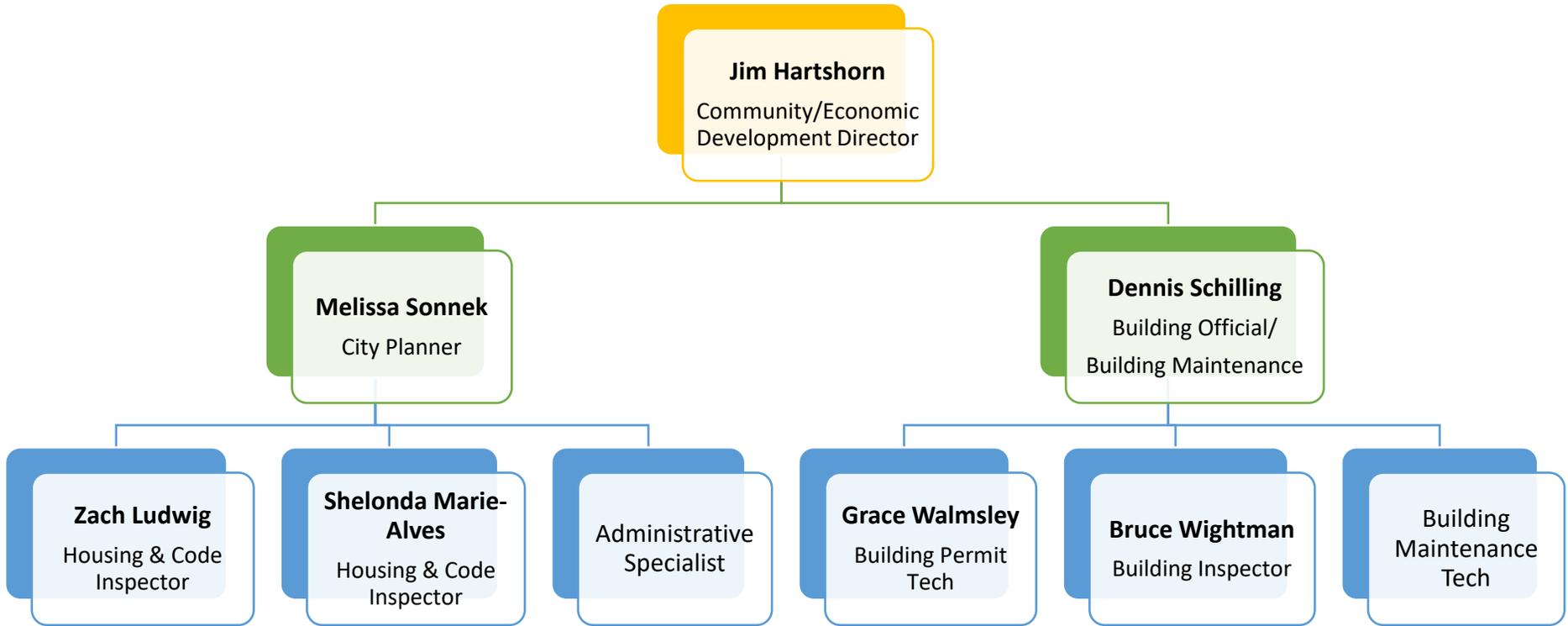
Sola Salon

Tokyo Sushi

MNPro Systems

FoodSmith

Community Development Department

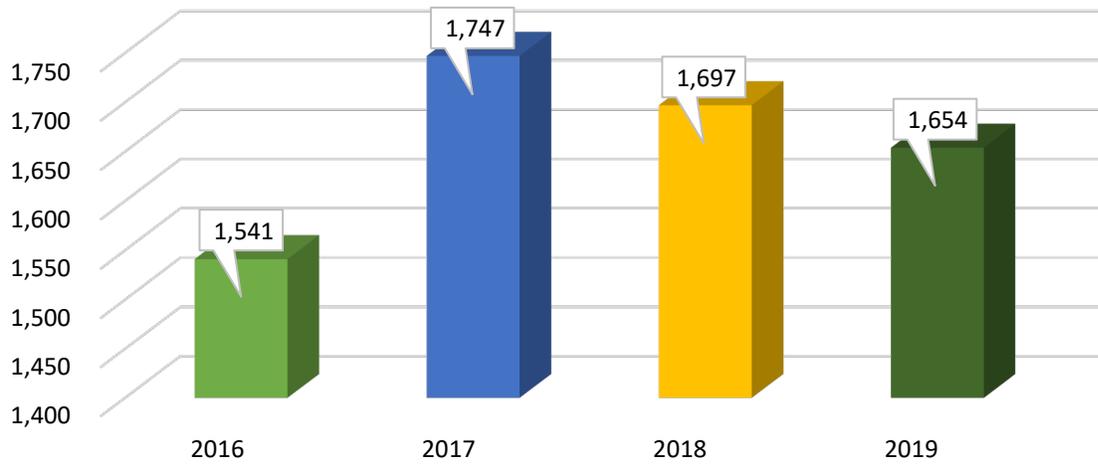


Building and Permitting

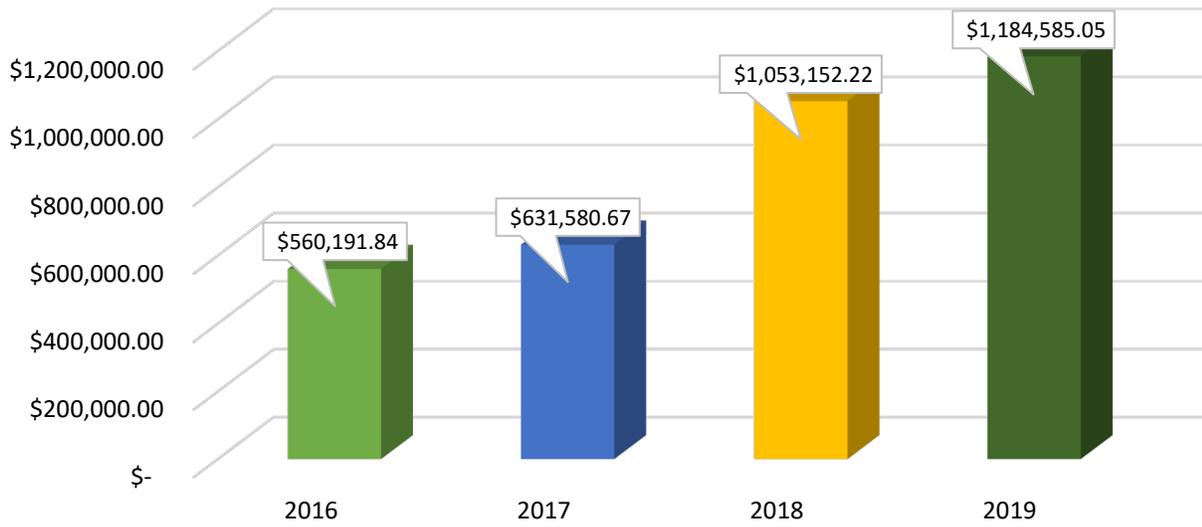
	2016	2017	2018	2019
Permits Issued	1541	1747	1697	1654
Fees Collected	\$ 560,191.84	\$ 631,580.67	\$ 1,053,152.22	\$ 1,184,585.05
Total Project Valuation	\$ 22,221,329.15	\$ 29,462,709.97	\$ 49,832,690.27	\$ 36,362,120.65

City Building Official obtained delegation to inspect state projects, which generated an additional \$82,960 of revenue.

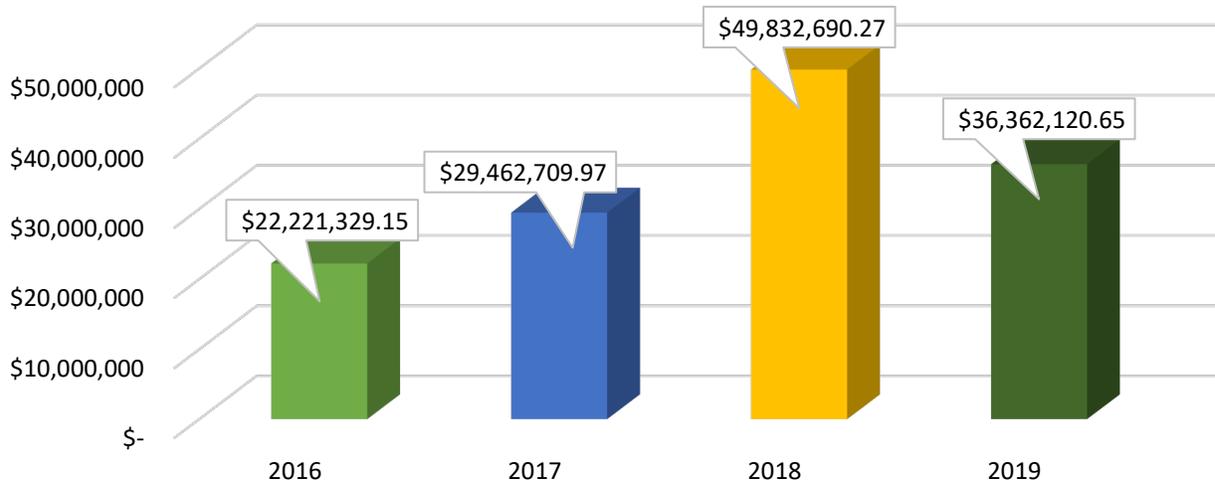
Number of Permits Issued 2016 - 2019



Fees Collected 2016 - 2019



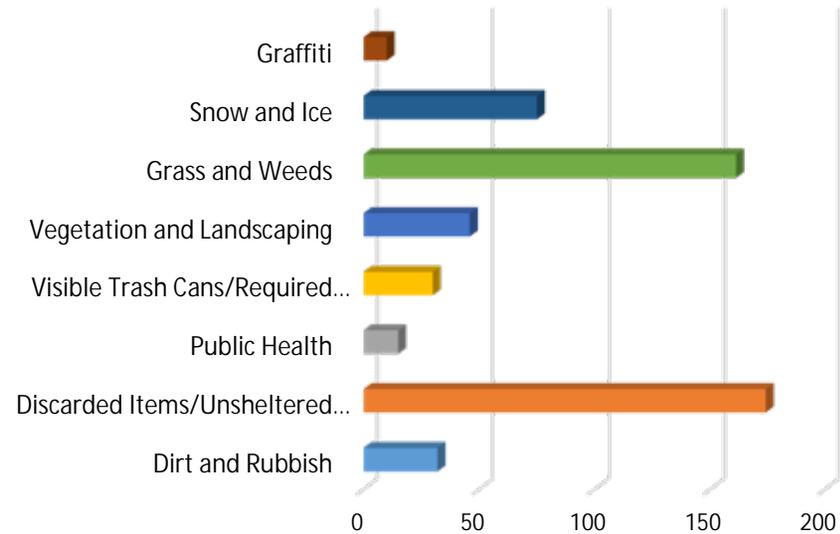
Total Project Valuation 2016 - 2019



CODE ENFORCEMENT

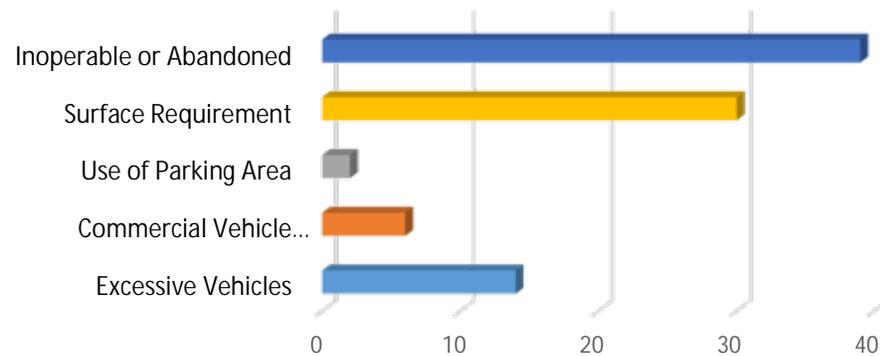
Nuisance

Graffiti	10
Snow and Ice	75
Grass and Weeds	161
Vegetation and Landscaping	46
Visible Trash Cans/Required Collection	30
Public Health	15
Discarded Items/Unsheltered Storage	174
Dirt and Rubbish	32
Total	543



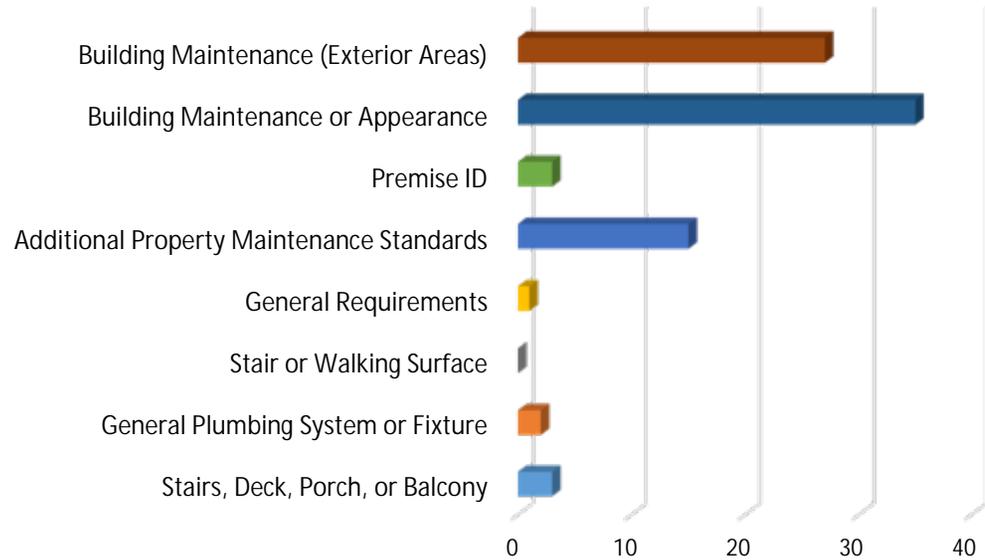
Vehicle

Inoperable or Abandoned	39
Surface Requirements	30
Use of Parking Area	2
Commercial Vehicle Parking	6
Excess Vehicles	14
Total	91



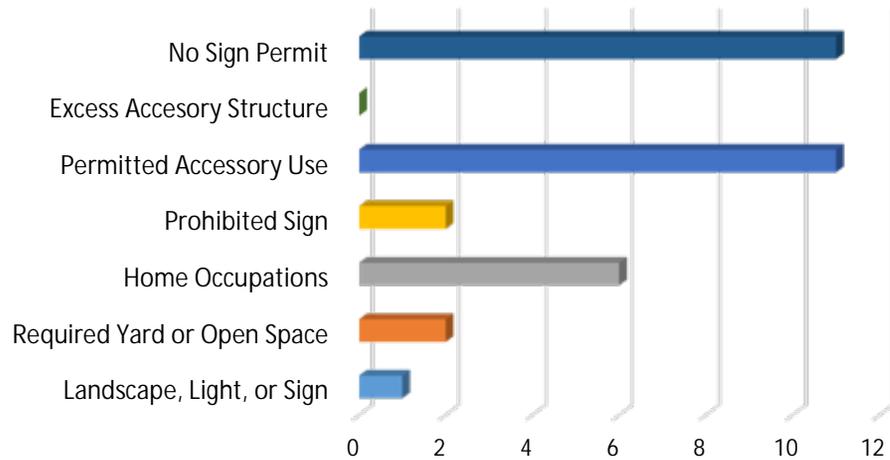
Property Maintenance

Building Maintenance (Exterior)	27
Building Maintenance or Appearance	32
Premise ID	3
Additional Property Maintenance Standards	15
General Requirements	1
Stairs or Walking Surface	0
General Plumbing or Fixture	2
Stairs, Deck, Porch, or Balcony	3
Total	86



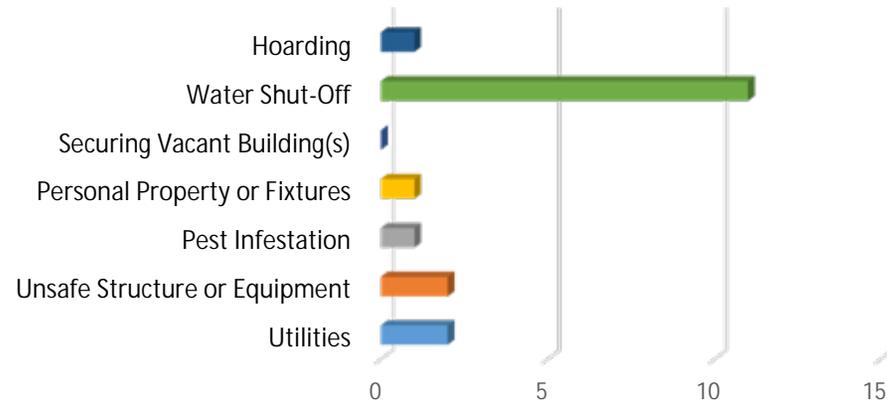
Zoning

No Sign Permit	11
Excess Accessory Structures	0
Permitted Accessory Use	11
Prohibited Signs	2
Home Occupations	6
Required Yard or Open Space	2
Landscape, Light, or Sign	1
Total	33



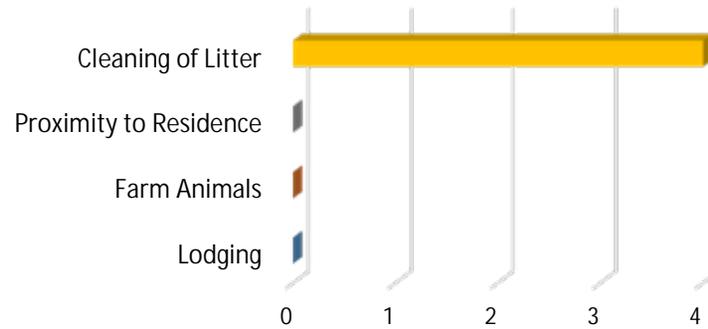
Hazardous/Vacant Buildings

Hoarding	1
Water Shutoffs	11
Securing Vacant Buildings	0
Personal Property or Fixtures	1
Pest Infestation	1
Unsafe Structure or Equipment	2
Utilities	2
Total	



Animals

Cleaning up of Litter	4
Proximity to Residence	0
Farm Animals	0
Lodging	0
Total	4



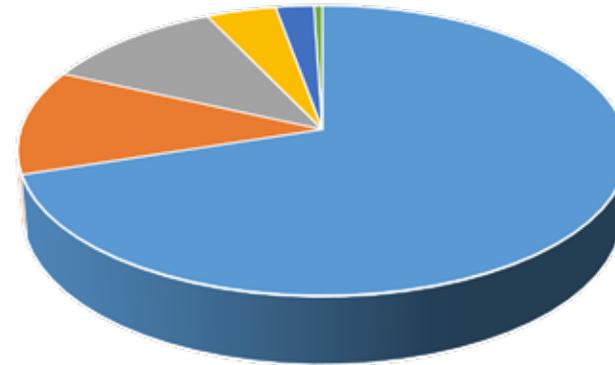
Total Number of Code Violations - 775

Totals

Nuisance	543	70%
Vehicle	91	12%
Property Maintenance	86	11%
Zoning	33	4%
Hazardous/Vacant Buildings	18	2%
Animals	4	1%
Total	775	

- Nuisance
- Vehicle
- Property Maintenance
- Zoning
- Hazardous/Vacant Buildings
- Animals

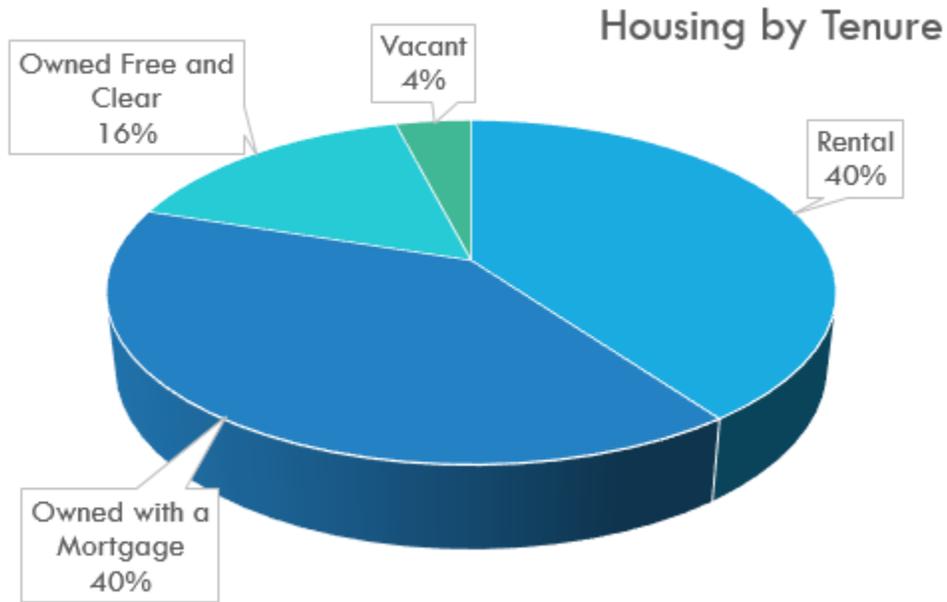
2019 Code Cases



Housing and Rental Licensing

Housing in West St. Paul

40 percent of West St Paul's housing units are renter occupied.



Housing Improvement Funding

Community Development Block Grant

Year	Money Awarded
2010	\$90,500
2011	\$90,200
2012	\$75,000
2013	\$82,804
2014	\$81,906
2015	\$81,906
2016	\$81,906
2017	\$110,808
2018	\$99,694
2019	\$112,228

History of Rental Licensing

The City of West St. Paul began accepting Rental Licensing applications on July 1st, 2007. The following strategies were designed to meet the goals and objectives of the Rental Licensing Ordinance:

- Design, implement, and market a rental licensing program
- Enforce the provisions of the ordinance
- Design and implement program evaluation measures

Components of Rental Licensing

- Marketing
 - o Market the program for renewals as well as new applicants/properties
- Accessibility
 - o Make the program easy to understand and follow required procedures
- Application and Licensing
 - o Accept, review, process, and recommend City Council approval/denial for all applications
- Enforcement
 - o Track renewal progress and properties without a license
- Education
 - o Verify that all property managers and/or owners have taken the required Minnesota Crime Free Association's Phase One: Management Training course
- Correspondence and Communication
 - o Regularly update all property managers and owners of any and all changes to the rental licensing program and other relevant information
- Compliance
 - o Monitor the progress of the Inflow and Infiltration inspections to ensure all properties are completed prior to the required compliance date
 - o Ensure that all properties are being inspected as outlined in the rental inspection schedule

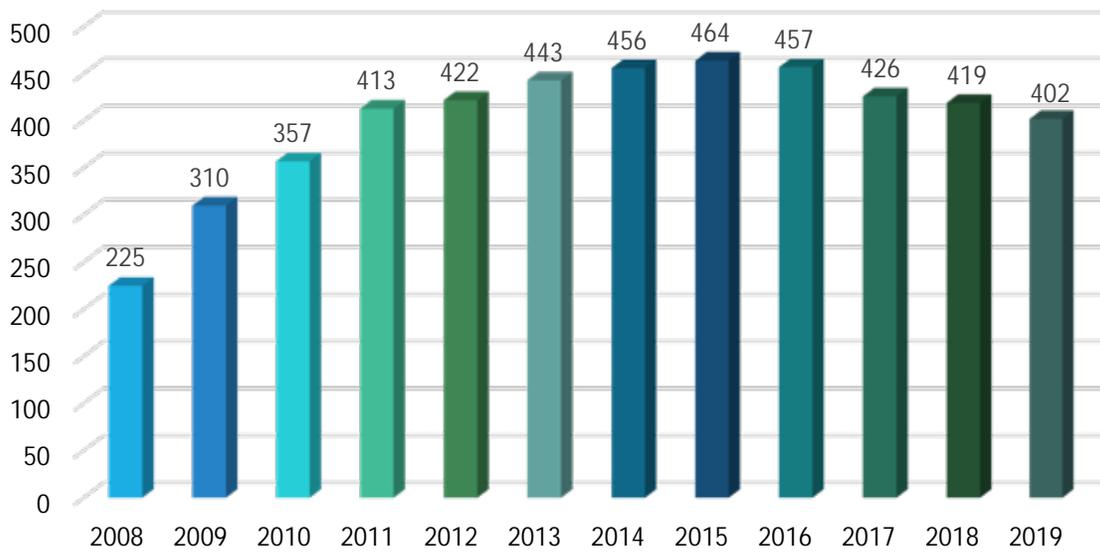
Number of total blocks subject to single-family rental density (located in the R-1 zoning district)

- 218

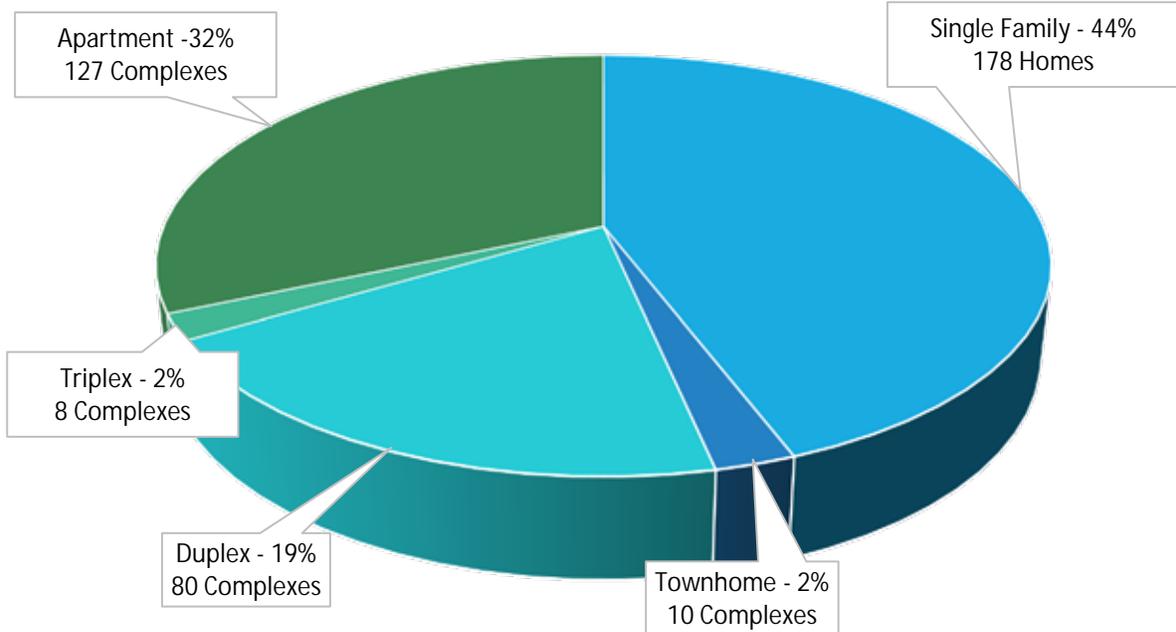
Number of blocks with no rental licenses available

- 2012 – 49
- 2013 – 55
- 2014 – 70
- 2015 – 62
- 2016 – 54
- 2017 – 48
- 2018 – 50
- 2019 – 40

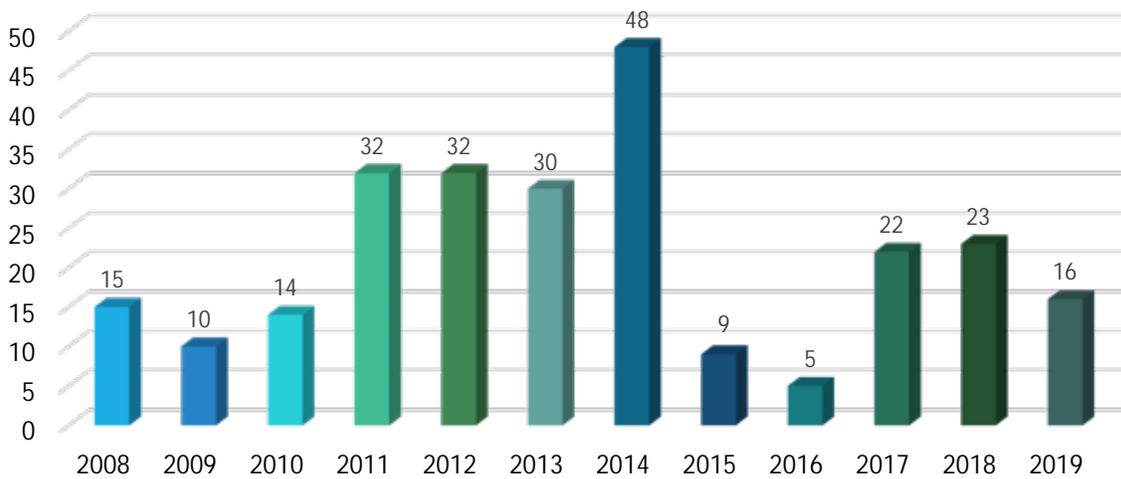
Number of Licensed Rental Properties



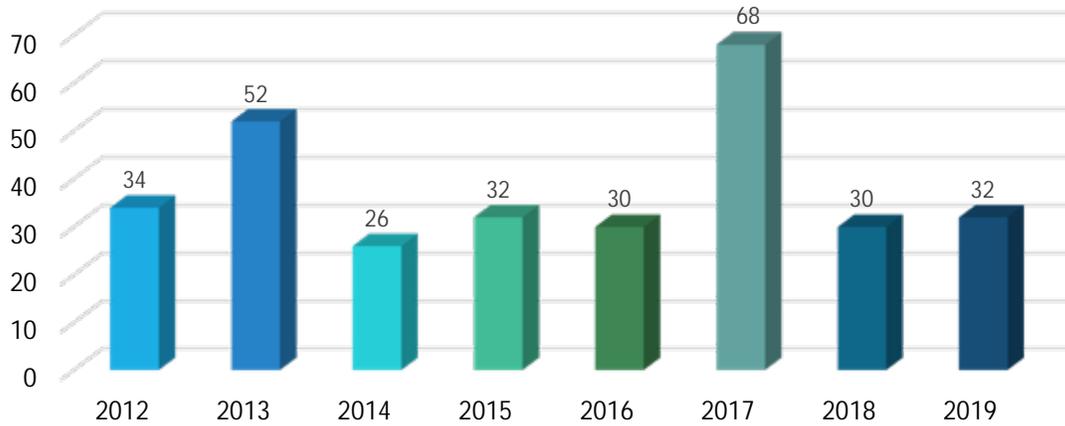
Rentals by Unit Type



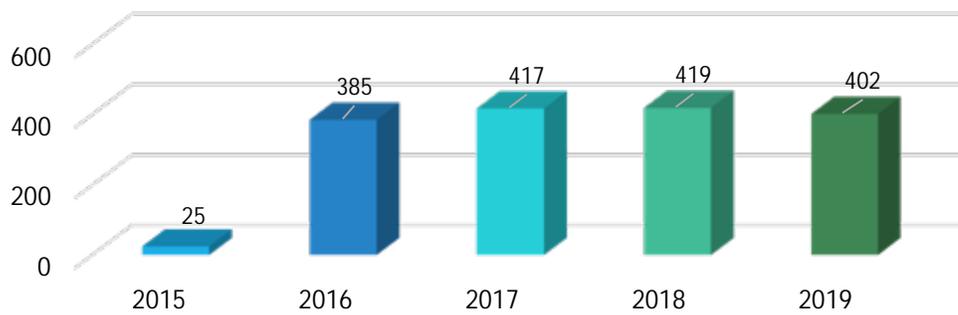
Number of Rental Converted back to Owner Occupied



New Applicants/Owners



Rental Applications Received



Application Fee Totals¹

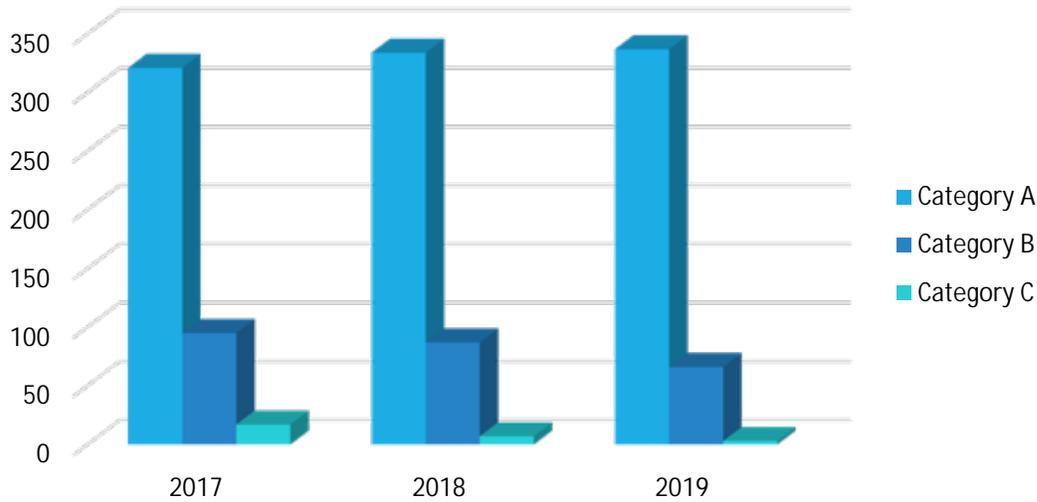
Excluding Late Fees

- 2015 - \$3,320
- 2016 - \$42,470
- 2017 - \$48,470
- 2018 - \$47,573
- 2019 - \$42,443

1 – Application fees include cost for license renewal and processing

Rental Property Categories

**Based on the number of calls for service*



Properties with 1-3 Units²

	2017	2018	2019
Category A	214	221	224
Category B	82	75	55
Category C	11	7	1

Properties with 4+ Units³

	2017	2018	2019
Category A	107	113	113
Category B	13	12	10
Category C	6	0	2

2 – Categories for 1-3 Units

A = No city service calls, B = 1-3 city service calls, C = 4+ calls for service

3 – Categories for 4+ Units

A = Less than .25 calls per unit, B = Between .25 and .50 calls per unit, C = More than .5 calls per unit

Total Number of Housing Inspections

- 2016 – 1,010
 - Initial Inspections - 761
 - Re-Inspections – 249

- 2017 – 1,279
 - Initial Inspections – 1,001
 - Re-Inspections – 248

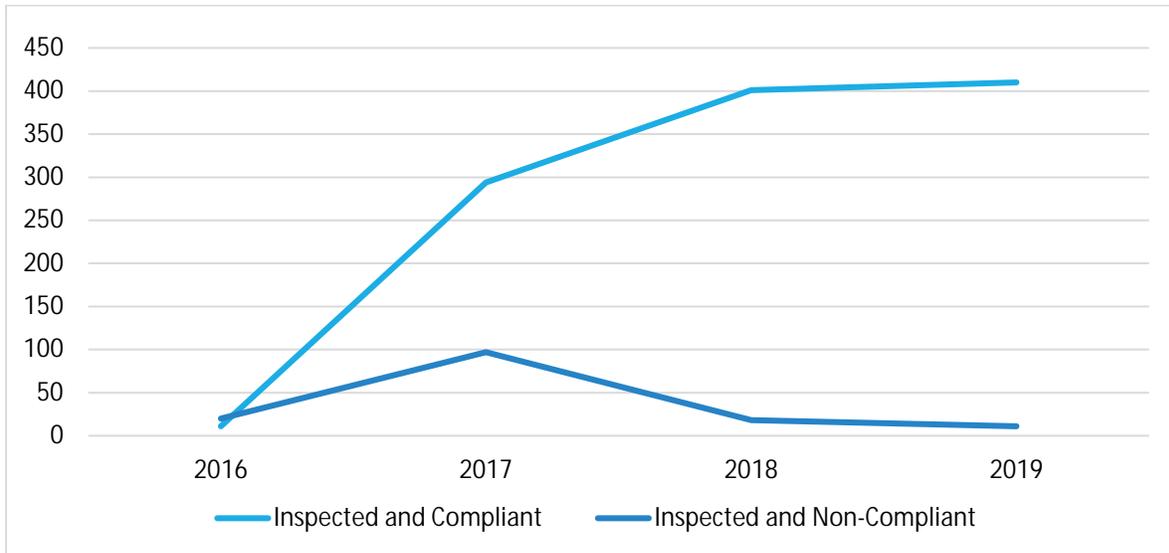
- 2018 – 1,140
 - Initial Inspections – 904
 - Re-Inspections – 236

- 2019 – 1,154
 - Initial Inspections – 920
 - Re-Inspections - 223

Housing Inspection Fees

- 2016 - \$62,200
- 2017 - \$65,520
- 2018 – \$57,880
- 2019 - \$62,420

Rental Inflow and Infiltration Inspections



2016 – 48

- Inspected and Compliant – 11
- Inspected and Non-Compliant – 20

2017 – 391

- Inspected and Compliant – 294
- Inspected and Non-Compliant – 97

2018 – 420

- Inspected and Compliant – 401
- Inspected and Non-Compliant – 18

2019 – 421

- Inspected and Compliant – 410
- Inspected and Non-Compliant - 11

At 2019 year end, 97% of rental properties were compliant with the I/I requirement.

Enforcement of Rental Licensing

2016

- 32 Compliance letters sent
- 20 Citations Issued
 - 3 - \$1,000
 - 15 - \$500
- Dismissals
 - 3 Dismissed due to foreclosure
 - 4 Unfounded
 - 2 Renting to family

2017

- 112 Compliance letters sent
- 85 Citations Issued
 - 10 - \$2,000
 - 15 - \$1,000
 - 60 - \$500

2018

- 111 Compliance letters sent
- 73 Citations Issued
 - 18 - \$2,000
 - 19 - \$1,000
 - 36 - \$500

2019

- 70 Compliance letters sent
- 75 Citations Issued, 14 were waived
 - 40 - \$500
 - 12 - \$1,000
 - 23 - \$2,000

Administrative Citation Hearings

Rental licensing did not participate in any administrative hearings during the years of 2016, 2017, 2018, or 2019.

Minnesota Crime Prevention Association's Phase One Crime Free Training

Number of Participants

2016

September Day Class – 56

October Night Class – 36

2017

Class 1 – April Day Class - 36

Class 2 – May Night Class - 26

As a new requirement for all rental properties, Community Development held a Crime Free Multi-Housing Class to help teach all property owners and managers how to best detect and prevent crime on rental properties. This included topics such as the importance of background checks, rental agreements, and dealing with illegal substances. The Police Department agreed to host future classes.

Photo Below – West St. Paul's Code Enforcement Officer, Terrie Sauer, informing the class on the importance of property upkeep and maintenance.



Photo Below – The students even got a demonstration from Crystal, the Dakota County Drug Task Force K-9



Photo – Below we can see several students gathered around a display of a variety of different types of illegal substances.



Planning Commission/Committee of Adjustments

Planning Commission

Applications

	2016	2017	2018	2019
Site Plan	6	4	6	6
Conditional Use Permit	12	13	21	6
Plat	4	4	5	2
Rezoning	2	3	3	6
Zoning Amendment	5	6	4	4
Interim Use Permit	2	1	3	5
Comp Plan Amendment	1	0	1	1

Committee of Adjustments

Applications

	2016	2017	2018	2019
Variance	6	4	6	3

Significant Projects

- B2 – Smith/Dodd Overlay District
- Children’s Clinic Relocation and Expansion
- Comprehensive Plan Submittal and Approval
- Moreland Elementary Expansion
- Oppidan Golf Course Apartments
- Sola Salon
- St. Croix Lutheran Academy Expansion
- Suite Living Retirement Home
- Redevelopment and reinvestments helped the city maintain a AA bond rating

New Businesses

- SOUTHVIEW ANIMAL HOSPITAL
- THAI PEPPER
- HAMBURGESAS EL GORDO
- SOLA SALON
- JUST PAWS PET SALON
- TOKYO SUSHI
- FOODSMITH
- LOMINCHEN CHEA ICE CREAM SHOP
- MNPRO SYSTEMS – 250 LOTHENBACH AVE

Commercial Remodels

- TARGET – 1750 ROBERT ST
- WALMART – 1644 ROBERT ST
- McDONALDS – 1273 ROBERT ST
- TACO BELL – 1630 ROBERT ST
- ARBY'S – 1657 ROBERT ST
- BEIRUT RESTAURANT – 1373 ROBERT ST

School Remodels

- GARLOUGH ELEMENTARY
- ST. CROIX LUTHERAN ACADEMY

Commercial and Redevelopment Grants

- REDEVELOPMENT IMPROVEMENT GRANT (RIG)
 - DAKOTA COUNTY AWARDED THE CITY OF WEST ST. PAUL \$250,000
- MN INVESTMENT FUND
 - MNPRO SYSTEMS WAS AWARDED \$185,000
- COMMERCIAL REDEVELOPMENT GRANT
 - MNPRO SYSTEMS WAS AWARDED \$49,999 FOR AN INTERIOR REMODEL AND BUILDING EXPANSION
 - MORE SPACE SELF STORAGE WAS AWARDED \$25,000 FOR DEMOLITION AND SITE IMPROVEMENTS
 - BEIRUT RESTAURANT WAS AWARDED \$25,000 FOR AN INTERIOR REMODEL
- EXTERIOR RENOVATIONS GRANT

- TAPPERS PUB WAS AWARDED \$9,517
- BEISSEL WINDOW AND SIDING WAS AWARDED \$10,000
- DENNY'S RESTAURANT WAS AWARDED \$10,000

New Housing Projects/Approvals

- OPPIDAN MARKET RATE APARTMENTS
- SUITE LIVING RETIREMENT HOMES
- ROOFTOP 252
- THE WINSLOW

Continued Projects in 2020

- CONSTRUCTION OF HYVEE GROCERY STORE
- REDEVELOPMENT OF TOWN CENTER ONE
- ROBERT STREET MARKET PLACE
- SOLA SALON GRAND OPENING/RIBBON CUTTING
- DOMINIUM SENIOR AND WORKFORCE APARTMENTS
- CONSTRUCTION OF OPPIDAN MARKET RATE APARTMENTS
- FINAL CONSTRUCTION OF THE WINSLOW
- CONSTRUCTION OF SUITE LIVING RETIREMENT LIVING FACILITY
- DAKOTA COUNTY CDA WORK FORCE APARTMENTS
- REVIEW OF CRAWFORD DRIVE DEVELOPMENT
- NET MINISTRIES EXPANSION
- DAKOTA COUNTY RIVER TO RIVER TRAIL AND WATER RECLAMATION PROJECTS
- AUTOZONE RELOCATION
- LEAFLINE LABS EXPANSION
- MIDDAS SITE REDEVELOPMENT
- THOMPSON/OAKDALE TRAIL FEASIBILITY STUDY
- BEGIN IMPLEMENTING 2040 COMPREHENSIVE PLAN
 - REVIEW THE APPROVED PLAN HERE - <https://www.wspmn.gov/228/2040-Comprehensive-Plan>
- HOUSING PLAN – WORK IN PROGRESS
 - SEE ATTACHED SUMMARY

Executive Summary

West St. Paul can be characterized as an older, first-ring suburb, and a working class community with modestly priced housing options for both renters and owners alike. West St. Paul has been considered a “developed community” since 2005 (Dakota County), this means there is very little vacant land available for new construction. With over 9,000 residential properties within the five square miles of West St. Paul, City Officials, Staff, and residents all must be conscious of these items when considering reinvestment and redevelopment as the community continues to grow. The Metropolitan Council’s growth numbers for West St. Paul project an expected population increase to over 23,000 residents by the year 2040.

This plan outlines several successful initiatives presently being utilized by the City and its residents. As a supplement to the existing programs offered through West St. Paul and Dakota County, this Housing Plan is to be used as a strategic, planning, and educational document with recommendations, goals, and available funding sources to be used to inform and guide both current and future decisions. Throughout this document, there are assessments of the physical and monetary characteristics of the West St. Paul housing stock, along with demographic information of the community; these features and demonstrated trends set a tone and establish a landscape of what some of the more critical areas of housing are, along with the presently thriving areas.

Identified throughout multiple areas of the plan are goals and recommendations supplemented by funding and partnership opportunities to work toward achieving those goals. The plan identifies several different goal areas, such as: housing growth, the future of affordable housing, Quality Housing Program initiatives to help preserve the existing housing stock such as rental licensing and code enforcement, redevelopment and re-investment with the community, life-cycle housing, and establishing a welcoming community for both new and existing residents.

West St. Paul’s housing community is largely considered to be naturally affordable, partially due to the aging housing stock, with more than half of the housing units being built prior to 1970. While the housing structures are presently in good condition and are relatively affordable, still a large percentage of homeowners are cost-burdened by their existing housing situation by paying more than 30 percent of their income, this limits the funding available for reinvestment or rehabilitation. Despite these distressing financial numbers, the residents of West St. Paul have established a clear interest and intent in reinvesting and renovating their homes, with more than 5,000 residential alteration permits issued between 2010 and 2018. As these trends continue, this plan is intended to be a source of information, a tool to help educate, and a guiding resource to City Officials, Staff, and residents alike.