

WEST ST. PAUL PLANNING COMMISSION
Regular Meeting Minutes

The regular meeting of the West St. Paul Planning Commission was called to order by Chair Green on Tuesday, July 20th, 2021 at 6:30 pm in the Municipal Center Council Chambers, 1616 Humboldt Avenue, West St. Paul, Minnesota 55118

Roll Call: Samantha Green, Morgan Kavanaugh, Dan McPhillips, Lisa Stevens, Tori Elsmore, Tim Haubrich, Maria Fransmeier

Also Present: Nate Burkett, City Manager; Melissa Sonnek, City Planner; Amanda Johnson, City Attorney; John Justen, City Council Liaison

Adopt Minutes: None

Public Hearings –

None

New Business -

A. Designation of Interim Planning Commission Chair

Sonnek said that new City Manager Nate Burkett is present for the meeting.

Sonnek announced that tonight’s meeting would be Chair Samantha Green’s last meeting, and therefore an interim chair would need to be designated. Kavanaugh accepted the role of interim chair. Sonnek presented Green with a plaque thanking her for her service, stating that Green had an “eventful run” on the Planning Commission. Chair Green agreed, and thanked former Mayor Halverson for appointing Green to be on the Planning Commission and fellow Planning Commissioners for voting for her as chair. She has had a lot of fun on the Commission and she is very proud of the recommendations made during her tenure.

B. Renaissance Plan Update and Zoning Code Review

Sonnek said that after some additional staff discussion and review as well as discussions with the Commission and Council, it became more evident that there were a few recommendations that stood out as higher priorities. The next zoning code [updates] for the Commission to work on are ideal and consistent setbacks, limiting parking street frontages and the reduction of parking minimums.

City staff recommend the following ordinance amendments to update the zoning code:

1. Reduce front yard building setbacks for the B4 - Shopping Center zoning district from 20-90 feet, down to 10-40 feet to align with other commercial zoning districts.
2. Establish a maximum parking lot frontage of 50% for B3 and B4 parcels that abut Robert Street and
3. Reduce parking minimums by 50 % for properties that are within ¼ mile of Robert Street.

After some discussion, Green asked if Commission members had any disagreements with the three staff recommendations as written. [Commission members had no changes in the ordinance amendments at this time.]

Sonnek said that the ordinances would go before Open Council for approval. Sonnek will work on the ordinance language and there will be a future public hearing on the ordinance. The Commission will vote on the ordinance amendments at that time.

Green asked that sidewalk accessibility and bike racks be reviewed by City Staff as well.

Old Business –

None

Other Business –

None

Adjourn -

A motion was made to adjourn the meeting at 7:11pm

The motion carried. All ayes.

Respectfully submitted,

Sharon G. Hatfield