



**Planning Commission  
Regular Meeting Minutes  
October 2, 2025  
6:30 PM**

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

**I. CALL TO ORDER**

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

**II. ROLL CALL**

COMMISSION

Patrick Blee, Chair

Andrew Wise, Vice-Chair

Arthur Alvarez, Jr., Commissioner

Stephanie Kane-Burback, Commissioner Absent

Elizabeth Gadbois, Commissioner

Cameron Muhic, Commissioner

Jim Rathe, Commissioner Absent

STAFF/LIAISONS

Dave McKenzie, City Council Member

Ken Roberts, Community Development Director

**III. ADOPT AGENDA**

Blee asked for a motion to adopt the October 2, 2025, meeting agenda.

M/Gadbois, S/Muhic.

Motion carried 5-0.

**IV. APPROVAL OF MINUTES**

A. Approval of September 4, 2025, Meeting Minutes

Blee asked for a motion to approve the September 4, 2025, Meeting Minutes.

M/Muhic, S/Wise.

Motion carried 5-0.

**V. MEETING OPEN TO THE PUBLIC**

There were no public comments.

**VI. PUBLIC HEARINGS**

There were no public hearings.

## VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

### A. 2025-2026 Workplan Topics – Discussion

Roberts presented the 2025-2026 Workplan Topics – Discussion item to the Planning Commission. Roberts provided possible amendments to the definition language in the zoning ordinance based on language in the Minnesota Building Code and on language in State Statute.

Muhic stated that he doesn't see much difference between the definitions of single family and two-dwelling units but agreed to keep the language consistent with what State Statute indicates. The Planning Commission reached a consensus to proceed with this project.

Roberts also presented a proposed project to check §154.008 of the Zoning Ordinance to ensure it is consistent with the goals and policies in the Downtown Design Manual and Comprehensive Plan. In staff comparison, they find the definitions are largely consistent, but there is potential to make them clearer, such as in the mixed-use districts. The Planning Commission muddled with allowing Multiple Family residential Uses to be located in the MU-2 District as a permitted use or if reviewed and approved by the City as a Planned Unit Development (PUD). The Commission reached a consensus on allowing Multiple Family Dwelling as a permitted use as a PUD.

Staff are not aware of anything particularly missing in the Use Table for the MU-3 Zoning District. Muhic recommended dropping the word "intensification" from the proposed language, as it could cause some opposition. The Commission agreed to further pursue this project with the noted changes.

### B. Downtown Design Manual Review

Roberts presented the Downtown Design Manual Review item to the Planning Commission. There are new notes in the packet provided by staff in addition to the notes from the last meeting this item was discussed. The consensus of the Planning Commission was that there is still value to the Downtown Design Manual. To complete the manual there are at least two options of the City to consider:

- Completely rewrite and reorganize the entire manual with a public participation component.
- Determine if the existing layout is sufficient for the City to use with staff and the Planning Commission preparing updates to the text and photos to better reflect the current needs and interests of North St. Paul.

There is no further update on this item and staff will re-present the item when more information is available.

### C. 2025-2026 Planning Commission Work Plan Update

Roberts presented the Planning Commission Work Plan Update item to the Planning Commission. This document shows the Planning Commission's progress on their work plan and notable items for upcoming meetings.

Muhic asked if there is anything in the Downtown Design Manual or Comprehensive Plan can reference documents that are updated so the references aren't dated. Roberts said this is perhaps an option.



## VIII. REPORTS

McKenzie stated the EDA is going to revisit past Façade Improvement Program applicants that were turned down, and the program has been a success.

Blees stated that Communications Coordinator Griemert has helped organize many successful events this summer.

Roberts indicated the Cowen Elementary School project and other ordinance changes recommended by the Planning Commission were approved by the City Council.

Alvarez stated that the City staff that helped with the Fall Roundup Parade were very helpful.

## IX. ADJOURNMENT

Blees asked for a motion to adjourn the meeting at 7:27 PM.

M/Alvarez, S/Gadbois.

Motion carried 5-0.

**The next regularly scheduled Planning Commission Meeting is Thursday, November 6, 2025, at 6:30 PM.**

Members, please notify any planned absences to:

Chris Cherne  
Planning Commission Secretary  
651-747-2440  
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