

**ORDINANCE #17-03  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

**AN AMENDMENT TO CHAPTER 2 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ADMINISTRATION OF THE CITY CODE OF RAMSEY, MINNESOTA**

**AN ORDINANCE AMENDING SECTION 2-159 (DUTIES, RESPONSIBILITIES, AND OBJECTIVES) 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 2-159 is hereby established to read as follows (deletions indicated with ~~strike through~~; additions indicated as underline):

Sec. 2-159. - Duties, responsibilities and objectives.

- (a) *Planning commission.* The primary objective of the planning commission is to advise the city council on land use concerns and other duties conferred upon it by this chapter or the city council. In addition, the planning commission shall serve as the planning agency and shall have the powers and duties given such agencies by Minn. Stats. §§ 462.351 to 462.364. The planning commission shall also serve as and be given the powers of the board of appeals and adjustment. Appeals to the board of appeals and adjustment may be taken by any affected person upon compliance with the procedures established by the zoning ordinance. The primary objective of the board of adjustment and appeals shall be to hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance as well as to review and approve/deny variances from the provisions of chapter 117 where strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration. The planning commission shall be given the powers and duties given such agencies by Minn. Stats. § 462.357. The planning commission shall also be given the powers to consider appeals by owners of land within the official map area who have been denied a land use permit, zoning permit, approval for a building on land or any other city action taken pursuant to section 117-4 which may affect the landowner's land. The appeal procedures shall be pursuant to Minn. Stats. 462.359 and section 117-4.
- (b) *Park and recreation commission.* The primary objective of the park and recreation commission is to monitor and reflect the attitudes and concerns of the citizens of the city relative to the park system and recreation programs, and to advise the city council of citizen attitudes and policy matters relevant to the park and recreation function in the city. The commission shall:
  - (1) Develop, recommend, and upon adoption by the city council, monitor the execution of a comprehensive plan for the recreation and natural resources function of the city. Report to the city council regarding achievements toward fulfillment of the comprehensive plan and recommend amendments to the plan as necessary.

- (2) Continually review and evaluate the park system development and recreation programming. Develop and recommend methods to stimulate positive public interest in the recreation and natural resources functions.
  - (3) Monitor and reflect attitudes and consensus of citizens relative to the park system and recreation programs and serve as a forum for the citizens to voice their opinions regarding the recreation and natural resources function.
  - (4) Promote coordination with the school districts serving the city, encouraging the interchangeable use of city and school district facilities and programs to the best interests of the citizens. Encourage coordination with other communities to the extent appropriate in matters pertinent to the recreation and natural resources function.
  - (5) Encourage dissemination of information to, and coordinate with, city organizations interested in the recreation and natural resources function, such as athletic groups, youth groups, civic organizations, etc.
  - (6) Develop and recommend feasible programs relative to the conservation of our environment.
- (c) *Reserved.*
- ~~(d) *Board of appeals and adjustments/official maps.*~~
- ~~(1) *Objective. The primary objective of the board of appeals and adjustments/official maps is to consider appeals by owners of land within the official map area who have been denied a land use permit, zoning permit, approval for a building on land or any other city action taken pursuant to section 117-4 which may affect the landowner's land. The appeal procedures shall be pursuant to Minn. Stats. § 462.359 and section 117-4.*~~
  - ~~(2) *Membership and term of office. Notwithstanding section 2-156(c), there shall be five members of the board of appeals and adjustments/official maps who shall be appointed by the city's mayor for staggered four-year terms. At least one of the members shall be a current member of the planning commission. All other terms of this division shall be applicable to the board of appeals and adjustments/official maps.*~~
- (e) *Environmental policy board.* The primary objective of the environmental policy board is to promote environmental awareness and conservation practice by citizens by advising the city council on policy issues, review of new development proposals, communication and education. Through careful review, the environmental policy board will present multiple perspectives, ideas, and new technologies that promote both discovery and accountability. The board shall:
- (1) Become familiar with state statutes, federal regulations, agency rules, and city ordinances on the subject of an environmental nature.
  - (2) Receive information regarding the role of the Watershed Management Organization, municipalities, department of natural resources, and Army Corps of Engineers and other regulatory agencies on environmental issues and review related data.
  - (3) Review environmentally related city policies and ordinances and recommend appropriate revisions and/or additions to the city council.
  - (4) Promote public outreach and education regarding environmental issues facing the city.
  - (5) Develop a work plan that is consistent with the city's strategic plan and initiatives.
  - (6) Review land use applications for major plats, site plans for new principal buildings, comprehensive plan amendments, and variances within environmental overlay districts and provide a recommendation for the planning commission focusing on natural resources and best management practices (BMPs).
  - (7) Develop, recommend, and upon adoption by the city council, monitor the execution of the comprehensive plan with regard to natural resources. Report to the city council regarding

achievements toward fulfillment of the comprehensive plan and recommend amendments to the plan as necessary.

**SECTION 3. SUMMARY**

The following is the official summary of Ordinance #17-03, 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 #17-03 to amend Ramsey, Minnesota City Code Section 2-159 to consolidate the process for appeals and adjustments for all sections of Chapter 117 (Zoning and Subdivision) under one board. The Planning Commission will be delegated this authority as part of their existing role as the primary Board of Adjustment and Appeals. The Ordinance would eliminate a separate Board of Adjustment and Appeals for land impacted by the Official Map of the City. The Official Map is a tool that impacts private property impacted by future public need.

**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 \_\_ day of \_\_\_\_, 2017.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

- Introduction Date:**
- Posting Dates:**
- Adoption Date:**
- Publication Date:**
- Effective Date:**