

**CITY OF NORTH ST. PAUL  
PLANNING COMMISSION  
SPECIAL MEETING MINUTES  
THURSDAY, FEBRUARY 9, 2023  
5:00 P.M.**

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

**I. CALL TO ORDER**

Commissioner Blees called the meeting to order at 5:00 p.m.

**II. ROLL CALL**

COMMISSION

Patrick Blees, Commissioner

Eric Brenna, Commissioner

Cameron Muhic, Commissioner (arrived at 5:03 after agenda approved)

Andrew Wise, Commissioner

Jason Nordby, City Council Liaison

STAFF

Brandy Howe, Community Development Director

Chris Cherne, Planning Commission Administrative Assistant                      Absent

**III. ADOPT AGENDA**

Motion to adopt agenda by Brenna, and seconded by Wise, with all present voting aye (3-0).  
Motion carried.

**V. APPROVAL OF MINUTES**

Motion to approve January 5, 2023 meeting minutes by Wise, and seconded by Brenna, with all present voting aye (4-0). Motion carried.

**VI. MEETING OPEN TO THE PUBLIC**

There were no comments.

**VII. PUBLIC HEARINGS**

There were no public hearings.

**IV. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**

A. Site Plan Review at 2231 11<sup>th</sup> Avenue E.

Howe provided a staff report of the site plan proposal by Architectural Consortium, LLC, on behalf of NSP PP Properties, LLC to reconfigure the parking lot and add a drive-through window for a donut/coffee shop at 2231 11<sup>th</sup> Avenue E (Polar Plaza). Howe provided staff analysis of the site plan as it relates to zoning requirements and concluded that the proposal meets the criteria for site plan approval per ordinance.

Muhic asked if traffic counts were provided. Howe indicated that they were not included in the application. Muhic suggested that traffic counts or review by the city engineer should be provided or reviewed as a condition of approval.

Blees asked about the traffic circulation pattern on the northeast corner of the site and expressed concerns with potential conflicts with those exiting the drive-through and those entering from McKnight Road.

The applicant (Mr. Elliot Stendel) was available by speaker phone to respond. Stendel responded that the site plan is arranged to allow for quite a bit of vehicular stacking so that traffic flow coming in from McKnight is relatively unimpeded. He indicated that most traffic exiting the site will take the northeast exit onto McKnight rather than making an immediate U-turn to go south in the parking lot to exit the east side of the site onto McKnight.

It was noted that the northeast access is off the applicant's site and evidence of a cross-access agreement or comparable should be listed as a condition of approval.

Motion to approve the site plan at 2231 11<sup>th</sup> Avenue E. with the following listed conditions made by Wise, and seconded by Muhic, with all present voting aye (4-0). Motion carried.

Conditions:

- The City Engineer shall review the proposed traffic circulation pattern and approve the site plan prior to building permit.
- Applicant shall provide a cross-access agreement for the northeast exit from the site prior to building permit.

B. Discuss 2023 work plan

Blees mentioned that a work plan isn't a requirement of the Planning Commission because it is more of a reactive/advisory body, but it is good to have a working list of priority projects. After some discussion the following were identified as priorities as provided by time and staff availability:

- Subdivision ordinance update
- Zoning ordinance update
  - Including revisions to parking standards
- Zoning map update
- Comprehensive plan update (forthcoming in 2028)

## **VIII. OLD BUSINESS**

None.

## **IX. REPORTS FROM STAFF**

Howe reported that in response to a question from former Commissioner Gelbman's question, the landscaping had been installed at Schifsky's and the fence posts should be out by spring (if they are not already gone).

## **X. REPORTS FROM COUNCIL LIAISON**

The City Council approved a sidewalk encroachment ordinance to allow outdoor seating for bars and restaurants in the summer. Council approved a resolution of support for a DEED Redevelopment grant for the Lillie redevelopment project and Council approved a certificate of completion for the Anchor View Apartments project.

## **XI. REPORTS FROM COMMISSIONERS**

None.

## **XII. ADJOURNMENT**

There being no further business, motion to adjourn by Brenna, and seconded by Wise, with all present voting aye (4-0). Motion carried to adjourn the meeting at 6:37 p.m.

**The next regularly scheduled Planning Commission Meeting is Thursday, March 2, 2023 at 6:30 p.m.**

Members, please notify any planned absences to: Chris Cherne  
Community Development Assistant  
651-747-2440  
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