I. CALL TO ORDER

II. ROLL CALL

COMMISSION
Joe Stahlmann, Commission Chair
Patrick Blees, Commission Vice-Chair
Candy Petersen, Commission City Council Liaison
Paul Anderson, Commissioner
Deb Fairbanks, Commissioner
Lou Ann Stevens, Commissioner

STAFF
Erin Perdu, City Planner
Olivia Boerschinger, City Liaison

III. ADOPT AGENDA

IV. APPROVAL OF MINUTES

Approve the November 29, 2018 regular meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. PUBLIC HEARINGS

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

VIII. REPORTS FROM STAFF

A. North St. Paul Land and Development Co. LLC., Concept Design – Old City Hall Site.

IX. REPORTS FROM COMMISSIONERS

X. ADJOURNMENT

The next regularly scheduled Planning Commission Meeting is Thursday, June 20, 2019 at 5:00 p.m.
I. CALL TO ORDER

Chair Stahlmann called the meeting to order at 5:09 p.m.

II. ROLL CALL

COMMISSION
Joe Stahlmann, Commission Chair
Patrick Blees, Commission Vice-Chair ABSENT
Candy Petersen, Commission City Council Liaison
Paul Anderson, Commissioner
Deb Fairbanks, Commissioner ABSENT
Lou Ann Stevens, Commissioner

STAFF
Erin Perdu, City Planner
Karin Derauf, Commission Secretary

III. ADOPT AGENDA

No quorum – Agenda was adopted.

IV. APPROVAL OF MINUTES

No quorum – Minutes were approved.

V. MEETING OPEN TO THE PUBLIC

None

VI. PUBLIC HEARINGS

None

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

None

VIII. REPORTS FROM STAFF

A. Margaret Street Apartments concept
Planner Perdu presented the concept for a 75-unit apartment building with a retail component to be developed across from City Hall on Margaret Street. This will also have an affordability component and available for residents who are earning 60% of the area median income. The affordability aspect will be evaluated by City Council for the financial impacts on the City. Thor is the developer and the design will include a retail space on the street level for some type of food and/or beverage establishment. There will be underground parking for residents, as well as some public parking located behind the building.

There are currently two small buildings on the property. The City HRA is purchasing all the property for this development. The City currently owns one of buildings with property and the parking area. The full property will extend from the driveway entrance at Metro Flex Academy to Seppala Blvd.

The Design Review Commission’s role will be to eventually review the project and establish if it meets the Downtown Design Manual requirements.

There were concerns by the Commission over the level of density in such a small development area. Planner Perdu indicated that she will calculate the density requirements to see if it is cohesive with the Downtown Plan. A traffic study will also be conducted. There were also concerns over the affordability aspect as well as the façade design. Planner Perdu indicated that this is a very preliminary design and further information will be presented to the Design Review Commission as it becomes available.

Chair Stahlmann indicated that he is happy to see this type of development on Margaret Street as opposed to the old City Hall site directly on the main street in the downtown area. He feels Margaret Street is a more appropriate location. He did express concerns over the retail space being occupied right away as he doesn’t want to see an empty space there.

B. Property Improvement Awards update

There were a couple of nominee suggestions made by Commission members. Planner Perdue indicated that the form for nomination is on the website. She will also talk with Laurie about notification on the City Website regarding a possible date extension to allow the Commission to have further discussion regarding nominees during the January Meeting.

C. Preserve MN Annual Conference

The 2019 Preservation Conference will be in St. Cloud, MN and will be held on September 11-13, 2019. If Commissioners are interested in giving a session, they are encouraged to apply with their proposal by February 2019.

IX. REPORTS FROM COMMISSIONERS

Council Liaison, Candy Peterson stated that the City Manager, Craig Waldron has retired. Fire Chief, Scott Duddeck will transition and serve as Interim City Manager beginning in January 2019. Jason Mallinger, Deputy Fire Chief, will transition into the position as Interim Fire Chief.
Commissioner Anderson indicated that Swan Avenue is now paved as part of the 2018 Street and Utilities Project.

Commissioner Stevens stated that the contractors hired by Xcel Energy to complete gas work were very diligent and did a great job.

X. ADJOURNMENT

No quorum – Meeting was adjourned at 5:41 p.m.

The next regularly scheduled Design Review Commission Meeting is Thursday, January 24, 2019 at 5:00 p.m.
VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS
A. CONCEPT DESIGN – OLD CITY HALL SITE

ACTIONS TO BE CONSIDERED

Review of North St. Paul Land and Development Co. LLC., Concept Design – Old City Hall Site

FACTS

The North St. Paul Land and Development Co. LLC. will present a concept design for the old city hall site, materials will be distributed at the meeting.

ATTACHMENTS