CITY OF SOUTH ST. PAUL
MEETING AGENDA

PLANNING COMMISSION

Council Chambers 125 3rd Ave N South St. Paul, MN 55075

Wednesday, February 4, 2026
7:00 PM

1. ROLL CALL

2. APPROVAL OF AGENDA

3. MINUTES

A. January 7, 2026 Minutes

4. PUBLIC HEARINGS

A. Jadian IOS Conditional Use Permit for a Planned Unit Development at 1201 and 1301 Concord Street South

B. Wakota North 2nd Addition Preliminary and Final Plat

5. NEW BUSINESS

A. Discuss Revised Planning Commission Rules of Order and Upcoming Officer Elections

6. OTHER BUSINESS

7. STAFF UPDATES

8. ADJOURNMENT

MINUTES OF MEETING
SOUTH ST. PAUL PLANNING COMMISSION
WEDNESDAY JANUARY 7, 2026

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

1) ROLL CALL

Present: Tim Felton
Geoff Fournier
James Hart
Tracy Haye
Andrew Hoffman
Brianne Miller
Michael Healy, Planning Manager
Ryan Garcia, City Administrator

Absent: Tyler Fehrman

2) APPROVAL OF AGENDA –Motion to approve the agenda as presented– Hoffmann/Fournier (6-0).

3) APPROVAL OF MINUTES – November 5, 2025 –Motion to approve the minutes as presented– Haye/ Hoffman (6-0).

4) NEW BUSINESS

None.

5) PUBLIC HEARINGS

A. Site Plan Review and Conditional Use Permits for AVR LLC Concrete Batch Plant Project at 400 Richmond Street East

Mr. Healy presented the staff report. The Applicant is AVR, LLC and they are seeking a site plan review and 5 conditional use permits to construct a concrete batch plant at 400 Richmond Street East. The property is the site of the City's existing Public Works Service Center. The City is pursuing the construction of a new Public Works Facility to meet current and projected operational needs. The proposal is to sell the property to AVR LLC who would then lease it back to the City to use until the new Public Works facility is ready. Mr. Healy went through the site plan review and the conditional use permits needed for the proposed AVR LLC batch plant. Based on the amount of time needed to construct the new Public Works facility, Staff is recommending that the development approvals be given a 3-year timeline for improvements to begin instead of a traditional 1-year timeline. Staff recommend approval of the site plan and conditional use permits, subject to conditions.

Commissioner Hoffman asked about the building material requirements and which structures they applied to. Mr. Healy explained that they apply to both the principal and accessory buildings. The principal building complies with the building material requirements. Additional information is needed to confirm if the accessory building complies.

Commissioner Hoffman asked about the scope of work that would need to occur within 3 years to comply with the 3-year timeline for substantial improvements to begin. Mr. Healy explained that the Applicant would be given three years to begin construction, unless an extension was granted by the city council.

Commissioner Haye asked if the City has received any noise complaints from AVR's temporary facility at 843 Hardman Avenue South. Mr. Healy shared the City had not.

The Planning Commission discussed the discussion items that were highlighted in the staff presentation.

Zach Anderson of BNB Advisory and Erik Peterson of Amcon Construction Company were present to speak on the Application. Mr. Anderson shared that Josh Edwards of AVR LLC was unable to attend the meeting due to travel complications.

Commissioner Hoffman asked the Applicants about the conditions of approval. Mr. Anderson stated they did not have any issues with the conditions.

Acting Chair Miller asked the Applicants if they would be willing to color the concrete on the accessory building. Mr. Peterson shared that their intention was to paint the concrete to match the existing building on site. The other option would be to utilize synthetic stucco.

Commissioner Hart asked if the Applicant had concerns about the hours of operation. Mr. Anderson noted the business's general hours of operation on weekdays were 7:00 AM to 7:00 PM. On Saturdays, their hours of operation are usually 7:00 AM to noon. Commissioner Hart asked if the Applicant would have reservations about their hours of operation being limited to 7:00 AM to 7:00 PM. Mr. Anderson indicated they would be open to it.

Commissioner Fournier asked if the plant was designed for the concrete trucks to back into the plant, triggering a backup alarm. Mr. Peterson confirmed the plant was designed for the trucks to back into the plant.

Commissioner Haye asked if they have received noise complaints at any of their locations. Mr. Anderson stated he was not aware of noise complaints at their locations. Commissioner Hoffman noted that their Apple Valley location is adjacent to a residential development and had resulted in no noise complaints. Mr. Anderson added the proposed facility at 400 Richmond Street East would be enclosed so the only potential sources of noise would be the conveyor belt and the back up alarm on the vehicles.

Commissioner Hart asked if hours of operation restrictions had been placed on the business at any of their other locations. Mr. Anderson shared he did not know.

Acting Chair Miller opened the public hearing.

Kent Zoya, 1149 Syndicate Avenue, shared his concerns about the noise from the facility and encouraged the Planning Commission to recommend denial of the site plan review and the conditional use permits.

Acting Chair Miller closed the public hearing.

Commissioner Hart asked Mr. Healy to go over the requested conditional use permits for the project. Mr. Healy brought up the relevant slide and explained that most of the conditional use permits for the project are related to the buildings and layout of the site as opposed to the use.

Commissioner Hart asked staff how tall the building would be in comparison to the bluff. Mr. Healy stated he did not know but shared the bluff is approximately 100 feet tall. Commissioner Hoffman added the main bulk of the structure would not be 82 feet tall. Mr. Healy clarified the main bulk of the building would be 62 feet tall and that the tower element would be an additional 20 feet tall.

Commissioner Haye asked how many vehicles are at the Public Works facility. Mr. Garcia shared that there are approximately 30 vehicles at the Public Works facility. The current operations of this facility are typically between 7:00 AM and 3:30 PM. Chair Miller asked if the existing city fleet vehicles had a back up alarm. Mr. Garcia indicated they do. Mr. Zoya encouraged the Commissioners to add a condition of approval regulating the type of back up alarm that can be used at the facility.

The Commissioners discussed limiting the hours of operation for the business. The Commissioners also discussed the proposed synthetic stucco material for the accessory building.

Motion to recommend approval of a site plan and conditional use permits for AVR LLC, with the added conditions requiring a synthetic stucco be used on the concrete exterior of the accessory building and that the hours of operation be limited to 7:00 AM to 7:00 PM- Hart/Hoffman (6-0)

6) OTHER BUSINESS

None.

7) STAFF UPDATES

None.

8) ADJOURNMENT

Motion to adjourn- Haye/Felton (6-0)

PLANNING COMMISSION AGENDA REPORT

DATE: February 4, 2026
DEPARTMENT: Planning & Zoning
PREPARED BY: Michael Healy
AGENDA ITEM NUMBER: 4.A.

MEETING TYPE
Regular Meeting

AGENDA ITEM
Jadian IOS Conditional Use Permit for a Planned Unit Development at 1201 and 1301 Concord Street South

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

A motion to recommend approval or denial of a site plan and conditional use permit for a planned unit development for the Jadian IOS project at 1201 and 1301 Concord Street South.

OVERVIEW

Application

The Applicant, Jadian IOS, is proposing to purchase both 1201 Concord Street South (Bestway Inc.) and 1301 Concord Street South (Kamish Excavating) which are two adjacent properties on Concord Street South. They would then lease out both properties to Q3 Contracting, a utility contractor that works on natural gas projects, electricity projects, and other utility projects. Q3 Contracting would occupy all three of the existing buildings on the two properties as well as a new office-warehouse building that would be constructed on the 1201 Concord Street South parcel next to the existing office building. Q3 Contracting would utilize the rear yards of both properties for exterior storage related to their contracting business (i.e. fleet vehicles, equipment, and materials).

The Applicant is seeking the following zoning approvals:

1. Site Plan approval to construct a new 7,255 square foot office-warehouse building at 1201 Concord Street South.

2. A Conditional Use Permit for a Planned Unit Development that would grant flexibility from default GB zoning district requirements including flexibility on setbacks, surfacing materials, screening, number of principal buildings on one parcel, and size restrictions on exterior storage yards.

3. A Conditional Use Permit for a contractor's operation with exterior storage (as part of the conditional use permit for a planned unit development).

Review Timeline

Complete Application Submittal: January 5, 2026
Planning Commission: February 4, 2026
Tentative City Council Meeting: February 17, 2026
60-Day Review Deadline: March 6, 2026

Background

1201 Concord Street South (Bestway Inc.) and 1301 Concord Street South (Kamish Excavating) are two adjacent properties on Concord Street South. The owner-operators of both businesses are moving towards retirement and are looking to liquidate their real estate assets. Both properties are "grandfathered" with old conditional use permits that grant them considerably more exterior storage rights than what current zoning rules would allow, but only for the specific types of businesses that are already at each property today. Both properties are currently zoned GB-General Business, which limits exterior storage to being not more than 50% of the footprint of the principal building. Any entirely new type of business taking over either property would need to follow this rule unless they are granted a variance or PUD flexibility. However, the two owners could sell their properties to other similar businesses that could take over the properties and operate in perpetuity using the existing conditional use permits:

- 1201 Concord Street South (Bestway Inc.) has a conditional use permit for truck/trailer repair and related exterior storage. *The existing business operating at this property is a logistics company that uses trucks and trailers to move heavy freight. The business stores trucks and trailers in an approximately 2-acre outdoor storage yard.*

- 1301 Concord Street South (Kamish Excavating) has a conditional use permit for a contractor's operation with exterior storage. *The existing business operating at this property is an excavation contractor. The business stores trucks, equipment, and piles of aggregate materials in an approximately 2-acre outdoor storage yard.*

Both owners could easily find buyers who would purchase the properties "as-is" to operate similar businesses using the existing conditional use permits. However, both owners believe that they can maximize their real estate sale profits and help the City partially achieve its redevelopment goals for Concord Street if they sell the properties for redevelopment purposes instead of selling them to similar businesses for continued use in "as-is" condition. Most businesses that want to purchase the two properties are primarily interested in industrial outdoor storage and are seeking zoning approvals that will allow them to utilize as much of each property as they possibly can for outdoor storage. City Staff has been clear with the sellers and with all prospective buyers that the City wants to see new buildings constructed on this corridor to add to the tax base and beautify Concord Street. Exterior storage yards with zoning entitlements

are extremely valuable to property owners and greatly increase real estate sale prices, but exterior storage yard acreage adds almost nothing to the property tax base under existing State Statutes and Dakota County Tax Assessor policies. Under current tax assessment policies, which are outside the City's control, the only property improvement that adds to the tax base in a significant way is the construction of a new building. With this in mind, the City should only consider granting major outdoor storage rights to new “non-grandfathered” businesses on this corridor through a variance or PUD process if a project involves significant investment in the construction of new buildings.

City Staff has been in discussion with various members of the development team since early 2025. Q3 Contracting wants to operate in northern Dakota County and has explored several different properties throughout South St. Paul. Q3 Contracting generally prefers to lease property rather than own, and that is why they are partnering with Jadian IOS who would be the property owner in the proposed arrangement. The current owners of 1201 and 1301 Concord Street South (and their real estate teams) have been tracking the City's ongoing efforts to create a new development framework for the South Concord Corridor via a market study that was completed in 2024 and a small area plan that was adopted in 2025. The development team is proposing what they believe is a "win-win" in that the project will meet Q3 Contracting's site needs while also helping the City to achieve some of the corridor beautification and tax base goals that were identified in the South Concord Corridor Small Area Plan.

The Planning Commission and City Council reviewed a concept plan for the proposed project at a Joint Worksession on December 8, 2025. The Planning Commission and City Council were supportive of the Applicant's outdoor storage proposal so long as the overall project includes significant landscaping upgrades, paving improvements, and the construction of a new office-warehouse building on the 1201 Concord Street South property that will bring the total building footprint on that property to a minimum of 15,000 square feet. Q3 Contracting is seeking to begin on-site operations immediately (as soon as April 1st) while Jadian IOS would implement the site improvements over an 18-month period. The Planning Commission and City Council indicated that they were comfortable with this approach as long as there are "conditions of approval" and a development agreement that bind the Applicant to following the implementation timeline. They will forfeit their exterior storage rights if they fail to complete the required improvements in a timely manner.

Jadian IOS Adaptive Reuse Proposal

The Applicant is proposing to do the following with 1201 Concord Street South and 1301 Concord Street South:

- The existing businesses would vacate the premises.

- Q3 Contracting would occupy both properties in early April 2026. They would immediately take over all three existing buildings and would utilize both 2-acre exterior storage yards, meaning that they would have approximately 4 acres of exterior storage. The site already meets all of their needs, and they are eager to occupy it in an "as-is" condition. The improvements that Jadian IOS is proposing to make to the two parcels are intended primarily to satisfy City requirements and are not

being driven by the tenant.

Staff is supportive of allowing the tenant to commence operations in April as long as a few specific "conditions of approval" are met before they occupy the site and as long as the Jadian IOS enters into a development agreement with the City that provides assurances that they will make all the improvements to the property that they have promised to make.

- Jadian IOS would construct a new 7,255 square foot office-warehouse building on the 1201 Concord Street South parcel next to the existing office building, beginning construction in late summer or early fall of 2026. The building would use insulated metal panels (IMP's) as its primary façade material and would be designed to meet the recommended architectural requirements for new buildings that are laid out in the South Concord Corridor Small Area Plan.

This property already contains a 3,225 square foot office building and a 4,520 square foot truck repair garage. Adding a 7,255 square foot office-warehouse building would bring the total building footprint on this parcel up to 15,000 square feet, which is the minimum building footprint that the South Concord Corridor Small Area Plan states should be required before a property is allowed to have an exterior storage yard that is not subject to size restrictions.

- Jadian IOS would beautify the Concord Street frontage by adding more landscaping on the 1201 Concord Street South parcel and designing the new office-warehouse building to have good curb appeal and presence on Concord Street.

This would be consistent with the aesthetic goals of the South Concord Corridor Small Area Plan.

- Currently, 1201 Concord is almost entirely surfaced with gravel. 1301 Concord is paved for the front half of the lot and gravel for the rear half of the lot. Jadian IOS is proposing to pave the front half of 1201 Concord Street South to match the existing paving line of 1301 Concord Street South.

The South Concord Corridor Small Area Plan calls for requiring the front half of all parcels to be paved but allowing gravel as an exterior storage surfacing material for the rear half of each interior lot. The City Council and Planning Commission discussed this aspect of the project during concept plan review and were supportive of Jadian IOS only paving the front half of the lot.

- There is a grading difference between the two properties that makes it difficult to fully combine the two exterior storage yards. The Applicant would keep the two yards mostly separate but would add a new cross-access driveway between the two yards so that equipment and vehicles can cross between the properties without needing to use Concord Street. The cross-access driveway is proposed to be surfaced with gravel as it would connect two exterior storage areas that are surfaced

with gravel.

Staff is supportive of this approach. It would be better for the Applicant and for the community if commercial vehicles and equipment could circulate between the two properties without adding traffic to Concord Street.

- Jadian IOS would keep 1301 Concord Street South in "as-is" condition aside from adding the cross-access driveway. The property currently hosts a 6,097 square foot building and the Applicant is not proposing to construct any additional buildings on this parcel.

The rear yard of this property is already an exterior storage yard for a contractor's operation. This property already has some curb appeal with an attractive building, a landscaped front yard, and a well-maintained wood fence that screens the exterior storage area from Concord Street. Staff does feel that this property needs additional landscaping along the southern property line that it shares with a mobile home park as there is a gap in the existing row of arborvitae screening trees. Additionally, there is a need for tree planting in the front yard as this property currently only has low-to-earth vegetation and is lacking a tree canopy in its front yard.

- At this time, Jadian IOS plans to keep 1201 and 1301 Concord Street South as two separate tax parcels.

Staff would be comfortable with the two properties remaining separate parcels or being combined into one tax parcel. The two properties cannot be easily integrated into one site because of grade differences and are only being connected by a cross-access driveway. If the two parcels are kept separate, it would be easy for the owner to re-tenant each property separately in the future if Q3 Contracting ever leaves the site, and the owner cannot find a single large tenant that wants both properties.

Q3 Contracting's Planned Operations

The tenant, Q3 Contracting, has provided a summary of their planned operations on the two properties:

- They perform utility work, primarily for Xcel Energy, CenterPoint Energy, and municipal and county customers throughout Minnesota and western Wisconsin.

- They will have over 50 on-site employees at the 1201/1301 Concord site.

- It will mostly be employees visiting the site. Customer visits are very limited, and they only expect roughly 5 customer visits per week.

- They will use the office buildings for general office functions. They will use the shop buildings for fluid changes, tire and light replacements, minor repairs, and Department of Transportation inspections on trucks and trailers.

- They will use the two exterior storage yards to store trucks, equipment, materials, and traffic control devices.

Ongoing Implementation of the South Concord Corridor Small Area Plan

The "South Concord Corridor" refers to land that is in the southeastern corner of South St. Paul between Interstate 494 and the community's southern border with Inver Grove Heights. The existing zoning framework along the corridor has been in place since the 1990's. Almost all the parcels that touch Concord Street directly have GB-General Business zoning. Almost all the properties on the east side of Concord Street that do not touch Concord Street directly have I-Industrial zoning.

The Planning Commission and the City Council have long understood that the existing zoning framework on the corridor does not work well and is stifling redevelopment and preventing land from realizing its highest and best use. Earlier attempts to resolve this situation were stymied by a lack of community consensus about the corridor's potential. Some community members had unrealistic expectations for the corridor and believed that this corridor could be intensively redeveloped to eliminate the existing industrial businesses and instead bring in upscale retail stores and restaurants, high-end offices and apartments, destination commercial recreation, and other similar types of premium non-industrial redevelopment. The corridor has challenging development conditions due to market realities, poor soils, and site design challenges related to FEMA rules for river floodplains, railroad crossings, and an incomplete road system.

In 2024, the City undertook the "South Concord Corridor Study" with grant support from the Dakota County CDA. The City hired Swanson Haskamp Consulting and completed a market study of the corridor to more accurately determine what type of redevelopment activity the market will support. The project consultant, City Staff, the Planning Commission, and the City Council then worked together to develop a small area plan for the corridor that incorporates the recommendations of the market study with a focus on beautifying the corridor and encouraging the construction of more buildings to add to the tax base. The South Concord Corridor Plan was adopted on June 21st, 2025 and it provides a roadmap for implementing the City's vision for the corridor. City Staff is actively working on implementation of the small area plan:

- The City Council approved a comprehensive plan amendment on November 3rd which is the first step towards implementing the small area plan. *The City cannot officially enact the*

comprehensive plan amendment until it has also been approved by the Metropolitan Council. The Metropolitan Council is tentatively scheduled to approve the comprehensive plan amendment on February 11, 2026.

- The City needs to create two new zoning districts, an industrial-flex district and a business-flex district. The corridor will then need to be rezoned to implement the rezoning recommendations that are in the small area plan. This is planned to take place during 2026. There will need to be public engagement to make sure that property owners understand what rezoning means for their property. Each owner will have a chance to participate in the process, ask questions, and request revisions to the proposed new zoning rules.
    - Several properties immediately south of I-494 that do not touch Concord Street will be rezoned to Industrial Flex.
    - Properties on the east side of Concord Street which have frontage on Concord Street will be rezoned to Business Flex. Both 1201 and 1301 Concord Street are tentatively planned to be rezoned to Business Flex which will be a commercial zoning district that also allows light industrial uses.

Zoning and Comprehensive Plan Guidance

1201 and 1301 Concord Street are both zoned GB-General Business but were guided "mixed use" in the original 2040 Comprehensive Plan, which means that they were being steered towards redevelopment with commercial and residential uses. The comprehensive plan amendment that the Metropolitan Council is currently reviewing re-guides the two properties to "Commercial", which will allow them to be rezoned to the new Business Flex zoning district once it is created. The Business Flex zoning district will allow commercial and light industrial uses.

The GB zoning district allows "contractor operation, if exterior storage is utilized" with a conditional use permit. However, there is a special zoning rule in the GB district which states that the size of an exterior storage yard cannot exceed 50% of the footprint of the principal building. This means that GB properties can only have very small incidental exterior storage yards. Per the small area plan's recommendation, the proposed new Business Flex zoning district will allow a large exterior storage yard if there is at least a 15,000 square foot principal building on the subject property.

The City Council can approve a Planned Unit Development (PUD) that grants flexibility from zoning requirements but only if the "use" is allowed in the underlying zoning district and only if the project is consistent with the comprehensive plan. After the comprehensive plan amendment goes into effect in mid-February, the City Council will have the ability to allow the Applicant's project to move forward as a PUD without needing to wait for the creation of the Business Flex zoning district and the rezoning of the two properties.

The subject property is also located in the "Urban Mixed" subdistrict of the Mississippi River Critical Corridor Area (MRCCA). The building is not near the river or any protected bluffs and the project will not

trigger any MRCCA requirements.

Relevant City Code Sections

- Section 118-9 establishes architectural requirements for the GB zoning district.
- Section 118-40 of the City Code governs Conditional Use Permits.
- Section 118-47 of the City Code governs Site Plan Reviews.
- Section 118-128 of the City Code governs the GB-General Business District.
- Section 118-132 of the City Code governs Planned Unit Developments.
- Section 118-167 of the City Code regulates the Mississippi River Corridor zoning overlay district.
- Section 118-240 of the City Code regulates Exterior Storage.
- Sections 118-351 through 118-355 of the City Code regulate parking and loading.

Why does the Applicant need PUD Flexibility?

The proposed redevelopment project will likely need to be a PUD whether it is undertaken today with GB zoning or undertaken in late 2026 with the proposed Business Flex zoning. However, the redevelopment project will not need nearly as much PUD flexibility from zoning rules if the new zoning district is implemented. The main reason why the project is moving forward now under the less favorable GB zoning is timing. As previously stated, the current owners of both 1201 Concord Street South and 1301 Concord Street South are looking to liquidate their real estate holdings and move towards retirement. Jadian IOS and Q3 Contracting are willing to make a very attractive offer on the two properties but only if the redevelopment project moves forward in the first half of 2026. Jadian IOS and Q3 Contracting are not able to wait for the City to update its zoning code to implement the South Concord Corridor Small Area Plan and create the Business Flex district. They recognize correctly that the code update is an open-ended project that could potentially get slowed down if there are political complications during public engagement, staff capacity issues, or other unforeseen challenges.

PUD flexibility will be needed for 6 reasons:

1. Exterior Storage Yard Size

- The GB district only allows an exterior storage yard to be 50% of the footprint of the principal building. The Applicant wants to utilize the rear yard of 1201 Concord and the rear yard of 1301 Concord for exterior storage for their utility contractor operation. Both rear yards already have conditional use permits to be exterior storage yards which are much larger than 50% of their parcel's building footprint, but they are designed for different types of businesses and the existing conditional use permits are not set up to allow Q3 Contracting to operate. It would require PUD flexibility to allow the two existing exterior storage yards to be repurposed by Q3 Contracting for a new type of exterior storage.

- The Applicant is proposing to satisfy the proposed Business Flex district’s 15,000 square foot building footprint size requirement on 1201 Concord Street South (Bestway Inc.) which would

unlock exterior storage rights for that parcel without PUD flexibility if the proposed Business Flex zoning were in effect.

- The Business Flex district is being set up to allow a property with a 15,000 square foot principal building to get access to exterior storage rights without a size restriction. A property owner that wants to get to that “magic number” by building several small principal buildings instead of one big principal building is always going to need some type of special approval (a PUD or a CUP) because the City Code does not automatically allow multiple principal buildings on one lot.

- The Applicant is not proposing to satisfy the 15,000 square foot building footprint size requirement for 1301 Concord Street South (Kamish Excavating). The only building on this parcel would be the existing 6,097 square foot office-warehouse building. This property already has a conditional use permit to be a contractor’s operation with a large exterior storage yard and their proposed contractor’s operation is arguably less intense than the excavation business that is located on the property today.

2. Surfacing

- The GB district does not currently allow gravel parking lots or driveways. It will require PUD flexibility to allow the new cross-access driveway to be constructed with gravel surfacing. It will connect two exterior storage yard areas that have gravel surfaces, so it does make sense for it to be gravel.

- The Business Flex district is proposed to allow gravel surfacing for exterior storage yards in the rear ½ of a lot. What the Applicant is proposing would likely be allowed if the new zoning were already in effect.

3. Parking Lot Landscape Islands

- The City Code generally requires parking lots that are 6,000 square feet or larger to provide one landscaped island that is equal in size to a parking stall for each additional 3,000 square feet of parking lot surface.

- This requirement makes sense for new development, but it would be difficult to apply to the proposed adaptive reuse project. Staff is supportive of waiving strict compliance as long as the site plan and landscape plan are implemented as proposed. The South Concord Corridor Small Area Plan generally calls for taking a "hands off" approach to aesthetics in the rear yards of Business

Flex parcels along Concord Street. The City wants developers to focus their money and attention on beautifying the Concord Street frontage instead.

4. Screening from other Properties

- Section 118-240 states that in all zoning districts, all materials and equipment stored outdoors must be fully screened so as not to be visible from adjoining properties or public rights-of-way.

- The Business Flex district will allow both light industrial uses and commercial uses (i.e. restaurants, retail, medical offices, etc.). Exterior storage should generally be well screened from any other GB or Business Flex property that could potentially redevelop with a commercial use in the future.

- Screening will not be provided between 1201 and 1301 Concord Street South since they will function as one development. Staff would support waiving the screening requirement between the two properties as part of the PUD approval.

- 1201 Concord Street South and the property to the north (B Three Trucking) share a driveway access which is governed by a cross-access easement. There is also a buried public sanitary sewer line along the common property line and any screening fence would need to be set back at least 10 feet from the property line to avoid impacting that sewer line. In an ideal world, a chain link fence with slats would be placed along the north property line to provide screening because the B Three property will likely redevelop at some point in the next 15 years (it is governed by an Interim Use Permit that expires in 2039). Staff is comfortable allowing the northern property line of 1201 Concord Street South to remain unscreened at this time because of the complicated easement situation. Staff would support PUD flexibility to allow that property line to remain without screening.

5. Setbacks

- The GB zoning district requires new principal buildings to be set back at least as far from the front property line as the average of all existing similar buildings on the same block. The block is very eclectic and enforcing this requirement would likely mean that the new office-warehouse building would need to be far away from the front property line. This would undermine the usability of the site and would hurt implementation of the South Concord Corridor Small Area Plan, which calls for requiring all new buildings to be built within 20 feet of the front property line to create a wall of attractive building facades along Concord Street South to improve the corridor's appearance.

- The Applicant is proposing to construct the new office-warehouse building with a similar setback as the existing office building at 1201 Concord Street South. This is appropriate and Staff supports this approach.

6. Multiple Principal Buildings on One Parcel

- The City Code states that multiple principal buildings can only be allowed on one parcel by conditional use permit or as part of a planned unit development.

- 1201 Concord Street South will have two (2) principal buildings, the existing office building and the new office-warehouse building that will be built next to it. City Staff has no objections to what is being proposed on this parcel.

SITE AND BUILDING PLAN REVIEW

General Overview of Compliance with Zoning Requirements

The table below provides an overview of what parts of the site and building plan comply with the City Code and what parts of the plan would require PUD flexibility to move forward:

Requirements	**Required by Code**	**Proposed**
Lot area	NA	1201 Concord parcel = 3.14 acres 1301 Concord parcel= 2.89 acres Total Project Site= 6.03 acres
Landscape Lot Area	5% of each lot must be landscape area	1201 Concord parcel = 27% 1301 Concord parcel= 26.5%
Building Setbacks:		
Front yard (From any frontage)	A new building must: 1. Be at least 40 feet from the centerline of the road. 2. Be no closer to the front property line than the average setback of	Existing office building at 1201 Concord has a 24-foot setback **Proposed office-warehouse building will have a 20-foot setback with a small vestibule having a 15-foot setback (PUD Flexibility Required)**

	similar buildings on the block.	
Side Yard	10 feet	Over 10 feet
Rear yard	15 feet	Over 20 feet
Parking Setbacks:		
Front yard (any street frontage)	5 feet	More than 5 feet
Rear yard	5 feet	More than 5 feet
Side Yard	5 feet	More than 5 feet
Exterior Storage Area Setbacks:		
Front	Not allowed in any front yard	Located in the rear yard of both properties
Floodplain	No	
MRCCA	Yes	

Landscaping

Properties in the GB zoning district are required to have at least 5% lot coverage by landscaping. The City Code is not prescriptive in the GB district and simply states that landscaping must be designed in such a way that it protects the soil and aesthetic values on the lot and adjacent properties. The City can attach more specific landscaping requirements to projects that require a conditional use permit. The South Concord Corridor Small Area Plan calls for a specific type of landscaping to assist with the beautification of Concord Street. It calls for well-landscaped front yards which should be at least 20 feet deep and should feature overstory trees.

Regarding the Applicant's proposal:

- The Applicant is proposing generous landscaping on the 1201 Concord parcel which will beautify the frontage. City Staff is comfortable with what is being proposed and would recommend approval of the landscape plan for this parcel.

- The Applicant is proposing to leave things “as-is” on the 1301 Concord Street parcel and did not prepare a landscaping plan for that parcel. While this property does have some landscaping, it does not fully comply with the spirit of the South Concord Corridor Plan and there is only one small tree in the front yard. Additionally, there is a line of arborvitae trees that was planted along the south property line to provide screening for the adjacent mobile home park but this line of trees has a large gap. Staff would recommend that the Applicant be required to prepare a formal landscaping plan for the 1301 Concord Street parcel which should include new plantings:

    - Three more trees should be added to the front yard, bringing the total to four.

    - The Applicant should be required to install arborvitae trees along the south property line to fill in the gap area between the two existing rows of arborvitae trees.

    - The Applicant should be required to maintain the existing decorative low-to-earth plantings in the front yard area.

Building Design

Code Section 118-9 contains the exterior building material requirements for buildings in the GB zoning district:

- The City Code sorts building materials and lists them as either being Class I, Class II, Class III, Class IV, or Class V. The City Code’s list of allowed building materials is included as an attachment.

- Industrial buildings must be comprised of at least two different Class I or Class II materials which make up 60% of the building. The building’s exterior walls cannot include more than 40 percent Class III or Class IV Materials. The building’s exterior walls cannot include more than 10% Class V materials.

- Any façade facing a public street or public view from an adjacent property must be at least 75% Class I or Class II materials.

- If a builder wants to use an exterior building material that is not listed in the Code, they need to demonstrate that it is "comparable or superior" to the materials in one of the classes. The City Council then has the discretion to allow the new material to be used as if it were part of that class.

With direction from City Staff, the Applicant designed their new building to meet the architectural guidelines for new buildings contained in the South Concord Corridor Small Area Plan. The building façade facing Concord will have glass windows and a glass door with a pedestrian connection to the public sidewalk along Concord Street. The building will have masonry veneer wainscoting at the base of each wall and the rest of each wall will be Insulated Metal Panels (IMP's) with a finish that is designed to replicate the look of stucco. They are planning to use either Texturewall IMP's or Stylwall IMP's which are high quality materials. The City Code does not officially recognize IMP's as an allowed material but this is something that the City Council has allowed in the past for industrial buildings as long as the Applicant has demonstrated that they are using an IMP that replicates the appearance of an allowed material. Staff is comfortable supporting the Applicant's proposed use of Texturewall or Stylwall IMP's and saying that they are comparable to a Class II material. The Applicant has provided product sheets for both products which are included as an attachment.

Building Height

The GB zoning district allows buildings to be up to 50 feet tall. The proposed office-warehouse building will be just under 26 feet tall.

Parking

For Planned Unit Developments, the City Council makes "case by case" determinations regarding whether proposed parking is adequate. The site plan shows 29 striped stalls on the 1201 property. The 1301 property has areas that have historically been used for employee parking along the driveway which are not striped but can easily accommodate 15-20 cars. Additional employee parking could fit in various parts of the exterior storage yards "as needed."

Staff does not have any concerns about parking supply at the project site. Q3 Contracting expects that they may have up to 50 employees working at the property and there should be sufficient parking capacity to accommodate them.

Lighting

The Applicant has submitted a lighting plan for the building that appears to comply with Section 118-245 of the City Code which regulates lighting, lighting fixtures, and glare.

Dumpster Enclosure

The Applicant has stated that they will be storing dumpsters inside the buildings. If the Applicant decides that they want to have exterior trash handling in the future, they will need to construct a trash enclosure out of an approved material.

New Easements Needed

There are multiple public sewer lines crossing the two properties and, today, these sewer lines are not in adequate utility easements:

- There is a storm sewer line on 1201 Concord Street South that is partially in an easement but crosses outside the easement area at one point. The Applicant needs to provide the City with a new easement as a "condition of approval" and the City can vacate the old incorrect easement.

- There is a sanitary sewer line running east-west along the shared property line of 1201 Concord Street South and the neighbor to the north which is not in an easement at all. The Applicant will need to provide the City with an easement as a "condition of approval."

- There is a sanitary sewer line running north-south along the rear property line of both 1201 Concord Street South and 1301 Concord Street South, which is not in an easement at all. The Applicant will need to provide the City with an easement as a "condition of approval."

The City Engineer has analyzed all the utility lines and has a good understanding of how large each easement will need to be to properly encompass each line. She has provided an analysis in her Engineering letter which is included as an attachment.

Development Agreement

The City Attorney is currently working on a development agreement which will be presented to the City Council for review and approval. The development agreement will provide the City with extra teeth to ensure that the required improvements are completed in a timely manner.

Stormwater Maintenance Agreement

The Applicant will need to enter into a stormwater maintenance agreement with the City wherein they agree to properly maintain their required stormwater management infrastructure. If they fail to maintain the infrastructure, the agreement will give the City the authority to handle the maintenance and assess the costs against the property.

Conditional Use Permit for Contractor's Operation with Exterior Storage

Exterior storage requires a conditional use permit in all zoning districts. The CUP is typically used to regulate the following:

1. *Screening of the storage area.*

    - The 1301 Concord Street South property already has significant screening which was installed due to requirements in previous conditional use permits. All existing screening must be maintained, and the Applicant should be required to fill in a gap that currently exists in the row of arborvitaes that screens the property from the mobile home park to the south.

    - The 1201 Concord Street South property's exterior storage yard will be partially screened from Concord Street by the existing office building and the new office-warehouse building. Today, the exterior storage yard is highly visible from Concord Street if one looks down the wide driveway at the north end of the site. The Applicant should be required to install a screening gate on this driveway, similar to the screening gate that already exists at the 1301 Concord Street South property. There will be some technical challenges with installing the gate due to nearby utilities and the placement of posts will need to be carefully coordinated with the City Engineer to avoid damaging or obstructing access to buried utilities.

2. *Surfacing of the storage area.* City Staff supports the approach that was discussed during the concept plan review. The Applicant will pave the front half of 1201 Concord Street South and will keep the front half of 1301 Concord Street South paved. The rear half of each property may be gravel or a similar semi-improved surface.

3. *Location of Stored Materials.* The Conditional Use Permit will state that storage is restricted to the areas shown on the exterior storage plan (Kimley Horn Sheet C402).

4. *Type of Stored Materials.* Historically, the City has regulated this by approving storage of the type of materials that is substantially consistent with what is outlined in the Applicant's narrative. The CUP also notes that the exterior storage of hazardous materials is prohibited.

5. *Height of Stored Materials.* The Applicant has stated that the tallest equipment that they will store in the exterior storage area is 14 feet tall. Staff would recommend putting a condition in the conditional use permit that caps storage heights at 15 feet.

6. *Hours of Operation.* The 1301 Concord Street South parcel is directly adjacent to a mobile home

park. The existing conditional use permit that Kamish Excavating holds for the property attempts to address the residential neighbor situation by requiring certain types of loud equipment to be stored away from the shared property line as much as possible. The Kamish CUP unfortunately contains a lot of qualitative and subjective language that may be difficult to enforce. Staff reviewed this matter with the City Attorney and the recommendation is that the 1301 Concord Street exterior storage yard only be allowed to operate between 7 AM and 7 PM. This should prevent truck backup beeping and other yard noises from unreasonably disturbing the residents of the mobile home park during hours when residents are likely to be sleeping. Q3 Contracting has stated that their standard hours of operation are 7 AM to 5 PM, so this should be a workable condition.

CUP and PUD Review Criteria

The Applicant needs a Conditional Use Permit for a Planned Unit Development (CUP/PUD) in order to move forward with this project. The Code states that a Conditional Use Permit should only be recommended for approval if the Planning Commission has made the following determinations:

1. *That the conditional use, with such conditions as the commission shall determine and attach, conforms to the general purpose and intent of this chapter.*
2. *If the application is based on the conditional use provision in this chapter that the issuance conforms to the general characteristics of the district of which it will become a part.*
3. *That the conditional use will not impede the normal and orderly development and improvement of property in the neighborhood for uses permitted in the district or districts affected.*
4. *That adequate utilities, access roads, streets, drainage, and other necessary facilities have been or will be provided.*
5. *That adequate measures have been or will be taken to provide ingress and egress in such a manner as to minimize traffic congestion and hazards in the public streets.*

In business districts, there is additional criteria to be considered*:*

Certain uses are considered, as a rule, unsuitable in commercial areas because of inherent characteristics (e.g., traffic hazards, noise, light glare), proximity to residential areas, the fact that they tend not to serve nearby residential areas, or may adversely affect nearby permitted business uses.

Additionally, the Planning Commission is asked to consider the following factors when evaluating a Planned Unit Development request:

1. *That the proposed use will not be detrimental to the health, safety, morals, or general welfare of the city.*
2. *That said use is fully consistent with the purposes of Chapter 118-132 PUD, Planned Unit Development and the comprehensive municipal plan.*

Timeline

Q3 Contracting wants to occupy the site immediately and would accept both properties in "as-is" condition if the City were willing to allow it. Through the PUD process, the City is granting the Applicant the ability to have an exterior storage yard that is larger than the GB district allows in exchange for site improvements that will beautify the properties and add to the tax base. Jadian IOS has submitted a proposed phasing plan and staff has taken that proposal and created a set of "dates certain" that Jadian IOS will need to meet in order to keep their conditional use permit in good standing. The dates are listed in the "conditions of approval" at the end of this memo. The most important dates are the requirements that construction of the new office-warehouse building must commence by October 1, 2026, and be completed by July 1, 2027.

COMMENTS FROM OTHER DEPARTMENTS

City Engineer

The City Engineer has provided a comment letter which is included as an attachment.

Fire Department

The existing truck repair building at the rear of the 1201 Concord Street South parcel does not have a sprinkler system, and it is very far away from existing public fire hydrants on Concord Street and just barely reachable by a standard fire department hose. When the new office warehouse building goes up, it will obstruct the Fire Department's ability to run a hose between the existing hydrants and that building in the rear yard. Jadian IOS needs to build a private fire hydrant in their rear yard to make it possible for the Fire Department to fight fires in that area if the truck repair building ever catches fire.

The City Attorney has noted that the new hydrant will be private, but the Applicant will need to provide the City with an access easement that gives the Fire Department the right to clear obstructions out of the way and access the hydrant if needed.

DISCUSSION

The proposed redevelopment project would be a big step forward for 1201 Concord Street South. The project would greatly increase its curb appeal and would bring that property largely into compliance with the goals of the South Concord Corridor Small Area Plan. The project will be somewhat of a lateral move for 1301 Concord Street South in that it would not increase the building footprint on that parcel and would probably "lock in" the site plan for the exterior storage use on that parcel for another generation. That may happen regardless, however, because a new contractor could purchase 1301 Concord Street South as a standalone business and take over its existing conditional use permit and site plan approvals. If the proposed redevelopment project goes forward, the City does have the ability to require 1301 Concord Street to make landscaping upgrades in the front yard as a "condition of approval." Additionally, the new contractor's operation is arguably less intense than what is at 1301 Concord Street South today since Q3 Contracting will be storing construction equipment and utility materials (i.e. piping, wire, etc.) and will not be storing large dirt piles or piles of aggregate materials in their storage yard like Kamish Excavating does today.

The Applicant has worked diligently to address Staff and policymaker comments that were made during PUD concept plan review and their submittal is consistent with what the City Council and Planning Commission asked for at the December 8th worksession. City Staff is supportive of the proposed project and believes that this will be a win-win for the Applicant and for the City.

STAFF RECOMMENDATION

Staff recommends approval of the Site Plan and Conditional Use Permit for a Planned Unit Development, subject to the following conditions:

1. **Approved Plans.** The conditions of this approval are based on the following plans:

   a. **Application (Jadian IOS)** **dated 1/2/2026**
   b. **Narrative (Larkin Hoffman)** **dated 1/5/2026**
   c. **ALTA Survey (EFN)** **dated 12/19/2025**
   d. **Erosion and Sediment Control Plan (Kimley Horn)** **dated 1/19/2026**
   e. **Overall Site Plan Sheet C400 (Kimley Horn)** **dated 1/19/2026**
   f. **Site Plan Sheet C401 (Kimley Horn)** **dated 1/19/2026**
   g. **Exterior Storage Plan Sheet C402 (Kimley Horn)** **dated 1/19/2026**
   h. **Grading and Drainage Plan (Kimley Horn)** **dated 1/19/2026**
   i. **Utility Plan (Kimley Horn)** **dated 1/19/2026**
   j. **Landscape Plan (Kimley Horn)** **dated 1/19/2026**
   k. **Photometric Plan (Kimley Horn)** **dated 1/19/2026**
   l. **Floor Plans (LOMA Architecture)** **dated 1/28/2026**
   m. **Exterior Building Elevations (LOMA Architecture)** **dated 1/28/2026**
   n. **Stormwater Management Memorandum (Kimley Horn)** **dated 1/5/2026**

2. **Scope of Conditional Use Permit for a Planned Unit Development.** The conditional use permit for a Planned Unit Development shall apply to 1201 Concord Street South (PID # 36-71500-15-291) and 1301 Concord Street South (PID # 36-71500-15-293).

3. **Status of Previous Conditional Use Permits.** Upon the new utility contractor use moving onto the site for exterior storage or occupancy of any building, all previous conditional use permits applying to both 1201 Concord Street South and 1301 Concord Street South are terminated. This shall include the conditional use permits contained in Resolution #2006-117, Resolution #2011-160, and Resolution #2014-13.

4. **Construction Permits Required.** The review and approval of the site improvements pursuant to the requirements of the City's adopted building and fire codes shall be in addition to the site plan review process. The Applicant must obtain all required permits prior to beginning construction:

    a. A building permit is required for the construction of the new office-warehouse building.

    b. Either a zoning permit or a building permit is needed for the parking lot paving project.

    c. Sign permits must be obtained prior to the installation of any signage.

    d. A fence permit is required for any new fencing.

5. **Building and Fire Code Compliance.** All buildings on the property must be maintained in compliance with all applicable building codes and fire codes.

6. **Development Agreement.** The Applicant shall enter into a development agreement with the City to ensure that all required minimum site improvements are completed and all required easements are granted. The new utility contractor use may not commence until the development agreement has been fully executed and recorded against the two properties.

7. **PUD Flexibility.** The base zoning district for the Conditional Use Permit for a Planned Unit Development (PUD) is the GB General Business Zoning District. The development shall follow the standards of that zoning district except that the following PUD flexibility is granted:

    a. **Exterior Storage Yard Size.** The subject properties shall not be required to meet the code requirement contained in City Code Section 118-240 which states that exterior storage yards in the GB district may not exceed 50% of the footprint of the principal building. The exterior storage yards may be sized as shown on the approved exterior storage plans.

    b. **Surfacing.** Parking and exterior storage surfaces in the rear half of each lot may be surfaced

with gravel or a similar material that has been approved by the City Engineer as being adequate to control dust and drainage. The proposed new cross-access driveway between the two exterior storage yards may also be surfaced with gravel or a similar material, subject to review and approval by the City Engineer.

c. **Parking Lot Landscape Island Requirement.** Strict compliance with the City Code's parking lot landscape island requirements shall not be required for the new pavement areas as long as their design and landscaping is substantially consistent with the approved plans.

d. **Screening.** Exterior storage screening is not required along the shared property line between the 1201 Concord Street South parcel and 1301 Concord Street South parcel. Exterior storage screening is not required along the northern property line of 1201 Concord Street South due to utility and easement conflicts.

e. **Front Yard Setback.** The new office-warehouse building shall not be required to meet the GB requirement that a new building be set back at least as far as the average front setback of all similar buildings fronting the same street. The new office-warehouse may be built with a front yard setback that is consistent with what is shown on the approved civil plans.

f. **Multiple Principal Buildings on One Parcel.** The new office-warehouse building may be placed on the 1201 Concord Street South parcel as a second principal building on that parcel.

8. **Conditional Use Permit for a Contractor's Operation with Exterior Storage.** The CUP/PUD includes a conditional use permit for exterior storage with the following conditions:

a. **Surfacing Material.** Surfacing for the exterior storage areas shall align with the approved plans. In general, the front half of each property must be paved with a hard surface and the rear half of each property may utilize gravel or a similar semi-improved surface.

b. **Type of Items allowed.** The type of items stored in the exterior storage area shall be limited to trucks, equipment, materials, and traffic control devices that are consistent with the proposed utility contractor operation. The exterior storage of hazardous materials is

prohibited.

c. **Maximum Height of Stored Equipment and Materials.** Items in the storage area shall have a height limit of 15 feet.

d. **Location of Exterior Storage.** Exterior storage shall be limited to the areas shown on the approved exterior storage plan.

e. **Screening Required.** The Applicant shall be required to maintain the following screening:

i. The exterior storage yard at 1301 Concord Street South must continue to be screened from Concord Street by an opaque fence which is parallel to the front property line that is constructed out of wood, composite decking material, or a similar quality material. Chain link fencing with slats is not acceptable in this location.
ii. The exterior storage yard at 1301 Concord Street South must continue to be screened from the mobile home park to the south by an opaque fence and a row of arborvitae trees. This fence may continue to be chain link with slats, or it can be upgraded to a higher quality material.
iii. The existing screening trees at 1201 Concord Street South, which are south of the existing office building, shall remain in place until the Applicant has pulled a building permit to construct the new office-warehouse building. The trees can be removed after the building permit is issued.
iv. The Applicant shall install a new screening fence/gate at 1201 Concord Street South which shall run parallel to the public street to partially screen the exterior storage yard from public views along the driveway area. The fence shall be a similar quality as the existing screening wood fence/gate that screens the driveway area at 1301 Concord Street South. The fence shall be at least as far back from the front property line as the principal building. The final design and placement of the fence is subject to review and approval by the City Engineer because it will cross over public utility lines and will need to be sited carefully to avoid adverse impacts to utilities.

f. **Gates Required for Fencing in Easement Areas.** For any fence that crosses a City-owned utility easement, the Applicant shall install gates over the easement area which can be opened to allow the City to access the easement. The final design and location of any required gates is subject to review and approval by the City Engineer.

g. **Restriction on Type of Storage Permitted Over Utility Easements.** Only vehicles and highly portable equipment that can be easily moved may be stored over utility easements.

Easement areas must be cleared within one business day of the Applicant receiving notification from the City that there is a need to access the easement area. No shelving or other permanent or semi-permanent structures may be installed in an easement area. The Public Works Director may establish a weight limit for vehicles and equipment stored in an easement area and may require signage to be installed to mark the easement area and assist with enforcement.

h. **Equipment Repairs to Take Place Inside Buildings.** There shall be no exterior repair or dismantling of vehicles and equipment.

i. **Storage Yard Access for Fire Department.** The Applicant shall provide the Fire Department with access to the exterior storage yards at all hours of the day. The method for providing access is subject to review and approval by the Fire Marshal.

9. **Compliance with City Code's Performance Standards.** The contractor's operation must comply with all the City Code's performance standards relating to odor, noise, dust, glare, refuse handling, etc. The contractor's operation must not in any way be a public nuisance.

10. **Installation and Maintenance of Required Landscaping.** The Applicant shall be responsible for installing and maintaining all landscape materials shown on the approved landscaping plans:

a. 1201 Concord Street South shall be landscaped in accordance with the Kimley Horn landscape plan dated 1/19/2026

b. Prior to commencing the utility contractor use, the Applicant shall prepare a formal landscape plan for 1301 Concord Street South and this plan shall be filed with the Zoning Administrator. The plan is subject to the review and approval of the Zoning Administrator and must include at least the following:

i. Maintenance of a row of arborvitaes along the south property line to separate the property from the mobile home park. The row of trees must run from the front property line to the rear of the approved exterior storage yard. There is currently a roughly 120-foot-long gap in the row of arborvitaes, and new arborvitaes must be installed in this area with similar spacing as the existing arborvitaes.

ii. At least four trees must be located in the front yard in addition to the arborvitaes. There shall be a tree on either side of the driveway which may be overstory trees or ornamental trees. There shall be at least two overstory trees on the south side of the building in front of the privacy fence.
iii. Decorative landscaping shall be maintained in the area that is directly in front of the existing building.

11. **Landscaping Guarantee.** Prior to commencing the new utility contractor use, the Applicant shall establish a $15,000 landscaping guarantee prior ($7,500 for each of the two properties). The security shall be maintained for at least one (1) year after the date that the last landscape materials have been planted. After one year has passed, the Applicant must replace any required landscape materials that are not alive or are in an unhealthy state. Once the City has confirmed that the replacements have been installed, the entire security may be released.

12. **SAC Fees.** The Applicant will be required to make a Sewer Access Charge (SAC) payment consistent with Metropolitan Council requirements at the time of building permit.

13. **Mechanical Equipment Screening.** All ground-mounted and building-attached mechanical equipment shall be screened according to the standards contained within Code Section 118-9. All roof-mounted mechanical equipment shall be screened according to the standards contained within Code Section 118-242.

14. **Lighting.** All lighting shall be compliant with City Code Section 18-245. Light sources shall be hooded or controlled so as not to light adjacent property.

15. **Trash Enclosure Required if there is Exterior Trash Handling.** All dumpsters stored outside the buildings must be in an approved trash enclosure that meets zoning requirements. A permit is required to construct a new trash enclosure.

16. **Compliance with Dakota County Requirements, MPCA Requirements, and Other State Agency Requirements.** The Applicant shall comply with any requirements that are imposed upon them by the Minnesota Pollution Control Agency (MPCA). The Applicant shall also comply with any relevant requirements that are imposed upon them by any other State agencies and by Dakota County.

17. **Minimum Building Footprint.** The conditional use permit for a planned unit development and conditional use permit for a contractor's operation with exterior storage are conditioned upon the Applicant maintaining a minimum building footprint on each of the two properties after the phasing plan has been fully implemented:

    a. A minimum building footprint of 15,000 square feet must be maintained on the 1201 Concord Street South parcel.

    b. A minimum building footprint of 6,097 square feet must be maintained on the 1301 Concord Street South parcel.

    c. If the two parcels are combined in the future, the newly created parcel must have a minimum building footprint of at least 21,097 square feet.

    d. If the Applicant seeks to demolish any existing building in the future, it will require an amendment to the conditional use permit for a planned unit development and a plan to construct a new building that will maintain the minimum building footprints listed above. The timespan for constructing any approved replacement building will be defined in the conditional use permit amendment.

    e. If a building is destroyed by fire or other peril, the Applicant shall have 3 years from the date of the destructive event to design and begin construction of a replacement building that brings the property back into compliance with the minimum building footprint requirements listed above. An extension may be granted by the City Council if there are extenuating circumstances.

18. **Deadlines to Complete Required Improvements.** The Applicant must meet the following deadlines for making the required improvements:

    a. The Applicant shall complete all required landscaping/screening improvements on the 1301 Concord Street South parcel by July 1, 2026.
    b. The Applicant must submit a complete application for a building permit for the new office-warehouse building by August 1, 2026.

c. The Applicant must commence construction of the new office-warehouse building by October 1, 2026.
d. The Applicant must complete construction of the new office-warehouse building by July 1, 2027.
e. The Applicant must complete all landscaping, paving, and striping improvements on the 1201 Concord Street South parcel by September 1, 2027.

Any extension shall require the approval of the City Council.

19. **Consequences for Failing to Meet Required Deadlines.** If the Applicant fails to complete a required improvement by the deadline, the City may take one or more of the following actions to address the issue:

    a. The Zoning Administrator may suspend the property's exterior storage rights until the required improvement is completed. All exterior storage of trucks, equipment, and materials on both 1201 Concord Street South and 1301 Concord Street South must cease within 15 business days of the exterior storage rights being suspended.

    b. The Zoning Administrator can issue a warning letter followed by administrative citations which will be sent to the property owner.

    c. The City Council may revoke the conditional use permit for a planned unit development and/or the conditional use permit for a contractor's operation with exterior storage.

20. **Access to Facility.** The Applicant shall provide City Staff with reasonable access to the inside and outside of the facility for the purposes of enforcing the terms of this conditional use permit.

21. **Hours of Operation for 1301 Concord Street South.** Exterior storage yard operations on the 1301 Concord Street South parcel are restricted to taking place between 7 AM and 7 PM due to the proximity of the mobile home park.

22. **Termination of the Conditional Use Permits and Site Plan Approval.** Unless an extension is granted by the City Council, the Site Plan Approval, Conditional Use Permit for a Planned Unit Development, and all the conditional use permits contained within the approval will terminate if

improvements have not substantially begun and the new utility contractor use has not commenced within one year of the date of approval. The violation of any condition of approval in the conditional use permit(s) may result in the termination of the conditional use permit(s), following a hearing by the City Council.

ENGINEERING CONDITIONS

23. **City Engineer Comment Letter.** The Applicant shall address all comments and conditions in the City Engineer's comments letter dated January 23, 2026.

24. **Erosion Control Escrow.** An erosion control escrow in the amount of $3,000 per disturbed acre will need to be established prior to the issuance of any construction permit that will involve land disturbance (i.e. building permits, grading permits, paving permits, etc.).

25. **Stormwater Maintenance Agreement Required.** Prior to commencement of the new use, the Applicant must enter into a stormwater maintenance agreement with the City for the long-term maintenance of required stormwater management systems.

26. **New Private Fire Hydrant Required.** A new private fire hydrant must be provided on the 1201 Concord Street South parcel to provide adequate fire suppression capability for the existing un-sprinklered truck repair building that is located at the rear of that property. The final design and location of the private fire hydrant is subject to review and approval by the City Engineer and the Fire Marshal. The Applicant must enter into a hydrant access easement with the City which is subject to review and approval by the City Engineer and the City Attorney.

27. **New Utility Easements Required.** The Applicant shall grant the City easements over all existing public utility lines that cross the two subject properties by no later than June 1, 2026. The design and size of the easements is subject to review and approval by the City Engineer. The Applicant shall engage a licensed surveyor and shall provide legal descriptions and exhibit drawings for all proposed easements. There is an existing storm sewer easement that is shown on the ALTA survey as having an incorrect alignment that does not match the actual location of buried infrastructure. The City agrees to terminate that easement in exchange for a new easement that properly covers the storm sewer line. The City Council authorizes City Staff to enter into and execute all documents necessary to effectuate this condition of approval.

28. **Escrow for Improvements in Public Right-of-Way.** At the time of building permit or other

construction permit, the Applicant shall provide an escrow for 125% of the cost of any improvements that are located in the public right-of-way (i.e., the proposed catch basin connection).

ACTION NEEDED

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

1. Approval. If the Planning Commission wishes to recommend approval of the site plan and conditional use for a planned unit development, the following action should be taken:

- Motion to recommend approval of the site plan and conditional use permit for a planned unit development for the Jadian IOS project at 1201 and 1301 Concord Street South.

2. Denial. If the Planning Commission wishes to recommend denial of the site plan and conditional use permit for a planned unit development, the following action should be taken:

- Motion to recommend denial of the site plan and conditional use permit for a planned unit development for the Jadian IOS project at 1201 and 1301 Concord Street South.

If the recommendation is denial, the Planning Commission must explicitly lay out the rationale behind the denial recommendation. Specifically, they must state how the application fails to comply with Code criteria for Site Plan Review, Conditional Use Permits, or Planned Unit Developments.

LINKS

South Concord Corridor Market Study

South Concord Corridor Small Area Plan

SOURCE OF FUNDS

NA

ATTACHMENTS

1. Site Location Map
2. Aerial Photographs of Existing Conditions
3. Google Streetview Photographs of Subject Properties
4. Applicant's Narrative
5. ALTA Survey
6. Applicant's Site Plans
7. Exterior Storage Plan
8. Grading and Drainage Plan

9. Utility Plan
10. Landscape Plan
11. Photometric Plan
12. Architectural Plans
13. Insulated Metal Panel Product Sheets
14. City Engineer's Comment Letter
15. Staff Depiction of Possible Screening Fence at 1201 Concord
16. Staff Depiction of Required Landscaping at 1301 Concord
17. Exterior Building Materials Classification Chart from City Code Section 118-9
18. Draft Design Standards for Business Flex District

ATTACHMENT 1

SITE LOCATION MAP

ATTACHMENT 2

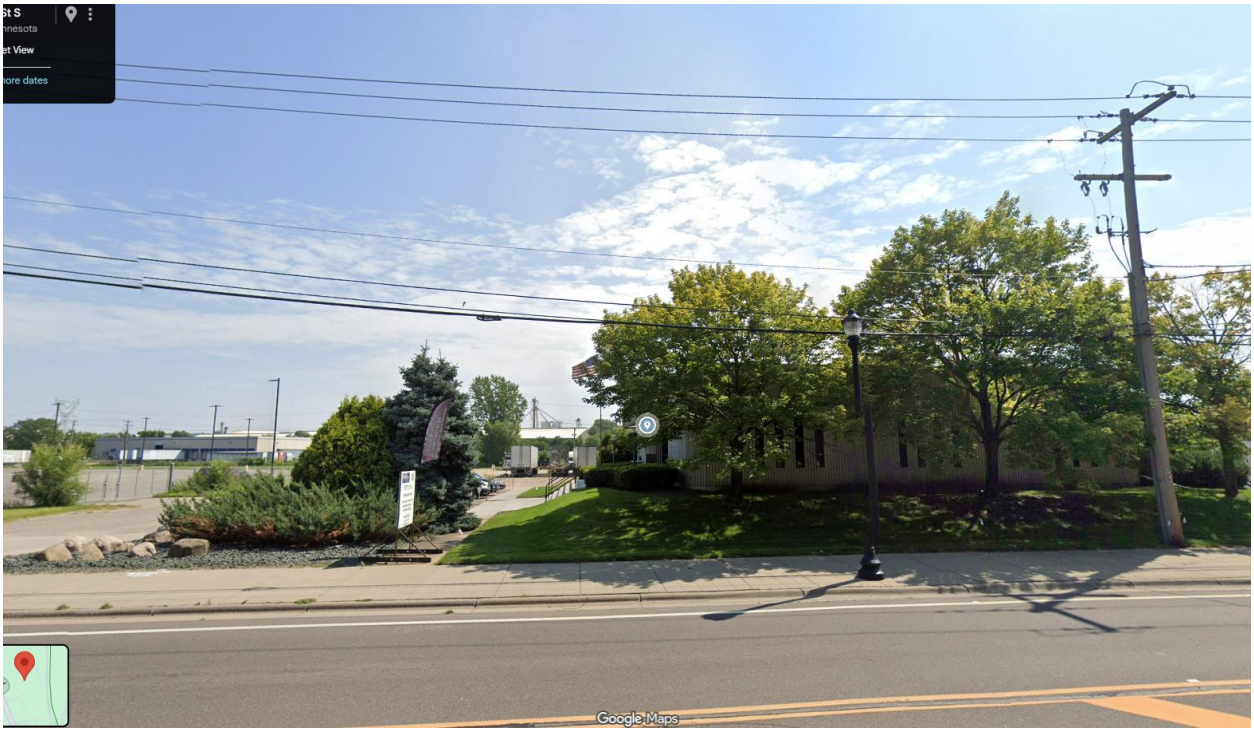
AERIAL PHOTOGRAPHS OF EXISTING CONDITIONS

Existing Conditions at 1201 Concord Street South (Bestway Inc.)

Existing Conditions at 1301 Concord Street South (Kamish Excavating)

ATTACHMENT 3

GOOGLE STREETVIEW PHOTOGRAPHS OF SUBJECT PROPERTIES



Google Streetview Photograph of 1201 Concord Building (Bestway Inc.) in August 2025

Google Streetview Photograph of 1301 Concord Building (Kamish Excavating) in August 2025

Google Streetview Photograph of the Area Between the Two Existing Buildings Where the New 6,575 Square Foot Building Would be Located

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January 5, 2026

Michael Healy
Planning Manager
City of South St. Paul
125 3rd Avenue North
South St. Paul, MN 55075

Via Email
mhealy@southstpaul.org

Re: PUD Site Plan Review – 1201 and 1301 Concord Street South

Dear Mr. Healy:

On behalf of Jadian IOS (the "Applicant"), we respectfully submit this site plan review application for the proposed contractor's yard, offices, and industrial outdoor storage facility (collectively, the "Project") located at 1201 and 1301 Concord Street South ("Property"). The Applicant seeks approval to formalize the combined operation of the two parcels under a single coordinated management plan and to construct a new building that provides an improved presence along Concord Street South and supports daily utility field operations.

Project Description

Q3 Contracting ("Q3") has signed a lease with the Applicant and will occupy both properties, with operations beginning on the Property by the end of May 2026. Q3 has been in operation for over 33 years and performs utility work primarily for Xcel Energy, CenterPoint Energy, and municipal and county customers throughout Minnesota and western Wisconsin. Q3's services include underground gas installation, hard and soft surface restoration, erosion control restoration, and traffic control setups and flagging.

The unified site will function as the daily operations hub for over 50 on-site employees of Q3's metro-area division. General office functions will occur within the building, and outdoor storage will include trucks, equipment, materials, and traffic control devices staged primarily in marked rear and side yard areas. Hours of operation are expected to be approximately 7 A.M. to 5 P.M. Customer visits are expected to be limited, with no more than five customers per week anticipated on site. Indoor activities will take place within the building bays and will include fluid changes, tire and light replacements, miscellaneous minor repairs, and Department of Transportation inspections of trucks and trailers. All dumpsters will be stored inside the building.

Site Plan Improvements

The Project includes several improvements, including paving at the front portion of 1201 Concord, construction of a 6,525-square-foot building, and modifications to internal vehicle circulation to support safe and orderly vehicle movements throughout the site. The layout maintains storage areas to the side and rear of the site and provides employee and occasional customer parking near the front. Existing vegetation along the south property line will be preserved to maintain compatibility with the neighboring mobile home park. Sound generated through normal operational activities will be managed through standard operating practices to ensure that impacts are appropriately controlled for this type of industrial use.

Project Phasing

Given Q3's need to begin operations in Spring 2026, it is critical that Q3 be allowed to occupy the Property immediately, while the Applicant completes the Project improvements on a phased basis over the next eighteen months. On behalf of the Applicant, we are requesting that the following phasing plan be incorporated and documented in the Development Agreement.

1. *Occupancy (Immediately)*: Q3 begins operations upon approval of this application, using the existing site configuration.

2. *Pre-Construction Activities (Months 1–6)*: The Applicant completes permitting, plan review, civil engineering, and utility coordination necessary for the new building.

3. *Building Construction (Months 7–15)*: The new 6,525-square-foot building at 1201 Concord is constructed, with Q3 continuing operations without interruption.

4. *Final Site Upgrades (Months 16–18)*: Paving, striping, landscaping, storage organization, and remaining circulation improvements are completed in sequence.

5. *Project Completion (Month 18)*: All improvements are finalized and a final certificate of occupancy is issued.

Upon completion, the Project will increase the long-term taxable value of the Property by and enhance the organized and well-maintained appearance of the site while supporting essential regional utility services.

This Project has been designed to comply with City Code and the evaluation criteria for site plan approval. The unified operation, improved building presence, paving, organized storage areas, and ongoing investment in property maintenance advance the City's goals for compatible and responsibly-managed industrial outdoor storage uses.

We appreciate your review of this application and look forward to continuing to work with City staff, the Planning Commission, and the City Council throughout the approval process. Please contact me with any questions or to discuss next steps.

Sincerely,

Jacob W. Steen, for
Larkin Hoffman

Direct Dial: 952-896-3239
Direct Fax: 952-842-1738

Email: jsteen@larkinhoffman.com

cc: John Grib, Jadian IOS

4932-6296-7172, v. 3

ATTACHMENT 5
ALTA SURVEY

GENERAL SURVEY NOTES:

1. The orientation of this bearing system is based on the Dakota County coordinate grid (NAD 83–2011 Adj.).
2. The legal description and easement information used in the preparation of this survey is based on the Commitments for Title Insurance prepared by Chicago Title Insurance Company, Commitment No. CP76188 dated November 12, 2025 & Commitment No. CP76189 dated November 19, 2025.
3. The surveyed property has direct access to Concord Street South, a public right of way.
4. This survey shows only those improvements visible during the field survey, some structures and improvements covered by ice and snow, or underground may not be shown

LEGAL DESCRIPTION:

Description from Title Commitment No. CP76188 (depicted as Parcel 1):

That part of the following described property which lies Northwesterly of a line which is parallel with and 290.00 feet Southeasterly of the center line of vacated Douglas Street as shown on the plat of Spring Park, Dakota County, Minnesota.

That part of Blocks 14 and 15, Spring Park, according to the plat thereof on file in the office of the County Recorder, Dakota County, Minnesota, together with the vacated streets, avenues and alleys that accrued thereto by reason of the vacation, lying within the following described lines:

Beginning at the intersection of the North line of vacated Spruce Street and the Easterly line of Concord Street as now improved and traveled; thence Northerly along the Easterly line of Concord Street to its intersection with the center line of vacated Douglas Street; thence Easterly along said center line to its intersection with the Easterly line of said Block 14 extended Northerly; thence Southerly along the Easterly line of Block 14 to a point on the North line of said Spruce Street; thence Westerly along said North line to the point of beginning; together with the Westerly 50 feet of the abandoned railroad right–of–way lying adjacent to and Easterly of the above property.

Dakota County, Minnesota
Torrens Property

Description from Title Commitment No. CP76189 (depicted as Parcel 2):

That part of the following described property which lies Southeasterly of a line which is parallel with and 290.00 feet Southeasterly of the center line of vacated Douglas Street as shown on the plat of Spring Park, Dakota County, Minnesota.

That part of Blocks 14 and 15, Spring Park, according to the plat thereof on file in the office of the County Recorder, Dakota County, Minnesota, together with the vacated streets, avenues and alleys that accrued thereto by reason of the vacation, lying within the following described lines:

Beginning at the intersection of the North line of vacated Spruce Street and the Easterly line of Concord Street as now improved and traveled; thence Northerly along the Easterly line of Concord Street to its intersection with the center line of vacated Douglas Street; thence Easterly along said center line to its intersection with the Easterly line of said Block 14 extended Northerly; thence Southerly along the Easterly line of Block 14 to a point on the North line of said Spruce Street; thence Westerly along said North line to the point of beginning; together with the Westerly 50 feet of the abandoned railroad right–of–way lying adjacent to and Easterly of the above property.

EXCEPT; That part which lies south of a line which is parallel with and 30 feet north of the north line of Spruce Street (as contained in the recorded plat of Spring Park) as measured at a right angle thereto.

Dakota County, Minnesota
Torrens Property

LIST OF POSSIBLE ENCROACHMENTS:

Possible Encroachment Note:

An encroachment is defined as an illegal intrusion and is a matter of law, therefore, the surveyor is unable to identify certain features as encroachments. The following possible encroachment notes are intended to draw the user's attention only to major areas of concern. The surveyor does not guarantee that the items noted below are, in fact, encroachments or that all possible encroachments in the vicinity of boundary lines are depicted hereon.

A. A portion of a storm sewer line lies outside of a recorded easement.
B. Fences lie easterly of the easterly property line.

GOPHER STATE ONE CALL NOTE:

List of utilities notified per Gopher State One Call Ticket No. 253241154 & 253241174.

COMCAST – CCMN01
CITY OF SOUTH ST. PAUL – CSSTPL01
CENTURYLINK – CTLQL – CTLMN01
GIGAPOWER LLC – GIGAPW01
LTS TELECOMMUNICATION SERVICES – LTSTEL01
MCI – MCICOL01
METROPOLITAN COUNCIL (MCES) – METWAS01
SPRINT/COGENT COMMUNICATIONS – USSPNT01
MAGELLAN MIDSTREAM PARTNERS – WILPIP01
XCEL ENERGY – XCEL06

SURVEY ITEMS PER SCHEDULE B:

Items per Title Commitment No. CP76188:

ITEM 9. Subject to reservation of minerals and mineral rights to the State of Minnesota, shown as a recital on the Certificate of Title.

ITEM 10. Terms and conditions of easement over and across the Southerly 30 feet of Parcel A for purposes of ingress and egress to and from Concord Street set forth in Warranty Deed dated May 8, 1996, filed September 19, 1996, as Document No. 343616.

Said easement benefits the surveyed property and is depicted hereon.

ITEM 11. Terms and conditions of and easement for sewer and sewer purposes in favor of The City of South St. Paul, a Minnesota corporation, contained in Easement dated May 25, 1961, filed June 21, 1961, in Book 72 of Deeds, Page 462, as Document No. 282866, as directed in Examiner's Directive dated December 9, 1996, filed January 16, 1997, as Document No. 349249.

Said easement affects the surveyed property and is depicted hereon.

ITEM 12. Terms and conditions of and temporary easement for highway purposes in favor of the County of Dakota, described as Parcel 76 in that certain Final Certificate dated May 19, 2011, filed June 2, 2011, as Document No. T680261, and as shown on Dakota County Right of Way Map No. 295 County State Aid Highway No. 56 (Concord Boulevard) filed July 23, 2009, as Document No. T647794.

The temporary easements per said certificate affect the surveyed property. Their mathematical descriptions are incomplete, the approximate location is depicted hereon.

ITEM 13. Terms and conditions of Resolution Number 2011–160, approving a conditional use permit adopted September 19, 2011, filed December 20, 2011, as Document No. T688835.

Said terms and conditions affect the surveyed property. No plottable items to depict.

ITEM 14. The following appear as memorials on the Certificate of Title. While the Company will affirmatively insure against loss or damage sustained by the Insured arising as a result of these matters affecting title to the Land, neither Commercial Partners Title, LLC, nor Chicago Title Insurance Company will undertake to have the memorial(s) removed from the Certificate of Title:
a. Property Inspection Easement filed September 19, 1996, as Document No. 343618.

Said easement affects the surveyed property. It is blanket in nature over Parcel 1 and not depicted hereon.

Items per Title Commitment No. CP76189:

ITEM 9. Subject to the reservation of minerals and mineral rights to the State of Minnesota (appears as a recital on the Certificate of Title), and as shown in State Tax Deed dated November 17, 1944, filed November 4, 1946, in Book 223 of Deeds, Page 195.

ITEM 10. Decree of Registration dated January 14, 1987, filed January 16, 1987, as Document No. 179966.

Said decree affects the surveyed property. No plottable items to depict.

ITEM 12. Right of way as depicted on Dakota County Right of Way Map No. 295, County State Aid Highway No. 56 (Concord Blvd.), filed July 23, 2009, as Document No. T647794.

The right of way per said right of way map does not affect the surveyed property. Dakota County Right of Way Map No. 293 adjoins the surveyed property to the southwest as depicted hereon.

ITEM 13. Findings and Order in the Matter of the Condemnation of Certain Lands for Highway Purposes, District Court File No. 19HA–CV–09–3653, by the County of Dakota, dated July 23, 2009, filed August 11, 2009, as Document No. T648958.

Said document affects the surveyed property. No plottable items to depict..

ITEM 14. Final Certificate in the Matter of the Condemnation of Certain Lands for Highway Purposes, District Court File No. 19HA–CV–09–3653, by the County of Dakota, dated May 19, 2011, filed June 2, 2011, as Document No. T680261.

The temporary easements per said certificate affect the surveyed property. Their mathematical descriptions are incomplete, the approximate location is depicted hereon.

ITEM 15. Terms and conditions of Resolution No. 2014–13 by the City of South St. Paul, approving a Conditional Use Permit Amendment, dated January 21, 2014, filed November 23, 2016, as Document No. 770177.

Said terms and conditions affect the surveyed property. No plottable items to depict.

OPTIONAL TABLE A ITEMS:

1. Monuments have been placed at all major corners of the surveyed property described hereon, unless already marked or referenced by existing monuments or witnesses in close proximity to the corner.
2. The addresses of the property described hereon are 1201 & 1301 Concord Street South, South St. Paul, MN 55075.
3. The property described hereon lies within Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain) and Flood Zone X (Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood) per Federal Insurance Rate Map No. 27037C 0107 E, dated December 02, 2011. The delineation lines between flood zones depicted hereon are subject to map scale uncertainty.
4. The total area of the property described hereon is 261,384 square feet or 6.00055 acres..
5. The contours depicted hereon are per elevation data collected while conducting the fieldwork. The contour interval is 1 foot.

   PROJECT BENCHMARK: Top of Minnesota Department of Transportation Geodetic Monument 1985 AU 1. Elevation = 716.17 feet. (NAVD 88)

   SITE BENCHMARK: Top nut of hydrant west of the northwest corner of the surveyed property. Elevation = 712.44 feet. (NAVD 88)

6a. No zoning report or letter was received from the insurer pursuant to Optional Table A item 6(a), as set forth in the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys.

7a. Exterior building dimensions are depicted hereon.

7b1. The exterior building footprint areas at ground level are depicted hereon.

7c. The measured building heights are depicted hereon.

8. Substantial features observed in the process of conducting the fieldwork are depicted hereon.
9. As of the date of this survey the property described hereon contains no visible delineated parking stalls. See also General Survey Note No. 4.

11a. Existing utilities, services and underground structures shown hereon were located either physically, from existing records made available to us, by resident testimony, or by locations provided by Gopher State One Call, per Ticket Nos. 253241154 & 253241174. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, the client is advised that excavation may be necessary. Other utilities and services may be present and verification and location of all utilities and services should be obtained from the owners of the respective utilities prior to any design, planning or excavation.

13. The names of adjoining owners according to current tax records are depicted hereon.
14. The intersection of Concord Street South & Chestnut Street East is located approximately 650 feet from the southwest corner of the surveyed property.
16. As of the date of this survey there is no observable evidence of current earth moving work, building construction or building additions on the property described hereon.
18. The plottable offsite easements or servitudes disclosed in documents provided to the surveyor are depicted hereon.

CERTIFICATION:

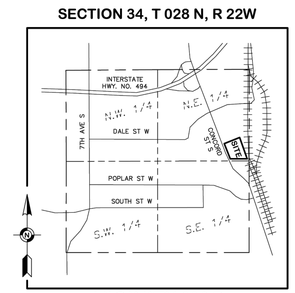
To JC IOS Acquisitions, LLC, a Delaware limited liability company, Bestway, Inc. a Minnesota corporation, AJK Properties, LLC, a Minnesota limited liability company and Chicago Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6(a), 7(a), 7(b)(1), 7(c), 8, 9, 11(a), 13, 14, 16 and 18 of Table A thereof. The fieldwork was completed on December 09, 2025.

Date of Plat or Map: December 19, 2025

Christopher A. Terwedo
Minnesota License No. 53536
cterwedo@efnsurvey.com

SECTION 34, T 028 N, R 22W



VICINITY MAP
NO SCALE

FIELD BOOK	PAGE

DRAWING NAME: 43084 ALTA.dwg
JOB NO. 43084
FILE NO.

FIELDWORK CHIEF: JV, SS
DRAWN BY: DL
CHECKED BY: CAT

REVISIONS

NO.	DATE	DESCRIPTION

ALTA/NSPS LAND TITLE SURVEY

SURVEY FOR:
Kimley - Horn & Associates, Inc.

PROPERTY ADDRESS:
1201 & 1301 Concord Street South
South St. Paul, Minnesota 55075
Dakota County Tax PID 36-71500-15-291 & 36-71500-15-293

Egan, Field & Nowak, Inc.
land surveyors since 1872
475 Old Highway 8 NW, Suite 200
New Brighton, Minnesota 55112
PHONE: (612) 466-3300
WWW.EFNSURVEY.COM
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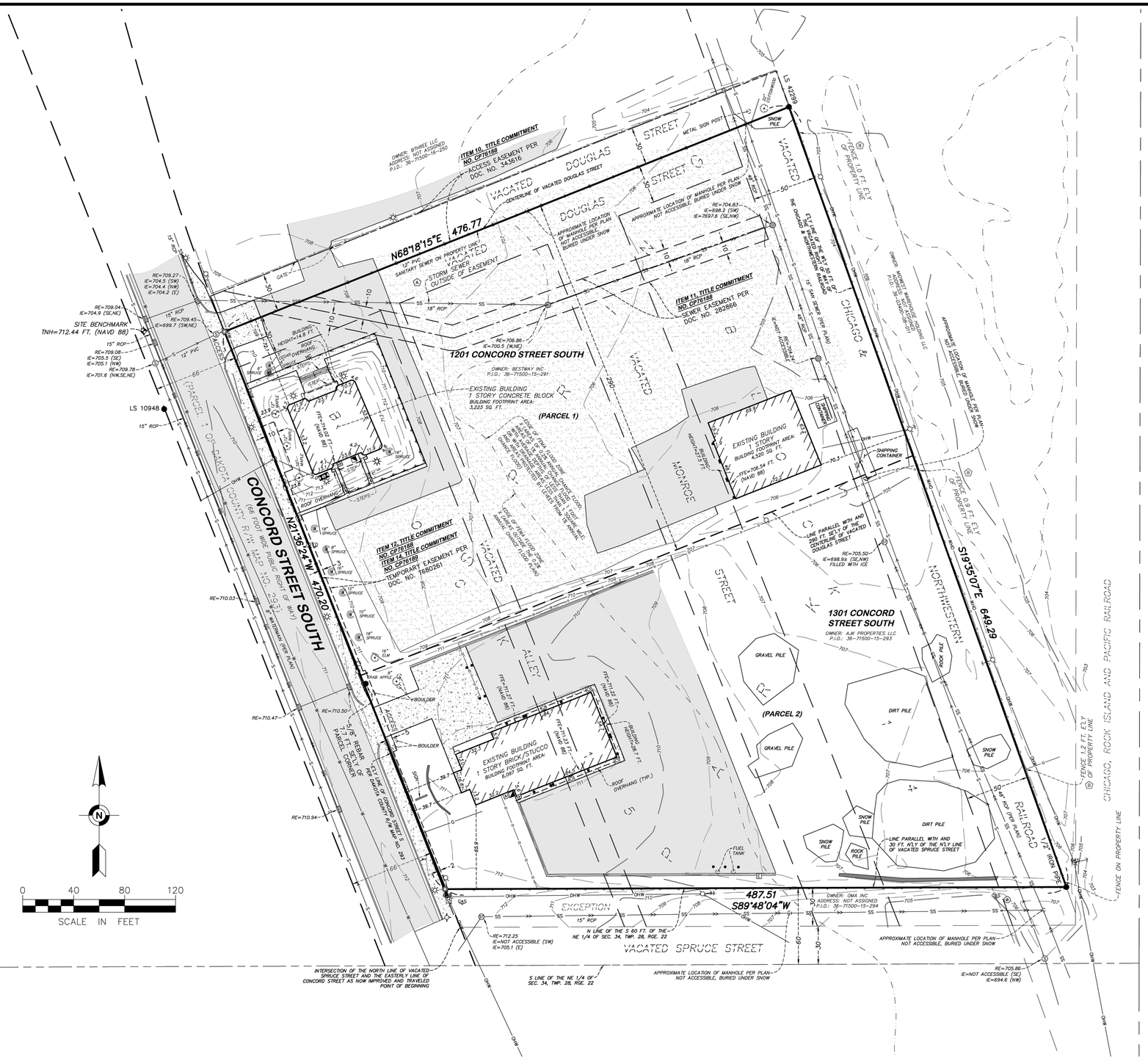
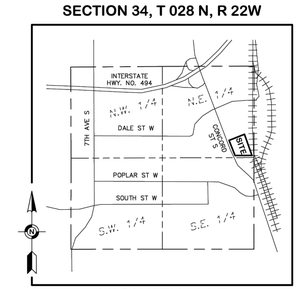
ALTA/NSPS LAND TITLE SURVEY FOR:
Kimley - Horn & Associates, Inc.



LEGEND:

- FOUND IRON MONUMENT
- SET IRON MONUMENT MARKED WITH LICENSE NUMBER 53536
- BENCHMARK
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- ROOF DRAIN (OUTLET)
- HYDRANT
- AIR CONDITIONER
- ELECTRIC BOX
- ELECTRIC METER
- LIGHT
- UTILITY POLE
- GUY WIRE
- COMMUNICATION BOX
- FIBER OPTIC SIGN
- GAS METER
- GAS METER
- RISER
- GAS SIGN
- SIGN
- MAILBOX
- FLAGPOLE
- BOLLARD
- CHAIN LINK FENCE
- WOOD FENCE
- SANITARY SEWER
- STORM SEWER
- WATERMAIN
- OVERHEAD WIRE
- UNDERGROUND GAS
- HANDRAIL
- RETAINING WALL
- 920 EXISTING CONTOUR LINE
- TREE
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- GRAVEL SURFACE
- FEMA FLOOD ZONE BOUNDARY

SECTION 34, T 028 N, R 22W



VICINITY MAP
NO SCALE

FIELD BOOK	PAGE

DRAWING NAME: 43084 ALTA.dwg
JOB NO. 43084
FILE NO.

FIELDWORK CHIEF: JV, SS
DRAWN BY: DL
CHECKED BY: CAT

REVISIONS

NO.	DATE	DESCRIPTION

ALTA/NSPS LAND TITLE SURVEY

SURVEY FOR:
Kimley - Horn & Associates, Inc.

PROPERTY ADDRESS:
1201 & 1301 Concord Street South
South St. Paul, Minnesota 55075
Dakota County Tax PID 36-71500-15-291 & 36-71500-15-293

Egan, Field & Nowak, Inc.
land surveyors since 1872
475 Old Highway 8 NW, Suite 200
New Brighton, Minnesota 55112
PHONE: (612) 466-3300
WWW.EFNSURVEY.COM

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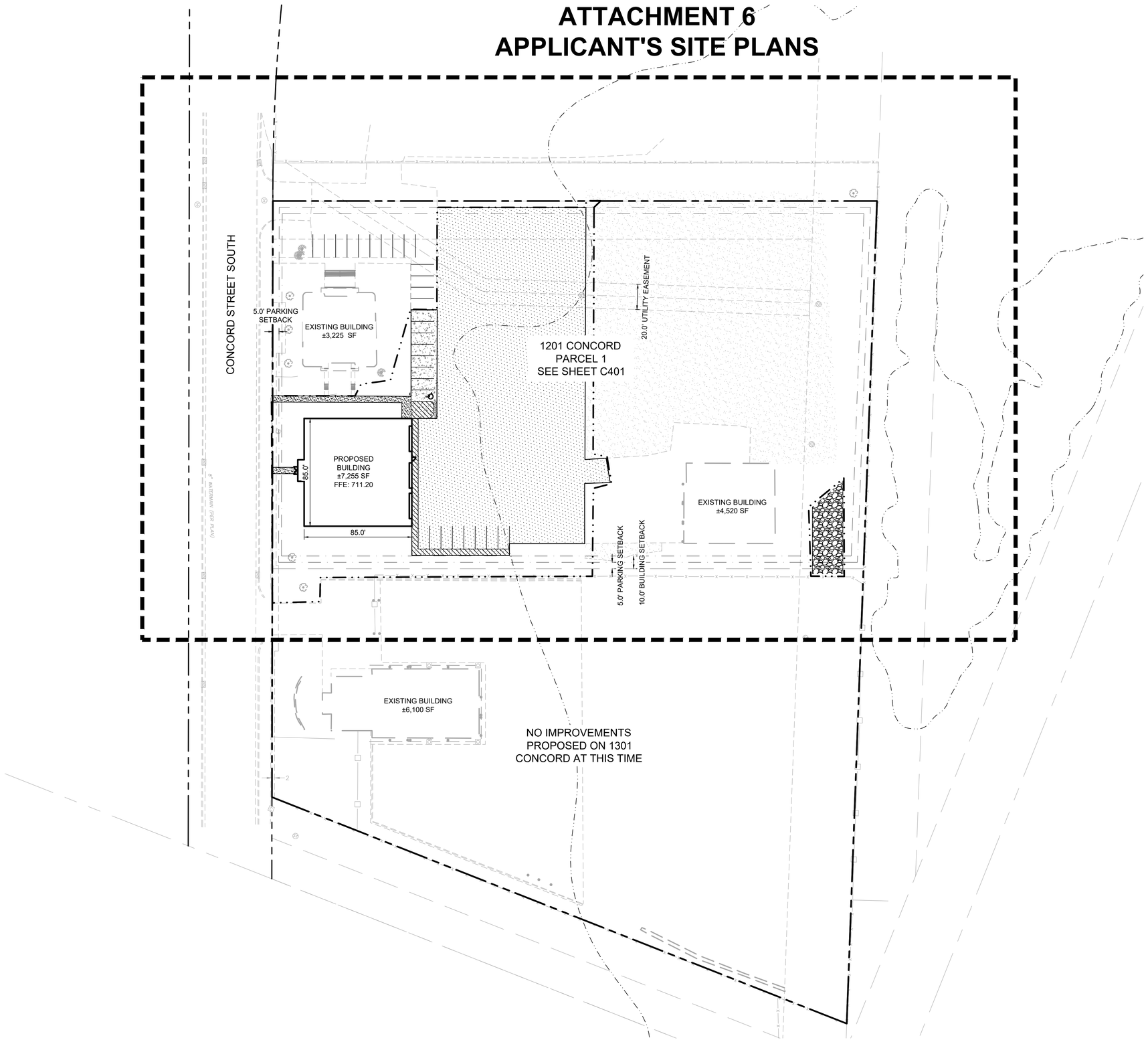
ATTACHMENT 6
APPLICANT'S SITE PLANS



LEGEND

- PROPERTY LINE
- SETBACK LINE
- FEMA FLOODEZONE LIMITS
- DRAINAGE AND UTILITY EASEMENT
- PROPOSED CURB AND GUTTER
- STANDARD DUTY ASPHALT PAVMENT
- CONCRETE SIDEWALK
- CONCRETE PAVEMENT

SITE PLAN NOTES

1. REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF STOOPS, TRUCK DOCKS, TRASH ENCLOSURES & PRECISE BUILDING DIMENSIONS. REFER TO THE SITE ELECTRICAL PLAN FOR LOCATIONS OF PROPOSED LIGHT POLES, CONDUITS, AND ELECTRICAL EQUIPMENT.
2. REFER TO CERTIFIED SITE SURVEY OR PLAT FOR EXACT LOCATION OF EXISTING EASEMENTS, PROPERTY BOUNDARY DIMENSIONS, AND ADJACENT RIGHT-OF-WAY & PARCEL INFORMATION.
3. DIMENSIONS AND RADII ARE DRAWN TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT, AND AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
4. UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING EXISTING SITE IMPROVEMENTS THAT CONFLICT WITH THE PROPOSED WORK, INCLUDING BUT NOT LIMITED TO TRAFFIC SIGNS, LIGHT POLES, ABOVEGROUND UTILITIES, ETC. PERFORM WORK IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS. COST SHALL BE INCLUDED IN BASE BID.
5. MONUMENT SIGN(S) ARE DETAILED ON THE ARCHITECTURAL PLANS AND ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIGN DIMENSIONS, LOCATION AND REQUIRED PERMITS WITH THE OWNER.

PROPERTY SUMMARY

	PARCEL 1201	PARCEL 1301
TOTAL PROPERTY AREA	3.14 AC / 136,780 SF	2.86 AC / 124,604 SF
DISTURBED AREA	1.33 AC / 58,014 SF	0.06 AC / 2,388 SF
EXISTING IMPERVIOUS AREA	2.28 AC / 99,461 SF	2.10 AC / 91,590 SF
EXISTING PERVIOUS AREA	0.86 AC / 37,319 SF	0.76 AC / 33,014 SF
PROPOSED IMPERVIOUS AREA	2.27 AC / 99,019 SF	2.10 AC / 91,590 SF
PROPOSED PERVIOUS AREA	0.87 AC / 37,761 SF	0.76 AC / 33,014 SF
NET DECREASE IN IMPERVIOUS AREA	0.01 AC / 442 SF	0.00 AC / 0 SF
AREA OF WETLAND IMPACT	0.00 AC / 0 SF	0.00 AC / 0 SF

SITE DATA

EXISTING ZONING	GB - GENERAL BUSINESS
PROPOSED ZONING	PUD - PLANNED UNIT DEVELOPMENT
PARKING SETBACKS	SIDE/REAR = 5' RIGHT OF WAY = 5'
BUILDING SETBACKS	FRONT = 40' FROM CENTER OF STREET SIDE = 10' REAR = 10' RIGHT OF WAY = 32'

BUILDING DATA

	PARCEL 1201	PARCEL 1301
TOTAL BUILDING AREA	7,743 SF	6,097 SF
PERCENT OF TOTAL PROPERTY AREA	5.66%	4.89%

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

811 Know what's below. Call before you dig.

ISSUED FOR REVIEW - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
© 2026 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

MATTHEW J. SORENSON, PE
DATE: 01/05/2026 MN LIC. NO. 59721

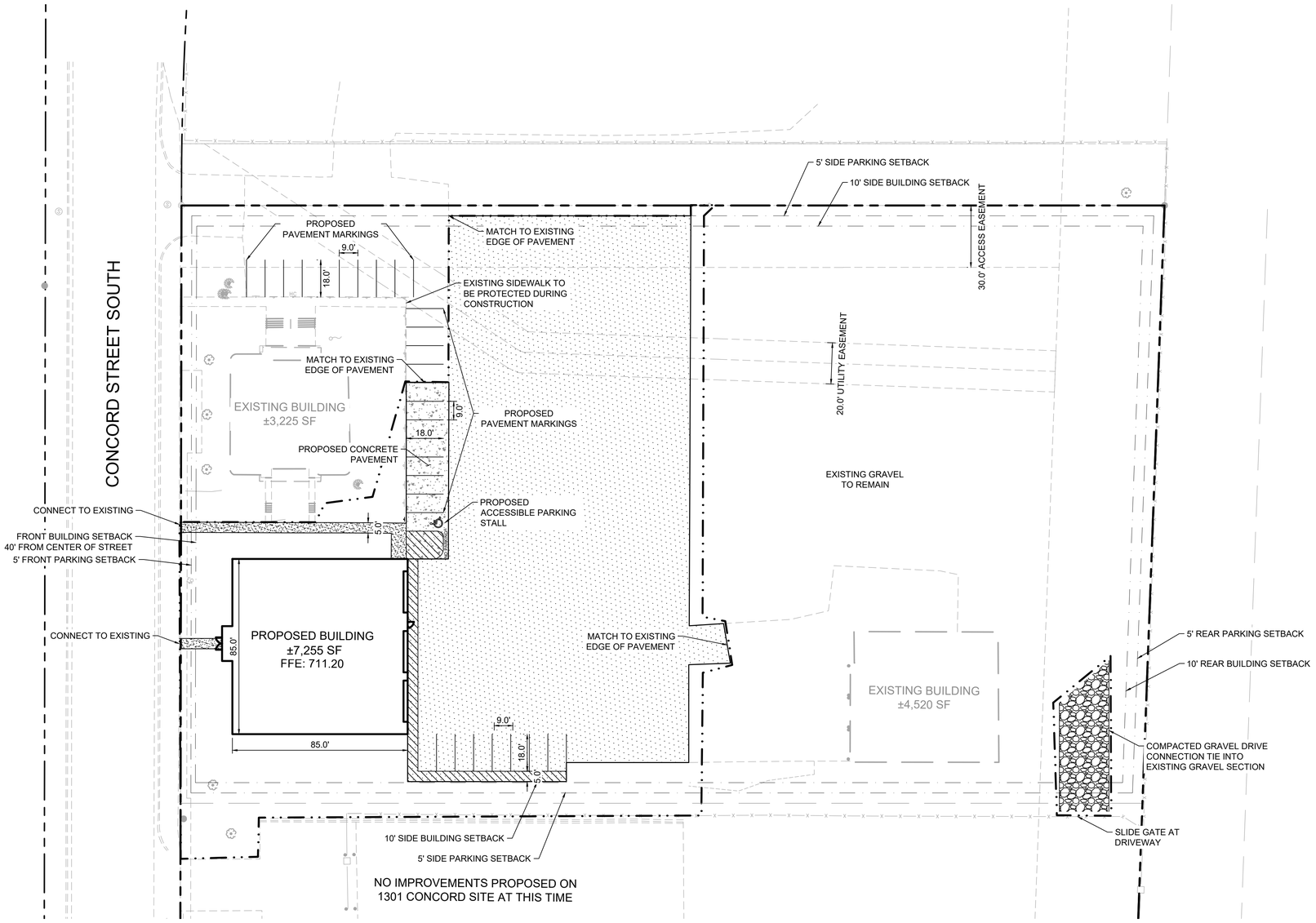
KHA PROJECT 161376000
DATE 01/19/2026
SCALE AS SHOWN
DESIGNED BY AJE
DRAWN BY AJE
CHECKED BY MJS

OVERALL SITE PLAN

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C400

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\C4-SITE PLAN OVERALL.dwg January 19, 2026 - 10:10am
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



LEGEND

- PROPERTY LINE
- SETBACK LINE
- DRAINAGE AND UTILITY EASEMENT
- EXISTING FENCE
- STANDARD DUTY ASPHALT PAVEMENT - MATCH EXISTING SECTION
- CONCRETE PAVEMENT - MATCH EXISTING SECTION
- CONCRETE SIDEWALK - MATCH EXISTING SECTION
- GRAVEL PAVEMENT - MATCH EXISTING SECTION

SITE PLAN NOTES

1. REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF STOOPS, TRUCK DOCKS, TRASH ENCLOSURES & PRECISE BUILDING DIMENSIONS. REFER TO THE SITE ELECTRICAL PLAN FOR LOCATIONS OF PROPOSED LIGHT POLES, CONDUITS, AND ELECTRICAL EQUIPMENT.
2. REFER TO CERTIFIED SITE SURVEY OR PLAT FOR EXACT LOCATION OF EXISTING EASEMENTS, PROPERTY BOUNDARY DIMENSIONS, AND ADJACENT RIGHT-OF-WAY & PARCEL INFORMATION.
3. DIMENSIONS AND RADII ARE DRAWN TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT, AND AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
4. UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING EXISTING SITE IMPROVEMENTS THAT CONFLICT WITH THE PROPOSED WORK, INCLUDING BUT NOT LIMITED TO TRAFFIC SIGNS, LIGHT POLES, ABOVEGROUND UTILITIES, ETC. PERFORM WORK IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS. COST SHALL BE INCLUDED IN BASE BID.
5. TYPICAL PARKING STALL DIMENSIONS SHALL BE 9.0-FEET IN WIDTH AND 18-FEET IN LENGTH UNLESS OTHERWISE INDICATED.

GRAPHIC SCALE IN FEET
0 15 30 60

Know what's **below.** **Call** before you dig.

ISSUED FOR REVIEW - NOT FOR CONSTRUCTION

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C401

No.	REVISIONS	DATE	BY

Kimley»Horn
© 2026 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

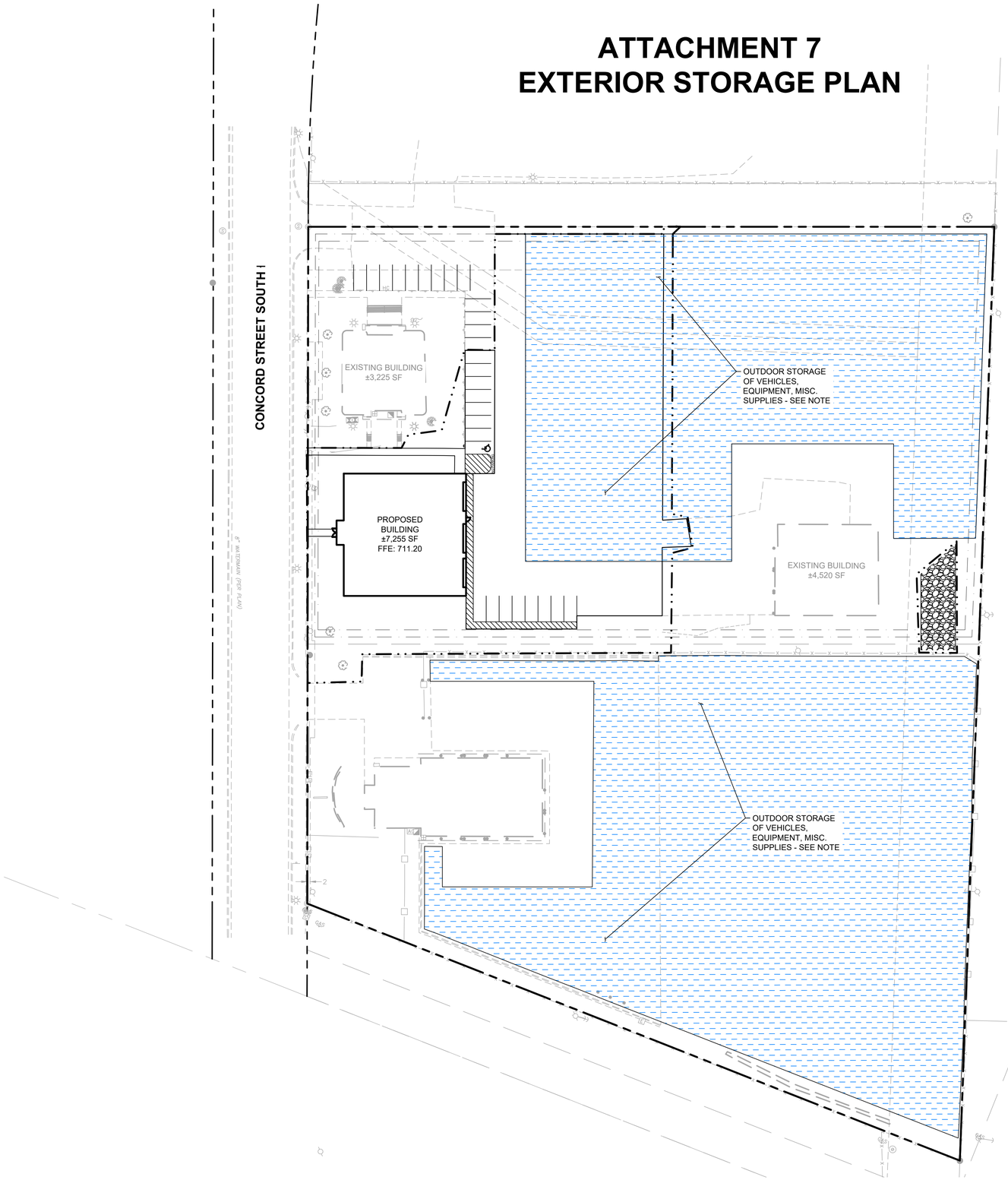
MATTHEW J. SORENSON, PE
DATE: 01/05/2026 MN LIC. NO. 59721

KHA PROJECT	161376000
DATE	01/19/2026
SCALE	AS SHOWN
DESIGNED BY	AJE
DRAWN BY	AJE
CHECKED BY	MJS

SITE PLAN

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\C4-SITE PLAN.dwg January 19, 2026 - 10:10am
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

ATTACHMENT 7
EXTERIOR STORAGE PLAN



LEGEND

- PROPERTY LINE
- SETBACK LINE
- EXISTING EASEMENT
- EXISTING FENCE
- OUTDOOR STORAGE OF VEHICLES, EQUIPMENT, MISC. SUPPLIES (±1.76 AC) - SEE NOTE

NOTE:
DAILY USE MAY INCLUDE STORING TRUCKS, EQUIPMENT, MATERIALS, AND TRAFFIC DEVICES TO BE STAGED PRIMARILY TO THE BACK AND SIDE YARD LOCATIONS. APPROXIMATE HEIGHTS OF VEHICLES OR TRAILERS WITH LOADED EQUIPMENT ARE NOT ANTICIPATED TO EXCEED 15'.

NORTH

GRAPHIC SCALE IN FEET
0 ## ## ##

811
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No.	REVISIONS	DATE	BY

Kimley»Horn
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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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MATTHEW J. SORENSON, PE
DATE: 01/05/2026 MN LIC. NO. 59721

KHA PROJECT	161376000
DATE	01/19/2026
SCALE	AS SHOWN
DESIGNED BY	AJE
DRAWN BY	AJE
CHECKED BY	MJS

EXTERIOR STORAGE PLAN

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C402

K:\TWC_LDEV\Jadian IOS\South St Paul, MN\3 Design\CAD\PlanSheets\C4-EXTERIOR STORAGE PLAN.dwg January 20, 2026 - 4:15pm
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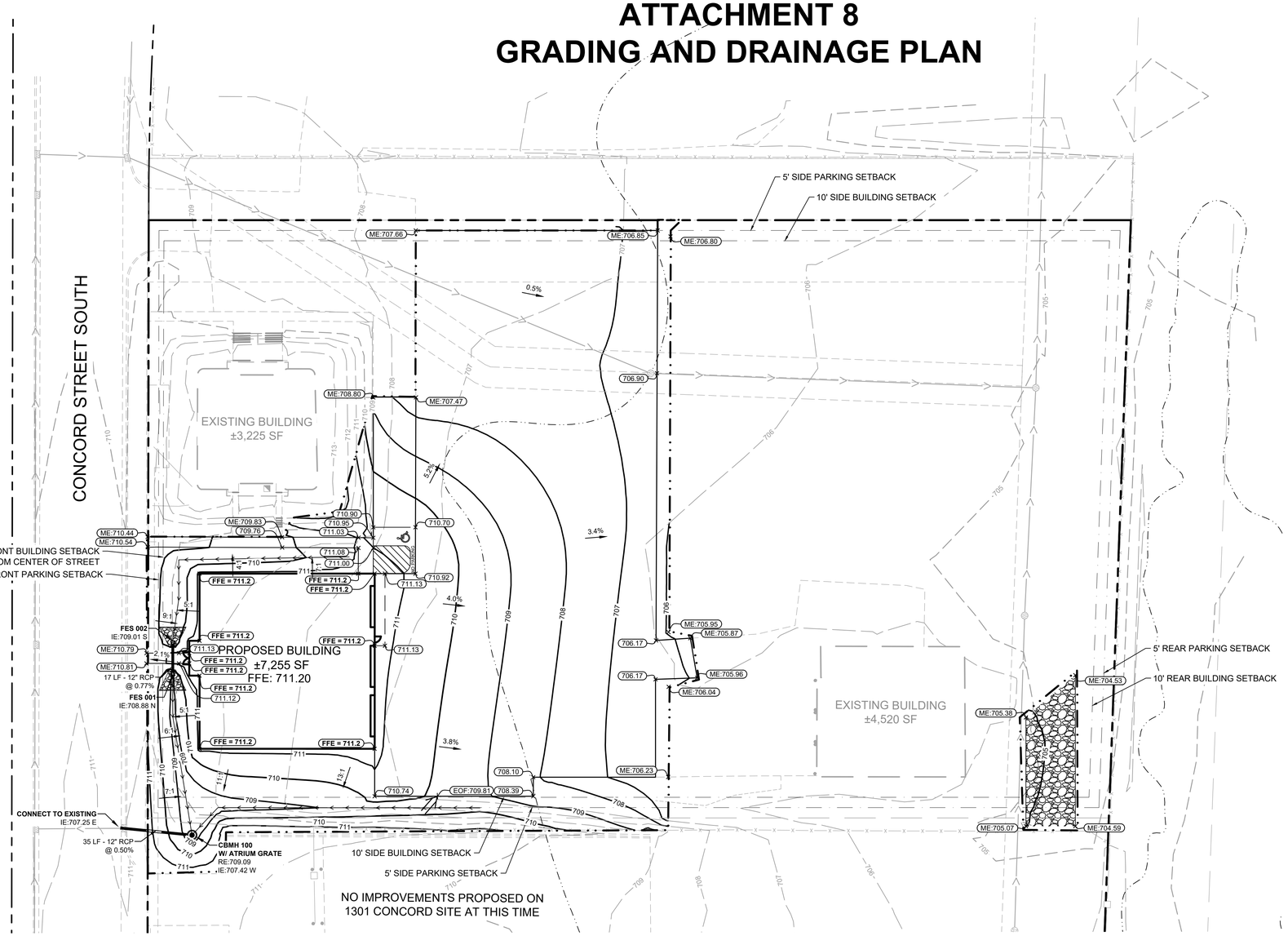
ATTACHMENT 8
GRADING AND DRAINAGE PLAN



LEGEND

- PROPERTY LINE
- FEMA FLOODZONE LIMITS
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED RIDGE LINE
- PROPOSED SWALE
- PROPOSED STORM MANHOLE (SOLID CASTING)
- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
- PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
- PROPOSED STORM SEWER CLENOUT
- PROPOSED FLARED END SECTION
- PROPOSED RIPRAP
- PROPOSED STORM SEWER
- PROPOSED SPOT ELEVATION
- PROPOSED HIGH POINT ELEVATION
- PROPOSED LOW POINT ELEVATION
- PROPOSED GUTTER ELEVATION
- PROPOSED TOP OF CURB ELEVATION
- PROPOSED FLUSH PAVEMENT ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED EMERGENCY OVERFLOW ELEVATION
- PROPOSED GRADE AT TOP/BOTTOM OF WALL
- PROPOSED DRAINAGE DIRECTION
- PROPOSED GRADE BETWEEN POINTS

GRADING PLAN NOTES

1. PERFORM GRADING WORK IN ACCORDANCE WITH APPLICABLE CITY SPECIFICATIONS AND BUILDING PERMIT REQUIREMENTS.
2. CONTACT STATE 811 CALL-BEFORE-YOU-DIG LOCATING SERVICE AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION FOR UNDERGROUND UTILITY LOCATIONS.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
4. FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO THE START OF LAND DISTURBING ACTIVITIES. NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS IMPACTING THE PROPOSED DESIGN OF THE PROJECT.
5. IN PAVED AREAS, ROUGH GRADE TO SUBGRADE ELEVATION AND LEAVE THE SITE READY FOR SUB-BASE.
6. SUBGRADE EXCAVATION SHALL BE BACKFILLED IMMEDIATELY AFTER EXCAVATION TO HELP OFFSET ANY STABILITY PROBLEMS DUE TO WATER SEEPAGE OR STEEP SLOPES. WHEN PLACING NEW SURFACE MATERIAL ADJACENT TO EXISTING PAVEMENT, THE EXCAVATION SHALL BE BACKFILLED PROMPTLY TO AVOID UNDERMINING OF EXISTING PAVEMENT.
7. ELEVATIONS SHOWN REPRESENT FINISHED SURFACE GRADES. SPOT ELEVATIONS ALONG CURB & GUTTER REPRESENT THE FLOW LINE UNLESS OTHERWISE NOTED
8. EXCESS MATERIAL, BITUMINOUS SURFACING, CONCRETE ITEMS, ABANDONED UTILITY ITEMS, AND OTHER UNSTABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF THE CONSTRUCTION SITE.
9. CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION OF PAVEMENTS AND CURB AND GUTTER WITH SMOOTH UNIFORM SLOPES THAT PROVIDE POSITIVE DRAINAGE TO COLLECTION POINTS. MAINTAIN A MINIMUM SLOPE OF 1.25% IN ASPHALT PAVEMENT AREAS AND A MINIMUM SLOPE OF 0.50% IN CONCRETE PAVEMENT AREAS.
10. MAINTAIN A MINIMUM SLOPE OF 0.50% ALONG CURB & GUTTER. REVIEW PAVEMENT GRADIENT AND CONSTRUCT "INFALL" CURB WHERE PAVEMENT DRAINS TOWARD THE GUTTER, AND "OUTFALL" CURB WHERE PAVEMENT DRAINS AWAY FROM THE GUTTER.
11. INSTALL A MINIMUM OF 4-INCHES OF AGGREGATE BASE MATERIAL UNDER PROPOSED CONCRETE CURB & GUTTER, SIDEWALKS, AND TRAILS UNLESS OTHERWISE DETAILED.
12. GRADING FOR SIDEWALKS AND ACCESSIBLE ROUTES, INCLUDING CROSSING DRIVEWAYS, SHALL CONFORM TO CURRENT STATE & NATIONAL ADA STANDARDS:

    ACCESSIBLE RAMP SLOPES SHALL NOT EXCEED 8.3% (1:12).
    SIDEWALK CROSS-SLOPES SHALL NOT EXCEED 2.0%.
    LONGITUDINAL SIDEWALK SLOPES SHALL NOT EXCEED 5.0%.
    ACCESSIBLE PARKING STALLS AND ACCESS AISLES SHALL NOT EXCEED 2.0% IN ANY DIRECTION. A MAXIMUM SLOPE OF 1.50% IS PREFERRED.

    SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVEMENT INSTALLATION. CHANGE ORDERS WILL NOT BE ACCEPTED FOR ADA COMPLIANCE ISSUES.
13. UPON COMPLETION OF LAND DISTURBING ACTIVITIES, RESTORE ADJACENT OFFSITE AREAS DISTURBED BY CONSTRUCTION TO MATCH OR EXCEED THE ORIGINAL CONDITION. LANDSCAPE AREAS SHALL BE RE-VEGETATED WITH A MINIMUM OF 4-INCHES OF TOPSOIL.
14. EXCAVATE DRAINAGE TRENCHES TO FOLLOW PROPOSED STORM SEWER ALIGNMENTS. REFER TO THE UTILITY PLANS FOR LAYOUT AND ELEVATIONS FOR PROPOSED SANITARY SEWER, WATER MAIN, AND OTHER BUILDING UTILITY SERVICE CONNECTIONS.

STORM SEWER NOTES

1. INSTALL STORM SEWER IN ACCORDANCE WITH APPLICABLE CITY OR STATE SPECIFICATIONS, STATE PLUMBING CODE, AND BUILDING PERMIT REQUIREMENTS.
2. CONTACT STATE 811 CALL-BEFORE-YOU-DIG LOCATING SERVICE AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION FOR UNDERGROUND UTILITY LOCATIONS.
3. STORM SEWER PIPE SHALL BE AS FOLLOWS:
   - RCP: ASTM C-76
   - HDPE: ASTM F-714, F-894
   - PVC: ASTM D-2729
   - PVC SCH40: ASTM D-1785, D-2665, F-794

   DRAIN TILE SHALL BE AS FOLLOWS:
   - PE: ASTM F-6667
   - PVC: ASTM D-2729

   FITTINGS SHALL BE AS FOLLOWS:
   - RCP: ASTM C-76, JOINTS PER ASTM C-361, C-990, AND C-443
   - HDPE: ASTM D-3212
   - PVC: ASTM D-2729, JOINTS PER ASTM D-3212
   - PVC SCH40: ASTM D-2665, F-794, F-1866
4. CONTRACTOR IS RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
5. FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO THE START OF LAND DISTURBING ACTIVITIES. NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS IMPACTING THE PROPOSED DESIGN OF THE PROJECT.
6. EXCAVATE DRAINAGE TRENCHES TO FOLLOW PROPOSED STORM SEWER ALIGNMENTS. REFER TO THE UTILITY PLANS FOR LAYOUT AND ELEVATIONS FOR PROPOSED SANITARY SEWER, WATER MAIN, AND OTHER BUILDING UTILITY SERVICE CONNECTIONS. REFER TO THE GRADING PLAN FOR DETAILED SURFACE ELEVATIONS.
7. EXCESS MATERIAL, BITUMINOUS SURFACING, CONCRETE ITEMS, ABANDONED UTILITY ITEMS, AND OTHER UNSTABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF THE CONSTRUCTION SITE.
8. COORDINATE WITH THE PLUMBING PLANS FOR THE LOCATION, SIZE AND ELEVATION OF THE PROPOSED UNDERGROUND ROOF DRAIN CONNECTIONS.
9. WHERE STORM SEWER ROOF DRAINS HAVE LESS THAN 4-FEET OF COVER IN PAVED AREAS OR 3-FEET OF COVER IN LANDSCAPE AREAS, PROVIDE 3-INCH THICK INSULATION A MINIMUM OF 5-FEET IN WIDTH, CENTERED ON THE PIPE.
10. ALL STORM SEWER PIPE JOINTS SHALL BE WATER-TIGHT CONNECTIONS.
11. ALL STORM SEWER PIPE CONNECTIONS TO MANHOLES SHALL BE GASKETED AND WATER TIGHT. BOOTED COUPLERS AT THE STRUCTURE OR A WATER STOP WITH NON-SHRINK GROUT MAY BE USED IN ACCORDANCE WITH LOCAL CODES.
12. CONTRACTOR SHALL AIR TEST ALL STORM SEWER PIPE IN ACCORDANCE WITH LOCAL CODE REQUIREMENTS.

NORTH

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0 15 30 60

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No.	REVISIONS	DATE	BY

Kimley»Horn
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MATTHEW J. SORENSEN, PE
DATE: 01/05/2026 LIC. NO. 59721 MN

KHA PROJECT 161376000	
DATE	01/19/2026
SCALE	AS SHOWN
DESIGNED BY	JTL
DRAWN BY	JTL
CHECKED BY	MJS

GRADING AND DRAINAGE PLAN

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C500

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\C5-GRADING PLAN.dwg January 19, 2026 - 10:11am

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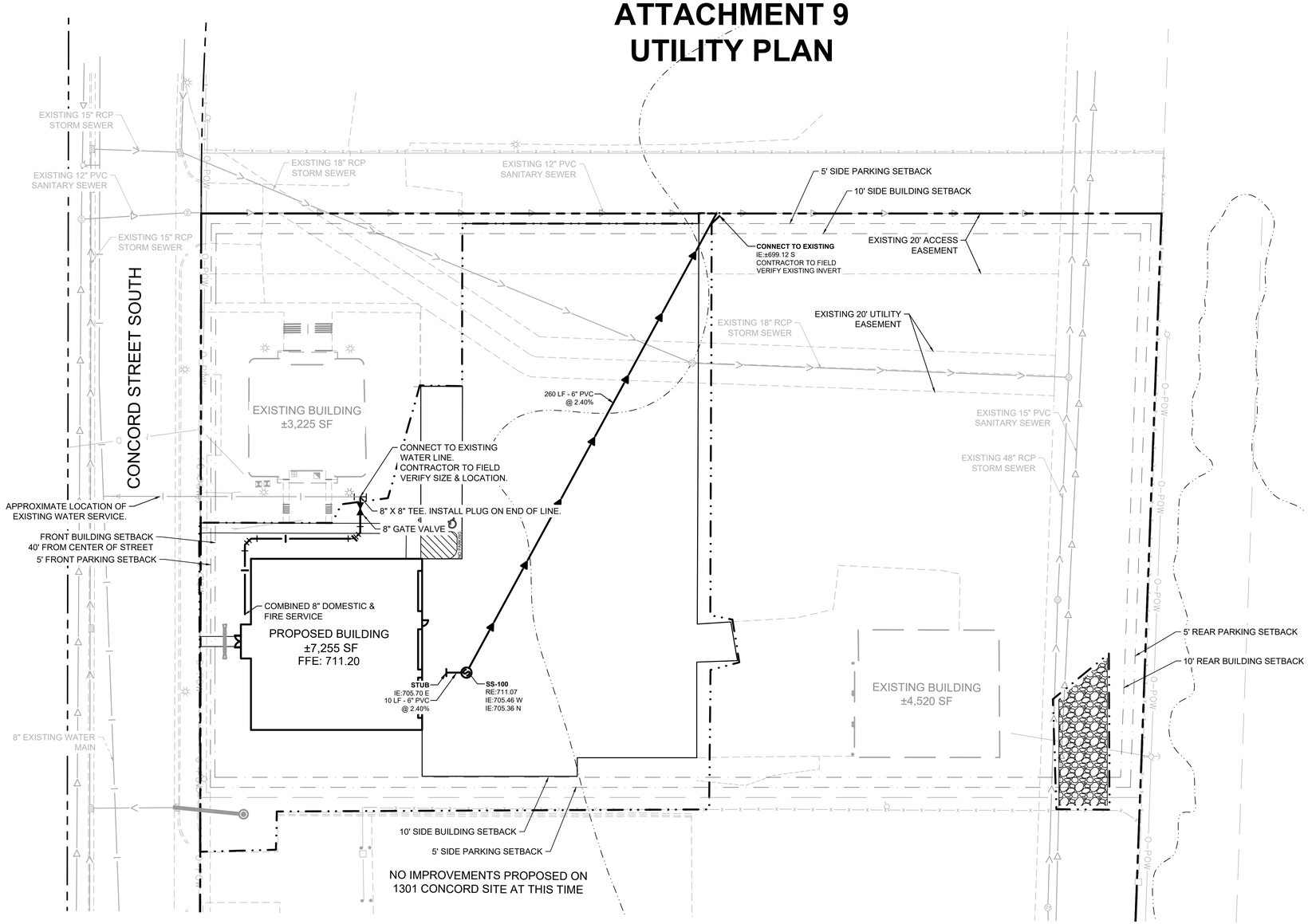
ATTACHMENT 9
UTILITY PLAN



LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
POW	POW	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN
		FEMA FLOODZONE LIMITS

UTILITY PLAN NOTES

1. INSTALL UTILITIES IN ACCORDANCE WITH APPLICABLE CITY SPECIFICATIONS, STATE PLUMBING CODE, AND BUILDING PERMIT REQUIREMENTS.
2. CONTACT STATE 811 CALL-BEFORE-YOU-DIG LOCATING SERVICE AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION FOR UNDERGROUND UTILITY LOCATIONS.
3. CONTRACTOR IS RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
4. SANITARY SEWER PIPE SHALL BE:
   PVC: ASTM D-2729, D-3034
   PVC SCH 40: ASTM D-1785, F-714, F-894
   SANITARY SEWER FITTINGS SHALL BE:
   PVC: ASTM D-2729, D-3034
   PVC SCH40: ASTM D-2665, F-2794, F-1866
5. WATER MAIN PIPE SHALL BE:
   PVC: ASTM D-1785, D-2241, AWWA C-900
   DUCTILE IRON: AWWA C-150
   WATER MAIN FITTINGS SHALL BE:
   PVC: ASTM D-2464, D-2466, D-2467, F-1970, AWWA C-907
   DUCTILE IRON: AWWA C-153, C-110, ASME 316.4
5. STORM SEWER PIPE SHALL BE:
   RCP: ASTM C-76
   HDPE: ASTM F-714, F-894
   PVC: ASTM D-2729
   PVC SCH40: ASTM D-1785, D-2665, F-794
   DRAIN TILE SHALL BE:
   PE: ASTM F-6667
   PVC: ASTM D-2729
   STORM SEWER FITTINGS SHALL BE:
   RCP: ASTM C-76, JOINTS PER ASTM C-361, C-990, AND C-443
   HDPE: ASTM D-3212
   PVC: ASTM D-2729, JOINTS PER ASTM D-3212
   PVC SCH40: ASTM D-2665, F-794, F-1866
6. WHEN CONNECTING TO AN EXISTING UTILITY LINE, FIELD VERIFY THE LOCATION, DEPTH, AND SIZE OF THE EXISTING PIPE(S) PRIOR TO INSTALLATION OF THE NEW LINES. NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS IMPACTING THE PROPOSED DESIGN OF THE PROJECT.
7. PLACE AND COMPACT ALL FILL MATERIAL PRIOR TO INSTALLATION OF PROPOSED UNDERGROUND UTILITIES. MINIMUM TRENCH WIDTH SHALL BE 2 FEET.
8. MAINTAIN A MINIMUM OF 7'-6" COVER ON ALL WATER LINES.
9. FOR WATER LINES AND STUB-OUTS UTILIZE MECHANICAL JOINTS WITH RESTRAINTS SUCH AS THRUST BLOCKING, WITH STAINLESS STEEL OR COBALT BLUE BOLTS, OR AS INDICATED IN THE CITY SPECIFICATIONS AND PROJECT DOCUMENTS.
10. MAINTAIN 18-INCH MINIMUM VERTICAL SEPARATION WHERE SEWER PIPE CROSSES WATER LINES (OUTSIDE EDGE OF PIPE TO OUTSIDE EDGE OF PIPE OR STRUCTURE). PROVIDE 10-FOOT HORIZONTAL SEPARATION BETWEEN SEWER PIPE AND WATER LINES.
11. IN THE EVENT OF A VERTICAL CONFLICT BETWEEN WATER LINES, SANITARY LINES, STORM LINES AND GAS LINES (OR ANY OBSTRUCTION EXISTING AND PROPOSED), THE SANITARY PIPE MATERIAL SHALL BE PVC SCHEDULE 40 OR PVC C900 AND HAVE MECHANICAL JOINTS AT LEAST 10 FEET ON EITHER SIDE OF THE CENTER LINE OF THE CROSSING. THE WATER LINE SHALL HAVE MECHANICAL JOINTS WITH APPROPRIATE FASTENERS AS REQUIRED TO PROVIDE A MINIMUM OF 18-INCH VERTICAL SEPARATION MEETING REQUIREMENTS OF ANSI A21.10 OR ANSI 21.11 (AWWA C-151) (CLASS 50).
12. ALL PVC & HDPE SEWER AND WATER PIPE SHALL HAVE A TRACER WIRE INSTALLED IN THE TRENCH AND TERMINATED PER THE DETAILS.
13. UNDERGROUND UTILITY LINES SHALL BE INSTALLED, INSPECTED AND APPROVED PRIOR TO PLACING BACKFILL.
14. IN PAVEMENT AREAS, RAISE MANHOLE CASTINGS TO BE FLUSH WITH PROPOSED FINISHED SURFACE GRADE. IN GREEN AREAS, RAISE MANHOLE CASTINGS TO BE ONE FOOT ABOVE FINISHED GROUND ELEVATION & INSTALL A WATERTIGHT LID.
15. REFER TO PLUMBING PLANS FOR LOCATION, SIZE AND ELEVATION OF UTILITY SERVICE CONNECTIONS AND ROOF DRAINS TO THE INTERIOR BUILDING SYSTEMS. BACKFLOW DEVICES (DDCV AND PRZ ASSEMBLIES) & METERS ARE LOCATED INSIDE THE BUILDING.
16. CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
17. CONTRACTOR IS RESPONSIBLE FOR ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICE COMPANIES. COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
18. REFER TO THE SITE ELECTRICAL PLANS FOR SPECIFICATIONS OF THE PROPOSED SITE LIGHTING AND ELECTRICAL EQUIPMENT.
19. EXCAVATE DRAINAGE TRENCHES TO FOLLOW PROPOSED STORM SEWER ALIGNMENTS. REFER TO THE UTILITY PLANS FOR LAYOUT AND ELEVATIONS FOR PROPOSED SANITARY SEWER, WATER MAIN, AND OTHER BUILDING UTILITY SERVICE CONNECTIONS. REFER TO THE GRADING PLAN FOR DETAILED SURFACE ELEVATIONS.
20. EXCESS MATERIAL, ABANDONED UTILITY ITEMS, AND OTHER UNUSABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF THE CONSTRUCTION SITE.
21. COORDINATE WITH THE PLUMBING PLANS FOR THE LOCATION, SIZE AND ELEVATION OF THE PROPOSED UNDERGROUND ROOF DRAIN CONNECTIONS.
22. WHERE STORM SEWER ROOF DRAINS HAVE LESS THAN 4-FEET OF COVER IN PAVED AREAS OR 3-FEET OF COVER IN LANDSCAPE AREAS, PROVIDE 3-INCH THICK INSULATION A MINIMUM OF 5-FEET IN WIDTH, CENTERED ON THE PIPE.
23. ALL STORM SEWER PIPE JOINTS SHALL BE WATER-TIGHT CONNECTIONS.
24. ALL STORM SEWER PIPE CONNECTIONS TO MANHOLES SHALL BE GASKETED AND WATER TIGHT. BOOTED COUPLERS AT THE STRUCTURE OR A WATER STOP WITH NON-SHRINK GROUT MAY BE USED IN ACCORDANCE WITH LOCAL CODES.
25. CONTRACTOR SHALL AIR TEST ALL STORM SEWER PIPE IN ACCORDANCE WITH LOCAL CODE REQUIREMENTS.

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0 15 30 60

No.	REVISIONS	DATE	BY

Kimley»Horn
2026 KIMLEY-HORN AND ASSOCIATES, INC.
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MATTHEW J. SORENSON, PE
MN LIC. NO. 59721
DATE: 01/05/2026

KHA PROJECT	161376000
DATE	01/19/2026
SCALE	AS SHOWN
DESIGNED BY	AJE
DRAWN BY	AJE
CHECKED BY	MJS

UTILITY PLAN

ISSUED FOR REVIEW - NOT FOR CONSTRUCTION

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C600

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\C6-UTILITY PLAN.dwg January 19, 2026 - 10:11am
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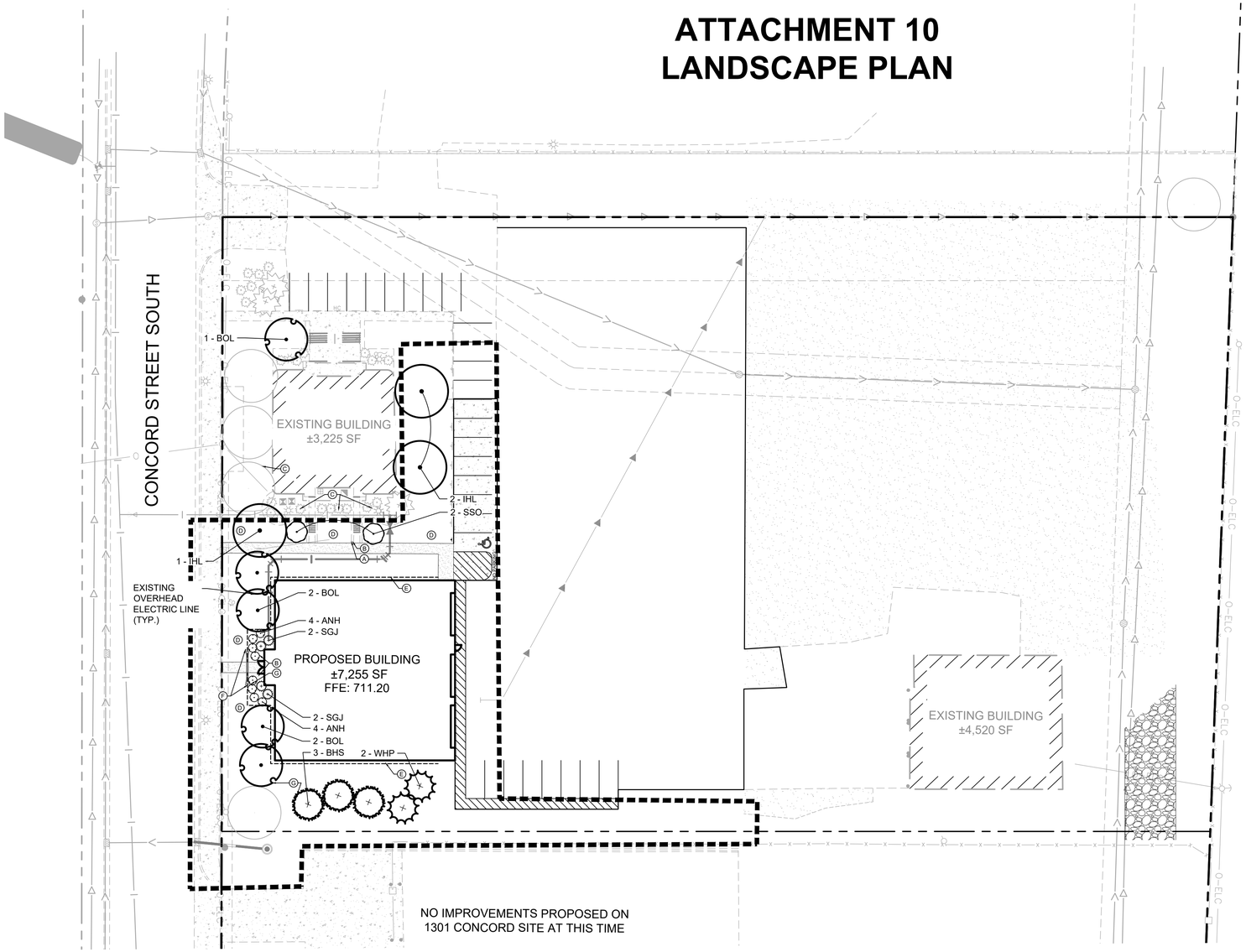
ATTACHMENT 10
LANDSCAPE PLAN



LANDSCAPE SUMMARY

TREE REMOVALS

TREES REMOVED: 6 TREES

LANDSCAPE AREA REQUIREMENTS

LANDSCAPE AREA REQUIRED: 20,517 S.F. = 136,780 S.F. SITE AREA * .15
LANDSCAPE AREA PROVIDED: 29,656 S.F.

OVERSTORY TREE REQUIREMENTS

TREES REQUIRED: 22 TREES = 1,524 L.F. SITE PERIMETER / 70
TREES PROVIDED: 22 TREES = 7 EXISTING + 15 PROPOSED

LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE TO REMAIN (TYP.)
- EXISTING CONIFEROUS TREE TO REMAIN (TYP.)
- EXISTING SHRUB TO REMAIN (TYP.)
- EXISTING EDGER TO REMAIN (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SODDING / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)

LANDSCAPE KEYNOTES (A)

- (A) EXISTING EDGER TO REMAIN (TYP.)
- (B) ROCK MULCH, MATCH EXISTING (TYP.)
- (C) PROTECT VEGETATION IN PLACE (TYP.)
- (D) SOD (TYP.)
- (E) MAINTENANCE STRIP (TYP.)
- (F) RIP RAP, SEE CIVIL (TYP.)
- (G) KEEP PLANTINGS OUT OF THE BOTTOM OF DRAINAGE SWALE (TYP.)

PLANT SCHEDULE

SYMBOL	CODE	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL
CONIFEROUS TREE						
	BHS	3	BLACK HILLS SPRUCE	PICEA GLAUCA 'DENSATA'	B & B	6` HT.
	WHP	2	WHITE PINE	PINUS STROBUS	B & B	6` HT.
OVERSTORY TREE						
	BOL	5	BOULEVARD LINDEN	TILIA AMERICANA 'BOULEVARD'	B & B	2.5" CAL.
	IHL	3	IMPERIAL HONEYLOCUST	GLEDITSIA TRIACANTHOS VAR. INERMIS `IMPERIAL`	B & B	2.5" CAL.
	SSO	2	STREETSPIRE OAK	QUERCUS X BIMUNDORUM 'JFS-KW1QX'	B & B	2.5" CAL.

SYMBOL	CODE	QTY	COMMON NAME	BOTANICAL NAME	CONT	SPACING
CONIFEROUS SHRUBS						
	SGJ	4	SEA GREEN JUNIPER	JUNIPERUS CHINENSIS `SEA GREEN`	#5 CONT.	5` O.C.
DECIDUOUS SHRUBS						
	ANH	8	ANNABELLE HYDRANGEA	HYDRANGEA ARBORESCENS `ANNABELLE`	#5 CONT.	4` O.C.

NOTE:
QUANTITIES ON PLAN SUPERSEDE LIST QUANTITIES IN THE EVENT OF A DISCREPANCY.

ABBREVIATIONS:
B&B = BALLED AND BURLAPPED CAL. = CALIPER HT. = HEIGHT MIN. = MINIMUM O.C. = ON CENTER SP. = SPECIES
QTY. = QUANTITY

NORTH

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PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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RYAN A. HYLLESTED, PLA
DATE: 01/05/2026 MN LIC. NO. 53828

KHA PROJECT 161376000	
DATE 01/19/2026	
SCALE	AS SHOWN
DESIGNED BY	CPK
DRAWN BY	CPK
CHECKED BY	RAH

LANDSCAPE PLAN

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
L100

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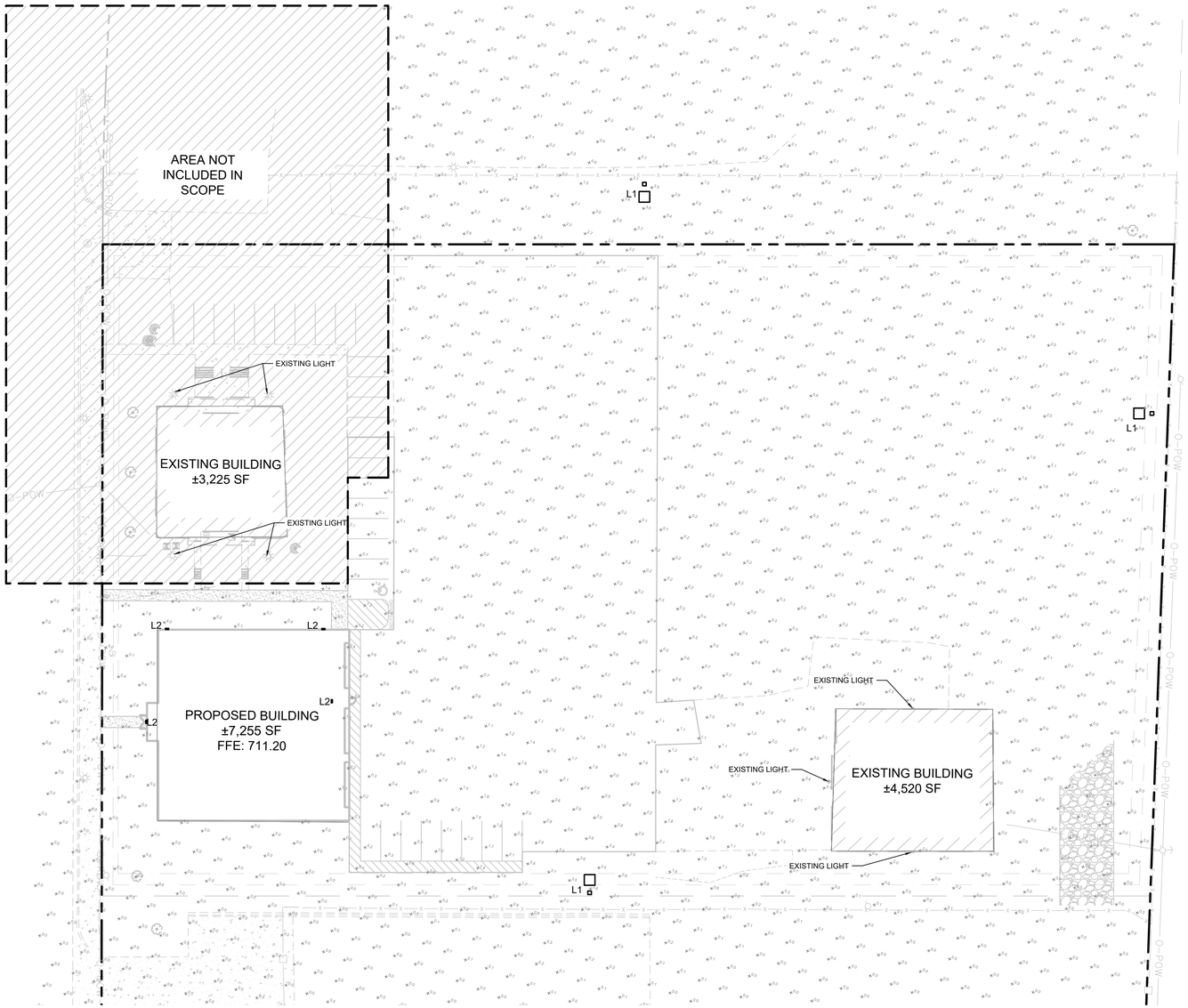
ATTACHMENT 11
PHOTOMETRIC PLAN



FIXTURE SCHEDULE

SYMBOL	LABEL	QTY	MANUFACTURER/SERIES	CATALOG/MODEL NUMBER	MOUNTING	MOUNTING HEIGHT	LUMENS PER LAMP	COLOR TEMP.	WATTAGE	NOTES
	L1	2	LITHONIA	DSX2 LED P4 30K 70CRI TFTM EGS-F	POLE	35'	34359	3000K	277	-
	L2	4	LITHONIA	WDGE1 LED P2 30K 90CRI VW	WALL	10	1872	3000K	18	-

NORTH

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PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
E100

No.	REVISIONS	DATE	BY

Kimley»Horn
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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

KHA PROJECT	161376000
DATE	01/19/2026
SCALE	AS SHOWN
DESIGNED BY	ARB
DRAWN BY	CMH
CHECKED BY	MJS

PHOTOMETRIC PLAN

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\PH1-PHOTOMETRICS.dwg January 19, 2026 - 10:12am
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

ATTACHMENT 12
ARCHITECTURAL PLAN
JADIAN 1201 CONCORD ST.

1201 CONCORD ST S, SOUTH ST PAUL, MN 55075

LOMA
ARCHITECTURE

3838 N. SAM HOUSTON PARKWAY E., SUITE 185
HOUSTON, TEXAS 77032

WWW.LOMAARCH.COM

PROJECT:

JADIAN 1201 CONCORD ST.

PROJECT ADDRESS:

1201 CONCORD ST S, SOUTH ST PAUL, MN 55075

SEAL/SIGNATURE:

PRELIMINARY
NOT TO BE USED FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION

ISSUE HISTORY:

DATE	DELTA	DESCRIPTION

PROJECT NUMBER: LA2595

ISSUE DATE: 1.28.2026

SHEET NAME:

COVER

SHEET:

PT000

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CONCORD STREET SOUTH

1 PRESENTATION PLAN - SITE
1" = 20'-0"

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ISSUE HISTORY:

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PROJECT NUMBER: LA2595

ISSUE DATE: 1.28.2026

SHEET NAME:
OVERALL SITE PLAN

SHEET:
PT001

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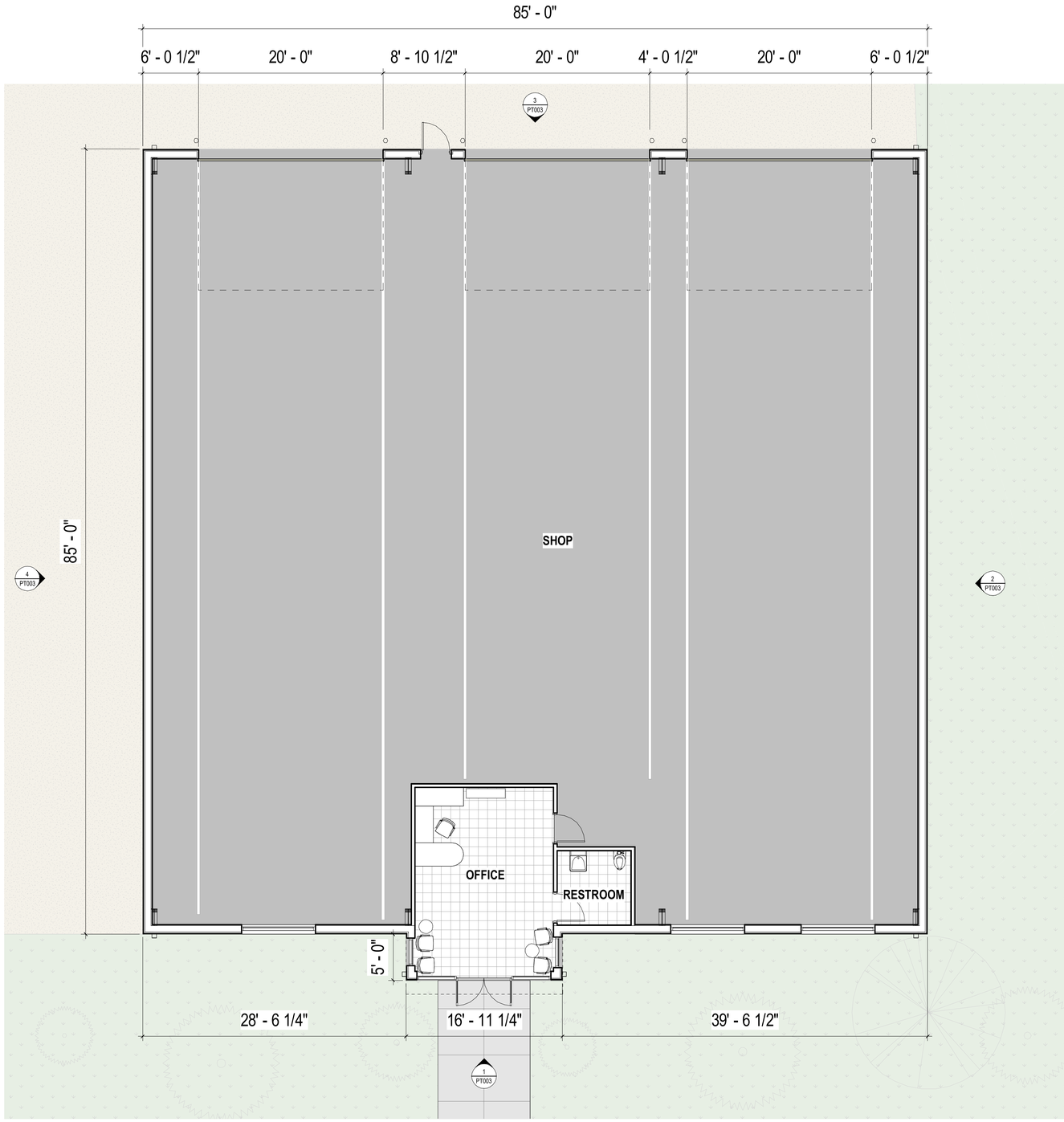

1 **PRESENTATION PLAN - LEVEL 1**
3/16" = 1'-0"

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DATE	DELTA	DESCRIPTION

PROJECT NUMBER: LA2595

ISSUE DATE: 1.28.2026

SHEET NAME:

OVERALL PLAN - LEVEL 1

SHEET:

PT002

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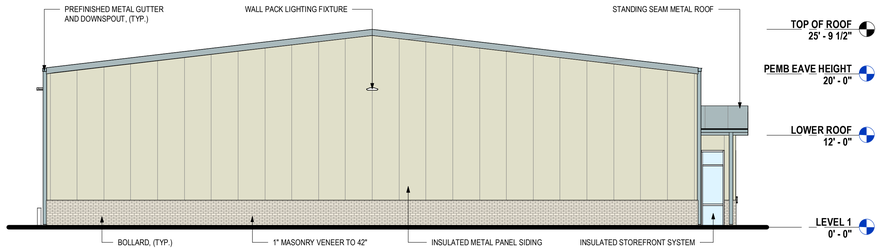
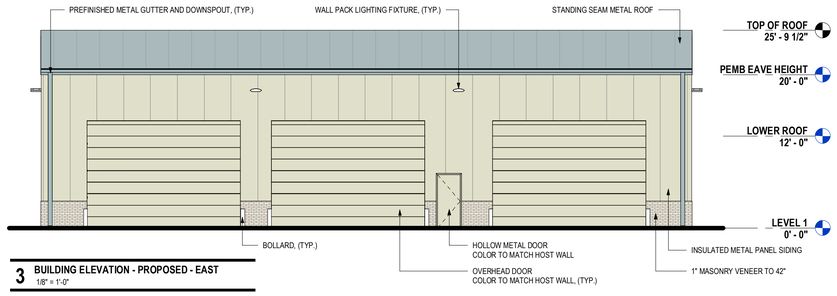
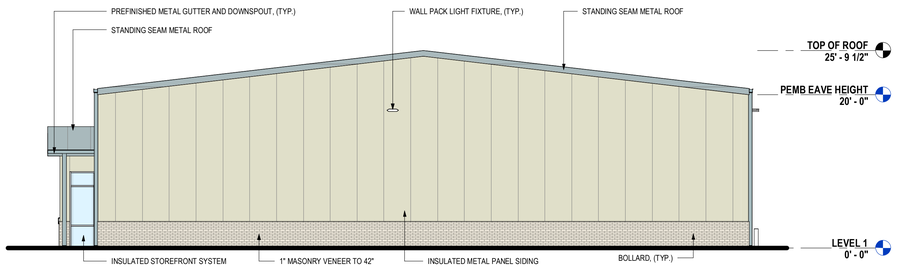


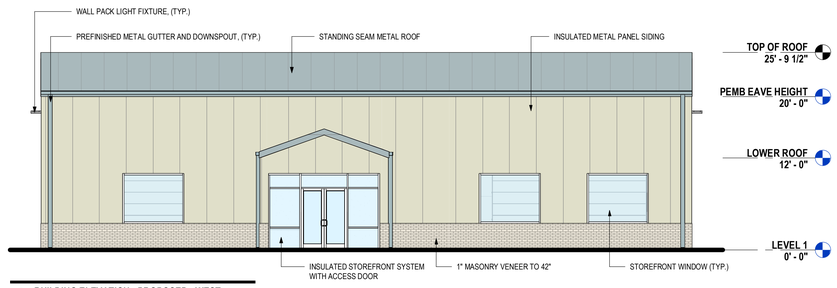
4 BUILDING ELEVATION - PROPOSED - NORTH
1/8" = 1'-0"



3 BUILDING ELEVATION - PROPOSED - EAST
1/8" = 1'-0"



2 BUILDING ELEVATION - PROPOSED - SOUTH
1/8" = 1'-0"



1 BUILDING ELEVATION - PROPOSED - WEST
1/8" = 1'-0"

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ST PAUL, MN 55075

SEAL/SIGNATURE:

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ISSUE HISTORY:

DATE	DELTA	DESCRIPTION

PROJECT NUMBER: LA2595

ISSUE DATE: 1.28.2026

SHEET NAME:
EXTERIOR BUILDING ELEVATIONS

SHEET:
PT003

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ISSUE HISTORY:

DATE	DELTA	DESCRIPTION

PROJECT NUMBER: LA2595

ISSUE DATE: 1.28.2026

SHEET NAME:

3D VIEWS

SHEET:

PT004

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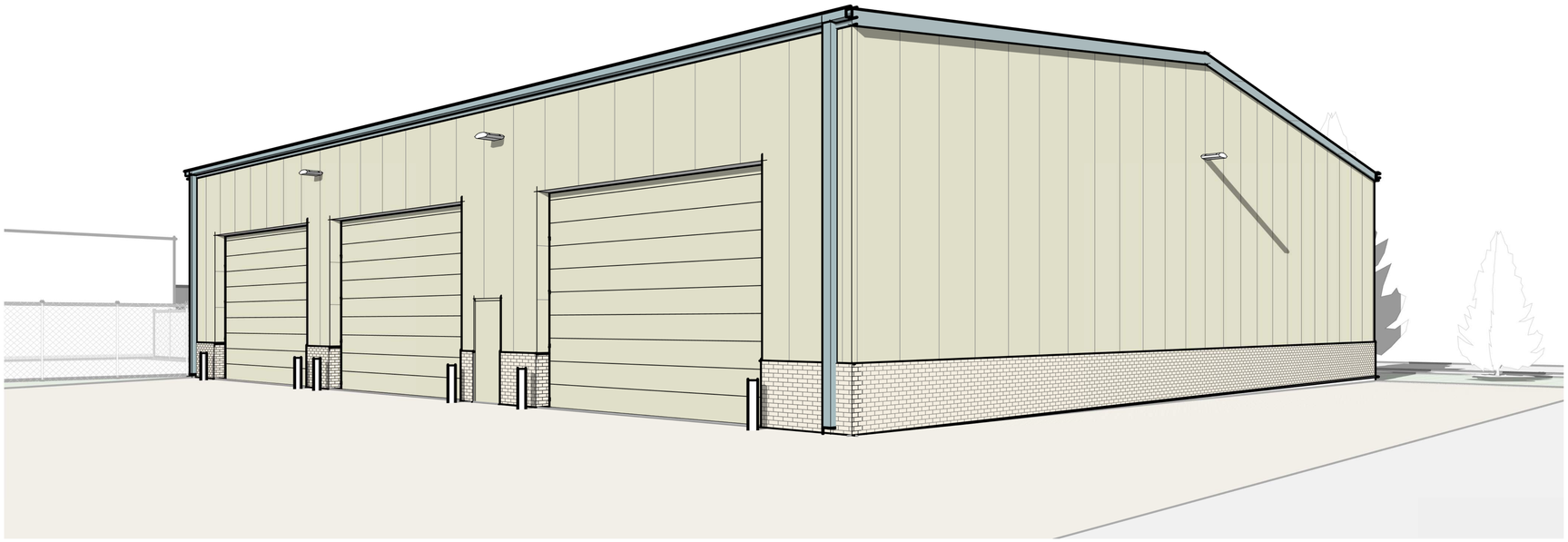

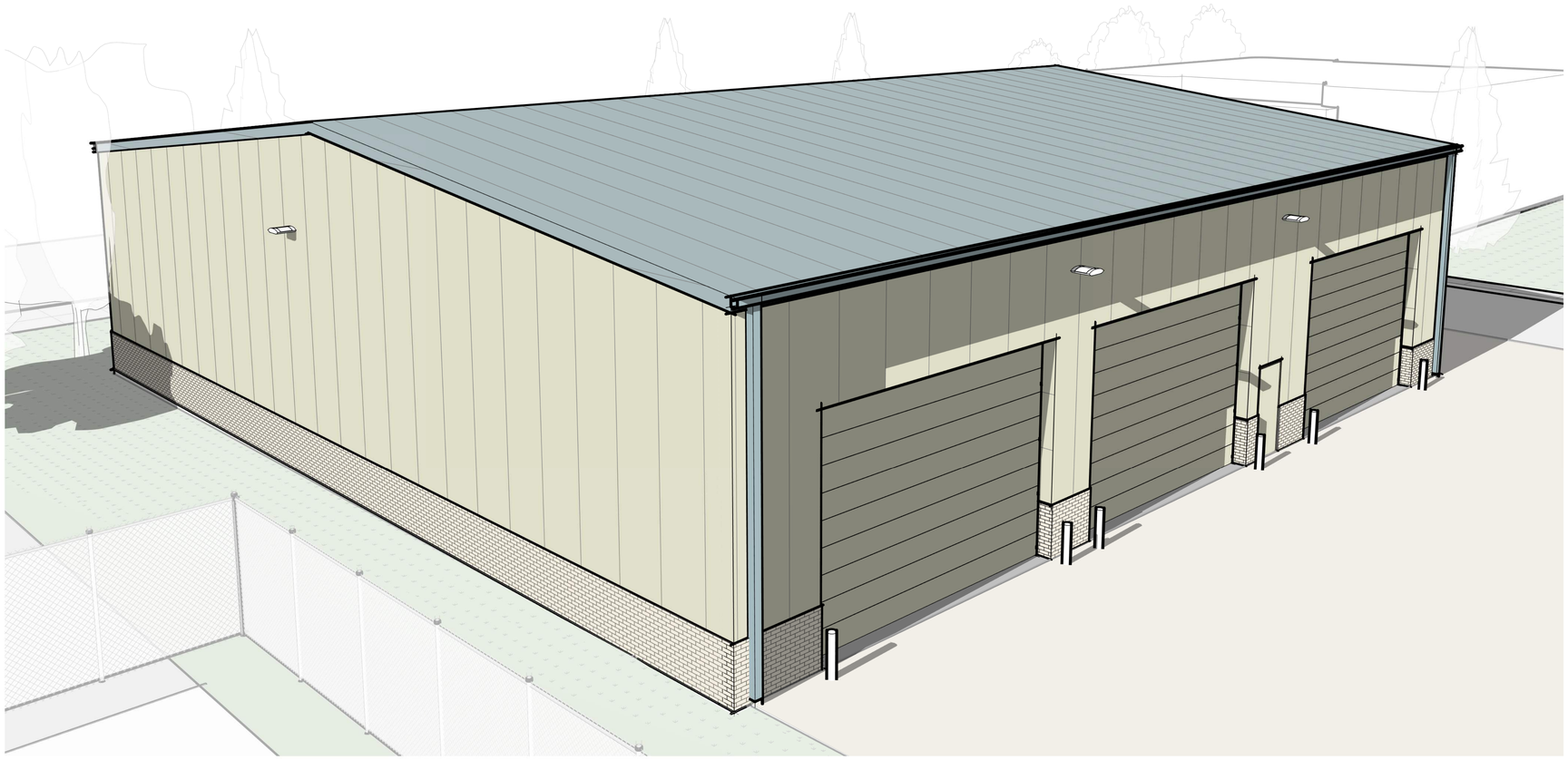

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PROJECT NUMBER: LA2595

ISSUE DATE: 1.28.2026

SHEET NAME:

3D VIEWS

SHEET:

PT005

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STYLWALL® II FLAT WALL SYSTEM

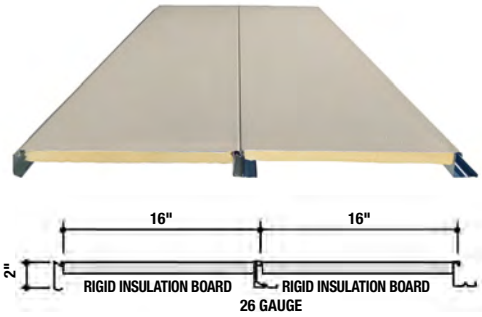
Create a smooth, clean appearance outside while enhancing energy efficiency inside.

With its embossed stucco pattern and concealed fastener construction, the StylWall® II Flat wall system creates a striking exterior aesthetic that will distinguish any structure. When you add enhanced energy efficiency and easy erectability, the system looks even more attractive.

Choose the StylWall II Flat wall system to add distinctive architectural appeal in new or retrofit applications such as corporate offices, community facilities, or manufacturing plants.

ADD FUNCTIONAL BEAUTY

Each panel of the StylWall II Flat wall system is fastened to the wall structural system and then "locked" into the adjacent panel, concealing the fasteners for a beautiful monolithic look. The hidden fasteners not only enhance the building's exterior appearance, but also improve its security.



ENHANCE ENERGY EFFICIENCY

The inside face of the StylWall II Flat panel features a built-in rigid Thermax® insulation board that improves the wall's insulating properties and maintains the flatness of the panel. The tested U-factor of the panel with the laminated Thermax board allows you to reduce the need for added insulation and saves on the overall cost of the wall system.

INSTALLATION IS SMOOTH AS WELL

The panel's rigid backer combines with a special joint design to allow for simple and secure installation. Each panel is positioned perfectly by nesting against the previous panel, creating a uniform joint each time. Additionally, the 16-inch panel width, combined with the side "return leg," acts like a metal stud to allow almost any conventional flashing material to be easily fastened to the interior of the wall system.

VERSATILITY TO BUILD ON

The StylWall II Flat wall system includes predesigned and factory-fabricated transition materials that enable you to combine the panels with other Butler® wall systems, as well as conventional materials. The system also includes factory-fabricated windows and walk doors and overhead doors to assure a quality appearance.

ENHANCE THE BEAUTY AND DURABILITY

All StylWall II panels feature the high-quality Butler-Cote™ premium finish. Made with a 70% Kynar 500® or Hylar 5000® resin, this incredibly durable Fluoropolymer finish is the finest factory-applied finish in the industry warranted for 25 years.

STYLWALL® II FLAT WALL SYSTEM

BUTLER FINISH 25-Year WARRANTY

StylWall panels lock together concealing fasteners and providing fast installation and a uniform exterior appearance.

KEY BENEFITS

- Smooth, clean exterior embossed appearance
- Concealed fasteners for monolithic look and added security
- Built-in rigid Thermax® insulation board for enhanced energy efficiency
- Special joint design on panel for simple and secure installation
- Factory-fabricated transition materials to create design versatility
- Butler-Cote™ 25-year finish system for years of beauty and durability

BUTLER OFFERS YOU MORE

Butler Builders provide complete construction services with single-source responsibility

- Reputable professionals with extensive knowledge of local building codes

Maximize your building's performance with a complete Butler® system solution

- Innovative structural, wall, and roof systems
- Precision engineered for seamless integration

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Form No. 4256 04/15

TextureWall™ Panel Wall System

Add a classic stucco appearance with lasting durability and enhanced efficiency

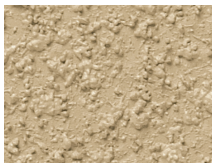
Create Classic Beauty

The exterior face of the TextureWall system features the Texture-Cote™ finish system—a hard aggregate-fiber-reinforced polymer finish that creates its characteristic stucco appearance. The metal interior face is finished in an attractive, virtually flat finish with a polyester white color that is USDA approved. This can act as a finished interior wall or can be used for the application of other wall materials.

Customize The Look

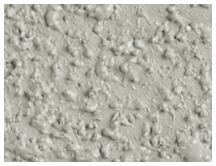
The rich textured surface of the Texture-Cote finish system is available in four attractive color options. Each is designed to complement other building materials, including Butler wall and roof systems. And with its 42-inch panel width, the TextureWall system creates a stunning monolithic stucco appearance.

Aspen White II



Adobe II

White II



Gray II

Note: Colors shown may vary from actual samples due to variations in the printing process. Colors and color availability subject to change without notice.

The classic beauty of stucco. The enhanced performance of a Butler® building system. You can add this attractive combination of benefits with the TextureWall™ panel wall system. The textured look of this system makes it particularly ideal in instances where local building ordinances require a masonry or stucco exterior.

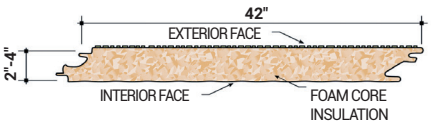
Choose the TextureWall system to add the beauty of stucco in applications such as retail centers, churches, recreational and community facilities, and more.

Assure Lasting Durability

The TextureWall system's durable surface resists the effects of impact, abrasion, and harsh weather. And unlike field-applied finishes that are vulnerable to damp or cold weather during installation, TextureWall panels can be erected in virtually any weather condition.

Built-in Energy Efficiency

The TextureWall system's factory-installed foam core insulation and thermal break joint design deliver excellent energy efficiency, with an R-value from 15 to 32 depending on panel thickness. The factory-applied joint sealant provides a complete wall system weather barrier. Panels are offered in 2 out to 4-inch thicknesses.



Fast Installation

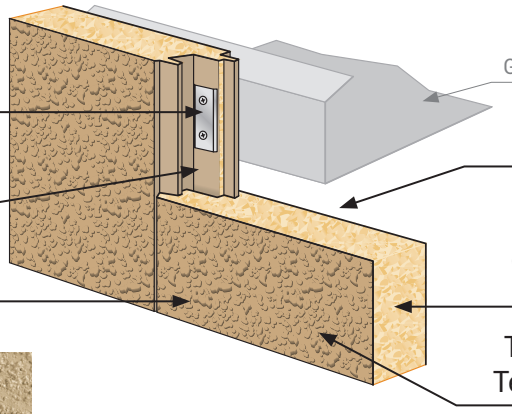
Installation of the Texture-Cote system can be performed from the exterior of the building, which saves time and money.

Compare Our Warranty

While many field-applied systems offer a prorated 5-year warranty on the coating material only, Butler stands behind the Texture-Cote finish system with a full 10-year warranty on material and application.

TextureWall™ Panel Wall System

Panel-to-Structure Attachment



Concealed clip provides easy exterior installation and clean look

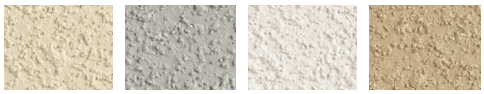
Thermal break joint to enhance energy efficiency

The classic textured look of stucco, with a 10-year finish warranty

Attractive interior surface

Foam core insulation to enhance energy efficiency (available in 2" to 4" thicknesses)

The added durability of the Texture-Cote™ finish system



Four attractive colors

Key Benefits

- The classic textured look of stucco satisfies many local building codes requiring masonry or stucco exteriors
- 10-year finish warranty
- Can be erected in virtually all weather conditions
- Foam core insulation and thermal break joint enhance energy efficiency
- Attractive interior metal panel provides finished look without the need for additional materials
- The added durability of the Texture-Cote™ finish system
- Four attractive colors
- Wide 42" panels create a monolithic appearance

The Butler Difference

Butler Builders provide complete construction services with single-source responsibility

- Reputable professionals with extensive knowledge of local building codes

Maximize your building's performance with a complete Butler® system solution

- Innovative structural, wall and roof systems
- Precision-engineered for seamless integration

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Form No. 5218 1/21

ATTACHMENT 14
CITY ENGINEER'S COMMENT LETTER

City of South St. Paul

Engineering Department

January 23, 2026

Planning Manager Michael Healy
125 3rd Avenue N
South St. Paul, MN 55075

Re: 1201 and 1301 Concord St S
Jadian IOS
Plan Review

Mr. Healy,

The Engineering Department reviewed the submittal for the Jadian IOS adaptive reuse and conditional use permit for 1201 and 1301 Concord Street S received January 9, 2026, and January 21, 2026. Engineering staff has the following comments:

General Engineering Items

1. An erosion control escrow in the amount of $3,000 per acre of disturbance will need to be provided at the time of permit approval per the City of South St. Paul's fee schedule regarding Grading/Fill/Land Alteration permits.
2. Applicant to submit a cost estimate for the public improvements (i.e. work associated with the connection to the City's catch basin). An escrow in the amount of 125% of the cost of the public improvements will be required prior to construction.
3. No permanent immovable improvements can be placed over the city utilities.

Survey, Existing Conditions, and Demolition Plan

1. Applicant to verify scale bar on the ALTA survey. It is currently reading as approximately 1" = 43.64'.
2. City records indicate that a sanitary manhole is located near the property line between 1201 and 1301 Concord St S. Applicant to confirm if this was found. It may be under the shipping container shown on the survey.
3. The ALTA survey indicates that the existing 20-ft wide sewer easement does not fully encompass the existing 18" diameter storm sewer. Applicant to vacate the easement that does not contain the storm sewer and establish a 20-ft wide easement that follows the centerline of the existing storm sewer.
4. A drainage and utility easement is needed over the existing sanitary sewer near the northern property line. The easement boundary shall be 10-ft from the centerline of the existing 12" diameter sanitary sewer. The easement location cannot be determined until the sanitary manholes are located.
5. A Drainage and Utility easement is needed over the existing storm sewer and sanitary sewer near the eastern edge of the properties. The easement location cannot be

determined until the sanitary manholes in the area are located. The easement must include the following:

a. West boundary: 15 ft from the centerline of the existing 48" diameter storm sewer OR 10 ft from the centerline of the existing 15" sanitary sewer, whichever is farther west
b. East boundary: 15 ft from the centerline of the existing 48" diameter storm sewer OR 10 ft from the centerline of the existing 15" sanitary sewer, whichever is farther east

Erosion Control Plan

1. The site will disturb more than one acre of land and therefore is required to obtain a construction stormwater permit through the Minnesota Pollution Control Agency (MPCA) and prepare a Stormwater Pollution Prevention Plan (SWPPP).
2. Applicant to indicate what material is being used to stabilize turf areas on the erosion control sheets (sod, seeding, etc.).
3. Due to the site being within one (1) mile of the Mississippi River, temporary seeding or stabilization is required for disturbed areas that will be inactive for seven (7) days or more.

Site Plan

1. The existing parking lot on the north side of the existing building has stalls signed for handicap parking. However, these stalls are not ADA compliant and should not be signed as such unless the stalls are upgraded to meet current ADA standards.
2. As proposed the ADA accessible route to the new building from the parking area utilizes sidewalk in Dakota County right-of-way. Applicant shall acknowledge that they will have to provide an accessible route to the proposed building if any County work closes or impacts the sidewalk in front of the building.

Sanitary Sewer and Watermain Plan

1. Any water shutoffs, if needed, shall be coordinated with the City of South St. Paul Public Works Department. A 48-hour notice to impacted properties is required prior to a water shutoff. No contractor shall work gate valves on South St. Paul's water system.
2. Applicant to review and update the proposed sanitary service. It appears that the proposed service and existing storm sewer cross at nearly the same invert elevation based on the plan and survey notes. Please note that utility crossings with less than 18" of separation will require 4" polystyrene insulation, or engineer approved equal, between pipes.
3. Applicant to coordinate with South St. Paul Engineering and/or Public Works staff prior to connecting the proposed sanitary service to the existing manhole.
4. Applicant to confirm how the existing water service layout to 1201 Concord Street S was determined. The layout does not match what is on record with the city, which shows the water and sewer services entering the west side of the building. See attached site plans.

5. Applicant to install a private hydrant to provide fire protection for the existing and proposed buildings on the site. South Metro Fire Department staff and engineering staff will review the proposed hydrant location. Any hydrant within a parking lot or outdoor storage area shall be protected from vehicles with bollards.
6. The proposed gravel driveway between 1201 and 1301 Concord Street S may be over a sanitary manhole based on city utility records. Any castings for public utilities within the footprint of the gravel driveway must be adjusted to grade per City standards.

Storm Sewer and Grading

1. A Stormwater Maintenance Agreement will be required and must be recorded against the properties. It shall be the responsibility of the property owner to maintain all private stormwater facilities. City staff will prepare the agreement using the city's template and provide to the applicant for review.
2. Applicant is proposing to connect the private facilities to a catch basin on Concord Street S. Applicant to confirm how the connection is being made as there is not a pipe stubbed to the property. Any modifications to the existing catch basin must meet City standards.
3. Applicant to clarify how much runoff is being directed to the catch basin on Concord Street and if the existing system has capacity to take this additional runoff. As-builts for the city infrastructure are attached to this memo.
4. Applicant to confirm if the casting of the storm manhole in the proposed paving area needs to be adjusted to match proposed pavement elevations. Follow City standards if needed.

Landscaping

1. Staff recommends that proposed trees be at least 10 ft from sanitary, water, or storm pipes for future maintenance and replacement needs.

Permits Required from Other Agencies

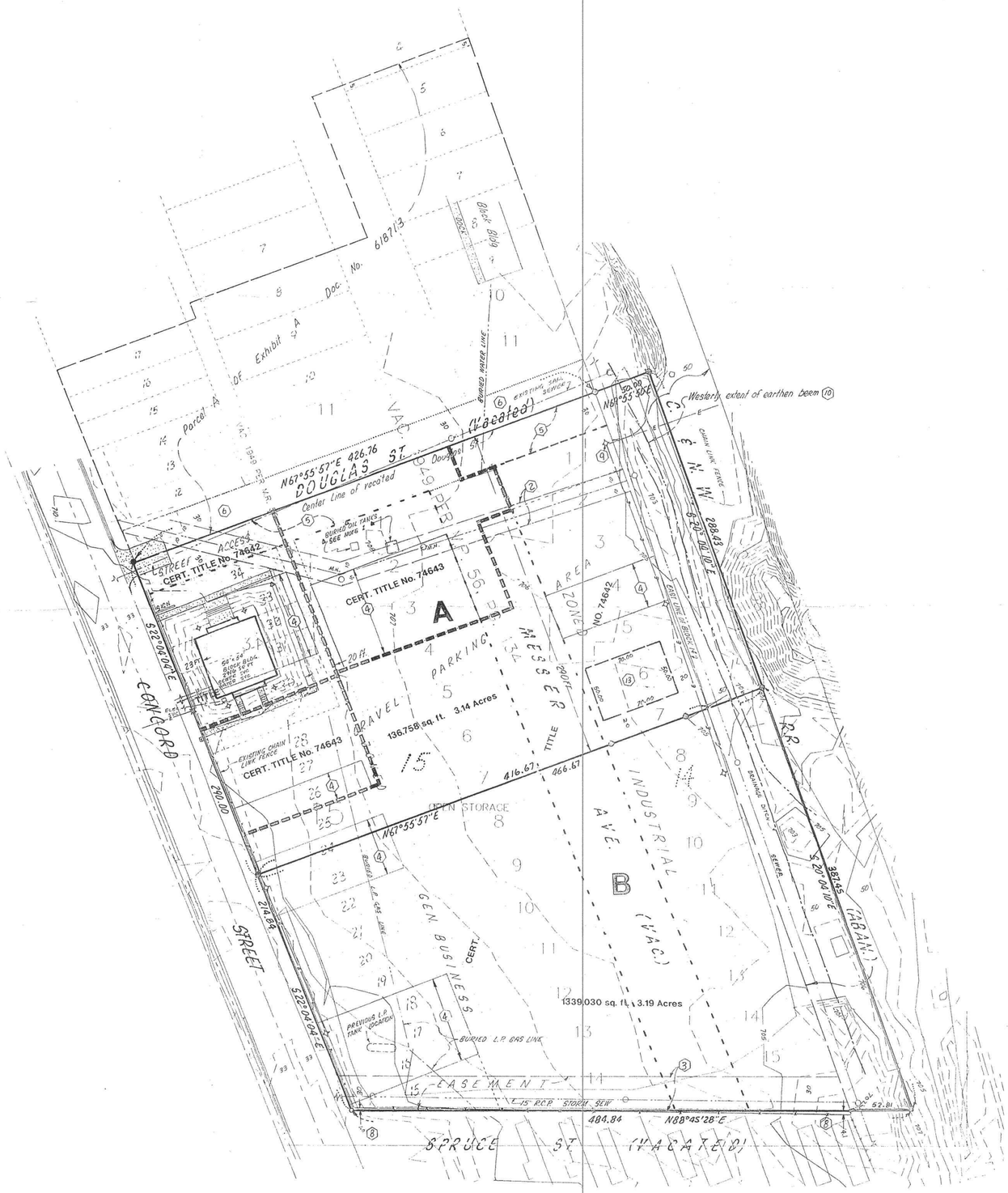
1. NPDES and MPCA Construction Stormwater Permit
   https://www.pca.state.mn.us/business-with-us/construction-stormwater
2. Dakota County Right-of-Way Permit

Please let me know if you have any questions regarding these comments.

Sincerely,

Kelsey Gelhar, P.E.
City Engineer

1201 So Concord
Quality Brush &
Stump Removal



PROPOSED LEGAL DESCRIPTION
PARCEL A

That part of the following described property which lies northwesterly of a line which is parallel with and 290.00 feet southeasterly of the center line of vacated Douglas Street as shown on the plat of Spring Park, Dakota County, Minnesota.

That part of Blocks 14 and 15, Spring Park, according to the plat thereof on file in the office of the County Recorder, Dakota County, Minnesota, together with the vacated streets, avenues and alleys that accrued thereto by reason of said vacation, lying within the following described lines: Beginning at the intersection of the North line of vacated Spruce Street and the easterly line of Concord Street as now improved and traveled; thence northerly along the easterly line of Concord Street to its intersection with the center line of vacated Douglas Street; thence easterly along said center line to its intersection with the easterly line of said Block 14 extended northerly; thence southerly along the easterly line of Block 14 to a point on the North line of said Spruce Street; thence westerly along said North line to the point of beginning; together with the westerly 50 feet of the abandoned railroad right-of-way lying adjacent to and easterly of the above property.

PROPOSED LEGAL DESCRIPTION
PARCEL B

That part of the following described property which lies southeasterly of ~~the~~ a line which is parallel with and 290.00 feet southeasterly of the center line of vacated Douglas Street as shown on the plat of Spring Park, Dakota County, Minnesota.

That part of Blocks 14 and 15, Spring Park, according to the plat thereof on file in the office of the County Recorder, Dakota County, Minnesota, together with the vacated streets, avenues and alleys that accrued thereto by reason of said vacation, lying within the following described lines: Beginning at the intersection of the North line of vacated Spruce Street and the easterly line of Concord Street as now improved and traveled; thence northerly along the easterly line of Concord Street to its intersection with the center line of vacated Douglas Street; thence easterly along said center line to its intersection with the easterly line of said Block 14 extended northerly; thence southerly along the easterly line of Block 14 to a point on the North line of said Spruce Street; thence westerly along said North line to the point of beginning; together with the westerly 50 feet of the abandoned railroad right-of-way lying adjacent to and easterly of the above property.

N

- Found iron pipe
- Denotes iron pipe set, No. 16099
- Light pole
- Monitoring well
- Overhead electric line
- Telephone cable box

Scale 1 inch = 50 feet
0 25 50 100 200
Scale in Feet

PAUL R. McLAGAN & SON
MINNESOTA REGISTERED LAND SURVEYORS
(612)457-3645
Fax (612)457-8642
6015 CAHILL AVENUE INVER GROVE HEIGHTS MN. 55076

ALTA/ACSM Land Title Survey

FOR Robert B. Schlieske

DATE May 29, 1996

Sheet of

Job. No. 07695

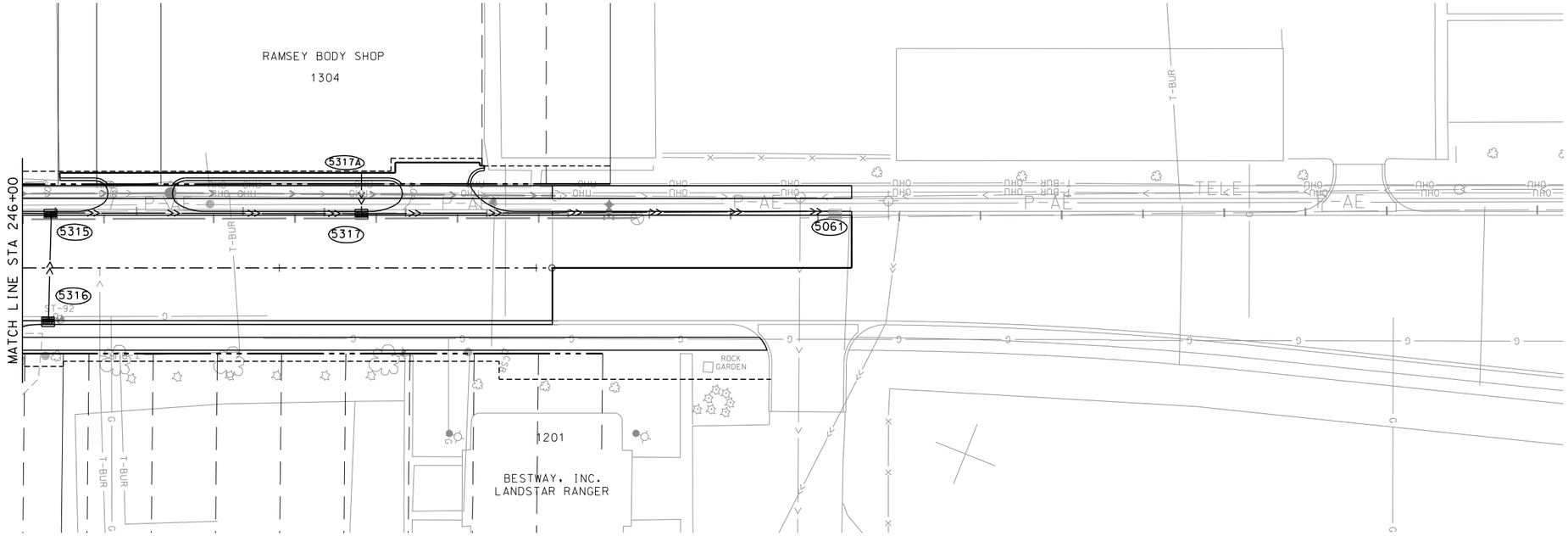
I Hereby Certify that this survey, plan or report was prepared by me under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

PRELIMINARY

William Brown R.L.S MINN. REGISTRATION NO.

Revisions

CSAH 56 (Concord Street)



LEGEND

- MANHOLE
- CATCH BASIN
- STORM PIPE
- PE DRAIN PIPE (CONNECTION TO DRAINAGE STRUCTURE IS INCIDENTAL. SEE DETAIL)

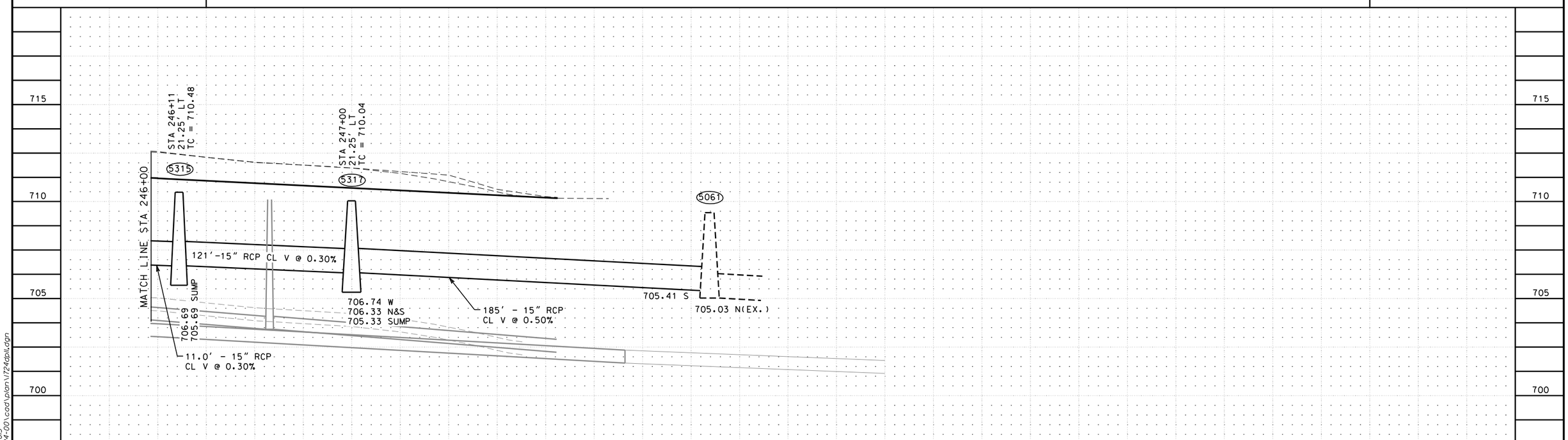
(1) POSSIBLE SAN. SEWER SERVICE CONFLICT (VERIFY IN FIELD). COORDINATE SAN. SEWER SERVICE RECONNECTIONS WITH WATER MAIN CONSTRUCTION. PAID FOR AS LIN.FT. OF 4".6" OR 8" PVC AND RECONNECT SANITARY SEWER SERVICE.ANY BENDS AND/OR WYES ARE CONSIDERED INCIDENTAL.

NOTES:
ALL EXISTING SANITARY SEWER SERVICE CONNECTIONS TO REMAIN IN OPERATION AT ALL TIMES

0 25 FT 50 FT

BENCH MARK ELEV 718.41
TNH SW Quad Concord Blvd
and 65TH Street E.

BENCH MARK ELEV 718.20
TNH SW Quad Concord Street
and Chestnut Street



NO.	DATE	BY	CHK	REVISIONS

Design By: NEH
Plan By: LD
Checked By: AJP
Approved By: JWS

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

CERTIFIED BY Jeff W. Stewart
LICENSED PROFESSIONAL ENGINEER - JEFF W. STEWART, PE
DATE: 03/11/09 LIC. NO: 16511

WSB & Associates, Inc.
701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
www.wsbeng.com
763-541-4800 - Fax 763-541-1700
INFRASTRUCTURE : ENGINEERING : PLANNING : CONSTRUCTION

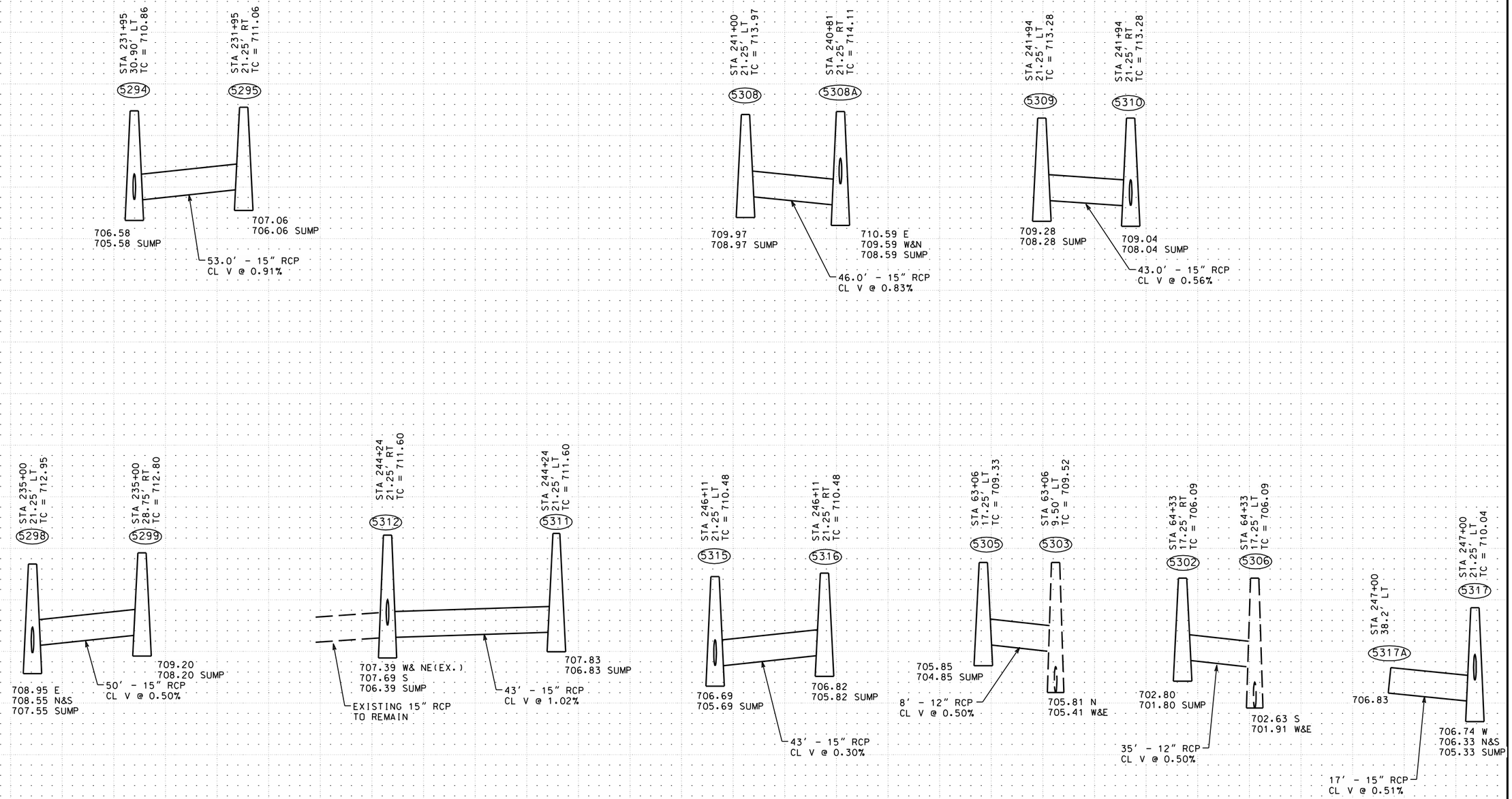
COUNTY 56

CSAH 56 Improvements - Phase 3
Inver Grove Heights & South St. Paul
Dakota County, Minnesota

DAKOTA COUNTY, MINNESOTA
STA 246+00 TO STA 252+00
STORM SEWER PLAN & PROFILE
S.A.P. 19-656-06 (CTB)/178-020-18/168-020-10/C.P. 56-07/2007-013

SHEET 174 OF 311 SHEETS

Date Printed: 9/20/2013
WSB Filename: k:\0\724-00\cad\plan\1724dpll.dgn



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COUNTY 56

CSAH 56 Improvements - Phase 3
Inver Grove Heights & South St. Paul
Dakota County, Minnesota

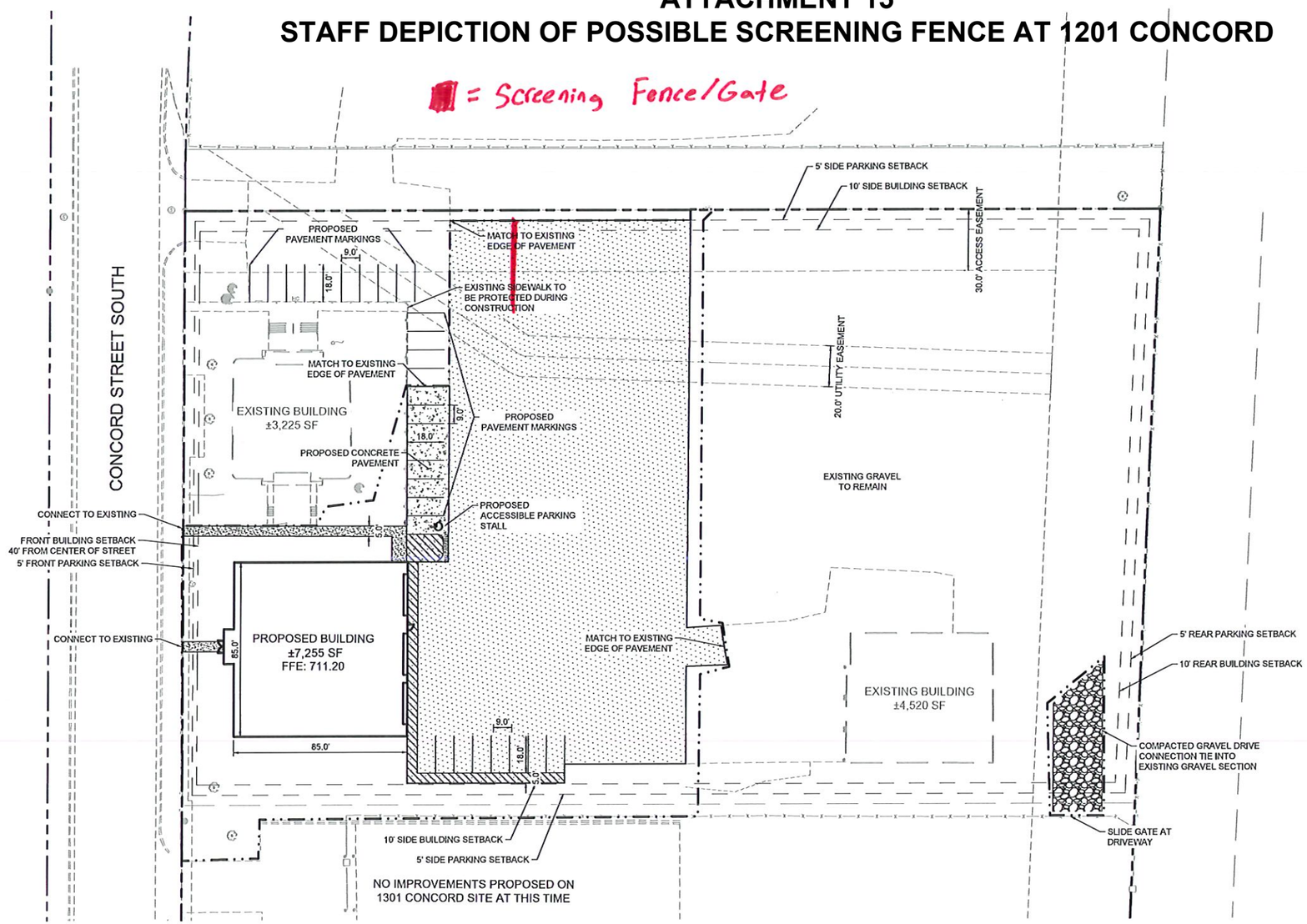
DAKOTA COUNTY , MINNESOTA

STORM SEWER PROFILES
S.A.P. 19-656-06 (CTB)/178-020-18/168-020-10/C.P. 56-07/2007-013

SHEET 181 OF 311 SHEETS

Date Printed: 9/20/2013
WSB Filename: k:\01724-00\cad\plan\1724dp18.dgn

ATTACHMENT 15
STAFF DEPICTION OF POSSIBLE SCREENING FENCE AT 1201 CONCORD



Note: The fence shown on this plan is just one example of how a fence could be placed to provide screening for the driveway area. Staff is comfortable with this screening fence being anywhere in the driveway area as long as it is not closer to the front property line than the principal structure. The Applicant can propose a location that will work well for their operation.

LEGEND

- PROPERTY LINE
- SETBACK LINE
- DRAINAGE AND UTILITY EASEMENT
- EXISTING FENCE
- STANDARD DUTY ASPHALT PAVEMENT - MATCH EXISTING SECTION
- CONCRETE PAVEMENT - MATCH EXISTING SECTION
- CONCRETE SIDEWALK - MATCH EXISTING SECTION
- GRAVEL PAVEMENT - MATCH EXISTING SECTION

SITE PLAN NOTES

1. REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF STOOPS, TRUCK DOCKS, TRASH ENCLOSURES & PRECISE BUILDING DIMENSIONS. REFER TO THE SITE ELECTRICAL PLAN FOR LOCATIONS OF PROPOSED LIGHT POLES, CONDUITS, AND ELECTRICAL EQUIPMENT.
2. REFER TO CERTIFIED SITE SURVEY OR PLAT FOR EXACT LOCATION OF EXISTING EASEMENTS, PROPERTY BOUNDARY DIMENSIONS, AND ADJACENT RIGHT-OF-WAY & PARCEL INFORMATION.
3. DIMENSIONS AND RADII ARE DRAWN TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT, AND AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
4. UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING EXISTING SITE IMPROVEMENTS THAT CONFLICT WITH THE PROPOSED WORK, INCLUDING BUT NOT LIMITED TO TRAFFIC SIGNS, LIGHT POLES, ABOVEGROUND UTILITIES, ETC. PERFORM WORK IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS. COST SHALL BE INCLUDED IN BASE BID.
5. TYPICAL PARKING STALL DIMENSIONS SHALL BE 9.0-FEET IN WIDTH AND 18-FEET IN LENGTH UNLESS OTHERWISE INDICATED.

No.	REVISIONS	DATE	BY

Kimley»Horn

© 2026 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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MATTHEW J. SORENSON, PE
DATE: 01/05/2026 LIC. NO. 50721 MN

KHA PROJECT 161376000
DATE 01/19/2026
SCALE AS SHOWN
DESIGNED BY AJE
DRAWN BY AJE
CHECKED BY MJS

ISSUED FOR REVIEW - NOT FOR CONSTRUCTION

SITE PLAN

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C401

NORTH

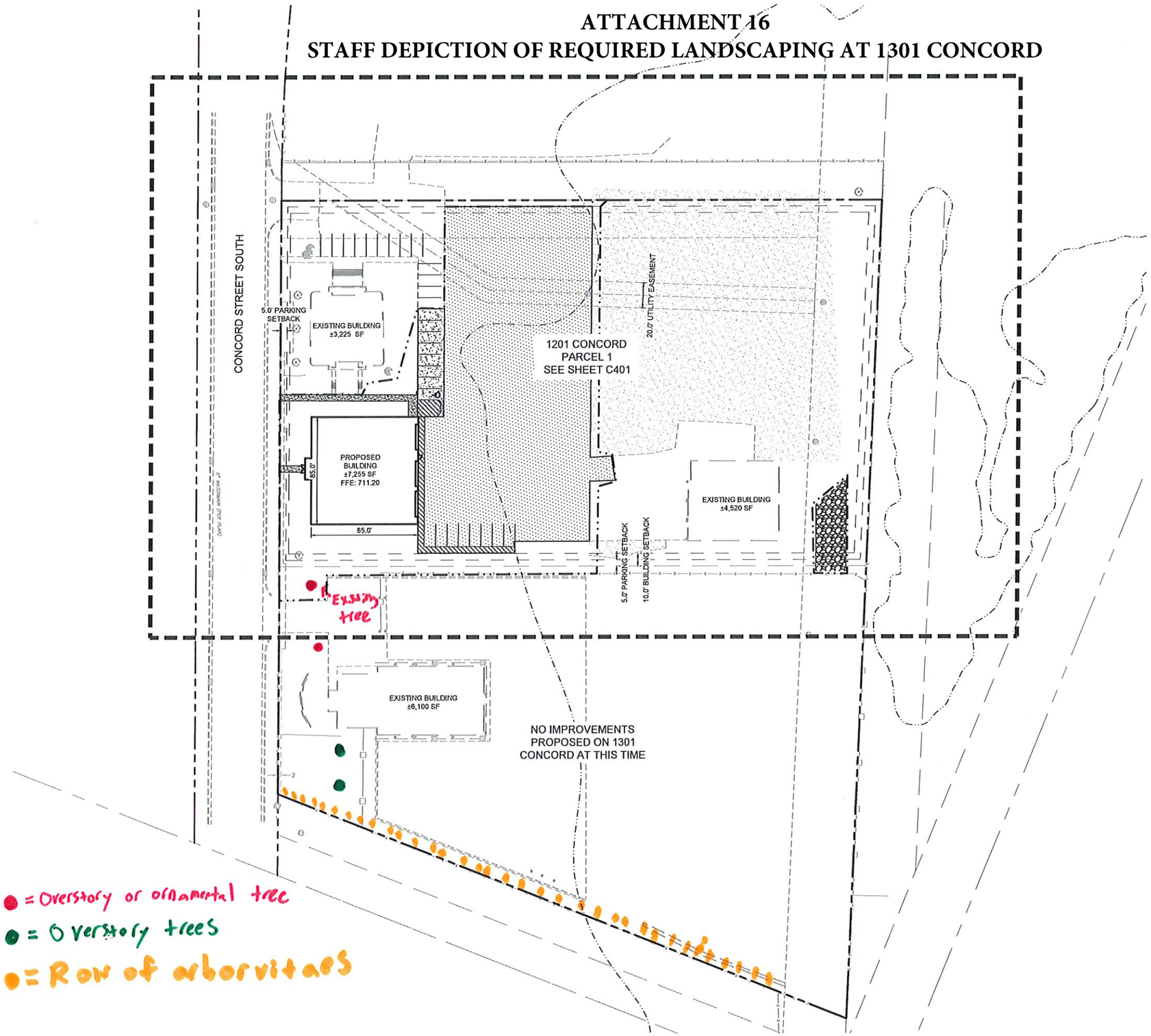
GRAPHIC SCALE IN FEET
0 15 30 60

811 Know what's below. Call before you dig.

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\C4-SITE PLAN.dwg January 19, 2026 - 10:10am

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

ATTACHMENT 16
STAFF DEPICTION OF REQUIRED LANDSCAPING AT 1301 CONCORD



LEGEND

- PROPERTY LINE
- SETBACK LINE
- FEMA FLOODZONE LIMITS
- DRAINAGE AND UTILITY EASEMENT
- PROPOSED CURB AND GUTTER
- STANDARD DUTY ASPHALT PAVMENT
- CONCRETE SIDEWALK
- CONCRETE PAVEMENT

SITE PLAN NOTES

1. REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF STOOPS, TRUCK DOCKS, TRASH ENCLOSURES & PRECISE BUILDING DIMENSIONS. REFER TO THE SITE ELECTRICAL PLAN FOR LOCATIONS OF PROPOSED LIGHT POLES, CONDUITS, AND ELECTRICAL EQUIPMENT.
2. REFER TO CERTIFIED SITE SURVEY OR PLAT FOR EXACT LOCATION OF EXISTING EASEMENTS, PROPERTY BOUNDARY DIMENSIONS, AND ADJACENT RIGHT-OF-WAY & PARCEL INFORMATION.
3. DIMENSIONS AND RADII ARE DRAWN TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT, AND AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
4. UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING EXISTING SITE IMPROVEMENTS THAT CONFLICT WITH THE PROPOSED WORK, INCLUDING BUT NOT LIMITED TO TRAFFIC SIGNS, LIGHT POLES, ABOVEGROUND UTILITIES, ETC. PERFORM WORK IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS. COST SHALL BE INCLUDED IN BASE BID.
5. MONUMENT SIGN(S) ARE DETAILED ON THE ARCHITECTURAL PLANS AND ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIGN DIMENSIONS, LOCATION AND REQUIRED PERMITS WITH THE OWNER.

PROPERTY SUMMARY

	PARCEL 1201	PARCEL 1301
TOTAL PROPERTY AREA	3.14 AC / 136,780 SF	2.86 AC / 124,604 SF
DISTURBED AREA	1.33 AC / 58,014 SF	0.06 AC / 2,388 SF
EXISTING IMPERVIOUS AREA	2.28 AC / 99,461 SF	2.10 AC / 91,590 SF
EXISTING PERVIOUS AREA	0.86 AC / 37,319 SF	0.76 AC / 33,014 SF
PROPOSED IMPERVIOUS AREA	2.27 AC / 99,019 SF	2.10 AC / 91,590 SF
PROPOSED PERVIOUS AREA	0.87 AC / 37,761 SF	0.76 AC / 33,014 SF
NET DECREASE IN IMPERVIOUS AREA	0.01 AC / 442 SF	0.00 AC / 0 SF
AREA OF WETLAND IMPACT	0.00 AC / 0 SF	0.00 AC / 0 SF

SITE DATA

EXISTING ZONING	GB - GENERAL BUSINESS
PROPOSED ZONING	PUD - PLANNED UNIT DEVELOPMENT
PARKING SETBACKS	SIDE/REAR = 5' RIGHT OF WAY = 5'
BUILDING SETBACKS	FRONT = 40' FROM CENTER OF STREET SIDE = 10' REAR = 10' RIGHT OF WAY = 32'

BUILDING DATA

	PARCEL 1201	PARCEL 1301
TOTAL BUILDING AREA	7,743 SF	6,097 SF
PERCENT OF TOTAL PROPERTY AREA	5.66%	4.89%

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

811 Know what's below. Call before you dig.

ISSUED FOR REVIEW - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
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MATTHEW J. SORENSON, PE
DATE: 01/05/2026 LIC. NO. 59721 MN

KHA PROJECT	161376000
DATE	01/19/2026
SCALE	AS SHOWN
DESIGNED BY	AJE
DRAWN BY	AJE
CHECKED BY	MJS

OVERALL SITE PLAN

1201 & 1301 CONCORD
PREPARED FOR
JADIAN IOS
SOUTH ST. PAUL MN

SHEET NUMBER
C400

K:\TWC_LDEV\jadian ios\south st paul, mn\3 Design\CAD\plansheets\C4-SITE PLAN OVERALL.dwg January 19, 2026 - 10:10am
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ATTACHMENT 17

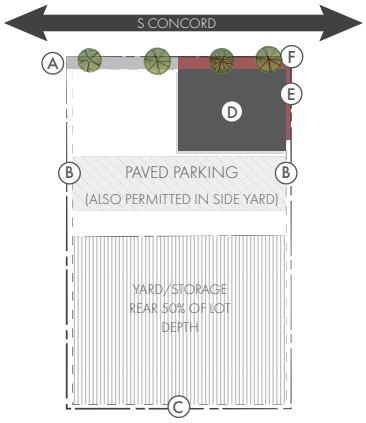
EXTERIOR BUILDING MATERIAL CLASSIFICATION CHART FROM CODE SECTION 118-9

Class I	
	Architectural metal panels which cover a wall—i.e., copper, aluminum composite metal panels (ACM)
	Brick (integrally colored); clay based masonry units
	Natural stone
	Transparent glass/spandrel glass
	Other comparable or superior materials (as approved by city council)
Class II	
	Architecturally precast textured concrete panels
	Concrete brick
	Masonry stucco
	Specialty concrete block such as textured, burnished block or rock faced block
	Manufactured stone provided it replicates the appearance of natural stone, not concrete block
	Tile (masonry, stone or clay)
	Other comparable or superior materials (as approved by city council)
Class III	
	Cement based architectural products (e.g., Quik Brik and HardieBoard)
	Exterior insulation and finish systems (EIFS) (synthetic stucco)
	Opaque or mirror window panels
	Ornamental metal as an accent to the building
	Other comparable or superior materials (as approved by city council)
Class IV	
	Glass block
	Industrial grade concrete precast panels
	Smooth concrete block
	Smooth scored concrete block
	Smooth concrete tip up panels
	Wood
	Other comparable or superior materials (as approved by City Council)
Class V	
	Steel, sheet or corrugated aluminum, or iron provided it is coated or anodized with a nonreflective, glare-free finish
	Any other material not within the standards set forth in subsection (c)(4)a.

Figure 9. *Proposed Urban Standards: Business Flex Zoning District*

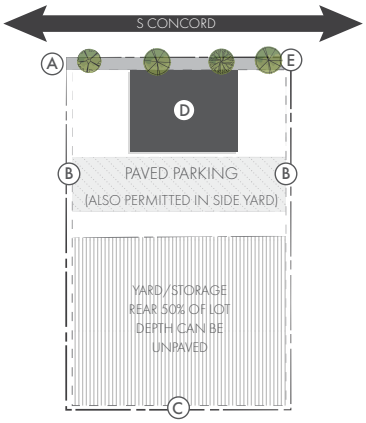
LOTS AT INTERSECTION OF SOUTH CONCORD + RICHMOND

- (A) 20' FRONT BUILD-TO LINE
- (B) 5' SIDE YARD SETBACK
- (C) 2' REAR YARD SETBACK
- (D) MINIMUM 15,000 SF BUILDING OR 25% OF LOT AREA, WHICHEVER IS LESS
- (E) BUILDING MUST OCCUPY AT LEASE 45% OF FRONTAGE AT BUILD-TO LINE
- (F) REQUIRED PLANTING AREA



TYPICAL LOT FRONTING SOUTH CONCORD

- (A) 20' FRONT BUILD-TO LINE
- (B) 5' SIDE YARD SETBACK
- (C) 2' REAR YARD SETBACK
- (D) MINIMUM 15,000 SF BUILDING OR 25% OF LOT AREA, WHICHEVER IS LESS
- (E) REQUIRED PLANTING AREA



REQUIRED BUILDING FRONTAGE

20' BUILD-TO LINE

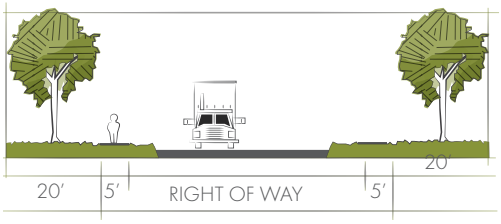
YARD/STORAGE SETBACK
(50% LOT DEPTH)

Figure 10. *Proposed Urban Standards: Business Flex Zoning District*

GENERAL BUSINESS 'FLEX'

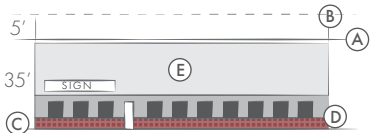
IN ADDITION TO GB USES:

- MINIMUM 15,000 SF BUILDING OR 25% OF LOT AREA, WHICHEVER IS LESS
- OUTDOOR STORAGE LIMITED TO REAR 50% OF LOT
- BUILD-TO LINE AT 20'
- PLANTING AREA WITHIN FIRST 20'



PROPOSED ARCHITECTURAL STANDARDS

- (A) 35' HEIGHT PERMITTED
- (B) 45' HEIGHT CONDITIONAL
- (C) MIN. 42" MASONRY BASE
- (D) MIN. 25% GLAZING (FIRST 12')
- (E) VARIETY OF FINISH MATERIALS ALLOWED



PLANNING COMMISSION AGENDA REPORT

DATE: February 4, 2026
DEPARTMENT: Planning & Zoning
PREPARED BY: Monika Miller
AGENDA ITEM NUMBER: 4.B.

MEETING TYPE
Regular Meeting

AGENDA ITEM
Wakota North 2nd Addition Preliminary and Final Plat

ACTION TO BE CONSIDERED OR DESIRED OUTCOME
A motion recommending approval or denial of the Wakota North 2nd Addition preliminary and final plat

OVERVIEW

Application

The Applicant, the City of South St. Paul, is seeking a preliminary and final plat review for the plat to be known as "Wakota North 2nd Addition." The plat will create new right-of-way that will extend Verderosa Avenue south of the DNR Boat Launch Park and then west out to Hardman Avenue South via Marley Danner Drive.

Review Timeline

Complete Application Submittal Date: January 23, 2026
Planning Commission: February 4, 2026
Tentative City Council Meeting: February 17, 2026
60-Day Review Deadline: March 24, 2026

Background

For many years, the City has worked to position the area south of Interstate 494, east of Hardman Avenue and north of Dakota Bulk Terminal for redevelopment. Redevelopment in this area has been challenging for a number of reasons, including the poor soil conditions due to previous uses in the area. Prior to the 1980s, most of the land in this area was part of the Metropolitan Waste Control Commission (MWCC, now the Metropolitan Council/Metro Sewer Board) sewage treatment plant and/or the South St. Paul Dump. The sewage treatment facility was in operation between the 1930s and mid-1980s and included multiple, large outdoor treatment ponds. In the late 1980s, the City started to pursue opportunities to purchase this land in favor of future redevelopment after the sewage treatment plant was decommissioned.

Some of the redevelopment efforts included local business Danner Family Limited Partnership (Danner) who acquired around 40 acres between 1988 and 1996 with the intention of reclaiming the land and preparing it to be buildable. The Danner property included land that was part of the former South St. Paul Dump and MWCC sewage treatment plant. While the planned redevelopment of these 40 acres took longer than originally contemplated, Danner received development approvals in the summer/fall of 2025 to develop a new business park on the property. As part of the redevelopment, a new road named Marley Danner Drive will connect the Wakota Business Park to Hardman Avenue South. The road will be constructed in 2026 and the first phase of this business park is expected to open in 2027.

Today, the City owns about 40 acres of land and the Metropolitan Council owns around 6 acres in this area. In an effort to continue to support the redevelopment efforts, the City is pursuing a preliminary and final plat that would create a new roadway that effectively continues Verderosa Avenue south of its existing terminus at the DNR Boat Launch Park and then west out to Marley Danner Drive which connects into Hardman Avenue South. To accommodate the roadway, several existing parcels will be reconfigured. This creation of the new right-of-way will create secondary access to and from the DNR Boat Launch Park from Hardman Avenue South and position several of the city's existing parcel to support their future redevelopment. The City is proposing to construct a new public works facility just south of the DNR Boat Launch and so road access to the site is critical.

This plat will help alleviate the site access issues at the DNR Boat Launch Park. There is an at-grade Union Pacific Railroad track crossing at Verderosa Avenue underneath the Interstate 494 bridge. Union Pacific frequently park trains in a manner that blocks the railroad crossing while they switch out crews. Park users can be trapped at the park for 10-40 minutes while Union Pacific conducts these operations. The existing configuration makes it impossible for nearby industrial park employees to enjoy the park during their lunch break since they may be trapped by a train and deters the public from using the main park with boat access to the Mississippi River.

Existing Site Conditions and Configuration

Today, there are five parcels located within the boundaries of the land that are proposed to be platted (PIDs #36-02600-60-012, #36-02600-60-013, #36-83210-01-010, #36-83210-00-010, #36-83210-01-020. Four of the properties are owned by the City of South St. Paul. One of the parcels contains the DNR Boat Launch, the Wakota Trailhead for the Mississippi River Greenway, the community gardens, and the former compost site. Another parcel contains a major stormwater pond that collects stormwater from Concord Street and the Bridgepoint Business Park as well as the residential neighborhoods "up the bluff." The other three city-owned parcels are generally vacant except for scrub brush and incidental wetlands that are a remnant from the sewage treatment plant. The parcel owned by the Metropolitan Council contains a lift station that is still owned and operated by the agency. The existing parcels vary in size between 2.5 acres and 15.6 acres. Some of the existing parcels have been platted through previous subdivisions while several of the other parcels are still unplatted.

Preliminary and Final Plat Overview

The purpose of the Wakota North 2nd Addition plat is to create a new road right-of-way through 5 existing parcels to extend Verderosa Avenue south through the parcels and then west out towards Hardman Avenue South via Marley Danner Drive. In addition to creating the new right-of-way, the existing 5 parcels will be reconfigured to accommodate the new roadway. The final orientation of the 46-acre plat will create two (2) "buildable" lots, three (3) outlots, and one (1) new road right-of-way:

- The Metropolitan Council's lift station site would be Lot 1, Block 1 and will be approximately 4.9 acres in size.
- The DNR Boat Launch Park site which contains the Mississippi River Greenway trail and the Wakota Trailhead will be Lot 1, Block 2 and will be approximately 10.5 acres in size.
- The stormwater pond parcel would be Outlot A which will be 7.2 acres in size.
- The large parcel that contains the community gardens and the site that will be redeveloped in the future for the new public works building will be Outlot B. Outlot B will be 16.3 acres in size. *This outlot will be subdivided again in the near future with another plat.*
- The green space parcel that is adjacent to the Danner site that the City is holding onto for river beautification and environmental protection efforts will be Outlot C. Outlot C will be 4 acres in size.
- The new Verderosa Avenue right-of-way will be approximately 3.4 acres.

The two lots that are considered "buildable" are the DNR Boat Launch Park site, which contains the Mississippi River Greenway and the Wakota Scenic Trailhead, and the Metropolitan Council lift station site. The subdivision ordinance does not allow buildings on outlots, so both of these parcels should be platted as buildable lots to avoid creating a non-conformity as part of the plat. The City has no plans to build or remove structures on these lots. The parcel that includes the space for the future public works building will need to be subdivided in order to be eligible to have a building constructed on it.

Preliminary and Final Plat Review Process

City Code Section 114 regulations subdivisions and the platting process. The platting process includes two parts: the preliminary plat and the final plat. A preliminary plat involves a deep dive into analyzing the configuration and functionality of a property. A preliminary plat typically includes information about the site's existing boundaries, easements, topographical features, buildings, lot dimensions, the owners of adjacent lots, and other relevant information.

Preliminary plats are often approved "with conditions" and corrections are made before the final plat is reviewed again. The final plat review involves making sure that any of the items flagged during the preliminary plat review have been corrected. Once approved, the final plat is recorded with the Dakota County Recorder's office after it is approved by the City Council. It is the act of recording the approved final plat that creates new parcels and/or right-of-way.

For complicated subdivisions, the preliminary and final plats are generally reviewed separately so that any issues that are identified during the preliminary plat review can be corrected before the final plat is reviewed. For straightforward plats, such as right-of-way plats, it often makes sense for the preliminary and final plats to be reviewed and approved at the same time.

Zoning Review of Preliminary and Final Plat

The proposed preliminary and final plat comply with general minimum requirements for a plat. Lot size requirements for a plat are determined by the underlying zoning district of the parcels being subdivided. All the parcels that are being subdivided have I, industrial district zoning. The minimum lot size in the industrial zoning district is 1 acre. Block length within a plat is generally limited to being between 400 feet long and 1,200 feet long, except in industrial areas where the City Council has the discretion to approve a longer block length. The block length for the DNR Boat Launch Park parcel exceeds 1,200 feet. Staff recommend the City Council approve the longer block length for the DNR Boat Launch Park parcel.

MRCCA Subdivision Requirements

When land is platted or subdivided within the boundaries of the Mississippi River Critical Corridor Area (MRCCA), subdivisions that involve more than 10 acres of land that are immediately adjacent to the Mississippi River are subject to special subdivision requirements. These subdivision requirements are intended to protect any primary conservation areas (PCAs) which are key resources and features that are given priority consideration for protection by setting aside a certain percentage of the land as dedicated open space. The amount of land set aside depends on the underlying MRCCA zoning district of the properties being subdivided. PCAs often include land directly adjacent to the Mississippi River, wetlands, natural drainage routes, bluffs, areas with largely intact and connective original native plant communities.

The subject property has UM, Urban Mixed MRCCA zoning and so 10% of the land area containing PCAs is required to be set aside. According to the DNR's PCA mapping tool, there are three PCAs within the boundaries of the proposed plat: a wetland and two existing vegetative standards. Staff feel these designations are inaccurate. The wetland that is denoted today as a PCA was determined in 2024 by MN Board of Water and Soil Resources to be an incidental wetland that is a historical remnant from the previous sewage treatment ponds. According to old aerials, the sewage treatment plant site historically lacked vegetation. The areas that are denoted today as existing significant vegetative stands were previously a sludge lagoon and effluent pond until the 1990s. The original vegetation that would have been in this area according the public land survey of Minnesota (1847-1907) would have been "Oak openings and barrens", which is closely associated with modern oak savannahs. The vegetation that is present at the site does not represent vegetation that is present in a healthy oak savanna and much of the vegetation is

pioneer species or other invasive vegetation that was able to take advantage of the vacant, unmaintained land. This leaves the area to be subdivided with no PCAs. Regardless, approximately 22% of the land area being platted is part of the DNR Boat Launch Park and will be considered dedicated open space. This exceeds the 10% the City would be required to set aside.

Review with Other Departments and Agencies

The City Engineer has been one of the key staff members involved in creating the preliminary and final plat for this project and supports approving the preliminary and final Wakota North 2nd Addition plats.

Because the subject property is located within MRCCA, the City is required to notify the Department of Natural Resources and the National Park Service of the proposed preliminary and final plat to provide them with the opportunity to comment on the application. Both agencies stated that they had no comments on the proposal.

Discussion and Staff Recommendation

The proposed preliminary and final plat meet the requirements for when to approve a plat. Additionally, the plat will improve access to recreational amenities at the DNR Boat Launch Park and the Mississippi River and serves as an important step toward establishing the new Public Works facility. For these reasons, City Staff recommends approval of the Wakota North 2nd Addition preliminary and final plat.

Required Action

The Planning Commission has the following actions available regarding the application:

Approval. If the Planning Commission wishes to recommend approval of the proposed preliminary and final plat, the following action should be taken:

- Motion to recommend approval of the Preliminary Plat and Final Plat of the Wakota North 2nd Addition plat

Denial. If the Planning Commission wishes to recommend denial of the proposed preliminary and final plat, the following action should be taken:

- Motion to recommend denial of the proposed Preliminary and Final Plat for the Wakota North 2nd Addition

If the Planning Commission wishes to recommend denial of the preliminary and final plat, the motion must include a rationale that the proposed plat does not meet the minimum requirements.

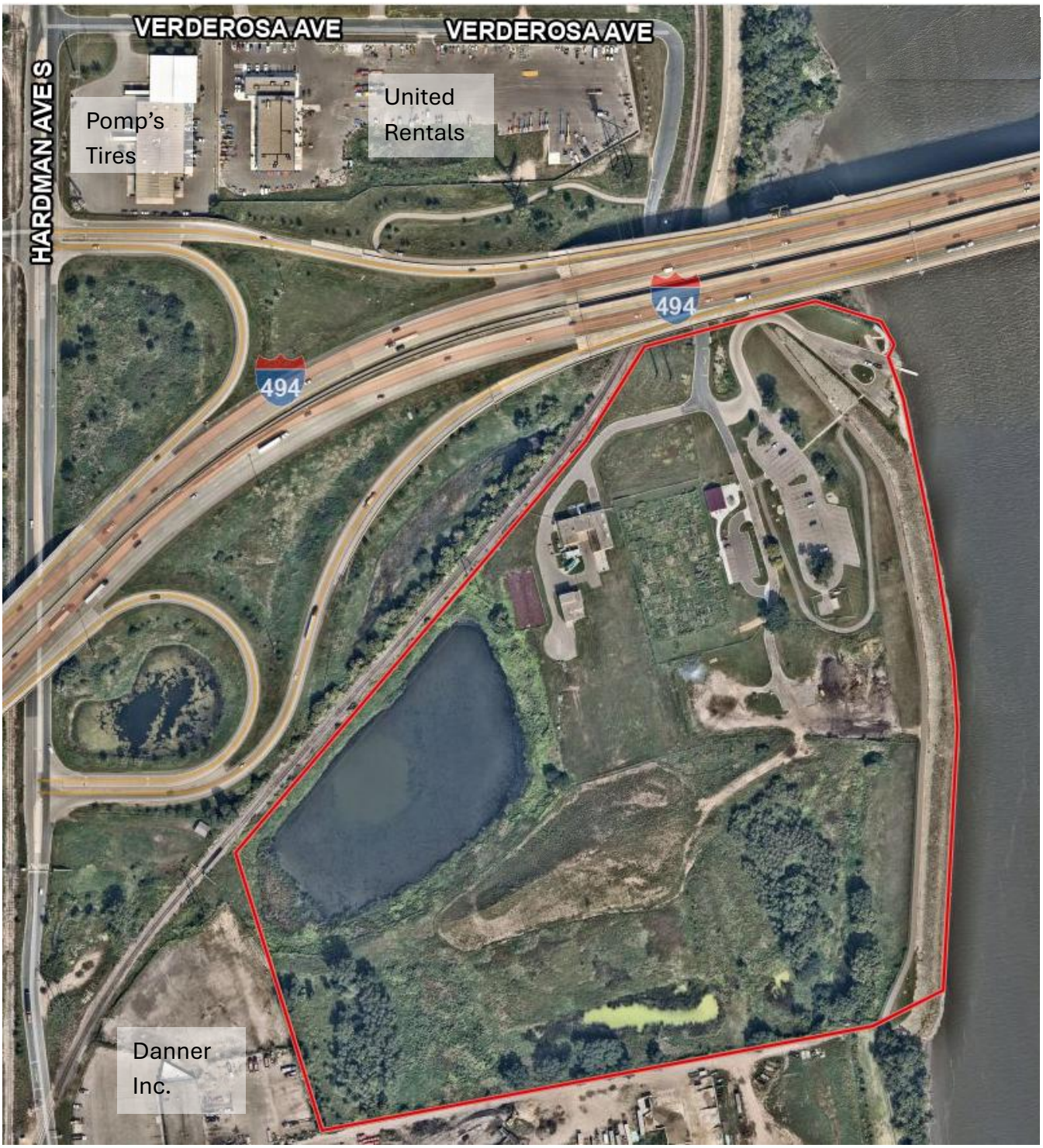
SOURCE OF FUNDS

NA

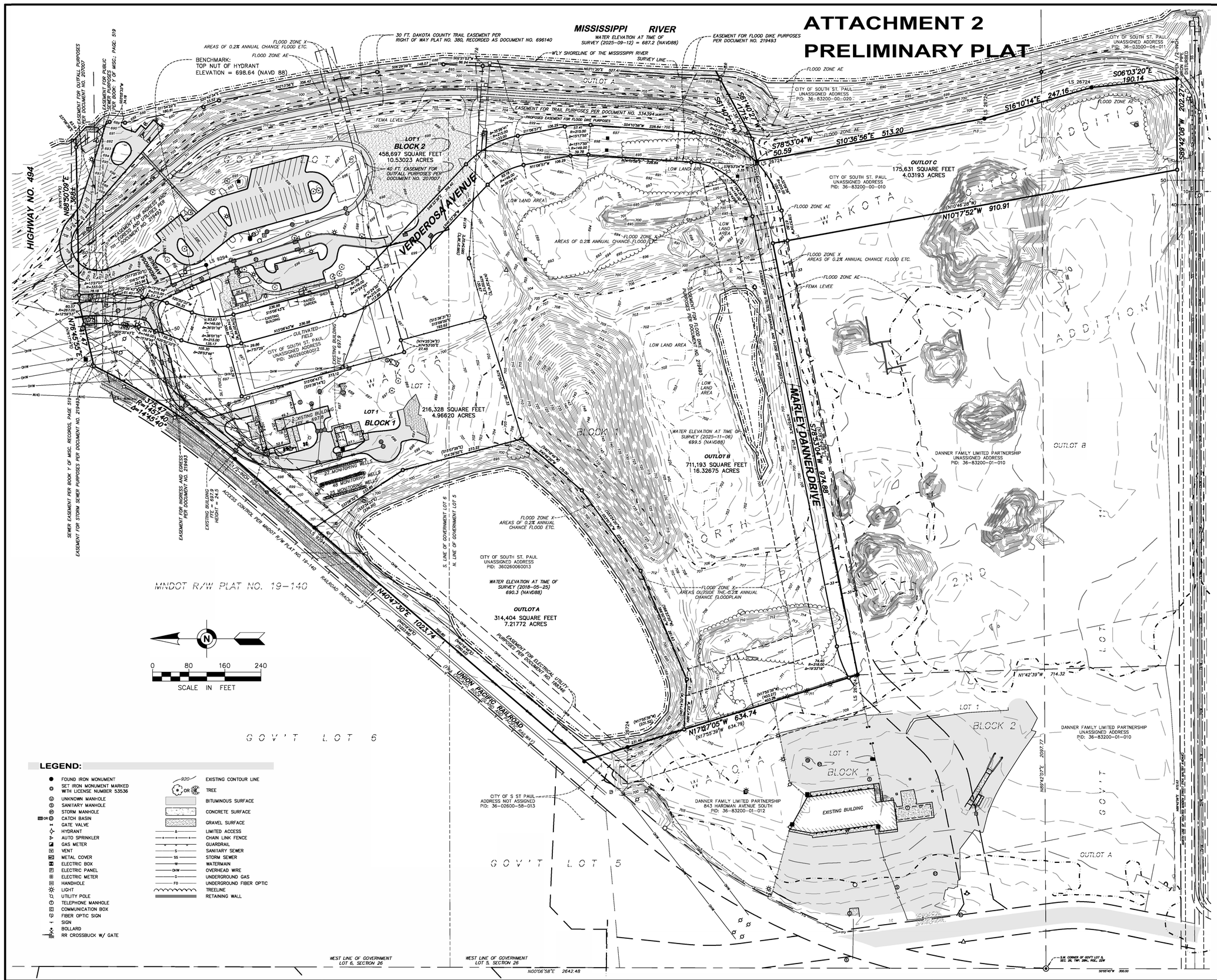
ATTACHMENTS

1. Site Location Map
2. Preliminary Plat
3. Final Plat

ATTACHMENT 1
SITE LOCATION MAP



ATTACHMENT 2
PRELIMINARY PLAT



PRELIMINARY PLAT FOR:
CITY OF SOUTH ST. PAUL

EXISTING LEGAL DESCRIPTION:

That part of Government Lots 5 and 6, Section 26, Township 28N., Range 22 W., and that part of Government Lot 11, Section 35, Township 28N., Range 22W., (part of which was formerly platted as "South St. Paul Syndicate Park No. 2, Dakota Co., Minn." and now vacated) described as follows:

Commencing at the northwest corner of said Section 35; thence southerly, along the West line of said Government Lot 11 to the northerly line of Maltby Street as dedicated in said "South Saint Paul Syndicate Park No. 2, Dakota Co. Minn."; thence on an assumed bearing of N 89 degrees 13 minutes 32 seconds E. along said northerly line of Maltby Street, a distance of 672.63 feet; thence N 2 degrees 11 minutes 13 seconds W a distance of 714.32 feet; thence N. 17 degrees 55 minutes 39 seconds W a distance of 634.79 feet to the southeasterly right of way line of the Chicago, Rock Island and Pacific Railway; thence N. 40 degrees 18 minutes 49 seconds E., along said southeasterly right of way line, a distance of 1023.68 feet; thence northeasterly, on a tangential curve, concave to the northwest, having a radius of 1457.40 feet, a central angle of 14 degrees 45 minutes 40 seconds a distance of 375.47 feet to its intersection with the southerly right of way line of Interstate Highway Number 494; thence N. 76 degrees 17 minutes 14 seconds E, along said southerly right of way line, a distance of 141.47 feet to a point hereinafter to be known as point "A"; thence N 76 degrees 17 minutes 14 seconds E to the westerly shore line of the Mississippi River and the point of beginning of the land to be described; thence S. 76 degrees 17 minutes 14 seconds W to said point "A"; thence S. 17 degrees 25 minutes 20 seconds E a distance of 293.96 feet; thence S. 74 degrees 20 minutes 46 seconds W a distance of 300.81 feet; thence S. 15 degrees 36 minutes 14 seconds E. a distance of 373.12 feet; thence N. 74 degrees 25 minutes 34 seconds E. a distance of 27.45 feet; thence S. 15 degrees 36 minutes 31 seconds E. a distance of 192.62 feet; thence N. 74 degrees 32 minutes 41 seconds E. a distance of 135.67 feet; thence S. 86 degrees 21 minutes 36 seconds E. to the westerly shore line of the Mississippi River; thence northerly, along said Westerly shore line to the point of beginning, EXCEPT for that part of the North 20 acres of Government Lot 6, Section 26, Township 28, Range 22, lying southeasterly of the southeasterly right of way of Interstate Highway Number 494.

TOGETHER WITH

That part of Government Lots 5 and 6, Section 26, Township 28N., Range 22W., and that part of Government Lot 11, Section 35, Township 28N., Range 22W., (part of which was formerly platted as "South Saint Paul Syndicate Park No. 2, Dakota Co., Minn."; and now vacated), described as follows:

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TOGETHER WITH

That part of the North 20.00 acres of Government Lot 6, Section 26, Township 28 N., Range 22 W., Dakota County, Minnesota, lying Southeast of the Southeast right-of-way of Interstate Highway No. 494.

TOGETHER WITH

Lot One (1), Block (1), Wakota North, Dakota County, Minnesota.

TOGETHER WITH

Lot Two (2) Block One (1) Wakota North, Dakota County, Minnesota.

TOGETHER WITH

Outlot A, Wakota North, Dakota County, Minnesota.

TOGETHER WITH

Outlot A, Wakota Addition, Dakota County, Minnesota

PROPOSED LEGAL DESCRIPTION:

Lot 1, Block 1 and Outlots A, B, C and D, WAKOTA NORTH 2ND ADDITION

NOTES:

1. The orientation of this bearing system is based on the Dakota County coordinate grid (NAD 83-2011 Adj.).
2. The total area of the property described hereon is 2,027,551 square feet or 46.54616 acres.
3. The legal description and easement information used in the preparation of this survey is based on the Commitment for Title Insurance prepared by DCA Title, The Title Team as issuing agent for Old Republic National Title Insurance Company, Commitment No. DC252224 dated August 27, 2025.
4. Existing utilities, services and underground structures shown hereon were located either physically, from existing records made available to us or by resident testimony. Other utilities and services may be present. Verification and location of all utilities and services should be obtained from the owners of the respective utilities prior to any design, planning or excavation.
5. According to the City of South St. Paul online zoning map accessed September 23, 2025, the property and adjoining parcels are zoned I – Industrial. Per the City of South St. Paul municipal code, said zoning district has the following requirements:

Front Building Setback:	30 feet
Side Building Setback:	20 feet
Rear Building Setback:	20 feet
Minimum Lot Size:	1 acre
Minimum Floor Area Ratio:	0.2
Maximum Lot Coverage:	40%
Front Parking Setback:	20 feet
Side Parking Setback:	10 feet
Rear Parking Setback:	10 feet

6. The property described hereon lies within Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain), Flood Zone X–Other Flood Areas (Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood) and Flood Zone AE (Base Flood Elevations determined) per Federal Insurance Rate Map No. 27037 C 0044 E, dated December 2, 2011. The delineation lines between flood zones depicted hereon are subject to map scale uncertainty.
7. The contours depicted hereon are per elevation data collected while conducting the fieldwork. The contour interval is 1 foot.

PROJECT BENCHMARK: Top of MNDOT Geodetic Monument "1985 AU 1" Elevation = 716.18 feet. (NAVD88)

SITE BENCHMARK: Top nut of hydrant at the access drive on the surveyed property. Elevation = 698.64 feet. (NAVD88).

PROPOSED LOT SUMMARY:

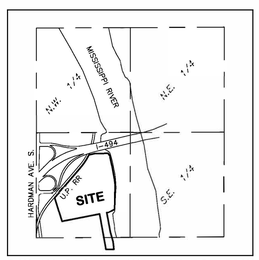
Lot 1, Block 1:	216,328	square feet	4.96620	acres
Lot 1, Block 2:	458,697	square feet	10.53023	acres
Outlot A:	314,404	square feet	7.21772	acres
Outlot B:	711,193	square feet	16.32675	acres
Outlot C:	175,631	square feet	4.03193	acres
Right of Way:	151,298	square feet	3.47333	acres
Total:	2,027,551	square feet	46.54616	acres

CERTIFICATION:

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

Date of survey: September 12, 2025.
Date of signature: October 8, 2025.

Christopher A. Terwedo
Minnesota License No. 53536
cterwedo@efnsurvey.com



S.W. 1/4, SEC. 26, TWP. 28 N, RGE. 22 W
VICINITY MAP
NOT TO SCALE

LEGEND:

- FOUND IRON MONUMENT
- SET IRON MONUMENT MARKED WITH LICENSE NUMBER 53536
- UNKNOWN MANHOLE
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- GATE VALVE
- HYDRANT
- AUTO SPRINKLER
- GAS METER
- VENT
- METAL COVER
- ELECTRIC BOX
- ELECTRIC PANEL
- ELECTRIC METER
- HANDHOLE
- LIGHT
- UTILITY POLE
- TELEPHONE MANHOLE
- COMMUNICATION BOX
- FIBER OPTIC SIGN
- SIGN
- BOLLARD
- RR CROSSBUCK W/ GATE
- 920 EXISTING CONTOUR LINE
- TREE
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- GRAVEL SURFACE
- LIMITED ACCESS
- CHAIN LINK FENCE
- GUARDRAIL
- SANITARY SEWER
- STORM SEWER
- WATERMAIN
- OVERHEAD WIRE
- UNDERGROUND GAS
- UNDERGROUND FIBER OPTIC
- TREELINE
- RETAINING WALL

FIELD BOOK	PAGE

DRAWING NAME: 42934 Preliminary Plat.dwg
JOB NO. 42934
FILE NO.

FIELDWORK CHIEF: JW
DRAWN BY: DL
CHECKED BY: CAT

REVISIONS

NO.	DATE	DESCRIPTION
1	2025/11/04	Revisions per City Comments.
2	2025/11/18	Revisions per City Comments & New Topo over Outlot B
3	2025/12/03	Revisions per City Comments
4	2025/12/17	Revisions per City Comment

PRELIMINARY PLAT

SURVEY FOR: CITY OF SOUTH ST. PAUL

PROPERTY ADDRESS: 675 & 680 VERDEROSA AVENUE SOUTH ST. PAUL, MN 55075

Egan, Field & Nowak, Inc.
land surveyors since 1872
475 Old Highway 8 NW, Suite 200
New Brighton, Minnesota 55112
PHONE: (612) 466-3300
WWW.EFNSURVEY.COM

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WAKOTA NORTH 2ND ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That the Metropolitan Council, a public corporation, the City of South St. Paul, a Minnesota Municipal corporation and the South St. Paul Economic Development Authority, a Minnesota public body corporation, fee owners of the following described property situated in the City of South St. Paul, County of Dakota, State of Minnesota.

That part of Government Lots 5 and 6, Section 26, Township 28N., Range 22 W., and that part of Government Lot 11, Section 35, Township 28N., Range 22W., (part of which was formerly platted as "South St. Paul Syndicate Park No. 2, Dakota Co., Minn." and now vacated) described as follows:

Commencing at the northwest corner of said Section 35; thence southerly, along the West line of said Government Lot 11 to the northerly line of Maltby Street as dedicated in said "South Saint Paul Syndicate Park No. 2, Dakota Co. Minn."; thence on an assumed bearing of N 89 degrees 13 minutes 32 seconds E, along said northerly line of Malby Street, a distance of 672.63 feet; thence N 2 degrees 11 minutes 13 seconds W a distance of 714.32 feet; thence N. 17 degrees 55 minutes 39 seconds W a distance of 634.79 feet to the southeasterly right of way line of the Chicago, Rock Island and Pacific Railway; thence N. 40 degrees 18 minutes 49 seconds E., along said southeasterly right of way line, a distance of 1023.68 feet; thence northeasterly, on a tangential curve, concave to the northwest, having a radius of 1457.40 feet, a central angle of 14 degrees 45 minutes 40 seconds a distance of 375.47 feet to its intersection with the southerly right of way line of Interstate Highway Number 494; thence N. 76 degrees 17 minutes 14 seconds E, along said southerly right of way line, a distance of 141.47 feet to a point hereinafter to be known as point "A"; thence N 76 degrees 17 minutes 14 seconds E to the westerly shore line of the Mississippi River and the point of beginning of the land to be described; thence S. 76 degrees 17 minutes 14 seconds W to said point "A"; thence S. 17 degrees 25 minutes 20 seconds E a distance of 293.96 feet; thence S. 74 degrees 20 minutes 46 seconds W a distance of 300.81 feet; thence S. 15 degrees 36 minutes 14 seconds E. a distance of 373.12 feet; thence N. 74 degrees 25 minutes 34 seconds E. a distance of 27.45 feet; thence S. 15 degrees 36 minutes 31 seconds E. a distance of 192.62 feet; thence N. 74 degrees 32 minutes 41 seconds E. a distance of 135.67 feet; thence S. 86 degrees 21 minutes 36 seconds E. to the westerly shore line of the Mississippi River; thence northerly, along said Westerly shore line to the point of beginning, EXCEPT for that part of the North 20 acres of Government Lot 6, Section 26, Township 28, Range 22, lying southeasterly of the southeasterly right of way of Interstate Highway Number 494.

TOGETHER WITH

That part of Government Lots 5 and 6, Section 26, Township 28N., Range 22W., and that part of Government Lot 11, Section 35, Township 28N., Range 22W., (part of which was formerly platted as "South Saint Paul Syndicate Park No. 2, Dakota Co., Minn.," and now vacated), described as follows:

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TOGETHER WITH

That part of the North 20.00 acres of Government Lot 6, Section 26, Township 28 N., Range 22 W., Dakota County, Minnesota, lying Southeast of the Southeast right-of-way of Interstate Highway No. 494.

TOGETHER WITH

Lot One (1), Block (1), Wakota North, Dakota County, Minnesota.

TOGETHER WITH

Lot Two (2) Block One (1) Wakota North, Dakota County, Minnesota.

TOGETHER WITH

Outlot A, Wakota North, Dakota County, Minnesota.

TOGETHER WITH

Outlot A, Wakota Addition, Dakota County, Minnesota

Have caused the same to be surveyed and platted as WAKOTA NORTH 2ND ADDITION.

IN WITNESS WHEREOF said Metropolitan Council, a public corporation, has caused these presents to be signed by its proper officer this _____ day of _____ , 202___.

Signed: Metropolitan Council,

By: _____
Meredith Vadis, Regional Administrator

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____ , 202___, by Meredith Vadis, Regional Administrator of the Metropolitan Council, a public corporation, on behalf of the corporation.

_____
Signature

_____
Printed

Notary Public _____ County, _____

My commission expires _____

IN WITNESS WHEREOF said City of South St. Paul, a Minnesota municipal corporation, has caused these presents to be signed by its proper officer this _____ day of _____ , 202___.

Signed: City of South St. Paul,

By: _____ , as _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____ , 202___, by _____ , as _____ of the City of South St. Paul, a Minnesota municipal corporation, on behalf of the corporation.

_____
Signature

_____
Printed

Notary Public _____ County, _____

My commission expires _____

IN WITNESS WHEREOF said South St. Paul Economic Development Authority, a Minnesota public body corporation, has caused these presents to be signed by its proper officer this _____ day of _____ , 202___.

Signed: South St. Paul Economic Development Authority,

By: _____ , as _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____ , 202___, by _____ , as _____ of the South St. Paul Economic Development Authority, a Minnesota public body corporation, on behalf of the corporation.

_____
Signature

_____
Printed

Notary Public _____ County, _____

My commission expires _____

I Christopher A. Terwedo do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____ , 202___.

_____
Christopher A. Terwedo, Land Surveyor
Minnesota License No. 53536

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____ , 202___, by Christopher A. Terwedo, Land Surveyor, Minnesota License No. 53536.

_____
Signature

_____
Printed

Notary Public _____ County, _____

My commission expires _____

CITY COUNCIL, CITY OF SOUTH ST. PAUL, COUNTY OF DAKOTA, STATE OF MINNESOTA

This plat of WAKOTA NORTH 2ND ADDITION was approved and accepted by the City Council of the City of South St. Paul, Minnesota at a regular meeting thereof held this _____ day of _____ , 202___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By: _____, Mayor By: _____, Clerk

COUNTY SURVEYOR, COUNTY OF DAKOTA, STATE OF MINNESOTA

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 202___.

By: _____
Todd B. Tollefson
Dakota County Surveyor

DEPARTMENT OF PROPERTY TAXATION AND RECORDS, COUNTY OF DAKOTA, STATE OF MINNESOTA

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year _____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____ , 202___.

By: _____
Amy A. Koethe, Director,
Department of Property Taxation and Records

REGISTRAR OF TITLES, COUNTY OF DAKOTA, STATE OF MINNESOTA

I hereby certify that this plat of WAKOTA NORTH 2ND ADDITION was filed in the office of the Registrar of Titles for public record on this _____ day of _____ , 202___, at _____ o'clock __. M., and was duly filed in Book _____ of Plats, Pages _____ as Document Number _____.

By: _____
Amy A. Koethe, Registrar of Titles

ATTACHMENT 3
FINAL PLAT

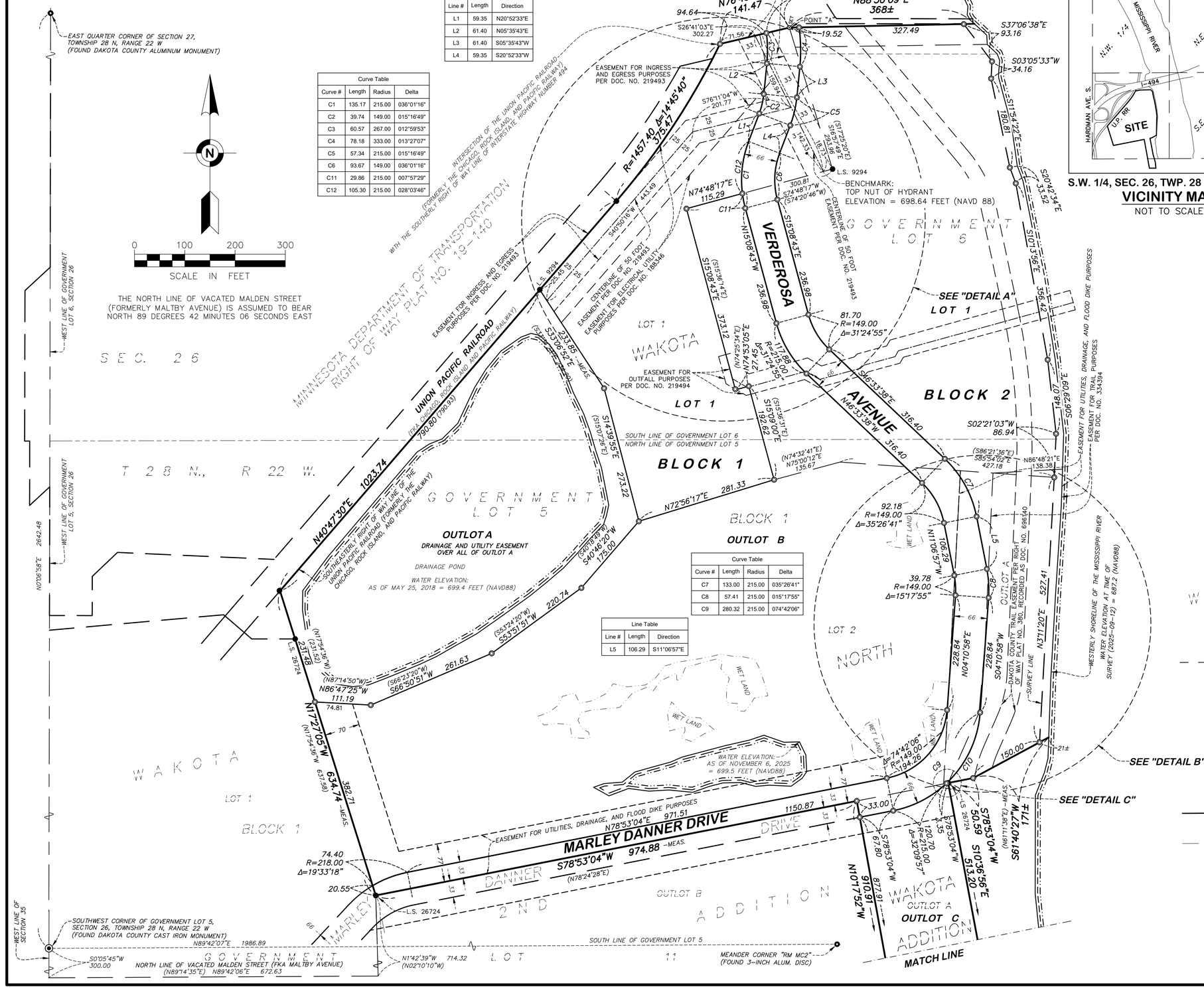
Egan, Field & Nowak, Inc.
land surveyors since 1872

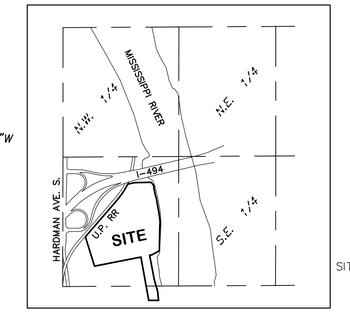
SHEET 1 OF 4 SHEETS

WAKOTA NORTH 2ND ADDITION

Line Table		
Line #	Length	Direction
L1	59.35	N20°52'33"E
L2	61.40	N05°35'43"E
L3	61.40	S05°35'43"W
L4	59.35	S20°52'33"W

Curve Table			
Curve #	Length	Radius	Delta
C1	135.17	215.00	036°01'16"
C2	39.74	149.00	015°16'49"
C3	60.57	267.00	012°59'53"
C4	78.18	333.00	013°27'07"
C5	57.34	215.00	015°16'49"
C6	93.67	149.00	036°01'16"
C11	29.86	215.00	007°57'29"
C12	105.30	215.00	028°03'46"





S.W. 1/4, SEC. 26, TWP. 28 N, RGE. 22 W

VICINITY MAP

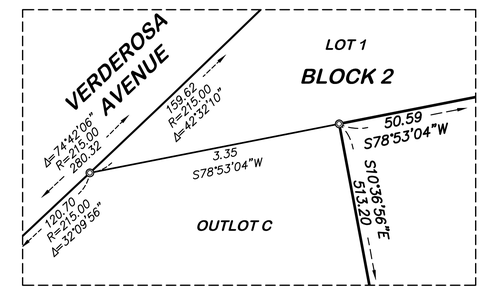
NOT TO SCALE

- FOUND CAST IRON MONUMENT
- FOUND 1/2 INCH IRON PIPE, UNLESS OTHERWISE NOTED
- FOUND ALUMINUM DISC
- SET 1/2 INCH X 14 INCH IRON PIPE MARKED WITH LICENSE NUMBER 53536
- SET ⊗ SET PK NAIL AND WASHER MARKED WITH LICENSE NUMBER 53536
- (N89°14'35"E) RECORD BEARING
- (234.20) RECORD DISTANCE
- –MEAS. MEASURED DISTANCE

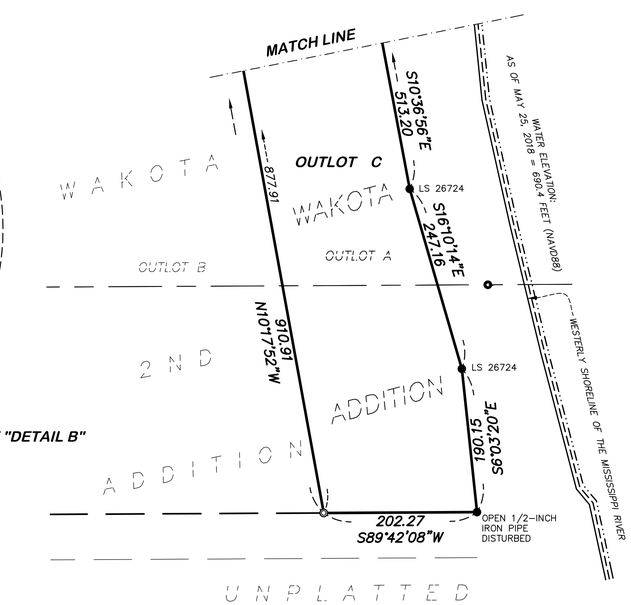
BENCHMARK – MINNESOTA DEPARTMENT OF TRANSPORTATION BENCHMARK "WALSER" ELEVATION = 720.85 (NAVD88)

BENCHMARK – MINNESOTA DEPARTMENT OF TRANSPORTATION BENCHMARK "1985 AU 1" ELEVATION = 716.18 (NAVD88)

SITE BENCHMARK – TOP OF HYDRANT LOCATED ON THE WEST SIDE OF VERDEROSA AVE., SOUTH OF THE PROPERTY ENTRANCE. ELEVATION = 698.64 FEET. (NAVD 88)



"DETAIL C"

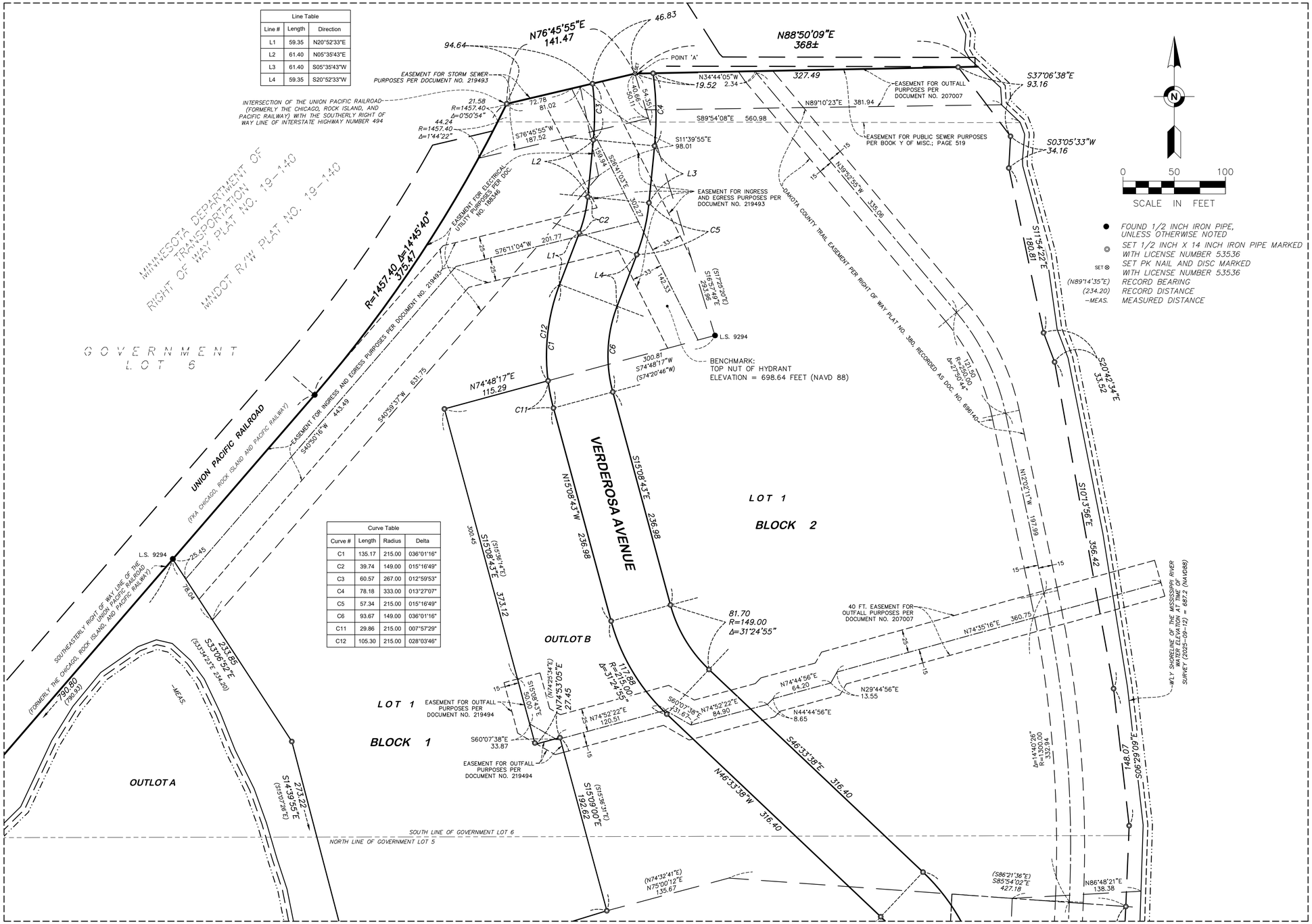


Egan, Field & Nowak, Inc.
land surveyors since 1872

SHEET 2 OF 4 SHEETS

WAKOTA NORTH 2ND ADDITION

EASEMENT "DETAIL A"



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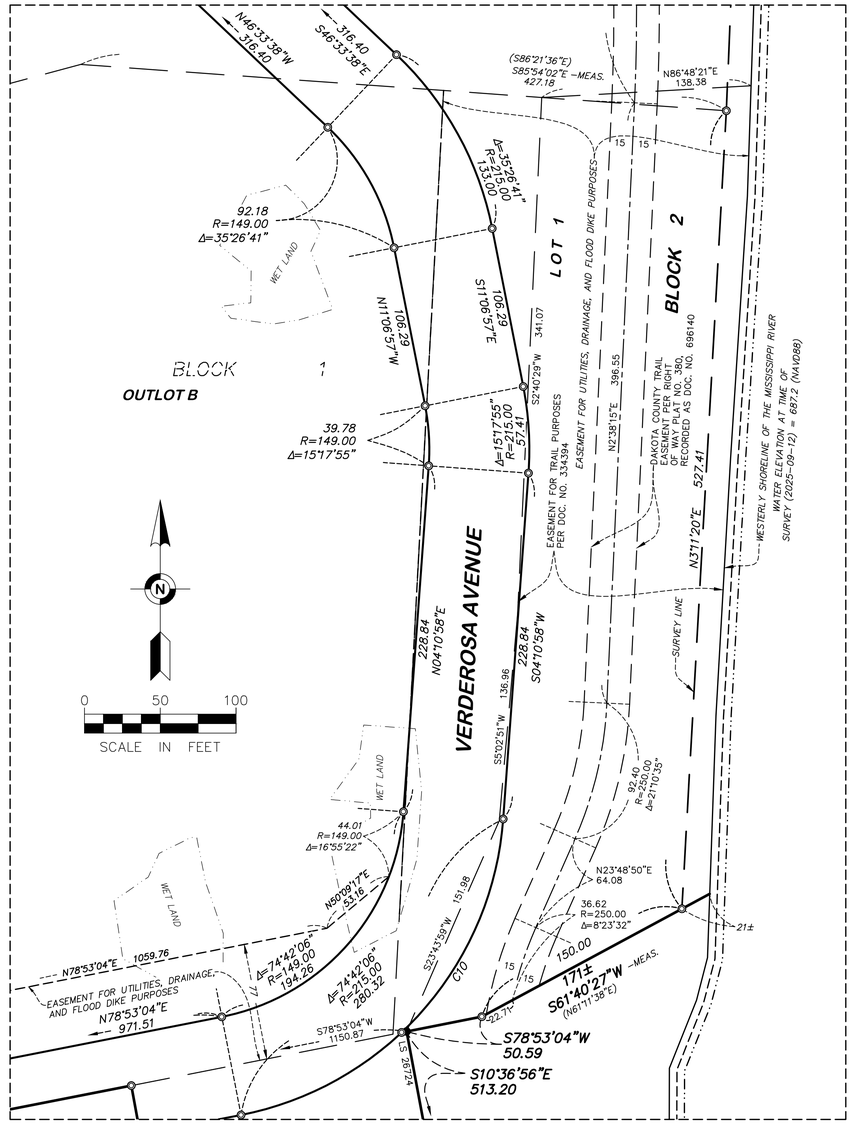
C3	60.57	267.00	012°59'53"
C4	78.18	333.00	013°27'07"
C5	57.34	215.00	015°16'49"
C6	93.67	149.00	036°01'16"
C11	29.86	215.00	007°57'29"
C12	105.30	215.00	028°03'46"

Egan, Field & Nowak, Inc.
land surveyors since 1872

SHEET 3 OF 4 SHEETS

WAKOTA NORTH 2ND ADDITION

EASEMENT "DETAIL B"



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SHEET 4 OF 4 SHEETS

PLANNING COMMISSION AGENDA REPORT

DATE: February 4, 2026
DEPARTMENT: Planning & Zoning
PREPARED BY: Michael Healy
AGENDA ITEM NUMBER: 5.A.

MEETING TYPE
Regular Meeting

AGENDA ITEM
Discuss Revised Planning Commission Rules of Order and Upcoming Officer Elections

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

The Planning Commission is asked to discuss the proposed rules of order and, by consensus, direct Staff to make any changes that are needed before the rules of order are brought forward for review and approval at the March meeting.

OVERVIEW

Background

Sections 101-19 through 101-22 of the City Code establish a basic framework for the South St. Paul Planning Commission. The City Code states that the Planning Commission will consist of seven members who are appointed by the City Council and can be removed for any reason by a five-sevenths vote of the City Council. The City Code states that Planning Commissioners serve for a 4-year term and that vacancies during the term are filled by the City Council to carry out the remainder of the term. The City Code states that Planning Commissioners serve without compensation and are expected to sign an oath of office before beginning their term. Finally, the City Code states that the Commission shall elect a chair each year and may create and fill other offices that it deems necessary. In some municipalities, the City Code lays out the procedure for how the Planning Commission will conduct its business (i.e. how officer elections are handled, how meetings are run, the date and time of meetings, etc.). South St. Paul's City Code does not do this and instead states that the Planning Commission shall adopt its own rules of order each year and these rules of order govern how the commission holds its officer elections and conducts its business for the year. The rules of order are binding for the year unless at least six (6) Planning Commissioners vote to amend the rules. Any rule of order can be temporarily suspended at any time by a simple majority vote.

The City Council typically appoints new board and commission members at their first meeting in March each year. They are tentatively scheduled to appoint one new Planning Commissioner at their March 2nd meeting to fill Commissioner Hart's seat, which is expiring (he has decided not to reapply). The new Planning Commissioner will begin their four-year term just two days after

that, on March 4th. In recent years, some newly appointed commissioners have needed to miss their first meeting because the turnaround between appointment and the first meeting is very short, and they may not have enough time to clear their schedule to attend.

Historically, the rules of order have been adopted in March each year and officer elections have also been held in March to coincide with the start of the new Planning Commissioner terms. The Planning Commission has more-or-less adopted the same rules of order each year going back at least to 2008. It is unclear exactly who drafted the current rules of order as they predate current City Staff. The City Attorney advised City Staff in March 2025 that the rules of order have significant deficiencies, including a secret ballot procedure for officer elections that appears to violate open meeting laws. The City Attorney asked City Staff and the Planning Commission to postpone adoption of the rules of order and officer elections until April 2025 to give her time to rework the rules of order and establish a new and lawful procedure for officer elections. City Staff pulled both items off of the March 2025 agenda in response to the City Attorney's guidance.

The Planning Commission was not receptive to the City Attorney's guidance in 2025 and felt strongly that officer elections should be held in March in accordance with tradition. At the beginning of the March 2025 meeting, the Planning Commission voted to add the rules of order and officer elections back to the agenda. The Planning Commission did try to address the City Attorney's open meeting law concern by verbally amending the rules of order so that the chair and vice-chair election would be handled by a "voice vote" instead of by a secret ballot. City Staff and the Planning Commission then muddled through an impromptu election process that was significantly more complicated than previous officer elections.

Most previous Chair and Vice-Chair elections in recent years have been uncontested elections where just one individual was nominated for each officer position. The rules of order were suspended for most of these uncontested elections to use a voice vote instead of a secret ballot. The only recent competitive officer election was in 2023 when both Commissioner Fournier and Commissioner Felton were nominated to be Chair, and the Commission voted by secret ballot to elect Commissioner Felton as Chair. At the March 2025 meeting, two commissioners were nominated for the Chair position and two commissioners were nominated for the Vice-Chair position. Because the rules of order had just been amended moments before, it was unclear how a voice vote election process should be structured with multiple nominations. City Staff opted to read off the nominees in the order that they were nominated and put each nominee to a separate voice vote. It felt like commissioners were not comfortable voting "nay" during the voice vote, which may have given an advantage to whichever individual was nominated first and had their name read off first for a voice vote. For each officer position, the first nominee secured enough "aye" votes to win the officer position and the second nominee never even got a chance to be put to a voice vote. In retrospect, it may have been fairer to structure the election as a roll call vote where each Planning Commissioner could verbally provide the name of their preferred nominee for the position being voted on.

Problems with Current Rules of Order

City Staff and the City Attorney have identified the following problems with the rules of order:

1. There needs to be a fair and consistent procedure for officer elections which must comply with open meeting laws. The official 2008-2024 voting procedure (secret ballot) did not comply with open meeting laws. The 2025 voting procedure (a "voice vote" but without clearly defined parameters for how voting should take place) was arguably not the fairest way to handle a competitive election with multiple nominees.

2. The procedure for calling a special meeting should be adjusted to align with State Statute requirements for providing posted notice of a special meeting. 3 days of advance notice is generally required and must be posted. The rules of order currently call for 24 hours of notice.

3. There should be clearer rules for how the agenda is structured and what it takes to add a permanent new agenda item or agenda section to the meeting agenda. The lack of clear parameters came up in 2025 when the Planning Commission debated adding a permanent "Planning Commissioner Comments" agenda item to the end of their meetings.

4. The rules of procedure should be simplified and more generally aligned with Robert's Rules of Order. The current rules of order contain some lengthy procedural language that deviates from Robert's Rules, is not intuitive, and has not been consistently followed.

5. The current rules of order set too high of a bar for amending the rules of order (6 votes) and do not establish a clear procedure for removing a Chair or Vice-Chair without action by the City Council. This pushes the Planning Commission into a situation where they will always have to suspend the rules of order (with a simple majority vote) if they need to tackle a difficult topic where there is not almost unanimous consensus. It undermines the rules of order if they only "work" by being suspended. City Staff would encourage the Planning Commission to establish a process where difficult issues can be debated and decided without the need for suspending the rules of order.

6. It is uniquely challenging that the Planning Commission currently holds its officer elections near the beginning of the March meeting and then has the new chair take over running the March meeting immediately after the election. This approach discourages commissioners from seeking the Chair position because they are thrown into running the meeting without any time to review Robert's Rules of Order or otherwise prepare themselves for leading a meeting. Additionally, it is confusing for Town Square television to have the chair position switch mid-meeting while they are trying to track the

action and film the meeting in a logical way that residents can follow.

7. It is not a good fit to have the officer elections take place at the March meeting, since the City Council usually appoints new commissioners at their first March meeting. It varies from year to year whether the Planning Commission (who meets on the 1st Wednesday of the month) or the City Council (who meets on the 1st Monday of the month) will be the first body to hold a meeting in March each year. This means that some years, the old Planning Commissioners might still be in place at the March meeting. Other years, the City Council has already appointed new Planning Commissioners. As previously mentioned, it is common for newly appointed commissioners to miss their first meeting because the turnaround time is so short. In any case, it is difficult for new commissioners who were appointed a few days before the meeting to feel comfortable voting in an officer election as their very first act of being on the Planning Commission. They have not interacted with the other Planning Commissioners and are not in a position to cast an informed vote. This problem could be remedied by moving officer elections to the April meeting and having officer elections take place at the end of the April meeting. This would give new Commissioners at least one and possibly two meetings to get to know their new colleagues and cast an informed vote for Chair and Vice-Chair.

Proposed Changes to Rules of Order

City Staff and the City Attorney are proposing the following approach to address the problems identified in the previous section:

1. The Planning Commission will adopt new rules of order in March 2026 (next month). The new rules of order will:

    - Move the 2026 officer elections to the April 2026 meeting AND make it so that officer elections take place near the end of the meeting instead of at the beginning of the meeting.

    - Make it so that the new Chair does not start until the next meeting after they are elected (the May meeting).

    - Move the annual adoption of the rules of order to the April meeting starting in 2027.

2. Chair Fehrman and Vice-Chair Miller will serve in their current roles for two (2) additional meetings during the transition period. They will continue to be Chair and Vice-Chair during the March 2026 meeting and April 2026 meeting. The new officers who are elected at the end of the April 2026 meeting (if there is a change) will start at the May 2026 meeting.

3. Voting will take place by ballot, but it will NOT be a secret ballot in order to comply with open meeting laws. Each commissioner will write down their own name on the ballot along with the name of the commissioner who they are voting for. City Staff will collect the ballots and read them all off one by one, publicly identifying which commissioner cast each vote. Balloting will continue until one candidate has the majority of votes. *Alternatively, City Staff could just call on each commissioner and have them verbally state their preferred nominee, similar to how the US House of Representatives elects a new Speaker of the House every two years.*

4. 3 days notice will be provided prior to special meetings.

5. The structure of the meeting agenda will be memorialized in the rules of order. This will make it clear that the process for amending the meeting agenda layout is an amendment to the rules of order.

6. The overall body of the rules of order will be "cleaned up" to align with Robert's Rules of Order, eliminate redundant and confusing language, and avoid repeating things that are already contained within the City Code.

7. The rules of order will have more reasonable thresholds for major decision-making:

    - It will take five (5) votes to amend the rules of order instead of six (6). This is still a supermajority, but it is a more achievable supermajority.

    - It will take six (6) votes to remove the Chair or Vice-Chair (instead of requiring the

rules of order to be suspended or requiring the City Council to get involved).

ACTION NEEDED

The Planning Commission is asked to discuss the proposed rules of order and, by consensus, direct Staff to make any changes that are needed before the rules of order are brought forward for review and approval at the March meeting.

SOURCE OF FUNDS

NA

ATTACHMENTS

1. City Code Sections that Govern the Planning Commission
2. Last Year's Approved Rules of Order
3. Proposed 2026 Rules of Order

ATTAHCMENT 1
CITY CODE SECTIONS THAT GOVERN THE PLANNING COMMISSION

Sec. 101-19. Establishment.

A city planning commission for the city is hereby established. The commission shall be advisory to the city council on matters of planning and zoning.

(Code 1992, § 1500.39, subd. 1)

Sec. 101-20. Membership.

Such planning commission shall consist of seven members appointed by the city council and may be removed by a five-sevenths vote of the council. Four members shall constitute a quorum. Members shall be appointed for terms of four years and until their successors are appointed or qualified. Vacancies during the term shall be filled by the council for the unexpired portion of the term. Every appointed member shall, before entering upon the discharge of official duties, take an oath to faithfully discharge the duties of office. All members shall serve without compensation.

(Code 1992, § 1500.39, subd. 2)

Sec. 101-21. Organization.

The commission shall elect a chair from among its appointed members for a term of one year; and the commission may create and fill such other offices as it may determine.

(Code 1992, § 1500.39, subd. 3)

Sec. 101-22. Meetings.

The planning commission shall adopt rules for the transaction of business and keep a record of its resolutions, transactions, and findings, which shall be public record on or before October 1 of each year. The commission shall submit to the city council a report of its work during the preceding period from September 1 to August 31. Expenditures of the commission shall be within amounts appropriated for its purposes by the city council.

(Code 1992, § 1500.39, subd. 4)

ATTACHMENT 2
LAST YEAR'S ADOPTED RULES OF ORDER

South St. Paul Planning Commission
Rules of Order

March 5, 2025

SECTION 1 MEETINGS

1.1 TIME Regular meetings shall be held on the first Wednesday of each month at 7:00 p.m., unless otherwise agreed to and so stated in the Agenda. When the regular meeting day falls on a legal holiday, the meeting shall be rescheduled to the Tuesday before the meeting date, Thursday following the meeting date, or the following Wednesday.

1.2 SPECIAL MEETINGS Special meetings may be called by the Chair or the City Planner.

1.3 PLACE Meetings shall be held at the South St. Paul City Hall, 125 Third Avenue North. Upon a majority vote of the Members, special meetings may be held at a location convenient to the matter under consideration.

1.4 PUBLIC All meetings and hearings, records, and minutes are open to the public.

1.5 QUORUM Four Members shall constitute a quorum for the transaction of business. When a quorum is not present, the Chair may adjourn the meeting or hold the meeting for the purpose of hearing interested parties on items on the agenda. No final or official action shall be taken at such a meeting, however, the facts and information gathered at such a meeting may be taken as a basis for action at a subsequent meeting at which a quorum is present.

1.6 VOTE Voting shall be by voice vote, except as otherwise stated herein. Members shall voice votes on each issue, which shall be recorded. All Members, except Staff Members, have the right to vote.

SECTION 2 ORGANIZATION

2.1 MEMBERSHIP "Members" refers to all members of the Planning Commission.

The Planning Commission shall consist of seven Members appointed by the City Council and may be removed by a five-sevenths vote of the Council. Members shall be appointed for terms of four years and until their successors are appointed

or qualified. Vacancies during the term shall be filled by the Council for the unexpired portion of the term. Every appointed member shall, before entering upon the discharge of official duties, taken an oath to faithfully discharge the duties of office. All members shall serve without compensation.

2.3 ELECTION OF OFFICERS At the March meeting each year, the Members shall elect from its membership a Chair and a Vice-Chair by voice vote ~~secret ballot~~. ~~Each Member shall cast a ballot for Chair. If no one receives a majority of votes, the balloting shall continue until one Member receives majority support.~~ The Vice-Chair shall be elected from the remaining Members by the same procedure.

If the Chair retires, the Vice-Chair becomes Chair. If both Chair and Vice-Chair retire, new Officers are elected at the next meeting. If the Chair and Vice-Chair are absent from a meeting, the Members shall elect a temporary Chair by voice vote.

The Commission may create and fill such other offices as it may determine.

2.4 TENURE OF OFFICERS The Chair and Vice-Chair take office immediately following their election and hold office until their successors are elected and assume office.

2.5 DUTIES OF OFFICERS The Chair, or in the absence of the Chair, the Vice-Chair presides at meetings, appoints committees, and performs other duties as may be ordered by the Members.

The Chair conducts meetings so as to keep them moving as rapidly and efficiently as possible and reminds the Members, witnesses, and applicants to discuss only the matter at hand.

SECTION 3 STAFF SUPPORT

3.1 SECRETARY The Secretary is responsible for recording the minutes and keeping records of actions.

3.2 CITY PLANNER The City Planner shall approve all items placed on the agenda. Approval is given only when all required data has been submitted by the applicant, and when the application fee and required information are submitted by the required deadline for the meeting. Upon receipt of an application or request for an item to appear on the agenda, the City Planner shall determine as to whether all necessary information and exhibits have been submitted. If the submitted information is deficient, the City Planner shall notify the applicant of the deficiencies.

Upon approval of the agenda, the City Planner shall forward copies of the application and supporting documentation to the appropriate Staff Members.

Written Staff reports are required from the City Planner. Written Staff reports may be submitted by any other City Department, including the Building Official, Engineering Department, and Fire Department.

The City Planner shall prepare the final agenda and assemble the packet of material ("the Packet") for the meetings. The Packet shall contain the application and or application narrative, Staff reports and all other relevant information. The Packets shall be mailed to the Members and Staff Members no later than the Thursday preceding the next meeting or personally delivered by the Friday preceding the next meeting.

The City Planner shall be available for consultation with any applicant by appointment.

SECTION 4 PROCEDURE

4.1 PARLIAMENTARY PROCEDURE Parliamentary procedure governed by Robert Rules of Order shall be followed at meetings. At special meetings and when useful, the Members may hold group discussions not following any set parliamentary procedure, unless motions are before the Members.

4.2 PURPOSE OF HEARING The purpose of a hearing is to collect information and facts in order for the Members to make decisions or to develop a recommendation for the City Council.

4.3 HEARING PROCEDURE At hearings, the following procedure shall be followed on each matter:

a. The Chair shall identify the case to be heard.
b. The Chair may call upon the appropriate Staff Member to summarize the reports contained in the packets. A Staff Member from each Department that submitted a report should be present, when possible.
c. The Chair shall ask the applicant to come forward and be heard on the application.
d. Interested persons may address the Members regarding the particular matter, after providing their full name and address.
e. After all new facts and information have been heard, the hearing shall be closed and interested persons shall not be heard again unless the hearing is reopened and unless all interested parties are given an opportunity to be heard again. Upon completion of the hearing on each matter, the Members shall discuss the matter and render a decision.

4.4 OTHER MATTERS Matters for discussion that do not appear on the agenda are considered and discussed by the Members only when initiated and presented by Staff or other Member, and shall be placed at the end of the regular agenda.

SECTION 5 MISCELLANEOUS

5.1 SUSPENSION OF RULES The Members may suspend any of these rules by majority vote.

5.2 AMENDMENTS These Rules of Order may be amended at any regular or special meeting by a vote of six (6) Members.

5.3 REVIEW At the March meeting of each year these Rules of Order shall be adopted by the Members.

5.4 ORIENTATION All new Members shall receive an orientation by the appropriate City Staff Members. At that time, the new Members shall be given a copy of the South St Paul Zoning Ordinance, Subdivision Regulations, Comprehensive Plan, Zoning Map, the Rules of Order and any other relevant information necessary to carry out their duties and responsibilities.

ATTACHMENT 3
PROPOSED 2026 RULES OF ORDER

South St. Paul Planning Commission
Rules of Order

SECTION 1. PURPOSE.

The following rules of order for the Planning Commission (Commission) are adopted pursuant to Section 101-22 of the South St. Paul Code of Ordinances. Pursuant to Minn. Stat. § 462.354, the Commission is designated as the Planning Agency of the City. The Commission shall act in a purely advisory manner to the City Council on matters of planning and zoning, making its recommendations in all cases referred to it and transmitting its recommendations to the City Council for final action.

SECTION 2. MEMBERS

Membership of the Commission shall be governed by City Code Section 101-20.

SECTION 3. OFFICERS.

The officers of the Commission shall be the Chair, Vice-Chair, Secretary, and such other officers as it may deem necessary. The Chair presides at meetings, appoints committees, and performs other duties as may be ordered by the members. The Chair conducts meetings so as to keep them moving as efficiently as possible and reminds the members, witnesses, and applicants to discuss only the matter at hand. The Vice Chair shall preside at any meeting when the Chair is absent. The Secretary is a member of City staff and is responsible for recording the minutes, keeping records of actions, and providing clerical support to the Commission. The Secretary shall be assigned by the City Administrator.

Each April, the members of the Commission shall elect from its membership the Chair and Vice Chair for a term of one year. Members shall be nominated for an officer position by another member and will be voted on by ballot. The Secretary shall read each ballot aloud, identifying how each member voted. Election of the Chair will take place first, followed by the election of the Vice Chair. Each member shall cast a ballot for the open officer position. If no one receives a majority of votes, the balloting shall continue until one member receives majority support.

The Chair and Vice-Chair take office at the next meeting following the election and hold office until their successors are elected and assume office. The Commission may remove a Chair or Vice-Chair from office upon a three-fourths majority (6/7) vote. Should an office become vacant due to resignation, ineligibility or removal,

the Commission shall elect a successor for the unexpired term of office. If the Chair and Vice-Chair are absent from a meeting, the members shall elect a temporary Chair by majority vote.

SECTION 4. STAFF AND MEETING PACKET

The Planning Manager or designee shall approve all items placed on an agenda. The Planning Manager or designee shall prepare the final agenda and assemble the packet of material ("the Packet") for the meetings. The Packet shall contain the application, the applicant's narrative, staff reports and all other relevant information. The Packet shall be available for members of the Commission by no later than the Friday preceding the next meeting.

SECTION 5. MEETINGS

A. Regular Meetings. Regular meetings shall be held on the first Wednesday of each month at 7:00 p.m.. Meetings shall be held in the Council Chambers at the South St. Paul City Hall, 125 Third Avenue North unless otherwise noted by Staff. Meetings may be held in other city facilities if the Council Chambers are inaccessible or online due to a public health emergency. When the regular meeting day falls on a legal holiday, the meeting shall be rescheduled to the following Wednesday.

B. Special Meetings. Special meetings may be called by the Planning Manager or City Administrator. Each Commissioner shall be notified of the time, place, and purpose of any special meeting at least 3 days before the meeting.

C. Public. All meetings and hearings, records, and minutes are open to the public.

D. Quorum. Four members of the Commission shall constitute a quorum for the transaction of business. When a quorum is not present, no final or official action shall be taken.

E. Vote. Voting may be by roll call vote or voice vote Members shall vote on each issue, the results of which shall be recorded by the Secretary in the minutes. The two types of votes are as follows:

- Roll call vote: The Secretary will call on each Commissioner and ask them for their vote.

- Voice vote: Each of the commissioners will say "aye" or "nay" as a group, as prompted by the Chair.

All recommendations and actions shall be by a majority vote of members present.

F. Order of Business. The normal order of business for a regular Commission meeting shall be as follows:

1. Roll Call
2. Approval of Agenda.
3. Approval of Minutes.
4. Public Hearings.
5. New Business.
6. Other Business.
7. Staff Updates.
8. Adjournment.

SECTION 6. RULES OF PROCEDURE

The Chair shall be guided by Robert Rules of Order. The Commission may suspend the rules by majority vote of the members present.

The Chair shall ensure that each person addressing the Commission shall give his/her name and address for the record. All remarks should be addressed to the Commission as a body and not to any specific member. No person, other than the Commission and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Commission, without the permission of the Chair. No questions shall be asked a Commission member except through the Chair.

SECTION 7. MISCELLANEOUS

A. Amendments. These Rules of Order may be amended at any regular or special meeting by a vote of five (5) Members.

B. Annual Adoption. At the April meeting of each year, these Rules of Order shall be reviewed and adopted by the Commission.

C. Orientation. All new Members shall receive an orientation by the appropriate City Staff Members. At that time, the new Members shall be given a copy of the South St Paul Zoning Ordinance, Subdivision Regulations, Comprehensive Plan, Zoning Map, the Rules of Order and any other relevant information necessary to carry out their duties and responsibilities.