

ZONING COMMITTEE STAFF REPORT

1. **FILE NAME:** Michaelene Spence **FILE #** 15-171-359
 2. **APPLICANT:** Michaelene Spence **HEARING DATE:** November 5, 2015
 3. **TYPE OF APPLICATION:** Conditional Use Permit
 4. **LOCATION:** 453 White Bear Ave N, NW corner at Euclid
 5. **PIN & LEGAL DESCRIPTION:** 342922410005, Godes And Licha Addition Lot 5 Blk 1
 6. **PLANNING DISTRICT:** 1 **PRESENT ZONING:** R3/WB White Bear Overlay
 7. **ZONING CODE REFERENCE:** §65.159 ; §61.501
 8. **STAFF REPORT DATE:** October 28, 2015 **BY:** Bill Dermody
 9. **DATE RECEIVED:** October 20, 2015 **60-DAY DEADLINE FOR ACTION:** December 19, 2015
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- A. **PURPOSE:** Conditional use permit for a transitional housing facility for 5 adults
- B. **PARCEL SIZE:** 7,526 square feet
- C. **EXISTING LAND USE:** R-Single Family Dwelling
- D. **SURROUNDING LAND USE:**
Single-family residential in all directions (R3). A church/school (R3) and small commercial node (B2) are located about one block north.
- E. **ZONING CODE CITATION:** §65.159 lists the standards and conditions for transitional housing facilities; §61.501 lists general conditions that must be met by all conditional uses.
- F. **HISTORY/DISCUSSION:** The applicant has operated a facility on this site since 2013 for 4 adult women who have completed treatment for chemical dependency and mental illness. The existing facility operates as a "family" under the Zoning Code.
- G. **DISTRICT COUNCIL RECOMMENDATION:** The District 1 Council recommends approval of the application.
- H. **FINDINGS:**
 1. The application requests conditional use permit approval for a transitional housing facility that increases the number of adult residents from 4 to 5 at 453 White Bear Ave N. The Department of Safety and Inspections has reviewed the proposed facility's characteristics and determined it to be transitional housing as defined in the Zoning Code.
 2. §65.159 lists the standards and conditions for transitional housing facilities serving more than four (4) adult facility residents and minor children in their care:
 - (a) *In residential, traditional neighborhood and OS—B2 business districts, a conditional use permit is required for facilities serving more than four (4) adult residents and minor children in their care. This condition would be met if this application is approved.*
 - (b) *In RL—RT2 residential districts, the facility shall be a minimum distance of 1,320 feet from any other transitional housing facility with more than four (4) adult facility residents, licensed community residential facility, emergency housing facility, shelter for battered persons with more than four (4) adult facility residents, or overnight shelter. This condition is met. The closest such facility is over 4,000 feet to the west.*
 - (c) *Except in B4—B5 business districts, the facility shall not be located in a planning district in which one (1) percent or more of the population lives in licensed community residential facilities, emergency housing facilities, shelters for battered persons with more than four (4) adult facility residents, overnight shelters, and/or transitional housing facilities with more than four (4) adult facility residents. This condition is met. If the application is approved, the planning district would have 0.37% of its population in such facilities.*
 - (d) *In RL—RT1 residential districts, the facility shall serve six (6) or fewer adult facility residents and minor children in their care. In RT2 residential, traditional neighborhood, OS—B3 business and IT—I2 industrial districts, the facility shall serve sixteen (16) or fewer adult facility residents and minor children in their care. This condition is met. The facility would serve 5 adult facility residents and is zoned R3.*

- (e) *In RL—RT2 residential districts, the facility shall not be located in a two-family or multifamily dwelling unless it occupies the entire structure.* This condition is met. The facility is located in a single-family home – not a two-family or multifamily dwelling.
 - (f) *In residential districts, facilities serving seventeen (17) or more facility residents shall have a minimum lot area of 5,000 square feet plus 1,000 square feet for each guest room in excess of two (2) guest rooms.* This condition is met. The facility serves less than 17 residents.
- 3. §61.501 lists five standards that all conditional uses must satisfy:
 - (a) *The extent, location and intensity of the use will be in substantial compliance with the Saint Paul Comprehensive Plan and any applicable subarea plans which were approved by the city council.* This condition is met. The proposed transitional housing use is consistent with the Comprehensive Plan's Housing Chapter, which supports a broad range of housing types in city neighborhoods (Strategy H1.1). The Land Use Chapter (Figure LU-B) designates the site as part of an Established Neighborhood, in which the existing character should be maintained (Strategy LU1.5).
 - (b) *The use will provide adequate ingress and egress to minimize traffic congestion in the public streets.* This condition is met. The site has a two-car garage accessed via the alley and can use on-street parking on Euclid Street. The traffic impact of the 5-resident facility is anticipated to be similar to residential uses allowed in the zoning district.
 - (c) *The use will not be detrimental to the existing character of the development in the immediate neighborhood or endanger the public health, safety and general welfare.* This condition is met. The proposed use is similar in anticipated traffic and noise impact to the site's previous use. Additionally, there is substantial nearby on-street parking available. No building expansion is proposed. The use will not be detrimental to the existing character of development in the area or endanger the public health, safety and general welfare.
 - (d) *The use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.* This condition is met. The surrounding area is developed and the proposed use will have no effect on improvement of surrounding property.
 - (e) *The use shall, in all other respects, conform to the applicable regulations of the district in which it is located.* This condition is met. The proposed use requires two (2) off-street parking spaces, which are provided through a 2-car garage accessed via the alley. There is also a one-car parking pad with access from Euclid Street. All other applicable regulations are met, as well.

I. STAFF RECOMMENDATION: Based on the above findings, staff recommends approval of the conditional use permit for a transitional housing facility for 5 adults subject to the following additional conditions:

- 1. Final approvals by the Zoning Administrator for this use shall be in substantial compliance with the application materials.
- 2. No expansion of the building is allowed. Any requested expansion would require consideration through a new conditional use permit application and review.



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

*25 West Fourth Street
Saint Paul, MN 55102*

*Telephone: 651-266-6700
Facsimile: 651-228-3220*

September 23, 2015

Mr. Rory Matter
2201 Springside Drive E.
Saint Paul, MN 55119

Hexian Hu
689 Fir Street
Saint Paul, MN 55119

RE: 689 Fir Street / 2092 Oakridge Street Lot Split - Preliminary Approval
Zoning File # 15-133-149

Dear Mr. Matter:

The proposed lot split you submitted for City review, for 689 Fir St. and a new lot at 2092 Oakridge Street (PID 11-28-22-43-0047), with a variance granted by the Board of Zoning Appeals for the existing garage at 689 Fir St. to be located in a required front yard (Zoning File # 15-145-927), is hereby preliminarily approved for compliance with the City of Saint Paul's subdivision regulations subject to the following conditions:

1. Existing sanitary sewer service from the existing house at 689 Fir St. to Oakridge St. crossing the proposed new lot at 2292 Oakridge St. must be permanently disconnected and rerouted to Fir Street. Contact Anca Sima, Public Works Sewer Division, at (651) 266-6237 about requirements for new separate independent sewer service and necessary permits for this work.
2. Show the location of the existing driveway and sanitary sewer within 25 feet of the property line between the subject property and the property at 2082 Oakridge Street on the survey. If they cross the property line, either they or the property line must be moved, or private easements for this between the owners of 2082 Oakridge St. and owners of the proposed new lot at 2292 Oakridge St. must be recorded, with copies of the recorded easements provided to the City. Contact Anca Sima about any sewer easement, and Tom Beach, Dept. of Safety and Inspections (266-9086) about any driveway easement.

Once these conditions are met you may submit a request for final City approval of your lot split. Final approval by the City Planning Administrator is required for you to be able to record the subdivision with Ramsey County. Please submit 5 copies of a survey certifying that these conditions are met. We will then issue a final approval.

This preliminary approval by the Planning Administrator will expire and this file will be closed one year from the date of this letter if you have not yet requested final city approval, unless the Planning Administrator (at your request) has granted an extension not to exceed one year. Any interested party may appeal this decision by the Planning Administrator to the Planning Commission within ten days as provided in Zoning Code § 61.701.

Call me at (651) 266-6583 if you have any further questions.

Sincerely,

Paul Dubruiel, on behalf of the Planning Administrator
PED Zoning

cc: District 1 Community Council
Tom Beach, DSI
Anca Sima, Public Works
James Parker, Surveyor



CONDITIONAL USE PERMIT APPLICATION
Department of Planning and Economic Development
Zoning Section
1400 City Hall Annex
25 West Fourth Street
Saint Paul, MN 55102-1634
(651) 266-6589

Zoning office use only
File # 15-171359
Fee 800.00
Tentative Hearing Date 11-5-15

PD=1

#342922410005

APPLICANT

Name Michaelene Spence
Address 762 Willow Grove Lane
City Vadnais Hgts St. MN Zip 55127 Daytime Phone (651) 404-0555
Name of Owner (if different) _____
Contact Person (if different) _____ Phone _____

**PROPERTY
LOCATION**

Address / Location 453 White Bear Ave.
Legal Description R3 1 one family residential Current Zoning _____
(attach additional sheet if necessary)

TYPE OF PERMIT: Application is hereby made for a Conditional Use Permit under provisions of
Chapter _____, Section 65, Paragraph 159 of the Zoning Code.

SUPPORTING INFORMATION: Explain how the use will meet all of the applicable standards and conditions. If you are requesting modification of any special conditions or standards for a conditional use, explain why the modification is needed and how it meets the requirements for modification of special conditions in Section 61.502 of the Zoning Code. Attach additional sheets if necessary.

see attached

☐ Required site plan is attached

Applicant's Signature M. S. Date 10-11-15 City Agent Corrine Tilley

Amil D.
10-20-15

September 26, 2015

Department of Planning and Economic Development
Zoning Section
1400 City Hall Annex
25 West Fourth Street
Saint Paul, MN 55102-1634

Michaelene Spence, Owner
Spence Specialties LLC
762 Willow Grove Lane
Vadnais Heights, MN 55127

Dear Zoning Decision Committee;

My name is Michaelene Spence. I am the owner of 2 properties in St. Paul that are transitional homes for women with chemical dependency and mental illness who have completed treatment. I am writing this letter to apply for a Conditional Use Permit for each of these properties.

The addresses of the properties are as follows. Kelly's Place is located at 975 Wakefield Ave. St. Paul, MN 55106. This house is in the Dayton's Bluff District. Lynette's Loft is located at 453 White Bear Ave. St. Paul, MN 55106. This house is located in the Battle Creek District.

I am a Licensed Alcohol and Drug Counselor (LADC) and a Licensed Practical Clinical Counselor (LPCC). I have over 13 years of experience working in the addiction treatment field. I have owned and operated my own sober houses since 2009. Currently, I operate 3 sober houses.

975 Wakefield Avenue is located in the RT1 residential zoning district. The existing structure is being used as a single family dwelling serving 4 unrelated adult women. I have been operating a transitional housing facility at this location since 2012. I am proposing to serve 6 adult women and their minor children in this location. My operation meets the definition of transitional housing as defined by Zoning Code Section 65.159. I plan to meet the conditional use requirements in the following manner:

Zoning Code Section 65.159

- a) In a residential, traditional neighborhood a conditional use permit is required for facilities serving more than 4 adults and children. I am applying for the conditional use permit to meet this requirement.
- b) In a RT1 residential district a facility shall be a minimum of 1,300 feet from any other transitional facility. In addition to the conditional use permit (CUP) I am also applying for a modification to this separation requirement. (see modification details below)
- c) The facility shall not be located in a planning district in which 1% or more of the population lives in community residential facilities. I have met this condition. Adding 2 residents to the 4 that I currently serve will have no impact on the 1% requirement.

- d) In RT1 the facility shall serve six or fewer adult facility residents and minor children. I am proposing to serve 6 or less adults, therefore this condition is met.
- e) The facility shall not be located in a two-family or multifamily dwelling unless it occupies the entire structure. At this time this standard and condition are met. I am proposing to serve up to 6 adult facility residents in a single-family dwelling.
- f) In residential districts, facilities serving 17 or residents shall have a minimum lot area of 5,000 square feet plus 1,000 square feet for each guest room in excess of two guest rooms. These standards and conditions do not apply. I am only proposing to serve 6 residents.

453 White Bear Avenue (Lynette's Loft) is located in the R3 one family residential zoning district and the White Bear Avenue Overlay District. The existing structure is being used as a single family dwelling serving 4 unrelated adult women. I have been operating a transitional housing facility at this location since 2013. I am proposing to serve 5 adult women in this location. My operation meets the definition of transitional housing as defined by Zoning Code Section 65.159. I plan to meet the conditional use requirements in the following manner:

- a) In a residential, traditional neighborhood a conditional use permit is required for facilities serving more than 4 adults. I am applying for the conditional use permit to meet this requirement.
- b) In a R3 residential district a facility shall be a minimum of 1,320 feet from any other transitional facility. 453 White Bear Avenue is not located within 1320 feet from any other transitional housing facility with more than four adult facility residents, licensed community residential facility, emergency housing facility, shelter for battered persons with more than four adult facility residents, or overnight shelter.
- c) The facility shall not be located in a planning district in which 1% or more of the population lives in community residential facilities. I have met this condition. Adding 1 resident to the 4 that I currently serve will have no impact on the 1% requirement.
- d) In R3 the facility shall serve six or fewer adult facility residents and minor children. I am proposing to serve 5 or less adults, therefore this condition is met.
- e) The facility shall not be located in a two-family or multifamily dwelling unless it occupies the entire structure. At this time this standard and condition are met. I am proposing to serve up to 5 adult facility residents in a single family dwelling.
- f) In residential districts, facilities serving 17 or residents shall have a minimum lot area of 5,000 square feet plus 1,000 square feet for each guest room in excess of two guest rooms. These standards and conditions do not apply. I am only proposing to serve 5 residents.

Program Description and History:

Spence Specialties LLC was developed in 2009 by owner operator Michaelene Spence MA LADC, LPCC. Mrs. Spence has over 13 years of experience providing MI/CD treatment services to women as a counselor, Director of Clinical Services at Wayside House Inc., and now Program Manager at Regions Hospital Alcohol and Drug Abuse Program. It is important to note that Spence Specialties LLC is a completely separate entity from Regions (Resume attached).

Mrs. Spence purchased a home in North Minneapolis, MN to provide sober housing to women coming out of treatment who needed a safe place to live. Since 2009 this home located at 1627 Newton Avenue N. Minneapolis, MN 55411 has been successfully open to women who are paying for their own housing. Rent is inexpensive in this location and no county or government assistance is available to the residents.

Mrs. Spence purchased a second home in St. Paul, MN at 975 Wakefield Ave in November 2012 as a chemical free housing facility. We have been serving 4 adult women and their minor children who have completed inpatient treatment (at any treatment center) in a base rate GRH housing program. Residents of this location have diagnosed chemical dependency issues and mental health issues. Residents are required to be involved in at least 20 hours of productive activity each week including but not limited to volunteering, going to school, being involved in outpatient treatment or therapy, attending to psychiatric and chemical health recovery programs, and any other individualized services they need.

Finally, in 2013 Mrs. Spence added a third location at 453 White Bear Avenue in St. Paul. Since that time this home has been operating in the same manner as 975 Wakefield Ave.

Detailed Outline of Service Plan:

Attached to this proposal is the "Resident Agreement" that we use with all residents of "Lynette's Loft" and Kelly's Place". It describes all expectations for the women to reside including the services Spence Specialties will provide. Services provided by Spence Specialties LLC include, but are not limited to:

- On site Recovery Coaching- Spence Specialties LLC contracts with a recovery coach trained through the Minnesota Recovery Connection. She provides weekly one hour recovery groups on site and any recovery assistance residents request in addition to that.
- House Management Services- Michaelene and Lynette Spence provide onsite problem solving, general oversight of house activities, and resident compliance to rules and expectations.
- Community Meetings- Michaelene Spence, owner and operator, provides weekly, mandatory community meetings with the group of residents. Meetings are one hour in length every week. Residents report their weekly recovery activities to the entire group in these meetings. Residents are encouraged to talk about any problems they are experiencing inside or outside of the residence so we can problem solve to ensure a continuous healing environment.
- Individual Phone Support- Michaelene Spence provides phone support as needed to all residents of "Kelly's Place" and "Lynette's Loft". Each resident will have the private cell phone number of Mrs. Spence and can call at any time to discuss issues, struggles, and successes they are experiencing to get support and coaching.

- Property Management- Spence Specialties contracts with a local “handyman” to maintain the property to keep it up to excellent standards including but not limited to making any repairs that need to be made, painting, appliance upkeep, a/c and furnace servicing, yard work, and any other basic home issues that arise.
- Program Management- Lynette Spence oversees programs and services on site. This includes but is not limited to the following: teaching residents basic living skills including managing checking accounts, grocery shopping, basic house keeping skills, tours and collaboration with treatment centers, and connections with local community resources.

Future Program Goals:

On September 14, 2015 we attended our second Dayton’s Bluff Community Council meeting to request support for our increase in numbers from 4 to 6 as well as to obtain support to provide supportive services on site. Their letter and a petition signed by neighbors is included as an attachment to this letter. In addition to the services we are currently providing our goal for 2016 is to add the following services:

1. Art Therapy
2. Parenting Classes
3. Group Therapy
4. Individual Therapy
5. Chemical and Mental Health Education

The committee voted to support our provision of these services. Services will be provided by licensed professionals in the field of addiction and mental illness.

Service Philosophy and Values:

The service philosophy of Spence Specialties LLC is very humanistic in nature. We believe that people genuinely want to be good and do good things. Addiction and mental illness often get in the way of people’s natural potential to be positive. Spence Specialties believes that if you put women in a positive healing environment they will begin the process of healing and through their relationships with other women will continue to grow and become healthy.

The values of Spence Specialties LLC are support, recovery, safety, community effectiveness and giving back. We believe safety is essential to recovery, especially for women that have experienced abuse (which often goes hand in hand with addiction). Therefore our number one value is safety. We also believe that if the right support is given to our residents they will be able to achieve recovery and become active productive members of their community. Eventually, these women will be able to give back and help others recover as well.

SPENCE SPECIALTIES LLC.

Resident Housing Application
(651) 402-4055

Spence Specialties is a sober housing program with locations in St. Paul and Minneapolis, Minnesota. The mission of this sober house is to provide an affordable, safe and sober living environment for women coming out of treatment. It is designed to help women stay sober through community living and accountability. A weekly community meeting is required for all residents to attend to ensure the house is running smoothly.

Admission Requirements:

- Must be an addict or alcoholic by admission
- Must be completely detoxed
- Must be at least 60 days sober
- Must have completed a Residential Treatment Program
- Must work a program of recovery
- Must be a woman age 18 or older
- Must be doing something supportive of recovery at least 2 times per week (ie self help groups, church, etc.)
- No house arrests
- Must be employed, looking for employment, enrolled in school, volunteering, or doing some structured activities at least 20 hours per week
- It is requested that residents stay a minimum of 3 months and maximum of 1 year

Living Quarters:

Each resident will have her own semi-private bedroom at the price of \$400.00 per month. The entire house is meant to be accessible to all residents. Due to the shared living/community atmosphere all residents will be expected to contribute to house upkeep and chores.

Residents of this sober house will cook for themselves, clean up after themselves, purchase their own groceries, and participate in all house chores weekly. Provided on the premises are free laundry, linens,

bedding, towels. Residents shall provide their own personal cell phones.

Residents will be expected to participate in monthly bill paying meetings so they can begin to understand all requirements of independent living. Residents will be encouraged to open a checking and savings account to begin to build credit and pay rent and bills via these accounts.

Resident Agreement:

1. **Rent is due on the first of each month.** If a resident moves into the house after the first of the month rent will be required in full prior to move in on a prorated basis (i.e. \$50/week). If a resident moves out before the end no portion of the rent will be refunded.
2. **Curfew:** All residents will be expected to return to the house by 12:00 am Sunday through Thursday and 1:00 am Friday and Saturdays.
3. **Medication:** Spence Specialties does not dispense medication. Residents are encouraged to take all medications as prescribed by their medical doctors and psychiatrists. Mood altering medications are strictly prohibited. **No narcotic medications are allowed. Do not fill these prescriptions!** (unless you have received permission from Michaelene Spence).
4. **Drug and Alcohol Use:** The house is to be at all times drug and alcohol free. If any resident has drugs or alcohol or is suspected of having these substances local law enforcement will be notified. Should a resident consume drugs or alcohol they will be banned from the premises until they are completely sober. At that time it will be determined by the whole house whether the resident will be readmitted to the program. All residents should report any use or suspected use to the owner and house manager immediately.
5. **House Liability:** Spence Specialties LLC. is not liable for any personal property during or after the resident's discharge from the house. Spence Specialties LLC. will dispose of all personal property after 30 days of discharge from the program unless other arrangements have been agreed upon. Spence Specialties LLC assumes no responsibility for the personal property of residents. Upon discharge or termination from the program Spence Specialties will not hold belongings more than 30 days. If you leave things longer than that you will be required to pay \$50 per week to obtain belongings at a later date. **It is highly recommended that you get renters insurance.**
6. **No resident will:** Install anything on floor, walls, ceilings, windows, doors, or outside of home. Residents will not drill or attach items to walls. Each resident will be allowed to put their own picture frames and personal items on flat surfaces in their.
7. **Music:** Please be respectful of your roommates by keeping your music at a level that can be heard only by you. Headphones, walkmans, iPods, etc. are permitted.
8. **Visitation:** Male visitors are permitted with approval from all roommates. Children are allowed to visit any day of the week. Visitors may visit between 12:00pm and 8:00pm daily. Visitors are allowed to stay for 5 hours or less at a time. You may have the same person visit only 3 times per week.
9. **Intimidation/Violence:** These behaviors will not be tolerated and are grounds for discharge.
10. **Smoking:** Smoking is permitted outside only and in the garage. No smoking in the house.
11. **Sexual Activity:** No sexual activity is permitted.

- 12. Housekeeping:** Each resident will be responsible to complete house jobs on a weekly basis. Residents will be assigned a weekly job and are responsible for that job for the entire week. Jobs will include, but are not limited to include: lawn mowing, snow shoveling, cleaning the bathroom, sweeping the floors, mopping the floors, raking leaves. Residents are responsible for their own areas. They agree to keep their bedroom neat and tidy, do their own laundry, do dishes immediately after use, keep bathroom items in the appropriate closet and not on the vanity, and pick up after themselves in community living areas.
- 13. Healthy Lifestyle:** Spence Specialties LLC encourages residents to eat three nutritious meals daily, exercise twice weekly, get 7-9 hours of sleep each night, take medications as prescribed, and have good personal hygiene.
- 14. Utilities:** It is the expectation that each resident of Spence Specialties will conserve energy and practice the concepts of "reduce, reuse, and recycle" whenever possible. Residents agree to turn off lights when not in use, do only full loads of laundry, and keep the house at a temperature no greater than 72 degrees in the winter. Residents will not have hot plates, microwaves, heaters, air conditioners, small or large appliances in their personal rooms.
- 15. Out of Bounds:** You may enter another resident's room only with their permission.
- 16. Overnights:** Residents are encouraged to plan ahead. They may have two overnights per week and they must inform their roommates by 7pm that they are not coming home on nights they are having an overnight.
- 17. Work/Volunteer/School:** Residents are expected to be actively going to school, working, volunteering or some combination of the three for at least 20 hours per week and no more than 40 hours per week. All sobriety commitments should take priority.
- 18. Sleeping:** Please do not sleep in the living room. Leave one light on in the living room at all times.
- 19. House Meeting:** All residents will participate in a weekly house meeting with the owner of Spence Specialties. The purpose of this meeting is to gather together and discuss positive and negative goings on in the house.
- 20. Self Help Groups:** Attendance at two or more AA, NA, CA, DRA, OA, Al-anon, Women for Sobriety, Church, or other self help group meetings is expected on a weekly basis.
- 21. Sponsors:** All residents will have a sponsor, spiritual advisor, mentor, or recovery guide whom they meet with on a regular basis.
- 22. Outpatient Treatment Programs:** Each resident is responsible to attend any professional obligations while living in the program. These professional appointments will vary based on each individual resident but may include: therapy, psychiatry, medical appointments, court/probation appointments, outpatient treatment, recovery maintenance, and any other appointments.
- 23. Telephones:** Each resident is responsible to have their own cell phone.
- 24. Weapons:** No weapons are permitted at any time.
- 25. Notice to vacate:** The owner of Spence Specialties LLC may at any time and for any reason ask any resident to immediately vacate the property. Typical reasons a resident may be asked to leave include use of a mood altering chemical, non- payment of rent, lack of follow through on program rules and expectations, violence toward self or others. It is expected that you give 30 days notice when you are planning to terminate your residence.

26. Problem Resolution: If there are any problems between residents it is expected that these will be discussed directly, openly, and honestly in the weekly house meeting or before if the residents are comfortable doing so. Residents will not talk about each other behind backs or call owner to complain about each other. Problems will be resolved respectfully by each party stating their perspective and feeling and each party coming to some sort of agreement.

I have read and understand Spence Specialties policies, procedures, rules, and expectations and I am hereby making a commitment to follow them for the purpose of housing and recovery:

Please note: Michaelene Spence is an LADC and LPCC. Her role in the capacity as Spence Specialties LLC owner is that of a landlord, not a therapist. Professional responsibilities do not apply to Ms. Spence in this role and capacity.

Printed name of Resident: _____

Date: _____

Signature of Resident: _____

Date: _____

Signature of Owner: _____

Date: _____



District 1

Community Council

2105 1/2 Old Hudson Road, Saint Paul, MN 55119

www.district1council.org

district1council.blogspot.com

Community Council Office

(651) 578-7600 (phone)

(651) 578-7404 (fax)

district1council@aol.com

Youth Programming

(651) 578-7400 (phone)

(651) 578-7404 (fax)

district1CPC@aol.com

Lynette Spence
Spence Specialities, LLC
762 Willow Grove Lane
Vadnais Heights, MN 55127

August 12, 2015

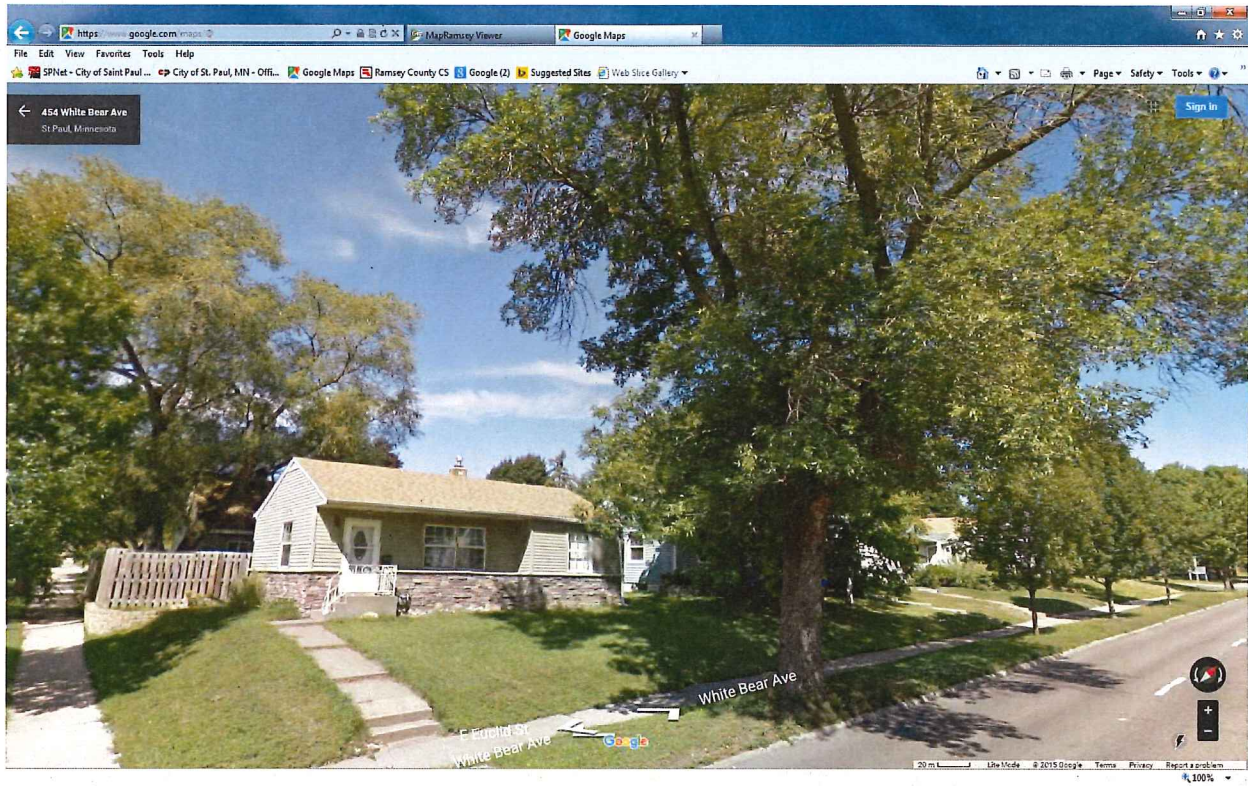
Dear Ms. Spence,

The District 1 Community Council's Land Use Committee stands in support of your proposal to increase the number of beds at the women's sober house at 453 White Bear Avenue, from 4 to 5 beds. We note that we have not had one single complaint about this facility, and that the facility has been a welcome addition in our community.

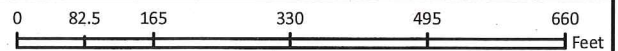
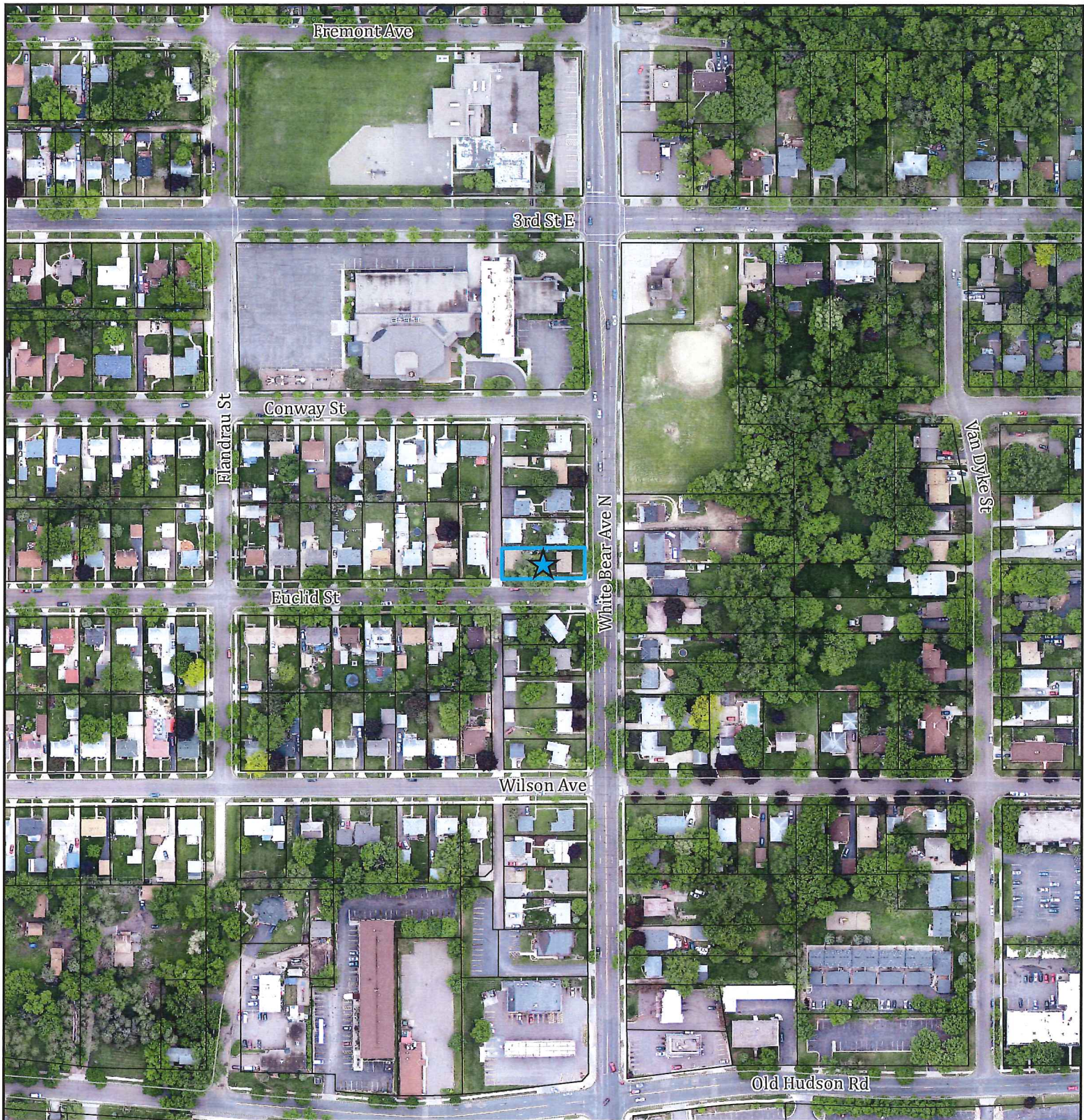
We support the work you are doing and appreciate the opportunity to offer our support for the increased capacity to do that work.

Our ongoing regards,

Betsy Leach
For the Land Use Committee







FILE NAME: Michaelene Spence

Aerial

APPLICATION TYPE: CUP

 Subject Parcels

FILE #: 15-171359 DATE: 10/20/2015

PLANNING DISTRICT: 1

ZONING PANEL: 18

Saint Paul Department of Planning and Economic Development and Ramsey County





FILE NAME: Michaelene Spence

APPLICATION TYPE: CUP

FILE #: 15-171359 DATE: 10/20/2015

PLANNING DISTRICT: 1

ZONING PANEL: 18

Land Use

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

- Undeveloped
- Subject Parcels
- Section Lines





FILE NAME: Michaelene Spence

APPLICATION TYPE: CUP

FILE #: 15-171359 DATE: 10/20/2015

PLANNING DISTRICT: 1

ZONING PANEL: 18

Zoning

- R3 One-Family
- RT2 Townhouse
- RM1 Multiple-Family
- RM2 Multiple-Family
- T1 Traditional Neighborhood
- OS Office-Service
- B2 Community Business
- B3 General Business
- Subject Parcels
- Section Lines

