

<p>Chair: John Ross Vice-Chair: Ryan Briese Commissioners: Tim Felton Justin Humenik Ruth Krueger Jason Pachi Stephanie Yendell</p>	 <p><b>City of South St. Paul Planning Commission Agenda</b></p> <p><b>Wednesday, February 10, 2016 7:00 p.m.</b></p>	<p>City of South St. Paul 125 Third Avenue North South St. Paul, MN 55075 Phone: (651) 554-3217 Fax: (651) 554-3211 <a href="http://www.southstpaul.org">www.southstpaul.org</a></p>
<p>Hearing assistance PA system is available – if you need a hearing assistance unit please notify City staff before the meeting. (If you use the hearing assistance PA system, please remove your hearing aid so it does not cause a feedback problem)</p>		
<p><b>Roll Call</b></p>		
<p><b>1. Agenda</b></p>		
<p><b>2. Minutes</b></p> <p>A. January 6, 2016 meeting</p>		
<p><b>3. New Business</b></p> <p>A. <i>(none)</i></p>		
<p><b>4. Public Hearings</b></p> <p>A. <u>Adaptive Repair CUP</u> (193 BridgePoint Dr.): Consider a Conditional Use Permit for a vehicle repair facility.</p> <p>B. <u>New Mixed-Use Zoning for Southview Hill</u>: Consider an ordinance that would create a new Mixed-Use zoning district for the Southview Hill Area <i>(continued from 1/6/16)</i></p>		
<p><b>5. Other Business</b></p> <p>A. <i>Updates</i></p>		
<p><b>6. Adjournment</b></p>		

Next Planning Commission Meeting: March 2, 2016

This meeting is being taped by Town Square Television (NDC4): phone: 651-451-7834 web: [www.townsquare.tv](http://www.townsquare.tv)  
Replays can be viewed on Government Channel 19 on the Thursday following meeting at 1:00 p.m. & 7:00 p.m.

**MINUTES OF MEETING  
SOUTH ST. PAUL PLANNING COMMISSION  
January 6, 2016**

MEETING CALLED TO ORDER BY COMMISSIONER JOHN ROSS AT 7:00 P.M.

Present:     John Ross                             Absent:  
              Ryan Briese  
              Jason Pachl  
              Timothy Felton  
              Justin Humenik  
              Ruth Krueger  
              Stephanie Yendell  
              Peter Hellegers, City Planner

- 1) APPROVAL OF AGENDA – approval as presented – Yendell/Pachl (7-0)
- 2) APPROVAL OF MINUTES for November 4. 2015 – Briese/Yendell (7-0)
- 3) NEW BUSINESS

A. Bonfe Site Plan Review (475 Hardman Ave S): A Site Plan Review for a 40,000 sq. ft. office/warehouse building.

The applicant is looking to locate to a larger building that would accommodate the growing needs of the business.

Recommendation for approval as submitted – Pachl/Felton (7-0)

- 4) PUBLIC HEARINGS

A. Sign Variance – Doug Woog Arena (141 6<sup>th</sup> St S): Consider variances to allow for larger individual signage and more signage area for the entire property.

Signage is desired for more visibility from 6<sup>th</sup> Street and because of the topography, the proposed signage should not impact the adjacent neighborhood.

Motion to approve as presented – Krueger/Felton (7-0)

B. Amendment to Backyard Chicken Ordinance: Consider an amendment to regulations for chickens on residential properties to allow more chickens for larger properties.

Flexibility is requested for larger lots over a ½ acre in size to have 4 more hens bringing the total to 8 hens if desired. The size of the coop and it's requirements should not be affected.

Chad Schlemmer, 764 Holland Ave., was present to discuss the need for more chickens. 4 hens may not be sufficient to produce the desired number of eggs to feed a family. All of his neighbors are aware that they have chickens and would like more.

Motion to approve as presented – Yendell/Humenik (5-2 Felton, Pachi)

C. Amendment to R-2 Zoning District: Consider an amendment to the regulations that would remove “pre-1967” language from conversion of a unit.

This language was designed for the time that it was included in the code and does not serve a purpose for today’s fully developed community. It was designed to protect properties that had been recently platted. It will clean it up so it is less confusing and call attention to the building code requirements.

Motion to approve as presented – Briese/Humenik (7-0)

D. New Mixed-Use Zoning for Southview Hill: Consider an ordinance that would create a new Mixed-Use zoning district for the Southview Hill Area.

The Southview Hill recommended land use study was completed in 2014. The draft Mixed - Use zoning district language is based on this study and that is what is being considered at this time. The proposed “MU3” district shares a lot of the same requirements and design standards as the CGMU district and gives leverage for development opportunities in the Southview/Marie central area.

There was some discussion as it pertains to multi-family uses and their standards and the ability to also favor a central business district.

Motion to continue discussion to the February meeting – Felton/Briese (7-0)

## 5) OTHER BUSINESS

A. A new business ribbon cutting – Royal Pet in the Bridgepoint Business Park is Thursday at 2:00.

Motion to adjourn – Pachi/Krueger



Planning Commission Meeting Date:  <b>Wednesday, February 10, 2016</b>	 <b>City of South St. Paul Planning Commission Report</b>	PC Agenda Item:  <b>4.A</b>
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<b>Project Name:</b>	Adaptive Repair – Automotive/Vehicle Repair CUP	
<b>Site Address:</b>	193 BridgePoint Drive	<b>PID:</b> 361625005019
<b>Applicant:</b>	Chris Wachal	
<b>Request:</b>	Consider the request for a Conditional Use Permit to allow a vehicle repair facility at 193 BridgePoint Drive	
<b>Proceeding:</b>	Planning Commission Recommendation	
<b>Tentative City Council Meeting Date:</b>	February 16, 2016	
<b>Deadline:</b>	<b>March 11, 2016*</b> <small>*The City must act on this request by this 60-day review period deadline unless the city provides the applicant with written reasons for why additional time, up to a maximum of 120 days, is required. The City may extend the review period beyond the 120 days but only with the applicant's consent.</small>	
<b>Exhibits:</b>	A. Location Map B. <del>Correspondence received from neighboring properties (none)</del> C. Materials submitted by the applicant	

Surrounding Area			
Direction	Future Land Use Plan	Zoning	Existing Land Use
North	Light Industrial	I: Industrial	Industrial: truck wash
South	Light Industrial	I: Industrial	Light Industrial: Office/warehouse
East	Light Industrial	I: Industrial	Light Industrial: Manufacturing
West	Office/Research	I: Industrial	Light Industrial: office / warehouse
Subject Property Site Data			
<b>Future Land Use Plan</b>	Light Industrial		
<b>Existing Land Use</b>	Light Industrial		
<b>Zoning</b>	I: Industrial		
<b>Property Size</b>	(The site is a business condo within the identified lot): 4.8 acres (209,088 s.f.) Unit size: 2,210 s.f.		
<b>Topography</b>	Relatively flat		

## EVALUATION OF THE REQUEST

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The applicant is requesting a Conditional Use Permit for a vehicle repair use at 193 BridgePoint Drive, located in the rear building of the BridgePoint Business Center Phase III development. This units were designed with a drive-in door, flammable waste trap, and necessary motor vehicle operation ventilation to accommodate the proposed use. The shop would be relocated from the current site in Newport and the staff is limited to the two owner/operators. The hours of operation would be Monday through Saturday from 8 am to 6 pm. Adaptive Repair would include many automotive repair services including diagnosis, engine repair, steering and suspension repair, along with driveline and electrical repair.

## A. CONDITIONAL USE PERMIT

### 1. Land Use/Setbacks

The Industrial Zoning District, where this use is located allows “automotive, truck and other vehicle repair” as a Conditional Use. As with any Conditional Use the City must make a findings that the use will not have an adverse impact on adjacent properties. Where there are potential impacts, conditions should be used to mitigate adverse impacts.

### 2. Conditional Use Permit Findings:

- ✓ *The proposed conditional use conforms to the general purpose and intent of the zoning code.*
- ✓ *The conditional use will not substantially diminish or impair property values within the neighborhood, and in consideration of this question the comparison of the use shall be with respect to uses that are permitted without a Conditional Use Permit in the district which the use is located.*
- ✓ *The conditional use will not impede the normal and orderly development and improvement of property in the neighborhood for uses permitted in the district affected.*
- ✓ *Adequate utilities, access roads, streets, drainage, and other necessary facilities have been provided.*
- ✓ *Adequate measures have been or will be taken to provide ingress and egress in such a manner as to minimize traffic congestion and hazards in the public streets.*

- ### 3. Parking: The property has 2 designated parking spaces as well as the space in front of the drive-in door to accommodate parking for the employees and customers. Customer vehicles would be parked within the building in the evening. As repair would be limited to two vehicles at a time there should adequate parking with the space within the building and parking space provided in front of the unit.

4. Signage: Signage at BridgePoint Business Center Phase III is located on the manual door to the unit and there is monument signage on BridgePoint Drive with space for tenant identification.
5. Correspondence from Neighboring Property Owners  
Staff did not receive any correspondence prior to the issuance of this staff report.

**The Planning Commission has the following actions available on the proposed application:**

A. **Approval.** If the Planning Commission finds the application to be acceptable, the following action should be recommended for approval:

- (Step 1) Findings: The Planning Commission would need to include findings (see the section above) that the proposed Conditional Use would not have an adverse impact on other properties and the general area or that potential impacts would be mitigated through specific conditions.
- (Step 2) Recommendation for Approval: Approval of the **Conditional Use Permit** to allow an automotive/vehicle repair subject to the following conditions:
  - 1) **Compliance with Plan Submittals.** The site shall be utilized in substantial conformance, in the reasonable opinion of the City Council, with the application, narratives, and with the following plans on file with the Engineering Department:
    - a) **Revised Application/Narrative (C. Wachal, K. Berglund) dated 01/27/2016**
    - b) **Site Plan / Diagram (Langer Real Estate) dated 01/27/2016**
  - 2) **Building Permits Required.** All building plans and specifications are subject to the review and approval of the City Building Official and South Metro Fire Marshal. Changes to the ADA access to the building would trigger the need for a building permit.
  - 3) **Necessary Approvals from Other Agencies.** The applicant shall obtain all necessary approvals/permits from the Minnesota DNR, State of Minnesota, Dakota County and any other applicable regulatory agencies.
  - 4) **Compliance with Laws and Approvals.** The property must remain compliant with all federal, state, and local laws and ordinances and all prior City approvals.
  - 5) **No Auto Sales or Auto Body Repair.** No automotive sales nor automotive body repair or painting are permitted on the site.
  - 6) **Noise Mitigation.** The overhead door to the facility shall be kept shut except when a vehicle is entering or exiting the facility. Noise from the facility shall be controlled

to insure that the use does not adversely impact adjacent uses. If noise is found to be having an adverse impact on adjacent uses then the applicant shall to take additional actions to remedy the noise issue.

- 7) **No Exterior Storage.** There shall be no exterior storage of tires, automotive parts, or vehicle repair debris. There shall be no exterior storage of vehicles awaiting repairs that are unlicensed or are not operable under their own power.
- 8) **Termination of the CUP.** The Conditional Use Permit will terminate if improvements have not substantially begun within 1-year from the date of approval of the CUP. The violation of any condition of approval shall terminate the Conditional Use Permit.

9)

B. **Denial.** If the Planning Commission does not favor the proposed application or portions thereof, the above requested should be recommended for denial. If the Planning Commission recommends denial, then findings of the basis for denial should be given.

### **RECOMMENDATION**

Staff recommends **approval** of the requested CUP subject to the conditions above.

Respectfully Submitted,

*Peter Hellegers*

Peter Hellegers, City Planner