



**Planning Commission
Regular Meeting Minutes
March 5, 2026
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

Absent

Arthur Alvarez, Jr., Commissioner

Absent

Elizabeth Gadbois, Commissioner

Cameron Muhic, Commissioner

Pete Marcaccini, Commissioner

Vito Sauro, Commissioner

STAFF/LIAISONS

Jason Nordby, City Council Member

Ken Roberts, Community Development Director

Jack Brooksbank, City Attorney

III. ADOPT AGENDA

Blees asked for a motion to adopt the March 5, 2026, meeting agenda.

M/Gadbois, S/Sauro.

Motion carried 5-0.

IV. PRESENTATION

A. Planning Commission Training

City Attorney Jack Brooksbank provided general training to the Planning Commission on open meeting law, data practices, conflicts of interest, gift law, roles of the City Manager, and rules of order.

Brooksbank provided additional training to the Planning Commission covering many land use planning topics including the municipal authority to plan, role of the Planning Commission, zoning as an important tool to implement the Comprehensive Plan, Conditional Use Permits (CUPs), variances, time limits and public hearings.

Nordby asked for clarification on buffer zones or proximity requirements as it relates to various CUPs and the small size of North St. Paul. Brooksbank stated these requirements will depend on how specific the regulations are written. Brooksbank added that public feelings about an application are not sufficient reason to approve or deny an application.



V. APPROVAL OF MINUTES

A. Approval of February 5, 2026, Meeting Minutes

Blees asked for a motion to approve the February 5, 2026, Meeting Minutes.

M/Muhic, S/Gadbois.

Motion carried 5-0.

VI. MEETING OPEN TO THE PUBLIC

There were no public comments.

VII. PUBLIC HEARINGS

There were no public hearings.

VIII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

A. Comprehensive Plan Update

Roberts presented the Comprehensive Plan Update item to the Planning Commission. The City of North St. Paul is required to complete an update of its Comprehensive Plan by September 2028. The goal of the meeting is to review the vision of the Comprehensive Plan and each of the goals and their respective measures and discuss their relevance and importance to the City moving forward through the Comprehensive Plan update process. This item is a continuation of the tabled discussion held at a previous Planning Commission meeting on November 6, 2025.

The vision from the Comprehensive Plan states, "North St. Paul is your favorite small town. We promote community stewardship through an involved and informed citizenry. We preserve neighborhood value with diverse and maintained housing and active neighbors. The city engages in creative placemaking that fosters an environment of economic and employment opportunity. North St. Paul builds systems that connect people to places and promote active lifestyles."

Blees asked if there are any specific items in the Metropolitan Council-provided System Statement that the City should focus on. Roberts stated there are some things that the Metropolitan Council included on water resources, climate, and emissions that will need to be included in the update. Sauro stated that the City's energy and water efficiency rebates help the City work towards climate goals. There was consensus from the Planning Commission to continue reviewing the goals and vision of the Comprehensive Plan.

IX. REPORTS

Roberts stated that at the February 17, 2026, City Council meeting, the Council approved the recent fence variance request and Kwik Trip CUP amendment that were both recommended for approval by the Planning Commission at their previous meeting. The Council also approved the most recent code amendments as recommended by the Planning Commission.

Muhic asked to place Planning Commissioner introductions onto the April 2, 2026, meeting agenda.

X. ADJOURNMENT

Blees asked for a motion to adjourn the meeting at 8:45 PM.

M/Marcaccini, S/Gadbois.

Motion carried 5-0.



The next regularly scheduled Planning Commission Meeting is Thursday, April 2, 2026, at 6:30 PM.

Members, please notify any planned absences to:

Chris Cherne
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