

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, August 6, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Vice Chairperson Randy Bauer
 Commissioner Andrew Andrusko
 Commissioner Ralph Brauer
 Commissioner Gary VanScoy

Members Absent: Chairperson Gary Levine
 Commissioner Matthew Maul
 Commissioner Cindy Nosan

Also Present: Development Services Manager Timothy Gladhill
 City Planner Chris Anderson
 Planning Intern Geoff Solomonson

1. CALL TO ORDER

Vice Chairperson Bauer 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 Andrusko, to approve the agenda as presented.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, Andrusko, and Brauer. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated July 9, 2015

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to approve the following minutes as presented: Planning Commission Meeting Minutes dated July 9, 2015.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, Andrusko, and Brauer. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

4.01.2: Special Planning Commission Meeting Minutes Dated July 9, 2015

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to approve the following minutes as presented: Special Planning Commission Meeting Minutes dated July 9, 2015.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, Andrusko, and Brauer. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: PUBLIC HEARING: Consider Recommendation on Resolution #15-08-191 Approving Comprehensive Plan Amendment and Ordinance #15-14 Approving a Zoning Amendment for 14100 Sunfish Lake Boulevard NW

Public Hearing

Vice Chairperson Bauer called the public hearing to order at 7:02 p.m.

Presentation

Development Services Manager Gladhill presented the staff report stating the purpose of this case is to consider two (2) separate, but related, actions:

1. Comprehensive Plan Amendment from Places to Shop to Places to Work
2. Zoning Amendment from B-1 General Business District to E-1 Employment District

Development Services Manager Gladhill explained the City has been approached by a potential buyer for the parcel, which is commonly known as the former Health Quest site. The Buyer is proposing a use allowable under the E-1 Employment District. The Buyer is considering submitting a request to the City under the City's Business Subsidy Policy, which would require the Planning Commission to adopt a resolution finding that the proposed use is consistent with the Comprehensive Plan. In order to pass said resolution, an amendment to the City's Comprehensive Plan is necessary. The City's Zoning Code/Official Zoning Map must be consistent with the Comprehensive Plan, so a parallel request for a Zoning Amendment is also included.

Citizen Input

There was no public comment.

Motion by Commissioner Brauer, seconded by Commissioner Andrusko, to close the public hearing.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners Brauer, Andrusko, and VanScoy. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

Vice Chairperson Bauer closed the public hearing closed at 7:05 p.m.

Commission Business

Motion by Commissioner Brauer, seconded by Commissioner Andrusko, to recommend that City Council adopt Resolution #15-08-191 approving a Comprehensive Plan Amendment.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners Brauer, Andrusko, and VanScoy. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

Motion by Commissioner Brauer, seconded by Commissioner Andrusko, to recommend that City Council adopt Ordinance #15-14 approving a Zoning Amendment for 14100 Sunfish Lake Blvd. NW.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners Brauer, Andrusko, and VanScoy. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

5.02: Consider Request for Site Plan Amendment to Remove Patio Area/Walls at 14787, 14851, 14875 Olivine Street NW; Case of Distinctive Living Rentals, LLC

Presentation

Planning Intern Solomonson presented the staff report stating the purpose of this case is to consider a request for an amended Site Plan. The request is to eliminate an outdoor patio wall and concrete patio areas between the center units of three (3), eight-unit townhomes. Distinctive Living Rentals, LLC (the "Applicant") is currently constructing an eight (8) unit townhome building on Lot 3, Block 1 Town Center Gardens 3rd Addition and also owns Lots 1 and 4, Block 1 Town Center Gardens 3rd Addition (together, the "Subject Property"). The Applicant is seeking this amendment of all three (3) parcels and has identified reasons for the requests as size (or lack thereof for the patio areas), access, and placement of utilities.

Commission Business

Commissioner VanScoy asked if the City already had townhomes with a similar configuration. Planning Intern Solomonson stated this was the case. City Planner Anderson stated the applicant was requesting the change as there was a need to move the gas meters.

Commissioner VanScoy questioned if the applicant was in attendance. City Planner Anderson commented that he was unable to attend this evening. Development Services Manager Gladhill reported that if the Commission and Council were not to approve the amendment other actions could be taken. However, the developer has been proactive in addressing the concern. He reported that the requested change does meet the City's Zoning Code.

Commissioner Brauer asked why the Planning Commission was reviewing this request. He did not believe that the applicant was requesting a huge change. He believed that staff should have the discretion to handle this type of request. Development Services Manager Gladhill commented that staff was trying to remain transparent and stated a discussion could be had at a future meeting regarding this topic.

Commissioner VanScoy understood that the City had different architectural standards for The COR than those developments outside of The COR. Development Services Manager Gladhill clarified that this project was not within The COR.

Motion by Commissioner Andrusko, seconded by Commissioner Brauer, to recommend that City Council adopt Resolution #15-08-190 approving the request to amend the site plan by replacing the patio areas and half wall between the center units on Lots 1, 3, and 4, Block 1 Town Center Gardens 3rd Addition.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners Andrusko, and Brauer. Voting No: VanScoy. Absent: Chairperson Levine, Commissioners Maul and Nosan.

5.03: Review Comparison Document of The COR Development Plan and Original Ramsey Town Center Master Plan Prepared by the Planning Commission

Presentation

Development Services Manager Gladhill presented the staff report stating the purpose of this case is to review a comparison document between the original Ramsey Town Center Master Plan and the current The COR Development Plan as requested by the City Council and Planning Commission on May 26, 2015. Minutes from this discussion are attached to this case as background of the purpose of this exercise.

Development Services Manager Gladhill reported at the May 26, 2015 Joint Meeting with the City Council, Staff was directed to prepare a comparison document outlining the differences between the current COR Development Plan and the original Ramsey Town Center Master Plan. Direction was to simply prepare a document outlining the changes and check back with the City Council and its advisory boards for future direction. It is anticipated that the output of this exercise may lead to some changes to the Design Framework for The COR to either better clarify

the vision, eliminate any conflicting language, simplify the document, or potential changes to the official vision.

Development Services Manager Gladhill indicated this step is focused on the inventory of the previous plan and the current plan. The intent of this topic report is not to begin developing a new vision for The COR. The Planning Commission met on July 9 and prepared the first draft of this document. The City Council reviewed the first draft of the document at their July 28, 2015 meeting and minutes from said meeting are attached to this case. Revisions based on the City Council's discussion include a clearer emphasis the additional steps will be coming after this first step that will discuss market realities and future revisions to the vision. This first step is simply inventory the current plan elements to ensure all policy makers are on the same page, and then subsequently decide if any changes need to be made to the elements or implementation items. He asked for comments or questions from the Commission.

Commission Business

Commissioner Brauer reviewed the table he provided to staff and the Commission regarding the Comparison Document. He encouraged the Commission to consider what the goals were for The COR and to consider what metric would be followed to track these goals.

Vice Chairperson Bauer liked the idea of creating a destination space within The COR.

Commissioner Brauer recommended that the City's internet access be advertised to new developers.

Commissioner Andrusko was also in favor of creating a specialized cluster development that would draw people to Ramsey.

Commissioner Brauer was interested in the City creating a small business incubator facility. He believed this could benefit local residents in starting or growing their own business.

Commissioner VanScoy believed the revisioning was trying to meet the new market demands. However, this model has not been terribly successful either. He appreciated the comments provided by the Commission this evening.

Vice Chairperson Bauer commented that based on comments provided this evening, the Commission may be considering moving in a new direction for The COR than the two previous documents.

Commissioner Brauer noted one change to his chart requesting the entry regarding opposition be omitted. In addition, the auto reference should read "more auto centered".

Development Services Manager Gladhill noted that the Commission could either recommend approval of the Comparison Document this evening or delay action until further comments could be gathered from the City's other commissions/committees.

Commissioner VanScoy was in favor of delaying action until further comments could be gathered from the City's commissions/committees.

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to postpone action on the Comparison Document for The COR until further comments could be gathered from the City's other commissions/committees.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, Brauer, and Andrusko. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

5.04: Discuss Potential Future City Code Amendment to Construction Hours

Presentation

Planning Intern Solomonson presented the staff report stating the City of Ramsey has the code as listed below for construction hours within the city. The reason for this possible amendment to the Code is due to the number of concerns that have been raised to City Council regarding the time limits and to address some of the public perception of the listed hours. The question was most recently raised during the review of a Major Subdivision. Residents have had concerns with the hours listed as the maximum allowance, not necessarily being the standard hours of construction that most contractors choose to use. The contractor for the development of Harvest Estates, for example, negotiated construction hours to stop at 8:00 p.m. instead of the maximum stopping time of 10:00 p.m.

Planning Intern Solomonson stated the goal of this amendment is to look at the possibly of introducing an earlier stopping time for construction with exemptions built in for public improvement projects, private homeowner construction, and extenuating circumstances which would involve City Administrator approval or City Council approval. It is noted, however, that it is rare that the complaints the City actually receive are that of evening work hours. Almost exclusively, the complaints are in regards to early start hours in the morning.

Planning Intern Solomonson reported that also included in this document for examples are the hours of construction and stipulations of neighboring communities as a basis for discussion. It is worth noting that the majority of the surrounding communities have similar hours in effect as the City of Ramsey with some starting at 6:00 a.m. Staff requested feedback from the Commission on how to proceed.

Commission Business

Commissioner VanScoy questioned how many complaints the City has received. Development Services Manager Gladhill did not have a specific number, but believed six to twelve complaints were received each spring. He commented that these complaints were regarding contractors starting prior to 7:00 a.m. He reported that the City's current standards met the PCA's standards.

Commissioner VanScoy did not see a reason to change the City's standards. He did not believe that the proposed language changes would eliminate all noise complaints. Development Services Manager Gladhill was of the opinion that public perception would be improved based on the code amendment and noted that construction hours could now be negotiated.

Commissioner Andrusko recommended that all emergency City work be allowed outside the stated construction hours. He suggested the language regarding construction completed by Ramsey homeowner's be clarified.

Commissioner VanScoy did not see a need to change the 10:00 p.m. construction stop time so long as staff was allowed to negotiate construction hours.

Commissioner Brauer feared how staff would be impacted if they were forced to negotiate with each construction company.

Development Services Manager Gladhill questioned if the Commission wanted to change the ending hours.

Commissioner Brauer stated nine neighboring communities specify 10:00 p.m. as their ending time, while the remainder specified 8:00 p.m. as the ending time. He supported an 8:00 p.m. end time.

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to recommend staff proceed with the Code Amendment keeping the end time 10:00 p.m., that staff be allowed to negotiate end times to 9:00 p.m., and that staff note the language changes discussed by Commissioner Andrusko.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, and Andrusko. Voting No: Brauer. Absent: Chairperson Levine, Commissioners Maul and Nosan.

5.05: Receive Future Business Park Infrastructure Analysis Preliminary Report

Presentation

Development Services Manager Gladhill presented the staff report stating the purpose of this case is to review a *preliminary* report from Bolton & Menk on required infrastructure improvements to the City's future business park; and to take comments/ suggestions.

Development Services Manager Gladhill indicated the EDA reviewed this document in July; and will be reviewing a revised version on August 13. Staff is not looking for a specific motion or direction from the Planning Commission at this point. The intent is to simply convey they information to the Planning Commission early in the process in order to frame future policy discussions. That being said, Staff welcomes thoughts on the land use implications of the proposed future improvements shown in the study. Adopting the study in no means obligates the City to any improvements or investments.

Development Services Manager Gladhill reported it is Staff's perspective, the "Project Financing" portion of this report is the last major outstanding item (page 11). Bolton & Menk would like to receive comments/ amendments to this preliminary report before the "Project Financing" section is completed. Staff intends to direct Bolton & Menk to develop multiple financing options. Staff will also connect with other cities and private developers to identify alternative strategies for assigning costs/ project financing. This report will be in front of the City Council on August 25. Staff requested feedback and direction from the Commission.

Commission Business

Commissioner Brauer commended staff for their efforts on this report. He appreciated the traffic counts included within the document.

Commissioner Andrusko discussed the non-linear relationship between traffic along Trunk Highway 10 and Armstrong Boulevard. He recommended that the low-density residential and medium-density residential be flipped to allow for single family homes within Area 4. Development Services Manager Gladhill commented that he could investigate the relationship between the traffic counts on Highway 10 and Armstrong Boulevard and would report back to the Commission.

Further discussion ensued regarding traffic moving in and around the City of Ramsey.

Development Services Manager Gladhill indicated that full model build outs and traffic models for the City could be discussed at a future meeting. The Commission supported this recommendation.

6. COMMISSION / STAFF INPUT

The Staff Update was noted.

6.01: Zoning Bulletins

Zoning Bulletins were noted.

7. ADJOURNMENT

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

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, Brauer, and Andrusko. Voting No: None. Absent: Chairperson Levine, Commissioners Maul and Nosan.

The regular meeting of the Planning Commission adjourned at 8:32 p.m.

Respectfully submitted,

Tim Gladhill
Development Services Manager

ATTEST:

JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.