

## Tim Gladhill

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**From:** Tim Gladhill  
**Sent:** Friday, December 30, 2016 8:12 AM  
**Subject:** Planning Commission Update - December 30, 2016

**This message has been blind copied to all Planning Commissioners.**

Commissioners:

Below are several updates that may be of interest to the Planning Commission.

### Planning Commission Agenda

Later today, we will publish the January Planning Commission Agenda. Please note that due to holiday and vacation schedules, this will be a partially completed agenda. While we make every attempt to have a completely finalized agenda upon first publication, we were not able to accomplish this task this month. The agenda will include the requests themselves and Staff recommendations. We will follow up with finalized detailed Staff Reports as needed later next week. The good news is there are several exciting projects on the horizon that Staff wants to include the Commission early in the discussion. With that in mind, several of the cases are a chance to see the concept and ask clarifying questions before we enter an official review process and are under the 60 Day Rule.

### National Self Storage (Bunker Lake Boulevard/Ramsey Boulevard)

An official application has been submitted to the City for review beginning in February.

### Armstrong West (Future Business Park, Residential Development, Redevelopment of Existing Industrial to Retail, Potential Future School and/or Religious Institution)

As an update to last week's communication, Staff anticipates a Comprehensive Plan Amendment to be reviewed by the Planning Commission in February at the earliest.

- Future Business Park
- Capstone Residential Plat

Staff met with Capstone Homes on December 22. A concept plan for their proposed residential development 'Pearson Farm' has been submitted and is on the January Planning Commission for presentation only (no action). Staff is also working on conceptual layout alternatives for the Future Business Park.

An Environmental Assessment Worksheet (EAW) will likely be mandatory for the Capstone Residential Plat. An EAW may be mandatory for the Future Business Park. An alternative approach, known as an Alternative Urban Areawide Review (AUAR), may be used to consolidate these environmental reviews. Staff will review options with the Planning Commission and City Council when the project(s) are reviewed in the standard form (Comprehensive Plan, Plat, Site Plan). Staff will provide an overview of these options as an introductory presentation (no action/no recommendation yet).

## REMINDERS

Special Planning Commission/COR Development Plan Workshop

A reminder that we will be holding a Special Meeting on Thursday, January 5 at 5:30 p.m. in the Lake Itasca Room. The intent of this meeting is to focus on designing a process and work plan to complete the vision and land use plan for The COR so that the City can move to the next stage (system plan design – streets, utilities, stormwater, parks, etc.).

### Joint Work Session with City Council

A reminder that the Planning Commission and City Council will hold a Joint Work Session. Staff has amended the schedule and is now recommending that the Joint Work Session be held on **Tuesday, January 24 at 5:30 p.m.** This will allow the Planning Commission adequate time to complete the next task (process/work plan/policy questions) and have that output in time to publish on the City Council agenda. The City Council has asked that the Economic Development Authority be invited as well, as the EDA has a role in the development in terms of economic development goals and real estate transactions.

### Potential Date Change for Regular Planning Commission Meetings

Please fill out the survey below as to your regular availability for potential meeting date changes. Staff is not suggesting a change needs to occur at this point, but wants to check in with the desires of the Commission.

<https://www.surveymonkey.com/r/ramseyplanningdate>

Over the past couple of years, Staff has received a handful of inquiries about the potential of moving the Regular Planning Commission Date. A couple of reasons for the request.

1. Quicker turnaround of projects to City Council. Currently, the City Council Agenda is published the same date as the Regular Planning Commission, but earlier in the day as Planning Commission meets after business hours.
2. Avoid conflicts with The Draw Summer Event Series. The Draw Summer Event Series continues to increase in popularity. Unfortunately, Commissioners are left to miss a number of these opportunities due to our current meeting day of Thursday. Additionally, Freeing up this evening allows the team to utilize The Draw Summer Event Series as a means of citizen/public engagement, whether it be the Comprehensive Plan Update, The COR Development Plan, or other land use topics.

Nothing says we have to change the date, and we certainly do not want to create a situation where an existing Commissioner can no longer participate. We would need full consensus to make the change. This is an opportunity to see if there is any desire to change, and bring the results forward for discussion. To reiterate, Staff would make no recommendation for change unless there was full consensus of the group.

### Staff Availability – December 23 through January 2

City Offices will be closed on the following dates:

- Friday, December 23
- Monday, December 26
- Monday, January 2

Planners will be out of the office December 27 through December 30. JoAnn will be available to route phone calls and emails as needed.

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### **DRAFT AGENDA FOR JANUARY REGULAR MEETING**

- Brookview East Sketch Plan (11 Rural Residential Lots)
- Preliminary Plat for Vistas at North Commons (Gleason) (12 COR Single Family Lots)
- Zoning Amendment for Woodlands 4<sup>th</sup> Addition (follow up to previous approval)
- Skeeter Boats Tent/Membrane Structure as Long Term Temporary Showroom on Highway 10
- Trott Brook Hall Expansion Concept Plan
- Prestmore Academy Concept Plan and Site Selection
- Capstone Homes Residential Concept
- Consider Ordinance to Amend Board of Appeals and Adjustment/Official Map
- Receive Update from Comprehensive Plan Steering Committee
- Review Potential Dates for Regular Planning Commission Meetings

Please let me know if you have any questions on any of the updates above. See everyone next week!

Sincerely,



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