

**PLANNING COMMISSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, February 3, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:           Commissioner Ralph Brauer  
                                  Commissioner Bryan Rogers  
                                  Commissioner Gary Van Scoy

Members Absent:           Chairperson Gary Levine  
                                  Commissioner Andrew Dunaway

Also Present:               Associate Planner Tim Gladhill  
                                  Economic Development/Marketing Manager Aaron Backman

**CALL TO ORDER**

Vice Chairperson Van Scoy called the regular meeting to order at 7:01 p.m.

**CITIZEN INPUT**

None

**APPROVAL OF AGENDA**

Motion by Commissioner Brauer, seconded by Commissioner Rogers, to approve the agenda as presented.

Motion Carried. Voting Yes: Vice Chairperson Van Scoy, Commissioners Brauer, and Rogers.  
Voting No: None. Absent: Chairperson Levine and Commissioner Dunaway.

**APPROVE PLANNING COMMISSION MINUTES**

Motion by Commissioner Brauer, seconded by Commissioner Rogers to approve the following minutes with spelling correction on page two:

- 1) Planning Commission regular meeting minutes dated January 6, 2011.

Motion Carried. Voting Yes: Vice Chairperson Van Scoy, Commissioners Brauer, and Rogers.  
Voting No: None. Absent: Chairperson Levine and Commissioner Dunaway.

## **NOTE CITY COUNCIL MINUTES**

The following Council minutes were noted:

- 1) City Council regular meeting minutes dated December 14, 2010

## **PUBLIC HEARINGS/COMMISSION BUSINESS**

**Case #1: Public Hearing –Request for a Home Occupation Permit to Operate a Home Office for Carefree Home Services at 7830 149<sup>th</sup> Lane NW; Case of Michael Beach**

### **Public Hearing**

Vice Chairperson Van Scoy called the public hearing to order at 7:03 p.m.

### **Presentation**

Associate Planner Gladhill presented the Staff Report.

### **Citizen Input**

Commissioner Brauer stated he liked the questionnaire used in the home occupation application, it answers questions before meeting.

Associate Planner Gladhill stated that the questionnaire came about when amending the Home Occupation ordinance and it has helped streamline the process.

Michael Beach, 7830 149<sup>th</sup> Lane, the applicant, stated that people coming to the house for the pre-hire process would be at the house approximately two hours, employees dropping off paperwork, just a couple minutes.

Vice Chairperson Van Scoy questioned if the people that come by work at his home. Mr. Beach replied that there is one non-resident employee that works at his home.

Associate Planner Gladhill clarified that the number of employees is determined by the number of vehicle trips per day, an employee arriving and an employee leaving is figured into the traffic counts.

Vice Chairperson Van Scoy asked Mr. Beach what is the most activity he would expect in a day. Mr. Beach replied that on a really busy day it would be about five. Today there was no one and there is no chance that all the employees would be there at once. He continued that he has ample parking and at the most there would be four vehicles at any one time. He has instructed everyone to park in the driveway.

Mr. Beach stated that the nature of the business is home health care; the employees go to the client's home.

Motion by Vice Chairperson Van Scoy, seconded by Commissioner Brauer, to close the public hearing.

Motion Carried. Voting Yes: Vice Chairperson Van Scoy, Commissioners Brauer, and Rogers. Voting No: None. Absent: Chairperson Levine and Commissioner Dunaway.

The public hearing closed at 7:11 p.m.

### **Commission Business**

Discussion ensued regarding findings of fact #13.

Motion by Commissioner Brauer, seconded by Vice Chairperson Van Scoy, to recommend that the City Council adopt the resolution adopting findings of fact favorable to the applicant with findings of fact #13 to read "That the Home Occupation does employ one (1) full-time person that does not live in the dwelling unit on the Subject Property. Additional non-resident employees will arrive at the Subject Property for activities related to paperwork, but will not work at the Subject Property. All activities other than storing vehicles and equipment will occur off-site."

Motion Carried. Voting Yes: Vice Chairperson Van Scoy, Commissioners Brauer, and Rogers. Voting No: None. Absent: Chairperson Levine and Commissioner Dunaway.

Motion by Commissioner Brauer, seconded by Commissioner Rogers to recommend that the City Council adopt the resolution approving the Home Occupation based on Findings of Fact.

Motion Carried. Voting Yes: Vice Chairperson Van Scoy, Commissioners Brauer, and Rogers. Voting No: None. Absent: Chairperson Levine and Commissioner Dunaway.

#### **Case #2: Staff Update**

The Staff Update was noted.

#### **Case #3: Zoning Bulletin**

The Zoning Bulletin was noted.

### **OTHER COMMISSION BUSINESS**

Associate Planner Gladhill presented the foreclosure report.

Vice Chairperson Van Scoy requested an update on the process for filling the positions on the commission.

Associate Planner Gladhill stated that by the April meeting there will be a full commission. The first review of interested parties will take place February 18<sup>th</sup>, following that at a city council work session the end of February they will review the applications and take formal action in March, the intent is to have commissioners appointed April 1<sup>st</sup>.

Vice Chairperson Van Scoy requested the process that is going to be utilized for renewing members be sent out again.

## **ADJOURNMENT**

Motion by Commissioner Brauer, seconded by Commissioner Rogers, to adjourn the meeting.

Motion Carried. Voting Yes: Vice Chairperson Van Scoy, Commissioners Brauer, and Rogers.  
Voting No: None. Absent: Chairperson Levine and Commissioner Dunaway.

The regular meeting of the Planning Commission adjourned at 7:30 p.m.

Respectfully submitted,

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Tim Gladhill  
Associate Planner

ATTEST:

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JoAnn Shaw  
Planning Division Secretary

*Drafted by JoAnn Shaw*