

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, April 6, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Ralph Brauer
 Commissioner Cheri Gengler
 Commissioner Cindy Nosan
 Commissioner Patrick Surma

Members Absent: Commissioner Gary VanScoy

Also Present: Community Development Director Timothy Gladhill
 City Planner Chris Anderson

1. CALL TO ORDER

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

2. CITIZEN INPUT

Chairperson Bauer welcomed newly appointed Commissioner Cheri Gengler to the Planning Commission.

3. APPROVAL OF AGENDA

Motion by Commissioner Anderson, seconded by Commissioner Surma, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated March 2, 2017

Commissioner Surma requested a change on Page 11 of the minutes stating his comment should read the Coburn's parking lot did not have adequate parking, especially during peak times and that businesses there were negatively impacted on weekends.

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to approve the following minutes as amended: Planning Commission Meeting Minutes dated March 2, 2017.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Nosan, Brauer, and Surma. Voting No: None. Abstain: Commissioner Gengler. Absent: Commissioner VanScoy.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for a Variance to Accessory Building Setback Requirements (Project #17-13); Case of Steve Roeder

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Steve and Christine Roeder (the "Applicant") requesting a variance to the minimum side corner yard setback on the property located at 15359 Zumi Court NW (the "Subject Property") to allow a six (6) foot setback. This matter was originally brought to the City's attention through the Code Enforcement program as the Applicant had begun work without a permit. Staff reviewed the request in further detail, noting staff received five letters of support from neighboring property owners and recommended approval of the variance request.

Citizen Input

Christine Roeder, 15359 Zumi Court NW, thanked the Commission for their consideration. She stated her yard was very limited in size and noted the shed placement was selected because this was the only flat portion of the yard. She explained she had spoken with all of her neighbors and all had supported the shed placement.

Greg Thomas, 15346 Zumi Court NW, indicated he approved of the shed stating it was professionally done. He encouraged the Planning Commission to support the proposed variance.

Mark Emil, 15311 Yakima Street NW, stated he supported the shed noting the Roeder's had a very nice privacy fence.

Parker Vaughn, 15350 Yakima Street NW, questioned if there were any safety concerns with the shed placement. City Planner Anderson discussed the City setbacks and stated staff does not believe the shed placement was a safety issue.

Chairperson Bauer stated the letters of support from the Roeder's neighbors will be part of the public record.

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Brauer, Surma, Anderson, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

Chairperson Bauer closed the public hearing closed at 7:11 p.m.

Commission Business

Commissioner Nosan stated she supported the variance, but asked how a homeowner was supposed to know where setbacks and easements were located on their property. City Planner Anderson commented it was always best to contact the City first prior to constructing a shed or placing a fence on their property.

Motion by Commissioner Brauer, seconded by Commissioner Anderson, to adopt Resolution #17-04-081 approving favorable Findings of Fact #0979.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Brauer, Anderson, Gengler, Nosan, and Surma. Voting No: None. Absent: Commissioner VanScoy.

Motion by Commissioner Brauer, seconded by Commissioner Surma, to adopt Resolution #17-04-082 granting a variance to the corner side yard setback.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Brauer, Surma, Anderson, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

5.02: Public Hearing: Consider Request for a Variance and Preliminary Plat Approval of Homestead Road Subdivision Located at 7131 166th Avenue NW (Project #16-32); Case of CTW Group, Inc.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:17 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from CTW Group, Inc. (the "Applicant") seeking a variance to lot depth standards and preliminary plat approval for a proposed three (3) lot subdivision on the property located at 7131 166th Ave NW (the "Subject Property"). The Planning Commission reviewed the Sketch Plan at their November 3, 2016 meeting. There is an existing dwelling on the proposed Lot 2 that would remain with

two (2) new, buildable lots being created, one on each side of the existing dwelling. Staff reviewed the request in further detail and recommended approval of a variance and the preliminary plat for the Homestead Road subdivision.

Citizen Input

Alexander Delendik, representative for Homestead Road, stated he specialized in the rehabilitation of properties. He explained the previous owners were trying to subdivide the 8 acres into five lots. He believed that his plan was a better fit for the neighborhood. He reported he was working with the City, the watershed district and the neighbors to ensure this was a positive development for the community.

Motion by Commissioner Anderson, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

Chairperson Bauer closed the public hearing closed at 7:26 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to adopt Resolution #17-04-077 approving favorable Findings of Fact.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

Motion by Commissioner Anderson, seconded by Commissioner Brauer, to adopt Resolution #17-04-078 granting a Variance to lot depth for Lots 1 & 3, Block 1 contingent upon approval of the Preliminary Plat.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Brauer, Gengler, Nosan, and Surma. Voting No: None. Absent: Commissioner VanScoy.

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to recommend that City Council approve the Preliminary Plat contingent upon compliance with the Staff Review Letter.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Nosan, Brauer, Gengler, and Surma. Voting No: None. Absent: Commissioner VanScoy.

5.03: Consider Preliminary Plat and Zoning Amendment for Covenant Meadows (Project #17-102); Case of Eric Thomsen

Presentation

City Planner Anderson presented the staff report stating the purpose of this case is to review an application for a Rezoning of the Subject Project from R-1 Rural Developing to Planned Unit Development (PUD) and Preliminary Plat. The site is generally located south of Trott Brook and west of Germanium Street and is identified as PID 02-32-25-44-0004. The Applicant has proposed to subdivide the approximately thirty-eight (38) acre Subject Property into twelve (12) single family homes that would be serviced by individual private utilities. The Preliminary Plat proposes deeding approximately fifteen (15) of the thirty-eight (38) acres to the City as the public benefit in relation to the PUD application. The proposed fifteen (15) acres straddles both sides of the Trott Brook, has steep slopes, and is also considered to be high quality natural open space. Staff reviewed the request in further detail with the Commission and recommended approval of the Preliminary Plat and Zoning Amendment for Covenant Meadows.

Commission Business

Chairperson Bauer commented on the worksession meeting that was held between the Planning Commission, the applicant, potential buyers and neighboring property owners. It was deemed the area on either side of Trott Brook would be deeded to the City of Ramsey in order to properly protect this property. He then discussed the action being requested of the Commission.

Commissioner Anderson questioned how much property would be deeded to the City on each side of Trott Brook.

City Planner Anderson estimated the depth of the land to be 750 feet.

Commissioner Anderson asked if there would be a way to mark the property line in order to keep adjacent property owners out.

City Planner Anderson explained that the City could put markers in place for this conservation easement.

Commissioner Brauer thanked all who were involved in the worksession meeting tonight for providing input and for participating. He suggested the purchase agreements denote the location of the conservation easement to ensure homeowners are not cutting into this land.

Commissioner Nosan questioned what the City would do with the land surrounding Trott Brook. She wanted to be sure the land was not turned into a park.

Community Development Director Gladhill stated the City could draft language within the deed to ensure this land does not become a park.

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend City Council adopt Ordinance #17-05 rezoning the Subject Property from R-1 Residential (Rural Developing) to PUD (Planned Unit Development).

Further discussion

Commissioner Nosan stated she would prefer not to make the lots quite so small given the fact this would increase the number of lots and therefore increase traffic. She explained she would prefer to have 2 or 2.5 acre lots.

Commissioner Brauer commented he shared this same concern as well. He feared that this development would set the tone for future developments along Trott Brook. However, if the lots were smaller in order to protect the brook, this was another matter. He recommended the Planning Commission review the Comprehensive Plan in order to address the total preservation of Trott Brook.

Commissioner Anderson stated the properties to the east were one acre in size, which was not too far out of alignment with the proposed development. He explained he supported the preservation of the 15 acres along Trott Brook and for this reason, he was willing to compromise on the lot size.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to recommend City Council adopt Resolution #17-04-083 granting Preliminary Plat approval of Covenant Meadows, contingent upon compliance with the Staff Review Letter dated February 24, 2017.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Nosan, Brauer, Gengler, and Surma. Voting No: None. Absent: Commissioner VanScoy.

5.04: Consider Sketch Plan Review for Riverstone Addition located near Bunker Lake Boulevard and Puma Street; Case of Capstone Homes (Project No. 17-106)

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review a sketch plan for a 293-lot subdivision (245 detached single-family and 48 townhomes). Please note that this has been revised from when the Planning Commission last saw the concept (originally closer to 350 lots; a number of the townhome lots have been removed). A Sketch Plan affords the Planning Commission the opportunity to review a project before it enters the official Preliminary Plat stage. The Preliminary Plat (future step) is the most important step in the review process and gives the project 'entitlement' to the project. Staff reviewed the plan in detail with the Commission and requested feedback on the sketch plan.

Commission Business

Commissioner Brauer believed this was an impressive application. He commended the developer and landowner for putting together a detailed packet of information for the Planning Commission.

Steve Bona, Capstone Homes, thanked the Commission for their time and consideration. He commented on the minor changes that had been made to the Riverstone Addition for engineering purposes. He discussed the trails, parks and walkability of the development noting these would be very attractive amenities to the community.

Commissioner Anderson questioned why the number of units within the development had been reduced.

Mr. Bona explained that several large ponds had been added to the development which reduced the number of buildable lots.

Commissioner Nosan stated she was very excited for this development and believed this would be a fantastic product for the City of Ramsey.

Chairperson Bauer questioned when construction would begin for this development.

Mr. Bona anticipated he would be breaking ground on August 1st and would begin constructing houses yet this fall. He explained that Capstone would be holding a grand opening for the development in the spring of 2018.

Chairperson Bauer asked what the price range would be for the new housing units.

Mr. Bona stated the villas and housing units would range in price from \$250,000 to \$350,000.

Commissioner Surma questioned if the developer had done any research on building standards for homes close to railroad tracks.

Mr. Bona indicated he had researched this and reported his team was investigating the building standards for this project. He explained he would be constructing a 12-foot berm which would be landscaped along the southern boundary.

5.05: Green Valley Greenhouse Land Use Planning and Comprehensive Plan Designation

Presentation

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to receive a presentation from Green Valley Greenhouse regarding their future expansion plans. The Comprehensive Plan Steering Committee, outside of this request, desires to discuss the appropriate future land use designation. The use currently operates as a Conditional Use Permit in the R-1 Residential District (low density residential). The request for future expansion

planning magnifies the need to discuss this topic. Staff reviewed the request in further detail and requested feedback from the Commission.

Commission Business

Brad Wolf, Green Valley Greenhouse, explained he was one of the owners of Green Valley Greenhouse. He thanked staff for their assistance with this Planning Case and described how he was working to plan for the future.

Chairperson Bauer asked when the outdoor growing or additional greenhouses would be added.

Mr. Wolf estimated this would occur in 2018 at the earliest. He stated the growth would occur in one or two acres of land at a time.

Chairperson Bauer stated he would like to amend an existing zone versus allowing a conditional use permit for the greenhouse in the R-1 zoning district.

Community Development Director Gladhill explained staff could investigate this further. He encouraged the Commission to keep in mind that this land may not always be a greenhouse and an adaptive reuse has to be considered.

Commissioner Anderson agreed that it was a stretch to have the greenhouse as a conditional use in the R-1 zoning district.

Eric Thomsen, 6210 Green Valley Road, stated he has been neighbors to Green Valley Greenhouse for over 30 years. He understood the business was growing and in need of more space. He explained he supported the proposed project.

5.06: Consider Architectural Recommendations for Aeon Ramsey Housing Development

Presentation

Community Development Director Gladhill presented the staff report stating in May 2016, the Planning Commission reviewed a concept for a new apartment building to be located in The COR. The City Council entered into a Purchase Agreement with Aeon for a parcel north of The Draw Park and Amphitheater. The project has secured financing, and is about to enter into the design stage. Before design, Staff desires to discuss architecture recommendations, since the project is located in The COR.

Commission Business

Leslie Rearing, Project Manager with Aeon, provided the Commission with a presentation on the preliminary Site Plan. She reviewed the location of the units, parking lot and greenspace. The building elevations were described and it was noted the first-floor units would have walkout

patios. She reported she was in the schematic design phase at this time and welcomed input from the Commission.

Chairperson Bauer asked if there would be any underground parking.

Ms. Rearing indicated all parking would be located on surface lots.

Chairperson Bauer questioned how many units would be constructed.

Ms. Rearing stated she was proposing to build 54 units.

Commissioner Anderson inquired what the rental rates would be.

Ms. Rearing commented the two bedroom units would rent for \$1,000 per month. The four bedroom units would be \$1,600 per month.

Commissioner Anderson stated he was not super thrilled about the color scheme. He recommended the color scheme more closely match the other buildings within The COR.

Commissioner Nosan was pleased that the ground level units would have patios. She asked if residents would have to qualify for the affordable units.

Ms. Rearing reported this was the case.

5.07: Review Oakwood Development Concept (Levin Property)

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review a concept proposed by Oakwood Development for a property north of Estates of Silver Oaks located along Highway 47. This is for presentation and discussion only. Staff has not completed an official review. This project would require a Comprehensive Plan Amendment to expand the Metropolitan Urban Service Area (MUSA). Staff is awaiting final decision by the Metropolitan Council on two similar amendments (Brookfield 8th Addition; Woodlands 4th Addition) to see how that might impact this request.

Commission Business

Commissioner Anderson expressed concern with the fact that this development would only have one entrance/exit. He asked how long the cul-de-sac would be.

Community Development Director Gladhill reported the cul-de-sac would not exceed 600 feet. He then reviewed the ways homeowners would be able to access this subdivision.

John Peterson, developer for Oakwood Development, thanked staff for their assistance with this project. He explained his property was right at the MUSA boundary. He stated his original intent was to create 13 lots served by municipal water and sewer. However, after speaking with his neighbor it was determined the Levin's were interested in developing their property as well. He described how his plans have changed in order to keep the cul-de-sac less than 600 feet, to reduce the need for fill and to preserve trees. He noted the barn onsite was being demolished.

Commissioner Surma asked who would be the builder for this project.

Mr. Peterson explained he would serve as the developer and reported the seven lots would be sold to builders.

Commissioner Nosan recommended the three-acre lot having the driveway moved to the north. She stated she was supportive of the development overall.

5.08: Public Hearing: Consider Ordinance #17-04 Amending Irrigation Requirements (Project #17-104)

Public Hearing

Chairperson Bauer called the public hearing to order at 8:58 p.m.

Presentation

City Planner Anderson presented the staff report stating during the early part of this year, the Environmental Policy Board (EPB) discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. The intention originally was simply to eliminate the City Code requirement that in-ground irrigation systems be installed in all multi-family and commercial/industrial projects. However, based on information received at their January meeting from a guest speaker, the EPB directed Staff to revise the Ordinance so that it also stipulates that *if* an irrigation system is installed (including single family parcels), it shall be equipped with a rain sensor (per state statute) as well as one or more water efficient technologies. This could include, but would not be limited to, a smart controller, soil moisture sensor(s), and/or an evapotranspiration (ET) sensor(s). This provides enough flexibility so that as future advances in water efficient irrigation technologies are developed, it will not require additional ordinance amendments. Staff reviewed the request further with the Commission and recommended approval.

Citizen Input

Commissioner Nosan asked if a residential homeowner needed a permit to install an irrigation system.

City Planner Anderson stated this was required by the State of Minnesota.

Motion by Commissioner Anderson, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

Chairperson Bauer closed the public hearing closed at 9:02 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council adopt Ordinance #17-04 eliminating the requirement for in-ground irrigation systems in any zoning district and requiring any newly installed irrigation system to have one or more water efficient technologies.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

5.09: Appoint Ad-Hoc Subcommittee Members to Update Housing Plans

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to authorize the Planning Commission to re-establish an Ad-Hoc Subcommittee to update various Housing Plans for the City. This structure was used to create the City's Housing Assistance Policy. A Housing Plan is a required component of the 2040 Comprehensive Plan Update. Staff requested the Commission appoint two Planning Commissioners to the Ad-Hoc Housing Committee to assist in updating the City's Housing Plan.

Commission Business

Motion by Commissioner Brauer, seconded by Commissioner Gengler, to appoint Cindy Nosan and Randy Bauer to the Ad-Hoc Housing Subcommittee to assist in updating the City's Housing Plan.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Brauer, Gengler, Anderson, Nosan, and Surma. Voting No: None. Absent: Commissioner VanScoy.

6. COMPREHENSIVE PLAN UPDATE ITEMS

6.01: Review Format and Content for April 10 Comprehensive Plan Update Workshop (Transportation Plan; Parks and Recreation Plan)

Community Development Director Gladhill discussed the materials that would be presented to the public at the April 10th Comprehensive Plan Community Workshop. It was noted the focus at this workshop would be the Transportation Plan and the Parks and Recreation Plan.

6.02: Review Preliminary Feedback from Highway 10 Summit and Discuss Corridor Improvement Plan Next Steps

Community Development Director Gladhill provided the Commission with a brief update on the Highway 10 Summit held on March 16th.

7. COMMISSION / STAFF INPUT

7.01: Zoning Bulletins

Zoning Bulletins were noted.

8. ADJOURNMENT

Motion by Commissioner Anderson, seconded by Commissioner Surma, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, and Nosan. Voting No: None. Absent: Commissioner VanScoy.

The regular meeting of the Planning Commission adjourned at 9:13 p.m.

Respectfully submitted,

Tim Gladhill
Community Development Director

ATTEST:

JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.