

**CITY OF NORTH ST. PAUL
PLANNING COMMISSION
SPECIAL MEETING MINUTES
THURSDAY, JULY 21, 2022
6:30 P.M.**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

Co-Chair Monge called the special meeting to order at 6:30 p.m.

II. ROLL CALL

COMMISSION

Elaine Barton, Commission Co-Chair

John Monge, Commission Co-Chair

Patrick Bles, Commissioner

Eric Brenna, Commissioner

Rick Gelbmann, Commissioner

Andrew Wise, Commissioner

Cameron Muhic, Commissioner

Lisa Wong, City Council Liaison ABSENT

STAFF

Brandy Howe, City Planner

Lisa Ritchie, Planning Secretary ABSENT

III. ADOPT AGENDA

Approved by general consensus.

IV. APPROVAL OF MINUTES

A. Approval of the June 2nd and June 28th Meeting Minutes

Commissioner Brenna noted he was present at the June 28th meeting.

Motion to approve minutes by Commissioner Gelbmann, and seconded by Commissioner Wise, with all present voting aye (7-0). Motion carried to approve the June 2nd and June 28th regular meeting minutes as amended.

V. MEETING OPEN TO THE PUBLIC

There were no comments.

VI. PUBLIC HEARINGS

A. Considering an Ordinance Repealing and Replacing Chapter 154.011 of the North St. Paul City Code of Ordinances: Sign Ordinance

City Planner Brandy Howe presented the updated Sign Ordinance incorporating all of the changes that have been directed by the Planning Commission.

Co-Chair Barton commented that the recommendation is not only to repeal and replace the Ordinance but to modify portions of Chapter 154 that are scattered throughout the document and adjust the appendixes.

Commissioner Blees questioned if other components of the Sign Ordinance were in conflict with each other.

Co-Chair Monge opened the public hearing.

John Schmahl expressed his frustration with the date and time of this meeting and not supplying paper copies of the Sign Ordinance. He also stated his confusion with several sections of the Sign Ordinance including definitions of sign frames, setbacks, sign material, property line measurements, and double facing signs.

Ms. Howe clarified a double-sided sign requires each face to be counted toward the total area of the sign and can only be 4 feet by 4 feet on each side.

Co-Chair Monge noted the right-of-way sign wording was enhanced to create a more tangible sentence flow. Commissioner Blees stated the specific wording for right-of-way in the sign ordinance follows the Minnesota State Statute.

Ms. Howe clarified the setbacks for permanent signs state 10 feet and non-permanent signs state setbacks are from the curb. She also clarified that a driveway is considered a parking area and the edge of the driveway would be where the setback would start.

Commissioner Blees questioned if fabric signs are considered signs. Ms. Howe stated fabric signs fall under non-permanent signs.

The Planning Commission discussed the definition of a sign frame. Commissioner Blees suggested the definition of a sign frame as the perimeter of a sign and inquired about stating such definition. Commissioner Muhic suggested defining the word frame as the outer edge of a sign. Ms. Howe suggested placing the definition of frame above the regulation.

Commissioner Blees questioned if the definition of frame means the construction of the frame or the letters on the construction of the frame. Commissioner Muhic suggested defining the frame as sign dimensions and design the sign area by measurements of length and width including background material. Commissioner Blees questioned if a sign area needs to distinguish between sign surface and sign area. Co-Chair Monge questioned whether to frame the graphics. Co-Chair Barton suggested not changing too much language.

Co-Chair Barton stated sign area has been differentiated in the City's zoning code for years and has not been a problem in the past using the current language. Ms. Howe stated her experience has been the intent of the wordage is clear. Co-Chair Barton suggested using clarity on the intent and does not think it needs to change.

The Planning Commission had a robust discussion on non-permanent signs. Ms. Howe noted this would only apply if it is a code enforcement issue.

Ms. Howe believes she provided Deputy City Clerk Jennie Kloos with a comparison document and will include it as a part of this packet and on the website also.

Commissioner Muhic questioned if a house wrapped with a political sign would be allowed. Ms. Howe stated it would fit the definition but would be too large and probably would not be allowed.

Co-Chair Monge closed the public hearing at 7:12 p.m.

Motion by Co-Chair Barton, and seconded by Commissioner Brenna, with all present voting aye (7-0). Motion carried to recommend Ordinance Repealing and Replacing Chapter 154.011 of the North St. Paul City Code of Ordinances: Sign Ordinance with Chapter 157 and Amend Chapter 154 as Listed in this Ordinance.

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

There was no Commission business action items or recommendations.

VIII. OLD BUSINESS

There was no old business to discuss.

IX. REPORTS FROM STAFF

There were no reports from staff.

X. REPORTS FROM COUNCIL LIAISON

Council Member Wong was not present

XI. REPORTS FROM COMMISSIONERS

There were no reports from Commissioners.

XII. ADJOURNMENT

There being no further business, motion to adjourn by Co-Chair Barton, and seconded by Commissioner Gelbmann, with all present voting aye (7-0). Motion carried to adjourn the meeting at 7:16 p.m.

The next regularly scheduled Planning Commission Meeting is Thursday, August 4, 2022 at 6:15 p.m.

Members, please notify any planned absences to: Lisa Ritchie
Planning Commission Secretary
651-747-2400
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