

**CITY OF NORTH ST. PAUL
PLANNING COMMISSION
REGULAR MEETING MINUTES
THURSDAY, December 1, 2022
6:30 P.M.**

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

I. CALL TO ORDER

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

II. ROLL CALL

COMMISSION

Elaine Barton, Commission Co-Chair

John Monge, Commission Co-Chair

Patrick Blees, Commissioner

Eric Brenna, Commissioner

Rick Gelbmann, Commissioner absent

Andrew Wise, Commissioner arrived at 6:38 p.m.

Cameron Muhic, Commissioner

Lisa Wong, City Council Liaison

STAFF

Brandy Howe, Community Development Director

III. ADOPT AGENDA

Motion to adopt agenda by Commissioner Muhic, and seconded by Commissioner Blees, with all present voting aye (5-0). Motion carried to adopt the November 3, 2022 agenda.

IV. APPROVAL OF MINUTES

Co-Chair Barton requested reference to the Community Center under the Reports paragraph from Council Liaison.

Council Liaison Wong requested the clarification that the “Snowy Project” is not partnering with the Business Association, but they are looking at funding alternatives.

Motion to approve minutes by Commissioner Blees, and seconded by Co-Chair Monge, with all present voting aye (6-0). Motion carried to approve the November 3, 2022 regular meeting minutes as amended.

V. MEETING OPEN TO THE PUBLIC

There were no comments.

VI. PUBLIC HEARINGS

There were no public hearings scheduled.

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Consideration of an Amendment to the Sign Ordinance

Community Development Director Brandy Howe reviewed and explained the proposed amendments to the Sign Ordinance. The Planning Commission discussed public hearings for amendments made to the Sign Ordinance, sign use as it applies to the zoning code, off street parking, and land use. Commissioner Muhic inquired if Ms. Howe had looked at how neighboring communities manage signs. Ms. Howe stated she discussed this with City Attorney Mattick and he stated the Sign Ordinance belongs in the zoning code. Ms. Howe provided her opinion stating the Sign Ordinance is a land use and she would like a public hearing and for the Sign Ordinance to be pulled out of the Zoning Ordinance and stand alone.

The Planning Commission agreed with this recommendation and was in favor of a public hearing for the amendment changes. Co-Chair Barton inquired about the decision to make a motion or not. The Planning Commission had a robust discussion surrounding the public hearing process and requirements and agreed to schedule a public hearing and then make a recommendation to City Council regarding the Sign Ordinance amendments. Commissioner Blees suggested the process of amendment changes should be written to create a possible policy.

B. Recognition of Outgoing Commission Members

The Planning Commission congratulated Co-Chair Monge on his Mayoral election win. Co-Chair Monge thanked the Planning Commission.

Ms. Howe stated she has not heard from Commissioner Gelbmann on whether he will seek another term and Co-Chair Barton stated she will not be returning.

Ms. Howe referenced a notice regarding open positions on the Planning Commission that can be put in a variety of outlets in order to create as a diverse pool of applicants as possible. Co-Chair Barton suggested the Planning Commission look at term limits for members. Co-Chair Monge suggested putting the notice on the website, town paper, and at Century College as a way to increase advertisement and to potentially add younger members. Council Liaison Wong added there will be openings on other commissions also.

VIII. OLD BUSINESS

There was no old business.

IX. REPORTS FROM STAFF

There were no reports from staff.

X. REPORTS FROM COUNCIL LIAISON

Council Liaison Wong noted the swearing in of the two new City Council members will be January 3, 2023. The Truth in Taxation meeting will be next week and the City's levy is approximately 8.4% which is reasonable percentage compared to other municipalities.

Commissioner Muhic inquired about the EDA levy. Council Liaison Wong believes the HRA and EDA did not levy and stated 30% of property taxes go back to North St. Paul.

XI. REPORTS FROM COMMISSIONERS

Commission members congratulated Co-Chair Monge on his Mayoral election win and also expressed their appreciation for the hard work of Co-Chair Barton as she steps down from the Planning Commission.

Co-Chair Barton mentioned an article regarding Stillwater's downtown parking and the housing shortage with the elderly population. She also mentioned the toy shelf is always looking for donations and stated her work on the Planning Commission has been a pleasure and she will miss everyone.

XII. ADJOURNMENT

There being no further business, motion to adjourn by Commissioner Brenna, and seconded by Commissioner Muhic, with all present voting aye (6-0). Motion carried to adjourn the meeting at 7:31 p.m.

The next regularly scheduled Planning Commission Meeting is Thursday, January 5, 2023 at 6:30 p.m.