

City of Falcon Heights Planning Commission

City Hall
2077 Larpenteur Avenue West

AGENDA

Tuesday, February 27, 2024
7:00 p.m.

A. CALL TO ORDER: 7:00 p.m.

B. ROLL CALL: Scott Wilson ____ Laura Paynter ____
Jacob Brooks ____ Mike Tracy ____
Jim Mogen ____ Rick Seifert ____
Jake Anderson ____

Staff Liaison - Hannah Lynch ____
Council Liaison - Eric Meyer ____

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. January 23, 2024 - Regular Meeting
2. January 23, 2024 - Workshop

E. PUBLIC HEARING

1. EVSE City Code Updates
2. Hollywood Court Permit Parking Petition

F. NEW BUSINESS

1. Cannabis Regulation Update

G. INFORMATION AND ANNOUNCEMENTS

1. Staff Liaison Report
2. Council Liaison Report

H. ADJOURN

Next regular meeting date: March 26, 2024

CITY OF FALCON HEIGHTS
Planning Commission
City Hall
2077 West Larpenteur Avenue

MINUTES

January 23, 2024 at 7:00 P.M.

A. CALL TO ORDER: 7:00 P.M.

B. ROLL CALL:

Scott Wilson _X_ Laura Paynter _X_
Jacob Brooks _A_ Mike Tracy _X_
Jim Mogen _X_ Rick Seifert _X_
Jake Anderson _X_

Staff Liaison Lynch _X_

C. APPROVAL OF AGENDA

Staff Liaison Lynch noted one change to the agenda to remove G2 - Council Liaison Report. With this change, Commissioner Paynter made a motion to approve the agenda. Agenda was approved by consent.

D. APPROVAL OF MINUTES

1. October 24, 2023

Commissioner Mogen made a motion to approve the minutes from October 24, 2023. Minutes were approved by consent.

E. PUBLIC HEARING

None.

F. NEW BUSINESS

1. 2024 Officer Nominations

Commissioners discussed and made the following nominations: Current Chair Wilson for 2024 Chair, Current Vice-Chair Paynter for 2024 Vice-Chair, and Staff Liaison Lynch for Secretary. Commissioner Mogen made a motion to approve these nominations. Motion was carried by consent.

2. Adoption of Standing Rules

Commissioner Anderson made a motion to adopt the standing rules for 2024. Motion was carried by consent.

3. 2024 Schedule

Chair Wilson let Commissioners know the 2024 schedule was included in the packet for informational purposes. Commissioner Mogen asked if this needed to be approved. Staff Liaison Lynch explained the city calendar was approved by City Council at a previous meeting and this is just for the Commissioners to have for their records.

4. Discussion – 2024 Priorities

Staff Liaison Lynch discussed priorities for the Planning Commission to discuss this year, including the Larpenteur & Snelling Corridor Development Study, updating City Code to include EVs and EVSEs along with other necessary changes, working on cannabis business licensing, accessory dwelling units, and short-term rentals. Commissioner Paynter also suggested taking a look at parking requirements in the City.

G. INFORMATION AND ANNOUNCEMENTS

1. Staff Liaison Report

Staff Liaison Lynch reported the Amber Flats project was approved by City Council after a few modifications to the plan by the developer. She also reminded the Planning Commission of the upcoming focus group meeting for the Larpenteur & Snelling Corridor Development Study which will take place on February 26, 2024 from 6-8 PM at City Hall. She stated there are 11 people currently in the focus group, including someone from Warners' Stellian and Gibbs Farm. She stated they would be holding an open house for businesses on March 25, 2024 from 6-8 PM, location to be determined. Finally, she stated the city's Partners in Energy program would be holding an Open House on February 21, 2024 from 6-8 PM at City Hall.

H. ADJOURN

Commissioner Mogen made a motion to adjourn. Motion was carried by consent. Meeting was adjourned at 7:18 PM.

CITY OF FALCON HEIGHTS
Planning Commission
City Hall
2077 West Larpenteur Avenue

WORKSHOP MINUTES

January 23, 2024 at 7:00 P.M.

A. CALL TO ORDER: 7:20 P.M.

B. ROLL CALL:

Scott Wilson _X_

Jacob Brooks _A_

Jim Mogen _X_

Jake Anderson _X_

Laura Paynter _X_

Mike Tracy _X_

Rick Seifert _X_

Staff Liaison Lynch _X_

C. DISCUSSION

1. City Code Updates - Electric Vehicles & Electric Vehicle Charging Stations

Staff Liaison Lynch went over updates drafted in City Code. Updates are required as part of the EV Smart program the City is involved in. Commissioners discussed changes and adjustments to the drafted items and discussed holding a public hearing for the changes at the February meeting.

Drafted changes including adding definitions to City Code around EVs and EVSEs, allowing them by right as accessories in all zoning districts, requiring a certain number of spaces to meet ADA guidelines, and allowing EV parking stalls to be counted toward the minimum required parking stalls for new developments.

D. ADJOURN

Workshop was adjourned at 8:00 PM.



ITEM FOR DISCUSSION

Meeting Date	February 27, 2024
Agenda Item	E1
Attachment	See notes below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	EVSE City Code Updates
Description	<p>The City of Falcon Heights is part of the EV Smart Cities Program which is presented by the Great Plains Institute. In order to achieve Bronze status, we must include ordinance updates included EVs and EVSEs. Attached are drafted updates to City Code to include this information.</p> <p>A public hearing has been held on the updates. The Planning Commission should now decide whether or not to submit this to City Council as a recommendation of approval.</p>
Budget Impact	None.
Attachment(s)	E1.1 - EVs & EVSEs - Public Hearing Notice - Posted E1.2 - EVs & EVSEs - Public Hearing Notice - Newspaper E1.3 - Newspaper Affidavit of Publication E1.4 - Draft Ordinance 24-XX - EVs and EVSEs
Action(s) Requested	Staff requests the Planning Commission discuss drafted updates, any comments from the public hearing, and make a recommendation to City Council for approval.

CITY OF FALCON HEIGHTS, MINNESOTA

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN, that the Falcon Heights Planning Commission at its regular meeting at 7:00 p.m. on February 27, 2024, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider updating City Code to include regulations regarding electric vehicle supply equipment.

The proposed updates will be available upon request no later than Friday, February 23, 2024. It will also be available on the City's website at www.falconheights.org. If you have any questions regarding the public hearing, please contact Hannah Lynch, Community Development Coordinator, at 651.792.7600 or hannah.b.lynch@falconheights.org.

Dated: February 15, 2024

Hannah Lynch, Community Development Coordinator
City of Falcon Heights, Minnesota

CITY of FALCON HEIGHTS
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**AFFIDAVIT OF PUBLICATION
STATE OF MINNESOTA
COUNTY OF RAMSEY**

Kayla Tsuchiya, being duly sworn on oath, says: that she is, and during all times herein state has been, Inside Sales Representative of Northwest Publication, LLC., Publisher of the newspaper known as the Saint Paul Pioneer Press, a newspaper of General circulation within the City of St. Paul and the surrounding Counties of Minnesota and Wisconsin including Ramsey and Kanabec. That the notice hereto attached was cut from the columns of said newspaper and was printed and published therein on the following date(s):

Saturday, February 17, 2024

Monday, February 19, 2024

Newspaper Ref./AD Number#: 71514317

Client/Advertiser: City of Falcon Heights

Kayla Tsuchiya

Kayla Tsuchiya (Feb 19, 2024 11:38 CST)

AFFIANT SIGNATURE

**Subscribed and sworn to before me this
19th day of February, 2024**

True Lee

True Lee

True Lee (Feb 19, 2024 11:55 CST)

NOTARY PUBLIC

Ramsey County, MN

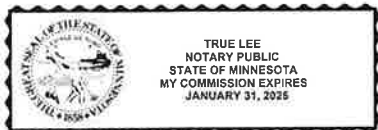
My commission expires January 31, 2025

270 Legal Notices

**CITY of FALCON
HEIGHTS
PUBLIC HEARING
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DRAFT ORDINANCE NO. 24-XX

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 113 OF THE FALCON HEIGHTS CITY
CODE ALLOWING ELECTRIC VEHICLE SUPPLY EQUIPMENT AS AN
ACCESSORY USE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION 1. AMENDMENT. The City Code of Falcon Heights, Minnesota, Chapter 113 is hereby amended as follows. Deletions are shown with a strikethrough. Additions are underlined:

Sec. 113-3 – Definitions

Electric vehicle means any vehicle that operates either partially or exclusively on electrical energy from an off-board source that is stored on board.

Electric vehicle charger means battery charging equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.

Electric vehicle charger-private means an electric vehicle charger with restricted access to the public.

Electric vehicle charger-public means an electric vehicle charger that is publicly available or available to visitors of the primary use.

Electric vehicle supply equipment means any equipment or electric component used in charging electric vehicles at a specific location.

Sec. 113-174 – One-family R-1 residential district

(d) *Permitted accessory uses.* No accessory structures or use of land shall be permitted except for one or more of the following uses:

- (1) Home occupations meeting the definitions and requirements of section 113-391.
- (2) Private tennis courts, provided no portion of the paved or fenced area is within a required front yard or less than ten feet from a property line.
- (3) One private garage or carport and parking space as regulated in section 113-240.
- (4) Private automobile repair or reconditioning as regulated in section 113-250.
- (5) Planned landscape areas and edible landscape areas, including residential gardens, as defined and regulated in section 54-38.
- (6) Keeping of domestic pets as required in the Code.

- (7) Signs as provided in subsection (g) of this section.
- (8) Decorative landscape features and fences as regulated herein.
- (9) Accessory buildings other than detached private garages as regulated herein. The design and placement of the accessory buildings must be approved by the planner as being in harmony with the surrounding residential neighborhood.
- (10) Buildings temporarily located for purposes of constructing on the premises for a period not to exceed the time necessary for such construction (approved by zoning administrator).
- (11) One composting area, or one compost structure as defined in section 113-240(1), of plant material including leaves, grass clippings, plant trimmings, fruits, vegetables and peels, but excluding animal derived materials such as bones, meat scraps and dairy products, not to cover more than 25 square feet in area and five feet in height in the rear yard. A larger composting area requires a permitted accessory use permit. A compost area must be set back at least five feet from any property line. The compost shall be maintained according to accepted composting practices for the residential yard.
- (12) Garage and residential boutique sales limited to four sales each calendar year per residential unit, not to exceed ten consecutive days or two consecutive weekends each.
- (13) Keeping of chickens as regulated by the Code.
- (14) Beekeeping as regulated by the Code.
- (15) Electric vehicle chargers for private use.

Sec. 113-177 – B-1 neighborhood convenience district

- (e) *Permitted accessory uses.* The following uses shall be permitted accessory uses:
- (1) Off-street parking and loading, signs, fences, and decorative landscape features as regulated herein.
 - (2) Temporary construction buildings (approved by zoning administrator).
 - (3) Accessory structures other than private garages as regulated herein. The design, placement, screening and size of the accessory buildings must be approved by the city council as being in harmony with the surrounding business district and neighborhood after review and recommendation by the planning commission.
 - (4) Essential service structures, provided no building shall be located within 30 feet of an abutting lot in an R district. The placement of the essential service structure must be approved by the city council as being in harmony with the surrounding business district and neighborhood after review and recommendation by the planning commission.
 - (5) Public telephone booths or drive-up service. The placement of the telephone booth or drive-up service must be approved by the city council as being in harmony with the surrounding business district and neighborhood after review and recommendation by the planning commission.

- (6) Planned landscape areas and edible landscape areas, including residential gardens, as defined and regulated in section 54-38.
- (7) Electric vehicle chargers for public use.
- ~~(7)~~ (8) Other as deemed to be normal, customary, and incidental by the zoning administrator.

Sec. 113-310 – Residential districts

- (2) The following provisions apply to the R-3 and R-4 districts:
 - e. Off-street parking spaces required (one space equals 350 square feet) shall be as follows for:

Multiple-family dwellings. At least two parking spaces per dwelling unit except that two and one-half parking spaces per dwelling unit are required for multiple units of ten or less that abut no parking (on street curb) zones. At least one-half of the required spaces shall be enclosed unless the property abuts an alley. (Garage requirements may be waived for apartment projects designed and intended for occupancy by low-income families.) Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

Sec. 113-314 – Miscellaneous provisions

- (c) *Parking space.* Required parking spaces shall be at least nine feet wide and 18 feet long. Up to 50 percent of the required spaces may be designated compact spaces. Compact parking spaces shall be at least eight feet wide and 16 feet long. Compact spaces shall be identified through appropriate signage. Unless alternative requirements are designated by the city engineer, parking spaces shall be served by access drives with minimum dimensions provided as follows:

Stall Angle (degrees)	Curb Length (feet)	Vehicle Projection (feet)	Aisle (feet)	Traffic Flow
45	9	22	14	One way
60	9	21	16	One way
75	9	21	18	One way
90	9	18	24	Two way
90 compact	8	16	24	Two way
Parallel	23	8.5	22	

Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

All electric vehicle charging stations must include signage designating the space for only electric vehicle charging, unless no other spaces available. Signage must meet all guidelines as required by Article VII of this chapter.

For commercial or multifamily dwelling parking areas with ten to twenty parking stalls utilizing electric vehicle charging stations, at least one electric vehicle charging station must comply with all relevant American with Disabilities (ADA) requirements. For commercial or multifamily dwelling parking areas with more than twenty parking stalls utilizing electric vehicle charging stations, at least two electric vehicle charging stations must comply with all relevant Americans with Disabilities (ADA) requirements.

Handicapped parking spaces. Spaces for the handicapped shall be at least 12 feet wide and 18 feet in length. The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are included in the computation for the minimum parking space requirement.

SECTION 2. Effective Date. This ordinance is effective immediately upon its passage and publication.

ADOPTED this _____ day of _____, 2024, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Randall C. Gustafson, Mayor

ATTEST:

Jack Linehan, City Administrator



ITEM FOR DISCUSSION

Meeting Date	February 27, 2024
Agenda Item	E2
Attachment	See notes below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	Hollywood Court Permit Parking Petition
Description	<p><u>Background</u></p> <p>Hollywood Court in Falcon Heights has historically been a neighborhood with public street parking. This is a dead-end street, set apart from the rest of the City’s neighborhoods, with only residential properties. It is located off of Snelling Avenue, with access by Snelling Drive via Hoyt Ave. Snelling Drive only serves Hollywood Court and Amber Union. All Hollywood Court residences are backed by an alley with driveways and garages off that.</p> <p>Since the redevelopment of Amber Union into 125 apartment units, residents have contacted the City multiple times about residents of the apartments excessively parking on Hollywood Court, despite adequate parking at the apartments. This has led to more congestion and noise along the residential street.</p> <p>The City of Falcon Heights offers residential permitted parking in designated areas of the city. Residential parking permits exempt residents from 1- or 2-hour parking during posted hours. Permits do not provide exemption from other parking regulations detailed in City Code (Section 46-27). The vehicle being permitted must be registered to the address of the resident.</p> <p>Currently residential permitted parking is offer to residents living and parking on Tatum Street, Lindig Street, Prior Avenue, Maple Court, streets in University Grove, and streets in Falcon Woods, upon application and purchase of a parking permit (\$15 for the first two vehicles, \$25 for third and subsequent vehicles).</p> <p><u>City Policy & Recommendation</u></p> <p>The procedure for designating a residential permit parking area is attached. It requires a petition signed by 75% of owners of all residential structures in the area.</p>

Hollywood Court residents have submitted a petition (attached) with 14/18 properties represented, equaling approximately 78% of property owners.

Upon review of the unique character of Hollywood Court, a permit-only parking system could be a simple solution to the concerns of the residents. Considering Snelling Dr. only serves Amber Union and Hollywood Court, the only vehicles to this area should be residents, guests of residents, and any service vehicles that may need to access the buildings. Amber Union has sufficient parking for all residents and guests, as demonstrated by the owners of the property in past hearings for the upcoming Amber Flats development. With that in mind, there should not be any issue with a shortage of parking if Hollywood Court would to be designated as permit-parking only.

In addition, Amber Flats has recently been approved by City Council for development in the additional parking lot at Amber Union. This will add 96 residential units to the area. While Amber Flats will have parking available, Hollywood Court may become additional overflow parking.

Considerations

- Temporary Parking - Currently the City offers temporary parking permits for \$3.00 for two weeks. Temporary parking is available for construction and service vehicles necessary for performing work on a property, special event parking or visitor parking in a restricted parking district, and for visitor parking in a residential permit parking district.
- State Fair Parking - The current City policy is to issue permits to eligible addresses (including Hollywood Court addresses) which allows those residents to park in "State Fair Parking by Permit Only" zones if a space is available. Designating Hollywood Court as residential permit parking only would remove the need for extra State Fair parking permits to be issued by the City to these residents
- Cost to Residents - Any resident wishing to obtain a residential parking permit will need to submit an application and \$15 per vehicle (first two; \$25 for three to five vehicles) annually.
- City policy around adopting restrictions to alleviate a specific parking problem is to create restrictions that are as consistent as possible in the neighborhood and throughout the City. Generally the hours of permit parking are daytime hours (8 AM-4 PM, 2 hour parking unless by permit), however the issues on Hollywood Court appear to be generally overnight issues. The other recommended similar limitation is "15 minute parking only unless by permit." This would be something for the Planning Commission to consider in their recommendation to City Council.

	<p><u>Next Steps</u></p> <p>To move forward with designating Hollywood Court as residential permit parking, a public hearing must be held then the Planning Commission must make a recommendation of approval or denial to City Council. City Council will make the final determination.</p>
<p>Budget Impact</p>	<p>None.</p>
<p>Attachment(s)</p>	<p>E2.1 - Parking Policy E2.2 - Hollywood Ct. Parking - Public Hearing Notice - Posted E2.3 - Hollywood Ct. Parking - Public Hearing Notice - Newspaper E2.4 - Newspaper Affidavit of Publication E2.5 - Signed Petition - Hollywood Ct. Permit Parking</p>
<p>Action(s) Requested</p>	<p>Staff requests Planning Commission discuss the petition for residential permit parking on Hollywood Court and make a recommendation of approval or denial to City Council.</p>

Parking Policy

February 19, 1991

I. PARKING POLICIES

A. GENERAL

The city's parking philosophy is to provide a safe, orderly, and, when possible, convenient parking environment for residents, trade and visitors within the city, while keeping the streets primarily for safe and efficient traffic flow.

B. SPECIFIC

1. Maintain the streets primarily for safe and efficient traffic flow.
2. Maintain the residential character of the city's neighborhoods and the 'small-scale' or 'village character of the overall city by attempting to alleviate parking conflicts between residential neighborhoods and non-residential uses when they appear; and by utilizing complementary new parking facilities when they are necessary.
3. Encourage property owners to accommodate parking demands generated by the property particularly redevelopment and new development, by enforcing the parking requirements in the zoning code and working with property owners, residents and/or proprietors when parking problems develop.
4. Cover the cost of parking administration and enforcement by charging fees to the individuals for these services, whenever possible.
5. Adopt temporary parking restrictions when necessary to accommodate the Minnesota State Fair and other special circumstances.
6. Consider a variety of on-street and off-street parking solutions to parking problems including posting restrictions, permit parking, shared parking, parking lots, parking ramps, and re-routing traffic. The simplest solution shall be selected.
7. Select the most efficient and least disruptive solution to a parking problem.

II. PROCEDURES FOR HANDLING PARKING PROBLEMS

A. ORIGINATION

Parking problems arise when parking demands conflict with fixed amounts of available on and off street parking to produce an unsafe and/or inconvenient parking situation.

B. IDENTIFICATION

Parking problems come to the attention of the city when:

1. A city official reports a safety problem and/or inconvenience problem.
2. A resident(s), proprietor(s) and/or a property owner(s) reports a safety and/or an inconvenience problem.

C. EVALUATION

1. Problem: A possible immediate threat to public safety:
 - a. The appropriate city staff shall immediately research the reported parking situation. The city staff must visit the site and assess the parking conditions at various times of the day as well as collect other useful information including state and county rules governing the street(s) in question. The city planner shall prepare a written report on the nature and severity of the reported parking problem and alternative solutions for the city administrator as soon as possible but no more than five working days after the reported problem.
 - b. If the parking situation is determined to be a threat to public safety, the city administrator must take the necessary action to alleviate the dangerous situation. A report of the steps taken shall be made to the planning commission and the city council at their earliest meeting dates. Any revisions in the action taken may be made at this time.
2. Problem: A possible, but not immediate, threat to public safety and/or inconvenience to residents, businesses, and/or institutions:
 - a. If notice of the parking problem arose from a city official, city staff shall research the reported parking problem. Staff shall visit the site, assess the parking conditions at various times of the day and collect other useful information including state and county rules governing the streets in question. The staff shall also determine whether the problem area is limited to the area specified in the complaint or broader in scope.
 - b. If notice of the parking problem arose from a resident(s), proprietor(s) and/or property owner(s) complaint, the city staff shall request a formal written request be submitted to the city defining the nature of the problem, the affected area and, whenever possible, the names of other affected property owners in agreement with the problem. The city staff shall research the reported parking problem. Staff shall visit the site, assess the parking conditions at various times of the day and collect other useful information

including state and county rules governing the streets in question. If appropriate, residents and/or property owners in the affected area shall be contacted for their opinion about the existence and/or extent of the parking problem. The staff shall also determine whether the problem area is limited to the area specified in the complaint or is broader in scope.

c. If staff research suggests that the city needs to take action to alleviate the parking situation, the city planner shall make a report with the proposed alternatives to the planning commission for its review and recommendation. The planning commission recommendation and staff report will go to the city council for final action.

d. If staff research suggests that the city does not need to take action to alleviate the parking situation, the city planner shall report the state of the request at the next planning commission and city council meetings. The initiator of the parking request will be notified of the report.

III. PARKING RESTRICTIONS

A. POSTED PARKING RESTRICTIONS

1. Posting parking restrictions on streets may be used to control on-street parking problems in specific areas for various lengths of time. When such a solution is proposed, the affect on nearby streets must be taken into account.
2. Restrictions shall contain as few conditions as possible so they are easily understood and enforced.
3. Restrictions adopted to alleviate a specific parking problem shall be as consistent as possible in a neighborhood and throughout the city. For example, "two hour parking 8:00 A.M. to 4:00 P.M. Monday through Friday" should be used throughout the city rather than "one hour parking 8:00 A.M. to 4:00 p.m. Monday through Friday".
4. On-street posted signs shall include:

a) "No Parking Anytime"

"No Parking Anytime" is to be used when parking at anytime of day or night is a safety threat to the public or a chronic inconvenience to residents and/or property owners.

b) Parking for a specified period of time

Signs restricting parking for a specified period of time shall be used to control traffic turnover for commercial areas and prevent the inconvenience

to residents of long-term parking in residential neighborhoods near businesses and institutions. These shall include "15 Minute Parking", "Two Hour Parking from 8:00 A.M. to 4:00 P.M. Monday through Friday".

c) "No Parking" for a specified distance

Signs restricting parking for a specified distance are useful to eliminate safety hazards near alleys, driveways and stop signs. Examples include: "No parking between signs", "No parking here to corner".

B. RESIDENTIAL PARKING PERMITS

1. Purpose/Policy

a. Residential permit parking shall be pursued as a solution to a parking problem only when all other solutions have been determined inadequate.

b. Residential districts congested because of heavy residential and non-residential traffic and parking are eligible to request residential permit parking. It is the purpose of this policy to reduce the flow of commuter traffic from year-round non-residential traffic from parking in an adjoining residential neighborhood; to reduce air pollution and other environmental effects of automobile commuting; to enhance the quality of life in the residential areas by reducing noise, traffic hazards and litter; to protect the residents from unreasonable burdens in gaining access to their residences; to preserve the character of the residential district; to promote efficiency in maintaining the streets in a clean and safe condition; to preserve the safety of children and other pedestrians; and to promote traffic safety; and to promote the peace, good order, comfort, convenience and welfare of the inhabitants of the city.

c. No residential parking permits shall guarantee any permit holder of a designated parking space, but shall provide general parking subject to availability in designated areas during the posted, specified times.

2. Procedures for Designating Residential Permit Parking Areas

a. Submitting a request

1) Petition

The designation of a residential permit parking area shall be initiated by a petition filed with the city staff stating that residents of a particular residential area are encountering serious problems because of excessive parking by persons who are associated with nearby nonresidential uses. A filing fee shall accompany every petition. The fee is identified in the fee schedule portion of the city code.

2) Signatures

The petition must be signed by 75% of the owners of all residential structures in the area. One resident per structure may sign. No signature shall be valid where multiple residents in a household express disagreement on whether the area should have residential permit parking. Any signer may withdraw his/her name by filing a written request. If for any reason the number of signers falls below 75% prior to the public hearing, the petition shall be deemed defective and shall not be considered. The person and/or group responsible for submitting the petition will be notified of this finding prior to the public hearing.

3) Minimum Size

The request for residential permit parking must be a minimum of 600 linear feet or one block front.

b. Request Review Process

1) Staff Review

After receiving the petition, the city staff shall assess the nature of the problems, if any, caused by nonresidential parking in a residential area. The city planner shall submit a report to the Planning Commission. The report must include the following information:

- a. The need assessment for residential permit parking
- b. The specific area petitioned for residential permit parking
- c. The guidelines for who and how one may obtain a residential parking permit
- d. The potential implications of such a parking arrangement in the area
- e. If the permit parking area is recommended, the report must also include:
 - (1) A recommended review period to evaluate the residential permit parking district
 - (2) The specific area recommended for residential permit parking

3. Policy Review

The city planner shall submit the report with its recommendation to the planning commission. A public hearing shall be held on the request. The planning commission shall submit a recommendation to the city council. The city council shall make the final decision. If the city council designates a residential permit parking district, the resolution shall state the need for the district, the location, hours (if applicable), streets to be posted permit parking and the procedure for issuing permits to eligible residents.

4. Permit Eligibility and Fees

a. Resident Permits

Residents living on streets designated in the residential permit parking district may apply for a non-transferable residential parking permit for each car owned or leased, currently licensed and in operating condition at the address. A non-refundable annual residential permit fee will be charged. The fee shall be identified in the fee schedule section of the city code. A false application shall be grounds for denial of the residential permit.

b. Lost Permits

A duplicate permit may be obtained for a fee, if the application submits a notarized, written statement to the city that the original permit was lost. The fee shall be identified in the fee schedule section of the city code.

c. Placement of Permit

Annual residential parking permit stickers shall be permanently affixed to the inside of the vehicle in the lower rear corner of the left side window closest to the rear of the vehicle.

5. Review of an established district.

If antecedent conditions change and there is a lack of permit demand, the district may be reviewed and repealed.

C. EXCEPTIONS

1. Emergency Vehicles

Emergency vehicles are exempt from posted parking restrictions when responding to an emergency.

2. Snow Emergencies

After a two inch snowfall, no on street parking is allowed until the street is plowed to its full width.

3. State Fair Parking

a. Temporary "No Parking" signs shall be posted on streets so designated by the city council during the Minnesota State Fair.

b. Temporary parking permits shall be issued to residents and/or property owners of designated apartment buildings along streets designated "No Parking" by the city council during the Minnesota State Fair.

4. Temporary Parking Permits

a. Temporary permits shall be issued for the following reasons:

- (1) For construction and service vehicles necessary for performing work on a property

- (2) For special event parking or visitor parking in a restricted parking district
- (3) For visitor parking in a residential permit parking district

b. A temporary parking permit(s) shall be issued for a minimum of one day and a maximum of two weeks. The applicant shall identify the purpose for the permit(s) and the length of time required for the temporary parking permit(s).

c. A temporary parking permit shall be placed in the left lower rear corner of the left side window closest to the rear of the vehicle or in some other conspicuous spot inside the left rear of the vehicle where it is visible to law enforcement personnel.

d. A temporary parking arrangement using a bag over a sign to cover up the parking restrictions shall be issued for one to three days. The applicant shall identify the purpose for the bag(s) and the length of time required for this temporary parking arrangement. The bag(s) shall be returned by the person using it.

D. FEES

Parking permit fees are as established in the fee schedule section of the city code.

E. ENFORCEMENT

Violation of the city's parking restrictions are deemed a misdemeanor.

CITY OF FALCON HEIGHTS, MINNESOTA

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN, that the Falcon Heights Planning Commission at its regular meeting at 7:00 p.m. on February 27, 2024, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider allowing parking only by residential permit on Hollywood Court.

The proposed change will be available for review upon request no later than Friday, February 23, 2024. It will also be available on the City's website at www.falconheights.org. If you have any questions regarding the public hearing, please contact Hannah Lynch, Community Development Coordinator, at 651.792.7600 or hannah.b.lynch@falconheights.org.

Dated: February 15, 2024

Hannah Lynch, Community Development Coordinator
City of Falcon Heights, Minnesota

CITY of FALCON HEIGHTS
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**AFFIDAVIT OF PUBLICATION
STATE OF MINNESOTA
COUNTY OF RAMSEY**

Kayla Tsuchiya, being duly sworn on oath, says: that she is, and during all times herein state has been, Inside Sales Representative of Northwest Publication, LLC., Publisher of the newspaper known as the Saint Paul Pioneer Press, a newspaper of General circulation within the City of St. Paul and the surrounding Counties of Minnesota and Wisconsin including Ramsey and Kanabec. That the notice hereto attached was cut from the columns of said newspaper and was printed and published therein on the following date(s):

Saturday, February 17, 2024

Monday, February 19, 2024

Newspaper Ref./AD Number#: 71514318

Client/Advertiser: City of Falcon Heights

Kayla Tsuchiya

Kayla Tsuchiya (Feb 19, 2024 11:39 CST)

AFFIANT SIGNATURE

**Subscribed and sworn to before me this
19th day of February, 2024**

True Lee

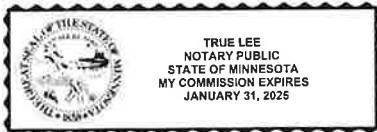


True Lee (Feb 19, 2024 11:55 CST)

NOTARY PUBLIC

Ramsey County, MN

My commission expires January 31, 2025



270 Legal Notices

**CITY of FALCON
HEIGHTS
PUBLIC HEARING
NOTICE**

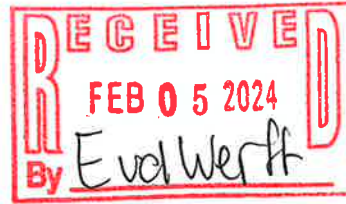
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HOLLYWOOD COURT PETITION FOR PERMIT-ONLY PARKING

SUBMISSION: February 5, 2024

Falcon Heights City Council
2077 West Larpenteur Avenue
Falcon Heights, MN 55113



receipt # 037677
check # 148

Dear Falcon Heights City Council,

We hope this letter finds you well. On behalf of the residents and homeowners of Hollywood Court, we are writing to introduce a petition regarding parking regulations on our street. We seek your consideration and support for our proposal to **designate Hollywood Court as a permit-only parking street.**

Hollywood Court has long been a vibrant and close-knit community, but in the last year, we have faced challenges related to parking congestion. The growing amount of noise, number of vehicles, trash, and thefts—coupled with non-residential traffic—has made it increasingly difficult for residents to enjoy or feel safe in our homes. Many times, we have contacted the police, your office, and Amber Union's management office to express our concerns. In response to these concerns, we have come together to propose a solution that we believe will benefit our community.

Our petition seeks to implement a permit-only parking system on Hollywood Court. This system would require vehicles parked on our street to display a valid parking permit issued exclusively to residents of Hollywood Court. By limiting parking to residents with permits, we aim to alleviate congestion, enhance security, and preserve the residential character of our neighborhood.

We believe that a permit-only parking system would bring several benefits to Hollywood Court:

Increased Security and Safety: Implementing a permit-only system enhances security by allowing only authorized vehicles to park on our street, as well as make way for emergency vehicles. This

HOLLYWOOD COURT PETITION FOR PERMIT-ONLY PARKING

SUBMISSION: February 5, 2024

measure can contribute to a safer environment, reducing the risk of unauthorized or suspicious vehicles in our neighborhood.

Reduction of Noise and Light Pollution: With fewer vehicles searching for parking, there is a possibility of reducing noise levels associated with traffic, stereos, and parking activity. There will also be fewer cars shining their headlights into our homes in the middle of the night because the street is narrow.

Preservation of Residential Character: By discouraging non-residential vehicles from parking on our street, we can preserve the residential character of Hollywood Court and maintain a peaceful and welcoming environment for residents.

We understand that implementing a permit-only parking system requires careful consideration and planning, and we are committed to working collaboratively with the City Council to address any concerns and ensure a smooth transition. We believe that by working together, we can create a parking solution that benefits all residents of Hollywood Court.

Thank you for taking the time to consider our petition. We look forward to the opportunity to discuss this matter further and to working together to improve parking conditions on Hollywood Court.



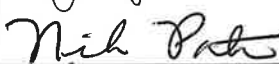
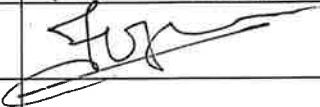
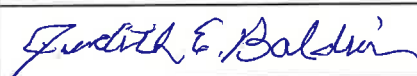

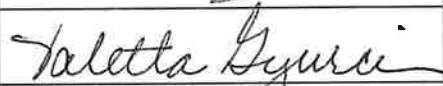



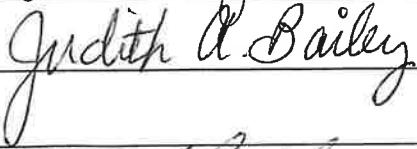

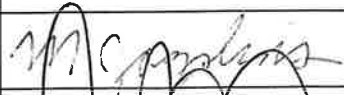
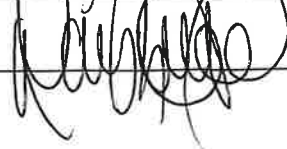
Sincerely,

The Residents & Homeowners of Hollywood Court

HOLLYWOOD COURT PETITION FOR PERMIT-ONLY PARKING

SUBMISSION: February 5, 2024

The following homeowners agree to the implementation of
permit parking only on Hollywood Court.

Name	Address	Signature
	1582 Hollywood Court	
TERRI ZBOROWSKY	1583 Hollywood Court	
ROGER CAWEN	1589 Hollywood Court	
NICOLE PORTER	1590 Hollywood Court	
* FAROOK MEAH	1597 Hollywood Court	
	1598 Hollywood Court	
JUDITH BALDWIN	1603 Hollywood Court	
LEO NGUYEN	1604 Hollywood Court	
VALETTA GYURCI	1607 Hollywood Court	
Ted Schuneman	1608 Hollywood Court	
Irene Gengler	1611 Hollywood Court	
Rachel Engle	1612 Hollywood Court	
Judith A. Bailey	1617 Hollywood Court	
	1618 Hollywood Court	
ROBERT SKANIDBERG	1624 Hollywood Court	
	1625 Hollywood Court	
Melanie Jagolino	1627 Hollywood Court	
DAVE RUSTAD	1630/1636 Hollywood Court	



ITEM FOR DISCUSSION

Meeting Date	February 27, 2024
Agenda Item	F2
Attachment	See notes below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	Cannabis Regulation Update
Description	In 2023 the Minnesota legislature legalized adult use and possession of cannabis and created the Office of Cannabis Management (OCM) to regulate the eventual marketplace of such products. As part of this, the City will eventually need to create regulations around zoning and potentially registration for any cannabis businesses that would like to locate in Falcon Heights. This is an update from the City Attorney on the current status of the OCM and timing.
Budget Impact	None.
Attachment(s)	F2.1 - Cannabis Regulation Update from Campbell Knutson
Action(s) Requested	None. Information only.

MEMORANDUM



FROM: CAMPBELL KNUTSON
DATE: FEBRUARY 7, 2024
RE: CANNABIS REGULATION UPDATE

In 2023 the Minnesota legislature legalized adult use and possession of cannabis and created the Office of Cannabis Management (OCM) to regulate the eventual marketplace of such products. Since that time, our office has monitored the actions of the OCM. OCM recently hosted a webinar to provide updates on their legislative priorities this year and when Minnesotans can expect the regulatory process to begin. This memorandum provides a brief overview of the current expectations for timing, and what Cities can expect.

Key Points and Recommendations:

We believe no action is currently necessary for cities. Under the current legislation, the final administrative rules, and therefore any applications for cannabis business licenses, will not be available until early 2025 at the earliest. OCM is also at the early stages of preparing model ordinances for cities. The model ordinances will provide further clarity and guidance on how OCM views municipalities' authority with regards to cannabis. We expect to have plenty of time to review the model ordinances and address land use and business regulation concerns prior to business license applications going live in 2025.

This timeline could change. OCM unveiled some goals to allow some cannabis stores to be open in late 2024; however, these goals would require legislative change. We will continue to monitor the legislative session.

Full Update

1. Agency Organization

OCM provided an update on its actions and current organization, presented by Interim Director Charlene Briner, rulemaking attorney Vanessa Vogl, and OCM outreach director Merone Melekin. The agency has hired for several key positions, and is working closely with staff from other agencies including the Office of Medical Cannabis within the Department of Health and the Department of Agriculture. The Office of Medical Cannabis has a team of inspectors working to oversee the hemp product market. Two inspectors from the Department of Agriculture are also helping with hemp product enforcement. OCM is seeking a legislative change to accelerate the merger of the current Department of Health-led regulations on hemp products into OCM. This merger will centralize both hemp and cannabis regulatory power within the same agency. That change could occur later this summer. OCM is also seeking to delay taking over the medical cannabis market, which could stay with the Department of Health into 2025.

2. Advisory Bodies

OCM has convened several advisory bodies to develop research questions and policy recommendations. This includes a working group dedicated to preparing model ordinances for municipalities. This working group met for the first time last week, and includes members from

the League of Minnesota Cities. Model ordinances are expected to be available sometime this summer.

3. Creation of the Online Application System and Regulations

The agency is preparing to issue licenses. OCM has hired an outside vendor to create the online application system. Currently, they are finalizing the preliminary design for testing later this spring. OCM is also finalizing draft regulations. The agency states that it will be soliciting informal comments and feedback throughout the summer, and will release the full draft regulations for a formal public comment period in fall 2024. After the public comment period, OCM will address comments and may revise some of the regulations to address public concerns. OCM will then submit the regulations to an ALJ for review. This process means that the final regulations will not be adopted and in effect until early 2025 at the earliest. The agency confirmed that no license applications will be accepted until the regulations are final, absent legislative change. Once license applications open, OCM will still have to complete its review process for the applications before issuing any licenses.

4. Legislative Advocacy

OCM also unveiled some proposals that, if passed, may pave the way for retail cannabis sales in 2024. The agency recognized that these proposals would require legislative action, and cannot be done by the agency acting on its own. First, OCM is proposing the creation of a limited class of temporary retail licenses. These temporary licenses would issue as early as summer 2024, and would provide early market access to a limited class of applicants. A temporary license would allow the licensee to operate a retail cannabis business from issuance until the state finalizes the permanent regulations. Only “social equity” applicants would be eligible for these licenses. From OCM’s perspective, this legislative change would allow for a “soft launch” for the cannabis market.

Second, OCM proposed a change in the licensing process. Currently, applicants must include their proposed premises in their license application. This includes certifications that the proposed business meets all local zoning laws. Under the current law, OCM is required to solicit input from cities about license applications as part of the initial issuing process. OCM is proposing a change this to a two-step process. First, the business would submit a general business plan, without needing to secure a specific location. OCM would review this general application and issue a provisional license. The licensee would then have to place their license by finding a location, and then submitting the location to OCM to obtain a final, permanent license. OCM hopes this will lessen the burden on applicants, which currently have to exhibit some amount of control over a location (i.e. sign a lease or purchase agreement) prior to being approved for a license. However, this change could also lessen the opportunity for city input on retail applicants who want to operate in their city. However, businesses are still subject to zoning and land use controls.

Again, both of these proposed changes would require legislative action. We will continue to monitor OCM and LMC updates on this issue, and will provide further updates if any further action is required. Please feel free to contact us if you have any questions.