

MEMORANDUM

To: Business, Housing, and Zoning Committee of the City Council
Prepared By: Alex Kohlhaas, Senior City Planner, (612) 673-3950
Date: July 21, 2026
Subject: Agenda Item #3, 219 4th St S (PLAN21712)

The agenda for the July 21, 2026 meeting of the Business Housing and Zoning Committee includes item #3, a quasi-judicial public hearing for an application for an interim use permit for a proposed emergency shelter at 219 4th Street South. The published staff report for this item references a maximum shelter capacity of 312 people as proposed by the applicant in their submitted application materials. A maximum capacity of 312 is also noted in the applicant's written statement of proposed use and description of the project as well as their floor plans, both of which are included as attachments to the staff report.

After the agenda and related materials for the July 21 meeting were published, the applicant contacted CPED staff to state that they have revised their proposal to have maximum capacity of 280 people instead of 312 as previously indicated.

Furthermore, the staff recommendation for approval of this item includes a recommended condition that the applicant comply with the standards of the zoning ordinance regarding the location of required long-term bicycle parking spaces. Specifically, a minimum of eight long-term bike parking spaces are required, and not less than 50% of the required long-term bike parking spaces must be accessible without use of stairs or an elevator, in addition to other standards.

Following staff report publication, the applicant has since expressed their interest in requesting a waiver to this specific standard of the zoning ordinance regarding location of long-term bike parking spaces without use of stairs or an elevator. The applicant is proposing to provide all eight required long-term bike parking spaces in the basement of the building, which is accessible by both stairs and an elevator.

For interim use permit applications, the zoning ordinance allows the City Council to waive conditions that would apply to an interim use upon a finding that the temporary nature of the interim use will eliminate the adverse effects the condition was intended to prevent. If approved, the ordinance allows interim use permits to be granted for up to five years. In this case, the applicant is requesting that this interim use permit be approved through August 31, 2029.