

City of Ramsey
Agenda
Environmental Policy Board (EPB)
Monday, February 22, 2017
6:30 pm
The Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Approve Minutes**
 1. Approve Meeting Minutes Dated January 18, 2017
- 5. Policy Board Business**
 1. Consider Landscape and Tree Preservation Plan for Covenant Meadows; Case Brookview Estates, LLC
 2. Consider Draft Ordinance Amendment Addressing Irrigation Requirements
 3. Consider Potential Topics for a 2017 Work Plan
- 6. Board/Staff Input**
- 7. Adjournment**

Environmental Policy Board (EPB)

4. 1.

Meeting Date: 02/22/2017

By: Chris Anderson, Community
Development

Information

Title:

Approve Meeting Minutes Dated Janaury 18, 2017

Action:

Attachments

Meeting Minutes Dated January 18, 2017

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 02/09/2017

Reviewed By

Tim Gladhill

Date

02/09/2017 12:00 PM

Started On: 02/09/2017 10:53 AM

**ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

On Wednesday, January 18, 2017, the Environmental Policy Board (EPB) met in the Lake Itasca Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Chairperson Thomas Stodola (arrived at 6:34 p.m.)
 Board Member Colleen Anderson
 Board Member Reid Bernard
 Board Member Jane Covart
 Board Member Lucas Trossen
 Board Member Michael Valentine

Members Absent: Board Member Michael Hiatt

Also Present: City Planner Chris Anderson
 Councilmember John LeTourneau

1. CALL TO ORDER

Vice Chairperson Valentine called the meeting to order at 6:32 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Covart and seconded by Board Member Bernard to approve the agenda as submitted.

Motion carried. Voting Yes: Vice Chairperson Valentine, Board Member Covart, Bernard, Anderson, and Trossen. Voting No: None. Absent: Commissioner Hiatt and Chairperson Stodola.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes December 19, 2016

Motion by Board Member Covart and seconded by Board Member Trossen to approve the regular meeting minutes dated December 19, 2016.

Motion carried. Voting Yes: Vice Chairperson Valentine, Board Member Covart, Trossen, Anderson, and Bernard. Voting No: None. Absent: Commissioner Hiatt and Chairperson Stodola.

5. POLICY BOARD BUSINESS

5.01: Receive Presentation on Irrigation System Components and an Overview of Incentive Programs

City Planner Anderson introduced the topic and guest speaker Russ Jundt of Conserva Irrigation, and stated that Mr. Jundt would provide a presentation on water conserving technologies available for irrigation systems and an overview of Minnesota Nursery and Landscape Association (MNLA) incentive/rebate programs that encourage use of these newer technologies.

Russ Jundt, Conserva Irrigation, shared a presentation that outlined his background and explained water conservation as it relates to irrigation in residential, commercial, and municipal areas with over 46 million residential irrigation systems nationwide. He stated irrigation systems waste more water than any other source.

Councilmember John LeTourneau asked if the waste comes from systems not being designed properly.

Mr. Jundt explained components are very inexpensive and that every head needs to be check-valved, which is not an expensive upgrade. He said zoning needs to be done per micro-climates and that a smart controller is much better than a simple timer in saving water. He shared a sketch outlining zones versus time watering and explained how less watering is needed in April versus August which results in massive overwatering. Mr. Jundt explained how rain sensors operate like a “snooze alarm” and shuts off but then returns to programmed time resulting in overwatering. He said smart controllers can be programmed based on weather data by zip code which saves substantial amounts of water and shared an example in a Hugo homeowners association where over 2,200 sprinkler heads were broken in their 7,800 head system.

Mr. Jundt shared changing industry dynamics including landscaping demand, control consumption, increased pricing, fines, and penalties and said most water wasted is through irrigation systems. He shared how smart controllers can reduce water usage by 40-60% and that they developed a proprietary system where low scores provide motivation. He shared their partnerships with Toro and The Wyland Foundation which are dedicated to water conservation.

Mr. Jundt displayed samples of ET sensors and controllers and outlined the Metropolitan Council’s water efficiency grant program and cities who offer rebates, adding the return on investment for commercial systems can be seen in days and residential systems within one to two seasons.

City Planner Anderson asked if ET sensors are different than soil moisture sensors.

Mr. Jundt said ET sensors are different as they operate based on 40 years of weather data.

Board Member Trossen inquired about the life expectancy of these controllers.

Mr. Jundt replied controllers are warranted up to five years and that data is updated every year.

Chairperson Stodola asked how much would be added to a system in new construction.

Mr. Jundt said smart controllers cost \$250-350 more than standard controllers on new installations.

Board Member Anderson clarified the total additional cost for an existing system to be retrofitted would be \$475-675 and asked if one system is better than another.

Mr. Jundt said a system that includes a smart controller with an ET sensor would be better than just a soil moisture sensor and would result in the City saving a lot in water.

Informational; no action required.

5.02: Receive Update from Anoka County Community Health and Environmental Services Department related to Water Resources

City Planner Anderson introduced Bret Biernat, Anoka County Environmental Services (ACES) who would provide an update on water related initiatives/activities.

Mr. Biernat, ACES, shared his background beginning in 1991 with the ground water management act established in 1989 to address watershed management issues and creating the groundwater protection plan. He reviewed priorities and said Anoka County created a task force to prioritize water, including coordination of water resources protection and management. He said it is important not to work as silos and that Ramsey's citizen survey included very good scores rating the drinking water. Mr. Biernat reviewed the Board's priorities and outlined the County's Water Task Force statement as a committee charged with making water a priority. He said the wellhead protection act ensures no pollution sources and the Community Health Services Plan includes measurable goals such as well sealing to reduce pollution.

Mr. Biernat outlined the goal of reducing wells by two percent per year and to test private wells and collaborate better with all the organizations. He shared that the Irrigation Association has declared July as Smart Irrigation Month and reviewed community health issues including water quality and sustainable drinking water. Mr. Biernat shared how the County has provided water testing for homeowners since 1972 which is important from a public health standpoint and outlined how they can support the Board. He shared water conservation goals as a partner with WaterSense and the EPA and referred to their "KnowTheFlow" coordination tool website and outreach and education efforts. Mr. Biernat outlined drinking water protection and the Water Task Force focus and shared how the County can be an advocate for cities such as creating a well sealing video.

City Planner Anderson distributed a sign-up sheet for notification of Task Force meetings and offerings then referred to Ray Renner of Renner & Sons well drilling, who provided the Department of Health with well locations in Ramsey.

Mr. Biernat said the records were very helpful and that Mr. Renner's brother is on the Water Task Force.

City Planner Anderson shared how the City offers water testing kits at City Hall.

Mr. Biernat said he is pleased with this partnership as cities can distribute bottles for testing instead of plastic bags which provides better results.

City Planner Anderson inquired about WaterSense program obligations such as reporting requirements.

Mr. Biernat said an annual report is required for the EPA to promote water efficiency as a collaborative effort which could be done separately.

Mr. Jundt inquired about the fee for a water test.

Mr. Biernat said the cost is relatively inexpensive at \$30 per test.

5.03: Consider DRAFT Ordinance #17-04 Eliminating the Requirement for In-Ground Irrigation in Multiple Zoning Districts

City Planner Anderson presented the staff report and draft ordinance to amend multiple sections of City Code to eliminate the in-ground irrigation requirement for multi-family and commercial/industrial projects. He explained this would not prohibit a project from including such a system, if they wished, but simply removes it as a required improvement. City Planner Anderson stated revisions can be made to this draft, if desired, based on the information received tonight about technological improvements to irrigation systems.

City Planner noted the proposed ordinance could be amended if the Board wishes to include language regarding smart technologies. He said due to the rescheduled meeting the public hearing notice deadlines could not be met so if brought forward the ordinance now it would be discussed at the March Planning Commission with Council consideration in March or possibly April. City Planner Anderson asked Mr. Jundt if the State Statute requirement refers to rain sensors only as it seems that it could be interpreted to require smart technologies.

Mr. Jundt said the Statute's intention was for rain sensors but the legislation is looking at broadening language to include any device affected by rain.

Chairperson Stodola said the ordinance drafted satisfies our direction and asked if staff is requesting the Board go further by requiring different technologies.

City Planner Anderson said that he was not requesting that but thought it should be discussed based on input from the Board last month. He said the timing would provide for an opportunity to include ET sensors, smart controllers, moisture control sensors and other technologies if the Board desired.

Chairperson Stodola confirmed the recommendation of incentives.

City Planner Anderson said staff intended that language would be formalized after the evening's discussion on Item 5.01 so staff will bring forward an outline for incentive programs for both retrofits and new systems and could include irrigation as well as indoor appliances and fixtures at a future meeting. He noted they now understand that outdoor water conservation provides the most return but that the Board could expand any type of rebate program.

Board Member Anderson said she would like to see incentives rather than rebates as it would provide better participation.

Chairperson Stodola said he is not advocating for incentivizing upgrades but would prefer language requiring smart sensors, ET sensor, etc. for new construction and at incentivizing retrofitting existing system.

Board Member Bernard agreed.

Board Member Trossen said he supported eliminating the requirement for systems but if someone is going to install a new system it should be water efficient.

Board Member Valentine agreed, stating the return on investment is huge.

City Planner Anderson noted an in-ground irrigation system is not required for single family home construction and asked for an estimate for multi-family/homeowner associations, and commercial/industrial projects.

Mr. Jundt said the cost is usually not much more and noted the return on investment for large systems is much quicker because of the larger water source.

Board Member Anderson referred to the need for fees and inspections and asked how we guarantee the system works.

City Planner Anderson said irrigation permits are currently required to ensure backflow preventers are installed but agreed that this is something that will need to be reviewed in greater detail.

Board Member Anderson suggested the requirements be included as part of the Certificate of Occupancy process.

Chairperson Stodola said more research is needed.

Board Member Covart confirmed the proposed ordinance is for new construction only for multi-family and homeowners associations.

City Planner Anderson said once the Board reaches consensus staff can include language on permitting processes.

Chairperson Stodola said the overall goal is to use less water and that he wants to be bold in their recommendation.

Board Member Trossen agreed, stating pricing makes this action obvious and suggested an incentive for retrofit.

City Planner Anderson said staff will develop an ordinance outlining requirements for single family, multi-family, commercial, and industrial projects. A potential incentive program for retrofitting existing systems will be explored and brought back at a future meeting.

Chairperson Stodola clarified incentives will not be included in the ordinance amendment but instead Staff will work to develop a program for retrofitting existings systems.

It was the consensus of the Environmental Policy Board to bring forward an ordinance for Council consideration outlining irrigation system requirements for all properties, including single family, multi-family, commercial, and industrial and separately develop an incentive program to encourage retrofitting existing irrigation systems with more water efficient components.

Mr. Jundt said he would offer proposed language for the ordinance and applauded the Board for their work in water conservation.

Board Member Valentine referred to revenue loss due to this ordinance.

City Planner Anderson said staff will discuss those implications with the Finance and Public Works Departments.

Chairperson Stodola said with discussions of constructing an additional treatment plant this action could potentially delay that need.

Mr. Biernat said this action could delay some demand costs and allow the City to work together with Nowthen and Oak Grove when they are ready for increased water needs.

Board Member Anderson asked who pays for the rebates.

City Planner Anderson said grant programs could potentially be renewed or similar programs created.

Board Member Anderson asked if this type of proposal is typical throughout the country.

Mr. Jundt said no as California's need is much higher. He added the City of Andover odd/even water restrictions do not apply if a homeowner's system includes a smart controller.

Board Member Anderson said Metropolitan Council grants need to be included in these discussions.

City Planner Anderson noted that the decision not to participate in past grant opportunities was based on the lack of staff resources to administer the program.

Chairperson Stodola asked that direction could be changed.

City Planner Anderson said the direction could potentially be changed if the program is renewed.

5.04: Review Concept Plan and Mandatory Environmental Review for Pearson Farm Residential Development

City Planner Anderson presented the staff report, noting the City received a Concept Plan for the potential future residential development currently named Pearson Farm. If approved, it could result in approximately 350 new housing units on City services. Due to its scale and size, the project will be subject to an Environmental Assessment Worksheet (EAW).

City Planner Anderson noted the EAW process takes 2-3 months to review and could result in the need for an Environmental Impact Statement (EIS). He said the Board will have a significant role in the EAW review and will include support of a planning consultant who focuses on EAWs. He asked if the Board had any comments otherwise prior to the review and stated this will be a complex process including navigation with the public. He added that the Environmental Quality Board is looking for volunteers for their review panel on how this process can be improved and to let him know if any Board Members are interested in being involved.

Board Member Trossen inquired about the developer.

City Planner Anderson said the developer is Capstone Homes and the property owner is Al Pearson. He said Capstone Homes is located in Ramsey and has experience in the City with closing out the Brookfield project. He said Capstone Homes has proven to be a good developer and that the proposed 350 units will be phased over a number of years.

Chairperson Stodola asked what type of housing the developer proposes.

City Planner Anderson said although they have not received a formal application the project would include both single and multi-family homes with multi-family on the north and south portions and single-family in between with a community building and small neighborhood parks.

Board Member Covart inquired about road improvements.

City Planner Anderson said road improvements are planned for Bunker Lake Boulevard and Puma Street with a proposed second connection to Alpine Drive.

Informational; no action required.

6. BOARD / STAFF INPUT

- **Pilot Program for Collecting Extra Cardboard over Holidays**

City Planner Anderson advised the implemented pilot program with ACE Solid Waste for cardboard collection was very popular. He stated over the three weeks it was available, the 20-yard container was dumped four times. He said the effort was at no cost to the City to gauge how well it would be utilized and was successful with a total of over 2 tons of cardboard recycled with no illegal dumping. City Planner Anderson said staff will likely continue with this program over the holidays in the future.

City Planner Anderson stated the Board's February meeting will be rescheduled to Wednesday, February 22 due to the President's Day holiday.

7. ADJOURNMENT

Motion by Chairperson Stodola and seconded by Board Member Valentine to adjourn the meeting.

The meeting adjourned at 8:53 p.m.

Respectfully submitted,

Chris Anderson
City Planner

ATTEST:

JoAnn Shaw
Community Development Secretary

Drafted by Cathy Sorensen
TimeSaver Off Site Secretarial, Inc.

Meeting Date: 02/22/2017

By: Chris Anderson, Community
Development

Information

Title:

Consider Landscape and Tree Preservation Plan for Covenant Meadows; Case Brookview Estates, LLC

Purpose/Background:

The City has received an application for Preliminary Plat and Rezoning for a proposed twelve (12) lot subdivision on the property legally described as Outlot A, Meadowbrook (the "Subject Property"). The request includes rezoning the Subject Property from R-1 Residential (Rural Developing) to Planned Unit Development (PUD). A PUD allows for some negotiation regarding bulk standards (e.g. lot size, setbacks, etc.) if there is a definitive public benefit as an outcome of the project. In this instance, the Developer is proposing to deed to the City approximately fifteen (15) acres of land that straddles Trott Brook.

Observations/Alternatives:

The Subject Property includes lands on both the north and south sides of Trott Brook. Adjacent to the Brook is, per the City's NRI, moderate quality forest floodplain and oak woodlands. Essentially all of these natural areas are part of the land that would be deeded to the City. Additionally, there is also a small cluster of high quality oak woodland on the Subject Property, located on the proposed Lot 4, Block 1. It appears that the bulk of this woodland will be protected during the development of the site (however, a future landowner would not be prohibited from tree removal). The land that is proposed to be deeded to the City also has some steep slopes. This action will provide greater protection for the steep slopes than if they were on privately owned lands.

Per the Tree Plan, approximately fifteen percent (15%) of the significant tree inches will be removed (this excludes those removed for stormwater ponds as allowed by City Code). This complies with the Tree Preservation standards outlined in City Code. The Tree Plan will need to be revised to specify that tree clearing activities shall not occur between April 15 and July 15 due to the presence of larger stands of oak trees.

The Landscape Plan provides two (2) trees per lot and includes a mixture of deciduous and coniferous trees. The proposed species are acceptable.

Staff is seeking recommendations from the Board on the Landscape Plan and the Tree Preservation Plan.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Action:

Motion to recommend approval of the Landscape Plan and Tree Preservation Plan, contingent upon compliance with the Staff Review Letter.

Attachments

Site Location Map

Landscape Plan

Tree Preservation Plan

Staff Review Letter

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 02/08/2017

Reviewed By

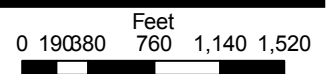
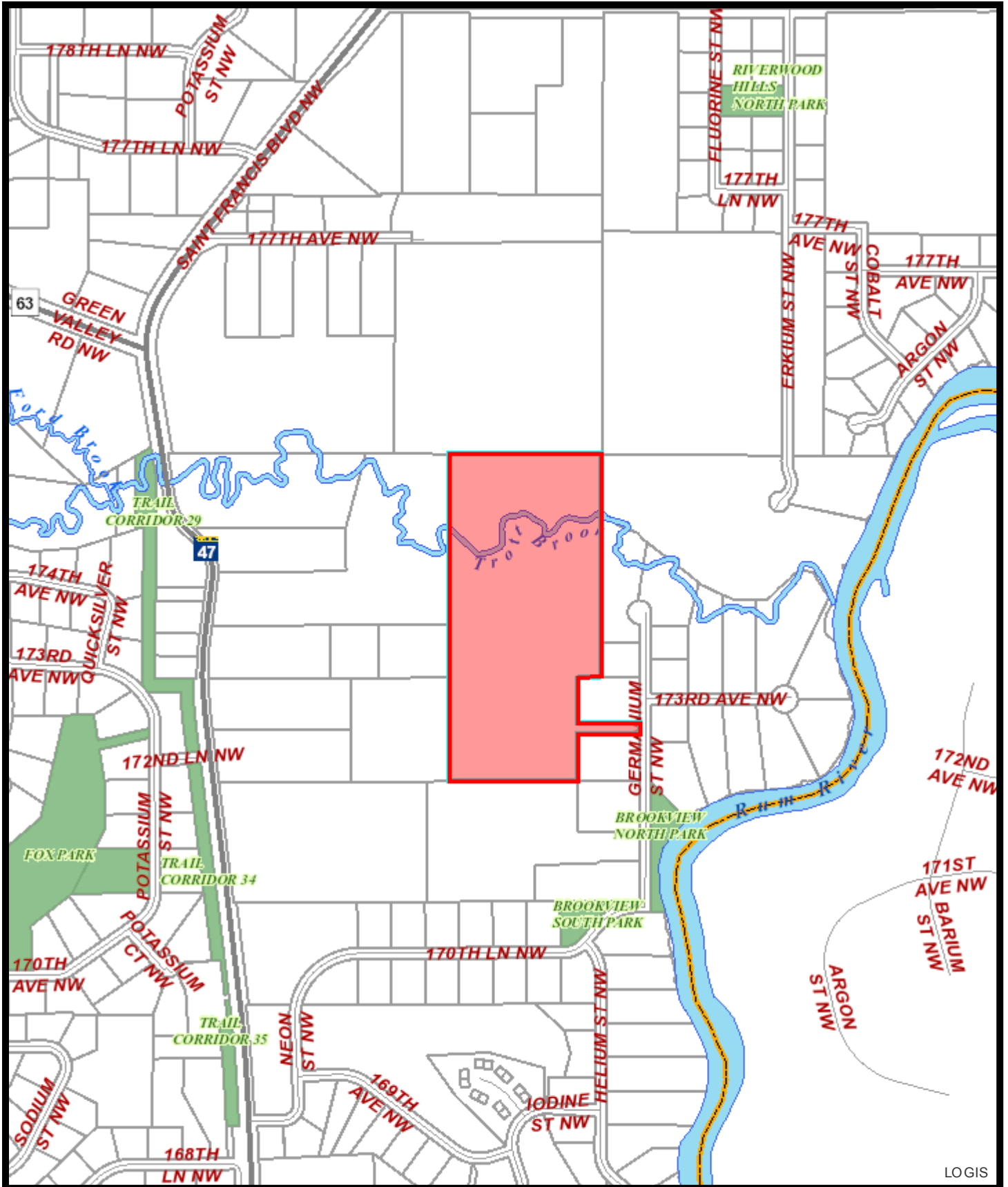
Tim Gladhill

Date

02/08/2017 04:16 PM

Started On: 02/08/2017 12:05 PM

Site Location Map



TREES SAVED

672	Pine, red	15
675	Pine, red	11
677	Pine, red	17
678	Pine, red	12
679	Pine, red	12
680	Pine, red	11
682	Pine, red	10
683	Pine, red	12
684	Pine, red	8
685	Pine, red	13
689	Pine, red	12
690	Pine, red	12
691	Pine, red	14
692	Pine, red	13
693	Pine, red	13
694	Pine, red	15
695	Pine, red	12
696	Pine, red	14
697	Pine, red	14
698	Pine, red	16
699	Pine, red	12
700	Pine, red	17
701	Pine, red	10
702	Pine, red	16
703	Pine, red	14
704	Pine, red	13
705	Pine, red	8
706	Pine, red	12
707	Pine, red	12
708	Pine, red	10
709	Pine, red	9
710	Pine, red	10
711	Pine, red	16
712	Pine, red	12
713	Pine, red	10
714	Pine, red	13
715	Pine, red	9
716	Pine, red	9
717	Pine, red	11
718	Pine, red	14
719	Pine, red	11
720	Pine, red	13
721	Pine, red	13
722	Pine, red	7
723	Pine, red	12
724	Pine, red	12
725	Pine, red	11
726	Pine, red	13
727	Pine, red	14
728	Pine, red	14
729	Pine, red	13
730	Pine, red	11
731	Pine, red	14
732	Pine, red	8
733	Pine, red	10
734	Pine, red	12
735	Pine, red	15
736	Pine, red	17
737	Pine, red	11
738	Pine, red	15
739	Pine, red	9
740	Pine, red	6
741	Pine, red	12
742	Pine, red	15
743	Pine, red	16
744	Pine, red	13
745	Pine, red	11
746	Pine, red	10
747	Pine, red	20
748	Pine, red	17
749	Pine, red	16
750	Pine, red	14
751	Pine, red	15
752	Pine, red	20
753	Pine, red	12
754	Pine, red	8
755	Pine, red	9
756	Pine, red	12
757	Pine, red	11
758	Pine, red	10
759	Pine, red	12
760	Pine, red	13
761	Pine, red	16
762	Pine, red	15
763	Pine, red	11
764	Pine, red	11
765	Pine, red	10
766	Pine, red	13
767	Pine, red	12
768	Pine, red	9
769	Pine, red	9
770	Pine, red	12
771	Pine, red	10
772	Pine, red	10
773	Pine, red	11
774	Pine, red	13
775	Pine, red	19
776	Pine, red	15
777	Pine, red	14
778	Pine, red	14
779	Pine, red	18

780	Pine, red	23
781	Pine, red	12
782	Cedar, red	9
783	Pine, red	14
784	Pine, red	16
785	Pine, red	16
786	Pine, red	9
787	Pine, red	14
788	Pine, red	10
789	Pine, red	13
790	Pine, red	15
791	Pine, red	12
792	Pine, red	14
793	Pine, red	26
794	Cedar, red	7
795	Pine, red	17
796	Pine, red	18
797	Pine, red	12
798	Pine, red	20
799	Pine, red	11
800	Pine, red	16
801	Pine, red	17
802	Pine, red	14
803	Pine, red	14
804	Pine, red	14
805	Pine, red	13
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807	Pine, red	10
808	Pine, red	12
809	Pine, red	8
810	Pine, red	10
811	Pine, red	15
812	Pine, red	13
813	Pine, red	14
814	Pine, red	11
815	Pine, red	11
816	Pine, red	10
817	Pine, red	13
818	Pine, red	12
819	Pine, red	15
820	Pine, red	16
821	Pine, red	14
822	Pine, red	19
823	Pine, red	16
824	Pine, red	19
825	Pine, red	14
826	Pine, red	19
827	Cedar, red	8
828	Pine, red	16
829	Pine, red	16
830	Pine, red	18
831	Pine, red	12
832	Pine, red	14
833	Pine, red	15
834	Pine, red	14
835	Pine, red	15
836	Pine, red	11
837	Pine, red	14
838	Pine, red	9
839	Pine, red	14
840	Pine, red	16
841	Pine, red	9
842	Pine, red	9
843	Pine, red	15
844	Pine, red	12
845	Pine, red	10
846	Pine, red	8
847	Pine, red	13
848	Pine, red	11
849	Pine, red	19
850	Pine, red	14
851	Pine, red	16
852	Pine, red	11
853	Pine, red	15
854	Pine, red	13
855	Pine, red	14
856	Pine, red	15
857	Pine, red	12
858	Pine, red	16
859	Pine, red	14
860	Cedar, red	6
861	Pine, red	12
862	Pine, red	13
863	Pine, red	15
864	Pine, red	11
865	Cedar, red	7
866	Pine, red	13
867	Pine, red	14
868	Pine, red	12
869	Pine, red	10
870	Pine, red	16
871	Pine, red	7
872	Pine, red	13
873	Pine, red	14
874	Pine, red	11
875	Pine, red	12
876	Pine, red	13
877	Pine, red	13
878	Pine, red	11
879	Pine, red	14
880	Pine, red	18

881	Pine, red	12
882	Pine, red	12
883	Pine, red	9
884	Pine, red	13
885	Oak, red	21
886	Oak, bur	16
887	Basswood	12
888	Aspen	13
889	Aspen	8
890	Aspen	13
891	Ash, green	23
892	Aspen	10
893	Oak, red	17
894	Aspen	9
895	Aspen	10
896	Aspen	8
897	Aspen	12
898	Aspen	10
899	Aspen	8
900	Aspen	13
901	Aspen	10
902	Aspen	9
903	Aspen	13
904	Aspen	8
905	Aspen	10
906	Aspen	14
907	Aspen	13
908	Oak, red	16
909	Aspen	9
910	Aspen	9
911	Aspen	11
912	Aspen	13
913	Cherry, black	16
914	Aspen	9
915	Aspen	18
916	Ash, green	14
917	Basswood	8
918	Basswood	8
919	Aspen	13
920	Aspen	10
921	Aspen	11
922	Aspen	9
923	Aspen	14
924	Aspen	12
925	Aspen	8
926	Aspen	8
927	Ash, green	9
928	Aspen	8
929	Aspen	9
930	Aspen	9
931	Aspen	10
932	Aspen	8
933	Oak, red	19
934	Aspen	9
935	Aspen	8
936	Aspen	9
937	Oak, red	8
938	Oak, red	12
939	Ash, green	12
940	Oak, red	8
941	Oak, bur	7
942	Oak, red	7
943	Oak, red	6
944	Oak, bur	6
945	Oak, bur	5
946	Oak, red	4
947	Oak, bur	5
948	Oak, red	7
949	Oak, red	7
950	Oak, red	7
951	Ash, green	13
952	Oak, red	14
953	Oak, red	12
954	Aspen	9
955	Oak, red	8
956	Aspen	9
957	Aspen	11
958	Aspen	8
959	Aspen	8
960	Aspen	12
961	Aspen	12
962	Oak, red	7
963	Aspen	14
964	Oak, red	25
965	Oak, bur	7
966	Oak, red	33
967	Oak, red	22
968	Oak, bur	15
969	Oak, red	12
970	Oak, red	22
971	Oak, red	24
972	Oak, red	18
973	Oak, red	17
974	Oak, red	50
975	Oak, red	15
976	Oak, bur	16
977	Oak, bur	7
978	Basswood	10
979	Oak, red	5
980	Oak, red	12
981	Oak, red	5

982	Oak, red	7
983	Oak, red	16
984	Oak, red	20
985	Oak, red	20
986	Oak, red	17
987	Oak, red	15
988	Oak, red	16
989	Oak, red	15
990	Oak, red	13
991	Oak, red	14
992	Oak, red	14
993	Oak, red	24
994	Oak, white	17
995	Basswood	8
996	Oak, red	28
997	Oak, red	40
998	Oak, red	6
999	Cedar, red	13
1000	Oak, red	10
1001	Oak, red	38
1002	Cedar, red	8
1003	Basswood	18
1004	Basswood	13
1005	Basswood	9
1006	Ash, green	10
1007	Oak, red	21
1008	Oak, red	14
1009	Ash, green	15
1010	Oak, red	9
1011	Oak, red	24
		10653

TREES REMOVED HOME CONST

76	Pine, red	12
77	Pine, red	14
78	Pine, red	14
79	Pine, red	12
80	Pine, red	13
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109	Cedar, red	7
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434	Oak, red	27
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488	Pine, red	11
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TREES REMOVED POND CONST

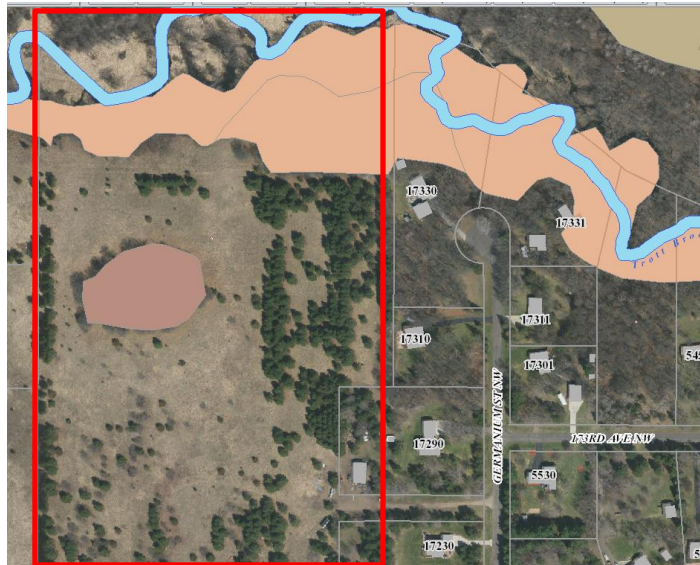
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10	Pine, red	13

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 9, 2017	PROJECT ADDRESS	TBD
PROJECT. TITLE	COVENANT MEADOWS		
ESCROW #	115528		
DEPARTMENT:	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

We offer the following comments regarding the Tree Inventory and Protection Plan and the Landscape Plan, both prepared by Roshell Engineering, LLC and dated February 2, 2017:

The City's Natural Resources Inventory (NRI) identifies some moderate quality forest floodplain and oak woodlands adjacent to Trott Brook and a high quality oak woodland in the north central portion of the site. Most, if not all of the moderate quality areas are within the proposed Outlot A, which is to be deeded to the City as part of the Planned Unit Development (PUD). Per the Tree Inventory and Preservation Plan, it appears that much of the high quality oak woodland will also be preserved through the development process.



As part of this proposed project, almost sixteen (16) acres of land, straddling Trott Brook, would be deeded to the City. The City would like to work with the Developer to ensure that there is a trail corridor reserved along the common lot line of either Lots 4 and 5 or Lots 5 & 6 for future access to the Trott Brook trail.

The Landscape Plan is acceptable.

The Tree Plan indicates that fifteen percent (15%) of the existing significant trees will be removed, excluding those removed for ponding purposes, which is below the allowable threshold of thirty percent (30%). Due to the presence of larger stands of oak trees, tree clearing activities shall occur prior to April 15 or after July 15 to minimize the potential introduction of Oak Wilt to the site. This note must be added to both the Grading, Plan and the Tree Plan. Additionally, please

consult with the Certified Arborist that prepared the Tree Preservation Plan to prepare a plan that identifies the precautionary steps to be taken on site to protect oak trees from Oak Wilt. This should be included with the submittal of the Final Plat.

Required Sheet Revisions

Sheet G1 (Preliminary Grading Plan)

- Revise to show tree preservation fence.
- Tree preservation fence must be installed and then approved by City prior to any clearing work.
- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.

Sheet L1 (Tree/Landscape Plan)

- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.
- Revise to show tree preservation fence.

Sheet T1 (Tree Plan)

- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.
- Revise to show tree preservation fence.

Meeting Date: 02/22/2017

By: Chris Anderson, Community
Development

Information

Title:

Consider Draft Ordinance Amendment Addressing Irrigation Requirements

Purpose/Background:

Over the past two months, the Board has discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. Based on the discussion at the January meeting, Staff has updated a DRAFT Ordinance that eliminates the irrigation requirement and also stipulates that if an irrigation systems is installed (including single family parcels), it must 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.

While note specifically included in the DRAFT Ordinance, it may also be worth noting that this could be an opportunity to encourage more native landscaping within projects. Native grass and plant communities require fewer inputs, especially water. So, the Board may also wish to contemplate some sort of landscape credit for projects incorporating a native grass and plant community. An example could be a reduction in the number of required trees and/or shrubs for each 500 square feet of native landscape establishment. As this is not directly related to irrigation requirements, Staff is not suggesting that this be contemplated as part of the DRAFT Ordinance, but just something that the Board may wish to keep in mind from a broader water conservation perspective.

Staff is still assessing how the water efficient requirement would be verified in the field. At this time, it does not appear that it could be addresses through any existing inspection. Additional review is still needed on this aspect. However, any potential action on this DRAFT Ordinance could be contingent upon finalizing an effective and efficient inspection methodology.

Action:

Motion to recommend adoption of Ordinance #17-02 amending the irrigation standards contingent upon Staff developing an efficient and effective inspection methodology.

Attachments

DRAFT Ordinance #17-04

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 02/09/2017

Reviewed By

Tim Gladhill

Date

02/09/2017 09:53 AM

Started On: 02/08/2017 03:54 PM

**ORDINANCE #17-04
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 MULTIPLE SECTIONS OF THE RAMSEY CITY CODE
RELATING TO IRRIGATION REQUIREMENTS.**

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 117-111. – R-1 Residential (g) (4) is amended as follows and the existing (4) and (5) are renumbered to (5) and (6):

- (4) *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
- a. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 - b. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-112. - R-2 Residential District (e) (6) e. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-113. – R-3 Residential District (e) (5) e. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-114. – B-1 General Business District (e) (14) d. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-115. – B-2 Highway Business District (e) (16) d. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-116. – E-2 Employment District (e) (3) d. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-117. – E-1 Employment District (e) (3) d. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-120. – H-1 Highway 10 Business District (e) (14) d. is amended as follows:

- e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
 2. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 3. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-121. – B-3 Business District (g) (2) f. is amended as follows:

- f. *Landscaping.* The master plan shall include a landscape plan for the entire development site. Landscaping shall be integrated throughout the site and shall include a combination of overstory trees, ornamental trees, shrubs, flowers (planting beds and raised planters), ground cover, and other landscaping elements. The required number of plantings will be site specific and will be determined largely by the total pervious area of a site. Landscaping should be used to soften and shade parking areas, line sidewalks and streets, accent building entrances, and break up large building facades. Plant selection should focus on functionality and take into account characteristics such as tolerance of soil compaction, poor drainage, and deicing salts. All landscaping shall be over at least four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348. If a landscape irrigation system is provided, the system shall be equipped with the following:
 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

SECTION 3. SUMMARY

The following is the official summary of Ordinance #17-04, 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 #17-04 to amend Ramsey, Minnesota City Code Chapter 117 to eliminate the requirement for in-ground irrigation systems in all zoning districts and to specify that if an irrigation system is installed, it shall be equipped with a rain sensor as well as one or more water efficient technologies.

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:

DRAFT

Environmental Policy Board (EPB)

5. 3.

Meeting Date: 02/22/2017

By: Chris Anderson, Community Development

Information

Title:

Consider Potential Topics for a 2017 Work Plan

Purpose/Background:

In 2016, the Board focused on developing a Statement of Purpose to better define the role if the EPB. This was done in lieu of a Work Plan for the year. With that process now complete and implemented, the Board can once again focus on developing a Work Plan to outline what their efforts will focus on in 2017 (and possibly beyond). The purpose of this case is to begin brainstorming potential focus areas of the Board in 2017.

Based on current and anticipated projects, there are several topics that Staff would recommend be considered:

1. Development of a Pollinator Initiative Program.
 - Education and awareness
 - Review of existing city practices for possible improvements
 - Incorporate pollinator friendly practices and concepts into the Natural Resources Chapter of Comprehensive Plan
2. Develop an incentive/rebate program to encourage retrofitting existing irrigation systems with water efficient technologies (emphasis on water conservation).
3. Utilize the Mississippi River Shoreline Inventory to connect with potential candidates for riverbank stabilization efforts.

Staff will facilitate an interactive exercise at the meeting in which Board Members will be asked identify their preferred topics or focus areas for a Work Plan. Ultimately, the draft Work Plan will be presented to City Council for formal consideration and approval.

Funding Source:

This case is being handled as part of Staff's regular duties.

Action:

Based on discussion with the intention of identifying common ground for potential topics to include in a 2017 Work Plan.

Attachments

City Council Strategic Plan

Planning Commission Work Plan

Form Review

Inbox

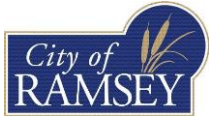
Tim Gladhill
Form Started By: Chris Anderson
Final Approval Date: 02/09/2017

Reviewed By

Tim Gladhill

Date

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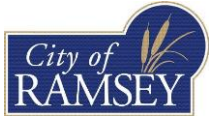
To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
				Key  Red – On hold/future project  Yellow – In process  Green - Completed	
Improve budget preparation to identify operational efficiencies and cost-savings	1) An all-inclusive integrated budget document developed that will incorporate Strategic Planning items, adopted budgets, CIP, metrics, and trend information.	June 2015	December 2015		<ul style="list-style-type: none"> Integrated budget completed for 2016 Distinguished Budget Award received
Increase economic growth and development	2) Sale of City-Owned Parcels that are listed for sale for economic development.	Summer 2015	Summer 2018		<ul style="list-style-type: none"> City owned land will be positioned: "as-competitive-as-possible" in today's real estate market. Removed development "unknowns" for prospects and significantly improved project timelines. 100 % properties shovel-ready certified. Land sale closings above previous three year term.
	3) Recruit new industry and market-ready major retail businesses to Ramsey	Ongoing	Fall 2017		<ul style="list-style-type: none"> Secured two (2) new 30,000+ square foot retail facilities. Secured two (2) new 30,000+ square foot industrial facilities.

Three - Year Strategic Action Plan



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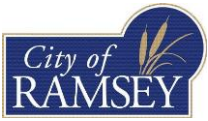
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Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Increase economic growth and development (cont.)	4) Establish new Business Park, west of Armstrong Boulevard	Spring 2016	Summer 2016		<ul style="list-style-type: none"> Business Park will be positioned: "as-competitive-as-possible" in today's real estate market. Removed development "unknowns" for prospects and significantly improved project timelines. Attain State of Minnesota <i>Shovel-Ready</i> Status for Business Park land parcels.
	5) Develop and plan for key infrastructure improvements (AUAR improvements, extensions of municipal utilities, and major transportation corridors.	April 2015	December 2017		<ul style="list-style-type: none"> Meet the COR AUAR milestones Scheduled prioritized projects in CIP Revised JPA construction schedule - Meet the scheduled milestones. Reviewed possible extension of sewer and water to 167th and Hwy 47 area Mobility improvements made to major highway corridors (i.e. US Hwy 10, Hwy 47 and CR 5)
Leverage outside funding sources	6) Optimize use of non-city funding through joint projects, grants and partnerships	2015	2018		<ul style="list-style-type: none"> Increased grant awards Reduced reliance on the general fund. Effective grant administration Increased public and private partnerships




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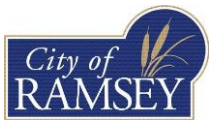
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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
				Key  Red – On hold/ future project  Yellow – In process  Green - Completed	
Improve the safety and mobility of major road corridors	7) Actively lobby State Legislature and Federal Congressional Delegation for \$120M to construct the identified Highway 10 corridor priorities	March 2015	December 2018		<ul style="list-style-type: none"> State and federal funding secured for high priority TH Highway 10 projects.
	8) Introduce legislation requesting state funding for highway-rail separation at Ramsey and Sunfish Lake Blvd. rail intersections.	March 2015	May 2015		<ul style="list-style-type: none"> Allocation of up to \$10 M in state bonding for projects.



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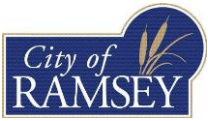
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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors (continued)	9) Initiate a regional effort to complete Preliminary Engineering and Environmental Review for all projects of the Highway 10 Study	March 2015	December 2018		<ul style="list-style-type: none"> Preliminary Design and Engineering in regard to MNDOT TH10 Access Planning Study projects are commenced.
	10) Develop a communications strategy in regard to Highway 10 improvements	Summer 2015	Summer 2015		<ul style="list-style-type: none"> 1-2 page flyer (marketing material) summary of Highway 10 Created project webpage on City website. "Support network" of businesses and land owners willing to assist in lobbying established. "Lobbying List" outlining an inventory of people the City should be communicating with (lobbying) established.
	11) Conduct CASH 5 Corridor Study (land use and traffic integrate in cooperation with the County	April 2015	October 2018		<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018
	12) Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka	April 2015	October 2018		<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018
	13) Conduct Armstrong Blvd traffic study in cooperation with the County	July 2015	October 2018		<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018



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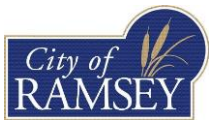
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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Create a diverse and robust offering of recreational opportunities	14) Develop a comprehensive recreation plan that inventories existing recreation programs, services, and infrastructure at the local, regional, and national level	5/2015	10/2016		<ul style="list-style-type: none"> Present findings and recommendations in 2017 as part of budget development for 2018 implementation
	15) Develop Plan for future parks, trails, and open space capital improvements	2015	2016		<ul style="list-style-type: none"> Completed Master Park and Trail Plan Update CIP Aligned with Parks Plan










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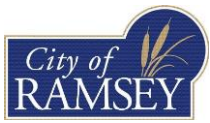
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
				Key  Red – On hold/future project  Yellow – In process  Green - Completed	
Improve and maintain the safety of the community	16) Reduce illegal drug activity in the community	June 2015	January 2016		<ul style="list-style-type: none"> Increased number of arrests for drug crimes Maximized collaboration of Anoka Hennepin Drug Task Force by allocating staff to task force Increased intelligence on drug activity Reduced criminal activity in community related to drug use Increased community awareness of illegal drug activity
	17) Provide adequate public safety staffing based on City's growth factors	June 2015	September 2015		<ul style="list-style-type: none"> Metrics developed to support 2016 and future public safety staffing requests
	18) Consider security cameras to enhance safety and security	June 2015	February 2016		<ul style="list-style-type: none"> Visible deterrent to criminal activity Reduction of Vandalism to city owned property by 10 % Assisted in identification of criminal suspects Provided increased sense of security in public spaces.
	19) Expand and improve residential rental licensing program	April 2015	July 2015		<ul style="list-style-type: none"> Cost Benefit analysis completed Improved property maintenance Improved landlord/tenant relationships Improved public safety response








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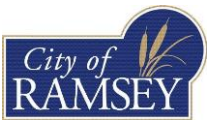
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Create a strong positive image for residential neighborhoods and business districts	20) Meet or exceed community expectations in regard to response times for code complaints	2016	2016		<ul style="list-style-type: none"> Centralized enforcement program with consistent metrics Improved communication of notices of violation Response times of 14-30 days Enhanced focus on key corridors (Highway 10 and Highway 47) Eliminate duplication in data
Enhance Community Engagement	21) Create a program for citizen recognition.	June 2015	December 2015		<ul style="list-style-type: none"> Implemented citizen recognition program
	22) Identify opportunities for community volunteer work	June 2015	December 2015		<ul style="list-style-type: none"> Increased citizen volunteer hours
	23) Increase engagement opportunities in future land use decisions	2015	2018		<ul style="list-style-type: none"> Adopt a citizen engagement framework for 2040 Comprehensive Plan update Determine appropriate scale of update to the City's Comprehensive Plan Complete required 2040 Comprehensive Plan update Clarified vision for the COR
Enhance the level of customer service	24) Evaluate staffing deployment and process effectiveness	2015	2016		<ul style="list-style-type: none"> 10 Business Day Building Permit Plan Review 48 Hour Inspection Window Centralized Permits and Licenses Division Improved management and ensured equity of enforcement of City-Owned properties Improved support to Environmental Policy Board (EPB)



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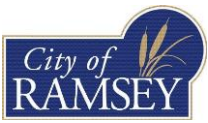
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Define and promote Ramsey Brand	25) Develop strategy with Ramsey Brand as umbrella while still promoting sub-areas of the community (The COR, 167 th Avenue, Future Business Park, etc.)	Spring 2015	Summer 2016 Final completion tied to tactic below.		<ul style="list-style-type: none"> Unified marketing/ communications with consistent use of Ramsey Brand (refreshed materials and policy). Implementation of Ramsey logo in future COR materials and signage (same for other sub-districts)
	26) Acquire a ZIP Code for Ramsey	Spring 2015	December 2017		<ul style="list-style-type: none"> New and unique ZIP Code assigned to Ramsey
	27) Create a community sign plan that focuses on community gateways and focal points.	2015	2016		<ul style="list-style-type: none"> Revised zoning code Monument signage plan for the City completed Tenant panel distribution policy completed Funding and Priority Plan
Improve the image of key corridors (Highway 10, CR5, and Highway 47)	28) Use property-owner/ citizen engagement strategies	2016	2016		<ul style="list-style-type: none"> Adopted Statement of Goals
	29) Proactively Implement Corridor Improvements through public investment and code compliance initiatives	2016	2018		<ul style="list-style-type: none"> 30% of targeted property clean-up per year of plan

Three - Year Strategic Action Plan



Traffic Light Status Report September 2015

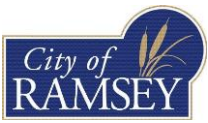
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Ensure long-term sustainability of Public Water System	30) Work with neighboring cities and regulating agencies to identify regional solution(s) for sustainable water supply/water treatment facility	2015	2018		<ul style="list-style-type: none"> Commitment to regional solution for long-term water supply Active participation of neighboring cities/regulating agencies
	31) Develop a Comprehensive Plan for City long-term water supply	2015	2016		<ul style="list-style-type: none"> Updated Comprehensive Water Supply Study









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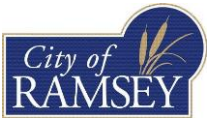
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Strategic Imperative IV: An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization

Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
				Key  Red – On hold/future project  Yellow – In process  Green - Completed	
Improve City communications with the community	32) Adopt a Formalized Communications Plan	Winter 2015	Early 2016		<ul style="list-style-type: none"> • Council adopted communications plan. • The adopted plan outlines specific outcome for each specific tactic.
Improve and sustain high employee morale	33) Develop a Staff recognition program	April 22, 2015 Kick-off	Ongoing		<ul style="list-style-type: none"> • Formal Staff Recognition Program Developed and Implemented • Staff feeling recognized and valued by peers • Staff promoting positive accountability to our core values by peers • Promoted teamwork and brand • Sustained or improved morale
	34) Initiate a strategy to highlight City Employees and job duties (put a face to a name and highlight their contribution to the community)	July/Aug. 2015	Ongoing (monthly) RR Publications as scheduled		<ul style="list-style-type: none"> • Increased awareness of Dept. Functions. / increased staff recognition • Increased awareness of specific roles and specific current events / increased staff recognition. • Promoted Ramsey Brand / increased staff recognition.



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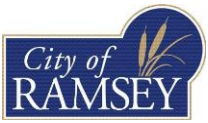
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Strategic Initiative	Tactics	Initiation Date	Completion Date	Status	Key Outcome Indicators/Metrics
Continue to implement process improvement initiatives	35) Review existing events and consider the value to the City	June 2015	September 2015		<ul style="list-style-type: none"> Status of each City event (i.e., include or not) in 2016 budget determined
Plan for public facilities to meet City's growth	36) Identify capital cost of PW facility based upon space needs study. Create funding and implementation plan for a new public works campus	2015	2016		<ul style="list-style-type: none"> Decision by Council on timing and amount of debt for the new Public Works facility



Planning Commission Work Plan 2016 – 2018
THIS IS A WORKING DOCUMENT. ITEMS WILL BE COMPLETED AS
RESOURCES PERMIT

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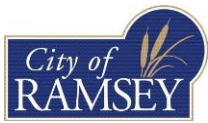
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Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve budget preparation to identify operational efficiencies and cost-savings	Community Development/ Engineering	PC1.1 - Analyze development fees to ensure proper nexus to development impacts	2018	2018	None	None	Multiple	<ul style="list-style-type: none"> Completion of System Plan Studies. Amended rates and charges as recommended.
	Community Development/ Economic Development	PC1.2 - Create a policy to foster a business incubator facility	2016	2017	TBD	TBD	TBD	<ul style="list-style-type: none"> Proper land use controls in place. Completed an analysis of appropriate sites. Completed an analysis of City's role.



Planning Commission Work Plan 2016 – 2018

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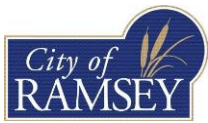
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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors	Engineering	PC2.1 - Conduct CSAH 5 Corridor Study (land use and traffic integrated) in cooperation with the County [Strategic Plan]	2016	2017	Professional services - \$50,000 (PIR) Anoka County Coordination Construction funds	None	B. Westby	<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018
	Engineering	PC2.2 - Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka [Strategic Plan]	2016	2017	Anoka County & MNDOT coordination Construction Funds	None	B. Westby	<ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018
	Community Development	PC2.3 - Ensure correct address and street name standards	2016	2016	None	None	TBD	<ul style="list-style-type: none"> Corrected Street Name and Address Database
Create a diverse and robust offering of recreational opportunities	Community Development	PC2.4 - Develop Plan for future parks, trails, and open space capital improvements [Strategic Plan] [Comprehensive Plan]	2016	2017	None	None	T. Gladhill	<ul style="list-style-type: none"> Completed Master Park and Trail Plan Update CIP Aligned with Parks Plan



Planning Commission Work Plan 2016 – 2018

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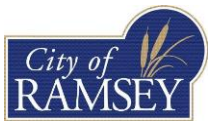
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve and maintain safety of the community	Community Development/Fire Department	PC2.5 - Expand and improve residential rental licensing program Strategic Plan	2017	2017 <u>Program approved by City Council. Implementation in Q2 2017.</u>	None	None	T. Gladhill	<ul style="list-style-type: none"> Cost Benefit analysis completed Improved property maintenance Improved landlord/tenant relationships Improved public safety response
		PC 2.6 – Ensure adequate telecommunications coverage	2018	2018	None	None	TBD	<ul style="list-style-type: none"> Revised telecommunications tower ordinance
Enhance Community Engagement	Community Development	PC2.7 - Increase engagement opportunities in future land use decisions Strategic Plan	2015	2018	Professional service dollars for technical support and analysis (forecasts, etc.) \$32,000 Planning Grant awarded by Metropolitan Council.	TBD	T. Gladhill	<ul style="list-style-type: none"> Adopt a citizen engagement framework for 2040 Comprehensive Plan update Determine appropriate scale of update to the City's Comprehensive Plan Complete required 2040 Comprehensive Plan update Clarified vision for the COR Tax Directed Planning Policy Comprehensive Transportation Plan



Planning Commission Work Plan 2016 – 2018

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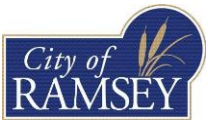
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Enhance Community Engagement	Community Development	PC3.1 - Create a walkable community in The COR that balances market realities	2015	2016 <u>New work plan approved for Q1 2017 Completion.</u>	None	None	T. Gladhill	<ul style="list-style-type: none"> Completed Boards and Commissions Survey Completed Citizen Survey/Workshop Updated Development Plan
	Community Development	PC3.2 - Prevent erosion from damaging shoreline properties and reducing water quality along the Mississippi River.	2015	2016 <u>Complete!</u>	\$5,000 in professional services	None	C. Anderson	<ul style="list-style-type: none"> Completed shoreline inventory through Anoka Conservation District.
	Community Development	PC3.3 - Create a community sign plan that focuses on community gateways and focal points. Strategic Plan	<u>2017</u> Now part of <u>COR System Plan Effort</u>	<u>2017</u>	None	None	<u>P. Brama</u>	<ul style="list-style-type: none"> Revised zoning code Monument signage plan for the City completed Tenant panel distribution policy completed Funding and Priority Plan
Enhance Community Engagement	Community Development	PC3.4 - Enhance protection of wetlands during and after construction activities and ensuring adequately sized lots.	January, 2016	April, 2016 <u>Complete!</u>	None	None	L. Linton	<ul style="list-style-type: none"> Amend City Code per LRRWMO requirements for wetland setbacks.



Planning Commission Work Plan 2016 – 2018

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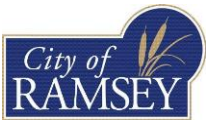
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
	Community Development	PC3.5 - Create areas to support existing residential neighborhoods	2017	2017	None	None	T. Gladhill	<ul style="list-style-type: none"> Create Neighborhood Office District
	Community Development	PC3.6 - Ensure timely completion of projects that do not disrupt the tranquility of residential neighborhoods	2018	2018	None	None	T. Gladhill	<ul style="list-style-type: none"> Establish policy for extensions of Building Permits.
	Community Development	PC3.7 - Create lifecycle housing that allows our aging population find housing without leaving our community.	2016	2017 <u>[2 projects in review process]</u>	TBD	TBD	TBD	<ul style="list-style-type: none"> Facilitate the private development of a one-level housing product with common area maintenance.
Ensure long-term sustainability of Public Water System	Engineering	PC3.8 - Develop a Comprehensive Plan for City long-term water supply [Strategic Plan] [Comprehensive Plan]	2015	2016 [Draft complete. To be reviewed Q1 2017].	None	TBD	B. Westby	<ul style="list-style-type: none"> Updated Comprehensive Water Supply Study



Planning Commission Work Plan 2016 – 2018

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Strategic Imperative IV: An Effective Organization

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On Target	Behind Schedule	Significantly Behind Schedule
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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Required	Tools	Responsible Party	Key Indicators/Metrics	Outcome
Continue to implement process improvement initiatives	Community Development	PC4.1 - Improve submittal process for the Lower Rum River Watershed Management Organization	2017 or as time permits in 2016	2017	None	None		T. Gladhill	<ul style="list-style-type: none"> Revised Application Packet 	
	Community Development	PC4.2 - Ensure safety and welfare of the community without creating burdensome and duplicative requirements.	2017 Note – business licensing policy may be undertaken by the City Clerk in 2016	2018 <u>Complete!</u>	None	None		TBD	<ul style="list-style-type: none"> Revised Variance Policy (2017) Revised CUP Policy (2017) Revised Business License Policy (2017) 	
	Community Development	PC4.3 - Clarify development standards for the Flintwood Hills Neighborhood	2018	2018	None	None		C. Anderson	<ul style="list-style-type: none"> Bulk Standard Matrix 	