

<p>Chair: Tim Felton</p> <p>Commissioners: Geoff Fournier Tyler Fehrman James Hart Andrew Hoffman Ruth Krueger Brianna Miller</p>	 <p>City of South St. Paul Planning Commission Agenda</p> <p>Wednesday, October 2, 2024 7:00 p.m.</p>	<p>City of South St. Paul 125 Third Avenue North South St. Paul, MN 55075 Phone: (651) 554-3217 Fax: (651) 554-3271 www.southstpaul.org</p>
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<p>Roll Call</p>		
<p>1. Agenda</p>		
<p>2. Minutes</p> <p>A. September 4, 2024</p>		
<p>3. New Business</p>		
<p>4. Public Hearings</p> <p>A. Interim Use Permit for a Temporary Building at Twin City Hide</p>		
<p>5. Other Business</p>		
<p>6. Staff Updates</p>		
<p>7. Adjournment</p>		

Next Planning Commission Meeting: November 6, 2024

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**MINUTES OF MEETING
SOUTH ST. PAUL PLANNING COMMISSION
September 4, 2024**

MEETING CALLED TO ORDER BY CHAIR FELTON AT 7:00 P.M.

Present: Geoff Fournier
Tim Felton
Tyler Fehrman
James Hart
Andrew Hoffman
Ruth Krueger
Brianna Miller
Michael Healy, Planning Manager

Absent: None

- 1) APPROVAL OF AGENDA - Motion to approve as amended– Hoffman/Fournier (7-0).
- 2) APPROVAL OF MINUTES –August 7, 2024 –Motion to approve as presented– Fehrman/Hoffman (7-0).
- 3) NEW BUSINESS

A. Review of Draft Parks Master Plan

Mr. Healy presented the staff report. The City launched an update of the Parks Master Plan in June of 2023. This updated plan will replace the previous Parks Master Plan that was prepared in 2005. The project team for the update is comprised of City Staff and the consulting firm HKGI. The updated Parks Master Plan was prepared over the course of a year after site visits to the existing parks, review of the big ideas by the City Council and the City’s advisory commissions, and ample public engagement. The plan is a high-level framework that is centered around making improvements to each park as funding is available. Almost all of the projects listed in the Parks Master Plan will require additional design work and construction planning. The City is hoping to pay for park improvements with the help of grant funding. Most grant-awarding organizations will only give funding to projects that have the support of a master plan to show the project is real. All parks master plans include “big ticket items” which are often implemented via a referendum. The proposed plan identifies that the most straightforward way to improve SSP’s parks is to update its playgrounds. Most of the South St. Paul’s playgrounds were constructed in the 1990s and are in fair or poor condition. Updating these playgrounds will vastly improve the quality of the parks. Mr. Healy shared that there was an FAQ included in the Planning Commission packet that is intended to answer many of the community’s questions related to the aquatics program and the implementation of the plan. Mr. Healy explained that the plan does not settle the question of how to handle the aquatics program but sets up two alternatives and next steps for the City to pursue.

Chair Felton asked if it was common to update a Parks Master Plan every 20 years. Mr. Healy shared that the industry standard is to update this type of document every 10-20 years. After 20 years, it is difficult for residents to feel connected to a plan for park improvements that was developed two decades prior.

Commissioner Fehrman commented that he knew a young boy that is eager to learn where a skate park will be located in town and asked if there was a new location in mind for a skate park. Mr. Healy explained that the plan includes two alternative options for aquatics, and depending on where aquatics end up, a skate park could potentially go in at Northview Park. If the aquatics remain at Northview Park, the City would work with local skateboarding enthusiasts to determine the best possible location for a skate park.

Commissioner Krueger asked if it was possible to expand the disc golf course. Mr. Healy explained that the Parks Master Plan called for permanent structures on the site but explained there were challenges related to getting sewer and water infrastructure to the site and addressing the building code requirements. Mr. Healy stated that they had not studied expanding the course area. Commissioner Krueger shared that what made the park attractive was the events and offerings at the site and that she always felt safe walking through the park because there were always people there.

Commissioner Fehrman asked how much money the City had allocated for the Pool Feasibility and Design Study. Mr. Healy explained that when a request for proposal (RFP) for a study is released, there are typically two ways of setting the cost. In one scenario, the RFP sets a hard limit that the City is willing to pay for the study. In the other scenario, no cost limit is set which results in a wide variety of proposals at various different costs. For the Pool Feasibility and Design Study, the City did not list a project cost in the RFP and so this criteria will be taken into consideration as the City is reviewing proposals and ultimately the City Council will decide whether they want to pursue a study.

Chair Felton asked if a study of the aquatics program could be covered by a grant. Mr. Healy stated that grants tend to be very specific, often for a planning study or for preparing a site for development. Representative Rick Hansen did try to get the City money during this last legislative session for this exact type of study but a bonding bill was not passed and so the City did not receive money for this type of study. Mr. Healy explained that one of the things the City is looking to get out of the Pool Feasibility and Design Study is a better idea of outside funding sources that could be used for aquatics.

Commissioner Fehrman commented that it was his understanding that Representative Hansen attempted to start the process of getting the City funding for a new aquatics facility after the legislative session had already started. Commissioner Fehrman asked if the City has started conversations with our local representatives to start the process in advance of the next legislative session. Mr. Healy shared that the City does communicate with our legislators on various topics but that these conversations are not led by the Planning Office. These conversations are typically led by the City Administrator. Mr. Healy shared that he did not know how the proposal for funding was brought forward but that staff was feeling optimistic that South St. Paul would receive this funding until the bonding bill collapsed.

Commissioner Hart asked that people who want the pool to stay at Northview be given information about the two potential scenarios and the cost to each scenario. Commissioner Hart asked if there was data about the usability of Northview Pool in its current location and commented that the community needs to separate the feelings of keeping a pool at Northview from the reality of the costs and time involved with keeping the pool at Northview. Mr. Healy shared that the Pool Design and Feasibility Study is intended to help answer questions about the cost of the two different pool scenarios. At this time, the only information the City has is the cost to replace similar sized pools in peer communities. Mr. Healy added that the South St. Paul community cannot have the conversation it wants to have about continuing the status quo versus consolidating the pools without

additional information about the costs for the two different scenarios. These costs include the cost of operating two different bathhouses, maintaining two different aquatic facilities, hiring lifeguards for two different aquatic facilities, and staffing the concessions at two different pool facilities. Mr. Healy added that there are some fundamental misunderstandings about aquatic facilities and the amount of revenue they bring in. Mr. Healy shared that aquatic facilities are generally not a money maker for a City and that communities are lucky if they come even close to breaking even on operating costs. Chair Felton echoed that the Woog Arena was similar. Commissioner Krueger shared that while aquatic facilities are not money makers, they potentially save money from being spent on other welfare programs.

Chair Felton asked Mr. Healy to clarify that when he referred to keeping the “status quo” at Northview, he was referring to replacing the aquatic facility there with a new one as opposed to continuing to bandage the old one. Mr. Healy confirmed that was correct.

Commissioner Fehrman asked how much the City had spent this year to keep Northview Pool open. Mr. Healy stated that he did not have this number.

Commissioner Miller asked if there was a prioritization list for playground updates. Mr. Healy shared that the Parks Department had this information. Commissioner Hart asked if Mr. Healy knew the criteria that was used to prioritize which playgrounds would receive updates. Mr. Healy shared that he does not know the exact criteria but that large playgrounds cost significantly more than small playgrounds and this factored in to determining how many playground projects could be completed each year.

Commissioner Miller asked why specific estimated costs for park upgrades were not included in the master plan. Mr. Healy shared that this was discussed during the project, but this information was ultimately not included because specific dollar estimates do not age well and will often become outdated or inaccurate after just a few years. Additionally, many of the big-ticket items can have prices that vary greatly depending on the design. Commissioner Miller shared that she felt this information is important to include for the sake of transparency.

Commissioner Fehrman echoed Commissioner Miller’s statement about having information about the specific cost of proposed updates. Commissioner Fehrman referenced North St. Paul’s Parks Master Plan and that it included the cost of the items in the plan. Mr. Healy shared that he could take this feedback to the consultant.

Commissioner Hart added that it would be helpful to have information about which items in the Parks Master Plan could be covered by the City’s annual budget versus which items would need to be paid for using a referendum. Mr. Healy explained that this information was not as easy to discern as one might hope. The City makes decisions every year about what to do within its budget for the following year. When the decision is made to focus on installing a new playground, other items in the CIP may get bumped. Mr. Healy stated that he would share this request with the project team.

Commissioner Fournier asked if it was normal to not include the school’s playgrounds in the Parks Master Plan. Mr. Healy shared that it was common to not include them as City parks but stated that there was acknowledgement about the School District’s parks in the plan.

Commissioner Krueger shared that she found the demographic information in the plan very interesting. Commissioner Krueger shared anecdotes about the transformation of Kaposia Landing from a wild unusable space to a park with baseball fields, an accessible playground, and a scenic river walk. Mr. Healy added that Kaposia Landing is a wonderful amenity that functions almost like a regional park. Mr. Healy noted that the plan did include a list of regional parks in the area and commented that the off-street trails that go through Kaposia Landing connect to regional parks all over the metro.

Chair Felton asked if the City has ever approached large corporations asking for donations related to park infrastructure. Mr. Healy shared that many corporations donate to the City, but these donations are most often made to the Police Department. Mr. Healy added that the City cannot solicit donations for improvements the way a private, non-profit organization can. One of the goals of the pool feasibility study is to determine potential funding sources.

Commissioner Fehrman stated that the City he grew up in had an old box pool that needed to be replaced. The City utilized a lot of public-private partnerships and was able to create a new aquatics facility. Commissioner Fehrman shared stories of other communities where its residents raised money for public projects and that he had made inquiries to local businesses about public-private partnership opportunities.

Commissioner Felton asked if there was any discussion about a joint venture between the City and the School District to address the joint tennis courts at Roosevelt Field that are in disrepair. Mr. Healy stated that there had never been any formal asks. Chair Felton commented that the school district is seeing declining enrollment and feared lower enrollment as the result of the loss of the tennis team/facilities. Mr. Healy stated that the City valued this partnership and that there had been a lot more emphasis on collaboration with the School District in the last year.

Commissioner Hart commented that there were a lot of softball/baseball fields included in the plan. Commissioner Hart asked if this was due to a large demand for these types of courts and if the City had demographic information about the sports of choice for different South St. Paul families. Mr. Healy stated that the City is not planning to add any new softball or baseball fields as part of the plan and shared that the Parks and Recreation Director has stated that during peak season, the softball/baseball fields were all used. Eliminating any of these fields would result in individuals having less access to the fields. Commissioner Hart shared that he would be interested in seeing the data about the usage of these fields and shared an anecdote that many of the fields are not used. Commissioner Hoffman shared a similar sentiment. Commissioner Hart shared that he viewed this as an opportunity to create additional amenities if the softball/baseball fields were underutilized. Commissioner Hoffman asked if there had been an increase in T-ball or youth sports enrollment to support the change. Commissioner Fournier commented that T-ball enrollment had increased substantially that year. Commissioner Krueger added that many of the parks have pickup games as opposed to scheduled games. Mr. Healy commented that this makes it difficult to track field usage. Chair Felton reiterated the importance of having space for adult softball leagues.

Commissioner Fehrman stated that the plan itself was ambitious and included amenities that the community would like to see but that he was struggling with the plan due to the lack of concrete information provided about the cost of each amenity. Commissioner Fehrman shared that he felt this was a matter of transparency and commented that the City would be doing the residents a disservice by getting them excited about a plan without providing specific information upfront about the cost of implementing the plan. Commissioner Fehrman reiterated that he liked the plan but viewed it more as a visionary document of what the park system could look like as opposed to a plan with specific costs to the implementation of the plan. Commissioner Fehrman recommended tabling the Parks Master Plan until the City provides exact numbers about how much the plan will cost the community if it were fully implemented.

Chair Felton asked Mr. Healy if the Planning Commission's role was to provide a recommendation on whether the plan be approved or if the Planning Commission was purely providing feedback. Mr. Healy stated that staff was ideally looking for a recommendation, but feedback would be appropriate if the Planning Commission is not inclined to give a recommendation. Mr. Healy shared that the Planning Commission is not in a position to table this item and they are a supplemental advisory commission reviewing the plan. The Parks Master Plan is

primarily the responsibility of the Parks and Recreation Advisory Commission. The plan will likely be brought forward to the City Council with or without feedback from the Planning Commission.

Chair Felton shared that he appreciated Commissioner Fehrman's comments but stated that he viewed the plan a little differently. Chair Felton stated he viewed the cost ranges that were provided for each amenity as relative and stated that it is difficult to determine the exact cost for a project 20 years from now. Chair Felton stated that the dollar range was helpful for the plan and stated that it would be helpful to have more specific information if a referendum is put up for a vote. Mr. Healy highlighted the cost ranges that are listed in the plan. Mr. Healy added that for the more expensive projects, those listed as costing "\$\$\$\$\$", those types of projects will often involve additional study and putting the project out for bid. Mr. Healy stated he will review how HKGI came up with the dollar ranges that were provided. Mr. Healy shared that the purpose of having a Parks Master Plan is kind of like a Kickstarter with a big vision of what could be done along with "stretch goals." If the community does not support some of the bigger items proposed in the visionary document, such as the amphitheater at Kaposia Landing or the heated warming house at Jefferson Park, they do not have to be implemented. Before a referendum is proposed, a survey would be done to determine exactly what residents would like to see included. Several of the items in the 2005 Parks Master Plan were not built through the previous referendum because the community did not want to pay for the amenities.

Chair Felton encouraged each commissioner to summarize their thoughts so they could be shared with HKGI, the Parks and Recreational Advisory Commission, and the City Council. Mr. Healy stated that if the Planning Commission wished to share their feedback as opposed to making a formal recommendation, they could do so.

Commissioner Hart asked who would be reviewing the plan after the Planning Commission. Mr. Healy explained that the plan would ultimately go to the City Council next for approval/denial so any motion or feedback would be given to the City Council.

Commissioner Hoffman shared that he liked the plan. Commissioner Hoffman added it would be nice to see the costs eventually. Commissioner Hoffman shared that he was in favor of keeping Northview Pool and was open to having waterpark-type features at Northview Pool instead of just a box pool.

Commissioner Hart shared that he was in favor of the plan and liked the vision. Commissioner Hart shared that he likes to see natural spaces and diversification in the playgrounds and sport courts. Commissioner Hart stated that he wants to ensure the plan builds on the status quo as opposed to sticking with the status quo.

Commissioner Hart spoke to ensuring that the parks system evolves with the demographics and interests of the community. Commissioner Hart encouraged transparency about the cost and applying for as many grants as possible to help fund park improvements.

Commissioner Krueger praised the plan as a comprehensive, flexible, and well put together document.

Commissioner Fournier echoed the sentiment that the plan was well put together. Commissioner Fournier shared that he had a special interest in the updates to Kaposia Landing as this is close to where he lives. Commissioner Fournier highlighted the food truck station, the amphitheater, and the other amenities that will attract people to the park. Commissioner Fournier shared that his greatest concern at Kaposia Landing is access to the site, particularly for pedestrians.

Commissioner Fehrman reiterated that he thought the plan was a great plan but that decisions needed to be made about the aquatics program and creative funding solutions would need to be found for implementing the plan instead of relying on funding improvements locally through a referendum or taxes. Commissioner Fehrman

again suggested providing specific project costs and implementation timelines so that residents are informed about what implementing the plan will cost them.

Commissioner Miller stated that she appreciated the analysis that went into the plan and agreed that additional information about the costs of implementing the plan should be included. Commissioner Miller shared that she is a big advocate for Northview Pool and would like to see Northview Pool continue with the status quo. Commissioner Miller encouraged the City to share additional information about the cost for playground replacements, including the amounts that are budgeted for playground replacements in the next few years.

Mr. Healy noted that the access to Kaposia Landing is a unique challenge because of the railroad. The draft Parks Master Plan calls for both a pedestrian bridge at Bryant Avenue as well as a second vehicle access. The second vehicle access will be very difficult to make happen. Mr. Healy shared that the pedestrian access will hopefully happen soon. The City was successful in getting grant funding to create a preliminary design of the Bryant Avenue pedestrian access but has not yet been successful in getting grant funding to construct the access. Mr. Healy stated that the City is continuing to pursue funding opportunities for this project.

4) PUBLIC HEARINGS

None.

5) OTHER BUSINESS

None.

6) STAFF UPDATES

Mr. Healy shared that the City has launched a zoning study for South Concord Street. The City Council is hosting a joint work session on September 23rd to discuss what has been found so far and to conduct a strengths, weaknesses, opportunities and threats (SWOT) exercise. The Planning Commission is invited to attend the work session.

7) ADJOURNMENT

Motion to adjourn- Hart/Hoffman (7-0).



AGENDA ITEM 4.A

South St. Paul Planning Commission

Prepared By: Michael Healy, Planning Manager	Meeting Date: 10/2/2024
Item Description: Interim Use Permit for a Temporary Building for Twin City Hide	

ACTION REQUESTED

A motion recommending approval or denial of an interim use permit for a temporary building for Twin City Hide and Tanning.

BACKGROUND/ DISCUSSION

Application

The Applicant, Twin City Hide, is continuing to implement their multi-phase Planned Unit Development (PUD) at 491 Malden Street which was approved in 2017, extended in 2019, and extended again in 2023. Twin City Hide operates out of a campus with multiple buildings that is connected to the campus of their sister company, Twin City Tanning. The PUD approval governs both properties and a major component of the PUD is tearing down two of the older buildings on the Twin City Hide campus and replacing them with new buildings. As they complete their redevelopment project, they are continuing to fully operate their business by temporarily shifting various components of their operation into different buildings.

In 2022, the Applicant was granted an Interim Use Permit (IUP) to utilize a temporary building for office and break room space for their employees. The temporary building is three 720 square foot trailers that are pushed together to create a 2,160 square foot temporary facility. The subject property is located within the flood fringe district and the Applicant was also granted an Interim Use Permit to allow the temporary building's lowest floor to be elevated above the regulatory flood protection elevation on concrete blocks.

The Applicant's IUP approvals expire on December 31, 2024, and the temporary building is required to be removed within three months of the IUP expiration which is March 31, 2025. The overall site redevelopment project has taken longer than anticipated and the Applicant is seeking new Interim Use Permits that will grant them additional time to utilize the temporary building while they complete their permanent buildings.

Review Timeline

Application Date: August 22, 2024

Planning Commission: October 2, 2024

Tentative City Council Meeting: October 21, 2024

60-Day Review Deadline: October 21, 2024

Background

Twin Cities Hide and Twin Cities Tanning are two interrelated businesses located on adjacent parcels at 491 Malden Street and 501 Malden Street respectively. Both businesses are owned by the same parent company, TCH Realty Inc. Twin Cities Tanning has frontage on two public streets while Twin Cities Hide is completely landlocked but has access to Malden Street through an easement across the Twin Cities Tanning property. The two companies obtained a Conditional Use Permit for a Planned Unit Development in 2017 that would allow them to phase in improvements to their properties. The “master plan” enshrined in the PUD contemplated redevelopment taking place in five (5) phases which were originally set to all take place prior to May 2020. The Applicant obtained an initial PUD extension in 2019 a second PUD extension in 2023. The five phases of the approved redevelopment plan are as follows:

- Phase 1, which was completed in 2017, was the construction of a 30,000 square foot detached warehouse for wet hides.
- Phase 2, which was completed in 2019, was the demolition of a 17,000 square foot attached warehouse that was located at the northern end of the site.
- Phase 3, was completed in 2023, was the construction of a new 45,817 square foot processing facility on the site of the old warehouse that was demolished.
- Phase 4 will be the demolition of the old processing facility. The Applicant anticipates that the demolition project will be completed by January 2025.
- Phase 5 will be the construction of a new warehouse on the site of the old processing facility. The Applicant has stated that they will soon submit plans and seek site plan review by the Planning Commission and City Council. They want to begin construction of the Phase 5 building in 2025.

The PUD extension that was approved in 2023 gives the Applicant until May 31, 2026 to obtain all permits and commence construction of the Phase 5 building.

Why Have Phase 4 and Phase 5 Been Delayed?

Phase 4 and Phase 5 were initially supposed to take place in 2023/2024. The Applicant has stated that there have been operational challenges that have delayed the Phase 4 demolition project. The old processing building cannot be demolished until the new processing building is 100% operational and can handle all of the business’s hide processing needs. The new processing plant is heavy computerized and features custom-made equipment and state-of-the-art odor mitigation technologies. There have been some challenges with bringing the new equipment fully online due to programming glitches. The Applicant is working with specialized companies that are based in Europe to resolve the programming issues and anticipates that the new hide processing plant will be fully operational by December of 2024.

Operations in the Temporary Building

The old processing facility, which will soon be torn down for Phase 4, contains Twin City Hide’s offices, breakrooms, and shower facilities. The new warehouse that will be constructed as Phase 5 will contain new offices, breakrooms, and shower facilities. The temporary building will provide office, breakroom, and shower facilities for employees during the interim period before the new building is operational.

Zoning Considerations

The Twin City Hide parcel is zoned I-Industrial and governed by City Code Section 118-129:

- “Temporary structures” are listed as an interim use. *They are allowed but require an Interim Use Permit.*

Historically, the City has been careful about granting this type of interim use permit. The City does not want to see businesses avoid expanding their permanent buildings by using temporary buildings as a long-term solution when they need more space. Temporary buildings do not add to the tax base and they often have poor aesthetics. Historically, the City has only been willing to grant interim use permits for temporary buildings in two situations:

1. If there is a project underway to construct or upgrade a permanent building and the temporary building is being used as a short-term solution to support necessary operations while that project is being completed.
2. If the proposed “use” of a property requires a temporary building due to the nature of the use.

The Applicant’s temporary building is a clear example of situation #1.

Setbacks

The City Code does not establish clear setback requirements for temporary structures but setback requirement can be imposed “case by case” as part of the Interim Use Permit. Permanent accessory buildings in industrial areas are required to be to the rear of the principal building and are required to be at least 10 feet away from adjacent properties. The Applicant’s temporary building is far away from public streets and not visible to the public. It is more than 10 feet away from all property lines.

Utilities

Each trailer has its own heating, cooling, and lighting. Temporary water, sanitary sewer, and electrical lines are set up and connected to existing services in a nearby permanent building on the property.

Flood Fringe District Considerations

The subject property is located at the edge of the 100-year floodplain in what the City Code calls the “flood fringe” district. This area is regulated by Code Section 118-171. Structures are allowed to be placed in the flood fringe district but there are special construction requirements:

- Structures can be placed on fill so that their lowest floor is above the regulatory flood protection elevation. In this area, that elevation is 705 feet above sea level. If a structure is placed on fill, it can be approved as a “permitted use.”
- The Code does allow buildings to be raised by alternative measures such as stilts, pilings, parallel walls, etc. However, this can only be allowed via a Conditional Use Permit or Interim Use Permit.

The Applicant is proposing to raise the trailers on concrete blocks so that their lowest floor is at 705 feet above sea level. The Minnesota DNR has evaluated the request and has no objections.

Interim Use Permit Expiration

The Applicants are hoping to secure final zoning approvals for the Phase 5 building in early 2025 and want to complete the project as quickly as possible. The PUD approval states that the Applicant must obtain a building permit and commence construction of the Phase 5 building by no later than May 31, 2026.

When an Interim Use Permit is granted, it must have a definite trigger that causes the permit to expire. Staff has reviewed the scope of the project with the Applicant and would recommend that the Interim Use Permit be set up to expire if either of these two things happen:

1. The Interim Use Permit shall expire once the Phase 5 building is granted its final certificate of occupancy and the permanent office, shower, and breakroom facilities come into use.
2. The Interim Use Permit shall expire on December 31, 2027, even if no final certificate of occupancy has been granted and/or the new permanent facilities are not ready. The Applicant will need to seek a new Interim Use Permit if they need additional time with the temporary building and the City will be under no obligation to issue a new Interim Use Permit.

Setting the expiration date as December 31, 2027 should give the Applicant ample time to complete construction of the Phase 5 building even if they do not commence construction until May 31, 2026 which is the latest that they can commence construction under their current PUD approval.

Discussion

Per Section 118-41 of the City Code, an Interim Use Permit should only be granted if a project meets the following standards:

- (1) The use conforms to the zoning regulations;
Temporary structures are listed as being allowed with an Interim Use Permit in the I-Industrial zoning district.
- (2) The date or event that will terminate the use can be identified with certainty;
The interim use permit will terminate upon the new Phase 5 building being ready for occupancy or December 31, 2027, whichever happens first.
- (3) Permit of the use will not impose additional costs on the city if it is necessary for the city to take the property in the future; and
The temporary building is portable and will not add any permanent value to the property.
- (4) The user agrees in writing to any conditions that the city council deems appropriate for permission of the use.
A representative for Twin City Hide will need to sign the Interim Use Permit.

Staff Recommendation

Staff recommends approval of the Interim Use Permit for a Temporary Building and the Interim Use Permit for elevating a building in the flood fringe on something other than fill, subject to the following conditions:

1. **Compliance with Plans/Submittals.** The site shall be utilized in substantial conformance with the following plans on file with the Community Development Department:
 - a. **Application and Narrative (Paul Rogosheske)** **September 9, 2024**
 - b. **Supplemental Narrative (Dick Gunderson)** **August 1, 2022**

- c. **Temporary Building Plan (Dick Gunderson)**
- d. **Site Plan (Pope Architects)**
- e. **Anchoring Plan (IMEG)**

Undated
August 1, 2022
August 1, 2022

2. **Location of Temporary Building.** The temporary building shall be located substantially as it is shown on the submitted site plan. The temporary building shall be at least 10 feet away from adjacent properties.
3. **Building Permit Required for Any Significant Modifications.** A building permit is required if the Applicant wishes to make any significant modifications to the existing temporary building. The Building Official shall determine what constitutes a significant modification which triggers a permit requirement.
4. **Temporary Building Shall be Raised to Regulatory Flood Protection Elevation.** The temporary building shall be lifted so that its lowest floor has a minimum building elevation of 705 feet above sea level. As an alternative to fill, the building may be elevated on concrete blocks as shown on the anchoring plan.
5. **Interim Use Permit Expiration.** The interim use permit shall expire upon the occurrence of either of the following events, whichever happens first:
 - a. The Interim Use Permit will expire once the Phase 5 building is granted its final certificate of occupancy and the office, breakroom, and shower facilities are ready for use.
 - b. The Interim Use Permit will expire on December 31, 2027 even if the Phase 5 building has not been completed and is not ready for use.
6. **Removal of Temporary Building Following Expiration.** The temporary building must be removed from the property within three months of the expiration of the Interim Use Permit. The Applicant shall restore the parking lot surface to a useable condition. The Applicant shall be required to obtain a utility disconnect permit for the utility services that they are extending to the temporary building and shall comply with any conditions imposed upon that permit which may require the services to be capped or removed.

Required Action

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

- A. Approval. If the Planning Commission wishes to recommend approval of the interim use permit, the following action should be taken:
 - Motion to recommend approval of an Interim Use Permit for a temporary building at 491 Malden Avenue.
- B. Denial. If the Planning Commission wishes to recommend denial of the interim use permit, the following action should be taken:
 - Motion to recommend denial of the Interim Use Permit for a temporary building at 491 Malden Avenue.

If the recommendation is denial, the Planning Commission must adopt findings to justify the recommendation.

ATTACHMENTS

- A. Site Location Map
- B. Site Plan
- C. Temporary Building Plan
- D. Anchoring Plan
- E. Applicant's Narrative and Supplemental Narrative

ATTACHMENT A
SITE LOCATION MAP



**ATTACHMENT B
SITE PLAN SHOWING PROPOSED TEMPORARY BUILDING PLACEMENT**



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**TWIN CITY HIDE -
PROCESSING
BUILDING TENANT
IMPROVEMENT
491 MALDEN ST.,
S. ST PAUL, MN 55075**

TRAILER LOCATION

7	Trailer Location	08/01/22

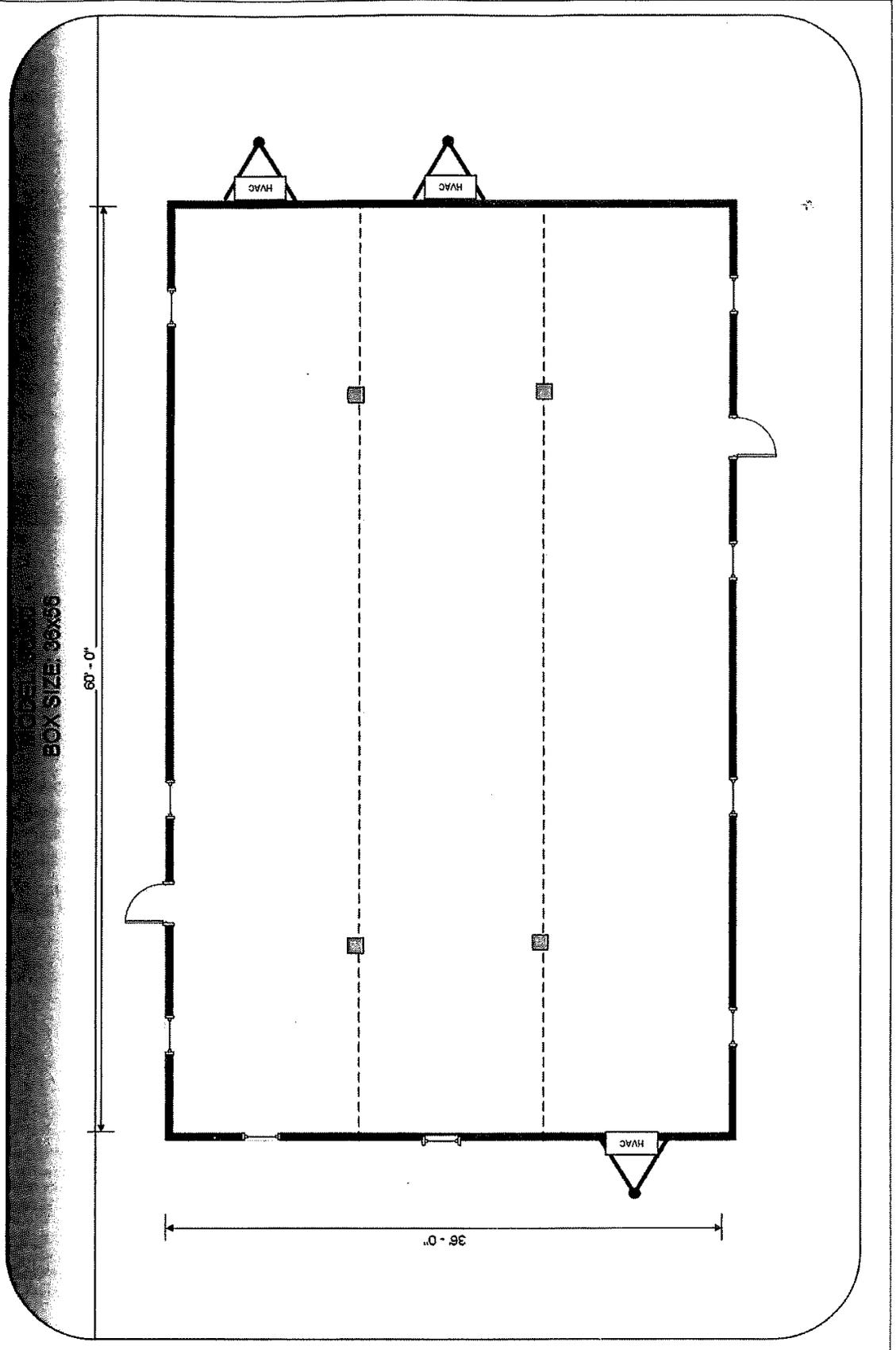
Project No. 78399-19212
Date: ZAA
Sheet: 01M
SHEET

A0.4

ATTACHMENT C
TEMPORARY BUILDING PLAN

Billy Sevchek
Satellite Shelters, inc
billys@satelliteco.com
763-420-2001

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Photograph of Existing Temporary Building at Subject Property (Taken 9/24/2024)

ATTACHMENT D
ANCHORING PLAN



August 1, 2022

Dick Gunderson
Gunderson Construction, Inc.
1760 Commerce Ct.
White Bear Lake, Minnesota 55110

RE: Construction Trailer Anchorage
Twin City Hide
St. Paul
IMEG #21006210.00

Dear Dick:

Per your request we have reviewed the anchorage of the proposed construction trailers at the Twin City Hide job site. We were provided information from Whitley Manufacturing on the Satellite buildings. Our review was limited to the sliding and overturning of the trailer assembly (three trailers connected) only. IMEG has not reviewed the trailer structure. We have reviewed the sliding and overturning anchorage based on a wind speed of 109 mph per the IBC 2018 building code.

See sheets S1.0 and S2.0 attached for additional information. If you have any questions, please contact me directly at 763-595-3110.

Sincerely,

 Digitally signed
by Seth Spychala
Date: 2022.08.01
11:53:53-05'00'

Seth D. Spychala
Client Executive, Principal
seth.d.spychala@imegcorp.com

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

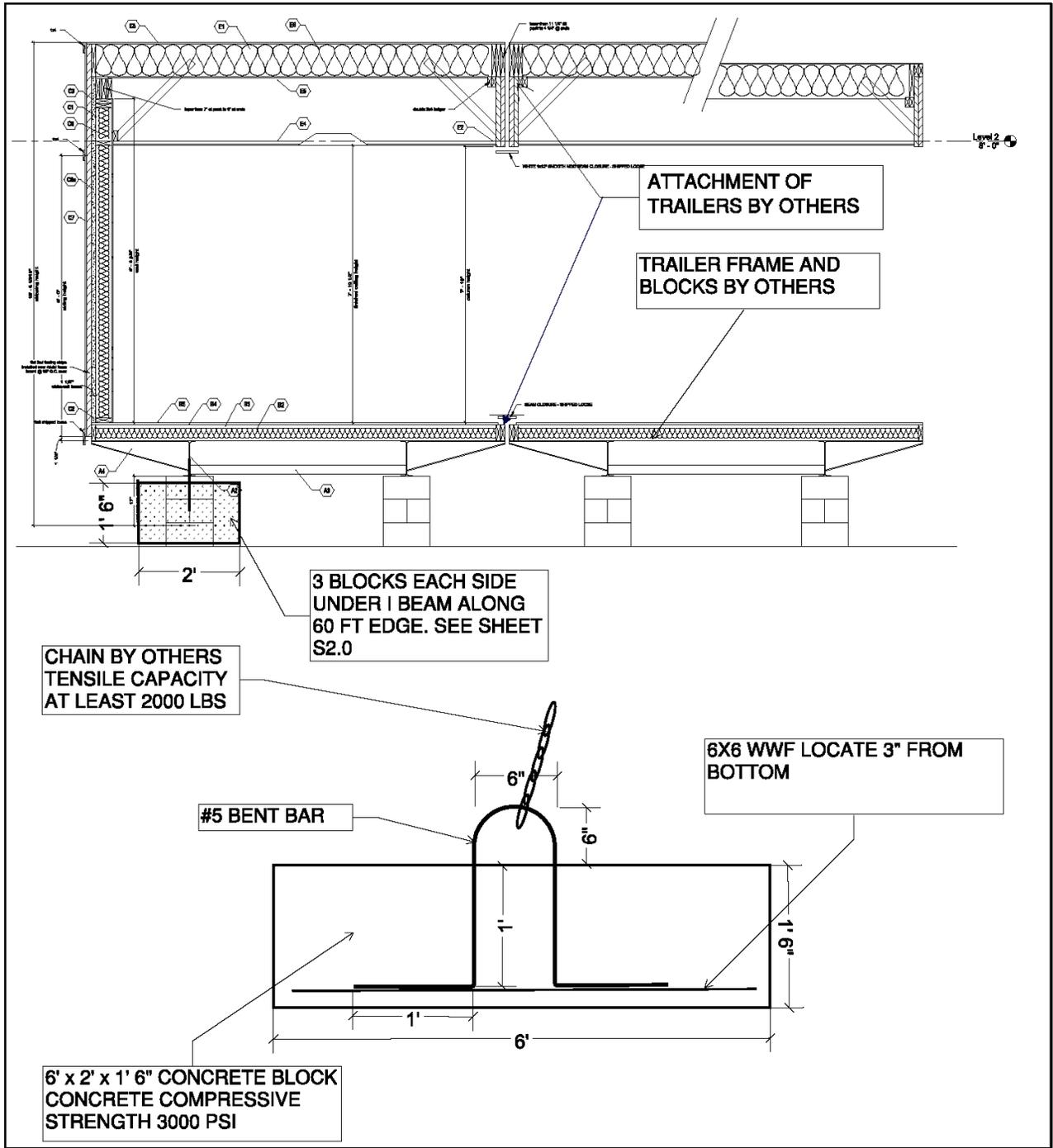


Seth Spychala, P.E.

Date: August 1, 2022 License No. 42432

SDS/sep

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Drawn DJU Date 2022-08-01
 Checked SDS Scale

SHEET TITLE
 SECTION



www.imegcorp.com
 12755 HIGHWAY 55
 SUITE 100
 MINNEAPOLIS, MN 55441
 P: 763-545-9196 F: 763-541-0056

TWIN CITY HIDE
 TRAILER ANCHOR
 491 MALDEN ST,
 ST PAUL, MN 55075

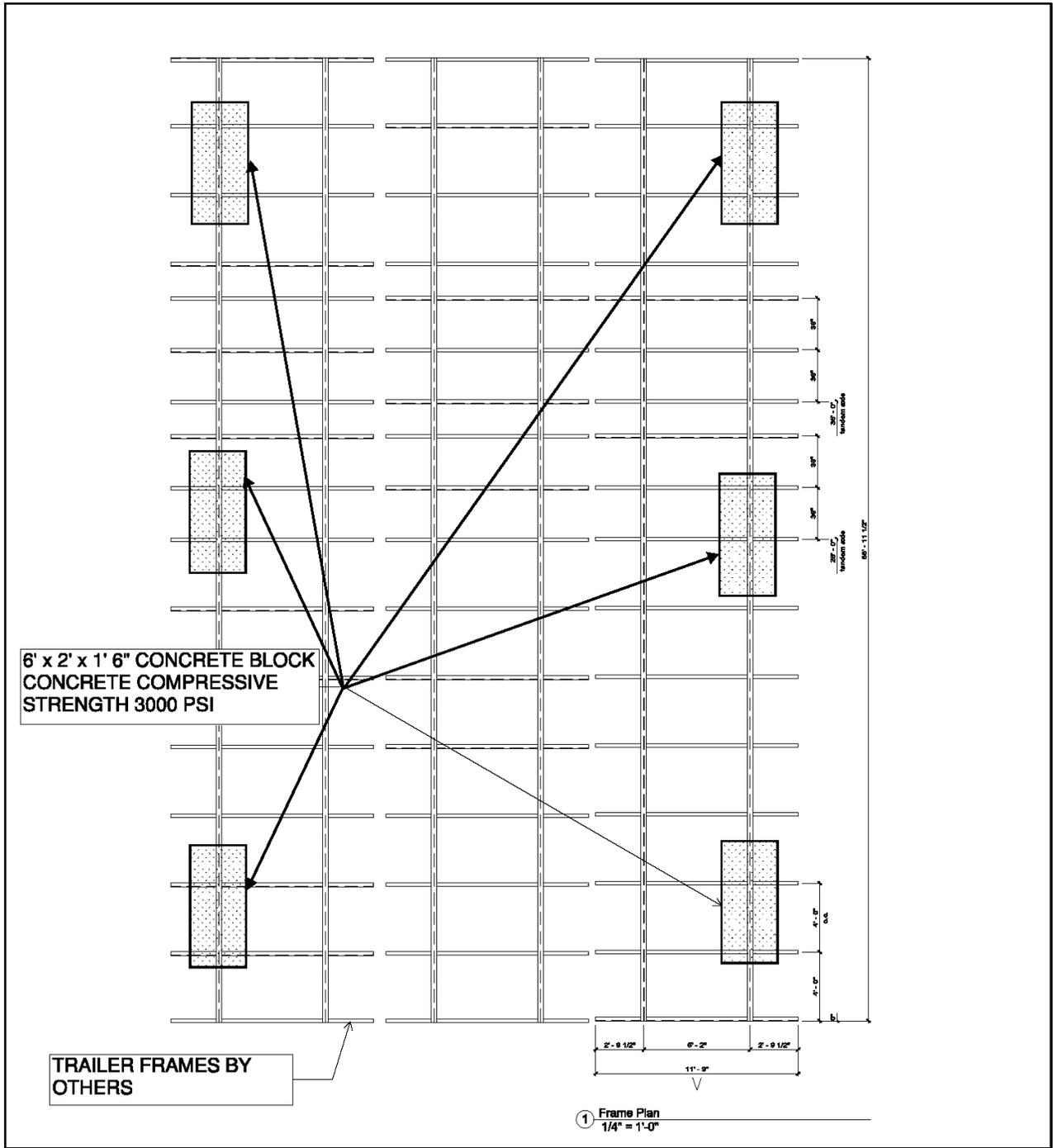
ISSUE CONSTRUCTION DOCUMENT		
REVISIONS		
No.	Date	Revision / Issue

SHEET NUMBER

S1.0

Project # 21006210.00

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Drawn DJU Date 2022-08-01
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ISSUE CONSTRUCTION DOCUMENT			SHEET NUMBER
REVISIONS			
No.	Date	Revision / Issue	S2.0

Project # 21006210.00

S2.0

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**ATTACHMENT D
APPLICANT'S NARRATIVE AND SUPPLEMENTAL NARRATIVE**

TWIN CITY HIDE'S REQUEST

We would like to request a slight extension of our Interim Use Permit (IUP) granted by the South St. Paul City Council on September 19, 2022 to be coterminous with our CUP, which expires on May 31, 2026. The IUP granted us the ability to create a temporary locker room/breakroom for our employees while we completed the construction of Phase 3 (the processing facility) and then move to Phase 4, which would be the demolition of the former processing facility, followed by Phase 5, a new building construction which would create a new locker room/breakroom, office space and refrigerated warehouse as outlined in our Conditional Use Permit.

Attached heretofore are the previous documents submitted by Dick Gunderson of Gunderson Construction, our general contractor, outlining the schematics and the site plan of the temporary structure.

As we previously indicated, we expected to be further along in our process, but due to glitches in our computer programming, we have not been able to fully move the entire processing of hides from the old building into the new building. The problem comes from the fact that we have companies from Europe, who have the experience in programming and what has happened is the change in conveyor programming is different from the programming that sorts the hides by weight, texture, etc. We anticipate that this will be completed by the end of November or first part of December and we hope to demolish the old processing facility by late December or early January, 2024-2025. Unfortunately, the computer programming which controls the facility and our wastewater recycling program was more complicated and developed increased engineering and a more expansive Phase 5. We are extremely hopeful that we will complete our total CUP on time.

Respectfully submitted,

Dated: September 9, 2024

ROGOSHESKE, ROGOSHESKE & ATKINS, PLLC

By:



Paul W. Rogosheske (#92861)
Attorneys for Twin City Hide
105 Hardman Court, Suite 110
South St. Paul, MN 55075
(651) 451-6411
paul.rogosheske@rogo-law.com



GUNDERSON
CONSTRUCTION, INC.

August 1, 2022

Attn: Joe Heimkes
City of South St. Paul
125 Third Ave. No.
South St. Paul, MN 55075

RE: Temporary Employee Trailers @TC Hide
491 Malden Street, South St. Paul, MN 55075

Joe,

Enclosed are site drawings showing the size, location, and structural engineering verifying trailer tie-downs. These temporary trailers will provide the following services for Twin City Hide employees:

- Four toilet rooms with a shower in each unit;
- Each trailer has its own heating, cooling, and lighting. Water, sanitary, and electrical lines will be brought from the existing building;
- Breakroom, including refrigerators, microwaves, sinks, tables, chairs, and personal lockers;
- Trailer floor elevation will match building elevation of 705. ADA accessibility will be provided with ramps.

We anticipate these temporary trailers to be used from November 1, 2022 until December 1, 2024, when a new building will be built which will include new breakrooms, toilets, showers, and offices, etc.

Sincerely,

Dick Gunderson, Jr.
President