

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 1, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
  Commissioner Bruce Anderson  
  Commissioner Cheri Gengler  
  Commissioner Cindy Nosan  
  Commissioner Patrick Surma  
  Commissioner Gary VanScoy

Members Absent:                   Commissioner Ralph Brauer

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**

None.

**3.     APPROVAL OF AGENDA**

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

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

**4.     APPROVE PLANNING COMMISSION MINUTES**

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

**4.01.1: Planning Commission Meeting Minutes Dated May 4, 2017**

Motion by Commissioner Anderson, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Meeting Minutes dated May 4, 2017.

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

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

### **5.01: Public Hearing: Consider Request for Conditional Use Permit for Danner's Cabinet Shop, Inc. on the Property located at 16735 Quicksilver Street NW (Project No. 16-37); Case of Danner's Cabinet Shop, Inc.**

#### **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 for a Conditional Use Permit to expand a lawful, nonconforming use on the property located at 16735 Quicksilver St NW (the "Subject Property") along with a Site Plan for a building expansion. Danner's Cabinet Shop, Inc. (the "Applicant") is proposing a small building expansion on the Subject Property to provide additional office space for their operation. Staff reviewed the request in detail with the Commission and recommended approval of the Site Plan and Conditional Use Permit approval for an expansion of a lawful nonconforming use.

#### **Citizen Input**

Commissioner Anderson questioned where the septic system was located.

City Planner Anderson reviewed the location of the mound septic system on an aerial photo.

Troy Danner, 16735 Quicksilver Street NW, thanked the Commission for their consideration. He stated he was hoping to add showroom space to his property.

Commissioner VanScoy asked if the additional landscaping was a concern to the applicant.

Mr. Danner stated he did not object to any of the proposed landscaping.

Commissioner VanScoy questioned how many years Danner's Cabinet Shop had been in business.

Mr. Danner stated he was the third-generation owner and was celebrating 50 years in business.

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

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

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

### **Commission Business**

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #17-06-126 granting Site Plan and Conditional Use Permit approval for an expansion of a lawful nonconforming use at 16735 Quicksilver Street NW.

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

### **5.02: Public Hearing: Consider Request for Preliminary Plat and Final Plat for COR StoneBrook Academy, and Site Plan for StoneBrook Academy (Project #17-101); Case of Michael and Kristen Johnson.**

### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:13 p.m.

### **Presentation**

Community Development Director Gladhill presented the staff report stating the City has received an application for Preliminary Plat, Final Plat and Site Plan for StoneBrook Academy, a proposed 9,132 square foot building for a new child care center to be located west of Sunwood Village between Sunwood Drive and Veterans Drive. Staff reviewed the request in detail with the Commission and recommended approval of the project, contingent on revisions outlined in the Staff Review Letter (including architectural corrections).

### **Citizen Input**

Commissioner Nosan asked what changed on the plan.

Community Development Director Gladhill reviewed the changes that were made to the building façade in detail with the Commission.

Commissioner VanScoy asked if the request required a variance.

Community Development Director Gladhill explained the Planning Commission had the ability to waive the variance for the architectural design elements.

Commissioner Anderson believed a door needed to be added to the elevation facing Sunwood Drive. He stated he did not support the asphalt roof as this was out of character with the surrounding buildings. He indicated he would rather see a flat roof.

Community Development Director Gladhill commented the applicant could construct a flat roof, but the applicants supported a pitched roof for their building design. He explained that for safety purposes, the applicants wanted the building to have no access point from Sunwood Drive.

Chairperson Bauer indicated he would rather see a pitched roof on this building than a flat roof.

Quinn Hudson, C&H Architects, stated he has been working with City staff to address the comments and concerns expressed by the Planning Commission. He discussed the numerous changes that were made to the building façade in order to create a four-sided building. He explained the playground had been placed in the target zone. He stated he would continue to work on upgraded building materials with staff. He requested the pitched roof be allowed to remain in place as this created a more comfortable, residential atmosphere for the proposed daycare.

Chairperson Bauer supported the elevation on Sunwood Drive not having a door. He believed this would be an extreme danger.

Commissioner Surma asked if the fire department had reviewed the proposed building designs.

Community Development Director Gladhill explained the entire Public Safety Team has reviewed the building plans and were supportive.

Commissioner Anderson did not believe this building had the same look and feel as the other buildings within The COR and for this reason he would not be offering his support on this request.

Commissioner Nosan stated she appreciated the mix of the flat and gable rooflines as this provided more character to the building. She was pleased the building now had brick and had a more pronounced entrance.

Commissioner VanScoy agreed that the applicant had made significant improvements to the building. He suggested brick be placed along the windows on Sunwood Drive to further enhance the building.

Commissioner Nosan supported the building having brick half-way up to enhance the entire building.

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

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

Chairperson Bauer closed the public hearing closed at 7:36 p.m.

### **Commission Business**

Commissioner VanScoy questioned how staff would address the comments made by the Commission this evening.

Community Development Director Gladhill recommended staff make a motion clarifying the items they would like addressed within the building materials or building façade.

Commissioner Anderson stated he would not be offering his support for this project as presented.

Community Development Director Gladhill indicated the Planning Commission could opt to table action on this item to June 12<sup>th</sup> in order to further review the proposed changes.

Chairperson Bauer supported this item moving forward.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Resolution #17-06-127 approving the Plat for COR Stone Brook Academy and approving Site Plan for StoneBrook Academy, contingent upon revisions outlined in the Staff Review Letter, with the design for the elevation along Sunwood Drive being amended to be more consistent with Page 52 of the design framework.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, and Gengler. Voting No: Anderson and Surma. Absent: Brauer.

### **5.03: Review Sketch Plan for Pearson Place (Project No. 16-31a); Case of John Dobbs.**

#### **Presentation**

City Planner Anderson presented the staff report stating the purpose of this case is to review the official Sketch Plan, prepared by Otto Associates and dated May 4, 2017, for a proposed twelve (12) lot residential subdivision near the southern/eastern end of Bowers Drive. The Sketch Plan Review process affords the Planning Commission to opportunity to provide early direction on the layout of the proposed plat, before the Developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading Plan, Utility Plan, Landscape Plan, and Street Light Plan. It was noted the City hosted two (2) public workshops regarding a concept plan for this project in 2016. Comments from attendees of those workshops was reviewed with the Commission. Staff reviewed the request in further detail and requested feedback from the Commission on the sketch plan for Pearson Place.

## **Commission Business**

Commissioner Anderson stated he supported the concept and believed this was a nice addition. He suggested Outlot C be flattened out to allow for better access in the case of an emergency during construction.

Commissioner Nosan requested further information on the buffer.

City Planner Anderson described the location of the 50-foot buffer that is behind the existing homes along Bowers Drive to provide a buffer for them from potential future development of the adjacent agricultural land.

Commissioner VanScoy believed the buffer was very generous. He questioned how the City would address street damage that may occur during construction.

City Planner Anderson stated this issue would have to be addressed with the applicant. He noted an escrow could be requested from the applicant by the City and the amount could be reduced over time as the lots develop.

Community Development Director Gladhill reported the applicant has been working with the City Engineer on a surety for construction damage.

John Dobbs, Pearson Place developer, discussed his development in further detail and thanked the Commission for their feedback. He discussed the proposed lot depths for both sides of the street. He clarified he would not be controlling the future of Outlot C and then discussed the grading that would occur within the development for the retention ponds. He explained he would work to install 12 driveways without removing significant trees from the proposed lots.

Commission VanScoy asked what the capacity of Bowers Drive was.

Mr. Dobbs stated he has had conversations with the City Engineer regarding this matter and would address the road limits with the future contractors.

Commissioner VanScoy stated his only concern with the project was access for emergency vehicles. He inquired if there was an alternative access point, other than Outlot C.

Mr. Dobbs did not believe there was another option and noted this was a quiet neighborhood with a dead-end street.

Commissioner Surma questioned if the units would have underground septic or mound systems.

Mr. Dobbs anticipated each of the lots would have an underground septic system.

Chairperson Bauer asked for final thoughts from the Commission. There were no additional comments.

The Commission offered their support to the Sketch Plan.

**5.04: Review Sketch Plan for Estates of Silver Oaks 2<sup>nd</sup> Addition (Project No. 17-119); Case of Marcel Eibensteiner.**

**Presentation**

City Planner Anderson presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by E.G. Rud & Sons, Inc., Roshell Engineering, and Royal Oaks Realty for the purpose of an eight (8) lot subdivision located on Lithium Street NW. The Sketch Plan submitted includes nine (9) sheets. The Sketch Plan Review process affords the Planning Commission the opportunity to provide early direction on the layout of the proposed plat, before the Developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading Plan, Utility Plan, Landscape Plan, and Street Light Plan. Staff discussed the sketch plan further and requested feedback from the Commission.

**Commission Business**

Commissioner VanScoy understood the development would have a permanent cul-de-sac. He asked if staff had considered a future connection to 164<sup>th</sup> Avenue.

City Planner Anderson stated should the area to the north ever develop, staff would recommend a connection to 164<sup>th</sup> Avenue be made.

John Peterson, the applicant, commented on the tree survey he had completed for the development. He believed that his plan was being very sensitive to the adjacent developments.

Commissioner Nosan thanked Mr. Peterson for working so hard to preserve the trees within this development.

The Commission offered their support to the Sketch Plan.

**5.05: Review Concept Plan for Bunker Lake Industrial Park; Case of PSD, LLC**

**Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to review a concept plan in design stages for Bunker Lake Industrial Park by PSD, LLC. This is not yet a formal application. The intent is to get preliminary feedback to the Developer before a formal land use application is submitted.

### **Commission Business**

Commissioner VanScoy asked if the proposed property was adjacent to residential property.

Community Development Director Gladhill reviewed the boundary of the property noting there was a few 100 feet between the proposed parcel and residential property. He discussed the proposed buffering that was being planned by the applicant.

The Commission offered their support to the Concept Plan.

### **5.06: Adopt Resolution #17-06-130 Finding Compliance with the City's Comprehensive Plan Compliance for Proposed Tax Increment Finance District No. 16 Creation.**

#### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the City has received a request from PSD LLC to create Tax Increment Financing (TIF) District No. 16 to facilitate the development of the new Ramsey Business Park located south of Bunker Lake Boulevard and just east of Puma Street. As part of the creation of the district, the TIF Plan must be found to be in compliance with the City's land use plans (Comprehensive Plan). The District will be created to capture new increment created by future development within the District. When a TIF District is created or modified, the Planning Commission shall review the plan or modification to determine if they are in compliance with the City's Comprehensive Plan. The City Council recently amended the Comprehensive Plan for this parcel to allow for industrial/warehouse users after recommendation of the same from the Planning Commission. Staff reviewed the request in further detail and recommended approval.

### **Commission Business**

Motion by Commissioner Nosan, seconded by Commissioner VanScoy, to adopt Resolution #17-06-130 finding that the creation of Tax Increment Finance District No. 16 and its associated TIF Plan to conform to the general plans for the development and redevelopment of the City, contingent upon final approval of the Comprehensive Plan Amendment by the Metropolitan Council.

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

### **5.07: Review Concept Plan for Redevelopment Plan at 6021, 6043, and 6101 Highway 10 NW; Case of 13120 Sunset Trail LLC.**

#### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to review a concept plan submitted by 13120 Sunset Trail LLC for a small redevelopment project. The Developer currently owns 6043 Highway 10 NW, and has a purchase agreement for 6021 Highway 10 NW (former ICO gas station). The Developer is also interested in purchasing 6101 Highway 10 NW (City-Owned, former Ralph's Gun and Pawn). Staff requested feedback on the proposed Concept Plan.

### **Commission Business**

Commissioner Anderson was excited to see the ICO gas station site being redeveloped. He suggested the concept of a service road remain in the plan. He stated he supported the plan.

Commissioner VanScoy asked if the service road was consistent with MnDOT's plans for the area.

Community Development Director Gladhill reported this was the case. He provided further comment on alignment of the frontage road.

Commissioner Nosan supported this area of the City being redeveloped.

The Commission offered their full support of the project with a frontage road.

### **5.08: Receive Update on Riverstone Addition Preliminary Plat; Case of Capstone Homes.**

#### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to receive an update on the Preliminary Plat for Riverstone Addition reviewed by the Planning Commission at the May 4, 2017 Regular Meeting. The Preliminary Plat is expected to be considered by the City Council on Tuesday, June 13. The following items have been discussed in more detail since Planning Commission Review.

1. Park Dedication and Trail Development
2. Vacation of Roadway Easement for former section of Puma Street south of Bunker Lake Boulevard
3. EAW Public Comment Period

### **Commission Business**

Chairperson Bauer stated did not want to see a 10-mile noise wall but rather would encourage this project to have a natural berm.

Community Development Director Gladhill explained staff was interested in pursuing a natural berm as well.

## **5.09: Receive Update on The COR Interim Development Plan.**

### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to review preliminary comments from the EDA on The COR Interim Development Plan, which essentially puts into motion a more formal amendment to the master plan. Direction from the April 25, 2017 Joint Work Session was to review this draft with advisory boards and commissions. The draft was reviewed by the Economic Development Authority on May 25, 2017. The draft will be reviewed by the Parks and Recreation Commission and Environmental Policy Board at their respective June Meetings. It was noted staff will be seeking authorization for public comment on the draft in July.

### **Commission Business**

Commissioner VanScoy asked if the retail area south of Highway 10 would be formally included in The COR.

Community Development Director Gladhill stated staff does not have that level of detail within the plan to date.

## **6. COMPREHENSIVE PLAN UPDATE**

Community Development Director Gladhill provided the Commission with an update on the Comprehensive Plan.

## **7. COMMISSION / STAFF INPUT**

### **7.01: Receive Staff Update**

The Staff Update was noted.

Chairperson Bauer reported the Commission would be holding a Special Planning Commission meeting on Monday, June 12<sup>th</sup>.

City Planner Anderson introduced Intern Alec Henderson to the Planning Commission.

### **7.02: 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, Gengler, Nosan, Surma, and VanScoy. Voting No: None. Absent: Brauer.

The regular meeting of the Planning Commission adjourned at 9:14 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.*