

**August 1, 2024
6:30 PM**

The Planning Commission Meeting will be conducted on **August 1, 2024** at 6:30 p.m. in the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

You can watch the meeting on our YouTube channel here: <https://tinyurl.com/NSPYouTube>

I. Call to Order

II. Roll Call

COMMISSION

Patrick Blees, Chair

Andrew Wise, Vice-Chair

Arthur Alvarez, Jr. Commissioner

Stephanie Kane-Burback, Commissioner

Elizabeth Gadbois, Commissioner

Cameron Muhic, Commissioner

Jim Rathe, Commissioner

STAFF/LIAISONS

Jason Nordby, City Council Liaison

Riley Grams, Community Development Director

Chris Cherne, Planning Commission Secretary

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of July 10, 2024 Special Meeting Minutes

V. Meeting Open to the Public

This Open Forum is an opportunity for persons to address the Planning Commission on items not on the agenda. A completed public comment form should be presented to the staff liaison prior to the meeting. Comments will be limited to 3 minutes per person. While the Commission may ask clarifying questions of the speaker, no formal action by the Commission or discussion will be held on these items.

VI. Public Hearings

A. Approve Conditional Use Permit (CUP) for Special Infill Housing at 2007 6th Street North

B. Approve Setback Variance for Student Built Home at 2007 6th Street North

VII. Commission Business, Action Items & Recommendations

- A. Discuss Request for Proposals (RFP) for Margaret Street Commons
Redevelopment Site

VIII. Reports

IX. Adjournment

The next regularly scheduled Planning Commission meeting is September 5, 2024.



To	Date
Planning Commissioners	August 1, 2024

Agenda Placement #
Approval of Minutes

Subject
Approval of July 10, 2024 Special Meeting Minutes

Background/Facts
N/A

Recommended Action
Staff recommend approval of the July 10, 2024 Special Meeting Minutes.

Attachments
1. PC Minutes 07-10-2024 (Special Meeting)

Respectfully submitted,
Chris Cherne, Community Development Administrative Assistant



**Planning Commission
Special Meeting Minutes
July 10, 2024
5:15 PM**

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

I. CALL TO ORDER

Community Development Director Grams called the meeting to order at 5:15 PM.

II. ROLL CALL

COMMISSION

Patrick Blee, Chair	Absent
Andrew Wise, Vice-Chair	Absent
Arthur Alvarez, Jr., Commissioner	
Stephanie Kane-Burback, Commissioner	
Elizabeth Gadbois, Commissioner	
Cameron Muhic, Commissioner	
Jim Rathe, Commissioner	

STAFF/LIAISONS

Riley Grams, Community Development Director

III. ADOPT AGENDA

Grams asked for a motion to adopt the July 10, 2024 special meeting agenda.
M/Muhic, S/Rathe.
Motion carried 5-0.

IV. APPROVAL OF MINUTES

A. Approval of June 6, 2024 Meeting Minutes
Grams asked for a motion to approve the June 6, 2024 meeting minutes.
M/Alvarez, S/Gadbois.
Motion carried 5-0.

V. MEETING OPEN TO THE PUBLIC

There was no public comment.

VI. PUBLIC HEARINGS

There were no public hearings.

VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

- A. Recommend Approval of Delaware Place Final Plat
Recommend Approval of Delaware Place Final Planned Unit Development (PUD)



Grams stated that the subject site is located on the corner of Delaware Ave and 17th Ave E. The subject site is approximately 2.43 acres. The site has been owned by the City of North St. Paul since 2010. In the spring of 2024, the City issued an RFP for development on the site and received 3 proposals. The selected proposal by Andrus Built LLC includes the development of 10 townhouse units (twin homes) and a 1.5-acre open space area. 4 units will front Delaware Avenue and 6 units will front 17th Ave E. The Planning Commission reviewed the preliminary plat and preliminary PUD at their May 2, 2024 meeting. Grams clarified that park dedication fees will total \$9,000 being \$900 per unit.

Grams stated that the final plat demonstrates the final subdivision of the land into the 10 townhome lots and the outlot for open space. Staff recommend the Planning Commission recommend approval to City Council of the Delaware Place final plat and final PUD applications subject to the approval conditions contained in the draft resolutions.

Rathe asked if there have been any changes made between the final PUD and plat with the preliminary PUD and plat that the Planning Commission reviewed at their May 2, 2024 meeting. Grams responded that staff have noted no changes. Muhic asked why basements were not an option for this development. Grams responded that the water table is relatively high at the subject property.

Grams asked for a motion to recommend approval of the final plat and PUD for the Delaware Place Development to City Council.

M/Rathe, S/Muhic.

Motion carried 5-0.

VIII. REPORTS

There were no reports.

IX. ADJOURNMENT

Grams asked for a motion to adjourn the meeting at 5:27 PM.

M/Rathe, S/Muhic.

Motion carried 5-0.

The next regularly scheduled Planning Commission Meeting is Thursday, August 1, 2024 at 6:30 PM.

Members, please notify any planned absences to:

Chris Cherne
Planning Commission Secretary
651-747-2440
chris.cherne@northstpaul.org



To	Date
Planning Commissioners	August 1, 2024

Agenda Placement #
Public Hearings

Subject
Approve Conditional Use Permit (CUP) for Special Infill Housing at 2007 6th Street North

Background/Facts
See attached Staff Report

Recommended Action
Recommend Approval of a Conditional Use Permit (CUP) for Special Infill Housing at 2007 6th Street North

- Attachments**
1. 24-08-01 CUP Infill Housing 2007 6th Steet N Staff Memo PC
 2. 2007 6TH STREET - SURVEY - 07-25-24
 3. 24-8
 4. PH Notice
 5. RES Approving CUP Special Infill Housing 2007 6th Street N

Respectfully submitted,
Riley Grams, Community Development / Community Services Director

Planning Commission Staff Report



**NORTH
ST. PAUL**

Report To: North St. Paul Planning Commission

Report From: Riley Grams, Community Development Director

Meeting Date: August 1, 2024

Agenda Item: Public Hearing – Conditional Use Permit (Special Infill Housing) for 2007 6th Street North

Action Requested: ☐ Motion ☐ Discussion ☒ Public Hearing

Form of Action: ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Other

RECOMMENDED ACTIONS

Recommend Approve Resolution 2024-## Approving a Conditional Use Permit for Special Infill Housing Located at 2007 6th Street North

BACKGROUND

The North St Paul Planning Commission is requested to hold a public hearing to consider a Conditional Use Permit (CUP) for Special Infill Housing for a new City of North St Paul student build home located at 2007 6th Street North.

The City of North St Paul and the Northeast Intermediate School District 916, on behalf of the Career Technical Center (CTC), entered into a Joint Powers Agreement beginning in 2004 to establish the City of North St Paul's Student Built Housing Program (SBHP). The program is a mutually beneficial arrangement where CTC technical high school students receive on-the-job home building and remodeling experience. The program has involved the remodeling of existing homes as well as new construction of single-family homes on properties provided by the City, and eliminates hazardous buildings, expands the City's single-family housing stock, and expands the available tax base. This will be the fifteenth Student Built Home in the City's program, dating back to 2004, in addition to several park structures around North St Paul.

The City has received an CUP application for the North St Paul Housing and Redevelopment Authority (HRA) for a parcel located on 6th Street North. The applicant proposes to construct a new single-family home at this location in conjunction with Northeast Intermediate School District 916. The property is 0.14 acres in size, subject to any drainage and utility easements, and is zoned R-2 Mixed Residential District. The adjacent property (to the south) was a Student Built Home project back in 2015. At that time, the single lot was split into the existing lots creating 2001 6th Street North for the 2015 Student Built Home (remodel) and 2007 6th Street North for a future Student Build Home.

FINDINGS

The property is within the R-2 Mixed Residential District. City Code Chapter 154, Section 154.006(C), Conditional Uses, allows for (Table 3) Special Infill Housing. Special Infill Housing may be allowed when the design and development standards for such housing are met.

City Code Section 154.004 (F) Conditional Use Permits (1) and (2):

- 1) A Conditional Use Permit may be issued for a use that may be allowed in a particular zoning district and compatible with the district's character only if controlled through additional standards and discretionary review that ensures the appropriateness of a particular location in the district. Certain uses may have beneficial effects and serve important public interests. These uses are subject to Conditional Use regulations because they may, but do not necessarily, have significant adverse effects on the environment, overburden public urban services, change the desired character of the area, or create major nuisances. A review of these uses is necessary due to the potential individual or cumulative impacts that they may have on the surrounding area or neighborhood. The Conditional Use review provides an opportunity to allow the use when there are minimal impacts, but impose mitigation measures to address identified concerns, or to deny the use if the concerns cannot be resolved.

Finding:

The proposed use is anticipated to be suitable within this zoning district as there are existing similar uses, single-family homes, within the same zoning district. Is it anticipated that this use will be compatible within the existing zoning. The proposed use is fitting with the purpose of the Mixed Residential District which is to "maintain or increase compatibility of the essential characteristics of varying residential housing types and development consistent with the Comprehensive Plan."

- 2) The City Council may grant a conditional use permit after considering the recommendation of the Planning Commission and if the use at the proposed location is compliant with the following findings:

The use is consistent with the general purpose and intent of the Comprehensive Plan.

The proposed use complies with this standard. The use is within the R-2 district, as stated in the Comprehensive Plan, and allows for single-family homes within the district.

The use will not adversely affect the health, safety, or general welfare of the City.

The proposed use complies with this standard and is not anticipated to have an adverse effect on the health, safety, or general welfare of the city and surrounding land. Existing similar uses are currently within the same zoning district and the City has not perceived any adverse impacts.

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 proposed use complies with this standard. The use is within the R-2 district, as stated on the zoning map, allows for single family homes within this district.

The use or appearance of the use is compatible with adjacent properties.

The proposed use complies with this standard. The future use will have a single-family home located on the parcel and is compatible with adjacent single-family homes.

The use can be adequately supported by public urban services including water supply, transportation system and capacity, police and fire protection, utilities, and sanitary waste disposal and stormwater disposal systems.

The proposed use will not greatly impact existing or future public urban services or traffic conditions as there is adequate parking available within the proposed driveway space or attached garage.

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 proposed use complies with this standard. The use is not anticipated to create an excessive burden.

The use will be sufficiently compatible or separated by distance or screening from adjacent residentially zoned land.

The proposed use complies with this standard. The use is within the R-2 district and allows for single-family homes and is adjacent to an existing single-family home.

The use is in harmony with the general purposes and intent of Chapter 154 and the zoning district in which the applicant intends to locate the proposed use.

The proposed use complies with this standard. The use is within the R-2 district, as stated in the Zoning Ordinance, allows for single-family homes within this district.

The use will not create an intrusion of excessive noise, glare, or general unsightliness, and if applicable, the proposed use is consistent with officially adopted City plans and overlays.

The proposed use complies with this standard. The use is not anticipated to create an intrusion and is consistent with City plans.

City Code Section 154.010 (D) Special Infill Housing:

A) The parcel must be within 10% of meeting the conventional minimum lot width and lot area of the zoning district.

The proposed lot and width and lot area meet at least 10% of the conventional minimum lot width and lot area for the zoning district.

B) Proposed houses must be of quality design, utilize high quality materials and are governed by a superior development plan with respect to design, orientation and location of the house and any accessory garages buildings, if any, and other factors and features relevant to the site development and adjacent property.

The proposal complies with this standard. The HRA has presented to the City various home designs and layouts that are of superior quality and design.

C) Due regard has been given to the adjacent property.

The proposal complies with this standard. The new single-family home will be adjacent to an existing single-family home.

Comprehensive Plan:

The proposed use fits within the R-2 district as stated in the Comprehensive Plan which allows for single-family home uses within the zoning district.

Public Hearing:

A Conditional Use Permit requires a Public Hearing, and the Planning Commission will need to open the hearing to take any comments from the public. Please consider the comments from the public and

consider the CUP application after the hearing has been closed. A public hearing notice has been published in the newspaper dated July 23, 2024, and property owners within 350 feet of the site have been notified of the proceedings.

RECOMMENDED ACTION

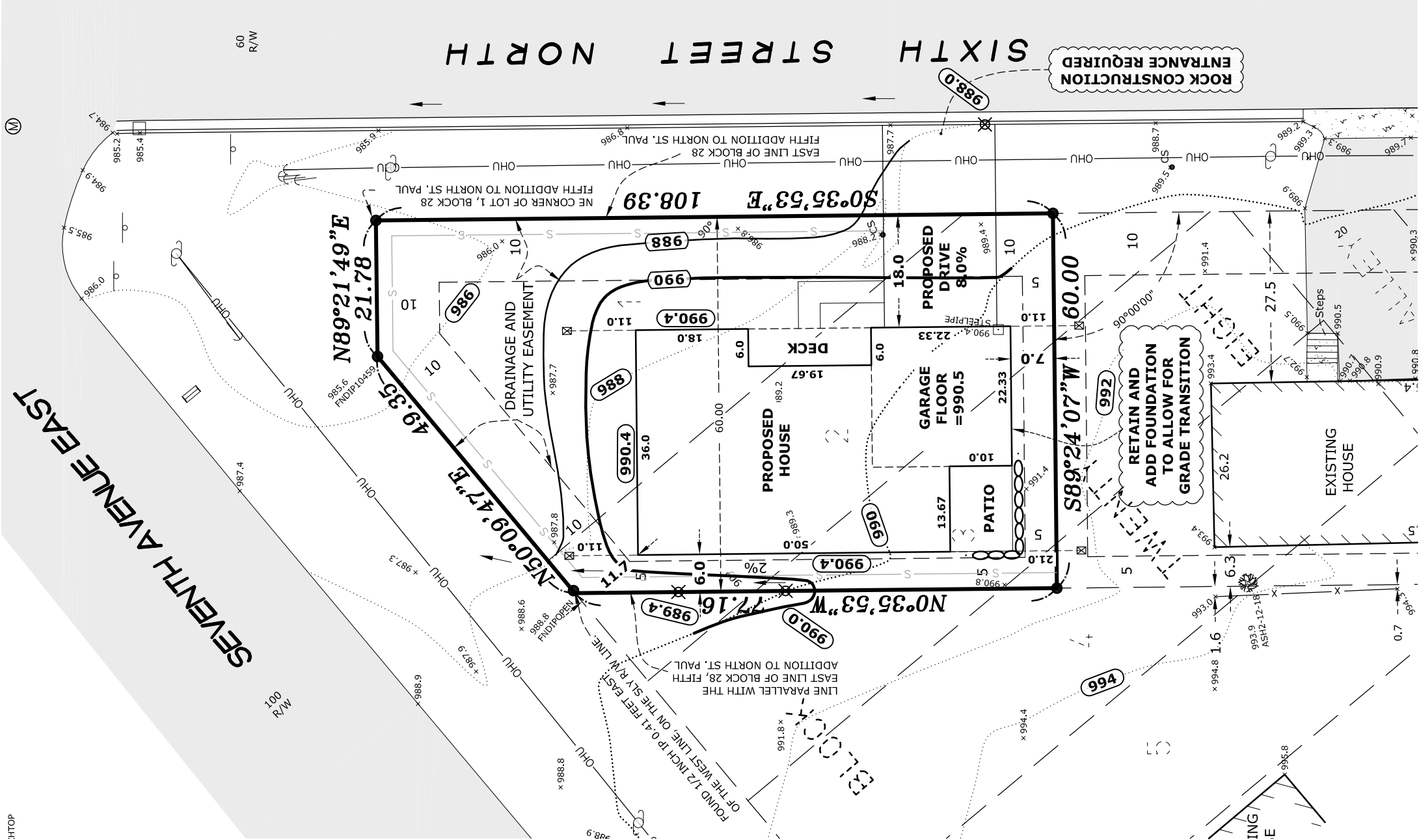
City Staff recommends that the Planning Commission recommend approval of a Conditional Use Permit to allow for Special Inflow Housing, located at 2007 6th Street North. The Planning Commission will also review a requested variance for this Student Built House

ATTACHMENTS

1. Resolution 2024-## Approving a Conditional Use Permit for Special Infill Housing located at 2007 6th Street North

CERTIFICATE OF SURVEY

~for~ CITY OF NORTH ST. PAUL
~of~ 2007 6TH STREET NORTH
NORTH ST. PAUL, MN



IMPERVIOUS SURFACE CALCULATIONS

Table with 2 columns: Description, Value. Rows include: TOTAL LOT AREA (5,906 SF / 0.14 Acres), PROPOSED HOUSE AND GARAGE (2,024 SF), PROPOSED DRIVEWAY (229 SF), PROPOSED CONCRETE (199 SF), TOTAL IMPERVIOUS SURFACE (2,452 SF), and PERCENT IMPERVIOUS (41.5%).

PROPOSED ELEVATIONS

Table with 2 columns: Description, Elevation. Rows include: TOP OF WALL (990.9), GARAGE FLOOR (990.5), LOWEST FLOOR (983.2), and TOP OF FOOTING (982.9).

DIAG: 36.00 X 82.00 = 89.55 (8 FOOT POURED WALL)

- * BUILDER TO VERIFY HOUSE DIMENSIONS, SEWER DEPTH AND FOUNDATION DEPTH.
- * DRIVEWAYS ARE SHOWN FOR GRAPHIC PURPOSES ONLY. FINAL DRIVEWAY DESIGN AND LOCATION TO BE DETERMINED BY CONTRACTOR.
- * FINISHED GRADE ADJACENT TO HOME SHALL BE 0.5 FEET BELOW TOP OF BLOCK EXCEPT AT DRIVEWAY AND PATIO.

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated 25th day of July 2024. BY: [Signature] Minnesota License No. 41578

Table with 3 columns: No., Date, Description. Includes a section for REVISIONS and a table for JOB NO. 240762HS with fields for SCALE, DATE, DRAWN BY, and CREW.

E.G. RUD & SONS, INC. Professional Land Surveyors 6776 Lake Drive NE, Suite 110 Lino Lakes, MN 55014 Tel. (651) 361-8200 Fax (651) 361-8701 www.egrud.com

24-8**Conditional Use Permit**

Status: Active

Submitted On: 7/22/2024

Primary Location2007 6TH ST N
NORTH SAINT PAUL, MN 55109**Owner**CITY OF NORTH ST PAUL HRA
2400 MARGARET ST N NORTH
SAINT PAUL , MN 55109-3020**Applicant** Chris Cherne
 651-747-2440
 chris.cherne@northstpaul.org
 2400 Margaret Street
North St Paul, MN 55109

Application for Conditional Use Permit

Applicant Information**Applicant Name**

Chris Cherne

Address

2400 Margaret St N

City

North St. Paul

State

MN

Zip Code

55109

Phone Number

651-747-2440

Email Address

chris.cherne@northstpaul.org

Owner's Information**Property Owner Name**

City of North St. Paul HRA

Address

2400 Margaret St N

City

North St. Paul

State

MN

Zip Code

55109

Phone Number

651-747-2440

Email Address

chris.cherne@northstpaul.org

Property Information

Property Description

Residential

Address and/or legal property description

2007 6th St N

Parcel Identification Number (PID) ?

142922130099

Size of Property in Acres

0.1364

Proposal Information

Provide a detailed narrative of your project and the reason for the conditional use permit.

Special Infill Housing - Single Family Home

**CITY OF NORTH ST. PAUL
NOTICE OF PUBLIC HEARINGS
CONDITIONAL USE PERMIT
AND VARIANCE REQUEST
2007 6TH ST N**

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of North St. Paul will hold public hearings to consider a Conditional Use Permit Application and Variance Application to allow a single-family home at 2007 6th St N.

The public hearings will be conducted on Thursday, August 1, 2024 at approximately 6:30 PM. The meeting will be held in the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

Such persons with desire to be heard with reference to this matter may submit public comment by emailing chris.cherne@northstpaul.org or calling (651) 747-2440 prior to the meeting.

PUBLISH: July 24, 2024

CITY OF NORTH ST. PAUL

RESOLUTION #2024-###

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR SPECIAL INFILL HOUSING LOCATED AT 2007 6TH STREET NORTH

WHEREAS, The City of North St. Paul (“City”) has received a Conditional Use Permit application from the North St. Paul Housing and Redevelopment Authority, the owner of the parcel requesting a Conditional Use Permit to allow special infill housing to be located at PID 142922130099, Parcel A, 2007 6th Street North in the R-2 Mixed Residential District; and,

WHEREAS, the proposed use is permitted per Conditional Use and thus complies with City Code Section 154.006 (C) R-2, Conditional Uses (Table 3) Special Infill Housing; and,

WHEREAS, the proposed use of the property is a single family home; and,

WHEREAS, the proposed site is approximately 0.14 acres located at Lots 1, 2, 3, 4, 5, 6, 16, and 17, Block 28, Fifth Addition to North St Paul, Ramsey County, Minn. PID: 142922130099; and,

WHEREAS, the applicant provided an application, project description, certificate of survey, and aerial map and thus complies with City Code Section 154.004 (F) (Table 2); and,

WHEREAS, the proposal appears to meet all City Code requirements compliant with City Code Sections 154.004 (1) and (2), 154.010 (D), and consistent with the Comprehensive Plan; and,

WHEREAS, a public notice for the proposal was published in the newspaper dated July 23, 2024 and property owners within 350 feet of the site have been notified; and,

WHEREAS, as required by City Ordinance, the North St Paul Planning Commission held a public hearing on August 1, 2024, to consider and receive public input; and,

WHEREAS, the Planning Commission has reviewed this request and recommends approval of the Conditional Use Permit to the City of North St Paul City Council.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of North St. Paul that the Conditional Use Permit for Special Infill Housing for PID 142922130099, Parcel A, 2007 6th Street North in the R-2 Mixed Residential District located at 2007 6th Street North is hereby approved.



To

Planning Commissioners

Date

August 1, 2024

Agenda Placement #

Public Hearings

Subject

Approve Setback Variance for Student Built Home at 2007 6th Street North

Background/Facts

Recommended Action

Recommend approval of a variance application for front and rear yard setbacks for a new Student Built Home located at 2007 6th Street North

Attachments

1. 24-08-01 Setback Variance 2007 6th Steet N Staff Memo PC
2. 2007 6TH STREET - SURVEY - 07-25-24
3. ZVA-24-1
4. PH Notice
5. Res 2024-### Resolution Approving Variance at 2007 6th Street N

Respectfully submitted,

Riley Grams, Community Development / Community Services Director

Planning Commission Staff Report



**NORTH
ST. PAUL**

Report To: North St. Paul Planning Commission

Report From: Riley Grams, Community Development Director

Meeting Date: August 1, 2024

Agenda Item: Approve Setback Variance for Student Built Home at 2007 6th Street North

Action Requested: ☐ Motion ☐ Discussion ☒ Public Hearing

Form of Action: ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Other

RECOMMENDED ACTIONS

Recommend Approve Resolution 2024-## Approving a Setback Variance at 2007 6th Street North

BACKGROUND

The North St Paul Planning Commission is requested to consider a front and rear yard setback variance for a new City of North St Paul student build home located at 2007 6th Street North.

The City of North St Paul and the Northeast Intermediate School District 916, on behalf of the Career Technical Center (CTC), entered into a Joint Powers Agreement beginning in 2004 to establish the City of North St Paul's Student Built Housing Program (SBHP). The program is a mutually beneficial arrangement where CTC technical high school students receive on-the-job home building and remodeling experience. The program has involved the remodeling of existing homes as well as new construction of single-family homes on properties provided by the City, and eliminates hazardous buildings, expands the City's single-family housing stock, and expands the available tax base. This will be the fifteenth Student Built Home in the City's program, dating back to 2004, in addition to several park structures around North St Paul.

The City has received an application for a variance from the front and rear yard setbacks from the North St Paul Housing and Redevelopment Authority (HRA) for a parcel located on 6th Street North. The applicant proposes to construct a new single-family home at this location in conjunction with Northeast Intermediate School District 916. The property is 0.14 acres in size, subject to any drainage and utility easements, and is zoned R-2 Mixed Residential District. The adjacent property (to the south) was a Student Built Home project back in 2015. At that time, the single lot was split into the existing lots creating 2001 6th Street North for the 2015 Student Built Home (remodel) and 2007 6th Street North for a future Student Built Home.

While the property is small, it does meet the minimum lot size requirements for the R-2 district. Given the odd shape of the property, constructing a new single-family home on the property would be difficult given the district setback requirements. City Code Section 154.006(C)(3)(Table 4) defines the yard setbacks in the R-2 Mixed Residential District at 25 feet for both the front and rear yards. The applicant has proposed a front yard setback of 18 feet, and a rear yard setback of 6 feet.

FINDINGS

City Code Section 154.004(E) administers variances from the Zoning Code.

1. *Purpose. A variance to the Zoning Code may be granted to allow a modification or variation from the literal provisions of the chapter where it is determined that their strict enforcement would cause practical difficulties to a specific piece of property.*
2. *Standards.*
 - a. *The city may grant a variance if the proposed request is compliant with the following findings: the variance is in harmony and consistent with the general purposes and intent of the Comprehensive Plan and this chapter.*

The proposed setback variances comply with this requirement. The variance is in harmony and consistent with the general purposes and intent of the Comp Plan and the Zoning Code.

- b. *The variance will not adversely affect the health, safety, or general welfare of the City;*
- The proposed setback variances comply with this requirement. The variance will not adversely affect the health, safety, or general welfare of the City.**

- c. *The variance is necessary due to special conditions applying to the structure or land in question that are particular to the property and do not apply generally to other land or structures in the district or vicinity in which the land is located;*
- The proposed setback variances comply with this requirement. The property is small and in order to construct a single-family home, the principal structure would be located within the front and rear setbacks of the property given its small size and odd shape. Additionally, the property was originally created in 2015 with a future Student Built Home to be constructed on the property.**

- d. *The variance requested is the minimum variance necessary to alleviate the practical difficulty.*
- The proposed setback variances comply with this requirement. The applicant has proposed the minimum variance possible in order to construct a new single-family home that would be sellable in the current housing market. The front and rear principal structure meets the same front and rear setbacks of the single-family home located at 2001 6th Street North (to the south, which was another Student Built Home location (remodel)).**

- e. *Practical difficulties are caused from the strict application of the Zoning Code as outlined below:*
- i. *The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Code;*

The property owner proposed to use the property consistent with the uses allowed in this zoning district.

- ii. *The plight of the landowner is due to circumstances unique to the property not created by the landowner;*
- The unique shape and size of the parcel was not created by the landowner.**

- iii. *The variance, if granted, will not alter the essential character of the locality;*
- The variance will not alter the essential character of the locality.**

iv. Economic considerations alone do not constitute practical difficulties;

Economic considerations are not a factor in the variance request.

v. The variance is consistent with officially adopted city plans and overlays.

The variance is consistent with city plans and overlays.

Comprehensive Plan:

The proposed use fits within the R-2 district as stated in the Comprehensive Plan which allows for single-family home uses within the zoning district.

Statutory Considerations:

After review, Staff finds that the proposed variance request is in harmony with the general intent and purpose of the Zoning Code. The proposed variance is also consistent with the Comprehensive Plan and the applicant has sufficiently established that there are practical difficulties with complying with the Zoning Code (the property will be used in a reasonable manner, the circumstances of the property are not caused by the landowner, and the variance will not alter the essential character of the locality).

RECOMMENDED ACTION

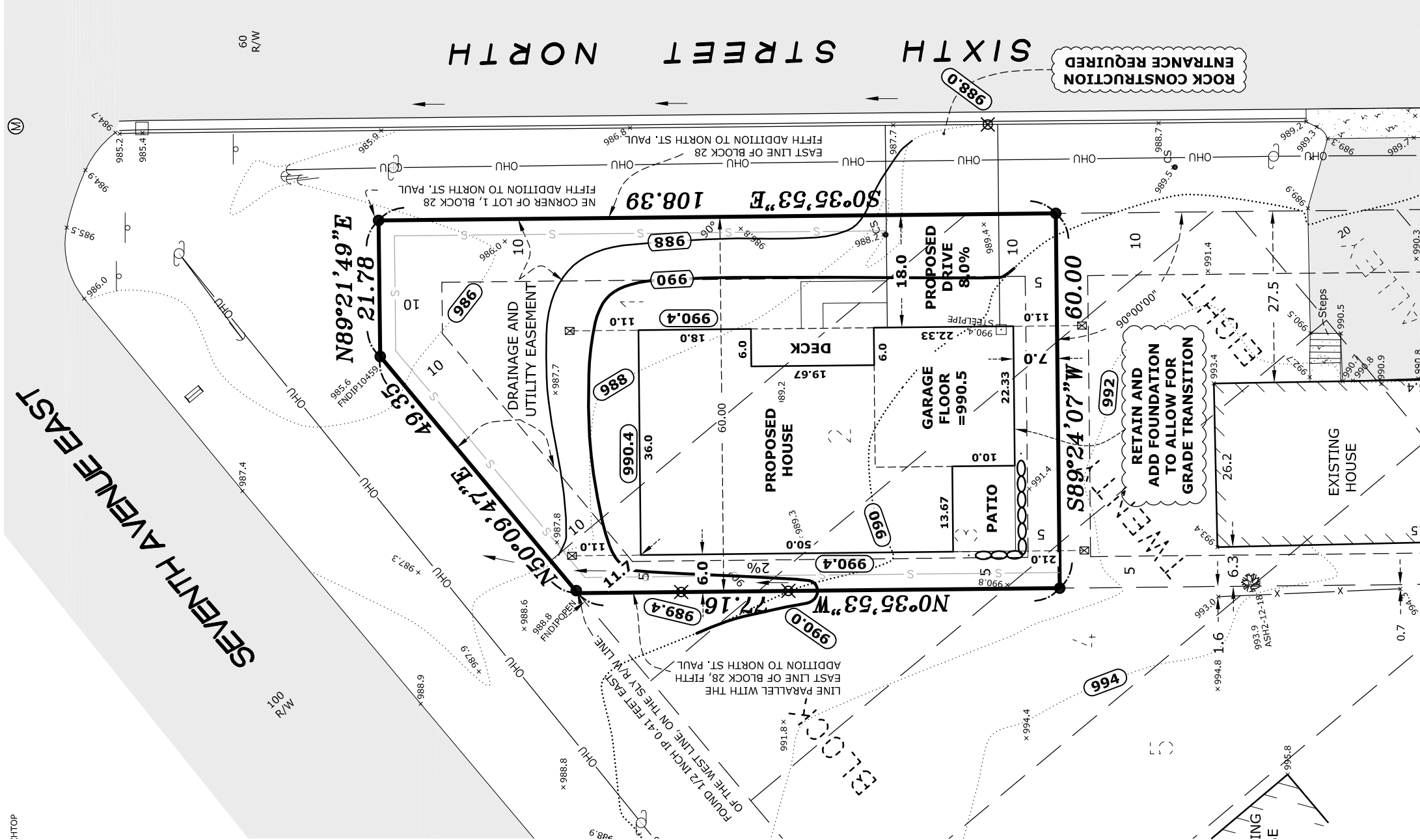
City Staff recommends that the Planning Commission recommend approval of a Resolution approving a variance request located at 2007 6th Street North to the North St Paul City Council for consideration.

ATTACHMENTS

1. Resolution 2024-## Approving a Variance Request located at 2007 6th Street North

CERTIFICATE OF SURVEY

~for~ CITY OF NORTH ST. PAUL
~of~ 2007 6TH STREET NORTH
NORTH ST. PAUL, MN



- * BUILDER TO VERIFY HOUSE DIMENSIONS, SEWER DEPTH AND FOUNDATION DEPTH.
- * DRIVEWAYS ARE SHOWN FOR GRAPHIC PURPOSES ONLY. FINAL DRIVEWAY DESIGN AND LOCATION TO BE DETERMINED BY CONTRACTOR.
- * FINISHED GRADE ADJACENT TO HOME SHALL BE 0.5 FEET BELOW TOP OF BLOCK EXCEPT AT DRIVEWAY AND PATIO.

IMPERVIOUS SURFACE

CALCULATIONS

TOTAL LOT AREA 5,906 SF
(0.14 Acres)

PROPOSED HOUSE AND GARAGE 2,024 SF
PROPOSED DRIVEWAY 229 SF
PROPOSED CONCRETE 199 SF
TOTAL IMPERVIOUS SURFACE 2,452 SF
PERCENT IMPERVIOUS 41.5%

DIAG: 36.00 X 82.00 = 89.55
(8 FOOT POURED WALL)

PROPOSED ELEVATIONS

TOP OF WALL = 990.9
GARAGE FLOOR = 990.5
LOWEST FLOOR = 983.2
TOP OF FOOTING = 982.9

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated 25th day of July 2024.
By: [Signature] Minnesota License No. 41578

REVISIONS		DATUM: Ramsey	JOB NO. 240762HS
NO.	DATE	DESCRIPTION	BY
1	07-25-24	REVISED HOUSE LOCATION	RAF
2			
3			

SCALE: 1" = 20'
DATE: 07-10-24
DRAWN BY: RAF
CREW: TBD

E.G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

ZVA-24-1

Variance

Status: Active

Submitted On: 7/22/2024

Primary Location2007 6TH ST N
NORTH SAINT PAUL, MN 55109**Owner**CITY OF NORTH ST PAUL HRA
2400 MARGARET ST N NORTH
SAINT PAUL , MN 55109-3020**Applicant** Chris Cherne 651-747-2440 chris.cherne@northstpaul.org 2400 Margaret Street
North St Paul, MN 55109

Zoning Variance Application

The variance process is administered through the Community Development Department. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

Applicant Information**Applicant First Name**

Chris

Applicant Last Name

Cherne

Company Name (if applicable)

City of North St. Paul

Applicant Address

2400 Margaret St N

Applicant City

North St. Paul

Applicant State

MN

Applicant Zip Code

55109

Applicant Phone Number

651-747-2440

Applicant Email Address

chris.cherne@northstpaul.org

Are you the property owner?

No

Owner's First Name

City of North St. Paul HRA

Owner's Last Name

Owner Address

2400 Margaret St N

Owner City

North St. Paul

Owner State

MN

Owner Zip Code

55109

Owner Phone Number

651-747-2400

Owner Email Address

nspcd@northstpaul.org

Property Information

Street location of property (address)

2007 6th St N

Parcel Identification Number (PID) ?

142922130099

Legal property description

FIFTH ADDITION TO NORTH ST.,PA LOT
1 AND THOSE PTS OF LOTS 2 TO LOT 4
...AT RT ANGLE 60 FT AND THERE TERM

Zoning district ?

R-2: Mixed Residential

Size of the property (acorage)

0.1364

Title Information

—

Proposed Project

Description of Proposed Project

Special Infill Housing - Single Family Home

Specify the section of the ordinance from which a variance is sought.

Chapter 154, Table 4: Residential Districts Lot Requirements
Front Yard Setback Requirement in R-2 District: 25'
Rear Yard Setback Requirement in R-2 District: 25'

Explain how you wish to vary from the applicable provisions of the ordinance.

Front Yard Setback to be 12.7'
Rear Yard Setback to be 11.3'

In your opinion, is the variance in harmony with the purposes and intent of the ordinance? Why or why not?

Yes

In your opinion, will the variance adversely affect the health, safety, or general welfare of the City? Why or why not?

No

In your opinion, does the proposal use the property in a reasonable manner? Why or why not?

Yes

In your opinion, is the variance necessary due to special conditions that are particular to the property? Why or why not?

Yes

Application Submittals

Applicants will be prompted to upload the following:

- Site plan or accurate survey of the property
 - Proof of ownership of the property
 - Other submittals as required by specific zoning districts or additional information may be requested by the City.
-

Acknowledgement and Signature

Applicant Fee Statement

There may be additional expenses pertaining to project review that is the responsibility of the applicant. All applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City Ordinance, help cover the costs incurred by the City to review the application. The City of North St. Paul often uses consulting firms to assist in the review of projects. Please refer to the City's fee schedule for information on planning review fees and other applicable costs.

Review Requirements

Minnesota State Statute 15.99 requires local governments to review an application within 15 business days of submission to determine if an application is complete and/or if additional information is required to complete the review. Once complete, a formal 60-day review period begins. The City has the ability to extend the review period for an additional 60-days, if necessary, due to insufficient information or scheduling difficulties. Please review the corresponding checklist that goes with this request. All applications must be received by the deadline(s) posted online at northstpaul.org. Failure to submit by the date given may result in a delay of the review by the Planning Commission and City Council.

Acknowledgement

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least 30-days prior to a Planning Commission meeting to ensure review by the Planning Commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant Signature

✓ Christopher D. Cherne
Jul 22, 2024

Owner Signature

✓ Christopher D. Cherne
Jul 22, 2024

**CITY OF NORTH ST. PAUL
NOTICE OF PUBLIC HEARINGS
CONDITIONAL USE PERMIT
AND VARIANCE REQUEST
2007 6TH ST N**

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of North St. Paul will hold public hearings to consider a Conditional Use Permit Application and Variance Application to allow a single-family home at 2007 6th St N.

The public hearings will be conducted on Thursday, August 1, 2024 at approximately 6:30 PM. The meeting will be held in the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

Such persons with desire to be heard with reference to this matter may submit public comment by emailing chris.cherne@northstpaul.org or calling (651) 747-2440 prior to the meeting.

PUBLISH: July 24, 2024

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2024-###

**RESOLUTION ADOPTING FINDINGS OF FACT AND REASONS FOR APPROVAL
FOR VARIANCE APPLICATION AT 2007 6th STREET NORTH**

WHEREAS, the City of North St. Paul Housing and Redevelopment Authority is the owner of a parcel of land located at 2007 6th Street N, North St Paul, MN; and

WHEREAS, the City of North St. Paul Housing and Redevelopment Authority has applied to the City for a variance to build a new single-family home; and

WHEREAS, the proposal would vary from City Code Section 154.006(C)(3)(Table 4) in that it would allow for a reduced front and rear yard setback; and

WHEREAS, following a public hearing on the application, the North St. Paul Planning Commission has recommended approval of the variance on August 1, 2024; and

WHEREAS, the City Council of the City of North St. Paul reviewed the requested variance at its meeting of August 20, 2024; and

WHEREAS, Minnesota Statute Section 462.357, subd. 6 provides:

- a. Variances shall only be permitted (a) when they are in harmony with the general purposes and intent of the ordinance and (b) when the variances are consistent with the comprehensive plan.
- b. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality; and

WHEREAS, City Ordinance allows variances per City Code Section 154.004(E); and

WHEREAS, the requested variance is in harmony with the purposes and intent of the ordinance; and

WHEREAS, the requested variance is consistent with the comprehensive plan; and

WHEREAS, the property owner does propose to use the property in a reasonable manner; and

WHEREAS, there are unique circumstances to the property not created by the landowner; and

WHEREAS, the variance will maintain the essential character of the locality.

NOW THEREFORE BE IT RESOLVED, the City Council for the City of North St. Paul hereby approves the variance from City Code Section 154.006(C)(3)(Table 4) at 2007 6th Street North as presented by the applicant

ADOPTED this 20th day of August, 2024.



To

Planning Commissioners

Date

August 1, 2024

Agenda Placement #

Commission Business, Action Items & Recommendations

Subject

Discuss Request for Proposals (RFP) for Margaret Street Commons
Redevelopment Site

Background/Facts

Discuss a future RFP for development proposals at the Margaret Street
Commons redevelopment site

Recommended Action

Discuss and provide direction to City Staff regarding an RFP for development
proposals at the Margaret Street Commons redevelopment site

Attachments

1. 24-08-01 Discuss RFP Staff Memo PC

Respectfully submitted,

Riley Grams, Community Development / Community Services Director

Planning Commission Staff Report



**NORTH
ST. PAUL**

Report To: North St. Paul Planning Commission

Report From: Riley Grams, Community Development Director

Meeting Date: August 1, 2024

Agenda Item: Discuss Request for Proposals (RFP) for Margaret Street Commons
Redevelopment Site

Action Requested: ☐ Motion ☒ Discussion ☐ Public Hearing

Form of Action: ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☒ Other

RECOMMENDED ACTIONS

Discussion around a future RFP for development proposals at the Margaret Street Commons redevelopment site.

BACKGROUND

The City of North St. Paul has received some interest for redeveloping the Margaret Street Commons site, located across Margaret Street from City Hall. Given the interest in the site from some local developers, it would be wise of the City to send out an Request for Proposals (RFP) for development proposals on the site. This would allow for a fair and transparent process for the City to review proposals.

Provided the Planning Commission directs City Staff to prepare a draft RFP, Staff would bring back a draft RFP document at the next Planning Commission meeting (September 5) for consideration.

The Planning Commission should consider this item and provide Staff with direction.