

**MINUTES OF MEETING
SOUTH ST. PAUL PLANNING COMMISSION
April 13, 2016**

MEETING CALLED TO ORDER BY COMMISSIONER RYAN BRIESE AT 7:03 P.M.

Present: John Ross (arrived 7:15 P.M.) Absent:
 Ryan Briese
 Jason Pacht
 Timothy Felton
 Justin Humenik
 Ruth Krueger
 Stephanie Yendell
 Peter Hellegers, City Planner

- 1) APPROVAL OF AGENDA – as presented – Pacht/Yendell (6-0)
- 2) APPROVAL OF MINUTES for February 10, 2016 (6-0)
- 3) NEW BUSINESS

There was none.

- 4) PUBLIC HEARINGS

A. City of South St. Paul Service Center CUP (400 Richmond Street E.) – Consider a Conditional Use Permit for the construction of a 40'x60' accessory building for use by the City of South St. Paul Police Department for cold storage.

Police Chief Messerich stated the department presently utilizes outside storage for vehicles and occupies one bay of the Service Center for bicycles, long term file storage and larger property items. The accessory building will allow secure storage of all items and decreases the amount of exterior storage on the property. The facility will allow the Service Center additional room for their items.

No correspondence was received nor was anyone present to comment on the application.

Motion to approve as presented Pacht/Krueger (6-0)

B. Robert Brown III Car Show IUP (1725 Henry Avenue) – Consider the request for an Interim Use Permit for the annual car and motorcycle show (with swap meet and silent auction) at the Fleming Field Airport from 11:00 a.m. – 3:00 p.m. on Sunday, September 11, 2016. The request is for a 3-year term consisting of one event per year in September 2016, 2017 and 2018.

Chairperson Ross arrived.

-2-

The applicant, Les Blake, explained the memorial event is in honor of his friend, Robert Brown III. All proceeds will go to the Ronald McDonald house.

No correspondence was received nor was anyone present to comment on the proposed IUP.

Motion for approval as presented – Briese/Humenik (7-0)

Vice Chair Briese turned the gavel over to Chair Ross.

C. Commemorative Air Force IUP (310 Airport Road) – Consider a request by the Commemorative Air Force (CAF) to host a beer sales tent for the Robert Brown III Car Show IUP at Fleming Field Airport.

Mr. Hellegers reported the current application is for a one-year term to be held to coincide with the Robert Brown III Car Show from 11:00 a.m. – 3:00 p.m., September 11, 2016. A similar event was held in 2015 without incident. The CAF is required to obtain a temporary liquor license through the City.

Applicant Amy Lauria addressed Commissioner Ross' question stating attendees are not allowed to leave the designated area with an alcoholic beverage. Sale proceeds will be used to make changes to the museum.

No comments or correspondence were received nor was anyone in attendance to comment.

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

D. Wallace Properties Garage CUP/Variance (218 – 13th Avenue South) – Request for a CUP and Variance for the construction of a detached accessory garage structure over 200 sq. feet and exterior parking lot area on the south side of their building property.

Mr. Hellegers reported a building addition was previously proposed for the south side of property and went through the variance process; however, construction did not go forward on the building. Approval of that plan granted certain variances including having south side of the addition being 5' off the south property line. The applicant is now proposing a smaller detached structure that also includes a 5' side setback from the south property line. The proposed structure requires a CUP due to the size of the garage. The garage structure sits further back in order to accommodate an exterior parking area. The surface parking area will require screening from the residential property to the south. Company vehicles will enter the garage through the parking lot entrance off 13th Avenue South.

Peder Wallace stated the garage will provide additional off street parking for his delivery vehicles which will keep them off the street and out of sight.

Commissioner Pachl commented the floor to peak building height of 18' versus 16' and the gable roof on the alley side of the garage. Mr. Hellegers stated a condition of approval includes a variance for the 2 extra feet of garage height.

-3-

No comments were received nor was anyone present to comment on the application. Motion to approve as presented – Pachl/Felton (7-0).

5) OTHER BUSINESS

A. Adoption of Planning Commission Rules of Order (adopt PC Resolution 2016-03) – motion to approve – Briese/Humenik (7-0)

B. Election of Planning Commission Officers – 1-year term – (adoption of PC Resolution 2016-04)

Chair: John Ross – approved Briese/Felton (7-0)

Vice Chair: Ryan Briese – approved Ross/Felton (7-0)

C. 2015 Planning Commission Report – A summary of issues and attendance to meet the requirement to provide the City Council with an annual report of Planning Commission activities.

Motion to approve the 2015 Planning Commission report – Yendell/Briese (7-0)

D. Updates

- The Somali Jazz Concert will be held at the South St. Paul High School Auditorium on Saturday, April 16th at 4:00 P.M. – free admission.
- The Mississippi River Corridor Critical Area is holding 3 public hearings in June for citizen comment relating to the proposed rules. Meeting dates and times are:

| | | |
|---------------|---------|---|
| June 14, 2016 | 4:30 PM | Schaar's Bluff Gathering Center – Hastings |
| June 15, 2016 | 4:30 PM | Greenhaven Golf Center – Anoka |
| June 16, 2016 | 4:30 PM | Mississippi Watershed Management Organization – Minneapolis |
- Meetings for the design phase of the Southview Blvd. road project will take place this summer.
- Gearing up for the 2018 Comp Plan Update.
- Planning Division has become part of the Community Development Department. Planning is now located in the former HRA space with Economic Development and Housing Divisions.
- Staff discussed scheduling a worksession for the Planning Commission to discuss development issues and Met Council's role in planning and development or perhaps scheduling a meeting with the City Council at a worksession.

Motion to adjourn – Briese/Felton (7-0).