



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

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

I. CALL TO ORDER

Vice-Chair Wise called the meeting to order at 6:30 PM.

II. ROLL CALL

COMMISSION

Patrick Blee, Chair Absent
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 Member
Ken Roberts, Community Development Director

III. ADOPT AGENDA

Wise asked for a motion to adopt the November 6, 2025, meeting agenda.
M/Rathe, S/Alvarez.
Motion carried 6-0.

IV. APPROVAL OF MINUTES

A. Approval of October 2, 2025, Meeting Minutes

Wise asked for a motion to approve the October 2, 2025, Meeting Minutes.
M/Gadbois, S/Muhic.
Motion carried 6-0.

V. MEETING OPEN TO THE PUBLIC

There were no public comments.

VI. PUBLIC HEARINGS

A. Zoning Code Text Amendments

Roberts presented the Zoning Code Text Amendments item to the Planning Commission. This item is a follow-up from the October 2, 2025, Planning Commission Meeting. There are proposed changes to residential definitions and the mixed-use districts. Definitions for the residential dwellings are further clarified with this ordinance. There are additional clarifications for the



definitions, purposes and goals of the mixed-use districts. There are also changes in this final draft based on comments from the Planning Commission at their October 2, 2025, meeting.

Muhic stated that there have been recommendations for zoning ordinances regarding freight pick up/drop off areas (or loading zones), particularly along multiple family buildings. Muhic asked if this is something that should be considered moving forward. Roberts stated that this would be important, but it is a later discussion.

Vice-Chair Wise opened the public hearing at 6:41 PM.

There were no public comments.

Vice-Chair Wise closed the public hearing at 6:41 PM.

Vice-Chair Wise asked for a motion to recommend to City Council approval of the ordinance amending the zoning code.

M/Rathe, S/Alvarez.

Motion carried 6-0.

VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

A. Capital Improvement Plan Review

Roberts presented the Capital Improvement Plan Review item to the Planning Commission. Minnesota Statutes require all planning commissions to review proposed capital improvement plans within their jurisdictions. The Planning Commission is to review the Capital Improvement Plan and consider whether the Plan is consistent with the City's adopted Comprehensive Plan.

Alvarez brought up the priority numbers assigned to the various projects in the Plan. Roberts also said the projects are contingent on availability of funding. Wise clarified that the Planning Commission's scope in this review is to make certain the Plan is in alignment with the Comprehensive Plan. The specific numbers and cost are very important but not the main concern of the Planning Commission.

Wise stated the things listed that Roberts called out specifically in the staff report regarding park improvements and street improvements are more aligned with what the Planning Commission's scope is. Wise stated he appreciates all of the projects called out in the Plan.

The Planning Commission discussed tabling this item and reviewing the Capital Improvement Plan over the next month and be prepared to discuss it at the next Planning Commission Meeting.

Vice-Chair Wise asked for a motion to table the Capital Improvement Plan Review for the next Planning Commission meeting on December 4, 2025.

M/Muhic, S/Rathe.

Motion carried 6-0.

B. 2050 Comprehensive Plan Update – Kick-off

Roberts presented the 2050 Comprehensive Plan Update – Kick-off item to the Planning Commission. Roberts stated that the Comprehensive Plan, by State law and Metropolitan Council regulations, must be updated every ten years for the City. Metropolitan Council indicates their vision for the whole 7-county metro region as "prosperous equitable and



resilient with abundant opportunities for all to live, work, play and thrive.” The Met Council includes several policy goals for the region. They are required to submit a system statement for each jurisdiction. The North St. Paul statement is included in the packet and includes topics that the City should address in the Comprehensive Plan update. The Planning Commission reviewed the population, household, and employment forecasts provided by Metropolitan Council. Rathe asked why the households see a large increase from 2020-2030. Gadbois indicated that the recent townhomes and apartments that have been constructed likely contribute to that increase.

Muhic stated that once the Planning Commission determines the current household count, he would request that staff track this data annually. Roberts stated that each jurisdiction is required to have their share of affordable housing units. By 2050, the Met Council indicated there should be about 33 affordable housing units in the City of North St. Paul. Roberts stated that some cities have affordable and inclusionary housing policies. This policy does not currently exist in North St. Paul. The Planning Commission discussed a variety of development incentives to attract affordable housing units in the City.

The Met Council indicates they will assist cities with the new climate policy requirements that will now be required in comprehensive plans. Roberts provided an overview of specific designations. North St. Paul is defined as an Urban Edge area. Roberts recommended that the Planning Commission does not challenge any findings in the system statement for the City and indicated that the Comprehensive Plan needs to be updated by September 2028.

Roberts overviewed the current Comprehensive Plan's Chapter 2 – Vision, Goals, and Decisions. This sets up the writing and adoption of the current Comprehensive Plan. Roberts reviewed the overall vision of the City for the 2040 Plan. There are several goals outlined in the plan, questions, and how the goals will be measured. Roberts stated that the goals all seem important, but there have been some changes over the last decade. The Planning Commission should determine whether the goals are still important for the City as that would drive the rest of the update.

Wise stated that this is item important enough to table and bring to the next meeting in order to discuss with comments. Muhic stated that perhaps this should be put off to the January 2026 meeting. The Planning Commission agreed to bring this item back to the January 2026 meeting.

Vice-Chair Wise asked for a motion to table the Comprehensive Plan Kick-Off item to the January 2026 Planning Commission meeting.
M/Gadbois, S/Muhic.
Motion carried 6-0.

VIII. REPORTS

Nordby thanked the Planning Commission for their work.

Rathe announced that he plans to retire from the Planning Commission after his term expires on December 31, 2025.

Roberts stated that the City will be advertising for vacant commissioner seats in the near future.



IX. ADJOURNMENT

Wise asked for a motion to adjourn the meeting at 7:34 PM.

On motion by Rathe, seconded by Alvarez, with Commissioners Rathe, Alvarez, Gadbois, Kane-Burback and Vice-Chair Wise voting aye, Commissioner Muhic voting nay.

Motion carried 5-1.

The next regularly scheduled Planning Commission Meeting is Thursday, December 4, 2025, at 6:30 PM.

Members, please notify any planned absences to:

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