

## **ZONING COMMITTEE STAFF REPORT**

1. **FILE NAME:** University of St. Thomas (2060 Summit) **FILE #** 14-353-762
  2. **APPLICANT:** University of St. Thomas **HEARING DATE:** January 8, 2015
  3. **TYPE OF APPLICATION:** Amendment of site plan approval
  4. **LOCATION:** 2060 Summit Ave, NW corner of Grand at Cleveland
  5. **PIN & LEGAL DESCRIPTION:** 052823410144, Groveland Addition To Stpaul Vac Alley Accruing And Fol, Lots 1 Thru Lot 4 In Moses Zimmerman's Rearrangment And In Sd Groveland Add Lots 1 Thru Lot9 Blk 1
  6. **PLANNING DISTRICT:** 14 **PRESENT ZONING:** T2
  7. **ZONING CODE REFERENCE:** §61.108
  8. **STAFF REPORT DATE:** December 31, 2014 **BY:** Josh Williams
  9. **DATE RECEIVED:** December 15, 2014 **60-DAY DEADLINE FOR ACTION:** February 13, 2015
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- A. **PURPOSE:** Modification of condition of a previous Planning Commission site plan approval to allow continued use of a portion of site for surface parking until March 11, 2018
- B. **PARCEL SIZE:** 95,978 sq. ft./approx. 2.2 acres
- C. **EXISTING LAND USE:** P-Parking Lot
- D. **SURROUNDING LAND USE:**  
North: Academic building (UST campus)  
East: Gas station  
South: Commercial  
West: Residential (UST campus)
- E. **ZONING CODE CITATION:** §61.108 allows the Planning Commission to modify or delete conditions of a previous approval, subject to a public hearing. §61.402(e) authorizes the Zoning Administrator to require a security agreement equal to the cost to install required landscaping or other items required by special condition of a site plan approval.
- F. **HISTORY/DISCUSSION:** In 2004, the Planning Commission issued a conditional use permit (ZF# 04-045-501) expanding the University of St. Thomas campus to include the two blocks bounded by Summit, Cleveland, Grand, and Cretin Avenues. In 2005, the Planning Commission passed Resolution 05-30 approving the site plan for McNeely Hall on the southwest corner of Summit and Cleveland Avenues. The site plan included a 32-space surface parking lot at the northwest corner of Cleveland and Grand Avenues. The findings enumerated in the resolution and conditions of approval stated that while permanent use of the corner of Cleveland and Grand was for a surface parking lot was inconsistent with the 2004 CUP, surface parking was an acceptable use on the corner on an interim basis.
- G. **DISTRICT COUNCIL RECOMMENDATION:** The District 14 Council has recommended modifying the conditions of the 2005 McNeely Hall site plan approval to allow continued use of the southwest corner of Cleveland and Grand Avenues for an additional three (3) years, through March 11, 2018.
- H. **FINDINGS:**
  1. The Planning Commission issued a conditional use permit (Zoning File No. 04-045-501) in 2004 expanding the University of St. Thomas campus to include the blocks bounded by Summit, Cleveland, Grand, and Cretin Avenues. Per §65.220, as part of the basis for

approving a campus expansion, the Planning Commission considered a required anticipated growth and development statement and related plans submitted by the University of St. Thomas. The CUP conditions of approval generally described the allowed uses of the two blocks as including up to two (2) new academic buildings and an urban residential village along Grand Avenue, and in particular a residential building at the northwest corner of Cleveland and Grand Avenues.

2. On March 11, 2005, the Planning Commission passed resolution 05-30, approving the site plan for McNeely Hall. McNeely Hall is located at the southwest corner of Summit and Cleveland Avenues, and the site plan included a 32-space surface parking lot located adjacent to the building at the northwest corner of Cleveland and Grand Avenues. A portion of Finding No. 1 of the resolution addressed the issue of surface parking at the northwest corner of Cleveland and Grand:

*The CUP allows "a small number of surface parking spaces for uses such as drop-off/pick-up, or loading." The site plan shows one handicapped accessible parking space on the south side of the building that is intended to be permanent. An existing paved area in the middle of the block would continue to be used for parking until construction starts on the remaining buildings on the block. A new parking lot with 32 parking spaces is shown at the southeast corner of the site, at the intersection of Grand and Cleveland where a gas station was recently demolished. The CUP calls for this area to be used for housing and St. Thomas has said it intends to build housing here but construction may not start for few years, until some of the other buildings in the two block area south of Summit are completed. A permanent parking lot is not consistent with the CUP. However, a parking lot that is well landscaped and screened is acceptable as an interim use for up to 10 years if no building is constructed during that time.*

The resolution specified a number of conditions of approval. Condition No. 1 stated:

*A new parking lot with 32 parking spaces is shown at the southeast corner of the site, at the intersection of Grand and Cleveland. A permanent parking lot is not consistent with the St. Thomas CUP approved in August 2004 which shows housing at this location. However, a parking lot that is well landscaped and screened is acceptable as an interim use if it is removed within 10 years of final approval of the site plan for Mc Neely Hall. At that time construction on a new residential building must start or the lot must be removed and replaced with grass and landscaping.*

The University of St. Thomas is requesting that Condition No. 1 of Resolution 05-30 approving the McNeely Hall site plan be amended to allow use of the northwest corner of Cleveland and Grand for a surface parking lot for up to an additional three (3) years, through March 11, 2018.

3. §61.108 allows the Planning Commission to modify or delete conditions of previous approvals where at a public hearing the Planning Commission deems those conditions to be *unnecessary, unreasonable or impossible of compliance*. In approving the McNeely Hall site plan, the Planning Commission found that a permanent surface parking lot at the northwest corner of Cleveland and Grand Avenues would be inconsistent with the 2004 conditional use permit that expanded the University of St. Thomas campus to include that block. However, the Planning Commission also found that the temporary location of a surface parking lot on that corner until such time as construction of a residential building began, but no longer than 10 years, would be acceptable.

Since 2004, the University of St. Thomas (UST) has added a number of facilities to the UST campus, some of which were generally identified prior to the 2004 campus expansion. With the exception of McNeely Hall and a child care center at the northwest corner of Finn Street and Grand Avenues, this has not included development approved by the CUP for the two blocks added to the campus in 2004. UST has generally stated that lack of bonding capacity prevents the construction of residential buildings approved under the CUP for the two blocks at this time or in the immediate future. UST has stated that they will begin a new campus master planning process in 2015, and as part of that process will determine whether they will commence with construction of a residential building on the northwest corner of Cleveland and Grand or convert the surface parking lot to green space. Any other uses on the corner would require modification of the 2004 CUP.

The condition limiting the use of the northwest corner of Cleveland and Grand for surface parking to a period of more than ten years was reasonable at the time of the 2005 McNeely Hall site plan approval. However, with UST planning to begin a campus master planning process in 2015, it is unnecessary to require that UST begin construction of a residential building consistent with the CUP or to remove the parking lot and install grass and landscaping by March 11, 2015, provided that UST commit to one of those actions within a defined time period. Modification of Condition No. 1 of the 2005 McNeely Hall to allow the continued use of the northeast corner of Cleveland and Grand for surface parking through March 11, 2018 should be conditional on the University of St. Thomas providing a security agreement, pursuant to §61.402(e) of the zoning code, in an amount sufficient as determined by the Zoning Administrator to cover the cost of parking lot removal and installation of grass and landscaping on that date. UST has estimated that removal of the surface parking lot would and installation of grass and landscaping would cost approximately \$100,000.

4. As a condition of approval, the 2004 campus expansion CUP (Zoning File No. 04-045-501) requires the University of St. Thomas to participate in a university/community advisory council to address matters related to campus development and university/community relations. This council, the West Summit Neighborhood Advisory Committee, came to unanimous agreement on December 16, 2014 to support a 3-year extension of the use of the northwest corner of Cleveland and Grand Avenues for a surface parking lot, subject to agreement by UST to make certain investments related to the reversal and prevention of conversion of single family homes near campus to student rental housing and to lighting on and around campus.
- I. **STAFF RECOMMENDATION:** Based on the above findings, staff recommends approval of the modification of Condition No. 1 of Planning Commission Resolution 05-30 approving the site plan for McNeely Hall to allow the existing parking lot at the northwest corner of Cleveland and Grand Avenues to continue to be used until March 11, 2018 subject to the following condition:
1. The University of St. Thomas must provide a security agreement, in the form of an irrevocable letter of credit, a performance bond, or cash escrow, equivalent to the cost of removing the surface parking lot and installing grass and landscaping, as determined by the Zoning Administrator no later than one (1) year from the date of this approval.

Attachments

Application and applicant materials  
2004 Conditional Use Permit (Zoning File No. 04-045-501)  
Planning Commission Resolution 05-30  
Zoning Committee Staff Report for McNeely Hall site plan (Zoning File No. 05-047-765)  
WSNAC statement in support of extension  
Macalester-Groveland Community Council letter of support



# APPLICATION FOR SITE PLAN REVIEW

Department of Safety and Inspections (DSI)  
375 Jackson Street  
Suite 220  
Saint Paul MN 55101-1806  
651-266-9086

## STAFF USE ONLY

SPR # 14-353762

Fee \$ \_\_\_\_\_

Staff meeting date: 1-8-15

City agent add

PD=13  
PD=14

#052823140002

### APPLICANT

(Main contact  
person for project)

Name: Doug Hennes (vice president for university and government relations)

Company: University of St. Thomas

Address: 2115 Summit Avenue (Mail No. LOR-508)

City: St. Paul State: MN Zip: 55105

Phone: 651-962-6402 (work), 612-327-0368 (cell) Email: dehennes@stthomas.edu

Name: University of St. Thomas

Address: 2115 Summit Avenue, St. Paul, MN 55105

Phone: Same as above Email: Same as above

### OWNER

(If different than  
the applicant)

### PROJECT

Project name / description:

St. Thomas seeks a three-year extension, beginning March 11, 2015, to continue to use the 31-car parking lot on the northwest corner of Grand and Cleveland avenues on the university's campus. The St. Paul Planning Commission, in resolution 05-30 on March 11, 2005, approved a site plan for McNeely Hall and allowed use of the Grand-Cleveland site for parking for 10 years, stating: "At that time (March 18, 2015), construction on a new residential building must start or the lot must be removed and replaced with grass and landscaping."

St. Thomas will determine, during a new campus master plan process in 2015, whether to authorize construction of a residential building on the site in 2018 or to convert the lot to green space, and asks for a three-year extension for the lot.

The cost to convert the lot to green space would be \$100,000. St. Thomas says if it can obtain a three-year extension for the parking lot, it will establish a \$100,000 fund for the following projects to benefit the neighborhood:

- (1) \$50,000 to convert parent-owned houses occupied by students to single-family, owner-occupied status
- (2) \$10,000 to cover legal fees for existing owner-occupants of homes to place a

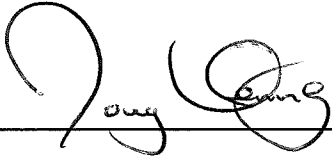


covenant on their properties that, when sold, would not be for rental purposes.  
(3) \$40,000 to improve lighting along Summit Avenue and possibly other streets that border campus.

Project address / Location: Northwest corner of Grand and Cleveland avenues

Legal description of the property: Lots 1, 2, 3 and 4 of Moses Zimmerman's  
Rearrangement of Block 1, Groveland Addition (Parcel ID # 05-28-23-41-0016)

Applicant's signature



Date 12/11/14

**STAFF USE ONLY**    Type Site Plan    Sub \_\_\_\_\_    Work \_\_\_\_\_    S.F. \_\_\_\_\_

Folder Name \_\_\_\_\_

Reviewed by \_\_\_\_\_

Comments:

*(attach additional sheets if necessary)*

Bond/letter of credit/escrow \$ \_\_\_\_\_ Date \_\_\_\_\_

Site plan approved by \_\_\_\_\_ Date \_\_\_\_\_

Work approved by \_\_\_\_\_ Date \_\_\_\_\_

This form and other information about site plan review are available at [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi). Click on Zoning in the column on the left side of the page and then click on Site Plan Review.

J:\zone\Handouts\Site plan handouts\1 Application for site plan review.doc

January 28, 2011

**CITY OF SAINT PAUL, MINNESOTA**  
**Conditional Use Permit**

ZONING FILE NO: 04-054-501

APPLICANT: University of St. Thomas

PURPOSE: Conditional Use Permit for expansion of campus boundaries

LOCATION: 2115 Summit Ave.

LEGAL DESCRIPTION: PINs 05-28-23-41-0004, 05-28-23-41-0014, 05-28-23-41-0016, and 05-28-23-41-0070 thru 0092, 04-28-23-23-0112, 04-28-23-23-0111, 04-28-23-23-0101, 04-28-23-23-0058, GROVELAND ADDITION TO ST PAUL, BLOCK 1, W 32 93/100 FT. OF LOT 13 AND EX. W 21 45/100 FT., LOT 14, AND LOTS 24-26; MOSES ZIMMERMAN'S REARRANGEMENT; SUMMIT WOOD, LOTS 1-30; MERRIAM PARK THIRD ADDITION TO THE CITY OF ST. PAUL, BLOCK 12, EXE 63 FT LOTS 6, 7, AND LOT 8; BLOCK 13, LOT 1, EX THE E 5 FT LOT 13 AND EX THE W 5 FT LOT 14, AND W 5 FT OF LOT 14 AND ALL OF LOTS 15 AND 16

ZONING COMMITTEE ACTION: Approval with Conditions

PLANNING COMMISSION ACTION: Approval with Conditions

**CONDITIONS OF THIS PERMIT:**

**1. Campus Boundary.** The campus boundary for the University of St. Thomas shall be expanded to include the following properties:

**East block** (bounded by Summit, Cleveland, Grand and Finn): 2067 and 2085 Grand Ave.; 2110 Summit Ave.

**West block** (bounded by Summit, Finn, Grand, and Cretin): 2123, 2125, 2129, 2139, 2143, 2151, 2159, 2163, 2167, 2171, 2175 Grand Ave.; and 2120, 2130, 2134, 2140, 2144, 2150, 2154, 2156, 2166, 2170, and 2174 Summit Ave.

**East of Cleveland Ave.** The four properties located at 2055 Summit Ave., 2045 Summit Ave., 44 N. Cleveland Ave., and 2057 Portland Ave. Attachment 1 lists all of the addresses, property identification numbers (PINs), and legal descriptions for these properties. St. Thomas hopes to eventually acquire 2133 Grand Ave. as well. This property will automatically be included within the boundary upon purchase. Consistent with the University of St. Thomas Campus Boundary Plan amendment to the Saint Paul Comprehensive Plan Land Use Chapter, adopted on May 3, 1990, the boundaries set forth herein, with the addition of 2055 Summit Ave., 2045 Summit Ave., 44 N. Cleveland Ave., and 2057 Portland Ave., are to be considered as the definitive, long-term campus for the University of St. Thomas. Expansion beyond this area shall be considered contrary to City policy. St. Thomas agrees not to purchase additional property in the neighborhood within one mile of the campus or along the entire length of Summit Avenue, with the exception of a home used as a residence for any future ex-president or chancellor, and excepting property purchased as part of a purchase/rehabilitation initiative as described in Condition 10. Further, St. Thomas agrees to sell, within 5 years from the date of permit approval, the properties it owns south of Grand Ave., including 2076, 2080, and 2084 Grand Ave. St. Thomas further agrees to apply to rezone 2076 Grand Ave. to a residential zoning classification, and sell the three properties with a restrictive covenant that they be used only for owner occupied, non-student residential uses. If property is bequeathed to St. Thomas, it shall dispose of the property and return it to a conforming use within two years.

**2. Building Heights and Setbacks.** Building heights and setbacks within the two-block development area shall be as follows:  
**Setbacks**

**Summit Ave. frontage** - A 50 ft. setback is established for the west block to match the setback of the existing residential structures, six of which would remain. On the east block, a 100 ft. setback is established for the three story portions of the two 59 ft. tall (to the ridge) academic buildings. One and two-story elements of the academic buildings, designed to soften the building height, can extend into the 100 ft. setback and must have a minimum setback of 80 ft. for the two-story portion and 50 ft. for the one-story portion.

**Cleveland Ave. frontage** - For the academic building, a 75 ft. setback to the three-story portion is established, with a minimum setback of 65 ft. to the two-story portion and 25 ft. to the one-story portion that would extend into the 75 ft. setback area. For the residential building located at the Cleveland and Grand corner, a 25 ft. setback from Cleveland is established.

**Grand Ave. frontage** - A 25 foot setback from Grand is established for the Cleveland/Grand residential building at the corner. A 25 ft. setback is established for all of the other residential buildings along Grand Ave. in both the east and west block. This matches the existing setback of the residence at 2133 Grand Ave. and the two apartment buildings at 2171-2175 Grand Ave. that would remain under the proposed development plan.

**Cretin Ave. frontage** - The buildings along this frontage, the 2175 Grand apartment and 2174 Summit Ave. house, are proposed to

remain. The existing setbacks should be maintained. If the apartment building at 2175 Grand is replaced by a newly constructed building, a 25 ft. setback from Cretin Ave. shall be required.

**Finn St. frontage** - A 25 ft. setback is established for the new building on the west side, and a 30 ft. setback for the academic building on the east side.

#### **Building Heights**

The maximum height for the academic buildings shall not exceed 59 ft. to the ridgeline at the top of the buildings. The maximum height of the residential buildings, including the child development center/apartment building, shall not exceed 40 ft. to the top of the buildings. These heights shall be considered an absolute maximum, including all mechanical equipment.

**3. Size of Academic Buildings and Prohibition on Auditorium Uses.** A maximum of two academic buildings may be built on the east block. The size of the first academic building shall not exceed 75,000 sq. ft. in size. The size of the second academic building shall not exceed 65,000 sq. ft. in size. No auditorium, performance hall, or athletic facility with the capacity of more than 250 persons shall be constructed on the east or west blocks.

**4. EAW Mitigation Measures.** St. Thomas shall be required to implement the following mitigation measures as recommended in the Revised EAW, dated October 13, 2003 (pp. 84-85):

- Retain residences at 2120, 2130, 2170, and 2174 Summit Avenue and two more Summit Avenue houses to be designated. The apartment buildings at 2171 and 2175 Grand may be retained or removed.
  - Enroll in the Voluntary Petroleum Investigation Cleanup Program (VPIC) with the Minnesota Pollution Control Agency for the clean up of soil contamination related to the gas station and other LUSTs (leaking underground storage tanks).
  - Complete soil boring investigations in construction areas prior to excavation activities.
  - Conduct a demolition survey of each building to be removed from the site prior to demolition.
  - Coordinate with the Heritage Preservation Commission (HPC) regarding the historic district design guidelines and design the new buildings in keeping with the character of the historic district. Apply for the appropriate permits from the HPC.
  - Cooperate in preparation of an appropriate environmental review (e.g., EAW) for the future student center or other developments proposed within the historic district.
  - Review any changes to the two-block development project or future phased actions (developments elsewhere on campus analyzed in the EAW) with the City to determine if changes result in different environmental impacts (the City will determine the appropriate level of analysis required to evaluate such changes).
  - Provide emergency vehicle access on the west block via the mid-block sidewalks.
  - Obtain necessary City permits and implement the Pedestrian Management Plan for the Summit Avenue Parkway between Cretin and Cleveland by the completion of Stage 1 of the two-block development project.
  - Provide the City with the funding to complete the traffic signal adjustments required as mitigation for the two-block development project as recommended in the EAW.
  - Report to the City on the status of the search for remote parking and establishment of shuttle buses to supplement on-campus parking.
  - Move the bus stop on Summit to the east to minimize conflicts with buses and pedestrians using the crosswalks.
  - Further modify parking fees to maximize the use of on-campus parking areas (such as the Morrison Hall ramp).
  - Prepare a storm water management plan that complies with the City discharge rate restrictions.
  - Control construction and demolition dust via watering, street sweeping, rock entrance, and other Best Management Practices.
  - Provide temporary barriers around the portions of the site under construction for safety.
  - Provide information as needed to assist the City in better managing on-street parking restrictions around the St. Paul campus.
  - Conduct a student transportation survey to determine student parking and transportation needs and develop a parking and transportation plan for St. Thomas. (The survey should be conducted when classes are in session. Postcard surveys or random student interviews could be conducted. Focus groups could also be held.)
  - Control student housing through the Campus Living Office and enforce the City's noise ordinance.
  - Install a bus shelter (suggested by Metro Transit) on westbound Summit at the Metro Transit layover area, if approved by the HPC, and coordinate with Metro Transit and ACTC (Associated Colleges of the Twin Cities) to determine if other improvements to bus service can be made.
- 5. 2133 Grand Ave, (residential property not owned by St. Thomas).** All campus buildings developed adjacent to this property must be set back a minimum of 50 feet from the west side property line and 25 ft. from the east side property line. Alley access to the property must be maintained. St. Thomas shall work with the owner of 2133 Grand to develop appropriate means of mitigating the impact of increased student residents and a child development center adjacent to the property, and shall consider measures such as: fencing, special landscaping, or other screening; lighting that does not spill over the property line; window placement that enhances privacy; design and placement of child care drop-off and pick-up areas to minimize the potential for blocking alley access; and education of nearby student tenants to respect the property and privacy of the residents of 2133 Grand. The appropriate mitigation measures that will be required by the City will be determined during the site plan review process. These requirements shall no longer be in effect if 2133 Grand is



subsequently purchased by St. Thomas and the property automatically included in the campus boundary.

6. **Enrollment Growth Increases.** St. Thomas agrees that total enrollment at the Saint Paul campus shall not exceed 8,750 students, including full-time, part-time, and audit students. Upon such time enrollment exceeds 8,000 students, St. Thomas shall report to the Planning Commission for additional review and conditions. The review shall consist of analyzing the impact of the additional enrollment on areas such as parking, traffic, student housing, and other related impacts on the surrounding residential area. St. Thomas shall propose a plan to mitigate negative impacts resulting from the additional enrollment, and the Planning Commission may impose additional conditions on this permit to address those impacts. Any additional conditions imposed by the Planning Commission may be appealed to the City Council.
7. **Number of Residential Beds.** The total number of residential beds on the east and west blocks shall not exceed 450, unless 2133 Grand Ave. is acquired, in which case the total shall not exceed 475 beds. In no event shall there be more than 100 beds in residences on Summit Avenue. Those persons living on the east and west blocks shall include a mix of undergraduate juniors and seniors and graduate students, with resident advisors, faculty and staff.
8. **West Block Development.** No new academic buildings shall be constructed on the west block. New construction shall be for residential uses only. St. Thomas shall agree to preserve six of the existing single-family houses on the Summit Ave. frontage not including the garages. Any residential structures built to replace any single-family homes which are moved or demolished shall be designed to look like single-family or "mansion" style homes of diverse designs, such that the Summit Ave. side of the west block shall always appear to be a single-family residential block. For demolition and construction work within the historic district, St. Thomas shall follow the established review procedures of the Heritage Preservation Commission.
9. **Finn St.** For a period of no less than 30 years from the date of permit approval, St. Thomas agrees not to petition to close Finn St. between Summit and Grand Aves. and that Finn St. in this block shall remain a public street open to two-way traffic.
10. **Community Development Corp.** St. Thomas shall capitalize a CDC or establish a similar initiative whose purpose would be to purchase, rehabilitate, and sell to non-student owner-occupants an average of at least 2.5 houses per year within the boundaries of the Merriam Park and Macalester-Groveland neighborhoods. The average will be calculated over a twelve year time period, so that 30 houses will be done over the 12 years. For properties sold through this effort, restrictive covenants shall be added at time of sale to require use of the properties for non-student, owner-occupied residential uses only.
11. **University/Community Advisory Council.** St. Thomas agrees to participate, at the level of senior management and the board of trustees, in an advisory council charged with resolving university/community problems, and providing a channel for communications on campus master planning and development, and to enhance university/community relations. The composition of the advisory council would include representatives of the St. Thomas board of trustees, senior management and students, and neighborhood representatives from the Merriam Park Community Council and the Macalester Groveland Community Council, the Summit Ave. Residential Preservation Association., and Neighbors United. The scope of the advisory council's work would include all issues affecting local residents, including but not limited to: the creation and management of a CDC or similar initiative to purchase and rehabilitate housing in the neighborhood; parking; St. Thomas construction impacts, including the building of parking lots, athletic fields; student housing (both on and off-campus); and neighborhood quality of life issues such as the impact of student party houses. This group would meet at least quarterly and report to the St. Paul Planning Commission and the St. Paul City Council.
12. **Parking Issues.** St. Thomas agrees to explore and implement policies, such as reducing parking permit fees, that will increase the use of its on-campus parking spaces on evenings and weekends for the 2004-2005 school year. St. Thomas also agrees to explore ways to further increase use of on-campus parking and use of bus passes for all students in the 2005-2006 school year and succeeding years.
13. **Parking Ramps.** Parking for the east and west blocks shall be developed as proposed by St. Thomas, with a maximum of 590 spaces constructed in underground parking ramps on both blocks, and with access from Finn St. A small number of surface parking spaces, for uses such as drop-off/pick-up, or loading, shall be permitted. If St. Thomas is unable to develop 590 total spaces on the two block development site, because of site and design constraints, such as those related to retaining six of the existing houses on Summit, then the balance of the spaces may be developed on the south campus.
14. **Student Addresses.** St. Thomas agrees to require all enrolled students to declare a bonafide local address, as a condition of registration, and will improve its computer tracking of student housing data to assist in enforcement of local City rental occupancy ordinances.
15. **Community Contribution.** St. Thomas agrees to commit a total of \$30,000.00 annually for use by the Merriam Park and Macalester Groveland Community Councils and the newly-established University/Community Advisory Council. The university would have discretion to award \$10,000 per year to each community council. The Advisory Council shall be awarded \$10,000 per year to be used at its discretion to address neighborhood issues related to the presence of the campus.
16. **Goodrich Ave. Access.** At such time as the University remodels or replaces the Binz Refectory or replaces Grace Hall, the loading drive which currently exists between Goodrich Ave. and the Binz Refectory shall be removed, such that there

shall be no vehicular access from Goodrich Ave. to any of the University's buildings on the south campus.

APPROVED BY:

George Johnson, Commission Chairperson

I, the undersigned Secretary to the Zoning Committee of the Planning Commission for City of Saint Paul, Minnesota, do hereby certify that I have compared the foregoing copy with the original record in my office; and find the same to be a true and correct copy of said original and of the whole thereof, as based on minutes of the Saint Paul Planning Commission meeting held on June 4, 2004, and on record in the Saint Paul Planning Office, 25 West Fourth Street, Saint Paul, Minnesota, and with the City Council resolution approving the permit on August 11, 2004, the original of which is in the City Clerk's Office, 15 West Kellogg Boulevard, Saint Paul, Minnesota.

**This permit will expire two years from the date of approval if the use herein permitted is not established.**

**Violation of the conditions of this permit may result in its revocation.**

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Carol A. Martineau  
Secretary to the Saint Paul  
Zoning Committee

Copies to:  
Applicant                      University of St. Thomas  
File No.                        04-154-501  
Zoning Administrator       Wendy Lane  
License Inspector           Christine Rozek  
District Council              14  
   13 (Merriam Park)

Effective: August 11, 2004

City of Saint Paul  
Planning Commission Resolution  
File Number 05-30  
Date March 11, 2005

WHEREAS, the University of St. Thomas, File # 05 047765, has submitted for a site plan for review under the provisions of 61.400 of the Saint Paul Legislative Code, for the establishment of a new 3-story, 73,000 square foot class room building with underground parking and a 32 car surface parking lot on property located at property address 2115 Summit Ave , R2, legally described as Section 5 Town 28 Range 23 Com At Se Cor Of Ne1/4 Th N On El 817.35 Ft Th W 342.8 Ft To Beg, Th N 57 Dg 49mn W 52.28 Ft Th W 144.93 Ft Th S 15 Dg 46 Mn W 81.05 Ft Th S 244 Ft Th E 259.7 Ft Th N 219.15 Ft Th E 15.3 Ft Th N 34.85 Ft Th N 57 Dg 49 Mn W To Be; and

WHEREAS, the Zoning Committee of the Planning Commission, on 3/3/05, held a public hearing at which all persons present were given an opportunity to be heard pursuant to said application in accordance with the requirements of §61.303 of the Saint Paul Legislative Code; and

WHEREAS, the Saint Paul Planning Commission, based on the evidence presented to its Zoning Committee at the public hearing as substantially reflected in the minutes, made the following findings as required under the provisions of §61.402(c) that the site plan is consistent with:

1. *The city's adopted comprehensive plan and development or project plans for sub-areas of the city.*

Development for this site and the rest of the two block area south of Summit between Cleveland and Cretin is regulated by the terms of the of the Conditional Use Permit (CUP) for the University of Saint Thomas approved by the City Council in August 2004.

The site plan conforms to the conditions established by the CUP:

*Building height* The CUP states "The maximum height of the academic buildings shall not exceed 59' to the ridgeline at the top of the buildings.... These heights shall be

moved Morton  
seconded by \_\_\_\_\_  
in favor Unanimous  
against \_\_\_\_\_

considered an absolute maximum, including all mechanical equipment." The site plan is consistent with these height limits. The site plan shows the height to the ridge line and parapets for McNeely Hall will be 58'-11". There is no mechanical equipment or any other part of the structure that exceeds the 59' height limit. .

*Setbacks* The CUP allows the lower floors of buildings to be closer to the street than upper floors. The required setbacks vary between 50' (for the first floor) and 100' (for the third floor) on Summit and 25' (for the first floor) and 100' (for the third floor) on Cleveland. The proposed building will step back so that lower floors of the building will be closer to the street than the upper floors and the building will conform to the setbacks established by the CUP.

*Underground parking and access* The site plan shows 122 parking spaces under the proposed class room building with access from Finn. The CUP allows up to 590 parking spaces in underground ramps on both blocks and specifies that access must be from Finn.

*Surface parking* The CUP allows "a small number of surface parking spaces for uses such as drop-off/pick-up, or loading." The site plan shows one handicapped accessible parking space on the south side of the building that is intended to be permanent. An existing paved area in the middle of the block would continue to be used for parking until construction starts on the remaining buildings on the block. A new parking lot with 32 parking spaces is shown at the southeast corner of the site, at the intersection of Grand and Cleveland where a gas station was recently demolished. The CUP calls for this area to be used for housing and St. Thomas has said it intends to build housing here but construction may not start for few years, until some of the other buildings in the two block area south of Summit are completed. A permanent parking lot is not consistent with the CUP. However, a parking lot that is well landscaped and screened is acceptable as an interim use for up to 10 years if no building is constructed during that time.

2. *Applicable ordinances of the City of Saint Paul.*

The site plan is consistent with this finding. The building meets the requirements established by the Saint Thomas University Conditional Use Permit as well as all other zoning standards.

3. *Preservation of unique geologic, geographic or historically significant characteristics of the city and environmentally sensitive areas.*

The site plan is consistent with this finding. The site is located in the Summit West Historic District. The Heritage Preservation Commission approved demolition of an existing building on the site. They gave conditional approval for the design of the new building in November 2004 and if no major changes are made to the building, HPC staff will be able to make the final approval.

4. *Protection of adjacent and neighboring properties through reasonable provision for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and those aspects of design which may have substantial effects on neighboring land uses.*

The site plan is consistent with this finding. The site plan provides for surface water drainage. Auto traffic on the site will be buffered by existing and new buildings. The building height and setbacks shown will ensure that views, light and air are preserved.

5. *The arrangement of buildings, uses and facilities of the proposed development in order to assure abutting property and/or its occupants will not be unreasonably affected.*

The site plan is consistent with this finding. The design of the site and building, including the size, height, setback and parking were established as part of the CUP with the intent that it would not unreasonably affect nearby property.

6. *Creation of energy-conserving design through landscaping and location, orientation and elevation of structures.*

The site plan meets current standards for energy conservation and is consistent with this finding.

7. *Safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets, including traffic circulation features, the locations and design of entrances and exits and parking areas within the site.*

The site plan is consistent with this finding. Permanent access to the parking for this building and other buildings on this block will be from Finn. This arrangement was specified in the Conditional Use Permit after input from the neighborhood and was found to be acceptable by Public Works staff.

Construction is anticipated to last 15 months and traffic safety during this period has been taken into consideration. One issue is truck traffic going past the new Child Development Center on Finn during construction. St. Thomas has agreed to the steps listed below and Public Works Traffic staff has found them to be acceptable. These steps should be included as conditions of site plan approval:

- Use Grand Avenue as the only entrance point to the site during construction.
- Use Finn as the primary exit point during demolition. Use Finn as the only exit for dump trucks, cement trucks and similar sized vehicles during demolition and excavation (anticipated to last from early June to Labor Day). Use Grand as the exit for larger trucks, including semis that will haul away demolition debris from Christ Child.
- Use Grand Avenue as the primary exit after demolition (approximately Labor Day).
- Ban parking on both sides of Finn between Grand and the alley during the summer.
- Install a chain link fence behind the west curb line of Finn between Grand and the alley during the summer.
- Move the drop-off area for the Child Development Center during the summer from the west side of Finn to the parking lot on the northwest corner of Finn (and the alley and other parking spots on the north side of Finn if necessary.)
- Post a flag person at the Finn- alley intersection during the summer to guide traffic.
- Re-examine with the City and WSNAC the feasibility and safety of using the west side of Finn between Grand and the alley as the drop-off area for the Child Development Center after Labor Day.
- The applicant's contractor will submit a truck hauling route to Public Works staff for review and approval.

- Installation of utilities from Grand Avenue must be timed to minimize disruption of trucks using Grand Avenue to enter or exit the site.

8. *The satisfactory availability and capacity of storm and sanitary sewers, including solutions to any drainage problems in the area of the development.*

The site plan can be consistent with this finding if additional minor changes are made to the site plan based on comments from Public Works. A condition of approval should be that a final utility and drainage plan is submitted and approved by staff.

9. *Sufficient landscaping, fences, walls and parking necessary to meet the above objectives.*

The site plan is consistent with this finding.

Efforts are being made to protect and save existing large trees where possible. New landscaping that is proposed meets City standards.

No new parking is specifically required by zoning for the new building since parking for colleges is regulated by overall enrollment, dormitory beds, etc., and the new building does not affect these factors. However, the building will furnish 122 underground parking spaces to help meet the anticipated parking needs of the building.

10. *Site accessibility in accordance with the provisions of the Americans with Disabilities Act (ADA), including parking spaces, passenger loading zones and accessible routes.*

The site plan is consistent with this finding. Handicapped accessible parking spaces are provided as required and the access to the building is handicapped accessible.

11. *Provision for erosion and sediment control as specified in the "Ramsey Erosion Sediment and Control Handbook."*

The site plan can be consistent with this finding if minor changes are made. Staff is working with the applicant on these changes. A condition of approval should be that a final erosion and sediment control plan is submitted and approved by staff.

NOW, THEREFORE, BE IT RESOLVED, by the Saint Paul Planning Commission, under the authority of the City's Legislative Code, that the application of Jeff Martens for a site plan review to establish a new 3-story, 73,000 square foot class room building with underground parking and a 32 car surface parking lot at 2115 Summit Ave is hereby approved subject to the following conditions:

1. A new parking lot with 32 parking spaces is shown at the southeast corner of the site, at the intersection of Grand and Cleveland. A permanent parking lot is not consistent with the St. Thomas CUP approved in August 2004 which shows housing at this location. However, a parking lot that is well landscaped and screened is acceptable as an interim

use if it is removed within 10 years of final approval of the site plan for Mc Neely Hall. At that time construction on a new residential building must start or the lot must be removed and replaced with grass and landscaping.

2. The following steps must be taken to control traffic during construction:
  - Use Grand Avenue as the only entrance point to the site during construction.
  - Use Finn as the primary exit point during demolition. Use Finn as the only exit for dump trucks, cement trucks and similar sized vehicles during demolition and excavation (anticipated to last from early June to Labor Day). Use Grand as the exit for larger trucks, including semis that will haul away demolition debris from Christ Child.
  - Use Grand Avenue as the primary exit after demolition (approximately Labor Day).
  - Ban parking on both sides of Finn between Grand and the alley during the summer.
  - Install a chain link fence behind the west curb line of Finn between Grand and the alley during the summer.
  - Move the drop-off area for the Child Development Center during the summer from the west side of Finn to the parking lot on the northwest corner of Finn (and the alley and other parking spots on the north side of Finn if necessary.)
  - Post a flag person at the Finn- alley intersection during the summer to guide traffic.
  - Re-examine with the City and WSNAC the feasibility and safety of using the west side of Finn between Grand and the alley as the drop-off area for the Child Development Center after Labor Day.
  - The applicant's contractor will submit a truck hauling route to Public Works staff for review and approval.
  - Installation of utilities from Grand Avenue must be timed to minimize disruption of trucks using Grand Avenue to enter or exit the site.
3. A final erosion and sediment control plan must be submitted and approved by staff.
4. A final utility and drainage plan must be submitted and approved by staff.

## ZONING COMMITTEE STAFF REPORT

FILE # 05 047765

1. **APPLICANT:** University of Saint Thomas **HEARING DATE:** 3/3/05
  2. **TYPE OF APPLICATION:** Site Plan Review
  3. **LOCATION:** 2115 Summit Avenue (Southwest corner of Summit and Cleveland)
  4. **PIN & LEGAL DESCRIPTION:** 052823140002 Section 5 Town 28 Range 23 Com At Se Cor Of Ne1/4 Th N On El 817.35 Ft Th W 342.8 Ft To Beg, Th N 57 Dg 49mn W 52.28 Ft Th W 144.93 Ft Th S 15 Dg 46 Mn W 81.05 Ft Th S 244 Ft Th E 259.7 Ft Th N 219.15 Ft Th E 15.3 Ft Th N 34.85 Ft Th N 57 Dg 49 Mn W To Be
  5. **PLANNING DISTRICT:** 14 **PRESENT ZONING:** R2
  6. **ZONING CODE REFERENCE:** 61.402
  7. **STAFF REPORT DATE:** 2/23/05 **BY:** Tom Beach
  8. **DATE RECEIVED:** 1/5/05  
**DEADLINE FOR ACTION:** Applicant has waived 60 day rule to allow public hearing on 3/3/05
- 

- A. **PURPOSE:** Site plan review for McNeely Hall (a new 3-story, 73,000 square-foot classroom building with underground parking)
- B. **PARCEL SIZE:** Approximately 88,000 square feet
- C. **EXISTING LAND USE:** The existing college building on the site will be demolished. (The building is in the Summit West Historic District but the Heritage Preservation Commission has approved the demolition.)
- D. **SURROUNDING LAND USE:**  
North: University of Saint Thomas campus  
East: Single-family residential  
South: Vacant lot, and apartment building and college office buildings  
West: College buildings
- E. **ZONING CODE CITATION:** 61.402(c)
- F. **HISTORY/DISCUSSION:** The City Council approved a Conditional Use Permit (CUP) for the University of Saint Thomas in August 2004. The CUP extends the campus boundary to include two blocks south of the main campus bounded by Summit, Cleveland, Grand and Finn. The CUP regulates development in these two blocks, establishing limits on building height, building setback, maximum building size, the number of parking spaces and the number of residential beds. It also places limits on overall enrollment at the campus. (See attached copy of CUP.)

A site plan for a Child Development Center in this two block area (the northwest corner of Grand and Finn) was approved in September 2004. Construction is nearing completion.

Saint Thomas submitted the site plan for McNeely Hall in early January 2005. The Heritage Preservation Commission has approved demolition of the existing building on this site and



approved the design of McNeely Hall.

- G. **DISTRICT COUNCIL RECOMMENDATION:** The West Summit Neighborhood Advisory Committee met on 2/23/05. They support most aspects of the site plan but feel that the building exceeded the height limit established by the August 2004 St. Thomas CUP.

Staff has not received a position from District 14.

- H. **PROJECT DESCRIPTION:** The site plan shows a three-story class room building with 73,000 square feet of space. The building will be 59' tall as specified in the conditions of the CUP. The second and third stories of the building will be stepped back so that it will comply with the setback conditions of the CUP. The architecture is designed to emulate the buildings on the main campus across Summit Avenue. The main entrances will be at the northeast and northwest corners of the building. (See attached site plan and building elevations.)

There will be 122 parking spaces in a garage under the building. The entrance to this parking will be from Finn as specified in the CUP. A parking lot with 32 spaces is proposed at the corner of Grand and Cleveland where a gas station was recently torn down. The parking lot is intended as in interim use until housing is built here as called for in the CUP.

- I. **FINDINGS:** Section 61.402(c) of the Zoning Code says that in "order to approve the site plan, the planning commission shall consider and find that the site plan is consistent with" the findings listed below.

1. *The city's adopted comprehensive plan and development or project plans for sub-areas of the city.*

Development for this site and the rest of the two block area south of Summit between Cleveland and Cretin is regulated by the terms of the of the Conditional Use Permit (CUP) for the University of Saint Thomas approved by the City Council in August 2004.

The site plan conforms to the conditions established by the CUP:

- **Building height** The CUP states "The maximum height of the academic buildings shall not exceed 59' to the ridgeline at the top of the buildings.... These heights shall be considered an absolute maximum, including all mechanical equipment." The site plan is consistent with these height limits. The site plan shows the height to the ridgeline for McNeely Hall will be 58'-11" and there is no mechanical equipment that exceeds the 59' height limit. There are parapets at the end of the roof gables and the peaks of these parapets extend 3' higher than the peak of the roof and are higher than 59' but the City has exempted parapets from height limits based on the following:
  - The zoning code exempts "chimneys, church spires, flag poles, public monuments" from height limits (Section 63.102). Architectural ornamentation, such as parapets, have been considered similar and therefore exempt.
  - Parapets are normally associated with flat roofs and the zoning code exempts parapets for flat roofs since the building height is measured from the roof surface and not from the parapet.
- **Setbacks** The CUP allows the lower floors of buildings to be closer to the street than upper floors. The required setbacks vary between 50' (for the first floor) and 100' (for the third floor) on Summit and 25' (for the first floor) and 100' (for the third floor) on Cleveland. The proposed building will step back so that lower floors of the building will be closer to the street than the upper floors and the building will conform to the setbacks established by the CUP.
- **Underground parking and access** The site plan shows 122 parking spaces under the proposed class room building with access from Finn. The CUP allows up to 590 parking spaces in underground ramps on both blocks and specifies that access must be

from Finn.

- *Surface parking* The CUP allows "a small number of surface parking spaces for uses such as drop-off/pick-up, or loading." The site plan shows one handicapped accessible parking space on the south side of the building that is intended to be permanent. An existing paved area in the middle of the block would continue to be used for parking until construction starts on the remaining buildings on the block. A new parking lot with 32 parking spaces is shown at the southeast corner of the site, at the intersection of Grand and Cleveland where a gas station was recently demolished. The CUP calls for this area to be used for housing and St. Thomas has said it intends to build housing here but construction may not start for few years, until some of the other buildings in the two block area south of Summit are completed. A permanent parking lot is not consistent with the CUP. However, a parking lot that is well landscaped and screened is acceptable as an interim use for up to 10 years if no building is constructed during that time.

2. *Applicable ordinances of the City of Saint Paul.*

The site plan is consistent with this finding. The building meets the requirements established by the Saint Thomas University Conditional Use Permit as well as all other zoning standards.

3. *Preservation of unique geologic, geographic or historically significant characteristics of the city and environmentally sensitive areas.*

The site plan is consistent with this finding. The site is located in the Summit West Historic District. The Heritage Preservation Commission approved demolition of an existing building on the site. They gave conditional approval for the design of the new building in November 2004 and if no major changes are made to the building, HPC staff will be able to make the final approval.

4. *Protection of adjacent and neighboring properties through reasonable provision for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and those aspects of design which may have substantial effects on neighboring land uses.*

The site plan is consistent with this finding. The site plan provides for surface water drainage. Auto traffic on the site will be buffered by existing and new buildings. The building height and setbacks shown will ensure that views, light and air are preserved.

5. *The arrangement of buildings, uses and facilities of the proposed development in order to assure abutting property and/or its occupants will not be unreasonably affected.*

The site plan is consistent with this finding. The design of the site and building, including the size, height, setback and parking were established as part of the CUP with the intent that it would not unreasonably affect nearby property.

6. *Creation of energy-conserving design through landscaping and location, orientation and elevation of structures.*

The site plan meets current standards for energy conservation and is consistent with this finding.

7. *Safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets, including traffic circulation features, the locations and design of entrances and exits and parking areas within the site.*

The site plan is consistent with this finding. Permanent access to the parking for this building and other buildings on this block will be from Finn. This arrangement was specified in the Conditional Use Permit after input from the neighborhood and was found to be acceptable by Public Works staff.

Construction is anticipated to last 15 months and traffic safety during this period has been taken into consideration. One issue is truck traffic going past the new Child Development Center on Finn during construction. St. Thomas has agreed to the steps listed below and Public Works Traffic staff has found them to be acceptable. These steps should be included as conditions of site plan approval:

- Use Grand Avenue as the only entrance point to the site during construction.
- Use Finn as the primary exit point during demolition. Use Finn as the only exit for dump trucks, cement trucks and similar sized vehicles during demolition and excavation (anticipated to last from early June to Labor Day). Use Grand as the exit for larger trucks, including semis that will haul away demolition debris from Christ Child.
- Use Grand Avenue as the primary exit after demolition (approximately Labor Day).
- Ban parking on both sides of Finn between Grand and the alley during the summer.
- Install a chain link fence behind the west curb line of Finn between Grand and the alley during the summer.
- Move the drop-off area for the Child Development Center during the summer from the west side of Finn to the parking lot on the northwest corner of Finn (and the alley and other parking spots on the north side of Finn if necessary.)
- Post a flag person at the Finn- alley intersection during the summer to guide traffic.
- Re-examine with the City and WSNAC the feasibility and safety of using the west side of Finn between Grand and the alley as the drop-off area for the Child Development Center after Labor Day.
- The applicant's contractor will submit a truck hauling route to Public Works staff for review and approval.
- Installation of utilities from Grand Avenue must be timed to minimize disruption of trucks using Grand Avenue to enter or exit the site.

8. *The satisfactory availability and capacity of storm and sanitary sewers, including solutions to any drainage problems in the area of the development.*

The site plan can be consistent with this finding if additional minor changes are made to the site plan based on comments from Public Works. A condition of approval should be that a final utility and drainage plan is submitted and approved by staff.

9. *Sufficient landscaping, fences, walls and parking necessary to meet the above objectives.*

The site plan is consistent with this finding.

Efforts are being made to protect and save existing large trees where possible. New landscaping that is proposed meets City standards.

No new parking is specifically required by zoning for the new building since parking for colleges is regulated by overall enrollment, dormitory beds, etc., and the new building does not affect these factors. However, the building will furnish 122 underground parking spaces to help meet the anticipated parking needs of the building.

10. *Site accessibility in accordance with the provisions of the Americans with Disabilities Act (ADA), including parking spaces, passenger loading zones and accessible routes.*

The site plan is consistent with this finding. Handicapped accessible parking spaces are provided as required and the access to the building is handicapped accessible.

11. *Provision for erosion and sediment control as specified in the "Ramsey Erosion Sediment and Control Handbook."*

The site plan can be consistent with this finding if minor changes are made. Staff is working with the applicant on these changes. A condition of approval should be that a final erosion and sediment control plan is submitted and approved by staff.

**J. STAFF RECOMMENDATION:**

Based on the findings above, the staff recommends approval of the site plan for a new 3-story , 73,000 square-foot classroom building at the southwest corner of Summit and Cleveland (2115 Summit Avenue) subject to the following conditions:

1. A new parking lot with 32 parking spaces is shown at the southeast corner of the site, at the intersection of Grand and Cleveland. A permanent parking lot is not consistent with the St. Thomas CUP approved in August 2004 which shows housing at this location. However, a parking lot that is well landscaped and screened is acceptable as an interim use if it is removed within 10 years of final approval of the site plan for Mc Neely Hall. At that time construction on a new residential building must start or the lot must be removed and replaced with grass and landscaping.
2. The following steps must be taken to control traffic during construction:
  - Use Grand Avenue as the only entrance point to the site during construction.
  - Use Finn as the primary exit point during demolition. Use Finn as the only exit for dump trucks, cement trucks and similar sized vehicles during demolition and excavation (anticipated to last from early June to Labor Day). Use Grand as the exit for larger trucks, including semis that will haul away demolition debris from Christ Child.
  - Use Grand Avenue as the primary exit after demolition (approximately Labor Day).
  - Ban parking on both sides of Finn between Grand and the alley during the summer.
  - Install a chain link fence behind the west curb line of Finn between Grand and the alley during the summer.
  - Move the drop-off area for the Child Development Center during the summer from the west side of Finn to the parking lot on the northwest corner of Finn (and the alley and other parking spots on the north side of Finn if necessary.)
  - Post a flag person at the Finn- alley intersection during the summer to guide traffic.
  - Re-examine with the City and WSNAC the feasibility and safety of using the west side of Finn between Grand and the alley as the drop-off area for the Child Development Center after Labor Day.
  - The applicant's contractor will submit a truck hauling route to Public Works staff for review and approval.
  - Installation of utilities from Grand Avenue must be timed to minimize disruption of trucks using Grand Avenue to enter or exit the site.
3. A final erosion and sediment control plan must be submitted and approved by staff.
4. A final utility and drainage plan must be submitted and approved by staff.

**ATTACHMENTS**

2004 Conditional Use Permit for St. Thomas ..... 1

Site plan .....	5
Elevations .....	8
Aerial photo and location map .....	14

# UNIVERSITY OF ST. THOMAS PROPOSAL MCNEELY HALL LOT AT GRAND AND CLEVELAND AVENUES

December 16, 2014

The University of St. Thomas (UST) seeks to extend the interim use of the parking lot on the northwest corner of Grand and Cleveland avenues ("Corner") for three years to March 11, 2018, by amending the McNeely Hall site plan approved March 11, 2005, by resolution of the St. Paul Planning Commission (File number 05-30). The site plan says the parking lot can remain in place only until March 11, 2015, at which time construction of a residential building must begin or the lot must be removed and replaced with grass and landscaping.

The university proposes the following in seeking the three-year extension for use of the parking lot:

- Consider the best post-2018 use of that site, consistent with the 2004 Conditional Use Permit, which would include student housing or grass and landscaping, as part of the campus master planning process beginning in 2015. The master plan vendor (as yet undetermined) will meet with WSNAC as part of the process. A final determination of the potential use of the site will be finalized at least six months before the parking lot extension agreement expires in March 2018. If UST does not submit a site plan by that date, it will seek no further extensions of the use as a parking lot. At that time, the university must remove the lot and replace it with grass and landscaping.
- UST will establish a Neighborhood Stabilization Fund, which will consist of two parts:
  1. A three-year, \$50,000 fund to convert a minimum of three parent-owned houses in the neighborhood to owner-occupied, single-family status with restrictive covenants placed on the homes so they cannot be used as undergraduate student rentals when they are sold. At least 50 percent of the houses to be converted will be in the area bounded by Marshall, Prior, Goodrich and Exeter, with the remainder in the area bounded by Interstate 94, Snelling, St. Clair and Exeter/Cretin. WSNAC's Housing Subcommittee will assist St. Thomas on this project.
  2. A three-year, \$10,000 fund to handle legal fees and paperwork for owner-occupants of single-family homes in the neighborhood to put covenants on their homes so they cannot be used as undergraduate student rentals when they are sold. (Typical legal fees are \$500 per home, meaning the fund would cover covenant costs for up to 20 homes.) If any funds are left over, they will remain within the Neighborhood Stabilization Fund.
- UST will establish a \$40,000 lighting fund to carry out projects to enhance lighting on streets bordering the St. Paul campus for the safety and security of students, residents, guests and employees. This will be accomplished through two or more projects:
  - (a) With city and Heritage Preservation Commission approval, install two light poles in the Summit median, flanking the Arches crosswalk, during the summer of 2015. Cost (per 12/4/14 City of St. Paul estimate): \$12,400.
  - (b) WSNAC's Campus Development and Transportation Subcommittee, in consultation with the city and its Heritage Preservation Commission, will assist St. Thomas to develop any additional projects to be constructed with these funds. Such additional projects, if approved, will be completed by March 11, 2018. Suggestions have included: (1) brighter

lights on Cleveland between Summit and Selby Avenues; (2) a lighted crosswalk across Cretin, and (3) pedestrian-activated flashing light poles on the north and south sides of Summit directly across from the Arches crosswalk.

- UST will collaborate with Macalester-Groveland Community Council and Union Park District Council to offer free use of the parking lot for a St. Paul Farmer's Market satellite operation one weekday afternoon per week, Memorial Day through Labor Day.
- UST will offer 16 lot spaces for free parking for Davanni's and Coffee Bene customers and staff, from 5 p.m. to midnight weekdays and 7 a.m. to midnight Saturday and Sunday, reducing neighborhood traffic and illegal parking in permit parking zones and elsewhere.

**Approved December 16, 2014, by WSNAC members with a vote of 10-0 in favor of this proposal (Gage, Hennes and Sachs voting on behalf of UST).**



320 South Griggs Street  
St. Paul, MN 55105  
www.macgrove.org

Phone: 651-695-4000  
Fax: 651-695-4004  
E-mail: mgcc@macgrove.org

December 19, 2014

Josh Williams, Planner  
City of Saint Paul, Department of Planning and Economic Development  
City Hall Annex  
25 West 4th Street, Suite 1300  
Saint Paul, MN 55102

Re: Site Plan modification request - NW corner of Grand at Cleveland

Dear Josh:

On December 18, 2014 the Housing and Land Use Committee ("HLU") of the Macalester Groveland Community Council ("MGCC") held a public meeting, at which it considered the application for a site plan modification (file number 14-353762), concerning the property located at the NW corner of Grand at Cleveland. The applicant, Doug Hennes, appeared on behalf of the University of Saint Thomas to speak to the application and to answer questions.

At the meeting one neighbor (residing at 2149 Goodrich) spoke in support of the application.

After speaking with the applicant, considering neighborhood feedback, consulting the Macalester Groveland Long Range plan, and assessing the merits of the application, the HLU passed the following resolution:

"The Macalester Groveland Community Council Housing and Land Use Committee (MGCC HLU) recommends that the Planning Commission of the City of Saint Paul grant the University of Saint Thomas (UST) request, File 14-353762 an extension of the use of the McNeely parking lot until March 11, 2018. This recommendation is based on MGCC HLU's review of the file materials, UST's presentation at the December 18 HLU meeting, and with consideration of neighborhood input. Lastly, this recommendation is based upon UST's representation that a site plan for a residential building to replace this parking lot will be submitted by September 1, 2017 or it will be replaced with grass and landscaping when the extension expires, the site being maintained as such, and future use reserved only for a residential building." Motion passed 9-0.



If you have questions or concerns, please do not hesitate to contact me.

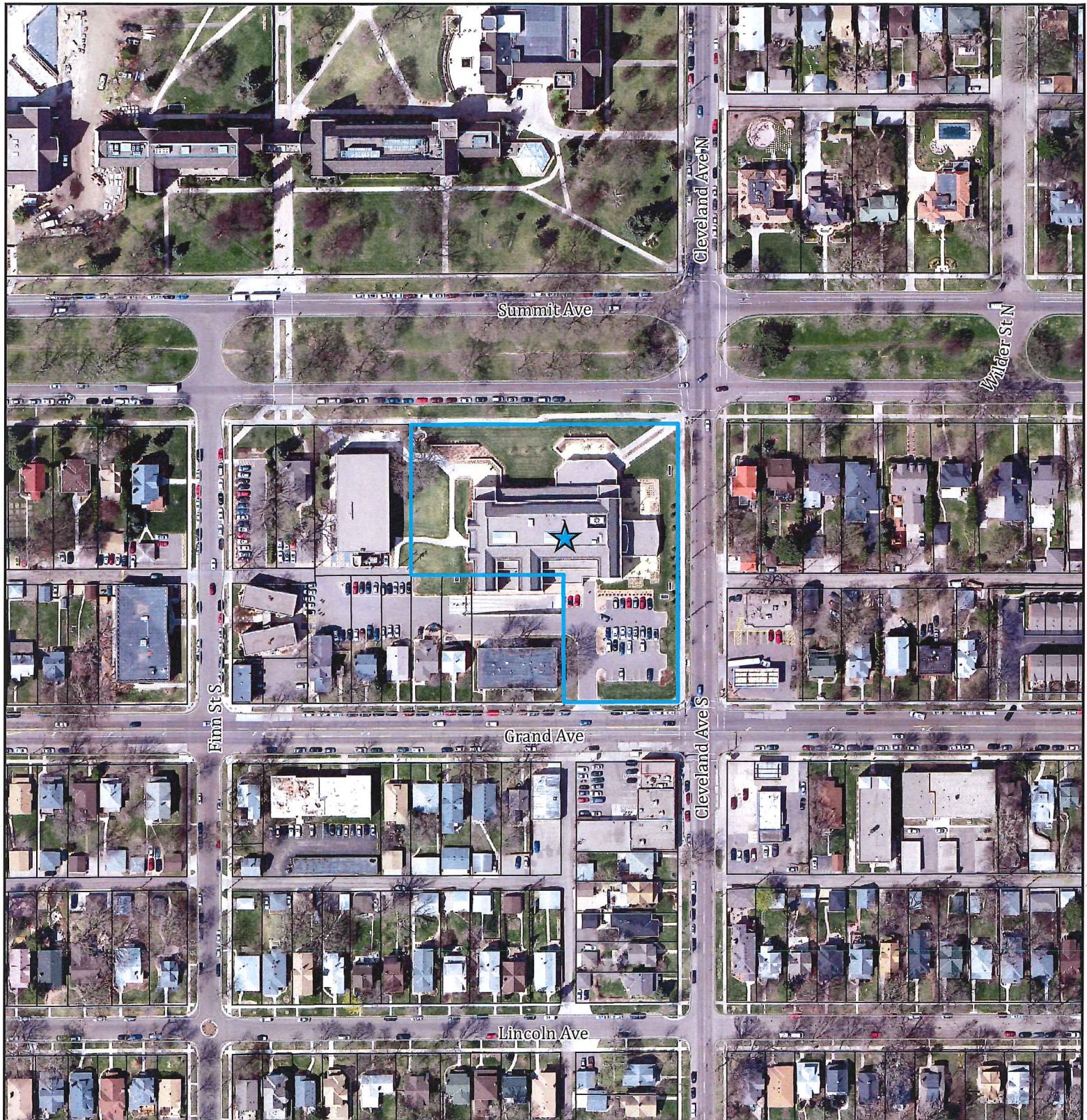
Sincerely,

A handwritten signature in cursive script, appearing to read "Liz Boyer".

Liz Boyer  
Executive Director

cc: Doug Hennes, Amy Gage, Samantha Henningson





0 82.5 165 330 495 660 Feet

Aerial

Subject Parcels

FILE NAME: University of St. Thomas

APPLICATION TYPE: PC-Site Plan Review

FILE #: 14-353762 DATE: 12/15/2014

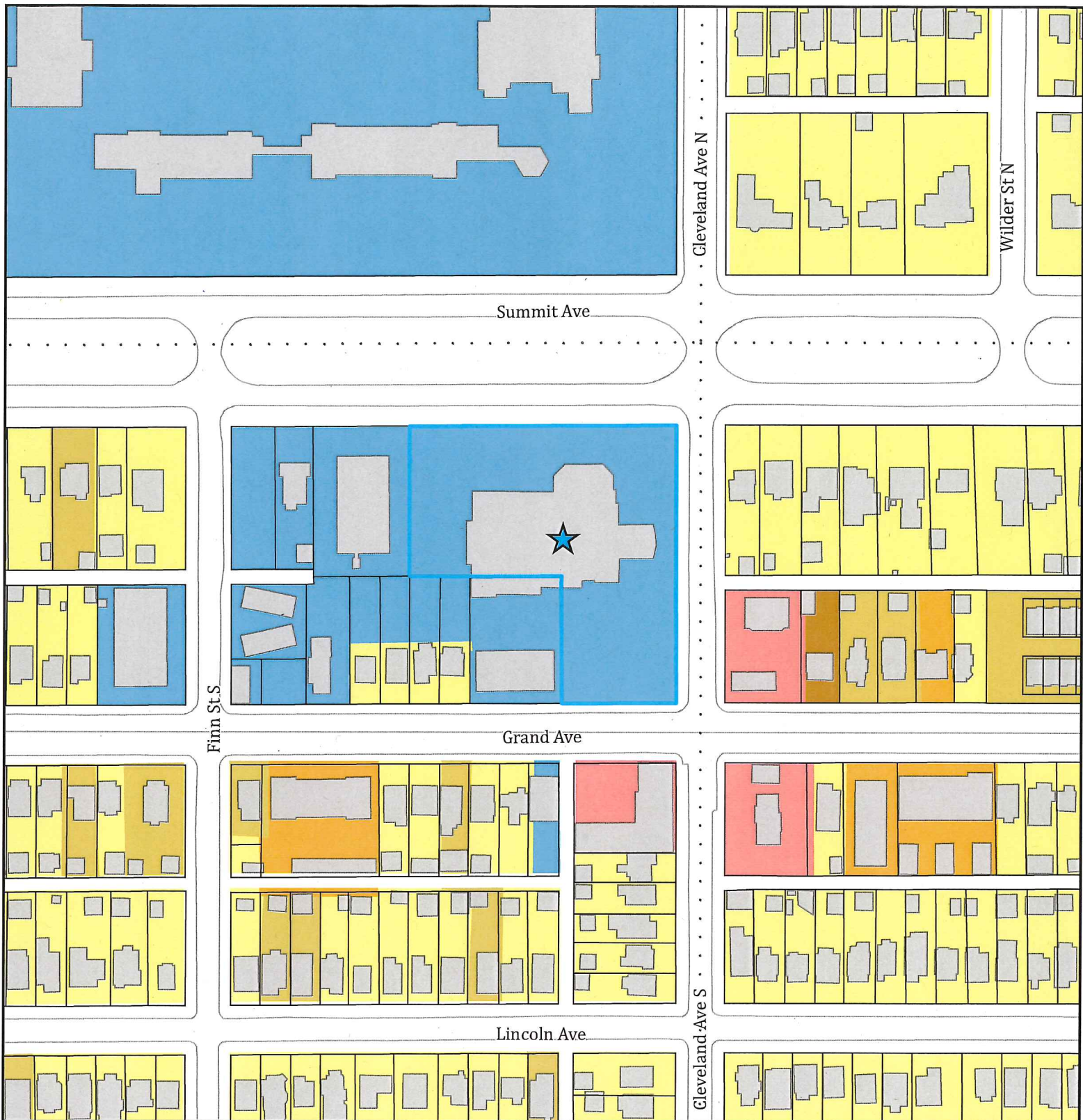
PLANNING DISTRICT: 14

ZONING PANEL: 13

Saint Paul Department of Planning and Economic Development and Ramsey County







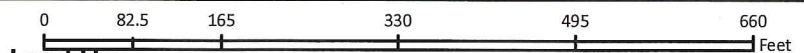
FILE NAME: University of St. Thomas

APPLICATION TYPE: PC-Site Plan Review

FILE #: 14-353762 DATE: 12/15/2014

PLANNING DISTRICT: 14

ZONING PANEL: 13



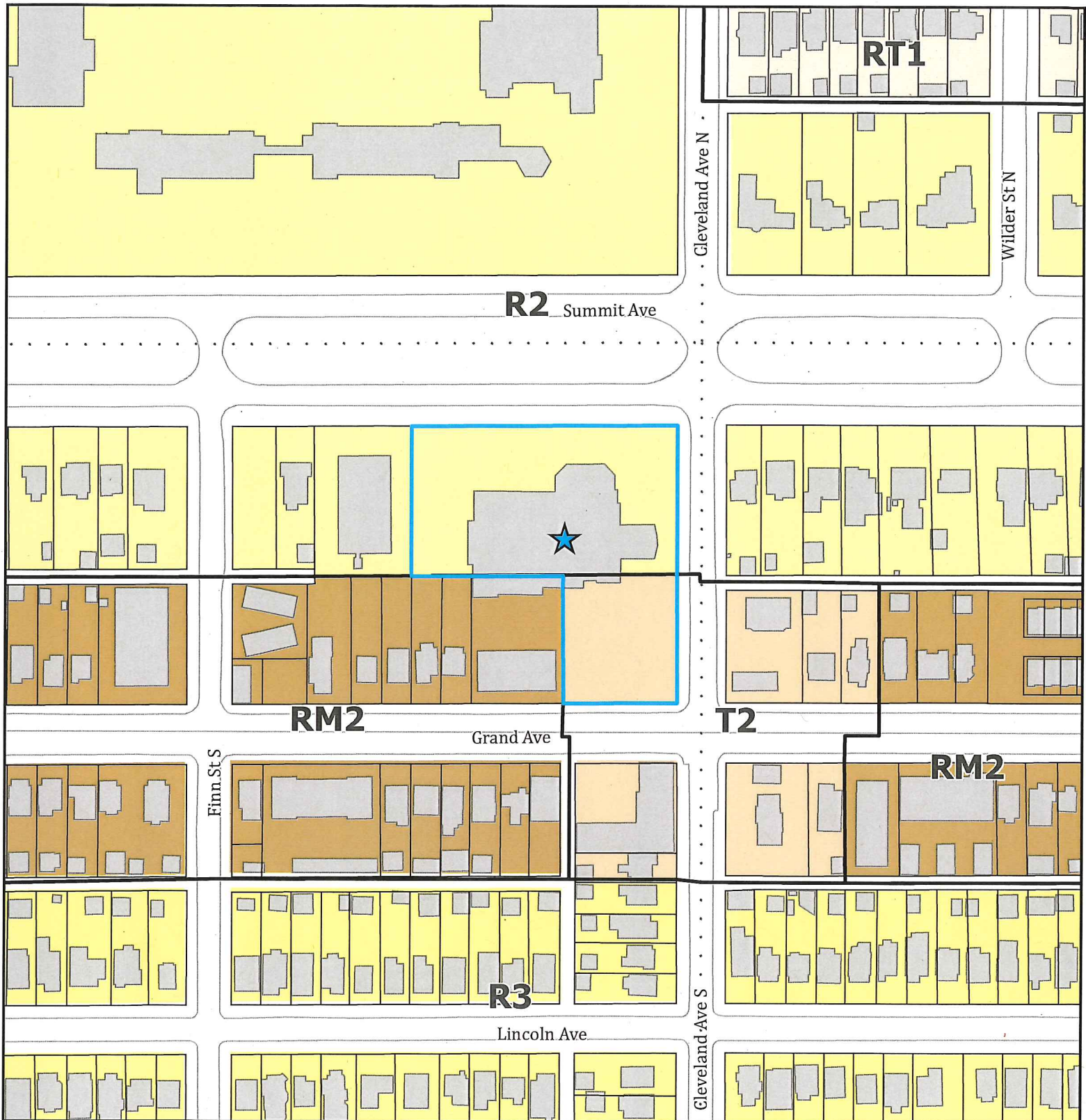
#### Land Use

- Single Family Detached
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Mixed Use Residential
- Institutional
- Park, Recreational or Preserve

- Subject Parcels
- Section Lines







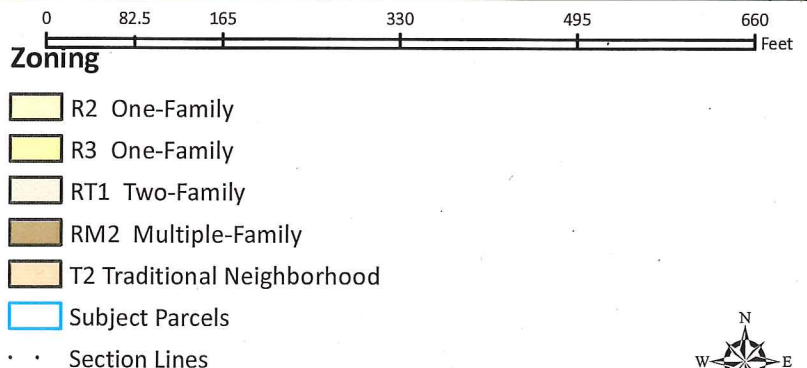
FILE NAME: University of St. Thomas

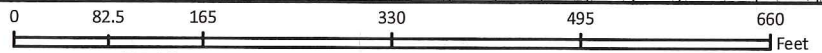
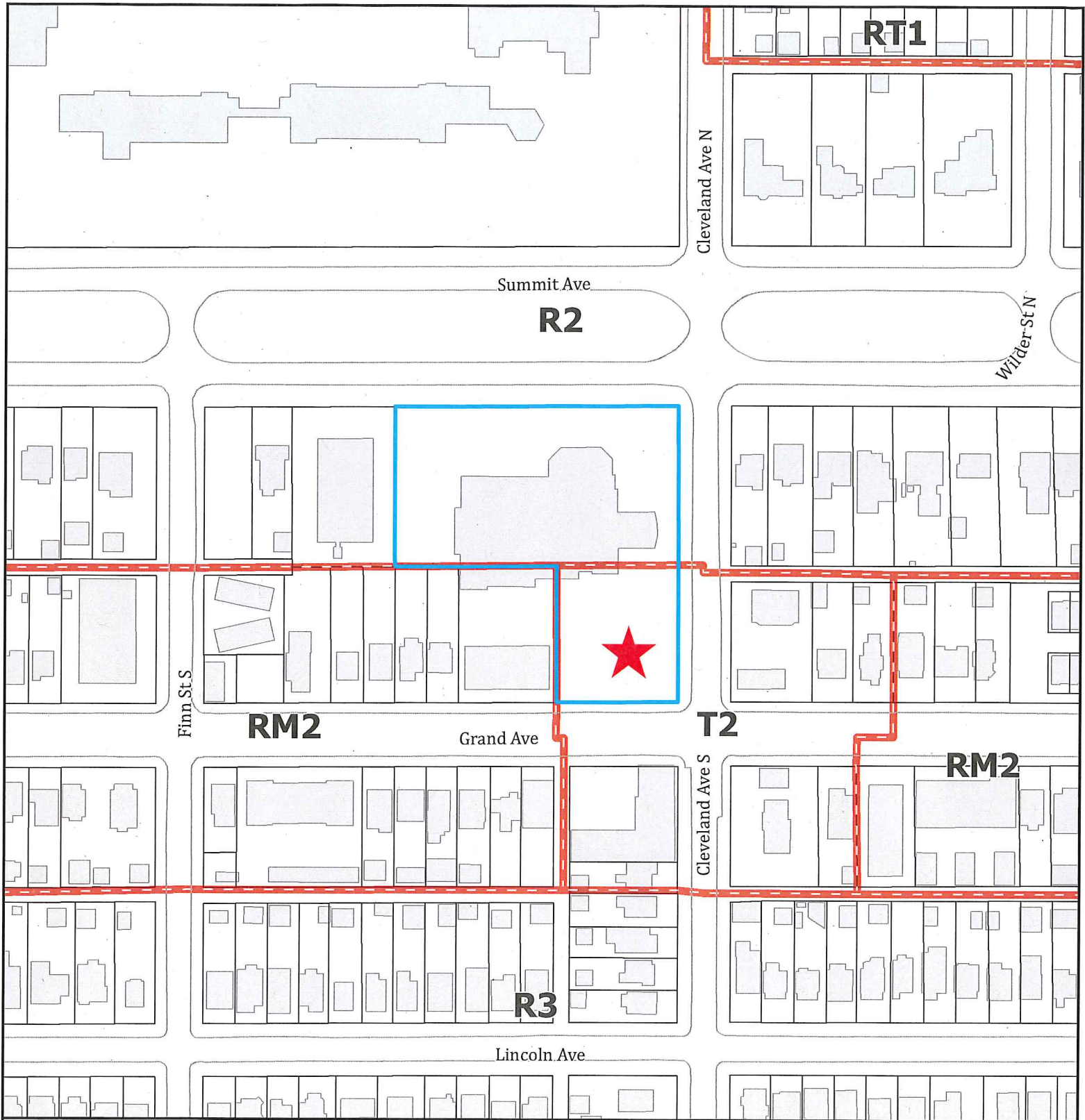
APPLICATION TYPE: PC-Site Plan Review

FILE #: 14-353762      DATE: 12/15/2014

PLANNING DISTRICT: 14

ZONING PANEL: 13





APPLICANT: University of St. Thomas (2)

**ENS**

APPLICATION TYPE: \_\_\_\_\_

R2 One-Family

FILE #: To Be Assigned DATE: 12/15/2014

R3 One-Family

PLANNING DISTRICT: \_\_\_\_\_

RT1 Two-Family

ZONING PANEL: \_\_\_\_\_

RM2 Multiple-Family

T2 Traditional Neighborhood

