



Planning Commission Agenda

Wednesday, March 4, 2026

6:30 PM

City Council Chambers

In accordance with [Minnesota Statutes §13D.02](#) and City policy, Council and Commission members may attend meetings remotely up to three times per calendar year.

(Times listed are approximate – please note that items may be earlier or later than listed on the agenda)

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Public Comment**
5. **Approval of Meeting Minutes**
 - a. Approve December 3, 2025 Minutes
6. **Communications and Recognitions**
7. **Public Hearing**
 - a. Request by Minnesota State Patrol for consideration of a Comprehensive Plan Land Use and Zoning map change for 1500 Highway 36 (PF26-001)
8. **Business**
9. **Commission Direction on Commission Member Initiated Agenda Items**
10. **Adjourn**


REQUEST FOR BOARD ACTION

Date: **3/4/2026**

Item No.: **5.a.**

Department Approval

Agenda Section

Approval of Meeting Minutes

Item Description: Approve December 3, 2025 Minutes

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Application Information

n/a

Background

n/a

Staff Recommendation

n/a

Requested Planning Commission Action

Review the December 3, 2025 minutes and make a motion to approve subject to requested corrections.

Alternative Actions

n/a

Prepared by:

Attachments: 1. December 3, 2025 Minutes



**Planning Commission Regular Meeting
City Council Chambers, 2660 Civic Center Drive
Draft Minutes – Wednesday, December 3, 2025 – 6:30 p.m.**

- 1 **1. Call to Order**
2 Chair Bjorum called to order the regular meeting of the Planning Commission at
3 approximately 6:30 p.m. and reviewed the role and purpose of the Planning Commission.
4
- 5 **2. Roll Call**
6 At the request of Chair Bjorum, City Planner Thomas Paschke called the Roll.
7
- 8 **Members Present:** Chair Erik Bjorum, Vice-Chair Pamela Aspnes, and
9 Commissioners Tammy McGehee, Allison Campbell Jensen, Jon
10 Barstad, Steve Cyra, and Erin Lynch
11
- 12 **Members Absent:** None
13
- 14 **Staff Present:** City Planner Thomas Paschke and Community Development
15 Director Janice Gundlach
16
- 17 **3. Approve Agenda**
18
- 19 **MOTION**
20 **Member McGehee moved, seconded by Member Campbell Jensen, to approve the**
21 **agenda as presented.**
22
- 23 **Ayes: 7**
24 **Nays: 0**
25 **Motion carried.**
26
- 27 **4. Public Comment**
28
- 29 **5. Review of Minutes**
30
- 31 **a. November 5, 2025, Planning Commission Regular Meeting**
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- 33 **MOTION**
34 **Member Barstad moved, seconded by Member McGehee, to approve the**
35 **November 5, 2025, meeting minutes.**
36
- 37 **Ayes: 7**
38 **Nays: 0**
39 **Motion carried.**
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- 41 **6. Communications and Recognitions:**

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7. Public Hearing

a. Consider a Request by Scott Beitz of Roseville Automotive for Motor Vehicle Repair, Auto Body Shop as a Conditional Use at 2150 Hamline Avenue (PF25-018)

Chair Bjorum opened the public hearing for PF25-018 at approximately 6:34 p.m. and reported on the purpose and process of a public hearing. He advised that this item will be before the City Council on January 12, 2026.

City Planner Paschke detailed the request by Scott Beitz for conditional use at 2150 Hamline Avenue for Roseville Automotive. The request includes expanding the business and meeting certain code requirements. The property is owned by the current Roseville Automotive owner, who is selling it. The proposal meets the criteria for conditional use as outlined in the zoning ordinance.

Mr. Scott Beitz, the applicant, clarified that the business will be an auto repair shop, not an auto body shop. He explained he planned to update the building with stone veneer and stucco and address code violations. The addition aims to improve the flow and address parking issues.

Member McGehee asked about a house next to the property and meetings with adjacent property owners.

Mr. Paschke confirmed that the applicant met with adjacent property owners and received no opposition.

Public Comment

No one came forward to speak for or against this request.

Chair Bjorum asked the applicant if he would like to speak further on the subject.

Mr. Beitz reiterated the need for the addition and the updates planned for the business.

MOTION

Member McGehee moved, seconded by Member Lynch, to recommend to the City Council approval of a CU Supporting the Motor Vehicle Repair, Auto Body Shop use at 2150 Hamline Avenue, based on the Submitted Plans and Comments and Findings of this Report (PF25-018).

Ayes: 6

Nays: 0

Abstain: 1 (Aspnes)

Motion carried.

89 **8. Business**

90
91 **a. Approve 2025 Variance Board and Planning Commission Meeting Calendar**

92 Community Development Director Janice Gundlach presented the 2026 meeting
93 calendar for approval. She noted the calendar included all meetings on the first
94 Wednesday of each month.

95
96 **MOTION**

97 **Member Bjorum moved, seconded by Member Aspnes, to approve the 2026**
98 **Meeting Calendar for the Variance Board and Planning Commission.**

99
100 **Ayes: 7**

101 **Nays: 0**

102 **Motion carried.**

103
104 **9. Commission Direction on Commission Member-Initiated Agenda Items**

105 Member Cyra raised concern about the restrictiveness of the 20-foot setback requirement
106 and wondered if these could be dealt with by Administrative approvals.

107
108 Member Barstad suggested reviewing the recent recodification of the city ordinance.

109
110 Community Development Director Gundlach explained the purpose of the recodification
111 and the process for changing zoning codes.

112
113 Member McGehee indicated in general that it is not something she would support. She
114 noted she supported this because there are not many of these in the city that she has seen,
115 and she thought the 20-foot commercial has been used well, both for drainage and
116 impervious surface coverage, not being impeded upon, and also protecting the business
117 enterprises from the residential communities in the city. She thought this gave a good
118 buffer area. She indicated she would listen to the discussion, but she liked a bigger buffer
119 area.

120
121 Chair Bjorum indicated that before there was too much discussion on this topic, he
122 thought that if the commission wanted to discuss this further, it should be added to the
123 next meeting agenda.

124
125 Member Cyra indicated this was something he wanted to have the commission to keep on
126 its radar to possibly consider in the future.

127
128 Member McGehee brought up the topic of dark skies and motion sensor lighting
129 regulations.

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131 Ms. Gundlach suggested that this may be more relevant to the City Code rather than the
132 Zoning Code.

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134 **10. Adjourn**

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MOTION
Member Barstad, seconded by Member McGehee, to adjourn the meeting at 6:53 p.m.

Ayes: 7
Nays: 0
Motion carried.


REQUEST FOR COMMISSION ACTION

Date: **3/4/2026**
 Item No.: **7.a.**

Department Approval

Janice Gundlach

Agenda Section

Public Hearing

Item Description: Request by Minnesota State Patrol for consideration of a Comprehensive Plan Land Use and Zoning map change for 1500 Highway 36 (PF26-001)

Application Information

Applicant: Leo A Daly
 Location: 1500 Trunk Highway 36
 Application Submission: February 4, 2026
 City Action Deadline: April 5, 2026
 Zoning: Employment District (E-1) and Core Mixed-Use District (MU-4)

Background

Land Use Context	Existing Land Use	Land Use Guiding	Zoning Classification
Site	Former Department of Education and North American University (also State Farm)	Employment (north) and Core Mixed-Use (south)	Employment (E-1) Core Mixed-Use (MU-4)
North	Highway 36 Water's Edge and Cedarholm GC	NA Employment Park and Recreation	NA Employment (E-1) Park and Recreation (PR)
South	Restaurant, bank, retail	Core Mixed-Use	MU-4
West	Snelling Avenue and Highway 36 interchange	NA	NA
East	Furniture store	Employment	Employment (E-1)

Level of Discretion in Decision-Making

Actions taken on a Comprehensive Plan Land Use change and Rezoning request are legislative; the City has broad discretion in making land use decisions based on advancing the health, safety, and general welfare of the community.

Proposal

The proposal by Minnesota State Patrol consists of a Comprehensive Plan Land Use Map change and subsequent Rezoning to permit the construction of their roughly 81,100 square foot headquarters with associated site improvements and amenities (Attachment 3 – project narrative and concept plans).

Specifically, the land use map change seeks to amend the existing Comprehensive Plan Land Use map from Core Mixed-Use (parcel south of Commerce Drive) and Employment (1500 Highway 36) to

23 Institutional. Similarly, the proposal seeks to amend the Official Zoning Map from Core Mixed-Use (MU-
24 4) and Employment (E-1) district to Institutional (INST) district. See Attachment 4.
25

26 On January 15, 2026, the Minnesota State Patrol and project consultant Leo A. Daly held the required
27 Open House meeting to discuss their proposal for the subject property. Seven members of the
28 community attended the meeting, mostly asking questions about the redevelopment project but not
29 about the comprehensive plan land use or zoning map designations (existing or proposed). A summary
30 of the Open House can be found in Attachment 5, which, in accordance with Zoning Code requirements,
31 has been mailed to the meeting attendees who provided their address.
32

33 While most comprehensive plan land use map amendments and rezonings are necessary to permit a
34 use/project, the State Patrol Headquarters use could be permitted under the current land use guiding
35 and zoning classifications. The request by the Minnesota State Patrol to change to the Institutional land
36 use and zoning classifications, although not required, are appropriate to ensure the use (state agency
37 headquarters facility) aligns with the intended purpose of the land use and guiding classifications for
38 civic, school, library, church, and similar uses.
39

40 Beyond ensuring the use is in alignment with the purpose and intent of underlying land use guiding and
41 zoning classifications, the State Patrol Headquarters facility has unique needs in terms of security and
42 limited public access, which the Institutional zoning district requirements are equipped to address. The
43 public will have time-appropriate access to the main office portion of the facility (west) and public training
44 sessions will occur in the garage area directly east of the courtyard. However, much of the facility must
45 be secure from the public. Given these unique security and public access needs, the Institutional
46 district offers allowances for site and building designs outside the typical standards, which make the
47 Institutional land use and guiding classifications more amendable than the Mixed-Use and Employment
48 zoning district requirements. More specifically, the Institutional district provides for the following Special
49 or Object-Oriented Buildings provision, as defined below:
50

51 *Special or Object-Oriented Buildings: In some cases, a uniquely designed building may be proposed*
52 *that is considered outside of these stated Standards due to its purpose, use, design, and/or*
53 *orientation (e.g. a memorial, special civic function, etc.). If such a building is proposed, then it may be*
54 *considered independently of these standards and would be subject to final approval by the City*
55 *Council.*
56

57 As noted earlier, the proposal could be permitted under existing zoning. To get an understanding of the
58 zoning regulation implications of the proposed change to Institutional, the City Planner reviewed the
59 proposed site plan against the zoning code to determine what requirements the proposal would require
60 relief from (or what variances would be required) if developed under the current Mixed Use and
61 Employment zoning district standards. Understanding these details is important in comparing the
62 magnitude of change the proposed Comprehensive Plan Land Use map and Zoning map amendments
63 entail. Based on the proposed site plan and the existing standards or requirements (current zoning), the
64 following outlines areas of noncompliance that would necessitate a variance:
65

66 *B. Entrance Orientation: At least one building entrance shall be oriented to the primary abutting*
67 *public street. The entrance must have a functional door. Entrances shall be clearly visible and*
68 *identifiable from the street.*

69 *D. Overhead Doors: Overhead Doors shall be located on rear or side facades*

70 *E. Frontage Requirement: A development must utilize one or more of the three options below for*
71 *placement of buildings and parking relative to the primary street:*

72 *3. At least 70% of the street frontage shall be occupied by building facades placed within 85 feet*
73 *of the front lot line. Only two rows of parking and a drive aisle may be placed within this setback*
74 *area.*

75 *3. Fences in front yards shall not exceed 4 feet in height. Notwithstanding this limitation, fences in*
76 *front yards which are adjacent to the side or rear yards of abutting lots may be as tall as 6.5 feet.*

77
78 However, moving forward with Comprehensive Plan Land Use and Zoning map changes to Institutional
79 eliminates the need to undergo the variance process given the Special or Object-Oriented Building
80 provision outlined above.

81
82 **Comprehensive Plan Land Use Map Change**
83 Applicant-initiated Comprehensive Plan and Official Zoning Map changes undergo the same open house
84 and public hearing process as City-initiated map changes. They also require a recommendation by the
85 Planning Commission to approve a change to the Comprehensive Plan with an affirmative vote of at
86 least 5/7ths of the Planning Commission’s total membership.

87
88 As stewards of the Comprehensive Plan, staff have been advancing specific goals, policies, and
89 strategies contained within the Land Use chapter of the Plan since its last update in 2019. Similarly,
90 when developments come forward seeking guidance concerning the Comprehensive Plan, staff work
91 with these individuals on whether a proposed project advances any goals and/or strategies outlined in
92 the Plan. Beyond this general guidance, and because Comprehensive Plan amendments offer the
93 greatest level of discretion in the decision-making process, the Zoning Code offers no other parameters
94 to guide a decision on whether to approve or deny.

95
96 To aid the Commission in their decision-making process, Planning Division staff have included the
97 following two goals from the Comprehensive Plan, and their associated strategies, that align well with
98 this proposal:

99
100 ***Goal — Create regulations that allow renovation and redevelopment of spaces that could be***
101 ***used to support a variety of small businesses.***

102
103 ***Strategies:***
104

- Promote and support the redevelopment of physically and economically obsolete or underutilized

105 property.

106
107 ***Goal — Create an attractive, vibrant, and effective city with a high quality of life by implementing***
108 ***placemaking principles in the design and management of the public realm.***

109
110 ***Strategies:***
111

- Create design standards for both vertical and horizontal mixed-use developments, not only so

112 that the uses are compatible, but so that the scale, mass, and feel of new development
113 enhances the desired community character.

114
115 As has been stated previously, the request by the Minnesota State Patrol to change to Institutional land
116 use and zoning classifications are to ensure the use (state agency headquarters facility) aligns with the
117 intended purpose of the land use and guiding classifications for civic, school, library, church, and similar
118 uses. Further, the proposal does not negatively impact the related goals and strategies of the
119 Comprehensive Plan, outlined above. Therefore, Planning Division staff support the proposed
120 Comprehensive Plan Land Use map change from Employment and Core Mixed-Use to Institutional.

121
122 **Zoning Map Change**
123 It is required that the City’s official Zoning Map aligns with the Comprehensive Plan’s land use map. If
124 the Comprehensive Plan change is supported and recommended for approval by the Planning
125 Commission, the requested Zoning Map change becomes a procedural step to ensure the zoning map
126 continues to be “consistent with the guidance and intent of the Comprehensive Plan” as required in City
127 Code §1009.04 (Zoning Changes). Given staff’s support of the Comprehensive Plan land use map

change, Planning Division staff supports the rezoning of the properties from Employment (E-1) District and Core Mixed-Use (MU-4) District to Institutional (INST) District.

Staff Recommendation

Planning Division staff recommends the Planning Commission recommend to the City Council approval of the requested Comprehensive Plan Land Use map amendment from Employment and Core Mixed-Use to Institutional and a rezoning from Employment District (E-1) and Core Mixed-Use (MU-4) to Institutional (INST).

Requested Planning Commission Action

Planning Division staff recommend the following:

1. By Motion, recommend to the City Council the property at 1500 Highway 36 (includes the following three parcels – 10-29-23-33-0001, 10-29-23-34-0002 and 10-29-23-33-0002) be re-guided from a Comprehensive Plan Land Use map designation of Core Mixed-Use and Employment to Institutional.
2. By Motion, recommend to the City Council the property located at 1500 Highway 36 be rezoned from Employment District (E-1) and Core Mixed-Use District (MU-4) to Institutional (INST) District.

These recommendations are based on community and neighborhood comments, Planning Commissioner input, and the information contained within, and provided as attachments to, this Request for Planning Commission Action.

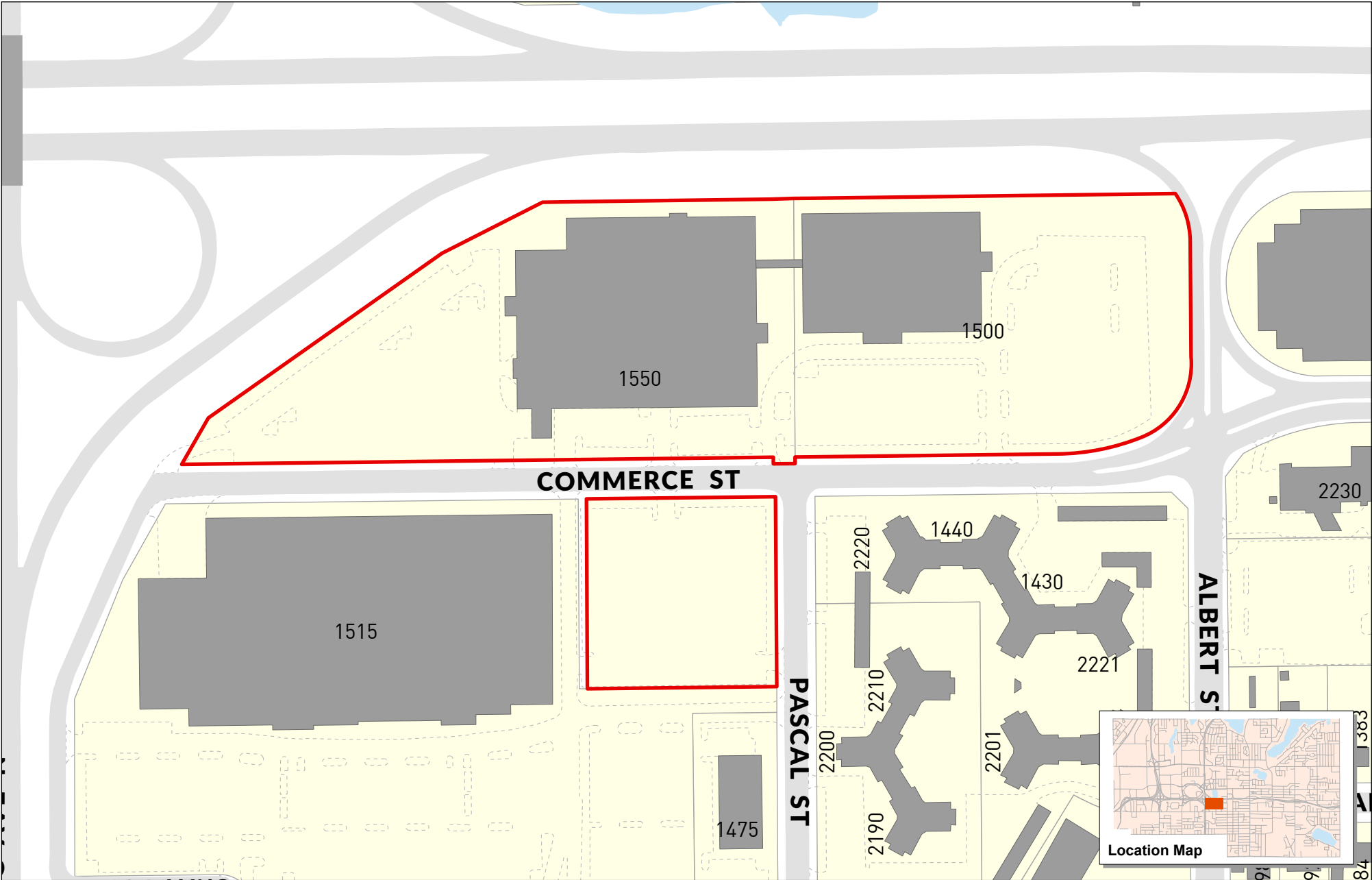
Alternative Actions

1. Pass a motion to table the item for future action. An action to table consideration of the requested variance must be based on the need for additional information or further analysis to reach a decision on one or both requests. Tabling may require extension of the 60-day action deadline established in Minn. Stat. 15.99 to avoid statutory approval.
2. Adopt a resolution denying the requested land use map change and rezoning. A denial must be supported by specific findings of fact based on the Planning Commission's review of the application, applicable comprehensive plan and zoning code items, and the public record.

Prepared by: Thomas Paschke, City Planner

- Attachments:**
1. Base Map
 2. Aerial Photo
 3. Minnesota State Patrol Narrative and Site Plan
 4. Current and Proposed Comprehensive Plan Designations
 5. Open House Summary

Attachment 1: Planning File 26-001

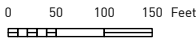


ROSEVILLE
 Prepared by:
 Community Development Department
 Printed: February 25, 2026

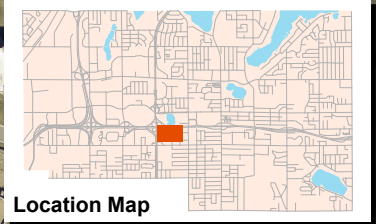
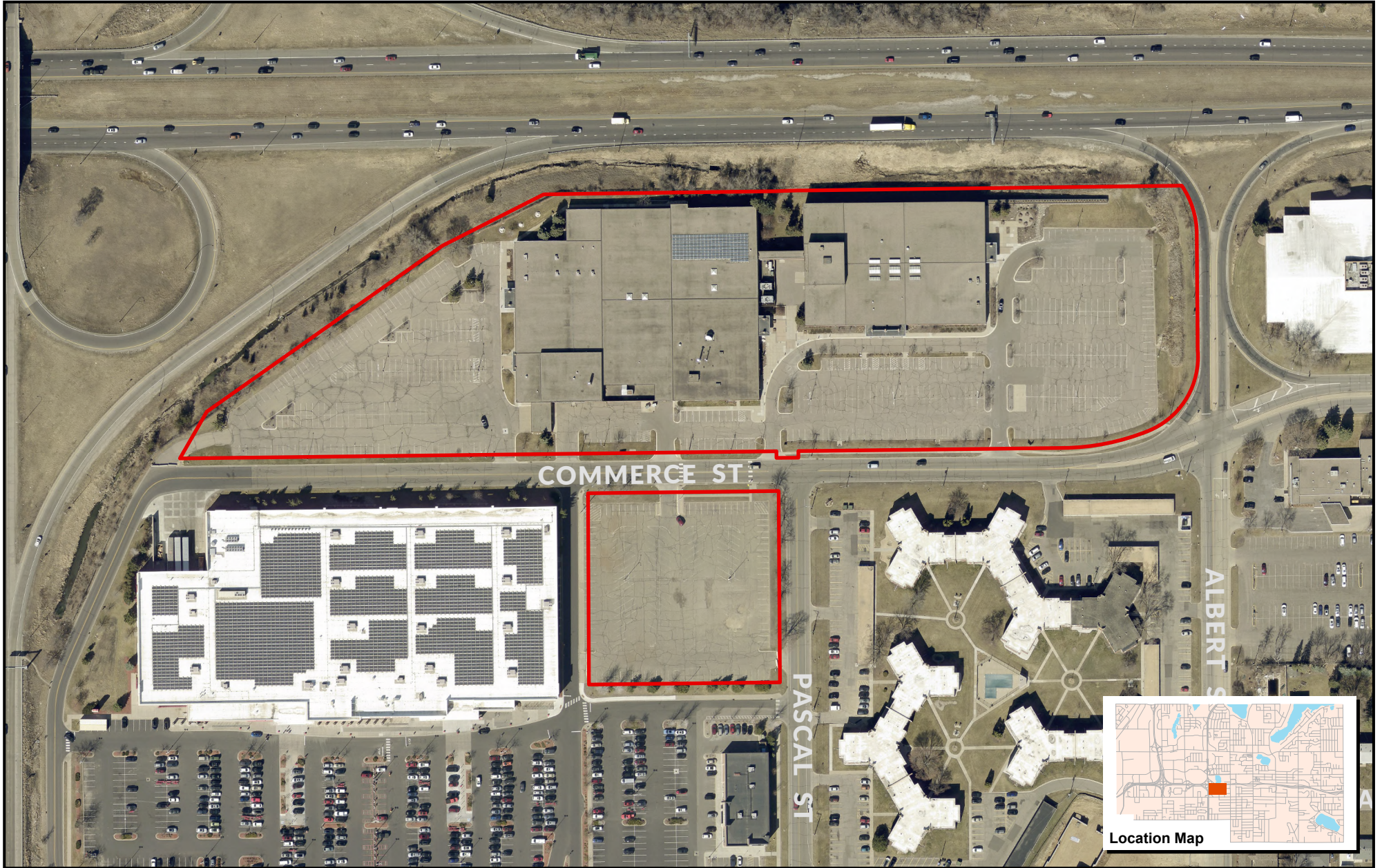

Site Location

Data Sources
 * Ramsey County GIS Base Map (2/14/2026)
 For further information regarding the contents of this map contact:
 City of Roseville, Community Development Department,
 2660 Civic Center Drive, Roseville MN

Disclaimer
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



Attachment 2: Planning File 26-001



DRAFT

LEO A DALY

PLANNING

ARCHITECTURE

ENGINEERING

INTERIORS

December 18, 2025

SUBJECT: Minnesota State Patrol – Open House Application Narrative for Zoning Map Change**PROJECT LOCATION: 1500 Highway 36 W, Roseville, MN 55113**

The Minnesota Department of Public Safety has confirmed its plans for constructing the state's first ever purpose-built law enforcement facility for the Minnesota State Patrol.

This 50-year modern-day law enforcement focused facility will better unify the staffing and support services of the Minnesota State Patrol, thus ensuring more efficient response and service to the public across the entire state. A focus on wellness, security, as well as sustainable construction processes and systems will provide an appropriate foundation for State Law Enforcement and the State Patrol to best serve the state for decades to come.

The facility will provide dedicated office space, meeting rooms, collaboration spaces for use with other City, County, and Federal Agencies, secured evidence processing, a dedicated vehicle garage, K9 focused areas, among other dedicated law enforcement focused support spaces.

The exterior site will include a focus on natural landscapes that represent the varied biomes of Minnesota, including the Prairie Pothole, North Shore rock faces, The Driftless and Big Woods areas.

In order to best provide this new facility on this parcel and avoid multiple variances, and/or conditional use permits, through coordination with the City of Roseville it was determined that a change of zoning from "E-1 – Employment" & "MU-4 – Core Mixed Use" to "INST – Institutional" is appropriate. This would best serve the purposes of the design, construction, and final use, as is needed for the operational success of the Minnesota State Patrol.

Below are initial concept renderings of this new facility. Please also see the attached concept site plan for layout and use of the site as well.

LEO A DALY

December 18, 2025

MN State Patrol Headquarters – Open House Application Narrative

Page 2

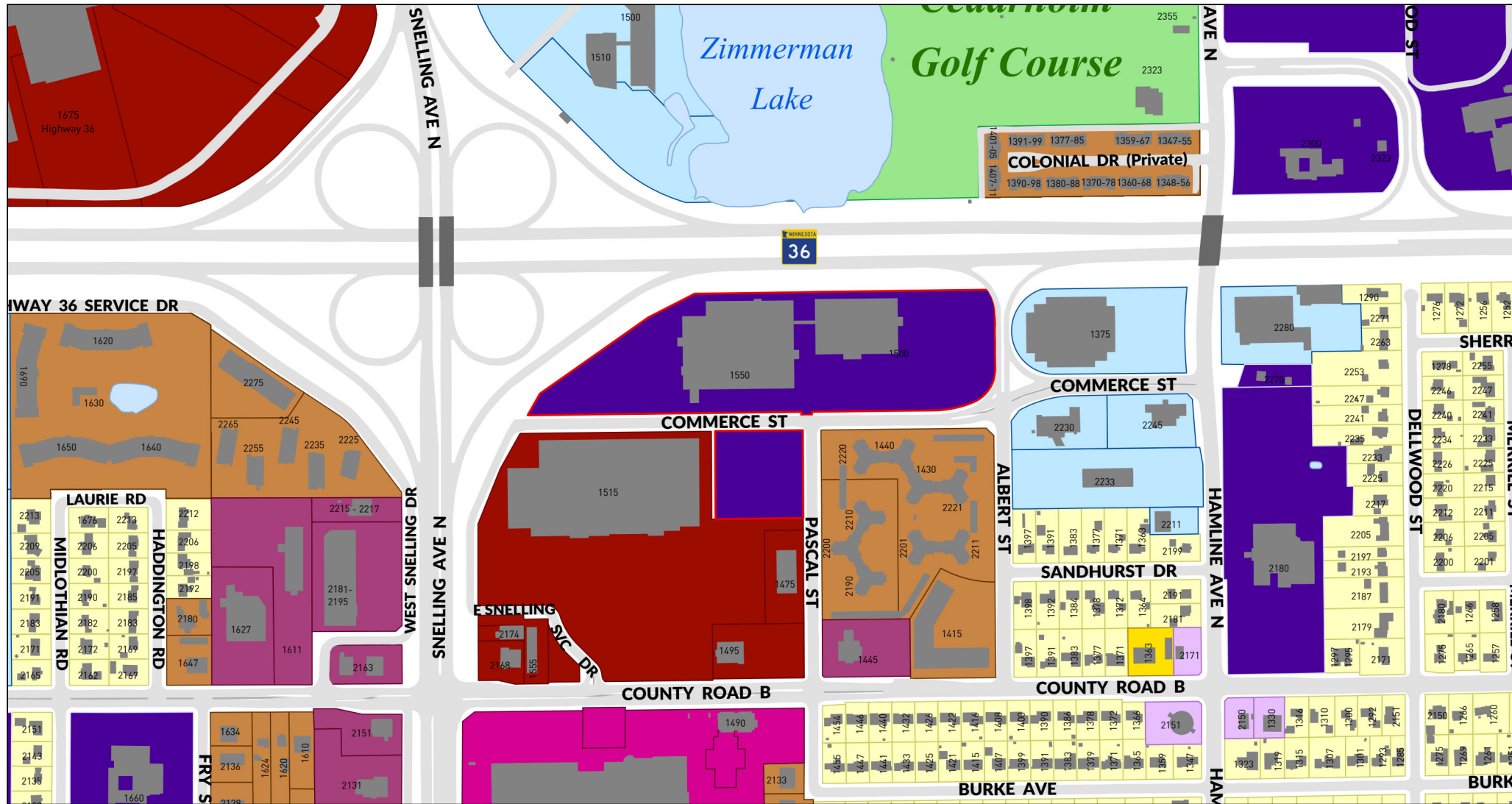
DRAFT



Rendering from Highway 36 facing East



Rendering from Highway 36 facing West



Proposed Comprehensive Plan (Future Land Use)

- | | | | |
|--|--|---|---|
| Residential | Mixed Use | Employment | Public / Institutional |
| Low Density Residential | Neighborhood Mixed Use | Employment | Institutional |
| Medium Density Residential | Community Mixed Use | Employment Center | Park/Open Space |
| High Density Residential | Corridor Mixed Use | Industrial | Golf Course |
| | Core Mixed Use | | Railroad |
| | | | Water Ponding |



LEO A DALY

PLANNING
ARCHITECTURE
ENGINEERING
INTERIORS

February 11, 2026

Thomas Paschke, City Planner
City of Roseville, MN
2660 Civic Center Drive
Roseville, MN 55113
651-792-7000
thomas.paschke@cityofroseville.com

Subject: Minnesota State Patrol Headquarters – Zoning Map Change Open House Summary & Sign-in

Dear Mr. Paschke,

LEO A DALY (LAD) is pleased to present this letter with the outcome of the recent Open House event conducted at the Roseville City Hall, regarding re-zoning and comp plan adjustments for the new Minnesota State Patrol Headquarters project to be located at 1500 Highway 36 W, Roseville, MN 55113.

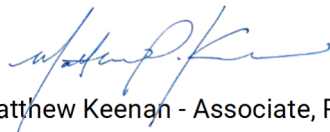
The intent of this open house was to allow residents within a 500' zone (area of notice) surrounding the property to learn more about the project and comment specifically on the requested change to rezone this property from E-1 & MU-4 to INST (institutional). Although no comments were received on the zoning change, LAD alongside The State of Minnesota and State Patrol, answered questions focusing on the initial design and use of the new proposed facility.

Comments received focused on traffic concerns from Highway 36 at the existing Albert Street Off/On ramp (MnDOT property), as well as pedestrian access from Hamline Ave and the Highschool nearby that often access this area and the properties to the south. The consensus on the use and layout/design of the proposed facility was generally well received and positive. But again, no specific concerns noted on re-zoning.

Please see the attached sign-in sheet for record of the residents who attended this open house event.

We appreciate this opportunity to work with the City of Roseville on this project.

Sincerely,
LEO A DALY



Matthew Keenan - Associate, Project Director
mpkeenan@leoadaly.com

cc: File