

**CITY OF NORTH ST. PAUL
PLANNING COMMISSION
REGULAR MEETING AGENDA
THURSDAY, JUNE 7, 2018
6:15 PM**

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

I. CALL TO ORDER

II. ROLL CALL

COMMISSION

Elaine Barton, Commission Chair
Trisha Hamm, Commission Vice-Chair
Tom Sonnek, Commission City Council Liaison
Chris Bathurst, Commissioner
Rick Gelbmann, Commissioner
Michael Stahlmann, Commissioner
John Wahl, Commissioner
Allan Worm, Commissioner

STAFF

Erin Perdu, City Planner
Karin Derauf, Commission Secretary

III. ADOPT AGENDA

IV. APPROVAL OF MINUTES

Approve the May 3, 2018 regular meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. PUBLIC HEARINGS

A. 2115 Burke IUP Annual Review

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Dangerous Dogs Ordinance Revisions

VIII. REPORTS FROM STAFF

A. Maplewood Comprehensive Plan Review

IX. REPORTS FROM COMMISSIONERS

Update from City Council Liaison

X. ADJOURNMENT

The next regularly scheduled Planning Commission Meeting is Thursday, June 7, 2018 at 6:15 p.m.

**CITY OF NORTH ST. PAUL
PLANNING COMMISSION
RREGULAR MEETING MINUTES
THURSDAY, MAY 3, 2018
6:15 P.M.**

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

I. CALL TO ORDER

Chair Barton called the meeting to order at 6:16 p.m.

II. ROLL CALL

COMMISSION

Elaine Barton, Commission Chair

Trisha Hamm, Commission Vice-Chair

Tom Sonnek, Commission City Council Liaison

Chris Bathurst, Commissioner

ABSENT

Michael Stahlmann, Commissioner

Rick Gelbmann, Commissioner

John Wahl, Commissioner

Allan Worm, Commissioner

STAFF

Erin Perdu, City Planner

Karin Derauf, Commission Secretary

III. ADOPT AGENDA

Motion to adopt agenda by Commission Vice-Chair Hamm, and seconded by Commissioner Wahl, with all present voting aye (6-0). Motion carried to adopt the May 3, 2018 Agenda.

IV. APPROVAL OF MINUTES

Motion to approve Minutes by Commissioner Stahlmann, and seconded by Commission Vice-Chair Hamm, with all present voting aye (6-0). Motion carried to approve the April 5, 2018 regular meeting minutes as submitted.

V. MEETING OPEN TO THE PUBLIC

None.

VI. PUBLIC HEARINGS

A. 2040 North St. Paul Comprehensive Plan

City Planner, Erin Perdu stated that the complete Comprehensive Plan is now ready for Public Hearing and a recommendation to the City Council for an adjacent community review. Previous

feedback from the Planning Commission has been incorporated in to the Draft, as well as comments from the City Council. The comments from City Council were similar to the Planning Commission comments. Formatting has been updated, as well as grammatical changes. The adjacent community review period is up to 6 months as per statute, however, if they review and return comments prior to that, then the City can move on. Once all the comments are received, the Planning Commission will review and make any necessary changes deemed necessary. The Metropolitan Council gets a chance to review the Draft Plan. After their review and comments, the Plan then comes back to the Planning Commission. There may be changes that are required to be made as per the Metropolitan Council; however, there may be some advisory comments from them as well. A final recommendation will then be made to City Council.

Public Hearing opened at 6:29 p.m.

Resident, John Schmalz, commented that the meeting was disappointing as he was expecting a more high tech presentation for the Comprehensive Plan. He also expressed concern in regards to Chapter 10, page 10, the map of Parks and Trails. At the upper left hand corner of the map (NW), the paths are in yellow on the key, however, there is a particular path that doesn't exist, from Buhl Avenue to the lift station at Casey Lake Park that is indicated on the map. There is another path that does exist, however, is not shown on the map. There are dotted lines on the map which indicate proposed trails, however, there are multiple areas on the map that are not purposed trails, but actually exist. Mr. Schmalz indicated that the map of Parks and Trails needs to be updated to correctly reflect the realized versus proposed tails that are in North St. Paul. He also expressed concern regarding signage for the trails, indicating that the signs need to be placed and/or accurately reflect where the trails are.

Resident, Dave Nelson, commented about Southwood Park in regards to removing buckthorn and opening up the paths. He indicated that it would be nice to provide the trails with signage, and make them for walking only. He expressed that he would like the City to have a form of an online trail-cam at a website called Cedar Creek which is a mapping site to monitor various items in the park, for example, bird houses and other wild life. This monitoring process is something the City would have to sign up for.

Public Hearing closed at 6:43 p.m.

Chair Barton discussed the map in Chapter 10, page 10, and wanted the schools indicated on that map as well.

Commissioner Stahlmann referenced Chapter 7, page 8, under the Policies section, bullet point number 4, on Transportation, it mentions support of construction for pedestrian and bike links, however, there is nothing indicated the Downtown Master Plan portion starting on page 10 of Chapter 7 that there are plans for bike trails. Commissioner Stahlmann, wants to know how Downtown is connected to the bike trail. Planner Perdu stated that the text of goals was pulled from other documents.

Commissioner Stahlmann inquired as to whether or not Margaret Street is part of the updated maps indicating this as a trail route in the Transportation Chapter 8, page 33.

Planner Perdu indicated that the map in Chapter 8, page 33 shows an existing Tier 1 Facility for both pedestrians and bicycles because there is already a sidewalk there, but not necessarily a

defined bike trail. It doesn't distinguish between pedestrians and bicyclists. Council Liaison Sonnek asked what is meant by the terminology "bike path or bike lane", and whether or not Tier 1 includes both bike path and pedestrian path, as a sidewalk. Planner Perdu stated there is not a distinction, however, the definition of Tier 1 can be expanded to indicate its meaning. Council Liaison Sonnek inquired as to whether or not there was an agreement in the Margaret Street overpass reconstruction to include a bike lane. Chair Barton stated that the City needs to have a clear definition of what is a sidewalk, hiking or biking trail, multi-use trail, and motorized versus non-motorized vehicles such as, an electric bike, or motorized wheel chair.

Chair Barton indicated that both of the maps in Chapter 8, page 33 and Chapter 10, page 10, need to be cohesive and also should possibly include other amenities. Planner Perdu, stated that the Planning Commission can continue to discuss the Comp Plan discrepancies during and after the 6 month adjacent community review and she would like to invite Adam Smith to come back and review these two chapters with the Planning Commission. She will also have Debra Gustafson, with the Parks and Recreation Commission review these chapters again and give her input.

Chair Barton moved on to discussed Chapter 9, page 13, bullet point number 3, and wants the sentence to include not just open spaces, but also the term "waters" added to the end of the sentence.

Chair Barton discussed Chapter 8, page 22, section 2.4.2, bullet point 1, sub-bullet point 2, regarding the south bound lane of Highway 120 turning left at the intersection of highway 120 and 17th Avenue, into Oakdale. Planner Perdu stated that this was intentional and she will double check with Adam Smith regarding this being included. Planner Perdu explained that this was an item that was indicated in the Highway 120 Access Study, and that is why it is being addressed in the Comprehensive Plan.

Commissioner Gelbmann discussed the purpose of the Comprehensive Plan. He indicated one of the key elements is the interchange at Highway 120 and Highway 36 to bring the public into the City of North St. Paul. There doesn't seem to be anything in the Transportation Chapter that draws attention to that interchange as a means to pull travelers into Downtown North St. Paul. Council Liaison Sonnek pointed out Chapter 8, page 55 in terms of the interchange and that it is currently not funded, however, it is a top priority for the City and efforts are underway to secure funding. Commissioner Gelbmann would like a statement along with this to reflect the importance of these efforts and why. Chair Barton agrees and feels that it would be important to include this in other chapters as well, so this idea is not isolated in the Transportation Chapter. Commissioner Wahl indicated that one way to draw attention to areas of importance in the Comprehensive Plan was to include clickable links directly in the text that would lead the reader to key ideas of importance which would not only highlight the text, but also take the reader to another area in the document for further reading, or even a separate page of goals for example.

Chair Barton commented on Chapter 10, page 10, Country Club Park at the south end of town is not identified on the map.

Chair Barton also commented on Chapter 5, page 21, the columns on the far right of the chart, do not line up.

Chair Barton also comments on Chapter 3, page 12, Figure 3-11 shows about 25% Hispanic for the City, Figure 3-10 on the previous page shows zero Hispanic racial demographics. Planner Perdu stated that this is from two different sources of data, and should give further explanation.

Chair Barton asked a question regarding Chapter 4, page 16, last paragraph. Planner Perdu directed her to the redevelopment map in Chapter 4, page 19, and explained that all sites in the categories are “likely” to redevelop, so if you add more medium density the overall density decreases because most sites are high density, thus causing overall density to go down. Planner Perdu will indicate this in the text to redirect the reader to look at the map on page 19 in Chapter 4.

Chair Barton moved on to Chapter 6, page 2, Table 6.2 should match the paragraph above the table stating that the chart uses the 2000 and 2010 census as a baseline. Commissioner Worm inquired as to what these percentages mean. Planner Perdu stated she had a discussion regarding these tax rates and indicated it is a very complicated formula in relation to the tax levies. The important thing to note is to understand the trend as it relates to comparable cities.

Chair Barton brought attention to Chapter 6, page 10, Table 6-9. She questioned whether the total households are correct at 8,787. Planner Perdu stated that the number does not look correct and she will review the numbers. The ESRI on the Table indicates that the data comes from GIS mapping.

Chair Barton recommended a Parks and Trails Master Plan that would be more relatable to the rest of the Comprehensive Plan in terms of what these amenities would mean to the City. She pointed out Chapter 6, page 18, number 3, West End Housing and Redevelopment district, and indicated that developing a neighborhood park for the surrounding residential area is something that could be incorporated into a potential Parks and Trails Master Plan. She is also suggesting an ADA Transition Plan for the parks and trails. Planner Perdu agrees that is a logical next step.

Chair Barton next pointed out Chapter 15, page 15, Colby Hills Park and wanted the short-term “x” on the chart moved to the medium-term column rather than the short-term column as the redevelopment of the park should come first, and then the replacement of the playground equipment should come after.

Commissioner Gelbmann moved on to Chapter 15, page 19, Surface water, 9th item regarding evaluating Silver Lake levels. It should read “inflows and outflows”, not just outflows.

Commissioner Gelbmann mentioned Chapter 12, page 13, regarding the large volume of users and to target them for reduction of water use. This can be added on page 18 in Chapter 12 in the Education and Outreach section at the bottom of the page.

Chair Barton reviewed Chapter 9, page 13 and the section on Economy and Society goals indicating that this goal is very general in terms of future plans and the issue was mentioned about water replacement other than bottled water if there was an emergency. How is the City planning for any emergency services regarding the water supply? Also, can an idea like a water reduction rebate program be explored?

Chair Barton turned attention toward Chapter 15, and the Council comments regarding the discussion about the chapter being in reference to “short term”. Planner Perdu commented about the connection of Chapter 2, the goals and the strategies, and how they relate to Chapter 15. Council Liaison Sonnek reiterated what Planner Perdu stated, and extended the comment that the council needs to clarify what the Implementation Chapter 15 actually means. Council Liaison Sonnek stated that he interprets the Implementation Chapter, from a Comprehensive Plan level,

as inspirational, and that is why Council has these retreats to discuss their efforts on what can be implemented is in this chapter.

Commissioner Worm pointed out Chapter 1, page 2, the title of Chapter 12 is water supply, not water supple, and also that all the Tables in Chapter 3 are labeled as Figures. The rest of the Comprehensive Plan calls these items Tables as well. He also pointed out that the road name for Century Avenue should be consistent throughout the document.

Commissioner Worm also pointed out Chapter 3, page 10, Figure 3-8 along with the statement in the paragraph referencing “below 185 percent of the poverty line”. Discussion surrounded this statement along with Figure 3-8 and the chart on page 9, Figure 3-7 in relation to the poverty rates, and what the correct percentage should be for page 10. Planner Perdu indicated that she will review the numbers to ensure they are correct.

Chair Barton discussed Chapter 8, page 33, and the map indicating priority intersections. The Mayor wanted two intersections added at County Road B and Century Ave and County Road B and Margaret. Planner Perdue referred to the map and pointed out that those intersections were added as priority points. Chair Barton suggested also adding Holloway and Century Avenue as a priority intersection.

Commissioner Wahl commented on Chapter 9, page 3, and wanted to add information regarding Star Watching to the EAC section for an item they may pursue in the future.

On completion of the review of the Comprehensive Plan by the Planning Commission, a motion was made by Commissioner Gelbmann and seconded by Commission Vice-Chair Hamm to recommend that City Council approve the 2040 North St. Paul Comprehensive Plan for adjacent community review, with all present voting aye (6-0). Motion carried to recommend to City Council the adjacent community Comprehensive Plan review.

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

None

VIII. REPORTS FROM STAFF

None

IX. REPORTS FROM COMMISSIONERS

Council Liaison, Tom Sonnek, reported on several items that included a new public warning emergency siren was installed on the City Hall building this week. Tom also reminded the Planning Commission that there will be a review of the IUP issued to resident, Tony Eiden. He also stated that WSB will be putting a study together that will further address the interpretation of the Ordinance to ensure that residents remain in compliance. The Planning Commission will be reviewing the Ordinance as well.

Liaison Sonnek indicated that there will be a public gathering on Wednesday, May 9, 2018 for discussion of another sidewalk option in relation to the Lake Boulevard street project. He then indicated that the Public Hearing is scheduled for the May 15, 2018 City Council meeting. There was a brief discussion surrounding the sidewalk options.

He mentioned there will be mill and overlay work being done this summer on 11th from McKnight Ave. to Castle Ave. and 12th Avenue from Helen Street to Margaret Street. Helen Street from 12th to 17th Avenues is also included in this project.

Council Liaison Sonnek also briefly discussed the Anchor Block location and that Pulti Homes has shown some interest in the property, and Liaison Sonnek also gave mention to the Fire Department and Dustin Kalis for catching a baby during an apartment building fire.

He also stated that the City is conducting an analytical study for performance metrics of departmental work being produced by the City staff to take a look at the value we are creating for the residents in the City.

Commissioner Gelbmann reported on the successful Silver Lake clean up even though it was delayed and the lake still had ice cover.

X. ADJOURNMENT

There being no further business, motion to adjourn by Commissioner Gelbmann, and seconded by Commissioner Wahl, with all present voting aye (6-0). Motion carried to adjourn the meeting at 8:36 p.m.

The next regularly scheduled Planning Commission Meeting is Thursday, June 7, 2018 at 6:15 p.m.

Members, please notify any planned absences to: Karin Derauf
Planning Commission Secretary
651-747-2400
karin.derauf@northstpaul.org

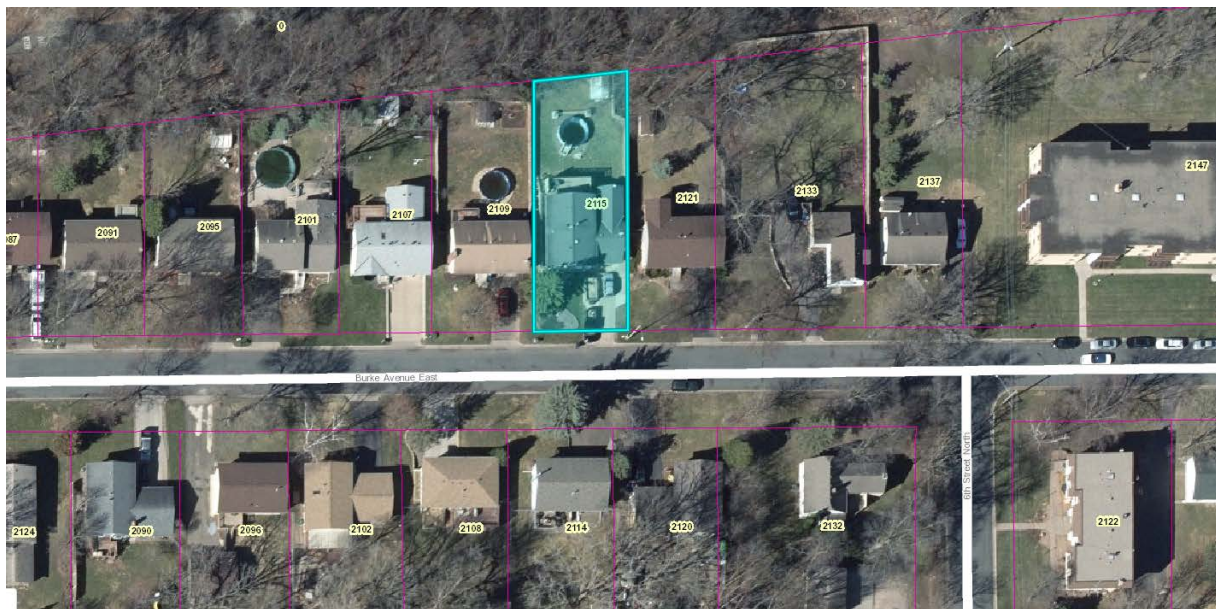
MEMORANDUM

Date: 5/30/2018
To: Planning Commissioners
From: Erin Perdu, AICP, City Planner
CC: Craig Waldron, Interim City Manager
Paul Ammerman, Community Development Director
Re: Interim Use Permit Annual Review for 2115 Burke

BACKGROUND

The owner of this property, Anthony Eiden, received an Interim Use Permit (IUP) in 2016 to allow a Level II Home Occupation in the R-1, Single-Family Residential District. That IUP was amended on May 2, 2017 to allow for the storage of snowplowing equipment on the owners' driveway overnight preceding snow events as an exception to the condition of no exterior storage with the home occupation. A copy of the resolution approving that amendment is attached.

Figure 1: Area Map



One of the conditions of the IUP is that it will be reviewed annually for compliance with zoning regulations and the conditions set out in the IUP. Those conditions are:

1. Change in ownership/sale of property. The Interim Use Permit shall expire in the event of a change of ownership of the property or upon sale of the property.
2. Storage. There shall be no exterior storage of equipment or materials used in the Home Occupation with the following exception:
 - (a) The storage of snowplowing equipment and trailers is permitted overnight on the applicant's driveway preceding a snow event for no more than a 24-hour period during any given snow event.

3. Loading & Parking. The Home Occupation shall not create a parking and loading demand in excess of that which can be accommodated in an existing driveway. All parking and loading of vehicles and equipment related to the Home Occupation shall be conducted in the driveway provided at the residence of 2115 Burke Avenue East.
4. Annual Review. The Interim Use Permit shall be reviewed annually for compliance with the regulations set out within Chapter 154 of the Zoning Ordinance, as well as the conditions set forth in this Resolution.
5. Inspection. The City hereby reserves the right, upon issuing any Level 2 Interim Use Permit, to inspect the premises in which the occupation is being conducted to ensure compliance and the provisions of this Section or any conditions additionally imposed.
6. Hours of Operation. No activities related to the Home Occupation shall occur on the exterior of the home between the hours of 10 p.m. to 7 a.m.

FINDINGS

Over the winter, City staff has received complaints from one individual regarding Mr. Eiden operating a bobcat with a snowplow in the street outside of his home. That individual provided photographic evidence of the bobcat being loaded/unloaded onto a trailer in the street on January 22, 23 and 24, 2018. The City was also provided a video of the bobcat being operated in the street on January 27, 2018. Copies of the photos and email correspondence is attached.

Loading, unloading and operating the bobcat in the street outside of the address associated with the IUP is a violation of condition #3 of the permit. It is common practice for landscaping contractors in the City to do this type of loading and unloading on city streets; however, this IUP outlined a specific condition prohibiting the activity because of the potential frequency of loading and unloading of equipment associated with a home occupation on these premises.

Remedies for the violation include either revocation of the IUP or negotiating a jointly acceptable modification of the condition with the applicant. Per my conversations with the City Attorney, there are no other corrective actions that can be taken.

RECOMMENDED ACTION

That the Planning Commission make a recommendation to City Council on whether or not to revoke the IUP, or modify the associated conditions.

Erin Perdu

From: [REDACTED]
Sent: Friday, March 16, 2018 3:55 PM
To: Scott Duddeck
Subject: Fw: Big Snow Today

One more.

On Tuesday, January 23, 2018 7:56 AM, [REDACTED] wrote:

Just now unloaded in front of his house. A VIOLATION the city continues to not ENFORCE. 😊

From: [REDACTED]
Sent: Friday, March 16, 2018 3:50 PM
To: Scott Duddeck
Subject: Fw: Bobcat Sighting

Hi Scott,
Thanks for meeting with me earlier this week. I'm forwarding several e-mails I had sent to several city council members which include attached pics of IUP violations. If I find more pics, I'll forward them your way.

On Wednesday, January 24, 2018 2:43 PM, [REDACTED] wrote:

Hi Tom,
Been awhile. Hope all is well with you. Just wanted to report that the IUP permittee on Burke has been loading/unloading his bobcat on city streets this winter. He has actually done so initially this winter on 6th just south of where it dead ends on Burke. After this weeks big snow, he was doing so on Burke; in front of his and my yards. I feel he has violated this permit enough times after being reminded of his violation of the IUP conditions. Therefore, I feel it is now time for the city to yank the permit and prosecute the permittee since he continues to thumb his nose at the city and neighbors. I have contacted [REDACTED] via separate e-mails asking them to consult with the new city manager and find out what he thinks. Thanks for your ear, but this "experiment" the city has tried has failed me in my opinion, and I feel it is time for the city to enforce once and for all. I'd be happy to meet with you at Paneira's to discuss further. Thanks for your ear. [REDACTED]











CITY OF NORTH ST. PAUL NOTICE OF PUBLIC HEARING INTERIM USE PERMIT REVIEW

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of North St. Paul, Minnesota will hold a public hearing to accept public input on review of an Interim Use Permit at the property located at 2115 Burke Ave. East, North St. Paul, MN 55109. The applicant has an Interim Use Permit for a Level II Home Occupation that requires an annual review.

The public hearing will be conducted on Thursday, June 7, 2018 at approximately 6:15 p.m. or shortly thereafter at the City Council Chambers of City Hall, located at 2400 Margaret Street, North St. Paul.

Applicant/Address: Anthony Eiden, 2115 Burke Ave. East, North St. Paul, MN 55109

Such persons with desire to be heard with reference to this matter will be heard at this meeting. Written and oral comments will be considered. Persons who require this information in another format should contact City Hall at (651) 747-2403 at least 72 hours prior to the public hearing.

PUBLISH: May 16, 2018



**CITY OF NORTH ST. PAUL
RESOLUTION NO. 2017-XXX**

**RESOLUTION APPROVING AN AMENDMENT TO AN INTERIM USE PERMIT
FOR A HOME OCCUPATION AT 2115 BURKE AVENUE EAST**

WHEREAS, the City of North St. Paul ("City") received an Interim Use Permit ("IUP") amendment application from Anthony Eiden, owner of the property located at 2115 Burke Avenue East ("Owner"), requesting an amendment to the previously approved Interim Use Permit allowing a Home Occupation within the R-1 Single Family Residential District; and,

WHEREAS, the City approved the original IUP to the Owner by Resolution No. 2016-080 on June 21, 2016; and,

WHEREAS, the proposed amendment would allow storage of snowplowing equipment on the applicant's driveway overnight preceding snow events; and,

WHEREAS, the proposed site is approximately 0.21 acres located at Lot 5, Block 3, North St. Paul, Ramsey County, Minn. PID: 142922120007; and,

WHEREAS, the proposal meets the requirements compliant with City Code Section 154.004 (G) Interim Use Permits (1)(2)(3) in which:

- The use is consistent with the general purposes and intent of the Comprehensive Plan.
- The use will not adversely affect the health, safety, or general welfare of the City.
- The use is compatible with present and future land uses in the surrounding area and reasonably related to the overall needs of the City.
- The use or appearance of the use is compatible with adjacent properties.
- The use can be adequately supported by public urban services including the water supply, transportation system and capacity, police and fire protection, utilities, and sanitary waste disposal and storm water disposal systems.
- The use will not create an excessive burden on existing parks, schools, and other public facilities which serve or are proposed to serve the area.
- The use will be sufficiently compatible or separated by distance or screening from adjacent residentially zoned land.
- The use is in harmony with the general purposes and intent of this Chapter and the zoning district in which the applicant intends to locate the proposed use.
- The use will not create an intrusion of excessive noise, glare, or general unsightliness.
- Will not impose, by agreement, additional costs on the public.

WHEREAS, a public notice for the proposal was published in the newspaper dated March 22, 2017 and property owners within 350 feet of the site have been notified; and,

WHEREAS, the Planning Commission held a public hearing on April 6, 2017 to consider and receive public input.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, the request to grant the following amendment to the conditions of the originally approved Interim Use Permit for a Home Occupation located at 2115 Burke Avenue East:

1. Change in ownership/sale of property. The Interim Use Permit shall expire in the event of a change of ownership of the property or upon sale of the property.
2. Storage. There shall be no exterior storage of equipment or materials used in the Home Occupation with the following exception:
 - (a) The storage of snowplowing equipment and trailers is permitted overnight on the applicant's driveway preceding a snow event for no more than a 24-hour period during any given snow event.
3. Loading & Parking. The Home Occupation shall not create a parking and loading demand in excess of that which can be accommodated in an existing driveway. All parking and loading of vehicles and equipment related to the Home Occupation shall be conducted in the driveway provided at the residence of 2115 Burke Avenue East.
4. Annual Review. The Interim Use Permit shall be reviewed annually for compliance with the regulations set out within Chapter 154 of the Zoning Ordinance, as well as the conditions set forth in this Resolution.
5. Inspection. The City hereby reserves the right, upon issuing any Level 2 Interim Use Permit, to inspect the premises in which the occupation is being conducted to ensure compliance and the provisions of this Section or any conditions additionally imposed.
6. Hours of Operation. No activities related to the Home Occupation shall occur on the exterior of the home between the hours of 10 p.m. to 7 a.m.

ADOPTED this 2nd day of May, 2017.

Motion by Councilmember Sonnek
Second by Councilmember Furlong

Voting: Aye: Councilmember Furlong
 Councilmember Petersen
 Councilmember Walczak
 Councilmember Sonnek
 Mayor Kuehn
 Nay: None
 Abstain: None
 Absent: None

Michael R. Kuehn, Mayor

Attest: _____
 Jason Ziemer, City Manager

Agenda Information Memorandum
North St. Paul Planning Commission
May 30, 2018

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: Dangerous Dogs Ordinance Update

To: Planning Commission

Background/Facts:

City Staff recently presented updates to the City's Dangerous Dogs ordinance and associated forms to the City Council for review. The ordinance was updated by the City Attorney to bring it into conformance with State Statute; the forms and notices were updated to bring them into consistency with the ordinance.

One change being made is that hearings for determination of dangerous animal to be held before the City Manager or designee, which could be a panel of people rather than the City Council.

The City Council requested that the Planning Commission review the ordinance and forms and provide any comments you may have to the Council prior to their adoption of the new language.

Recommendation: It is recommended that the Planning Commission forward any comments on the proposed ordinance changes or forms to the City Council for consideration.

Attachments:

Proposed Amendments to Chapter 95, Animals
Notice to Declare Animal Potentially Dangerous
Notice to Declare Animal Dangerous
Notice & Order for Destruction of Animal
Notice for Seizure of Animal

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Erin Perdu". The signature is fluid and cursive, with the first name "Erin" and last name "Perdu" clearly distinguishable.

Erin Perdu, AICP
City Planner

CITY OF NORTH ST. PAUL

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE
NORTH SAINT PAUL CITY CODE OF ORDINANCES
TITLE IX, GENERAL REGULATIONS,
CHAPTER 95, ANIMALS

THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA
ORDAINS:

SECTION 1. Section 95.19 of the North St. Paul City Code is hereby repealed in its entirety and replaced as follows:

§ 95.19 DANGEROUS ANIMALS.

(A) The provisions of Minnesota Statutes, Sections 347.50 through 347.565 are adopted and incorporated as if stated herein, except that all references to “dog” shall be replaced with “animal”. In addition to those provisions, the following provisions apply. ~~Attack by an animal. It shall be unlawful for any person’s animal to inflict or attempt to inflict bodily injury to any person or other animal whether or not the owner is present. This section shall not apply to an attack by a dog under the control of an on-duty law enforcement officer or to an attack upon an uninvited intruder who has entered the owner’s home with criminal intent.~~

(B) Attack by an animal.

(1) -It shall be unlawful for any person’s animal to inflict or attempt to inflict bodily injury to any person or other animal whether or not the owner is present. This section shall not apply to an attack by a doganimal under the control of an on-duty law enforcement officer or to an attack upon an uninvited intruder who has entered the owner’s home with criminal intent.

~~— (H) Stopping an attack. If any police officer or Animal Control Officer is witness to an attack by an animal upon a person or another animal, the officer may take whatever means the officer deems appropriate to bring the attack to an end and prevent further injury to the victim.~~

~~(1)(2) Destruction of dangerous animal. The Animal Control Officer shall have the authority to order the destruction of dangerous animals in accordance with the terms established by this chapter.~~

(C) *Definitions.* For the purpose of this ~~division~~section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

(1) **DANGEROUS ANIMAL.** An animal which has:

- (a) without provocation, inflicted substantial bodily harm on or disfigurement to a human being on public or private property;
- (b) killed a domestic animal without provocation while off the owner's property;
- (c) previously been found to be potentially dangerous, and after the owner has notice that the animal is potentially dangerous, the animal aggressively bit, attacked, or endangered the safety of humans or domestic animals; or
- ~~— (a) Caused bodily injury or disfigurement to any person on public or private property;~~
- ~~— (b) Engaged in any attack on any person under circumstances which would indicate danger to personal safety;~~
- ~~— (c) Exhibited unusually aggressive behavior, such as an attack on another animal;~~
- (d) when unprovoked, bBitten one or more persons on two or more occasions; ~~or~~
- ~~— (e) Been found to be potentially dangerous and/or the owner has personal knowledge of the same, the animal aggressively bites, attacks, or endangers the safety of humans or domestic animals.~~

(2) **POTENTIALLY DANGEROUS ANIMAL.** An animal which has:

- (a) when unprovoked, inflicted bites on a human or domestic animal on public or private property;
 - (b) when unprovoked, chased or approached a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the animal owner's property, in an apparent attitude of attack;
 - (c) exhibited unusually aggressive behavior, such as an attack on another animal; or
 - (d) had a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.
- ~~— (a) Bitten a human or a domestic animal on public or private property;~~
 - ~~— (b) When unprovoked, chased or approached a person upon the streets, sidewalks, or any public property in an apparent attitude of attack; or~~
 - ~~— (c) Has engaged in unprovoked attacks causing injury or otherwise threatening the safety of humans or domestic animals.~~

(3) **PROPER ENCLOSURE.** Securely confined indoors or in a securely locked pen or structure suitable to prevent the animal from escaping and to provide protection for the animal from the elements. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only barriers which prevent the animal from exiting. The enclosure shall not allow the egress of the animal in any manner without human assistance. A pen or kennel shall meet the following minimum specifications:

(a) Have a minimum overall floor size of 32 square feet.

(b) Sidewalls shall have a minimum height of five feet and be constructed of 11-gauge or heavier wire. Openings in the wire shall not exceed two inches, support posts shall be 1¼-inch or larger steel pipe buried in the ground 18 inches or more. When a concrete floor is not provided, the sidewalls shall be buried a minimum of 18 inches in the ground.

(c) A cover over the entire pen or kennel shall be provided. The cover shall be constructed of the same gauge wire or heavier as the sidewalls and shall also have no openings in the wire greater than two inches.

(d) An entrance/exit gate shall be provided and be constructed of the same material as the sidewalls and shall also have no openings in the wire greater than two inches. The gate shall be equipped with a device capable of being locked and shall be locked at all times when the animal is in the pen or kennel.

(4) **UNPROVOKED.** The condition in which the animal is not purposely excited, stimulated, agitated or disturbed.

(D) *Designation as potentially dangerous animal.* The Animal Control Officer shall designate any animal as a potentially dangerous animal upon receiving evidence that the ~~potentially dangerous animal has, when unprovoked, then bitten, attacked, or threatened the safety of a person or a domestic animal as committed one of the acts~~ stated in ~~division Section 95.19(C)(2).~~ When an animal is declared potentially dangerous, the Animal Control Officer shall cause one owner of the ~~potentially dangerous animal to be notified in writing that the animal is potentially dangerous pursuant to Section 95.19(4)(F)(1).~~

(E) *Designation as a dangerous animal Evidence justifying designation.* The Animal Control Officer shall ~~designate any animal as a dangerous animal upon receiving evidence that the animal has committed one of the acts stated in Section 95.19(C)(1). When an animal is declared dangerous, the Animal Control Officer shall cause one owner of the animal to be notified pursuant to Section 95.19(4)(F)(1).~~

~~have the authority to designate any animal as a dangerous animal upon receiving evidence of the following:~~

~~—(1) That the animal has, when unprovoked, bitten, attacked, or threatened the safety of a person or domestic animal as stated in division (C)(1).~~

~~—(2) That the animal has been declared potentially dangerous and the animal has then bitten, attacked, or threatened the safety of a person or domestic animal as stated in division (C)(1).~~

~~(F) Authority to order destruction. The Animal Control Officer, upon finding that an animal is dangerous hereunder, is authorized to order, as part of the disposition of the case, that the animal be destroyed based on a written order containing one or more of the following findings of fact:~~

~~—(1) The animal is dangerous as demonstrated by a vicious attack, an unprovoked attack, an attack without warning or multiple attacks; or~~

~~—(2) The owner of the animal has demonstrated an inability or unwillingness to control the animal in order to prevent injury to persons or other animals.~~

~~—(G) Procedure. The Animal Control Officer, after having determined that an animal is dangerous or potentially dangerous, may proceed in the following manner:~~

~~(1) The Animal Control Officer, after having determined that an animal is dangerous, may proceed in the following manner:~~ The Animal Control Officer shall cause one owner of the animal to be notified in writing or in person that the animal is dangerous or potentially dangerous and may order the animal seized or make orders as deemed proper. This owner shall be notified as to dates, times, places and parties bitten, and shall be given 14 days to appeal this order by requesting a hearing ~~before the City Council~~ for a review of this determination.

~~—(1) If no appeal is filed, the Animal Control Officer shall obtain an order or warrant authorizing the seizure and the destruction of the animal from a court of competent jurisdiction, unless the animal is already in custody or the owner consents to the seizure and destruction of the animal.~~

~~—(2) If an owner requests a hearing for determination as to the dangerous or potentially dangerous nature of the animal, the hearing shall be held before the City Manager or their designees City Council, which shall set a date for hearing not more than three weeks 14 days after a demand for the hearing. The records of the Animal Control Officer or City Manager's office shall be admissible for consideration by the City Manager or their designees Animal Control Officer without further foundation. After considering all evidence pertaining to the temperament of the animal, the City Council Manager or their designees shall make an order as it deems proper. In the event that the designation is upheld, actual expenses of the hearing up to a maximum of \$1,000 will be the responsibility of the animal's owner.~~

~~The City Council may order that the Animal Control Officer take the animal into custody for destruction, if the animal is not currently in custody. If the animal is ordered into custody for destruction, the owner shall immediately make the animal available to the Animal Control Officer. If the owner does not immediately make the animal available, the Animal Control Officer shall obtain an order or warrant authorizing the seizure and the destruction of the animal from a court of competent jurisdiction.~~

(G) Conditions. Following designation as a dangerous or potentially dangerous animal, the following conditions will apply:

- (1) The Animal Control Officer may impose conditions it deems necessary to protect the safety of the public.
- (2) The owner must comply with all state statutory requirements.
- (3) The owner of the animal must immediately register the animal with the Animal Control Officer and pay the registration fee. The owner must provide the address where the animal resides.

(4) The owner shall notify the Animal Control Officer in writing if the animal is to be relocated from its current address or given or sold to another person. The notification shall be given in writing at least 14 days prior to the relocation or transfer of ownership. The notification shall include the current owner's name and address, the relocation address, and the name of the new owner, if any.

(H) Seizure. The Animal Control officer must seize an animal for any of the reasons listed in Minnesota Statutes Section 347.54. The Animal Control Officer may seize an animal for failure to comply with any conditions imposed under this Section, and said animal may be reclaimed upon payment of fees and proof of compliance. The Animal Control Officer may seize an animal pending destruction. If the animal is ordered into custody, the owner shall immediately make the animal available to the Animal Control Officer. If the owner does not immediately make the animal available, the Animal Control Officer shall obtain an order or warrant authorizing the seizure of the animal from a court of competent jurisdiction.

~~(3) No person shall harbor an animal after it has been found by to be dangerous and ordered into custody for destruction.~~

(I) Destruction. The Animal Control Officer is authorized to order that an animal be destroyed based on a written order containing one or more of the following findings of fact:

- (1) the animal inflicted substantial or great bodily harm on a human on public or private property without provocation;
- (2) the animal inflicted multiple bites on a human on public or private property without provocation;
- (3) the animal bit multiple human victims on public or private property in the same attack without provocation;
- (4) the animal bit a human on public or private property without provocation in an attack where more than one animal participated in the attack; or
- (5) the animal has been declared dangerous or potentially dangerous, and the owner of the animal has demonstrated an inability or unwillingness to control the animal in order to prevent injury to persons or other animals.

The owner shall be provided written notice of the order for destruction and shall be given 14 days to appeal this order by requesting a hearing for a review of this determination. If an owner requests a hearing under this section, the hearing shall be held before the City Council, which shall set a date for hearing not more than three weeks after a demand for the hearing. The records of the Animal Control or City Manager or their designees' office shall be admissible for consideration by the Animal Control Officer without further foundation. After considering all evidence pertaining destruction of the animal, the City Council shall make an order as it deems proper.

If the owner does not request a hearing within 14 days, the animal may be destroyed. ~~(3) No person shall harbor an animal after it has been found by to be dangerous and ordered into custody for destruction.~~ If the owner does not immediately make the animal available, the

Animal Control Officer shall obtain an order or warrant authorizing the seizure of the animal from a court of competent jurisdiction.

~~(H) *Stopping an attack.* If any police officer or Animal Control Officer is witness to an attack by an animal upon a person or another animal, the officer may take whatever means the officer deems appropriate to bring the attack to an end and prevent further injury to the victim.~~

~~(I) *Notification of new address.* The owner of an animal which has been identified as dangerous or potentially dangerous shall notify the Animal Control Officer in writing if the animal is to be relocated from its current address or given or sold to another person. The notification shall be given in writing at least 14 days prior to the relocation or transfer of ownership. The notification shall include the current owner's name and address, the relocation address, and the name of the new owner, if any.~~

SECTION 2. This ordinance shall be effective immediately upon its passage and publication.

ADOPTED this _____ day of _____, 2016, by the City Council of the City of North St. Paul, Minnesota.

On motion by _____

Second by _____

Voting: Ayes:
 Absent:
 Abstain:

CITY OF NORTH ST. PAUL

BY: _____
Michael Kuehn, Mayor

ATTEST:

Jason Ziemer, City Manager

Summary published in Review: _____

CITY OF NORTH ST. PAUL
NOTICE TO DECLARE ANIMAL POTENTIALLY DANGEROUS

Date of Service of Notice: _____ Complaint No: _____
Owner Name: _____ Owner Phone Number: _____
Owner Address: _____

Name of Animal: _____ Type of animal: _____
Breed: _____ Color: _____ Markings: _____
License No.: _____ Sex: _____ Spayed/Neutered: _____
Address where animal resides: _____

YOU ARE HEREBY NOTIFIED as the owner of the above-referenced animal that, pursuant to Minnesota Statutes Sections 347.50 through 347.565 and North St. Paul City Code Section 95.19, your animal is declared Potentially Dangerous, because on _____ at _____ your animal
(date) (time)
(check when applicable):

- ☐ when unprovoked, inflicted bites on a human or domestic animal on public or private property;
- ☐ when unprovoked, chased or approached a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the animal owner's property, in an apparent attitude of attack;
- ☐ exhibited unusually aggressive behavior, such as an attack on another animal; or
- ☐ had a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

(date)

(time)

Location of attack: _____ Parties Bitten: _____

YOU ARE HEREBY ORDERED to comply with the following requirements:

- ☐ microchip the animal per Minnesota Statutes Section 347.515
- ☐ comply with North St. Paul City Code Section 95.19(G)
- ☐ Other: _____

YOU HAVE 14 DAYS FROM THE DATE OF SERVICE OF THIS NOTICE ON YOU TO APPEAL THIS ORDER AND REQUEST A HEARING. Appeals must be in writing on the attached form and delivered in person or by certified mail to the North St. Paul City Clerk at 2400 Margaret Street, North St. Paul, Minnesota, 55109. In the event that the order is upheld, you may be responsible for expenses of the hearing of up to \$1,000. Failure to request a hearing within 14 days of this notice will terminate your right to a hearing.

Animal Control Officer: _____ Print: _____

FORM
APPEAL OF DESIGNATION & REQUEST FOR HEARING

Owner Name: _____ Owner Phone Number: _____

Owner Address: _____

Name of Animal: _____ Type of animal: _____

On _____, in Complaint Number _____, my animal was declared:

☐ Potentially Dangerous

☐ Dangerous

I hereby appeal the designation and request a hearing.

I understand that, if the designation is upheld, I will be responsible for expenses of the hearing of up to \$1,000.

Sign Name: _____

Date: _____

Print Name: _____

This Form must be delivered within 14 days from receipt of
the notice to declare animal dangerous/potentially dangerous.
Delivery must be made in person or by certified mail to:

North St. Paul City Clerk
2400 Margaret Street
North St. Paul, Minnesota, 55109

CITY OF NORTH ST. PAUL
NOTICE TO DECLARE ANIMAL DANGEROUS

Date of Service of Notice: _____ Complaint No: _____
Owner Name: _____ Owner Phone Number: _____
Owner Address: _____

Name of Animal: _____ Type of animal: _____
Breed: _____ Color: _____ Markings: _____
License No.: _____ Sex: _____ Spayed/Neutered: _____
Address where animal resides: _____

YOU ARE HEREBY NOTIFIED as the owner of the above-referenced animal that, pursuant to Minnesota Statutes Sections 347.50 through 347.565 and North St. Paul City Code Section 95.19, your animal is declared Dangerous, because on _____ at _____ your animal (check when applicable):

- ☐ without provocation, inflicted substantial bodily harm on or disfigurement to a human being on public or private property;
- ☐ killed a domestic animal without provocation while off the owner's property;
- ☐ had previously been found to be potentially dangerous, and after the owner has notice that the animal is potentially dangerous, the animal aggressively bit, attacked, or endangered the safety of humans or domestic animals; or
- ☐ when unprovoked, bit one or more persons on two or more occasions.

Location of attack: _____ Parties Bitten: _____

YOU ARE HEREBY ORDERED to comply with the following requirements:

- ☐ complete all requirements of Minnesota Statutes Sections 347.51 and 347.52
- ☐ microchip the animal per Minnesota Statutes Section 347.515
- ☐ comply with North St. Paul City Code Section 95.19(G)
- ☐ Other: _____

YOU HAVE 14 DAYS FROM THE DATE OF SERVICE OF THIS NOTICE ON YOU TO APPEAL THIS ORDER AND REQUEST A HEARING. You may request a hearing concerning the dangerous animal declaration and, if applicable, prior potentially dangerous animal declarations. Appeals must be in writing on the attached form and delivered in person or by certified mail to the North St. Paul City Clerk at 2400 Margaret Street, North St. Paul, Minnesota, 55109. Failure to request a hearing within 14 days of this notice will terminate your right to a hearing. Even if you appeal and request a hearing, you still must immediately comply with all requirements listed in Minnesota Statutes Sections 347.52(a) and (c), until a final opinion is issued. If the final opinion affirms the designation, you will have 14 days from receipt of that opinion to comply with all other requirements listed above. In the event that the order is upheld, you may be responsible for expenses of the hearing of up to \$1,000.

Animal Control Officer: _____ Print: _____

FORM
APPEAL OF DESIGNATION & REQUEST FOR HEARING

Owner Name: _____ Owner Phone Number: _____
Owner Address: _____
Name of Animal: _____ Type of animal: _____

On _____, in Complaint Number _____, my animal was declared:

- ☐ Potentially Dangerous
- ☐ Dangerous

I hereby appeal the designation and request a hearing.

I understand that, if the designation is upheld, I will be responsible for expenses of the hearing of up to \$1,000.

Sign Name: _____ Date: _____

Print Name: _____

This Form must be delivered within 14 days from receipt of
the notice to declare animal dangerous/potentially dangerous.
Delivery must be made in person or by certified mail to:

North St. Paul City Clerk
2400 Margaret Street
North St. Paul, Minnesota, 55109

CITY OF NORTH ST. PAUL
NOTICE & ORDER FOR DESTRUCTION OF ANIMAL

Date of Service of Notice: _____ Complaint No: _____
Owner Name: _____ Owner Phone Number: _____
Owner Address: _____

Name of Animal: _____ Type of animal: _____
Breed: _____ Color: _____ Markings: _____
License No.: _____ Sex: _____ Spayed/Neutered: _____
Address where animal resides: _____

YOU ARE HEREBY NOTIFIED as the owner of the above-referenced animal that your animal (check when applicable):

- ☐ inflicted substantial or great bodily harm on human on public or private property without provocation;
- ☐ inflicted multiple bites on a human on public or private property without provocation;
- ☐ bit multiple human victims on public or private property in the same attack without provocation;
- ☐ bit a human on public or private property without provocation in an attack where more than one animal participated in the attack;
- ☐ had been declared dangerous or potentially dangerous, and you have demonstrated an inability or unwillingness to control the animal in order to prevent injury to persons or other animals;
- ☐ was seized and has not been reclaimed.

YOUR ANIMAL IS THEREFORE ORDERED TO BE DESTROYED pursuant to Minnesota Statutes Sections 347.50 through 347.565 and North St. Paul City Code Section 95.19.

YOU HAVE 14 DAYS FROM THE DATE OF SERVICE OF THIS NOTICE ON YOU TO APPEAL THIS ORDER AND REQUEST A HEARING. Appeals must be in writing and delivered in person or by certified mail to the North St. Paul City Clerk at 2400 Margaret Street, North. St. Paul, Minnesota, 55109. Failure to request a hearing within 14 days of this notice will terminate your right to a hearing and your animal will be destroyed.

Animal Control Officer: _____ Print: _____

**CITY OF NORTH ST. PAUL
NOTICE FOR SEIZURE OF ANIMAL**

Date of Service of Notice: _____ Complaint No: _____
Owner Name: _____ Owner Phone Number: _____
Owner Address: _____

Name of Animal: _____ Type of animal: _____
Breed: _____ Color: _____ Markings: _____
License No.: _____ Sex: _____ Spayed/Neutered: _____
Address where animal resides: _____

YOU ARE HEREBY NOTIFIED as the owner of the above-referenced animal that (check when applicable):

- ☐ Option 1 - The animal has been declared dangerous and:
 - ☐ After 14 days after the owner had notice that the animal is dangerous, the animal is not validly registered;
 - ☐ After 14 days after the owner had notice that the animal was dangerous, the owner did not secure the proper liability insurance or surety coverage;
 - ☐ The animal was not maintained in the proper enclosure;
 - ☐ The animal was outside the proper enclosure and not under physical restraint of a responsible person;
 - ☐ The animal was not sterilized within 30 days;
- ☐ Option 2 - The owner failed to comply with North St. Paul City Code Section 95.19
- ☐ Option 3 - The owner was convicted of a misdemeanor for violating a provision of Minnesota Statutes Sections 347.51, 347.5125, or 347.52, and the owner was charged with a subsequent violation relating to the same animal;
- ☐ Option 4 – The animal has been ordered destroyed.

YOUR ANIMAL IS THEREFORE ORDERED TO BE SEIZED pursuant to Minnesota Statutes Sections 347.50 through 347.565 and North St. Paul City Code Section 95.19.

If your animal was seized pursuant to Option 1 or Option 2 above, you may reclaim the animal upon payment of fees and proof of compliance with the relevant requirements. If you do not reclaim your animal within 7 days, it may be destroyed. If your animal was seized pursuant to Option 3 above, it will be held until the conclusion of your criminal case. If your animal was seized pursuant to Option 4 above, it will be held until destruction. All actual costs of the care, keeping, and disposition of the dog are the responsibility of the person claiming an interest in the dog, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law.

Animal Control Officer: _____ Print: _____

MEMORANDUM

Date: 5/31/2018
To: Planning Commissioners
From: Erin Perdu, AICP, City Planner
CC: Craig Waldron, Interim City Manager
Paul Ammerman, Community Development Director
Re: Draft 2040 Maplewood Comprehensive Plan Review

BACKGROUND

The City has received a copy of the draft 2040 Maplewood Comprehensive Plan for adjacent community review. Staff has reviewed the Plan and found no conflicts or issues with North St. Paul's draft Comprehensive Plan.

The plan can be found online here:

<http://www.maplewoodmn.gov/1718/2040-Comprehensive-Plan>

FINDINGS

Staff has prepared the attached form to send to the City. Any additional comments the Planning Commission would like to provide can be added.

RECOMMENDED ACTION

None



City of Maplewood 2040 Comprehensive Plan Adjacent and Affected Jurisdiction Review and Comment Form

April 13, 2018

To: City of Maplewood Adjacent and Affected Jurisdictions
From: Michael Martin, City of Maplewood Economic Development Coordinator
Re: 2040 Comprehensive Plan

Per Minnesota Statute [473.858 Subd. 2](#) and the Metropolitan Council, the City of Maplewood is distributing its proposed 2040 Comprehensive Plan for your review and comment. The Maplewood 2040 Comprehensive Plan can be found at www.maplewoodmn.gov/2040.

Your organization has up to six months from the date of this email to review the Maplewood 2040 Comprehensive Plan. We hope that you will be able to complete your review within three months, however, so that the City may proceed with revising the plan as needed and submit it to the Metropolitan Council in the fall of 2018.

Your response can be sent to Michael Martin, City of Maplewood Economic Development Coordinator, via email to michael.martin@maplewoodmn.gov or in writing to City of Maplewood, 1902 County Road B East, Maplewood, MN 55109.

In the event that there are questions regarding the 2040 Comprehensive Plan, or if additional information is needed, please contact Michael Martin at 651-249-2303 or michael.martin@maplewoodmn.gov.

If another representative in your agency is responsible for coordinating reviews of Comprehensive Plans, please forward this information and let Michael know who should be contacted in the future.

On behalf of the City of Maplewood, thank you in advance for your assistance and prompt response.

Thank you.

MICHAEL MARTIN, AICP — ECONOMIC DEVELOPMENT COORDINATOR

City of Maplewood
Environmental & Economic Development
1902 County Road B East
Maplewood, MN 55109

Office 651-249-2300
Fax 651-249-2319
www.maplewoodmn.gov



**City of Maplewood 2040 Comprehensive Plan
Adjacent and Affected Jurisdiction Review and Comment Form**

Date: _____

Jurisdiction: _____

Reviewer Name (Print): _____

Reviewer Title: _____

Reviewer Signature: _____

Please check the appropriate box:

- ☐ We have reviewed the proposed Plan Update, do not have any comments, and are therefore waiving further review.
- ☐ We have reviewed the proposed Plan Update and offer the following comments (attach additional sheets if necessary)

Your response can be sent to Michael Martin via email at michael.martin@maplewoodmn.gov
or in writing to 1902 County Road B East, Maplewood, MN 55109

City of Maplewood
Environmental & Economic Development
1902 County Road B East
Maplewood, MN 55109

Office 651-249-2300
Fax 651-249-2319
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