

**ORDINANCE #15-02
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

**AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS
ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA**

**AN ORDINANCE AMENDING SECTIONS 117-54 (SITE PLAN REVIEW) AND 117-589 (MINOR
PLAT) OF THE RAMSEY CITY CODE.**

The City of Ramsey Ordains:

SECTION 1 AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2 AMENDMENTS

Section 117-54 Subd. (e) is added to read as follows:

- (e) *Exceptions.*
 - (1) *Administrative site plan review.* Expansion of an existing commercial or industrial building that meets all minimum standards of the applicable zoning district and matches and/or complements the exterior design, materials and treatments of the existing building shall be exempt from the standard site plan review process and rather be reviewed as part of the standard Building Permit review process.
 - a. Submittal information shall be the same as outlined in (b) (1) and (2) above.
 - b. An applicant shall provide evidence or copies of applicable permits from outside agencies prior to issuance of the Building Permit.
 - c. The size of the cumulative expansions shall not exceed the size that of the original building approved by the full site plan review process outlined above.

Section 117-589 Subd. (a) is deleted in its entirety and replaced with the following text:

- (a) *Sketch plan.* Prior to dividing any tract of land, the subdivider shall submit a sketch plan for review by the zoning administrator. At the time of submission of the sketch plan, the subdivider of the land covered by the sketch plan shall submit a petition for rezoning to the proposed use of said land, if the land is not already so zoned. The owner of said land shall join in said petition.

Section 117-589 Subd. (c) is deleted in its entirety and replaced with the following text:

- (c) *Final plat.*
 - (1) Following approval of the sketch plan by the zoning administrator, within one year following approval of the sketch plan, the subdivider shall submit the final plat to the zoning administrator. Thereafter, the council may extend the period upon written application by the subdivider and

subject to all applicable performance conditions and requirements, or the council may require submission of a new application unless the council finds that substantial activity and investment has occurred in reasonable reliance on the approved sketch plan and the subdivider will suffer substantial financial damage as a consequence of a requirement to submit a new application. The final plat shall incorporate all changes required by the council.

(2) No final plat shall be approved by the council without first receiving a report signed by city staff identifying that the improvements described therein, together with the agreements and documents required under this division, meet the requirements of the city.

SECTION 3. SUMMARY

The following is the official summary of Ordinance #15-02, which has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

It is the intent and effect of Ordinance #15-02 to amend Ramsey, Minnesota City Code Sections 117-54 and 117-589 is to create an administrative site plan review process for smaller expansions of buildings that currently require full site plan review and to streamline the process for approving Minor Plats.

SECTION 4. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

Adopted by the Ramsey City Council the 10th day of February, 2015.

Mayor

ATTEST:

City Clerk

Introduction Date:

Posting Dates:

Adoption Date:

Publication Date:

Effective Date: