

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, December 1, 2016, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Vice Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Ralph Brauer
 Commissioner Cindy Nosan
 Commissioner Patrick Surma
 Commissioner Gary VanScoy

Members Absent: None

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

1. CALL TO ORDER

The regular meeting was called to order at 7:00 p.m.

2. CITIZEN INPUT

Randy Bauer, 146 Iodine Court NW, stated long-time Chair of the Planning Commission Gary Levine passed away two days after the November meeting. He discussed the numerous ways Gary was involved in the community and his church. He then opened the meeting in prayer in honor of Chairperson Gary Levine.

Community Development Director Gladhill explained the City Council would be recognizing Chairperson Gary Levine as well.

Commissioner Brauer thanked Vice Chairperson Bauer for recognizing Gary Levine so appropriately.

3. APPROVAL OF AGENDA

Community Development Director Gladhill requested Item 5.07 be added to the agenda to allow for the preliminary discussion of The COR Development Plan.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to approve the agenda as amended.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated November 3, 2016

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Meeting Minutes dated November 3, 2016.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Appoint Chairperson and Vice Chairperson

Presentation

Vice Chairperson Bauer requested the Planning Commission appoint a Chairperson and Vice Chairperson to serve through March 31, 2017.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to appoint Randy Bauer as Chairperson of the Planning Commission through March 31, 2017.

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

Motion by Commissioner Brauer, seconded by Commissioner Nosan, to appoint Gary VanScoy as Vice Chairperson of the Planning Commission through March 31, 2017.

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

5.02: Public Hearing: Consider a Request for a Variance to the Front Yard Setback on the Property located at 14950 Peridot Street NW; Case of Tara Wostrel and Justin Linder

Public Hearing

Chairperson Bauer called the public hearing to order at 7:07 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Tara Wostrel and Justin Linder (the "Applicant") requesting a variance to the minimum front yard setback on the property located at 14950 Peridot St NW (the "Subject Property") to allow a twenty-six (26) foot setback. Staff reviewed the request in further detail and recommended approval.

Citizen Input

Commissioner Anderson stated he drove by the residence recently and understood the deck frame had already been constructed. He understood the neighboring home was in the same location as the subject property. His concern was that if the Commissioner were to grant a variance for this property, that another variance would have to be granted for the neighbors.

City Planner Anderson commented staff could follow up with the neighbors to identify their setbacks.

Commissioner Brauer indicated the developer could be at fault in this scenario.

Commissioner Anderson explained all four lots in this neighborhood had no space to build or add on to their homes.

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

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

Chairperson Bauer closed the public hearing closed at 7:15 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to adopt Resolution #16-12-225 approving Findings of Fact #0974.

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

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt Resolution #16-12-226 granting a variance to the front yard setback.

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

5.03: Public Hearing: Consider Request for a Preliminary Plat for Woodlands 4th Addition and Variance Requests to the Lot Depth and Cul-de-Sac Length (Project No. 16-102); Case of Lennar Corporation

Public Hearing

Chairperson Bauer called the public hearing to order at 7:18 p.m.

Presentation

City Planner Anderson presented the staff report stating Lennar Corporation (the "Applicant") has applied for Preliminary Plat approval for Woodlands 4th addition. As part of the application submittal, the Applicant has also included a request for a variance to the maximum allowable length of a cul-de-sac and a variance to the lot depth standard specific to Lot 2, Block 1. Staff discussed the case further and recommended adopting Resolutions #16-12-215 and #16-12-216 granting a variance to allow a cul-de-sac length in excess of 600 feet to an approximate length of 1,300 feet. In addition, Staff recommends adopting Resolutions #16-12-217 and #16-12-218 related to the denial of a variance to lot depth standards for Lot 2, Block 1 of Woodlands 4th addition. Staff also recommends adopting Resolution # 16-12-219 approving the Preliminary Plat for Woodlands 4th Addition subject to compliance with a denied lot depth variance for Lot 2, Block 1.

Citizen Input

Commissioner VanScoy understood the EPB was concerned about the intrusion on the wetland. He commented the building pad on Lot 2 was 60' x 95' and noted the width of the buildable area was wider than 60'.

City Planner Anderson reported this was the case and explained Lot 2 was 100' in width at the street.

Commissioner VanScoy believed there was the capability to put a structure on this lot.

Commissioner Surma had no problems with the variance on the lot. He asked if the lot would have a 6" supply line.

Civil Engineer II Linton reported this area would be serviced by an 8" dead-end line.

Commissioner Surma stated he would not support the request as is and recommended the 8" line be looped rather than a dead-end due to the fact the line would become stagnant.

Community Development Director Gladhill indicated the lines were a challenge but commented there was no viable option close to allow the lines to be looped. He estimated that over two miles of line would be needed in order for a loop to be completed.

Commissioner Brauer asked if the line could be looped.

Civil Engineer II Linton reviewed the location of the nearest water main and stated it would not be possible to loop the water lines. He stated staff would be analyzing the turnover rate of the water at Brookfield.

Commissioner VanScoy questioned if the standard cul-de-sac requirements would be met.

City Planner Anderson reported this was the case.

Commissioner VanScoy asked how the negative impacts of the dead-end water lines could be mitigated.

Community Development Director Gladhill described how the City would mitigate the water line concerns noting the hydrants were flushed at least twice a year. He commented the City also treated its water for high-iron content.

Joe Jablonski, Lennar Corporation, appreciated the discussion being held by the Commission. He believed there was enough buildable space on Lot 2 for a home and future improvements. He understood the buffer setback was not buildable. He stated he has worked with longer cul-de-sacs in other developments and has had great success with the lines being flushed.

Commissioner Surma thanked Mr. Jablonski for being present. He believed Lennar was a great partner to the City and has completed great work in the community. He requested that the line flushing be written into the Development Agreement to ensure this work was completed at least three times a year.

Community Development Director Gladhill clarified the City would be conducting the maintenance work and flushing of the lines and not the developer.

Commissioner Anderson questioned if there was any other alternative or shift that could be made to Lot 2.

City Planner Anderson commented on the plans that had been discussed between staff and the applicant for Lot 2. He then offered the following findings if the Commission were to approve the variance to lot depth standards for Lot 2, Block 1.

1. The shape of the wetland boundary is fairly square and parallel to the house pad, compared to previous requests that have been denied.
2. The actual encroachment is much less than previous requests that have been contemplated.

3. The lot is shown with standard house pad dimension of 50' x 66'.
4. That a 25' front yard setback would eliminate the encroachment into the setback area.

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

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

Chairperson Bauer closed the public hearing closed at 7:55 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to adopt Resolutions #16-12-215 approving the Favorable Findings of Fact and #16-12-216 granting a variance to allow a cul-de-sac length in excess of 600 feet to an approximate length of 1,300 feet.

Further discussion

City Planner Anderson recommended the hydrant flushing concern be added as a condition to the Preliminary Plat.

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

Commissioner Brauer recommended the applicant pursue a 25' front yard setback versus the proposed variance plan for Lot 2.

Mr. Dilbanski supported the front yard setback and stated he would work with staff on this matter.

Chairperson Bauer questioned if the EPB's request for denial of the lot depth variance was based on a previous request made to the City.

City Planner Anderson reported this was the case and noted the EPB had no concerns with this individual lot. Staff believed there were enough differences between the previous request and the one before the Commission this evening to justify approval.

Community Development Director Gladhill asked if the Commission was comfortable moving this variance forward, given the fact another request was denied, or if a front yard variance should be pursued.

Commissioner VanScoy respected the work on the EPB, however, he understood the Planning Commission had to consider a specific land use request on a case by case basis. He believed if

the variance was approved, as requested, that the land would be useable for the future homeowner.

Commissioner VanScoy requested an additional finding be added to note that the buildable rear yard lot area would be larger if the lot remained a minimum of 60' x 100' in size.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to adopt Resolution #16-12-217 approving the favorable Findings of Fact with the following additions:

1. That a twenty-five (25) foot setback, if applied, would eliminate the encroachment, unlike previous requests that have been denied.
2. That the shape of wetland boundary is fairly square and parallel to the house pad compared to previous requests that have been denied, which maximizes developable area.
3. That the actual encroachment is much less than previous requests that have been denied.
4. That the lot is shown with a standard house pad and is not relying on a restricted size house pad or a specific home model unlike past requests that have been denied.
5. That there is additional buildable area beyond the 60'x100' area.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, and Nosan. Voting Brauer: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt Resolution #16-12-218 approving the variance to lot depth standards for Lot 2, Block 1 of Woodlands 4th addition.

Further discussion

Commissioner Brauer commented he did not support this variance request due to the fact it was not unique and did not follow the City's criteria.

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

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #16-12-219 approving the Preliminary Plat for Woodlands 4th Addition subject to the City completing additional maintenance on the water lines to eliminate water stagnation at the end of the water lines.

Further discussion

Commissioner Brauer did not support the Preliminary Plat as presented.

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

5.04: Public Hearing: Consider Interim Use Permit for Gravel Parking Lot Expansion at 7575 Highway 10 NW; Case of M&G Trailers

Public Hearing

Chairperson Bauer called the public hearing to order at 8:20 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating this case was amended on November 29, 2016. He explained the City has received a request for an expansion of a gravel parking/storage area at 7575 Highway 10 NW. The request has been made by M & G Trailers. These parking and storage areas are ordinarily required to consist of asphalt or concrete. However, in acknowledgement of impacts of future Highway 10 improvements, the City has adopted interim development standards for impacted parcels. In this case, the Highway 10 Access Planning Study call for a complete acquisition of this parcel in order to remove a private, direct access to Highway 10. A timetable has not been set for acquisition, and is an 'opportunity driven' priority. In other words, unless a safety hazard presents itself, confirmed by accident data, the acquisition will likely be one of the last implementation steps of the plan that spans the cities of Anoka, Ramsey, and portion of Elk River.

Community Development Director Gladhill reported the use of gravel in these interim areas is limited to expansions of existing paved lots. This would be the second expansion of this lot, previously approved via Interim Use Permit. The expansion is within the 150% the size of the paved lot as allowed by City Code. The proposal generally meets setback requirements, with amendments outlined in City Code. The Applicant must also provide a Landscape Plan to be reviewed by Staff prior to issuing the grading permit. The request also requires the approval of the Lower Rum River Watershed Management Organization. Key discussion topics:

- Code allows for gravel parking and storage areas in areas impacted by future public improvements or acquisition.
- This site is identified as a necessary acquisition in the Highway 10 Access Planning Study.
- Design requirements include, but are not limited to (copy of section of code attached):
 - 20 foot setback from front property line.
 - Cannot exceed 150% the size of the paved portion of the lot.
 - Proper grading and drainage (review complete).

- Proper stormwater management (review complete).

Community Development Director Gladhill stated the site has several compliance issues currently. The hope is that by allowing additional storage area, these issues can be corrected (storage within the 20-foot setback area, blockage of required drive aisles). Staff reviewed the request in further detail and recommended approval of the case, contingent upon amendments as outlined in the Staff Review Letter. The current recommendation does not include a termination date other than the future event in time of commencement of acquisition related to the Highway 10 Access Planning Study. The Planning Commission may add a termination date of five (5) years from the date of approval, per past approvals and allowed by City Code. An IUP may be renewed.

Citizen Input

Commissioner Anderson asked if the additional would allow for loading and unloading of truck trailers on their property.

Community Development Director Gladhill reported this was the case.

Commissioner Surma was pleased that the dangerous situation on this property was being addressed.

Commissioner VanScoy questioned if the grading permit would address the proposed parking lot expansion.

Community Development Director Gladhill stated this was the case.

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

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

Chairperson Bauer closed the public hearing closed at 8:29 p.m.

Commission Business

Commissioner VanScoy questioned when the interim use permit would sunset.

Community Development Director Gladhill reviewed the termination clause with the Commission, stating additional language could be added stating: If it is determined that this property is not needed for acquisition, the Interim Use Permit shall be terminated at that time.

Commissioner VanScoy requested this language be added.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Resolution #16-12-236 granting an Interim Use Permit to M & G Trailer Sales and Service, amending the sunset language.

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

5.05: Public Hearing: Considering Ordinance #17-01 Amending Sign Standards for the Employment Districts to Allow a Second Ground Sign on Parcels with Multiple Road Frontages

Public Hearing

Chairperson Bauer called the public hearing to order at 8:33 p.m.

Presentation

City Planner Anderson presented the staff report stating in 2010, the City amended the sign regulations relating to the Business Districts (B-1 and B-2) to allow a secondary permanent ground sign on parcels with multiple road frontages. At that time, it did not seem that there was a need to contemplate allowing a secondary ground sign in the Employment Districts since they are not generally oriented toward retail uses sought out by the general public. However, the City has had a couple inquiries over the past few years about the potential of a secondary ground sign that were not possible without the issuance of a Conditional Use Permit due to the limitation of one (1) permanent ground sign per parcel, regardless of the number of road frontages. Staff reviewed the request in further detail with the Commission and recommended approval.

Citizen Input

Commissioner Nosan questioned the difference between the City's Business and Employment Districts.

City Planner Anderson described the differences between the two zoning districts as being a place to work versus a place to shop.

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

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

Chairperson Bauer closed the public hearing closed at 8:38 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council adopt Ordinance #17-01 amending Section 117-520 (b) to allow a second permanent ground sign on parcels with multiple road frontages in the Employment Districts.

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

5.06: Consideration of Recommending Preliminary City Council Approval of Draft Water Supply Plan

Presentation

Civil Engineer II Linton presented the Staff Report stating the purpose of this case is to obtain a recommendation from the Planning Commission for preliminary City Council approval of the City of Ramsey's draft Water Supply Plan. Staff reviewed the draft water supply plan in detail with the Commission and requested the Commission grant preliminary City Council approval of the draft WSP with or without modifications.

Chairperson Bauer feared that ground water would disappear at some point in the future and understood some other water source may be needed to draw water for the City. He suggested the City further evaluate its sewer rates during the summer months. He proposed additional sewer funds collected during the summer months be used for future water supply needs of the City.

Civil Engineer II Linton indicated he would pass this suggestion on to the City Council. He commented at some point, the capacity of the existing aquifer would meet capacity and a regional solution would be sought to continue to provide water to the City of Ramsey.

Commissioner Brauer requested further information from staff on the water spike in 2012.

Civil Engineer II Linton explained he had not looked into the 2012 water usage in further detail to correlate them with weather patterns.

City Planner Anderson reviewed the City's underground irrigation requirements for commercial and townhome developments.

Further discussion ensued regarding the reuse of stormwater runoff for irrigation.

Commissioner VanScoy questioned if the City should also be addressing private wells.

Civil Engineer II Linton was unsure of any overarching regulatory agency that could regulate private wells.

Community Development Director Gladhill explained private wells were regulated by the Department of Health.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend the City Council approve the preliminary draft of the Water Supply Plan, requesting the Council consider placing summer sewer funds be placed in a special fund to assist with the City's future water needs.

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

5.07: Discussion of The COR Development Plan

Presentation

Chairperson Bauer discussed The COR Development Plan with the Commission.

Commissioner VanScoy recommended the Commission hold a worksession where the history and future of The COR be addressed. He requested this be held prior to the Commission holding a joint meeting with the City Council.

Commissioner Brauer believed the Commission was somewhat frustrated with the previous discussions held regarding The COR and a worksession would assist in focusing the group. He proposed a decision tree be used to help the Commission move forward on The COR.

Commissioner Nosan supported this recommendation.

Community Development Director Gladhill commented the suggestion to meet with the Council was to get everybody on the same page and to address certain policies. He stated he would want to run the decision tree process by the Council prior to staff proceeding. He clarified the Commission would be meeting jointly with the City Council on January 10th.

Commissioner Brauer stated the idea would be to put a draft together of potential decisions and then or staff to review this model in order for comments to be received from the Commission.

Chairperson Bauer asked if Commissioner Brauer could have something pulled together prior to the next meeting.

Commissioner Brauer reported he could have the decision tree ready to go in January.

Commissioner VanScoy stated he would prefer to have a worksession prior to meeting with the City Council.

Commissioner Surma suggested the Commission meet next week to address the decision tree.

Commissioner Brauer was not certain he could have the decision tree completed by next week.

Commissioner VanScoy requested the Commission further review Mr. Riverblood's presentation at this worksession meeting along with the history of The COR.

Community Development Director Gladhill requested the Commission come to a consensus on how to proceed. He suggested each of the Commission members provide staff with a bullet list of pivotal or sticking points.

Commissioner Surma recommended the Commission not dwell on the history but rather focus on the future of the site with only a reference to the history.

Commissioner VanScoy agreed he wanted to see the project move forward but believed the historical issues with the site should be explained.

Chairperson Bauer recommended the Commission meet with the City Council as scheduled on January 10th and have Commissioner Brauer prepare a decision tree that will be presented on January 5th, directing the Commission to provide staff with a list of their concerns regarding The COR.

Commissioner VanScoy preferred to hold a worksession prior to January 5th to discuss this matter.

Community Development Director Gladhill suggested the Commission hold a 5:30 p.m. worksession on January 5th.

The Commissioner supported this recommendation.

6. COMMISSION / STAFF INPUT

6.01: Receive Staff Update

The Staff Update was noted.

6.02: Zoning Bulletins

Zoning Bulletins were noted.

7. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 9:41 p.m.

Respectfully submitted,

Tim Gladhill
Community Development Director

ATTEST:

JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.