

**PARK AND RECREATION COMMISSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey Park and Recreation Commission conducted a regular meeting on February 9, 2017, at Ramsey City Council Chambers, 7550 Sunwood Drive NW

Commission Members Present:      Chair Shane Bennett  
   Vice Chair Matthew Logan  
   Commissioner Brandon Sis  
   Commissioner Jon Trappen  
   Commissioner David Troy

Commission Members Absent:      Commissioner Russell Bayer  
   Commissioner Andrew Fyten

Also Present:                              Parks & Asst. Public Works Superintendent Mark Riverblood

**1.      CALL TO ORDER**

Chair Bennett called the Park and Recreation Commission meeting to order at 6:30 p.m.

**2.      CITIZEN INPUT**

None.

**3.      APPROVE AGENDA**

Commissioner Logan announced he is tendering his resignation. His last meeting will be the March 2017 Commission meeting as he will be moving out of the City.

Chair Bennett thanked Commissioner Logan for his service to the Commission.

Motion by Commissioner Trappen, seconded by Commissioner Sis, to postpone nomination/election of Chair and Vice-Chair of the Park and Recreation Commission until the March 2017 Commission meeting.

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Sis, Logan, and Troy.  
Voting No: None. Absent: Commissioners Bayer and Fyten.

Motion by Commissioner Sis, seconded by Commissioner Troy, to approve the Park and Recreation Commission meeting agenda as revised.

Motion carried. Voting Yes: Chair Bennett, Commissioners Sis, Troy, Logan and Trappen. Voting No: None. Absent: Commissioners Bayer and Fyten.

#### **4. APPROVE MINUTES**

##### **4.01: Approve Park and Recreation Commission Meeting Minutes**

Motion by Commissioner Logan, seconded by Commissioner Trappen, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- 1) Park and Recreation Commission Regular Meeting Minutes dated January 12, 2017.

Motion carried. Voting Yes: Chair Bennett, Commissioners Logan, Trappen, Sis, and Troy. Voting No: None. Absent: Commissioners Bayer and Fyten.

#### **5. COMMISSION BUSINESS**

##### **5.01: Nominate Chair and Vice-Chair of the Park and Recreation Commission**

This item was postponed to the March 2017 meeting.

##### **5.02: Approve Policy Document and Review Concept Plan for Pearson Farm; Case of Capstone Homes**

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. This is not an official application at this time, but does merit a policy discussion on several aspects of the proposed subdivision:

1. Land Use (Comprehensive Plan and Zoning District).
2. Mandatory Environmental Review.
3. Park Dedication and Trail Fees (cash contribution or specified improvements).
4. Regional Infrastructure.

Mr. Riverblood provided the following Observations/Alternatives. This case is an update to a previous case reviewed by the Planning and Park and Recreation Commissions. This project is still in concept stage. Discussions continue on key policy topics with the Developer. The list is a summary of updates since the Commission's reviews in January.

1. The concept is still fluid in nature. Final layout is being modified due to grading and storm water depth information.
2. Staff has expanded the original policy topics from abstract to initial recommendations and action items.
3. The City Council has recommended that there be two (2) access points on Alpine Drive. Staff originally had concerns about two (2) access points. Staff is evaluating options that balance traffic safety and accessibility.

4. The City Council has noted that the City will need to be cognizant of the establishment of a Home Owners' Association due to the private, shared improvements. The City has had negative experiences in at least two projects with these types of improvements when a HOA was not properly established.

Mr. Riverblood reviewed this is a conceptual plan at this point. Staff is forwarding at this stage to introduce the concept early, especially in light of mandatory environmental review required by State Law. The Developer desires initial feedback on the concept before starting the official review process. The entire review process (City, State, Watershed, etc.) may mean a construction start date of approximately July 2017 or later.

Mr. Riverblood provided a synopsis of key issues and opportunities associated with the aforementioned subdivision process and requirements.

Comprehensive Plan Amendment – The proposed concept appears generally in line with the Comprehensive Plan, which guides this area for a mix of medium density residential (3-7 units per acre) and a small portion of high density residential (7-15 units per acre). The boundaries of the Land Use Districts do not match exactly that of the proposed development concept. The Comprehensive Plan will need to be adjusted slightly to reflect the proposal.

Planned Unit Development – The site is comprised of a mix of R-2 Residential and R-3 Residential to match the Comprehensive Plan addressed above. While a majority of the proposal appears to meet minimum zoning standards, there are areas that may deviate slightly from minimums. A significant amount of open space, of value to the project, may impact net density. The site is being planned as a whole, and phased over time. Due to these layers of reviewed, a Planned Unit Development may be an appropriate tool to employ at this time.

Mandatory Environmental Review – Due to the number of units, which is a mix of attached and unattached units, State Rules require this project to complete an Environmental Assessment Worksheet.

Park Dedication and Trail Fees – A total of 334 residential units (estimated) of single family homes + townhomes are proposed to be platted in phases over the next several years. Park Dedication (cash contribution) and Trail Fees would typically be calculated per the existing fee schedule at the time of development of each phase. Preliminary discussions with the Developer indicate they may be requesting some Park Dedication credit for private open space within the proposed plat. Staff has explained the longstanding policy of not requiring or encouraging public “pocket parks”, but rather planning for, and providing Park Dedication and Trail Fee credit for building trail connections within the community, and investing in larger, quality neighborhood and community parks. The Developer may still include private open space and park-like amenities within the subdivision; however, the Park and Recreation Commission is likely to recommend either that Park Dedication (and Trail Fees) be satisfied in cash, or specified improvements that have accessible, recreational value to the community outside of the interior of the proposed subdivision. Examples of specified, Park Dedication eligible improvements include:

- Segments of the proposed greenway trail between Lake Itasca Park and The COR (within or adjacent to the proposed plat).
- Improvements to Lake Itasca Park, e.g. boardwalk or pier connection to the lake, canoe/kayak station, parking areas, or park development plans.
- Trailside improvements to the trail alongside Puma St., which is also an element of the Mississippi River Trail (and U.S. Bikeway #45).
- Any number of potential enhancements/development to the park system in The COR, e.g. splash pad, site development for the water-centric park, or the proposed Municipal Plaza (Happy Days location) – all of which would be of benefit to new residents of Capstone’s proposed project.

Arterial Infrastructure Cost Share – The development of the Capstone project, and the City’s future business park, will result in the need to construct/upgrade arterial infrastructure located along Bunker Lake Boulevard/Puma Street. Resolution of cost-share agreements for the proposed arterial infrastructure improvements is outstanding and will be subject of negotiation.

Street Access to Alpine Drive – A new access point on Alpine Drive is proposed with the concept. Throughout the first round of conceptual design review and City Council feedback, Staff has been directed to discuss options that keep a second access point to Alpine Drive for accessibility and traffic flow that balances concerns about traffic safety (sight lines and speeds). Mr. Riverblood noted a roundabout may be a good solution. Per the Policy Document for the Alpine Drive Roundabout, the developer shall be responsible for the design and construction consistent with the phasing of the project. The proposed roundabout shall include enhanced pedestrian safety measures above and beyond standard/minimum improvements. Park Dedication credit may be applied to the ‘leg’ of the roundabout which would serve as the Lake Itasca Park entrance.

Another street access opportunity to be considered would be the realignment of Puma Street, east, to line-up with the existing Okapi Street to the north of Alpine. This could be physically facilitated as the City presently owns 4 acres at this location. This realignment may also yield an area of developable land to the west side of Puma Street which could be factored into the suite of obligations and opportunities addressed and negotiated within the Development Agreement.

Mr. Riverblood stated staff recommends adoption of the proposed Policy Document.

Motion by Commissioner Troy, seconded by Commissioner Logan, to adopt the Policy Document for Pearson Farm as proposed and recommend City Council approval.

Further discussion: Commissioner Troy asked about the roundabout and impact on wildlife. Mr. Riverblood stated it would impact traffic speed and may provide some favorable impact on wildlife due to lower traffic speeds. Chair Bennett asked about the pedestrian underpass and Mr. Riverblood stated the pedestrian underpass which would provide better safety for people going to the park. The roundabout could add to the safety, but enhanced signalization for pedestrians would be recommended. Commissioner Sis asked what is included in the comprehensive plan east of this development and Mr. Riverblood stated it would be planned to be residential east of

Puma Street to the north and industrial east of Puma Street to the south. Some modifications would be made to land use in the area. Commissioner Sis asked if a roundabout would be detrimental to large trucks needing to come into the area to service commercial or industrial businesses. Mr. Riverblood stated a roundabout would slow the speed and most trucks would use Highway 10 rather than Alpine Drive. Commissioner Trappen asked if a roundabout takes more space than a regular intersection and Mr. Riverblood stated the City owns the land and more space is taken for a roundabout. A roundabout would slow traffic and present a residential feel to the road. Commissioner Troy asked if the roundabout would have any effect on bike trails and Mr. Riverblood stated there would be crosswalks.

Motion carried. Voting Yes: Chair Bennett, Commissioners Troy, Logan, Sis, and Trappen. Voting No: None. Absent: Commissioners Bayer and Fyten.

## **6. COMMISSION/STAFF INPUT**

Parks & Assistant Public Works Superintendent Riverblood provided the following updates:

City-wide Comprehensive Plan – The schedule for park related activity begins in April 2017 and the Commission will start reviewing the plan at that time. There will be some public engagement meetings to review which the Planning Commission and Public Works Departments will share in hosting.

Recreation Programming:

Tuesday, November 14 – Couples Valentine’s Night Out.

Thursday, March 23 – Starwatch Party with Mike Lynch

Wednesday, February 8, 15, 22, March 1 – Yoga Flow

Thursday, May 11 – Learn to Garden with the Master Gardeners

Thursday, February 2 – Skating at Central Park

2017 Skating (and sliding season) – Mr. Riverblood reported it was a rough season due to weather conditions. The attendance count to date was 1,959 Central, 1770 at the School. This is slightly above last year’s numbers.

Commissioner Troy stated the website is very easy to navigate in looking at events. He requested reports be provided on the number of attendees for each event.

## **7. ADJOURNMENT**

Motion by Commissioner Sis, seconded by Commissioner Logan, to adjourn the meeting.

Motion carried. Voting Yes: Chair Bennett, Commissioners Sis, Logan, Trappen and Troy. Voting No: None. Absent: Commissioners Bayer and Fyten.

The Park and Recreation Commission meeting adjourned at 6:55 p.m.

Respectfully submitted,

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Mark Riverblood  
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe  
*TimeSaver off Site Secretarial, Inc.*