

**August 6, 2026
6:30 PM**

The Planning Commission Meeting will be conducted on **August 6, 2026** 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

Cameron Muhic, Commissioner

Pete Marcaccini, Commissioner

Vito Sauro, Commissioner

STAFF/LIAISONS

Jason Nordby, City Council Liaison

Ken Roberts, Community Development Director

Chris Cherne, Planning Commission Secretary

Julia Klinker, Community Development Intern

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of June 4, 2026 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. Animal Ordinance Text Amendment - Chicken Keeping

B. Land Use Ordinance Text Amendments - Swimming Pools

VII. Commission Business, Action Items & Recommendations

- A. Discussion: Accessory Structures in the Downtown District

VIII. Reports

IX. Adjournment

The next regularly scheduled Planning Commission meeting is September 3rd, 2026



To

Planning Commissioners

Date

August 6, 2026

Agenda Placement # IV.A

Approval of Minutes

Subject

Approval of June 4, 2026 Meeting Minutes

Background/Facts

N/A

Recommended Action

Staff recommend approval of the June 4, 2026 Planning Commission Meeting Minutes

Attachments

1. PC Minutes 06-04-2026

Respectfully submitted,
Chris Cherne, Community Development Administrative Assistant



**Planning Commission
Regular Meeting Minutes
June 4, 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

Arthur Alvarez, Jr., Commissioner

Absent

Cameron Muhic, Commissioner

Pete Marcaccini, Commissioner

Vito Sauro, Commissioner

STAFF/LIAISONS

Jason Nordby, City Council Liaison

Absent

Ken Roberts, Community Development Director

Chris Cherne, Planning Commission Secretary

III. ADOPT AGENDA

Blees asked for a motion to adopt the June 4, 2026, meeting agenda.

M/Sauro, S/Wise.

Motion carried 5-0.

IV. APPROVAL OF MINUTES

A. Approval of April 2, 2026, Meeting Minutes

Blees asked for a motion to approve the April 2, 2026, Meeting Minutes.

M/Maraccini, S/Sauro.

Motion carried 5-0.

V. MEETING OPEN TO THE PUBLIC

There were no public comments.

VI. PUBLIC HEARINGS

A. Variance Request – 2130 Cowern Place East

Cherne presented the Variance Request – 2130 Cowern PI E item to the Planning Commission. The Applicant, Tom Griffith, is seeking a variance from the accessory buildings and structures requirements in the North St. Paul Zoning Ordinance. The variance is requested in order to proceed with the construction of a proposed 40 ft x 30 ft detached garage at the property located at 2130



Cowern Place E. Prior to the construction of the detached garage, the Applicant proposed to demolish an existing 534 square foot detached garage and 379 square foot attached garage on the property.

Staff reviewed the variance criteria for approval. Staff find the proposed use of the accessory structure as storage space for vehicles is in harmony with the purposes of the zoning ordinance. The proposal also is unlikely to have any adverse effect on the health, safety, or general welfare of the City. The property will be used in a reasonable manner, and staff do not believe the variance, if granted, would alter the essential character of the locality.

The Applicant states that the variance is necessary due to special conditions that are particular to the property, in particular, the large size of the lot. Although staff do agree that the lot is uniquely large for its zoning district and adjacent properties, the size of the lot does not prohibit compliance with the zoning ordinance in this case. Per the zoning ordinance, the Applicant can still construct a detached garage that is up to 948 square feet (equal to the size of the ground floor area of the principal building) and up to two additional accessory buildings, neither of which exceed 200 square feet. In fact, this avenue would provide a way to have more square footage of storage space than originally requested while being in compliance with the zoning ordinance.

Because of these findings, staff recommend the Planning Commission make a motion to recommend City Council approval of Resolution No. 2026-XXX Denying a Variance Application for the Property at 2130 Cowern Place East.

Chair Blees opened the public hearing at 6:45 PM.

Two neighbors of the Applicant spoke in support of the variance request application.

Chair Blees closed the public hearing at 6:46 PM.

Blees asked for a motion to recommend City Council approval of Resolution No. 2026-XXX Denying a Variance Application for the Property at 2130 Cowern Place East.

M/Wise, S/Sauro.

Motion carried 5-0.

B. Zoning Ordinance Text Amendment – Accessory Dwelling Units

Roberts presented the Zoning Ordinance Text Amendment – Accessory Dwelling Units item to the Planning Commission. At the Planning Commission meeting on April 2, 2026, the Planning Commission determined the existing Accessory Dwelling Unit (ADU) regulations found in the zoning ordinance did not consider maximum square footage for an ADU that is attached to the principal dwelling unit. Because of this finding, Staff prepared a zoning ordinance text amendment for ADUs for consideration by the Planning Commission.

The proposed ordinance language clarifies the definition of an ADU, amends the maximum size of an attached ADU to 40% of the floor area of the principal dwelling unit and amends the maximum size of a detached ADU to 1000 square feet. The proposed amendment also includes additional language regarding required utility connections and clarification of ownership of an ADU.

Sauro asked about the language indicating that owners may not sell ADUs separately or independently from the principal dwelling or create a separate tax parcel and what issues this regulation intends to



solve. The Commission discussed that if subdividing a lot with an ADU, the ADU would need to be independently connected to city utilities and meet all other lot and dwelling requirements.

Chair Blees opened the public hearing at 7:10 PM.

There were no public comments.

Chair Blees closed the public hearing at 7:11 PM.

Blees asked for a motion to recommend City Council approval of Ordinance No. 2026-XXX Amending Portions of the North Saint Paul City Code Regarding the Definition of an Accessory Dwelling Unit and Accessory Dwelling Unit Regulations.

M/Muhic, S/Wise.

Motion carried 5-0.

VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

A. Comprehensive Plan Update

Roberts presented the Comprehensive Plan Update discussion item to the Planning Commission. The City is required to complete an update of its Comprehensive Plan by September 2028. The City is starting that process and this is the third meeting discussing the update and Chapter Two of the existing 2040 Comprehensive Plan. Roberts provided an overview of the 2040 Comprehensive Plan and the Vision, Goals and Decisions. Roberts asked the Planning Commission if the statements in the 2040 Comprehensive Plan are still relevant as they will be the basis for the future update.

The Planning Commission agreed that the Vision Statement provided in the 2040 Comprehensive Plan is still relevant today and for the 2050 Plan Update. Wise indicated that the term “creative placemaking” can be ambiguous and may need to be reworded for clarity. The Planning Commission discussed engaging with consultant WSB to begin the Plan update at the beginning of 2027. Muhic stated he would like to see at least three community engagement sessions for the update and implementation of a form of online engagement as well. Blees agreed with Muhic and stated it is important to show that community input is considered in drafting the Plan. Muhic stated he would be willing to help with strategies for reaching out to the public regarding the Plan update.

The Planning Commission reviewed the goals provided in Chapter Two of the 2040 Comprehensive Plan. For the goal emphasizing resiliency and the environment, Wise recommended including language regarding the City promoting and practicing sustainability in the 2050 Comprehensive Plan.

VIII. REPORTS

Blees shared that the citywide garage sale was a great event. Blees also shared that he and his wife cleaned up litter out of Silver Lake during the parks cleanup day.

Roberts provided a recap of the Citywide Cleanup event on May 9, 2026. The City Council also recently approved a new 5-year contract (starting with September 1, 2026) with Tennis Sanitation for residential trash, recycling & yard waste services. The new contract implements a new bulky waste pickup program that will be a big benefit to residents of North St. Paul.

Roberts also shared that the car shows this summer will be alternating week-by-week between the History Cruzers and the Invisible Wounds Project.



IX. ADJOURNMENT

Blees asked for a motion to adjourn the meeting at 7:55 PM.
M/Marcaccini, S/Muhic.
Motion carried 5-0.

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

Members, please notify any planned absences to:

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

Attested:

Approved:

Chris Cherne
Planning Commission Secretary

Patrick Blees
Planning Commission Chair

City of North St. Paul

Planning Commission Report



From: Julia Klinker, Community Development Intern
Ken Roberts, Community Development Director

Meeting Date: August 6, 2026

Agenda Item: **Animals Ordinance Text Amendment – Keeping of Chickens**

INTRODUCTION

On June 23, 2026, the City Code Enforcement Officer requested city staff review the existing City regulations regarding the keeping of chickens due to resident challenges in complying with existing regulations. Staff reviewed the City chicken keeping regulations and have determined there are portions of the existing ordinance the City should revise. The proposed ordinance amendment includes recommendations to develop a more user-friendly ordinance that complies with the League of Minnesota Cities recommendations.

DISCUSSION

The attached draft ordinance language amends the distance of a coop or run structure from all property lines from 15 feet to five feet. This change was recommended by the Code Enforcement Officer, is consistent with other ordinances for cities near North St. Paul and is more fitting for the small lot sizes prevalent in North St. Paul. The Code Enforcement Officer anticipates no challenges or issues in implementing this change. The proposed text amendment also includes additional language clarifying the permissibility of slaughtering chickens for cultural purposes only and provides a grammatical correction.

RECOMMENDATION

City staff are recommending the Planning Commission review the proposed Animals Ordinance Text amendment and hold a public hearing. If the Commission is supportive of the proposed ordinance, staff recommend the Planning Commission make the following motion:

Motion by _____, Seconded by _____ to recommend to the City Council approval of Ordinance 2026 – XXX, An Ordinance Amending Portions of Chapter 95 of the North St. Paul City Code Regarding the Keeping of Chickens

ATTACHMENT:

1. Draft Ordinance No. 2026 – XXX An Ordinance Amending Portions of Chapter 95 of the North St. Paul City Code Regarding the Keeping of Chickens

**CITY OF NORTH SAINT PAUL
RAMSEY COUNTY, MINNESOTA**

ORDINANCE NO. 2026 - XXX

**AN ORDINANCE AMENDING PORTIONS OF CHAPTER 95 OF THE NORTH SAINT
PAUL CITY CODE REGARDING THE KEEPING OF CHICKENS**

THE CITY COUNCIL OF THE CITY OF NORTH SAINT PAUL ORDAINS AS FOLLOWS:

SECTION 1. AMENDMENT. North St. Paul City Code Sections 95.23(A)(1) Keeping of Chickens and (3), Conditions, are hereby amended to read with proposed new language **bold and underlined** and deleting the ~~striketrough~~ language as follows:

§ 95.23 EXOTIC PETS/NON-DOMESTIC ANIMALS/FARM ANIMALS.

No person shall harbor any exotic pets, non- domestic pets, or farm animals, nor build, maintain or use a structure for the keeping of such animals within the city limits. Exceptions include those animals in the divisions below and shall not be kept within the city without first registering with the city.

(A) Keeping of chickens.

(1) Intent. It is recognized that the ability to cultivate one's own food is a sustainable activity that can also be a rewarding pastime. ~~and~~ **It also is** the intent of this section is to allow the keeping and maintenance of hens **on residential properties** in a clean and sanitary manner that does not create a nuisance and is not detrimental to the public health, safety and welfare of the residents of the city.

(2) Registration required. No person shall keep, maintain, or otherwise care for hens within the city without first registering with the city.

(3) Conditions. The keeping of hens is permitted **on residential properties**, pursuant to a registration issued under this section, subject to the following conditions:

(a) In no case shall the number of hens on the property exceed six.

(b) Hens must be kept in a coop. An exception may be made for hens under four months in age to be temporarily kept in an accessory structure to facilitate the regulation of their temperature.

(c) Hens must be contained within the coop or run whenever unattended, but when attended by the owner, may be allowed in a yard completely fenced by a fence at least four feet in height. Hens must be confined to the owner's premises at all times, may not roam at large, and must be secured inside a coop from sunset to sunrise each day.

(d) One coop and run structure is permitted per property. The coop and run shall be located in the rear yard and shall be at least 15 feet from all property lines. The coop and run may not be located in the front yard. A portable coop and run is allowed but must be identified on the required site plan and shall comply with the setback requirements of this provision.

(e) A coop shall provide a minimum of four square feet of floor space per hen. A coop shall not exceed 15 feet in height.

(f) The coop and run shall be constructed and maintained so as to be predator- and rodent-proof and must be maintained in good condition and working order.

(g) All grains and other hen food must be kept in rodent-proof container.

(h) All premises in which hens are kept or maintained shall be kept reasonably clean from filth, garbage, and any substances which attract rodents. A coop and its surroundings, including any run, must be cleaned frequently enough to control odor. Feces shall not be allowed to accumulate in a way that creates an unsanitary condition or causes odors detectable on another property.

(i) Keeping of hens shall be subject to humane care and nuisance regulations in §§ 95.24 and 95.26.

(j) Dead hens must be disposed of according to the Minnesota Board of Animal Health rules.

(k) The keeping of roosters is prohibited. ~~Roosters are prohibited.~~

(l) Breeding is prohibited.

(m) Slaughtering on site is prohibited except for cultural purposes.

(n) Sale of eggs on site is prohibited.

SECTION 2. AMENDMENT. North St. Paul City Code Section 95.23(A)(4), Registration Process, is hereby amended to read with proposed new language **bold and underlined** and deleting the ~~strikethrough~~ language as follows:

(4) Registration process.

(a) An applicant shall complete a registration form provided by the city. The registration shall include a description **of** the coop and run. The applicant must also provide a site plan depicting the property and showing the location, size and setbacks of the coop and run from all property lines.

(b) Applicants who are not the owner of record of the property where hens will be kept shall provide evidence of the property owner's consent to the keeping of hens on the property.

(c) An initial inspection of the coop, run, fence and property is required to verify compliance with this section and the site plan submitted with the registration prior to moving hens on to the property.

SECTION 3. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

This ordinance amends the distance of a coop or run structure from all property lines from 15 feet to five feet and includes additional language clarifying the permissibility of slaughtering for cultural purposes in City Code Section 95.23(A)(3) and provides a grammatical correction in City Code Section 95.24(A)(4).

SECTION 4. EFFECTIVE DATE. This Ordinance shall become effective upon its passage and publication as provided by law.

ADOPTED by the North St. Paul City Council this ____ day of _____ 2026.

Motion by Council Member _____

Second by Council Member _____

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor

Nay:
Abstain:
Absent:

John Monge, Mayor

Attest: _____
Brian Frandle, City Manager

City of North St. Paul

Planning Commission Report



From: Julia Klinker, Community Development Intern
Ken Roberts, Community Development Director

Meeting Date: August 6, 2026

Agenda Item: **Ordinance Text Amendments – Swimming Pools**

INTRODUCTION

On June 22, 2026, city staff discovered inconsistencies with existing city swimming pool ordinances. North Saint Paul has regulations for swimming pools in Sections 150.102, 154.003 and 154.010(D)(36) of the City Code but unfortunately there are inconsistencies in some of the standards in these sections. These inconsistencies led staff to review the current ordinance sections related to swimming pools and develop recommendations for amendments to make the ordinances more consistent. Staff also identified areas within the ordinance that required clarification and crafted recommendations to ensure clarity and protect residents' safety.

DISCUSSION

The attached draft ordinance language amends the placement of pools, equipment, and climbable facilities, clarifies proper usage of pool access gates and ladders, and updates who approves fence and gate materials to match current practices. The proposed ordinance amends the minimum height of safety fences from five to four feet, the openings between the bottom of the fence and the ground to be no more than four inches, and the placement of self-closing, self-latching gates to be placed on the pool side of the access gate at least three inches below the top of the gate. The draft ordinance adds requirements to provide the city with additional details when a spa or hot tub is placed on a deck and prohibits pools from interfering with neighboring properties. The attached language also provides grammatical corrections, clarifies the definitions of different types of pools, and copies text from the swimming pool safety requirements and adds it to the residential pools and spas regulations to ensure consistency throughout the city code.

Ordinance Requirements

Per Section 154.004(D), the city may grant a zoning ordinance text amendment or a zoning map amendment (rezoning) if the proposed amendment is compliant with the following findings (items 1-5 below, with analysis follows):

1. The proposed amendment is consistent with the general purposes and intent of the Comprehensive Plan.

The proposed zoning ordinance text amendments would be consistent with the purposes and intent of the Comprehensive Plan.

2. The proposed amendment will not adversely affect the health, safety, or general welfare of the city.

The proposed zoning ordinance text amendments will not adversely affect the health, safety or welfare of the city.

3. The proposed amendment is compatible with present and future land uses in the surrounding area and reasonably related to the overall needs of the city.

The proposed amendments are compatible with present and future land uses in the surrounding area and are related to the overall needs of the city.

4. The proposed amendment is compatible with adjacent properties.

The proposed zoning ordinance text amendments are compatible with adjacent properties.

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

The proposed zoning ordinance text amendments can be adequately supported by the existing public services.

RECOMMENDATION

City staff are recommending the Planning Commission review the two proposed Zoning Ordinance Text amendments and hold a public hearing. If the Commission is supportive of the proposed ordinances, staff recommend the Planning Commission make the following motion:

Motion by _____, Seconded by _____ to recommend to the City Council approval of Ordinance 2026 – XXX, An Ordinance Amending Portions of Chapter 150 of the North St. Paul City Code Regarding Swimming Pool Safety Requirements and Ordinance 2026 – XXX, An Ordinance Amending Portions of Chapter 154 of the North St. Paul City Code Regarding Residential Pools and Spas.

ATTACHMENTS:

1. Draft Ordinance No. 2026 – XXX An Ordinance Amending Portions of Chapter 150 of the North St. Paul City Code Regarding Swimming Pool Safety Requirements
2. Draft Ordinance No. 2026 – XXX An Ordinance Amending Portions of Chapter 154 of the North St. Paul City Code Regarding Residential Pools and Spas

**CITY OF NORTH SAINT PAUL
RAMSEY COUNTY, MINNESOTA**

ORDINANCE NO. 2026 - XXX

**AN ORDINANCE AMENDING PORTIONS OF CHAPTER 150 OF THE NORTH SAINT
PAUL CITY CODE REGARDING SWIMMING POOL SAFETY REQUIREMENTS**

THE CITY COUNCIL OF THE CITY OF NORTH SAINT PAUL ORDAINS AS FOLLOWS:

SECTION 1. AMENDMENT. North St. Paul City Code Section 150.100, Definitions, is hereby amended to read with proposed new language **bold and underlined** and deleting the ~~striketrough~~ language as follows:

150.100 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ABOVE GROUND POOLS. All swimming pools that are constructed or erected so ~~that~~ the edge of the pool is at least ~~four~~ **2.5** feet above the ground and which is reached only by means of a ladder.

SPA POOLS. **A hot water pool intended for seated recreational use with a water agitation system in addition to the recirculation system. Spa pool is synonymous with the term “whirlpool.”**

WADING POOLS. All portable pools ~~which~~**that** contain 24 inches of water or less **used or designed to be used exclusively for wading.**

IN-GROUND POOLS. All other pools **not installed entirely above ground.**
('89 Code, § 25.010)

SECTION 2. AMENDMENT. North St. Paul City Code Section 150.101, Permits, is hereby amended to read with proposed new language **bold and underlined** and deleting the ~~striketrough~~ language as follows:

§ 150.101 PERMITS.

No pools except wading pools shall be constructed or erected within the city limits unless a building permit is first received from the **City engineer.**
('89 Code, § 25.020)

SECTION 3. AMENDMENT. North St. Paul City Code Section 150.102, Safety Requirements, is hereby amended to read with proposed new language **bold and underlined** and deleting the ~~striketrough~~ language as follows:

§ 150.102 SAFETY REQUIREMENTS.

All pools shall comply with the following:

(A) All in-ground pools shall be completely enclosed by a non-climbing ~~type~~ **type of** fence at least four feet high. All fence openings or points of entry into the pool area enclosures shall be equipped with gates. The fence and gates shall be constructed of a minimum number ~~11-gauge~~ **11-gauge** woven wire mesh corrosion-resistance material or other materials **as** approved by ~~the engineer~~ **city staff**. All gates shall be equipped with self-closing and self-latching devices **capable of being locked** placed **on the pool side of the access gate at least three inches below the** top of the gate or otherwise inaccessible to small children. **The responsible party shall lock the access gate when not in use.** All fence posts shall be decay or corrosion- resistant and shall be set in concrete bases or other suitable protection. The openings between the bottom of the fence and the ground or other surface shall not be more than four inches;

(B) All above-ground pools shall be constructed or erected so that access to the pool can only be had by means of a ladder. Braces or structural supports shall be so attached that no child can climb the same to gain entrance to the pool. All ladders shall be detachable and so placed that no child can use them to gain entrance to the pool without the owner's consent. **Ladders shall be secured or removed to prevent access when unattended;**

(C) Wading pools shall be emptied when not in use;

(D) Non-breakable or non-tearable type covers, securely attached to the pool, and which completely cover the pool may be used in lieu of the requirements of divisions (A), (B) and (C) above;

(E) An adult or skilled swimmer shall be present at all times that the pools are in use;

(F) All pools, except wading pools, shall be equipped with one or more throwing ring buoys not more than 15 inches in diameter with a ~~60-foot~~ **60-foot** long ~~3/16-inch~~ **3/16-inch** rope attached and one or more light but strong poles with blunted ends and not less than 12 feet in length for making assists or rescues;

(G) Diving boards shall not be higher than one meter.

SECTION 4. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

This ordinance updates the definitions and permit requirements for pools in Sections 150.100 and 150.101, the requirements of self-closing, self-latching devices on gates, amends proper practices when ladders and gates are unattended, updates who approves fence and gate materials, and provides grammatical corrections in City Code Section 150.102.

SECTION 5. EFFECTIVE DATE. This Ordinance shall become effective upon its passage and publication as provided by law.

ADOPTED by the North St. Paul City Council this ____ day of _____ 2026.

Motion by Council Member _____

Second by Council Member _____

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor

Nay:
Abstain:
Absent:

John Monge, Mayor

Attest: _____
Brian Frandle, City Manager

**CITY OF NORTH SAINT PAUL
RAMSEY COUNTY, MINNESOTA**

ORDINANCE NO. 2026 - XXX

**AN ORDINANCE AMENDING PORTIONS OF CHAPTER 154 OF THE NORTH
SAINT PAUL CITY CODE REGARDING RESIDENTIAL SWIMMING POOLS AND
SPAS**

THE CITY COUNCIL OF THE CITY OF NORTH SAINT PAUL ORDAINS AS FOLLOWS:

SECTION 1. AMENDMENT. North St. Paul City Code Section 154.003 Definitions, is hereby amended to read with proposed new language **bold and underlined** and deleting the ~~striketrough~~ language as follows:

SWIMMING POOL. ~~Any basin or tank, above ground level or below ground level, containing an artificial body of water sufficiently deep for swimming.~~

SPA POOLS. A hot water pool intended for seated recreational use with a water agitation system in addition to the recirculation system. Spa pool is synonymous with the term “whirlpool.”

POOL. Any structure, chamber, basin or tank, above ground level or in-ground, containing an artificial body of water for swimming, diving, relaxation.

WADING POOLS. All portable pools which contain 24 inches of water or less used or designed to be used exclusively for wading.

SECTION 2. AMENDMENT. North St. Paul City Code Section 154.010(D)(36), Residential pools and spas, is hereby amended to read with proposed new language **bold and underlined** and deleting the ~~striketrough~~ language as follows:

36. Residential pools and spas.

(a) The City requires the property owner or contractor to apply to the City for a zoning permit for any pool that has a capacity of up to 5,000 gallons and a depth of no more than 24 inches.

(b) The City requires the property owner or contractor to apply to the City for a building permit to construct, enlarge, alter, repair, move or install a pool, hot tub or spa with a capacity of more than 5,000 gallons or has a depth of 24 inches or greater.

(c) An application for a pool zoning permit or building permit in North Saint Paul shall include the following on a site plan:

- (1) The proposed location, type and size of the proposed pool;
- (2) The location, type and height of existing and new fencing;
- (3) The location of any garages, accessory buildings and any other improvements on the lot;
- (4) The location and type of structures on all adjacent properties;
- (5) The proposed location of the filter, pump and heater and wiring indicating the type of such units;
- (6) The proposed location of back-flush and drainage outlets;
- (7) A proposed grading plan for the area of the proposed pool installation with finished elevations;
- (8) The proposed final treatment for the area around the proposed pool or spa including any decking and landscaping;
- (9) The location of existing overhead or underground utilities;
- (10) The location of any utility easements;
- (11) The location of existing trees, waterbodies or wetlands on or adjacent to the property.

~~— (a) A site plan indicating the following: location, type and size of the proposed pool, location of fencing, house, garage and other improvements on the lot; location of structures on all adjacent lots; location of filter unit, pump and wiring indicating the type of such units; location of back-flush and drainage outlets; grading plan, finished elevations and final treatment (decking, landscaping and the like) around the pool or spa; location of existing overhead or underground wiring, utility easements, trees and similar features; location of any water heating unit.~~

(d b) Pools and spas shall not be located within ten feet of any side or rear lot nor within six feet of any principal structure or frost footing. Pools shall not be located within any required

front yard. **Pools may be permitted in a corner side yard provided the pool will meet the required corner side yard house setback.**

(e) Pools and spas shall not be located beneath **less than ten feet from any** overhead utility lines nor over **less than five feet from** underground utility lines of any type.

(f) Pools and spas shall not be located within any private or public utility, walkway, drainage or other easement.

(g) The filter unit, pump, heating unit and any other noise-making mechanical equipment shall be located at least 20 feet from any adjacent or nearby residential structure and not closer than ten feet to any lot line.

(h) To the extent feasible, back flush water or water from pool or spa drainage shall be directed onto the owner's property or into approved public drainage ways. Water shall not drain onto adjacent or nearby private land or into sanitary sewer.

(i) A structure or safety fence at least ~~five~~**four** feet in height shall completely enclose the pool. Said fence shall adhere to the following provisions as well as those listed in § 154.010(A)(11) **(Fences and walls).**

i. Be equipped with self-closing, self-latching gates capable of being locked **placed on the pool side of the access gate at least three inches below the top of the gate or otherwise inaccessible to small children.**

ii. Not have any opening greater than four inches.

~~iii. Not have any opening greater than two inches below the fences.~~

iii. The openings between the bottom of the fence and the ground or other surface shall not be more than four inches.

iv. Not be a readily climbable design.

v. The fence and gates shall be constructed of a minimum number 11-gauge woven wire mesh corrosion-resistance material or other materials as approved by city staff.

vi. All fence posts shall be decay or corrosion- resistant and shall be set in concrete bases or other suitable protection.

vii. The responsible party shall lock the access gate when not in use.

(j) Climbable facilities of any kind that could be used in any way to gain access to the pool shall be set back a minimum of five feet from the outside edge of all safety fences.

(k) Non-breakable or non-tearable type covers, securely attached to the pool, and which completely cover the pool may be used in lieu of the requirements of division (i) above.

(~~h~~l) In the case of in ground pools, the necessary precautions shall be taken during the construction to:

- i. Avoid damage, hazards or inconvenience to adjacent or nearby property.
- ii. Take proper care in stockpiling excavated material to avoid erosion, dust or other infringements upon adjacent property.

(im) In the case of above-ground pools:

- i. **Pools shall be constructed or erected so access to the pool can only be had by means of a ladder.**
- ii. **Braces or structural supports shall be so attached that no child can climb the same to gain entrance to the pool.**
- iii. **All ladders shall be detachable and so placed that no child can use them to gain entrance to the pool without the owner's consent.**
- iv. **Ladders shall be secured or removed to prevent access when unattended.**

(~~in~~) All access for construction shall be over the owner's land, and due care shall be taken to avoid damage to public streets and adjacent private or public property.

(~~j~~o) All wiring, installation of heating units and pipes, grading, and all other installations and construction shall be subject to inspection.

(~~k~~p) Nuisances such as undue noise, spillover lighting on adjacent property, health and safety hazards, damage to nearby vegetation and the like shall not be permitted.

(~~l~~q) Water in the pool shall be maintained in a suitable manner to avoid health hazards of any type. Such water shall be subject to periodic inspection.

(r) Noise, lighting or other conditions that interfere with neighboring property rights are prohibited.

(s) If a spa or hot tub is being placed on a deck, the owner or contractor also must provide the city the deck structure details, the manufacturer's weight of the spa or hot tub and how many gallons the spa or hot tub holds.

SECTION 3. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

This ordinance amends the definition of a pool in Section 154.003, the permit requirements, placement of pools, equipment, and climbable facilities, updates the height of safety fences from five to four feet and the openings between the bottom of the fence and the ground to be no more than four inches, and adds language about pool safety requirements found in City Code Section 154.010(D)(36). The ordinance also adds requirements to provide the city with additional details when a spa or hot tub is placed on a deck, prohibits pools from interfering with neighboring properties, and clarifies the definitions of different types of pools.

SECTION 4. EFFECTIVE DATE. This Ordinance shall become effective upon its passage and publication as provided by law.

ADOPTED by the North St. Paul City Council this ___ day of _____ 2026.

Motion by Council Member _____

Second by Council Member _____

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor

Nay:
Abstain:
Absent:

John Monge, Mayor

Attest: _____
Brian Frandle, City Manager

City of North St. Paul

Planning Commission Report



From: Julia Klinker, Community Development Intern
Ken Roberts, Community Development Director

Meeting Date: August 6, 2026

Agenda Item: Downtown Accessory Buildings

INTRODUCTION

Businesses located in North St. Paul's downtown area previously expressed interest to city staff in establishing accessory buildings on their properties. Current city ordinances do not allow accessory buildings within the MU-1 (Downtown Mixed-Use) Zoning District, prompting city staff to explore nearby city ordinances to determine whether accessory buildings are permitted within other city downtown districts. Staff discovered most cities permit accessory buildings in their downtown or commercial districts. Given the differences between North St. Paul's accessory buildings ordinance and other cities' accessory buildings ordinances, city staff recommend the city explore the possibility of allowing accessory buildings within its Downtown Mixed-Use District.

DISCUSSION

City Staff researched the following city ordinances for information about accessory buildings:

- White Bear Lake
- Stillwater
- Hopkins
- Maplewood
- Oakdale
- Little Canada
- Roseville
- Mahtomedi

Out of the cities researched by staff, only one, Stillwater, does not permit accessory buildings within its downtown district. The other cities permit accessory buildings, subject to a few requirements. All cities require accessory buildings to be consistent with the design of the principal building, including utilizing materials that are similar based on appearance, color, and durability. The maximum number of accessory buildings per lot is two, except in Little Canada, which permits only one accessory building.

Size and height requirements for accessory buildings are similar among all cities, with the maximum size of the accessory building being 1000 square feet and the maximum height of the accessory building being 15 feet and not exceeding the height of the principal building. If a lot has two accessory buildings, the second accessory building shall not exceed 200 square feet in size. Setback requirements for accessory buildings vary among cities, with side and rear setbacks ranging from a minimum of three to ten feet and setbacks from residential buildings ranging from a minimum of ten to twenty feet.

RECOMMENDATION

Staff is requesting the Planning Commission discuss the possibility of allowing accessory buildings within North St. Paul's Downtown Mixed-Use Zoning District and determine under which conditions, if any, the city should allow accessory buildings in downtown North Saint Paul.

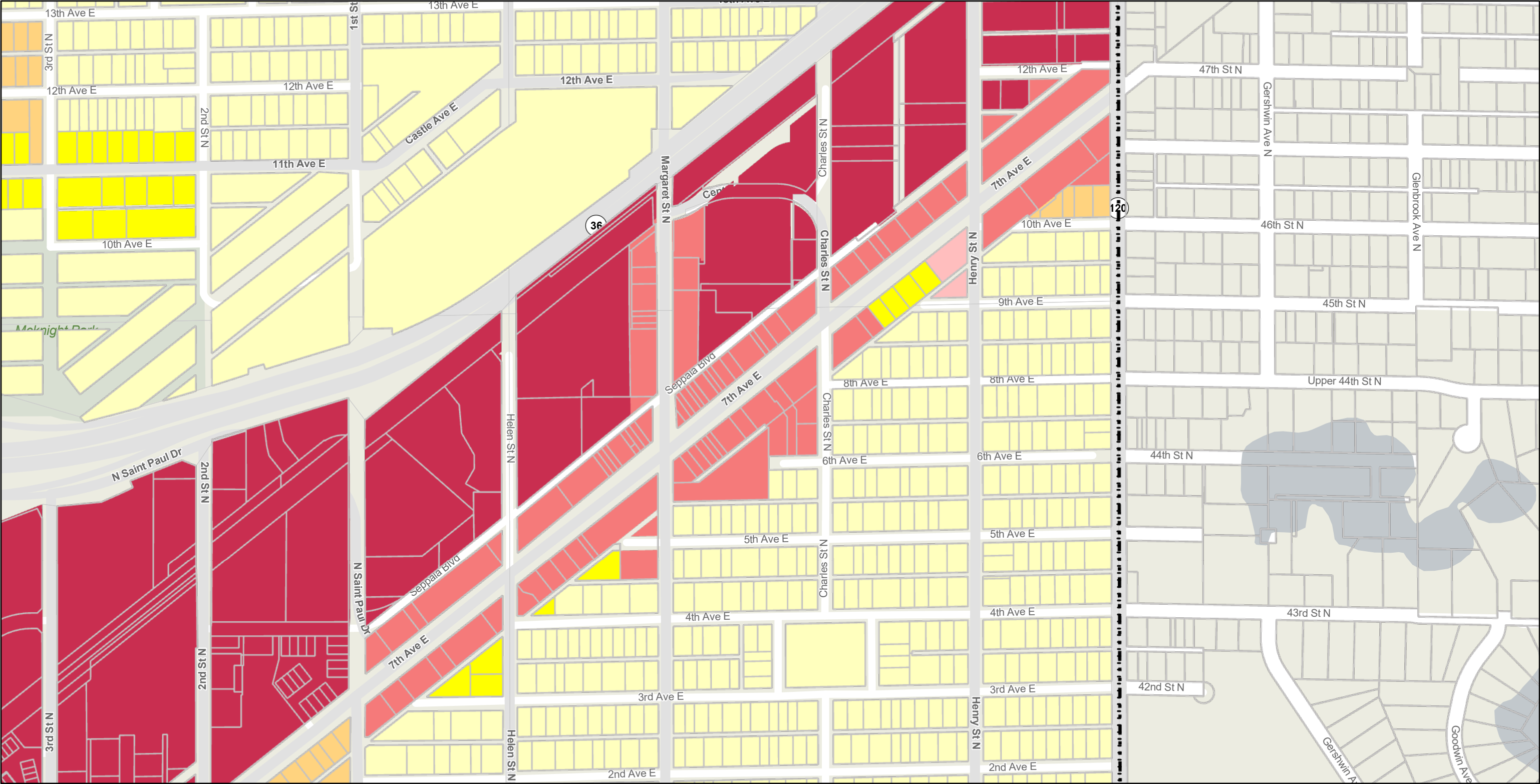
Attachments: Location Map, Aerial Photo, Downtown Zoning Map, Comparison Regulations Spreadsheet



1 in = 558 Ft

-  Municipal Boundary
-  Tax Parcels
-  Downtown Design District Boundaries





- 

Municipal Boundary
- 

Address Label
- 

Tax Parcels
- 

R1: Single Family Residential
- 

R2: Mixed Residential
- 

R3: Multiple Family Residential
- 

MU1: Downtown Mixed-Use
- 

MU2: Transitional Mixed-Use
- 

MU3: Corridor Mixed-Use

1 in = 581 Ft



N
July 27, 2026
Map Powered By Datafi

Zoning Regulations Comparison for Downtown Accessory Buildings

	Permit Type	Zoning District	Side Setback (ft)	Rear Setback (ft)	Rear Setback by Residential (ft)	Detached Distance from Principal (ft)	Height	Size	Number of Structures
North St. Paul	None	Downtown	3	3	N/A	6	15 ft	1000 sq ft	2
White Bear Lake	Permitted	Downtown	5	5	20	N/A	16 ft	1000 sq ft	2
Stillwater	None	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hopkins	Permitted	Downtown	3	3	N/A	N/A	1.5 stories	N/A	N/A
Maplewood	Conditional Use	Commercial	5	5	N/A	N/A	16 ft	1000 sq ft	N/A
Oakdale	Permitted	Commercial	0	0	N/A	N/A	Do not exceed height of principal structure	1000 sq ft	N/A
Little Canada	Permitted	Commercial	10	5	10	N/A	18 ft	30% of footprint of principal	1
Roseville	Permitted	Commercial	10	10	N/A	N/A	15 ft	864 sq ft	2
Mahtomedi	Permitted	Downtown	5	8	N/A	6	1 story	N/A	2