

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 6, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Gary Levine  
  Commissioner Randy Bauer  
  Commissioner Ralph Brauer (arrived at 7:01 p.m.)  
  Commissioner Joseph Field  
  Commissioner Matthew Maul  
  Commissioner Cindy Nossen  
  Commissioner Gary VanScoy

Members Absent:                   None

Also Present:                       Development Services Manager Timothy Gladhill  
  Associate Planner/Environmental Coordinator Chris Anderson

**1.     CALL TO ORDER**

Chairperson Levine called the regular meeting to order at 7:00 p.m.

**2.     CITIZEN INPUT**

None.

**3.     APPROVAL OF AGENDA**

Motion by Commissioner VanScoy, seconded by Commissioner Maul, to approve the agenda as presented.

Motion Carried.   Voting Yes:   Chairperson Levine, Commissioners VanScoy, Maul, Bauer, Brauer, Field, and Nossen.   Voting No:   None.   Absent:   None.

**4.     APPROVE PLANNING COMMISSION MINUTES**

**4.01:  Approve the Following Planning Commission Minutes:**

**4.01.1: Planning Commission Meeting Minutes Dated May 2, 2013**

Motion by Commissioner VanScoy, seconded by Commissioner Nossen, to approve the following minutes as presented: Planning Commission Meeting Minutes dated April 4, 2013.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners VanScoy, Nossen, Bauer, Brauer, Field, and Maul. Voting No: None. Absent: None.

## **5. PUBLIC HEARINGS/COMMISSION BUSINESS**

### **5.01: Public Hearing: Consider Request for Conditional Use Permit to Maintain Two Horses on 2.50 Acres Located at 8010 176<sup>th</sup> Lane NW; Case of Linda Eidem**

#### **Public Hearing**

Chairperson Levine called the public hearing to order at 7:03 p.m.

#### **Presentation**

Development Services Manager Gladhill presented the staff report noting the City received a request for a Conditional Use Permit to maintain two (2) horses at 8010 176<sup>th</sup> Lane NW. City Code allows horses to be maintained on parcels between 1.5 acres and 2.99 acres in size as a conditional use. Staff reviewed the site plan in detail with the Commission. He explained that as long as the owner can abide by the terms of the ordinance and the Conditional Use Permit, the City may grant approval as requested in the amended Resolution.

#### **Citizen Input**

Vicky Orcott, 17631 Carnelian Street, did not object to the horses. She recommended the Commission approve the request.

Scott Moline and Linda Eidem, 8010 176<sup>th</sup> Lane NW, thanked the Commission for considering their request this evening. Mr. Moline stated he lives and works in Ramsey. He indicated his daughter worked with horses. Ms. Eidem expressed concern with her adjacent neighbors and the trash in their yard stating the issue with their neighbors led to the Conditional Use Permit request.

Commissioner Field was pleased that one neighbor was her voicing support this evening. He encouraged the applicants to move forward and work through the issues with their neighbor.

Commissioner Brauer questioned how long the horses have been on this property.

Ms. Eidem estimated the horses have been on the property for the past six years. She stated the second horse was for her daughter and the permit would allow for training in the future.

Commissioner Bauer asked how many horses could reside on the property full-time.

Development Services Manager Gladhill commented a lot this size would allow for two horses.

Commissioner Brauer inquired if the code would allow for temporary housing of horses to allow for their daughter to provide training.

Development Services Manager Gladhill stated the code was silent on this as it states two horses were allowed on parcels 2.5 acres in size.

Commissioner VanScoy interpreted the horses coming to the property for training to be transients and would be allowed short term on the property.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Brauer, Field, Maul, and Nossen. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 7:23 p.m.

### **Commission Business**

Motion by Commissioner Bauer, seconded by Commissioner Brauer, to recommend that City Council adopt Resolution #13-06-087 adopting Findings of Fact #0912 related to the request for a Conditional Use Permit.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Brauer, Field, Maul, Nossen, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Bauer, to recommend that City Council adopt the amended Resolution #13-06-033 granting approval of the Conditional Use Permit for Linda Eidem.

### **Further discussion**

Commissioner Field requested clarification on the motion.

Commissioner VanScoy indicated his motion was to approve the amended draft Resolution.

Commissioner Brauer suggested the Resolution state the applicant shall cleanup all manure on City streets from their horses.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners VanScoy, Bauer, Brauer, Field, Maul, and Nossen. Voting No: None. Absent: None.

**5.02: Public Hearing: Consider Request for a Conditional Use Permit to Exceed Allowable Square Footage for a Detached Accessory Building; Case of Michael and Diane Dahlberg**

**Public Hearing**

Chairperson Levine called the public hearing to order at 7:29 p.m.

**Presentation**

Associate Planner/Environmental Coordinator Anderson presented the staff report stating the City received an application for a conditional use permit to exceed the allowable square footage for accessory building space on the property located at 9321 169<sup>th</sup> Avenue NW. The purpose of the request was to create storage space for vehicles, equipment and other items, while also providing additional storage space for special needs equipment and a handicap accessible van for a family member. He noted the subject property was 2.21 acres in size and could have up to 2,400 square feet of accessory building space and up to three (3) accessory buildings. The requested detached accessory building was 3,072 square feet in size. Staff reviewed the site plan in detail with the Commission and recommended approval of the conditional use permit request.

**Citizen Input**

Michael Dahlberg, 9321 169<sup>th</sup> Avenue NW, thanked the Commission for considering his request this evening and for all of the assistance he has received from staff.

Commissioner Field asked when the two existing accessory structures were built.

Mr. Dahlberg estimated the buildings were built in the late 70's or early 80's.

Commissioner VanScoy commented the ordinance allows for 2,400 square feet. He questioned why Mr. Dahlberg was requesting a building over this amount. He wanted to be assured the space was needed.

Mr. Dahlberg explained the building would meet the needs of his family while also allowing him to park his classic cars indoors.

Chairperson Levine inquired the square footage of the two existing accessory structures.

Associate Planner/Environmental Coordinator Anderson estimated this to be 1,750 square feet.

Motion by Commissioner Field, seconded by Commissioner Maul, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, Maul, Bauer, Brauer, Nossen, and VanScoy. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 7:44 p.m.

### **Commission Business**

Commissioner Field requested information from staff on the necessary requirements for a conditional use permit.

Development Services Manager Gladhill reviewed these elements with the Commission noting there was some level of flexibility within each request.

Commissioner Field was pleased to see the applicant had nine letters of support for this project. He asked if the surrounding properties were 2+ acres in size.

Associate Planner/Environmental Coordinator Anderson commented the neighboring properties ranged from about 1.5 to 2+ acres.

Commissioner Field was pleased that the old structures would be removed to make room for the new building. He noted the applicant had enough space on his corner lot for the structure and had the support of his neighbors. For these reasons, he supported the request.

Commissioner Bauer added that the proposed building would clean up the applicant's property.

Commissioner VanScoy agreed.

Commissioner Brauer approved of the overage due to the fact medical equipment would be stored in the accessory structure. It was his opinion that without the medical equipment, the applicant could meet the City's standards.

Chairperson Levine agreed stating he supported the request from Mr. Dahlberg.

Motion by Commissioner Field, seconded by Commissioner Bauer, to recommend that City Council adopt Resolution #13-06-104 adopting Findings of Fact #0915 relating to the applicant's request for a Conditional Use Permit.

### **Further discussion**

Commissioner Brauer suggested the findings of fact note that the applicant would be storing 200 to 300 square feet of medical equipment that would be stored in the proposed accessory structure.

Commissioner Field suggested this language not be added. The Commission agreed.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, Bauer, Brauer, Maul, Nossen, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner Bauer, seconded by Commissioner Maul, to recommend that City Council adopt Resolution #13-06-105 approving a Conditional Use Permit for an overage in allowable accessory structure square footage based on Findings of Fact #0915 and contingent upon compliance with the Staff Report dated May 31, 2013.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Maul, Brauer, Field, Nossen, and VanScoy. Voting No: None. Absent: None.

**5.03: Public Hearing: Condition Request for a Conditional Use Permit for motor vehicle sales located at 7820 Riverdale Drive NW; Case of Bethel Properties, LLC**

**Public Hearing**

Chairperson Levine called the public hearing to order at 7:59 p.m.

**Presentation**

Development Services Manager Gladhill presented the staff report stating the applicant, Bethel Properties, LLC, has submitted an application for a Conditional Use Permit to operate a small business used car dealer office and shop. The proposal indicates individual dealers would be provided office space, storage for records and up to five (5) car stalls on the lot for vehicle display to operate their own individual business. The property is located within the B-2 Highway Business District and motor vehicle sales and repair was listed as a conditional use. Staff reviewed the site plan in detail with the Commission and recommended approval of the Conditional Use Permit.

**Citizen Input**

John Buzik, Bethel Properties, stated he had several similar car lots in the metro area and noted the proposed business model allowed for several dealers to begin their own business. He explained there would be nine dealers operating out of this location.

Commissioner Field asked if the vehicle test drives would take place on residential streets or on the highway. He requested the test drives not become a nuisance to the adjacent homeowners.

Mr. Buzik was uncertain, but anticipated the test drives would take place on the highway.

Development Services Manager Gladhill commented this could be added as a condition for approval.

Commissioner VanScoy did not feel this was necessary as it would be difficult to enforce.

Commissioner Nossen requested this car lot be nicely landscaped and screened due to the fact it was along Highway 10.

Mr. Buzik discussed the proposed improvements for the site.

Commissioner Brauer supported the proposed business model.

Commissioner Field noted the hours of operation for detailing. He questioned if major auto repairs would take at this location.

Mr. Buzik stated the site would be used for detailing and cosmetic repairs. He did not object to the proposed detailing hours of operation from staff.

Commissioner VanScoy asked if the applicant had any concerns about the required screening.

Mr. Buzik commented he would work with staff on this issue.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Brauer, Field, Maul, and Nossen. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 8:20 p.m.

### **Commission Business**

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #13-06-102 adopting Findings of Fact #0915.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Brauer, Field, Maul, and Nossen. Voting No: None. Absent: None.

Motion by Commissioner Field, seconded by Commissioner Nossen, to recommend that City Council adopt Resolution #13-06-103 approving the Conditional Use Permit for motor vehicle sales contingent upon compliance with the Staff Report dated May 31, 2013.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, Nossen, Bauer, Brauer, Maul, and VanScoy. Voting No: None. Absent: None.

**5.04: Public Hearing: Consider Request for Site Plan Review and Variance to the Front Yard Setback on the Property Located at 6815 McKinley Street NW; Case of Sharp & Associates LLC**

**Public Hearing**

Chairperson Levine called the public hearing to order at 8:21 p.m.

**Presentation**

Associate Planner/Environmental Coordinator Anderson presented the staff report stating the applicant is proposing an 11,659 square foot addition to the south elevation of an existing building located at 6815 McKinley Street. The addition will accommodate warehousing needs for Cullinan Rigging, which currently operates on this site. The addition meets all required setbacks except for the thirty-five (35) foot front yard setback. He explained the applicant was requesting a 13-foot deviation along McKinley Street. The variance requirements were reviewed in detail along with the business being conducted on this site. It was noted the triangular lot shape was unique. Staff reviewed the site plan further with the Commission and recommended approval of the variance to the front yard setback and site plan.

**Citizen Input**

Dennis Sharp, Sharp & Associates, discussed the equipment hauling that took place on this property, along with how traffic flowed in and out of the site. He then thanked the Commission for considering his request this evening.

Commissioner Field understood the business needed to expand. He questioned if other design plans were reviewed.

Mr. Sharp stated the property to the north was contacted to see if additional property could be purchased. The northern property owner was not in favor of this option. For this reason, the addition was being proposed as is to meet the growing needs of the business.

Motion by Commissioner VanScoy, seconded by Commissioner Field, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners VanScoy, Field, Bauer, Brauer, Maul, and Nossen. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 8:36 p.m.

**Commission Business**

Commissioner VanScoy supported the addition stating it would fit well into the neighborhood.

Commissioner Field agreed.

Motion by Commissioner Bauer, seconded by Commissioner Field, to adopt Resolution #13-06-100 approving Findings of Fact #0913.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, Maul, Nossen, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner Bauer, seconded by Commissioner Field, adopt Resolution #13-06-101 approving the Variance to the Front Yard Setback.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, Maul, Nossen, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner Field, seconded by Commissioner VanScoy, to recommend that City Council approve the Site Plan contingent upon compliance with the Staff Report dated May 31, 2013.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, VanScoy, Bauer, Brauer, Maul, and Nossen. Voting No: None. Absent: None.

**5.05: For Discussion and Update Only: Consider Authorizing Staff to Prepare Ordinance for Highway Interchange Sign Overlay District**

**Presentation**

Development Services Manager Gladhill presented the City has been active in completing a design for the future Armstrong Boulevard Interchange at US Highway 10. The project involves converting the existing at-grade, signalized intersection to a grade-separated interchange. With the grade-separated interchange, the parcels along US Highway 10 at Armstrong Boulevard will be impacted by reduced visibility. The City has considered additional sign height allowances. Staff suggested the implementation of an overlay district for certain areas surrounding the interchange. Staff requested the Commission provide direction to staff on this topic.

**Commission Business**

Chairperson Levine recommended the overlay district proceed.

Commissioner Bauer asked if the City would need to acquire any right-of-way at this interchange.

Development Services Manager Gladhill discussed the properties that would be impacted with the realignment of this interchange. He noted the new interchange would have full access.

Consensus of the Commission was to proceed forward with the process for implementing an overlay district.

#### **5.06: Review Draft of Alternative Urbanwide Area Review (AUAR) Update for The COR (formerly Ramsey Town Center)**

##### **Presentation**

Development Services Manager Gladhill presented the staff report stating in 2003 the Council approved an Alternative Urban Areawide Review (AUAR) for the development known as Ramsey Town Center. The AUAR was a tool to review environmental effects in advance of development, thus providing for a shorter review timeframe at time of development. He noted the City's AUAR was in need of update for two reasons. First the AUAR must be updated every five (5) years and that there had been changes in preferred land use plans. Staff reviewed the recommended updates to the AUAR and requested comments from the Commission.

##### **Commission Business**

Commissioner Bauer asked if Met Council supported a third lane on Highway 10.

Development Services Manager Gladhill stated this was always open to discussion within the long-range plans. He commented it would continue to be discussed, but there were no plans at this time.

Commissioner Brauer indicated the northern suburbs had the longest commutes in the metro area. He recommended the third lane on Highway 10 be pursued by the City.

Commissioner Bauer inquired which department made the determination on which intersections would be signalized.

Development Services Manager Gladhill commented this was a determination made in conjunction with Mn/DOT and Anoka County based on research done for the AUAR and from traffic studies.

Commissioner Field requested further information on the blanding turtles.

Commissioner Brauer stated these turtles were an endangered species and were quite common in Anoka County.

Development Services Manager Gladhill deferred to the comments from the DNR stating he would report back to the Commission with additional information at a future meeting.

#### **5.07: Planning Update**

The report on monthly activities was received.

Commissioner Brauer requested the Council's strategic plan be forwarded to the Commission at a future meeting.

Development Services Manager Gladhill stated he would have this information available in July.

**5.08: Zoning Bulletins**

Zoning Bulletins were noted.

**6. COMMISSION / STAFF INPUT**

**6.01: Determine July meeting date due to the 4<sup>th</sup> of July Holiday**

Development Services Manager Gladhill requested the Commission reschedule the July meeting to Thursday, July 18<sup>th</sup>. He indicated this shift would allow for all requests to be heard in July without having to call two meetings. There was a consensus of the Commission to move the meeting to Thursday, July 18<sup>th</sup>.

Discussion ensued regarding the fee schedule for City permits. The Commission requested the permit fee schedule be reviewed. Development Services Manager Gladhill stated he would bring this forward at a future meeting.

**7. ADJOURNMENT**

Motion by Commissioner VanScoy, seconded by Commissioner Nossen, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners VanScoy, Nossen, Bauer, Brauer, Field, and Maul. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:18 p.m.

Respectfully submitted,

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Tim Gladhill  
Development Services Manager

ATTEST:

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JoAnn Shaw  
Planning Division Secretary

Drafted by Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*