



**City of North St. Paul
Planning Commission
Regular Meeting Agenda**

**September 5, 2024
6:30 PM**

The Planning Commission Meeting will be conducted on **September 5, 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 August 1, 2024 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

VII. Commission Business, Action Items & Recommendations

A. Discuss Margaret Street Commons RFP

VIII. Reports

IX. Adjournment

The next regularly scheduled Planning Commission meeting is Thursday, October 3, 2024.



To

Planning Commissioners

Date

September 5, 2024

Agenda Placement #

Approval of Minutes

Subject

Approval of August 1, 2024 Meeting Minutes

Background/Facts

N/A

Recommended Action

Staff recommend approval of the August 1, 2024 Meeting Minutes.

Attachments

1. PC Minutes 08-01-2024

Respectfully submitted,

Chris Cherne, Community Development Administrative Assistant



**Planning Commission
Regular Meeting Minutes
August 1, 2024
6:30 PM**

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

I. CALL TO ORDER

Chair Blees called the meeting to order at 6:30 PM.

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

Riley Grams, Community Development Director
Ron Ritchie, Public Works Director
Randy Miller, Public Works Supervisor

III. ADOPT AGENDA

Blees asked for a motion to adopt the August 1, 2024 meeting agenda.
M/Rathe, S/Wise.
Motion carried 7-0.

IV. APPROVAL OF MINUTES

A. Approval of July 10, 2024 Special Meeting Minutes

Blees asked for a motion to approve the July 10, 2024 special meeting minutes.
M/Gadbois, S/Muhic.
Motion carried 7-0.

V. MEETING OPEN TO THE PUBLIC

John Schmahl, 2750 Chisholm Ave, asked for a status on the fence ordinance.

VI. PUBLIC HEARINGS

A. Approve Conditional Use Permit (CUP) for Special Infill Housing at 2007 6th Street North
Community Development Director Grams provided background on the Student Built Housing program. The program dates back to 2004 and is an agreement between the City of North St. Paul and Northeast Intermediate School District 916. The program provides students with on-the-job home

building and remodeling experience, eliminates hazardous homes, expands the City's single-family housing stock and expands the City's tax base. The proposed Student Built Home will be the fifteenth in North St. Paul. In 2015, the City approved a Student Built Home located to the south at 2001 6th St N. The lot was split in order to create a second lot located at 2007 6th St N for a future Student Built Home location. The North St. Paul Housing Redevelopment Authority (HRA) was granted a Conditional Use Permit for special infill housing at 2001 6th St N. That home was constructed within the district's setback requirements. The surrounding area is comprised of other single-family homes to the west and south, and Webster Education Center is located to the east. The property is located within the R-2: Mixed Residential Zoning District.

Grams provided the Planning Commission with the procedures for considering a CUP request for special infill housing pursuant to §154.006(C) of the City Code. Based on staff findings, staff recommend the Planning Commission recommend approval of a Conditional Use Permit to allow for special infill housing located at 2007 6th St N.

Alvarez asked what would be considered "due regard" given to adjacent property. Grams clarified that typically if the proposed project meets the setbacks of the zoning district, it may be considered due regard. Muhic asked why this project is considered infill housing. Grams responded that the Student Built Home in the south followed the same procedure, and that this lot is empty within a larger developed area. Blees clarified that the applicant is the HRA.

Blees opened the public hearing at 6:42 PM.

Angela Webb, 2146 7th Ave, asked if there are any details on what the value of the property might be and if there is any intention for screening on the shared property line.

Tom Spehn, instructor of the Student Built program, stated that the valuation of the project, based on historical data, is about \$480,000. The last three buildings in the program that were sold were \$480,000, \$460,000, and the current home will soon be listed at around \$480,000. The home itself is 1,400 square feet and with the garage, 2,000 square feet. In deciding a location for the project, they strongly consider whether a new single-family home would stylistically fit in with the neighborhood. The home built is typically 4 bedrooms and 3 bathrooms.

Blees closed the public hearing at 6:46 PM.

Alvarez asked about the standard for screening. Blees stated that landscaping or fences are suitable for screening, and it may be appropriate to include screening as a condition of permit issuance. The Planning Commission discussed how to quantify the screening requirement as a condition. Grams recommended including a condition that allows staff to determine what would be proper screening for the project between the properties.

Chair Blees asked for a motion to recommend approval to City Council the Conditional Use Permit for special infill housing at 2007 6th Street North subject to the condition that staff work with the adjacent property owners to resolve privacy screening concerns from the proposed property.

M/Muhic, S/Alvarez.

Motion carried 7-0.

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

Grams provided the Planning Commission with the purpose and procedures for the consideration of a variance request, pursuant to §154.004(E). The front and rear yard setbacks in the R-2 Mixed Residential Zoning District are both 25 feet. If both setbacks are adhered to, there would only be 10 feet of buildable space. The proposed front yard setback is 18 feet and the proposed rear yard

setback is 6 feet. The intent is to match the front and rear yard setbacks of the single-family home to the south. Staff recommend that the Planning Commission recommend approval of the front yard and rear yard lot setback variance request located at 2007 6th St N.

Muhic asked how the proposed setbacks were chosen. Grams stated that the setbacks were decided in order to be uniform with other homes in the neighborhood. Wise asked if there is a design further along than the site plan. Spehn indicated that the preliminary drawings are done and sent to the City and would need to be reviewed by the HRA. Blees stated that it is not clear on the survey how the front setback matches the adjacent house and that it should be clarified. In addition, the distance between the curb and the property line is quite substantial and would make the front yard appear larger from the street. Muhic stated it would be nice to give a larger backyard if possible. Grams stated if the proposed home would be pushed further to the north, there would be more issues with Ramsey County.

Blees opened the public hearing at 7:02 PM.

John Schmahl, 2750 Chisholm Ave, stated that he has only gone to two other variance public hearings, and those have gone down in a ball of fire. Schmahl indicated that the front setback would be 18 feet and the rear yard setback would be 6 feet, but indicated discrepancies between what is proposed at the meeting and what can be found in the variance application. Schmahl asked about the possibility of building a tiny home or something more affordable. Schmahl stated he does not think that this has not been thought out in the bigger picture and urged the City to consider a smaller, more affordable house.

Blees closed the public hearing at 7:09 PM.

Alvarez stated that there are no small homes being built that are more affordable in the current market. Alvarez stated in St. Paul there are tiny lots, but in that city, they build up. Tiny homes typically fall out of the normal residential building code. Alvarez indicated that the City has minimum requirements and has turned away applications for homes fewer than the required minimum square footage in the zoning ordinance. Muhic stated that the price of the home is a lot higher price than what homes in the area are going for. Muhic questioned if a \$250,000 or \$300,000 home would be better for the neighborhood. Alvarez indicated that it is difficult to build a home at that price.

Wise indicated that a 6-foot setback would strongly limit the building, as there are many fire requirements to be met and that would limit exterior materials, number of windows and a number of other factors. Wise stated that he would much rather pull the home forward and get at least a 10-foot rear setback and have a smaller setback in the front yard. Wise agreed that the shape and size of the lot makes building on the lot difficult. Wise asked if there is wiggle room to have 10 feet in the back and 14 feet in the front. Muhic asked if 4 feet will make much of a visual difference in the front. The Commission agreed that the extra 4 feet in the rear would make much more of a difference than the extra 4 feet in the front. Spehn stated his only concern with shifting the house footprint would be the driveway. Blees indicated he did not believe the driveway would be affected much with the change.

Chair Blees asked for a motion to recommend approval to City Council the setback variance from 25 feet to 10 feet in the rear yard and from 25 feet to 14 feet in the front yard for the Student Built Home at 2007 6th Street North.

M/Rathe, S/Wise.

Motion carried 7-0.

VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

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

Community Development Director Grams indicated that the City has received some interest in the development of Margaret Street Commons. When the City gets interest in development, it is a good idea to issue an RFP for redevelopment of the site. Typical RFP packages include a letter of interest, development concept design, public outreach plan, financing plan and proposed schedule. Staff recommend the Planning Commission direct staff to draft an RFP for their next meeting on September 5, 2024 and for City Council review on September 17, 2024.

Muhic requested that the RFP mention the downtown bus stop on that block. Blees stated that an RFP would be a good idea. Rathe asked if the City is seeking any specific type of proposals. Grams stated typically residential over nonresidential uses would be submitted, but the City would not steer developers into a specific direction as long as what is submitted complies with the zoning ordinance and is harmonious with the City's Comprehensive Plan.

The Planning Commission directed staff to draft an RFP for redevelopment at Margaret Street Commons to present for review at the next Planning Commission meeting on September 5, 2024.

VIII. REPORTS

Gadbois stated that the Primary Election will fall on August 13, 2024.

Blees stated that National Night Out is on Tuesday, August 6, 2024. There will be many gatherings across the City.

IX. ADJOURNMENT

Blees asked for a motion to adjourn the meeting at 7:33 PM.

M/Rathe, S/Alvarez.

Motion carried 7-0.

The next regularly scheduled Planning Commission Meeting is Thursday, September 5, 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

Planning Commissioners

Date

September 5, 2024

Agenda Placement #

Commission Business, Action Items & Recommendations

Subject

Discuss Margaret Street Commons RFP

Background/Facts

Discuss the attached Request for Proposals (RFP) for the Margaret Street Commons redevelopment site.

Recommended Action

Discuss the attached Request for Proposals (RFP) for the Margaret Street Commons redevelopment site.

Attachments

1. 24-09-05 PC Margaret Street Commons RFP Staff Memo
2. RFP Development Opportunity - Margaret Street

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: September 5, 2024

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

Action Requested: ☐ Motion ☒ Discussion ☐ Public Hearing

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

RECOMMENDED ACTIONS

Recommend Approval of the Margaret Street RFP to the City Council

BACKGROUND

The City of North St. Paul, and the North St. Paul Housing and Redevelopment Authority (HRA), has acquired properties over time on a site located across the street from the North St. Paul City Hall and Police/Fire station with a long-term goal of future development. The site is commonly called the Margaret Steet Commons redevelopment site.

This site has many local advantages, including its proximity to a police/fire station, proximity to the North St Paul High School, walkable downtown area including several restaurants and bars, nearby parks and other amenities, and located on a public transit bus line and great access to regional highways. The intent is to use the full extent of the property for a redevelopment project.

The site is the former home of two dental offices. While one building still stands, the other since demolished, the entire site is empty of any current use. The existing structure was reviewed in 2022 by LHB Engineering and deemed substandard (per MN Statutes 469.174, subdivision 10). This determination will assist a future Developer in accessing potential financing options for a redevelopment project.

The City has conducted a Phase I environmental report on the site in 2019. The report recognized three recognized Environmental Conditions (REC). Previous to dental office uses, the properties were home to a former dry-cleaning operation, and another adjacent former dry-cleaning operation, which likely contributed to the noted RECs.

The entire site is served by City of North St. Paul utilities (water, sewer, and electric). Currently, the site includes a natural gas pipeline and overhead electrical powerlines that run north-south along the west side of the site. Additionally, there is a 48" public storm sewer line along the west side of the site that will likely present some design impacts.

The site is zoned MU-1 (Downtown Mixed Use) which permits residential and a wide range of commercial uses. This zoning district is intended to:

1. Preserve and enhance the historical character of the Downtown where appropriate with historic renovations and adaptive reuse of structures.
2. Encourage creating a sense of place within the Downtown through aesthetics including architectural diversity, façade designs, parking configurations, pedestrian-scale amenities, streetscape enhancements, landscaping and the public realm.
3. Encourage vertical mixed-use development in which the lower floors generally have more public uses, with private uses on the upper levels.

In 2022, a housing needs assessment was conducted by Maxfield for the City of North St. Paul. That assessment indicated that the City can accommodate 955 new housing units (combination of ownership and rental) and 369 units of senior specific housing for the next 5-6 years.

The vision for this site is described in the Redevelopment Master Plan, which calls for continued growth in the downtown population in order to create continued increased demand for services, such as retail and restaurants. The Master Plan requests that new construction provide housing in the upper floors and retail and service uses on the street level. Developments should be designed to support a small town, pedestrian-friendly character, while at the same time providing adequate parking to support residential uses (specifically under building parking whenever possible).

The proposal requirements are outlined in the RFP. A general timeline for the RFP process is as follows:

Planning Commission review draft RFP	September 5, 2024
City Council reviews and approves RFP	September 17, 2024
City posts RFP	September 18, 2024
RFP submissions due to the City	January 3, 2025
RFPs reviewed by evaluation committee	January 2025
Selected developers present to Planning Commission	February 2025
Final developers present to City Council	March 2025
City Council selects Developer	April 2025
City Staff begins negotiations on Development Contract	April 2025

The above dates are movable as needed. The RFP will be posted on the City's website and the League of MN Cities website. The City may also place a small advertisement in the Minnesota Star Tribune and potentially on the Finance and Commerce industry website. Otherwise, the RFP will be distributed to known area Developers by City Staff for consideration.

The Planning Commission should discuss and consider the draft RFP, provide any edits as necessary, and recommend its approval to the City Council. Staff will update the RFP (if needed) and prepare it for City Council consideration at an upcoming meeting.

ATTACHMENTS

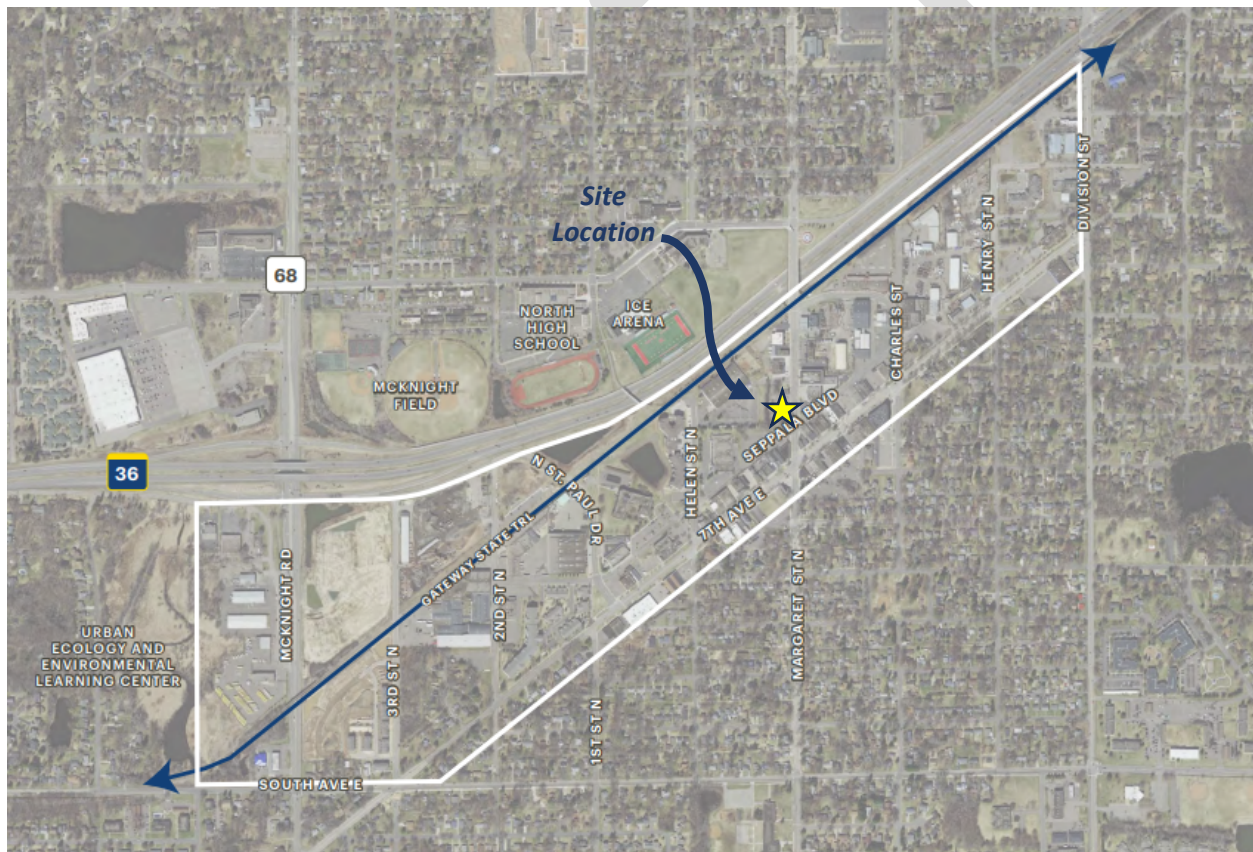
1. Draft Request for Proposals (RFP) for the Margaret Street Commons redevelopment site

Developer Request for Proposals (RFP)



**NORTH
ST. PAUL**

Margaret Street Commons Redevelopment Site
2375-2395 Margaret Street
City of North St. Paul



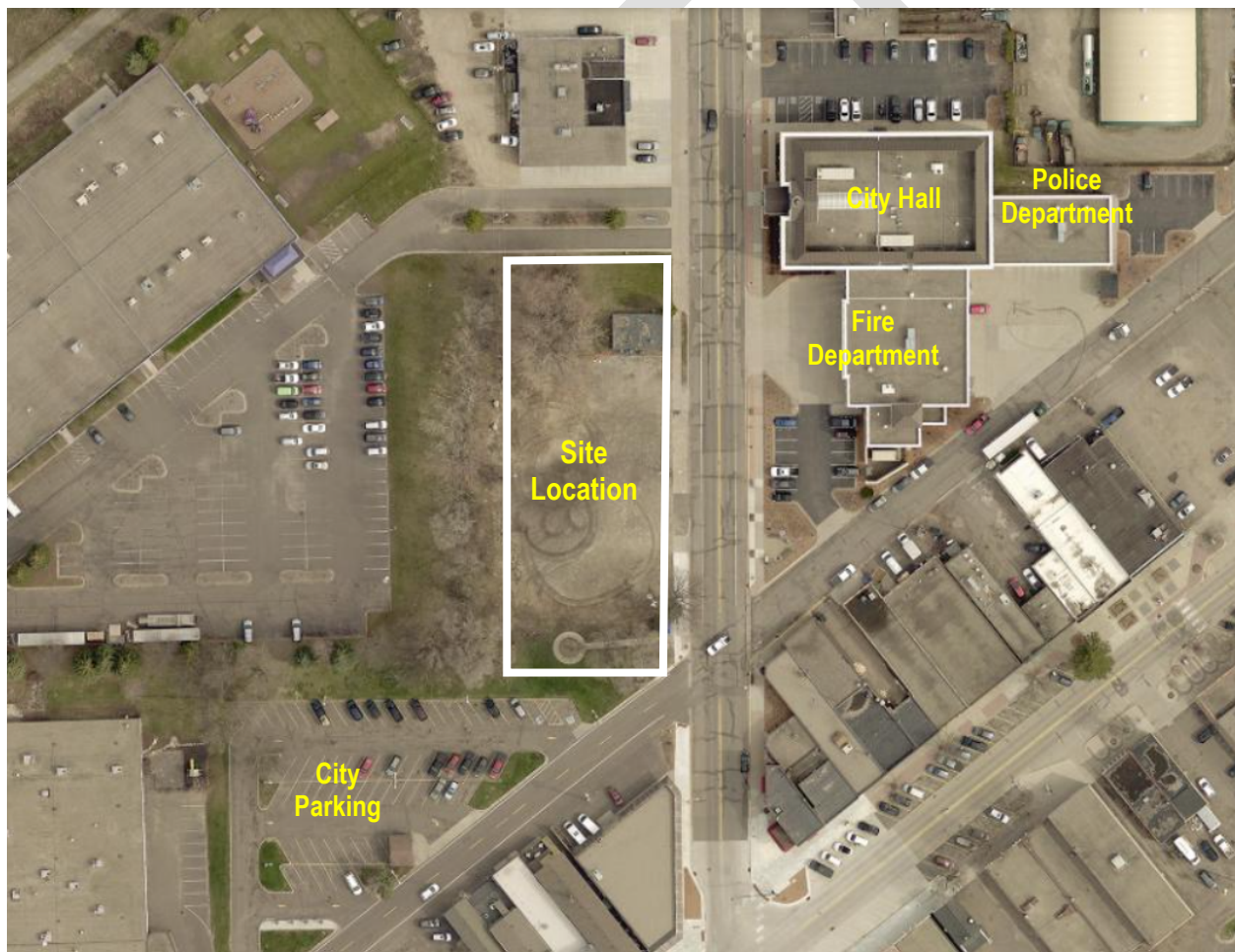
Issued: September 18, 2024

Submission Deadline: January 3, 2025

Development Opportunity

The City of North St. Paul is seeking proposals from developers interested in purchasing and redeveloping a 0.79-acre site at 2375-2395 Margaret Street in downtown North St. Paul. This site is located across the street from City Hall/Police/Fire station. It is within walking distance of North High School, blocks from the Gateway State recreational trail, has great access to Highway 36, and is just 10 miles from downtown St. Paul.

The City and the City's Housing and Redevelopment Authority (HRA) owns all parcels within the project site as well as an adjacent surface parking lot just west of the subject site that could potentially be incorporated into a redevelopment scenario. The City's intent for the project site is that the existing building will be demolished and replaced with a new, residential or mixed-use building that supports the community's vision for downtown. The goal of the City for the site is to achieve a high-quality development that complements neighboring structures, enhances the surrounding community, and serves as a catalyst to spur further private investment.



Site Context

The subject site (2375–2395 Margaret Street) is 0.79-acre (34,412 SF) and owned by the City and the City’s HRA. As mentioned, it is located in downtown at the northwest intersection of Margaret Street and Seppala Boulevard and across the street from City Hall/Police/Fire. Property information from the county is listed in the table that follows.



The estimated market value of each site is listed in the table, below.

Address	Parcel ID	EMV	Area
2375 Margaret Street	122922420109	\$61,100	0.23 acre
2377 Margaret Street	122922420110	\$233,700	0.13 acre
2381 Margaret Street	122922420111	\$2,800	0.06 acre
2385 Margaret Street	122922420112	\$39,600	0.15 acre
2393 Margaret Street	122922420113	\$218,600	0.16 acre
2395 Margaret Street	122922420114	\$15,700	0.06 acre
Total		\$571,500	0.79 acre
<i>Source: Ramsey County</i>			

Buildings and Improvements

The site has been cleared of all buildings except one located at 2393 Margaret Street (see right). The remainder of the site contains a gravel parking area, greenspace, and a landscape planter.

The site is the location of two former dental offices. One, which still stands, the former Kelley Gene S DDS, at 2393 Margaret Street. The other dental office was located at 2377, Nelson Paul E DDS, which was demolished in 2020.

LHB Engineering was hired in 2022 to inspect the existing structure at 2393 Margaret Street to determine if it meets the definition of “substandard” per Minnesota Statutes, Section 469.174, subdivision 10. LHB concluded that the building does meet the substandard criteria.



Existing structure at 2393 Margaret Street

Environmental Conditions

WSB Engineering prepared a Phase I ESA in 2019 to identify Recognized Environmental Conditions (REC) on the property. The ESA revealed three RECs, no historical recognized environmental conditions (HRECs), and no controlled recognized environmental conditions (CRECs). The following RECs were identified as well as hazardous waste generator listings:



Gravel parking area

REC-1: Federal Brownfields Listing. The listing is associated with 2385 Margaret is included on the Federal Brownfields database. Reportedly, a Phase I ESA and Phase II ESA was completed at this address in 2013-2014 and petroleum and lead impacts to soil and groundwater were identified. The specific compounds and concentrations detected are unknown at this time. The presence of petroleum and lead impacts at the property is considered a REC.

REC-2: Former Dry Cleaner. A dry cleaner was formerly present at 2377 Margaret Street. Dry cleaning facilities are associated with chlorinated solvent storage and use. It is possible that undocumented releases from the former dry cleaner have resulted in groundwater and soil impacts. Therefore, the presence of the dry cleaner facility is considered a REC.

REC-3: Former Adjacent Dry Cleaner. A dry cleaner was formerly present at 2374 Margaret Street / 2550 Seppala Boulevard, located east of the Property. Dry cleaning facilities are associated with chlorinated solvent storage and use. It is possible that undocumented releases from this adjacent site have resulted in property impacts via groundwater migration. Therefore, the presence of the adjacent dry cleaner facility is considered a REC.

Hazardous Waste Generator Listings. Two hazardous waste generator listings were identified. The dental office at 2377 Margaret Street was listed on the Resource Conservation and Recovery Act (RCRA) Conditionally Exempt Small Quantity Generator (CESQG) database. This parcel is listed as a household hazardous waste site per the Minnesota Pollution Control Agency (Site ID 23528).

The dental office at 2393 Margaret Street was listed on the RCRA Non-Generator (RCRA NON-GEN) database. Incultation on these databases indicates property tenants generate hazardous waste that requires a permit. No indication of a violation or mishandling of hazardous materials was identified during the assessment.

WSB Engineering also prepared a Limited Phase II ESA in 2019 to evaluate soil, groundwater, and soil vapor conditions. WSB Engineering also prepared a Geotechnical Report in 2019. Refer to the reports for findings.

Site Inspections

The site is open for inspection. Please contact the City of North St. Paul Community Development Department (651-747-2400 or nspcd@northstpaul.org) to schedule a site inspection.

Utilities

The City of North St. Paul provides water, sewer, and electric service to the site. A natural gas pipeline and overhead powerlines run north-south along the west side of the site. Additionally, a 48" RCP public storm sewer is located along the west side of the site that will present some design constraints to preserve an adequate utility easement. Burying of overhead electric lines may also be necessary to facilitate redevelopment on this site. This will be further explored as developers put forth proposed plans for the property.

Zoning

The property is [Zoned MU-1](#) (Downtown Mixed Use). Permitted uses in this district include residential, a variety of commercial uses, and limited production and processing uses. This district is intended to:

1. Preserve and enhance the historical character of the Downtown where appropriate with historic renovations and adaptive reuse of structures.
2. Encourage creating a sense of place within the Downtown through aesthetics including architectural diversity, façade designs, parking configurations, pedestrian-scale amenities, streetscape enhancements, landscaping and the public realm.
3. Encourage vertical mixed-use development in which the lower floors generally have more public uses, with private uses on the upper levels.

Buildings within the MU-1 district shall give due regard to the standards within the [Downtown Design Manual](#) (for a copy, please contact the City of North St. Paul Community Development Department).

Market Conditions

Downtown North St. Paul has strong market potential and has enjoyed a healthy pipeline of residential development activity over the past 10 years—approximately 300 new housing units have been constructed less than a ½ of a mile from the project site.

A [Housing Needs Assessment](#) for downtown North St. Paul was prepared by Maxfield in 2022. The study estimates that the City of North St. Paul can accommodate 955 new units of all ages owned and rented housing and 369 units of age-restricted (senior) housing from 2022 to 2030. Maxfield identified demand for most housing products with specifically rental housing and own-occupied multifamily housing. For a copy of the assessment, please contact the City of North St. Paul Community Development Department.

Vision for Downtown Redevelopment

The overall Vision for the downtown as described in the in the [Redevelopment Master Plan](#) (RMP) is to continue to grow the downtown population to create new demand for services, such as retail and restaurants. The project site is located in the Downtown District per the RMP which prescribes the following for downtown redevelopment:

- New construction should, where feasible, provide housing and offices in upper floors and retail and service spaces reserved for street level.
- Development projects should be designed to support a small-town and pedestrian-friendly character while facilitating retail and service business functions.
- Residential developments must have adequate parking to support residents; under building parking is strongly encouraged and may be required based on site specifications.
- Redevelopment should enhance the historic character to ensure it remains the symbolic heart of downtown North St. Paul.



Example images: desired character

The project site is also adjacent to Seppala Boulevard and has the potential to serve as a catalyst for the conversion of the roadway to a “living street,” meaning a pedestrian and bike-friendly, multi-functional and aesthetically pleasing street.



Example images: Seppala conversion character

Proposal Requirements

Applicants should submit an electronic copy on or before **January 3, 2025** to Riley Grams, Community Development Director at riley.grams@northstpaul.org. Proposals submitted after this date will not be accepted. Proposals must include all required documents, completed and signed per the instructions

and attached forms included in this RFP. The City of North St. Paul reserves the right to reject any or all proposals or to cancel this RFP if it is deemed in the best interest of the City of North St. Paul.

The City of North St. Paul makes no representations or warranties, express or implied as to the accuracy and/or completeness of the information provided in this RFP. This RFP (including all attachments and supplements) is made subject to errors, omissions, prior sale, lease or financing and withdrawal without prior notice, and changes to, additional, and different interpretations of laws and regulations.

RFP Schedule

Release of solicitation package	September 18, 2024
Question and answer period	September 18, 2024 – January 3, 2025
Proposal deadline	January 3, 2025
Respondent interviews (if needed)	February 2025
City Council presentation	March 2025

Proposers' Responsibility for Due Diligence

Prospective developers should undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development and legal considerations.

Submission Requirements

The City of North St. Paul will review and evaluate all complete proposals in response to this RFP. Responses must include the following information.

1. **Letter of Interest**, including a narrative describing the alignment of the project with the City's vision and objectives for the site.
2. **Development Design** documents including:
 - a. Proposed land use(s).
 - b. Conceptual site layout depicting building location, access, circulation, and greenspace.
 - c. Conceptual rendering depicting building height, architectural character, and building materials.
3. **Public outreach plan.**
4. **Proposed Purchase Price** for the property in its "as is" condition, subject to typical contingencies including inspections, environmental assessments, planning reviews, etc.
5. **Financing plan**, such as guarantees for completing proposed project and anticipated methods of financing.
6. **Project Team** including an experienced lead developer entity, architects, engineers, attorneys, economic and financial consultants, construction managers, leasing and management companies, and other development and/or financial partners, as applicable.
7. **Proposed development schedule.**
8. **Portfolio** of comparable completed projects and references.

The City of North St. Paul shall not be liable for any expenses incurred by a developer in relation to the preparation or submittal of a proposal, including but not limited to expenses incurred by the developer in preparing a proposal in response to this RFP.

All proposals and other information submitted by a proposer shall be treated as non-public data until the proposals are opened for review by the City. Once the proposals are opened, their content will become available to the public as provided by the Minnesota Government Data Practices Act.

Selection Criteria

The City of North St. Paul will review the proposals based on community benefits and overall ability of the project to accomplish the City's goals as well as the following criteria:

1. Completeness of submission.
2. Development vision and adherence to the City's objectives.
3. Proposed use and site design.
4. Fiscal and community/economic benefits of development.
5. Project feasibility and financing commitments.
6. Financial impact to the City (accounting for land price and any anticipated City financial contribution).

Evaluation Process

The City of North St. Paul evaluation committee will review and evaluate all proposals that have been received by the submission deadline based on the criteria outlined herein. A short list will be established, and proposers may be requested to present their conceptual plan and proposal to the City Council for review and comment.

Development Process

All redevelopment activity will be subject to all applicable application fees, development fees, and utility connection charges in accordance with the current fee schedule and standard development review process of the City of North St. Paul.

Incentives

Understanding that redevelopment of the Margaret Street site may be challenging due to current conditions, the City is open to exploring the use of various incentive tools to achieve its vision. With just cause, the City is potentially open to the use of tax increment financing (TIF) to support costs related to site remediation, new infrastructure and vertical development components that contribute to the City's redevelopment goals for this site.

Questions

Please direct all questions to Riley Grams, Community Development Director for the City of North St. Paul (651-747-2582 or riley.grams@northstpaul.org).