

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, April 7, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Gary Levine
 Commissioner Ralph Brauer
 Commissioner Andrew Dunaway
 Commissioner Gary Van Scoy
 Commissioner Joe Field
 Commissioner Rob Schiller
 Commissioner Randy Bauer

Also Present: Senior Planner Tim Gladhill
 Associate Planner/Environmental Coordinator Chris Anderson
 Economic Development/Marketing Manager Aaron Backman
 Management/Planning Intern Patrick Brama

CALL TO ORDER

Chairperson Levine called the regular meeting to order at 7:13 p.m.

CITIZEN INPUT

None.

APPROVAL OF AGENDA

Motion by Commissioner Van Scoy, seconded by Commissioner Dunaway, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Van Scoy, Brauer, Schiller, Field, Bauer and Dunaway. Voting No: None. Absent: None.

APPROVE PLANNING COMMISSION MINUTES

Motion by Commissioner Dunaway, seconded by Commissioner Van Scoy to approve the following minutes as presented:

- 1) Planning Commission regular meeting minutes dated March 3, 2011.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Dunaway, Bauer, Schiller and Van Scoy. Voting No: None. Abstain: Commissioner Field. Absent: None.

NOTE CITY COUNCIL MINUTES

The following Council minutes were noted:

- 1) City Council regular meeting minutes dated February 8, 2011

PUBLIC HEARINGS/COMMISSION BUSINESS

Case #1: Appointment of Chairperson and Vice Chairperson

Senior Planner Gladhill presented the Staff Report.

Motion by Commissioner Dunaway, seconded by Commissioner Bauer, to appoint Gary Levine as Chairperson of the Planning Commission through March 31, 2011.

Motion Carried. Voting Yes: Commissioners Brauer, Field, Dunaway, Bauer, Schiller and Van Scoy. Voting No: None. Abstain: Chairperson Levine. Absent: None.

Motion by Commissioner Bauer, seconded by Commissioner Brauer, to appoint Gary Van Scoy as Vice Chairperson of the Planning Commission through March 31, 2012.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Field, Dunaway, Bauer, and Schiller. Voting No: None. Abstain: Commissioner Van Scoy. Absent: None.

Case #2: Introduce Ordinance to Amend City Subdivision Code Related to Financial Sureties for Required Improvements

Senior Planner Gladhill presented the Staff Report and noted that the proposed ordinance amendment is only applicable to commercial, industrial and public/quasi public projects. He further stated that this would only give the City the ability to discuss surety requirements to ensure that it is fair and equitable.

Motion by Commissioner Bauer, seconded by Commissioner Dunaway, to recommend that the ordinance be introduced to amend the City's subdivision regulations relating to financial sureties.

Discussion:

Commissioner Van Scoy asked how the City will verify that the City is adequately protected if this is adopted.

Senior Planner Gladhill stated that a consideration could be to withhold a Certificate of Occupancy until the private improvements are complete or collect a Letter of Credit surety or cash escrow to cover any outstanding private improvements.

Economic Development/Marketing Manager Backman inquired what adjacent communities do.

Senior Planner Gladhill stated that it doesn't appear that any other communities waiver from a surety requirement on public improvements.

Commissioner Dunaway asked if it would help to reduce the 125% surety requirement to a lesser amount.

Senior Planner Gladhill stated that it would likely need to be substantially less than 100% of the required improvements.

Commissioner Brauer asked if language could be incorporated into the ordinance amendment such that clarify when these alternative securities could be used.

Senior Planner Gladhill stated that his recommendation would be to continue to require a standard letter of credit either under the zoning or subdivision standards unless city-initiated projects are backed by assessments back to the benefiting property or properties and also that the City would have the flexibility to withhold the Certificate of Occupancy for private improvements separate from the public improvements.

Commissioner Van Scoy asked if this is intended to provide a competitive advantage for the City.

Senior Planner Gladhill stated that may be an outcome but that it is not the purpose of the amendment.

Commissioner Bauer accepted the friendly amendment with the suggested language provided by Senior Planner Gladhill.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Dunaway, Van Scoy, Field, Brauer, Schiller and Bauer. Voting No: None. Absent: None.

Case #3: Presentation of the Basics of Planning and Zoning

City Staff presented the presentation and addressed questions from the Planning Commission.

Case #4: Staff Update

The Staff Update was noted.

Associate Planner/Environmental Coordinator updated the Planning Commission regarding the upcoming Business Expo at the Fountains of Ramsey and the Environmental Expo & Tree Sale at the Municipal Center. Both events will be held on April 30, 2011 from 9am to 2pm.

Case #5: Upcoming Training Opportunities.

Senior Planner Gladhill identified several upcoming training opportunities that the Planning Commission may find interesting.

Case #6: Planning Minnesota—Official Newsletter of the American Planning Association, Minnesota Chapter

The newsletter was noted.

Case #7: Zoning Bulletins

The Zoning Bulletins were noted.

OTHER COMMISSION BUSINESS

ADJOURNMENT

Motion by Commissioner Dunaway, seconded by Commissioner Van Scoy, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Dunaway, Van Scoy, Field, Bauer, Schiller and Brauer. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 8:57 p.m.

Respectfully submitted,

Chris Anderson
Associate Planner/Environmental Coordinator

ATTEST:

JoAnn Shaw
Planning Division Secretary